



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

May 22, 2012

Immediately following the Board Meeting, which begins at 9:30 A.M.
Hibbing City Hall, City Council Chambers, 401 East 21st Street, Hibbing, 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 May 8, 2012

Environment & Natural Resources Committee – Commissioner Dahlberg, Chair

1. Cancellation of Contract for Purchase of State Tax Forfeited Land – Line [12-198]
2. Cancellation of Contracts for Purchase of State Tax Forfeited Lands - Bottila, Ronchetti [12-199]
3. Cancellation of Contracts for Repurchase of State Tax Forfeited Lands - Anderson, Rossini [12-200]
4. Private Sale of State Tax Forfeited Land - Jershe, Johnson, Holewa, Weaver [12-201]

Public Works & Transportation Committee – Commissioner Forsman, Chair

5. Acquisition of Right of Way – CP 142319 and 14320 (Field Township) [12-202]
6. Agreement with Minnesota Department of Natural Resources for Culvert Replacement – CP 8175 Becks Road (Duluth) [12-203]
7. Agreement with LHB Corp. for Design Services – Bridge 491 on CSAH 97 (Biwabik Township) [12-204]
8. Agreement with Erickson Engineering for Design Services – Bridge 161 on CR 834 (Halden Township) [12-205]

Finance & Budget Committee – Commissioner Raukar, Chair

9. Abatement List for Board Approval [12-206]
10. 2012 First Quarter Budget Changes [12-207]

Central Management & Inter-Governmental Committee – Commissioner Jewell, Chair

11. Proposed 0.2 FTE Increase to a Victim-Witness Investigator Position [12-208]

Public Safety & Corrections Committee – Commissioner Sweeney, Chair

12. Authorization to Enter into a Contract with Motorola for ARMER Radio Equipment [12-209]

ESTABLISHMENT OF PUBLIC HEARINGS:

Finance & Budget Committee – Commissioner Raukar, Chair

13. Establish Public Hearing to Consider Allegations of Liquor Law Violation – Clinton Township (9:40 a.m., Tuesday, July 3, 2012, St. Louis County Courthouse, Duluth, MN) [12-210]

REGULAR AGENDA:

For items on the Regular Agenda, citizens will be allowed to address the Board at the time a motion is on the floor.

Public Works & Transportation Committee – Commissioner Forsman, Chair**1. Award of Bids CP 9296 (Hibbing) and Maintenance Striping 2012 [12-211]**

A call for bids is scheduled for May 17, 2012. The bid results and resolutions for consideration will be presented to the Board at the May 22, 2012 Committee of the Whole meeting.

Central Management & Inter-Governmental Committee – Commissioner Jewell, Chair**1. New Job Class – Insurance and Claims Specialist [12-212]**

Resolution to create a new job class and funding allocations for the Safety & Risk Management Division of County Administration.

Public Safety & Corrections Committee – Commissioner Sweeney, Chair**1. Funding for Duluth Family Visitation Center [12-213]**

Commissioner Sweeney has requested that the County Board provide a level of funding for the Duluth Family Visitation Center for 2012.

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:**

June 5, 2012	Commissioners' Conference Room, Courthouse, Duluth, MN
June 12, 2012	Commissioners' Conference Room, Courthouse, Duluth, MN
June 26, 2012	Semer's Park Pavilion, Ely, 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, May 8, 2012

Location: County Commissioner Conference Room, Duluth Courthouse
Present: Commissioners O'Neil, Dahlberg, Forsman, Nelson and Raukar
Absent: Commissioners Jewell and Sweeney
Convened: Chair Nelson called the meeting to order at 11:45 a.m.

CONSENT AGENDA

O'Neil /Forsman moved to approve the consent agenda. At the request of Commissioner Raukar, 2011 Fourth Quarter Budget changes, was removed from consent for separate consideration. The remainder of the consent agenda passed. (6-0)

- Minutes of May 1, 2012
- Family Group Decision Making Provision for African American Families
- Amendment to Add Grantees to a Roadway Easement across State Tax Forfeited Land
- Repurchase of State Tax Forfeited Land – Brickson
- Acceptance of Grant for Bridge Replacement Project (Industrial Township)
- Agreement with the St. Louis County School District for IRYA School Advisors
- ARMER Project Equipment Shelters
- Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License – Ault Township (Tuesday, June 12, 2012, 9:40 a.m., St. Louis County Courthouse, Duluth, MN)
- Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License – Kabetogama Township (Tuesday, June 12, 2012, 9:45 a.m., St. Louis County Courthouse, Duluth, MN)
- Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License – Unorganized Township 59-16 (Tuesday, June 12, 2012, 9:50 a.m., St. Louis County Courthouse, Duluth, MN)

REGULAR AGENDA

Administrator Kevin Gray said the award of bids for crack sealing would be removed from the agenda upon the recommendation of public works.

Raukar/Forsman moved to approve the 2011 Fourth Quarter Budget Changes. Administrator Gray said these changes are typical year-end items. Administrator Gray said there were originally 39 items, and the last item, 40, is for the ARMER System. Commissioner Nelson noted item 10, which could be a possible conflict of interest, and requested administration to be aware of potential conflict for commissioners.

Commissioner Jewell joined the meeting at 11:52 a.m. and said he does not work for Men as Peacemakers, which is the organization listed under item 10. Auditor Donald Dicklich clarified the action, which is to approve the transfer from fund balance to expenditure line, not to approve the actual expenditure. The motion passed. (6-0)

COMMISSIONER DISCUSSION ITEMS

Commissioner Dahlberg said there will be a meeting tonight from 6:00-8:00 p.m. at Good Fellowship for updates on the U.S. Steel Super Fund Clean Up. Commissioner Dahlberg said the board will be hosting a town hall meeting or “listening session” beginning at 6:30 p.m. at the Hermantown Government Services Center on May 15, 2012. Commissioner Dahlberg thanked Commissioner Raukar for his leadership during a presentation of the budget process and found it very informative.

Commissioner O’Neil said it is tree-planting season and this coming Saturday, the University of Minnesota Extension will have a tree-planting event to expand their orchards. Commissioner O’Neil said this Saturday is also the U.S. Post Office Mail Carriers food drive in various locations throughout the country, including south St. Louis County.

Commissioner Jewell said he was not at the April 24 board meeting as he was in Houston TX attending the Annie E. Casey Foundation Juvenile Detention Alternatives Initiative National Inter-site Conference. Commissioner Jewell said 700 people from around the country attended, including judges, county attorneys, county commissioners and those who help youth. The conference looked at opportunities to decrease the number of minority youth in the juvenile detention system. Commissioner Jewell said the Minnesota Extension recently hosted a viewing of the film “Farm to School”. This 30-minute documentary explores the economic advantages and remaining challenges for businesses, farms, schools and communities as we work together to improve our children’s health and education. Commissioner Jewell has a copy of the documentary and is willing to share.

At 12:06 p.m., Forsman/O’Neil moved to adjourn. (6-0)

Keith Nelson, Chair of the County Board

Patricia Stolee, Clerk of the County Board

BOARD LETTER NO. 12 - 198

ENVIRONMENT & NATURAL RESOURCES COMMITTEE
CONSENT NO. 1

BOARD AGENDA NO.

DATE: May 22, 2012 **RE:** Cancellation of Contract for
Purchase of State Tax
Forfeited Land - Line

FROM: Kevin Z. Gray
County Administrator

Robert Krepps, Land Commissioner
Land & Minerals

Don Dicklich
County Auditor

RELATED DEPARTMENT GOAL:

Performing public services; financial return to the county and taxing districts.

ACTION REQUESTED:

The St. Louis County Board is requested to cancel a contract for purchase of state tax forfeited land.

BACKGROUND:

The County Auditor has attached information in reference to a state tax forfeited land contract which has been entered into under the provisions of Minn. Stat. Chapter 282. Daniel and Heather Line of Hermantown, MN, have voluntarily agreed to admission of service and waiver of time to cure default, and that the contract should be cancelled.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the cancellation of this contract and authorize the disposal of abandoned personal property that may remain on the site.

Daniel and Heather Line, Hermantown, MN

Parcel Code	520-0090-00320, 00330, 00350
Purchase Price	\$33,000.00
Principle Amount Remaining	\$29,600.00
Date of Last Payment	10/13/2011
Installment Payments Not Made	\$0.00
Subsequent Del Taxes and Fees	\$0.00
Amount Needed to Cure Default	\$0.00

Cancellation of Contract for Purchase of State Tax Forfeited Land - Line

BY COMMISSIONER _____

WHEREAS, Daniel and Heather Line of Hermantown, MN, have agreed that the contract for the purchase of state tax forfeited land should be cancelled; and

WHEREAS, the purchasers voluntarily agreed to admission of service and waiver of time to cure default to the State of Minnesota for land legally described as:

TOWN OF RICE LAKE

LOTS 5, 6, 7 & 8, BLOCK: 002

COLMANS 4TH ACRE TRACT ADDN TO DULUTH

PARCEL: 520-0090-00320, 00330, 00350

CONTRACT: C22110068

WHEREAS, Minn. Stat. § 282.04, Subd. 2(d) and 504B.271 authorizes the County Auditor to dispose of abandoned personal property; and

WHEREAS, the previous owners of the property will be notified by posting of property or by mail.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approves the cancellation of contract for purchase of state tax forfeited land by Daniel and Heather Line of Hermantown, MN listed on file in County Board File No. _____, according to the provisions of Minn. Stat. § 282.01, Subd. 5 and Minn. Stat. § 282.40, and according to the procedures of Minn. Stat. § 559.21.

RESOLVED FURTHER, that the St. Louis County Board authorizes the County Auditor to dispose of abandoned personal property from the above described state tax forfeited property.



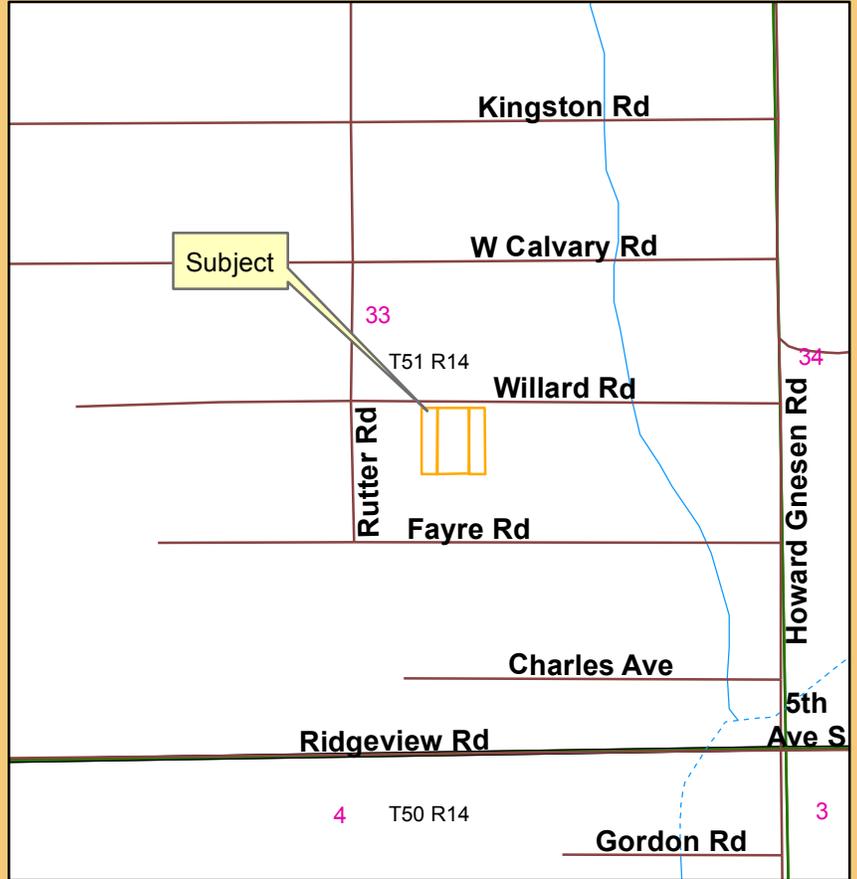
St. Louis County Land Department Tax Forfeited Land Sales

Cancellation of Contract

Legal : TOWN OF RICE LAKE
LOT 5, 6, 7 & 8, BLOCK:002
COLMANS 4TH ACRE TRACT ADDN
TO DULUTH

Parcel Code : 520-0090-00320, 330, 350

LDKEY : 70392

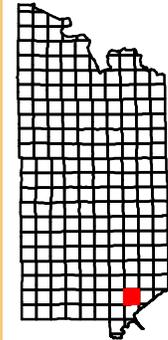


Town of Rice Lake

Sec: 33 Twp: 51 Rng: 14

Commissioner District # 5

-  State Tax Forfeited Land
-  Water
-  Road
-  Area of Interest
-  Tract

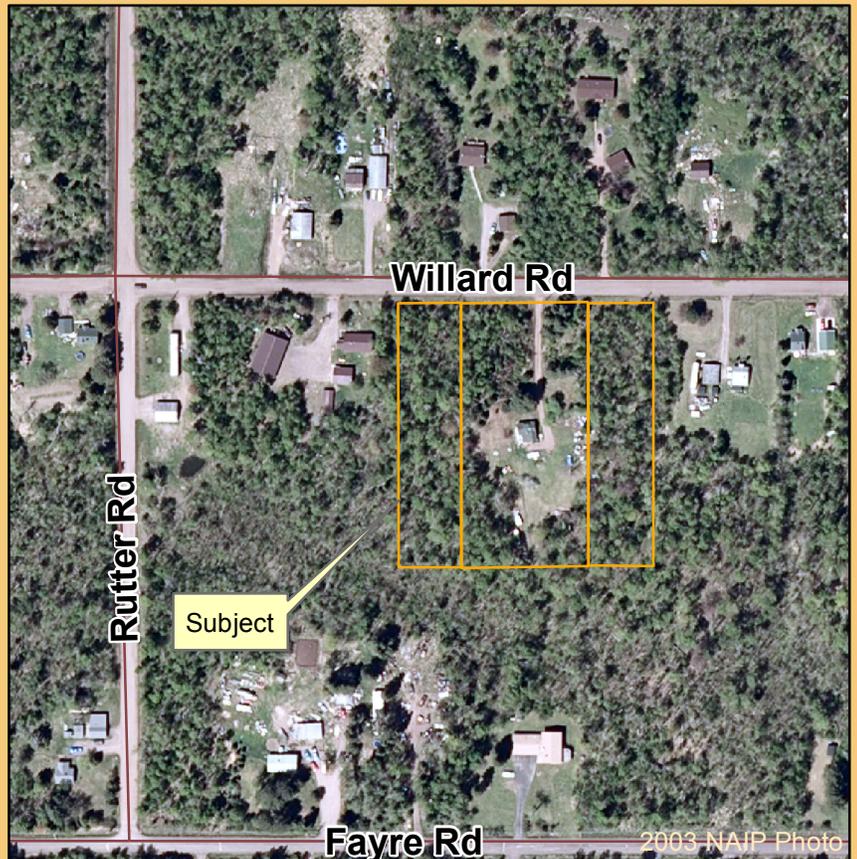


St. Louis County, Minnesota

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St. Louis County
Land Department

May 2012



BOARD LETTER NO. 12 - 199

ENVIRONMENT & NATURAL RESOURCES COMMITTEE
CONSENT NO. 2

BOARD AGENDA NO.

DATE: May 22, 2012 **RE:** Cancellation of Contracts for
Purchase of State Tax
Forfeited Lands - Bottila,
Ronchetti

FROM: Kevin Z. Gray
County Administrator

Robert Krepps, Land Commissioner
Land and Minerals

Don Dicklich
County Auditor

RELATED DEPARTMENT GOAL:

Performing public services; financial return to the county and taxing districts.

ACTION REQUESTED:

The St. Louis County Board is requested to cancel contracts for purchase of state tax forfeited land.

BACKGROUND:

The County Auditor has attached information in reference to state tax forfeited land contracts which have been entered into under the provisions of Minn. Stat. Chapter 282. The purchase agreements have defaulted due to the purchasers' failure to pay the required installments and/or taxes. The purchasers: Stephen Matthew Bottila of Virginia, MN; and Timothy D. Ronchetti of Hibbing, MN, have been served with Notice of Cancellation of Contract by civil process but have failed to cure the default.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve cancellation of these contracts and authorize the disposal of abandoned personal property that may remain on the sites.

Stephen Matthew Bottila, Virginia, MN

Legal Description	CITY OF VIRGINIA LOT: 0004 BLOCK: 027 VIRGINIA Parcel Code: 090-0010-06260 C22090089
Purchase Price	\$33,000.00
Principal Amount Remaining	\$29,700.00
Date of Last Payment	3/15/2010
Installment Payments Not Made	\$2,970.00
Subsequent Del Taxes and Fees	\$12,921.03
Amount Needed to Cure Default	\$15,891.03
Insurance	Provided

Timothy D. Ronchetti

Legal Description	CITY OF VIRGINIA LOTS 7 AND 8, BLOCK 94 VIRGINIA 2ND ADDITION Parcel Code: 090-0030-05520 C22090090
Purchase Price	\$10,000.00
Principal Amount Remaining	\$9,000.00
Date of Last Payment	1/26/2010
Installment Payments Not Made	\$1,800.00
Subsequent Del Taxes and Fees	\$2,169.19
Amount Needed to Cure Default	\$3,969.19
Insurance	N/A

Cancellation of Contract for Purchase of State Tax Forfeited Land - Bottila

BY COMMISSIONER _____

WHEREAS, the contract with Stephen Matthew Bottila of Virginia, MN, for the purchase of state tax forfeited land is in default for nonpayment of taxes and/or installments; and

WHEREAS, the purchaser was properly served with Notice of Cancellation of Contract by civil process and has failed to cure the default for lands legally described as:

CITY OF VIRGINIA
LOT: 0004 BLOCK: 027
VIRGINIA
Parcel Code: 090-0010-06260
C22090089

WHEREAS, Minn. Stat. § 282.04, Subd, 2(d) and 504B.271 authorizes the County Auditor to dispose of abandoned personal property; and

WHEREAS, the previous owner(s) of the property will be notified by posting of property or by mail.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approves the cancellation of contract for the purchase of state tax forfeited land described above, according to the provisions of Minn. Stat. § 282.01, Subd. 5 and Minn. Stat. § 282.40, and according to the procedures of Minn. Stat. § 559.21.

RESOLVED FURTHER, that the County Auditor is authorized to dispose of abandoned personal property from the above described state tax forfeited property.



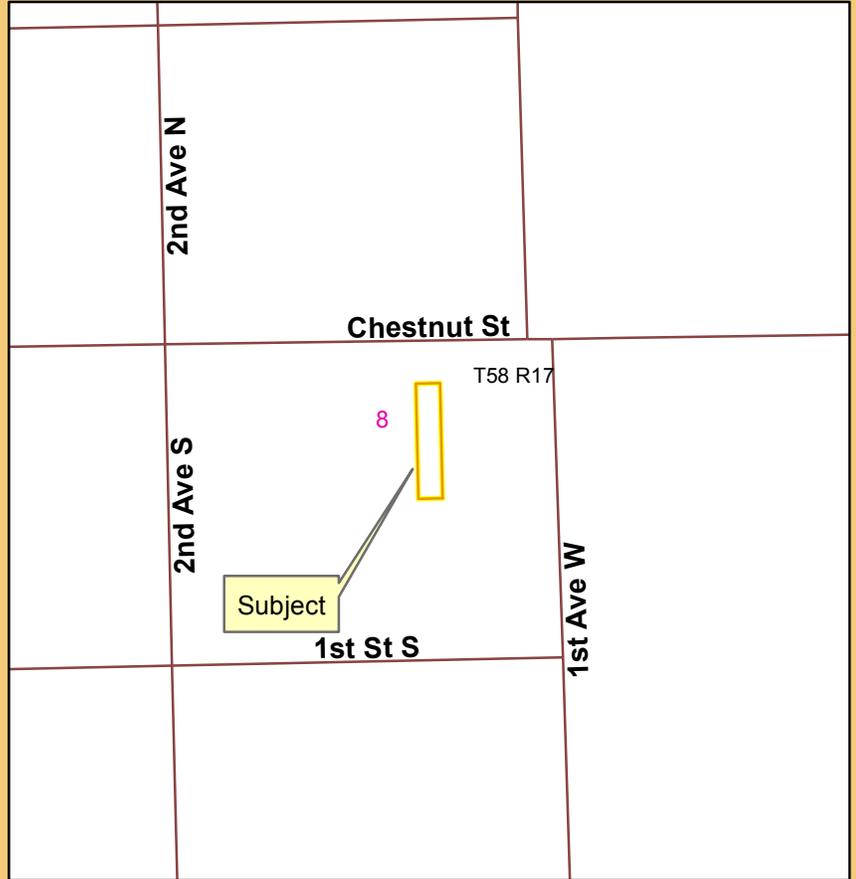
St. Louis County Land Department Tax Forfeited Land Sales

Cancellation of Contract

Legal : CITY OF VIRGINIA
LOT: 0004 BLOCK:027
VIRGINIA

Parcel Code : 090-0010-06260

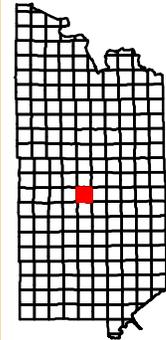
LDKEY : 70153



City of Virginia Sec: 8 Twp: 58 Rng: 17

Commissioner District # 6

- State Tax Forfeited Land
- Water
- Road
- Area of Interest
- Tract



St. Louis County, Minnesota

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**St. Louis County
Land Department**

May 2012



2003 NAIP Photo

Cancellation of Contract for Purchase of State Tax Forfeited Land - Ronchetti

BY COMMISSIONER _____

WHEREAS, the contract with Timothy D. Ronchetti of Hibbing, MN, for the purchase of state tax forfeited land is in default for nonpayment of taxes and installments; and

WHEREAS, the purchaser was properly served with Notice of Cancellation of Contract by civil process and has failed to cure the default for land legally described as:
CITY OF VIRGINIA
LOTS 7 AND 8, BLOCK 94
VIRGINIA 2ND ADDITION
Parcel Code: 090-0030-05520
C22090090

WHEREAS, Minn. Stat. § 282.04, Subd, 2(d) and 504B.271 authorizes the County Auditor to dispose of abandoned personal property; and

WHEREAS, the previous owner of the property will be notified by posting of property or by mail.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approves the cancellation of contract for the purchase of state tax forfeited land described above, according to the provisions of Minn. Stat. § 282.01, Subd. 5, and Minn. Stat. § 282.40, and according to the procedures of Minn. Stat. § 559.21.

RESOLVED FURTHER, that the County Auditor is authorized to dispose of abandoned personal property from the above described state tax forfeited property.



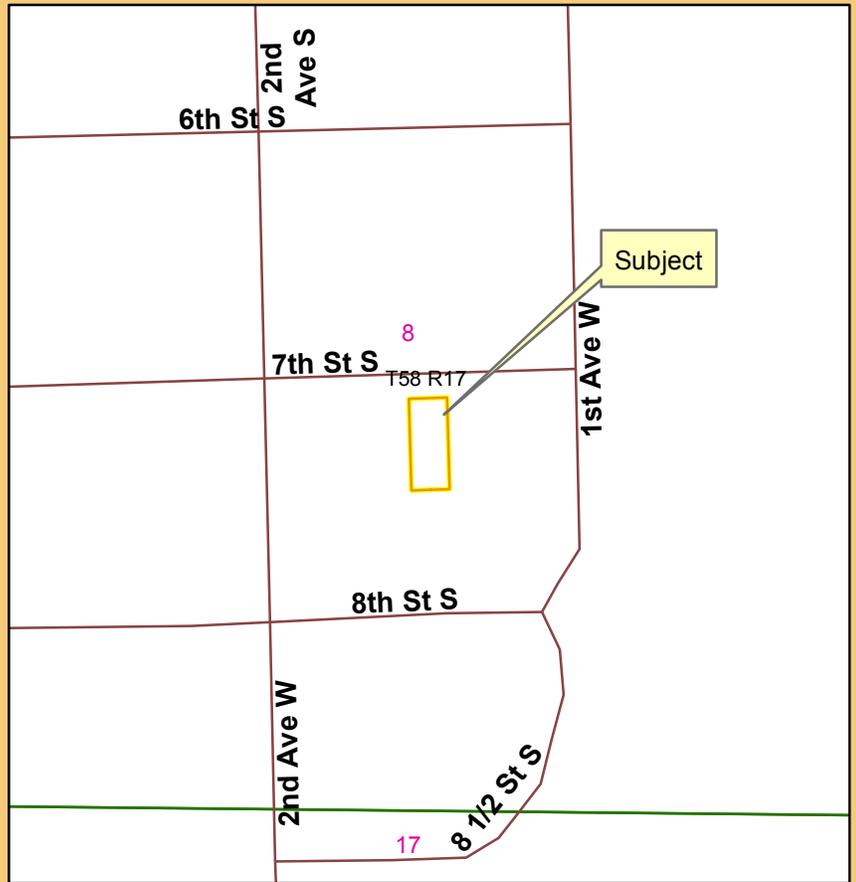
St. Louis County Land Department Tax Forfeited Land Sales

Cancellation of Contract

Legal : CITY OF VIRGINIA
LOTS 7 AND 8, BLOCK 94
VIRGINIA 2ND ADDITION

Parcel Code : 090-0030-05520

LDKEY : 70154

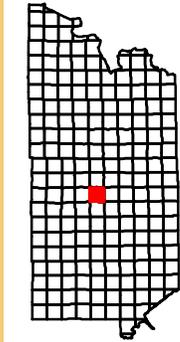


City of Virginia

Sec: 8 Twp: 58 Rng: 17

Commissioner District # 6

- State Tax Forfeited Land
- Water
- Road
- Area of Interest
- Tract



St. Louis County, Minnesota

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**St. Louis County
Land Department**

May 2012



2003 NAIP Photo

BOARD LETTER NO. 12 - 200

ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 3

BOARD AGENDA NO.

DATE: May 22, 2012

RE: Cancellation of Contracts for
Repurchase of State Tax
Forfeited Lands - Anderson,
Rossini

FROM: Kevin Z. Gray
County Administrator

Robert Krepps, Land Commissioner
Land and Minerals

Don Dicklich
County Auditor

RELATED DEPARTMENT GOAL:

Performing public services; financial return to the county and taxing districts.

ACTION REQUESTED:

The St. Louis County Board is requested to cancel contracts for repurchase of state tax forfeited land.

BACKGROUND:

The County Auditor has attached information in reference to state tax forfeited land contracts which have been entered into under the provisions of Minn. Stat. Chapter 282. The repurchase agreements have defaulted due to the purchasers' failure to pay the required installments and/or taxes and/or failure to provide proof of insurance. The purchasers: Teresa Anderson of Eveleth, MN; and Carol A. Rossini of Elk River, MN have been served with Notice of Cancellation of Contract by civil process but have failed to cure the defaults.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve cancellation of these contracts and authorize the disposal of abandoned personal property that may remain on the sites.

Teresa Anderson, Eveleth, MN

Legal Description	TOWN OF FAYAL ELY 435.6 FT OF NLY 500 FT OF SE1/4 OF SE1/4 Sec 24 Twp 57 Rge 17 Parcel Code: 340-0010-04482 C22110060
Purchase Price	\$1,837.23
Principal Amount Remaining	\$1,653.51
Date of Last Payment	5/19/2011
Installment Payments Not Made	\$0.00
Subsequent Del Taxes and Fees	\$61.00
Amount Needed to Cure Default	\$61.00
Insurance	Failure to Provide Insurance

Carol A. Rossini, Elk River, MN

Legal Description	CITY OF HIBBING LOTS 1 AND 2, BLOCK 1 FAIRVIEW C OF HIBBING Parcel Code: 140-0090-00010 C22100004
Purchase Price	\$61,002.13
Principal Amount Remaining	\$49,392.11
Date of Last Payment	3/10/2011
Installment Payments Not Made	\$0.00
Subsequent Del Taxes and Fees	\$5,759.73
Amount Needed to Cure Default	\$5,759.73
Insurance	Provided

Cancellation of Contract for Repurchase of State Tax Forfeited Land - Anderson

BY COMMISSIONER _____

WHEREAS, the contract with Teresa Anderson of Eveleth, MN, for the repurchase of state tax forfeited land is in default for failure to provide proof of insurance; and

WHEREAS, the purchaser was properly served with Notice of Cancellation of Contract by civil process and has failed to cure the default for land legally described as:
TOWN OF FAYAL
ELY 435.6 FT OF NLY 500 FT OF SE1/4 OF SE1/4
SEC 24 TWP 57 RGE 17
Parcel Code: 340-0010-04482
C22110060

WHEREAS, Minn. Stat. § 282.04, Subd, 2(d) and 504B.271 authorizes the County Auditor to dispose of abandoned personal property; and

WHEREAS, the previous owners of the property will be notified by posting of the property or by mail.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approves the cancellation of contract for the repurchase of state tax forfeited land described above, according to the provisions of Minn. Stat. § 282.01, Subd. 5 and Minn. Stat. § 282.40, and according to the procedures of Minn. Stat. § 559.21.

RESOLVED FURTHER, that the St. Louis County Auditor is authorized to dispose of abandoned personal property from the above described state tax forfeited property.



St. Louis County Land Department Tax Forfeited Land Sales

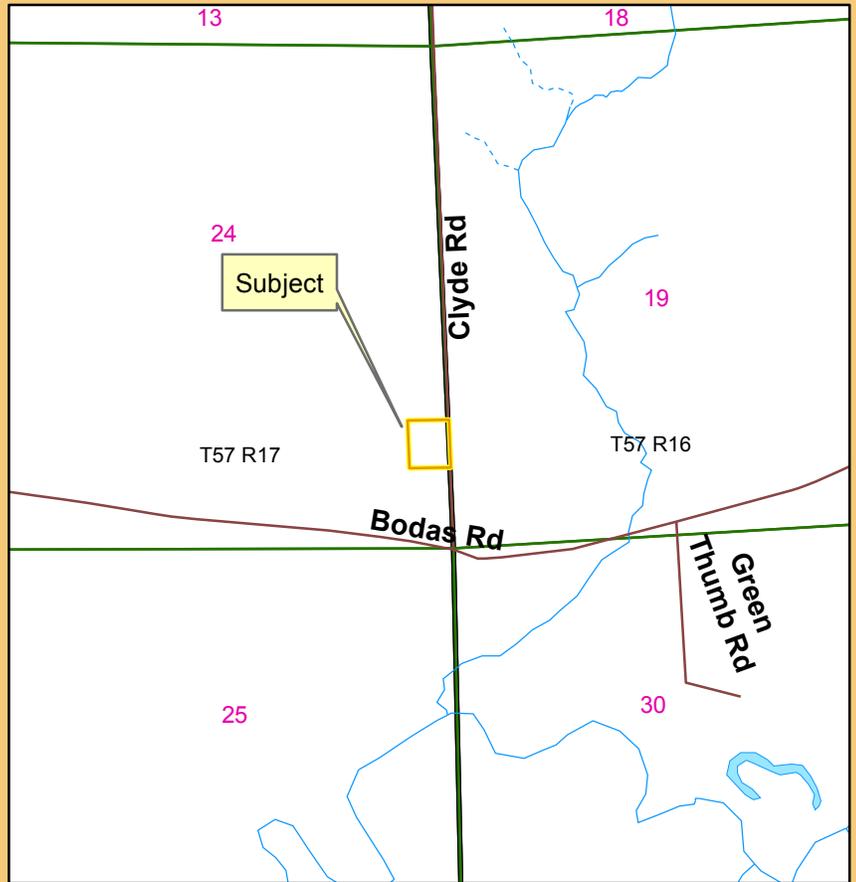
Cancellation of Contract

Legal : TOWN OF FAYAL
ELY 435.6 FT OF NLY 500 FT OF
SE1/4 OF SE1/4
Sec 24 Twp 57 Rge 17

Parcel Code : 340-0010-04482

Acres: 5.00

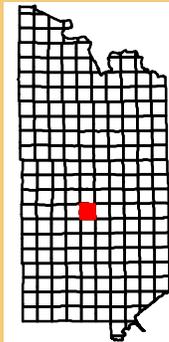
LDKEY : 70923



Town of Fayal Sec: 24 Twp: 57 Rng: 17

Commissioner District # 6

- State Tax Forfeited Land
- Water
- Road
- Area of Interest
- Tract

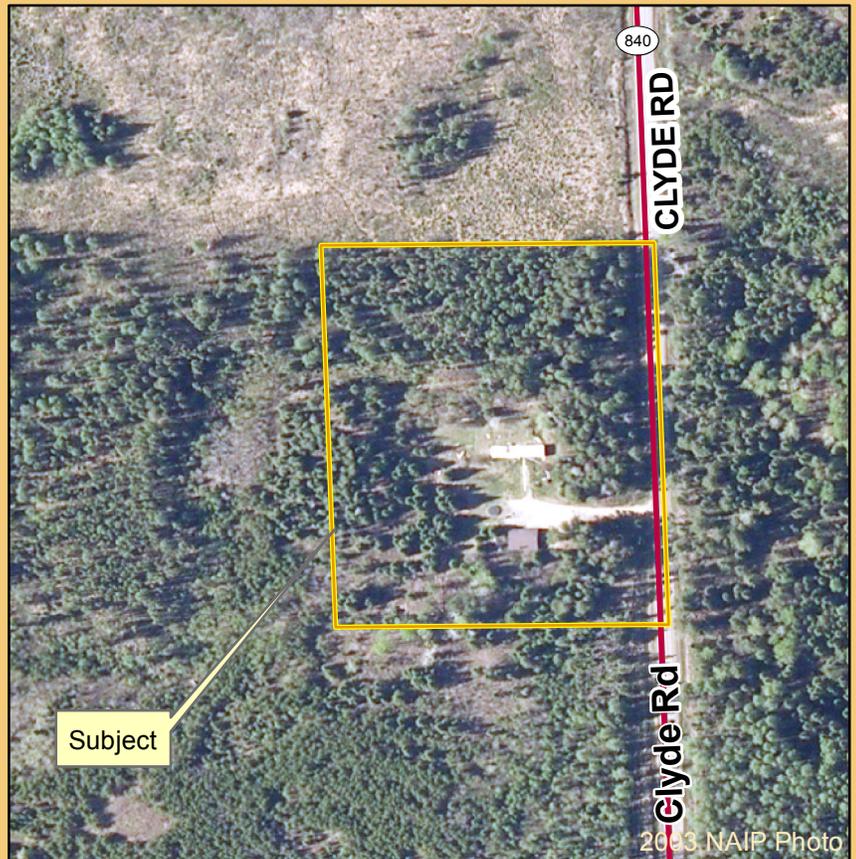


St. Louis County, Minnesota

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St. Louis County
Land Department

May 2012



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Cancellation of Contract for Repurchase of State Tax Forfeited Land - Rossini

BY COMMISSIONER _____

WHEREAS, the contract with Carol A. Rossini of Elk River, MN, for the repurchase of state tax forfeited land is in default for nonpayment of taxes; and

WHEREAS, the purchaser was properly served with Notice of Cancellation of Contract by civil process and has failed to cure the default for land legally described as:

CITY OF HIBBING
LOTS 1 AND 2, BLOCK 1
FAIRVIEW C OF HIBBING
Parcel Code: 140-0090-00010
C22100004

WHEREAS, Minn. Stat. § 282.04, Subd, 2(d) and 504B.271 authorizes the County Auditor to dispose of abandoned personal property; and

WHEREAS, the previous owners of the property will be notified by posting of the property or by mail.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approves the cancellation of contract for the repurchase of state tax forfeited land described above, according to the provisions of Minn. Stat. § 282.01, Subd. 5 and Minn. Stat. § 282.40, and according to the procedures of Minn. Stat. § 559.21.

RESOLVED FURTHER, that the St. Louis County Auditor is authorized to dispose of abandoned personal property from the above described state tax forfeited property.



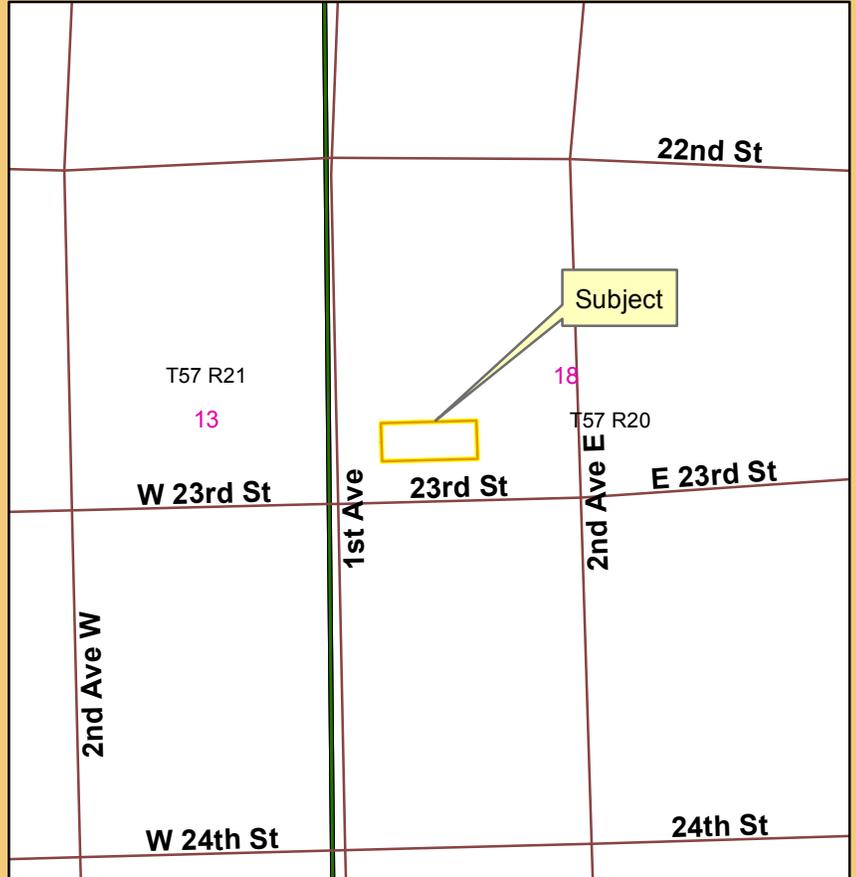
St. Louis County Land Department Tax Forfeited Land Sales

Cancellation of Contract

Legal : CITY OF HIBBING
LOTS 1 AND 2, BLOCK 1
FAIRVIEW C OF HIBBING

Parcel Code : 140-0090-00010

LDKEY : 70404

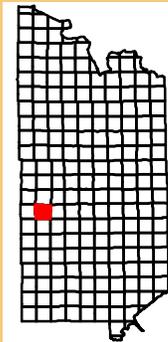


City of Hibbing

Sec: 18 Twp: 57 Rng: 20

Commissioner District # 7

-  State Tax Forfeited Land
-  Water
-  Road
-  Area of Interest
-  Tract



St. Louis County, Minnesota

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St. Louis County
Land Department

May 2012



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BOARD LETTER NO. 12 - 201

ENVIRONMENT & NATURAL RESOURCES COMMITTEE
CONSENT NO. 4

BOARD AGENDA NO.

DATE: May 22, 2012 **RE:** Private Sale of State Tax
Forfeited Land - Jershe,
Johnson, Holewa, Weaver

FROM: Kevin Z. Gray
County Administrator

Robert Krepps, Land Commissioner
Land and Minerals

RELATED DEPARTMENTAL GOAL:

Financial return to the county and taxing districts.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize a private sale of state tax forfeited land located in the City of Babbitt to Michael Jershe, David Johnson, Elizabeth Holewa, and Ramona Weaver.

BACKGROUND:

Michael Jershe (Ely, MN) is interested in acquiring a non-conforming strip of tax forfeited land adjacent to his private property. In 2010 he contacted his State Representative, and special legislation was drafted authorizing the sale. The special legislation was approved in 2011 (Laws of Minnesota 2011, Chapter 3, Section 31). The legislation also authorizes the private sale of three additional non-conforming strips of tax forfeited land to other adjacent property owners in the area.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the private sale of state tax forfeited land to Michael Jershe, David Johnson, Elizabeth Holewa, and Ramona Weaver.

Private Sale of State Tax Forfeited Land - Jershe

BY COMMISSIONER _____

WHEREAS, pursuant to Laws of Minnesota 2011, Chapter 3, Section 31, St. Louis County may sell by private sale the following described state tax forfeited parcels:

The West 33 feet of the North 208 feet of the South 1,040 feet of the Northwest Quarter of the Northeast Quarter, Section 7, Township 60 North, Range 13 West, Parcel Code 105-0080-00988

The North 45.27 feet of the South 1,085.27 feet of the West 449 feet of the Northwest Quarter of the Northeast Quarter, Section 7, Township 60 North, Range 13 West, Parcel Code 105-0080-00989

WHEREAS, these parcels of land have been classified as non-conservation land pursuant to Minn. Stat. § 282.01; and

WHEREAS, these parcels of land are not withdrawn from sale pursuant to Minn. Stat. § 85.012, 92.461, 282.01, Subd. 8; and other statutes that require the withholding of state tax forfeited lands from sale.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approves the sale of state tax forfeited parcels 105-0080-00988 and 105-0080-00989 to Michael Jershe for a land value of \$2,800, 3% assurance fee of \$84, deed fee of \$25, deed tax of \$9.24, and recording fee of \$46; for a total of \$2,964.24, to be deposited in Fund 240 (Forfeited Tax Fund).

Private Sale of State Tax Forfeited Land - Johnson

BY COMMISSIONER _____

WHEREAS, pursuant to Laws of Minnesota 2011, Chapter 3, Section 31, St. Louis County may sell by private sale the following described state tax forfeited parcel:

The West 33 feet of the North 208 feet of the South 832 feet of the Northwest Quarter of the Northeast Quarter, Section 7, Township 60 North, Range 13 West, Parcel Code 105-0080-00991

WHEREAS, this parcel of land has been classified as non-conservation land pursuant to Minn. Stat. § 282.01; and

WHEREAS, this parcel of land is not withdrawn from sale pursuant to Minn. Stat. § 85.012, 92.461, 282.01, Subd. 8; and other statutes that require the withholding of state tax forfeited lands from sale.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approves the sale of state tax forfeited parcel 105-0080-00991 to David Johnson for a land value of \$1,000, 3% assurance fee of \$30, deed fee of \$25, deed tax of \$3.30, and recording fee of \$46; for a total of \$1,104.30, to be deposited in Fund 240 (Forfeited Tax Fund).

Private Sale of State Tax Forfeited Land - Holewa

BY COMMISSIONER _____

WHEREAS, pursuant to Laws of Minnesota 2011, Chapter 3, Section 31, St. Louis County may sell by private sale the following described state tax forfeited parcel:

The West 33 feet of the North 208 feet of the South 624 feet of the Northwest Quarter of the Northeast Quarter, Section 7, Township 60 North, Range 13 West, Parcel Code 105-0080-00992

WHEREAS, this parcel of land has been classified as non-conservation land pursuant to Minn. Stat. § 282.01; and

WHEREAS, this parcel of land is not withdrawn from sale pursuant to Minn. Stat. § 85.012, 92.461, 282.01, Subd. 8; and other statutes that require the withholding of state tax forfeited lands from sale.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approves the sale of state tax forfeited parcel 105-0080-00992 to Elizabeth Holewa for a land value of \$1,000, 3% assurance fee of \$30, deed fee of \$25, deed tax of \$3.30, and recording fee of \$46; for a total of \$1,104.30, to be deposited in Fund 240 (Forfeited Tax Fund).

Private Sale of State Tax Forfeited Land - Weaver

BY COMMISSIONER _____

WHEREAS, pursuant to Laws of Minnesota 2011, Chapter 3, Section 31, St. Louis County may sell by private sale the following described state tax forfeited parcel:

The West 33 feet of the South 416 feet of the Northwest Quarter of the Northeast Quarter, Section 7, Township 60 North, Range 13 West, Parcel Code 105-0080-00993

WHEREAS, this parcel of land has been classified as non-conservation land pursuant to Minn. Stat. § 282.01; and

WHEREAS, this parcel of land is not withdrawn from sale pursuant to Minn. Stat. § 85.012, 92.461, 282.01, Subd. 8; and other statutes that require the withholding of state tax forfeited lands from sale.

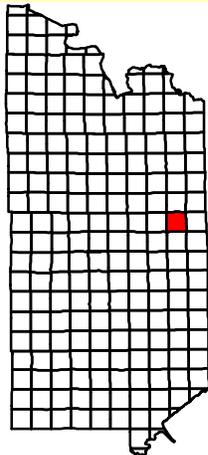
NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approves the sale of state tax forfeited parcel 105-0080-00993 to Ramona Weaver for a land value of \$1,800, 3% assurance fee of \$54, deed fee of \$25, deed tax of \$5.94, and recording fee of \$46; for a total of \$1,930.94, to be deposited in Fund 240 (Forfeited Tax Fund).



Commissioner District # 4

City of Babbitt Section: 7 Township: 60 Range: 13

- State Tax Forfeited
- Water
- Road
- Parcel Aerial
- Parcel Plat
- Township-Range



**St. Louis County
Minnesota**

This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. This drawing is a compilation of recorded information and data located in various city, county, state and federal offices. St. Louis County is not responsible for any incorrectness herein.

**St. Louis County
Land and Minerals
Department**



The West 33 feet of the North 208 feet of the South 1,040 feet of the Northwest Quarter of the Northeast Quarter, Section 7, Township 60 North, Range 13 West, Parcel Code 105-0080-00988;

The North 45.27 feet of the South 1,085.27 feet of the West 449 feet of the Northwest Quarter of the Northeast Quarter, Section 7, Township 60 North, Range 13 West, Parcel Code 105-0080-00989;

The West 33 feet of the North 208 feet of the South 832 feet of the Northwest Quarter of the Northeast Quarter, Section 7, Township 60 North, Range 13 West, Parcel Code 105-0080-00991;

The West 33 feet of the North 208 feet of the South 624 feet of the Northwest Quarter of the Northeast Quarter, Section 7, Township 60 North, Range 13 West, Parcel Code 105-0080-00992;

The West 33 feet of the South 416 feet of the Northwest Quarter of the Northeast Quarter, Section 7, Township 60 North, Range 13 West, Parcel Code 105-0080-00993

county roads, the department is developing a phased approach to making improvements on these roads. The first phase, proposed for 2012, would include re-grading parts of the roadway to flatten some of the hills, improving the site visibility at the 90 degree turn, placing additional gravel surfacing where needed, and making safety improvements at the bridge crossing. In the next few years, and as traffic volume warrants, additional grading work would be done to further correct the profile and to widen the driving surface to a minimum width of 28 feet. County Bridge Number 657 (State Bridge 88799) over Flint Creek would also be replaced.

Additional Right of Way will be needed from adjacent private and tax forfeited parcels of land for all of these improvements. These parcels are located in Sections 4, 5, 8 and 9 of T62N-R19W and Sections 32 and 33 of T63N-R19W in Field Township.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the acquisition of right of way necessary for these projects and authorize the County Auditor to grant the necessary easements across tax forfeited lands. Right of Way acquisition is payable from Fund 200, Agency 203001.

**Acquisition of Right of Way – CP 142319 and 14320
(Field Township)**

BY COMMISSIONER _____

WHEREAS, the St. Louis County Public Works Department plans to make several improvements to County Roads 938 and 540 (Alango and East Olson Roads) and replace County Bridge 657 (State Bridge 88799) over the next few years in Field Township (T62 & 63N-R19W); and

WHEREAS, these improvements consist of widening and reconstruction of said roadway, and bridge replacement, 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 these projects, payable from Fund 200, Agency 203001, Objects 636500 and 636600.

RESOLVED FURTHER, that, pursuant to Minn. Stat. 282.04 subdivision 4, the St. Louis County Board authorizes the County Auditor to grant the necessary right of way easements for highway purposes over, under, and across the following Tax Forfeited parcel:

Northerly 264 feet of Easterly 330 feet of Northeast Quarter of Northeast Quarter (NE 1/4 of NE 1/4), Section Eight (8), Township 62 North, Range 9 West.
(parcel ID Number 350-0010-01155)

BOARD LETTER NO. 12 - 203

PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 6

BOARD AGENDA NO.

DATE: May 22, 2012 **RE:** Agreement with Minnesota
Department of Natural Resources
for Culvert Replacement – CP 8175
Becks Road (Duluth)

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 a Joint Powers Agreement with the State of Minnesota Department of Natural Resources (DNR) for a culvert replacement project on County State Aid Highway (CSAH) 3 in Duluth.

BACKGROUND:

The St. Louis County Public Works Department is currently in the process of reconstructing CSAH 3 (Becks Road) in Duluth, County Project (CP) 8175 (SAP 69-603-011). The Public Works Department and the DNR wish to ensure that certain additional design features are included in the culvert replacement project to preserve unique/rare stream habitat and to improve fish passage design on Tributary 4 to Sargent Creek, a designated trout stream. As compensation, the DNR will pay the county \$68,000 upon completion of design features outlined in the agreement.

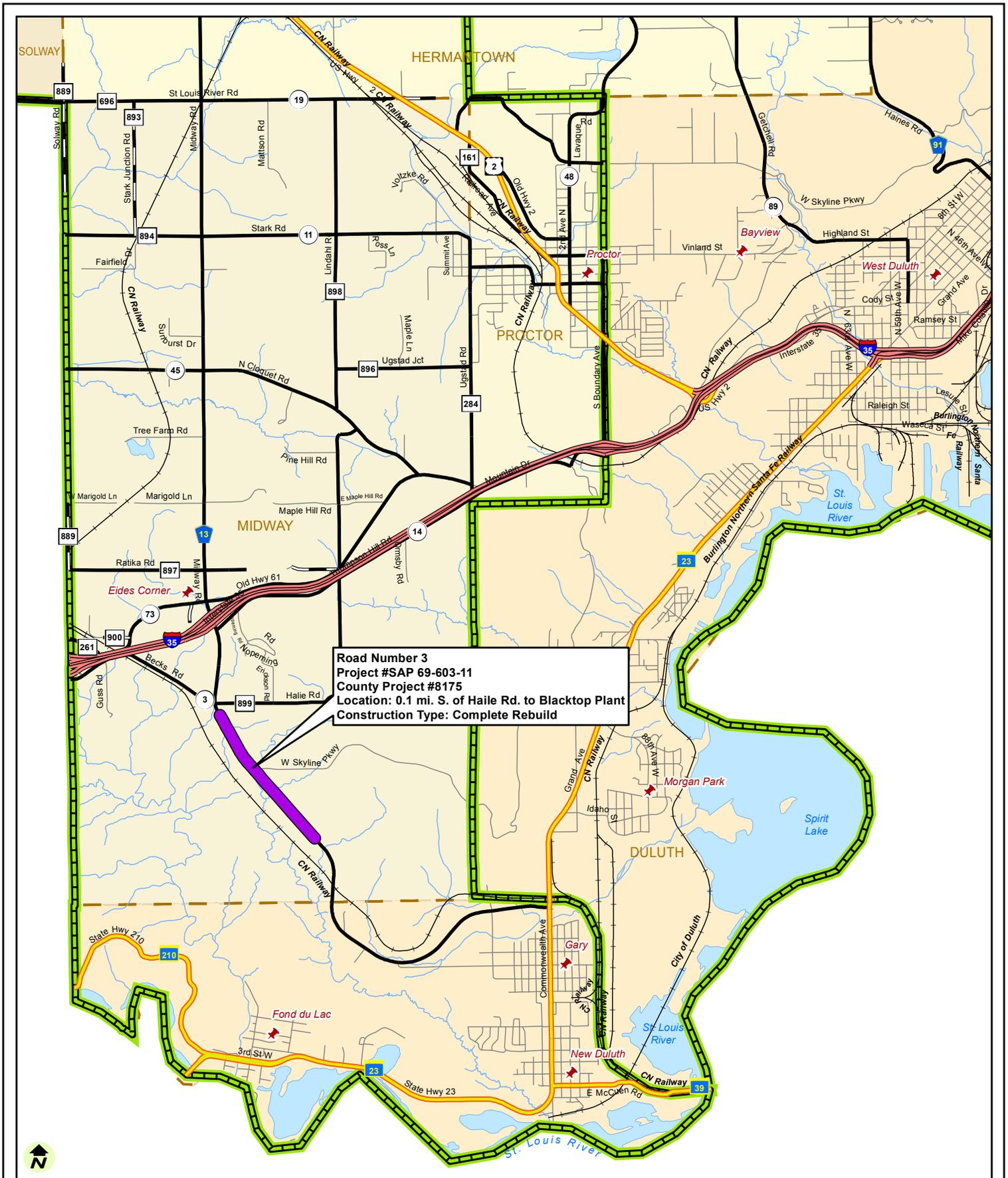
RECOMMENDATION:

It is recommended that the St. Louis County Board authorize an agreement with the Minnesota Department of Natural Resources, where the DNR will pay the county \$68,000 for culvert design for CP 8175. The funds received from the DNR will be receipted into Fund 220, Agency 220168, Object 583100.

**Agreement with Minnesota Department of Natural Resources
for Culvert Replacement – CP 8175 Becks Road (Duluth)**

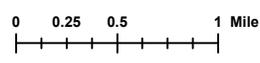
BY COMMISSIONER _____

RESOLVED, that the St. Louis County Board authorizes a Joint Powers Agreement, and any amendments approved by the County Attorney, with the Minnesota Department of Natural Resources (DNR) where the DNR will pay the county the amount of \$68,000 upon completion of the features identified in the agreement to improve fish passage design on Tributary 4 to Sargent Creek, a designated trout stream, County Project 8175, SAP 69-603-011, with the funds to be receipted into Fund 220, Agency 220168, Object 583100.



Road Number 3
Project #SAP 69-603-11
County Project #8175
Location: 0.1 mi. S. of Haile Rd. to Blacktop Plant
Construction Type: Complete Rebuild

St. Louis County 2011 Road & Bridge Construction



Map Components

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

BOARD LETTER NO. 12 - 204

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 7

BOARD AGENDA NO.

DATE: May 22, 2012

RE: Agreement with LHB Corp. for
Design Services – Bridge 491 on
CSAH 97 (Biwabik Township)

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 an agreement with LHB Corporation for design services for County Project 9589, bridge reconstruction on County State Aid Highway (CSAH) 97 in Biwabik Township.

BACKGROUND:

The St. Louis County Public Works Department issued a Request for Proposals (RFP) to engineering consultants for design services for bridge reconstruction along CSAH 97 over the Embarrass River in Biwabik Township, MN. After reviewing the proposals, it was determined that LHB Corp. of Duluth, MN has the training, experience, and knowledge to provide these services, and would be the best choice for these services. The factors considered to determine the best choice, ability to deliver within the project time frame, experience, proposed design, and estimated construction costs. The services shall include project management, team meetings, public involvement, writing of special provisions, and design activities. This project is anticipated to be funded by state bridge bond funds and state aid funds.

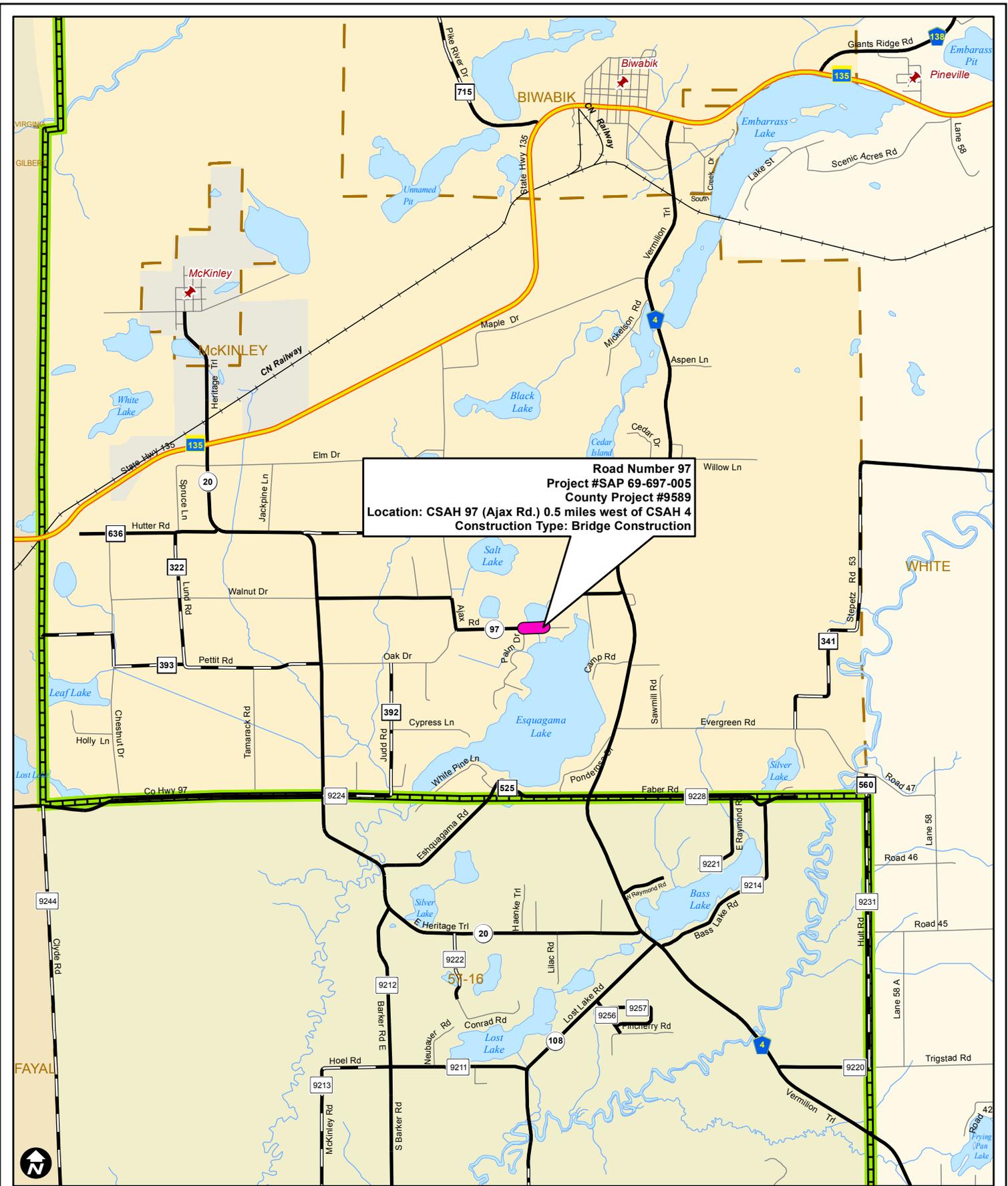
RECOMMENDATION:

It is recommended that the St. Louis County Board authorize an agreement with LHB Corp. for design services for the reconstruction of County Bridge 491 on CSAH 97 over the Embarrass River in Biwabik Township, MN, C.P. 9589. The total cost of these services is \$28,900, payable from Fund 200, Agency 200008, Object 626600.

**Agreement with LHB Corp. for Design Services –
Bridge 491 on CSAH 97**

BY COMMISSIONER _____

RESOLVED, that the St. Louis County Board authorizes an agreement, and any amendments authorized by the County Attorney, with LHB Corp. for design services for the reconstruction of County Bridge 491 along County State Aid Highway 97 over the Embarrass River in Biwabik Township, MN, County Project 9589, SAP 69-697-005. The total cost of these services is \$28,900.00, payable from Fund 200, Agency 200008, Object 626600.

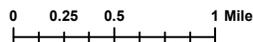


Road Number 97
Project #SAP 69-697-005
County Project #9589
Location: CSAH 97 (Ajax Rd.) 0.5 miles west of CSAH 4
Construction Type: Bridge Construction

St. Louis County 2013 Road & Bridge Construction

Map Components

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



BOARD LETTER NO. 12 - 205

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 8

BOARD AGENDA NO.

DATE: May 22, 2012 **RE:** Agreement with Erickson
Engineering for Design Services –
Bridge 161 on CR 834 (Halden
Township)

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 an agreement with Erickson Engineering for design services for bridge reconstruction on County Road (CR) 834 in Halden Township.

BACKGROUND:

The Public Works Department issued a Request for Proposals (RFP) to engineering consultants for design services for bridge reconstruction along CR 834 over the East Savanna River in Halden Township, MN. After reviewing the proposals, it was determined that Erickson Engineering of Bloomington, MN has the training, experience, and knowledge to provide these services. The factors considered to determine the best choice were, ability to deliver within the project time frame, experience, proposed design, and estimated construction costs. The services shall include project management, team meetings, public involvement, writing of special provisions, and design activities. This project is anticipated to be funded by state bridge bond funds and local funds.

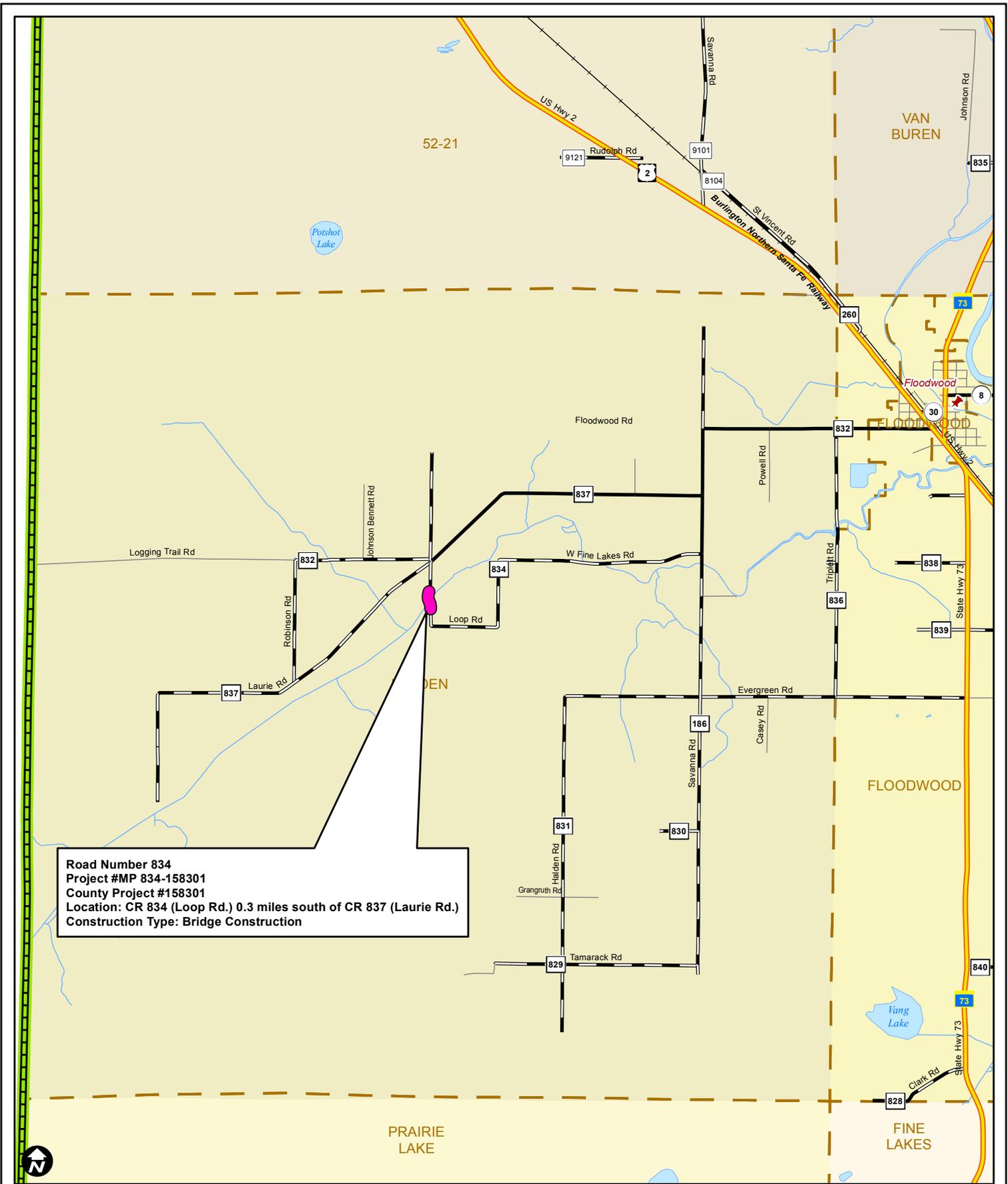
RECOMMENDATION:

It is recommended that the St. Louis County Board authorize an agreement with Erickson Engineering of Bloomington, MN, for the design of bridge reconstruction of County Bridge 161 on County Road 834 over the East Savanna River in Halden Township, MN, C.P. 158301. The total cost of these services is \$29,200, payable from Fund 200, Agency 200008, Object 626600.

**Agreement with Erickson Engineering for Design Services –
Bridge 161 on CR 834 (Halden Township)**

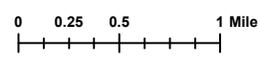
BY COMMISSIONER _____

RESOLVED, that the St. Louis County Board authorizes an agreement, and any amendments authorized by the County Attorney, with Erickson Engineering of Bloomington, MN, for design services for the reconstruction of County Bridge 161 along County Road 834 over the East Savanna River in Halden Township, MN, County Project 158301. The total cost of these services is \$29,200, payable from Fund 200, Agency 200008, Object 626600.



Road Number 834
Project #MP 834-158301
County Project #158301
Location: CR 834 (Loop Rd.) 0.3 miles south of CR 837 (Laurie Rd.)
Construction Type: Bridge Construction

St. Louis County 2013 Road & Bridge Construction



Map Components	
2013 Road & Bridge Construction	County/Unorg. Twp. Road - Paved
Bridge Construction	County/Unorg. Twp. Road - Gravel
Interstate Highway	Local Road/City Street
U.S./State Highway	Railroad
	Commissioner District
	Township Boundary
	City/Town
	Lake
	River/Stream

BOARD LETTER NO. 12 - 206

FINANCE & BUDGET COMMITTEE CONSENT NO. 9

BOARD AGENDA NO.

DATE: May 22, 2012 **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. 59401.

5/9/2012
2:34:28PM

Abatements Submitted for Approval by the St. Louis County Board
on 6/5/2012

<u>PARCEL CODE</u>	<u>AUD NBR</u>	<u>NAME</u>	<u>TYPE</u>	<u>LOCATION</u>	<u>APPRAISER</u>	<u>REASON</u>	<u>YEAR</u>	<u>REDUCTION</u>
10 3278 35	0 14396	KERN, RYAN	R	City of Duluth	Linda Brophy	HOMESTEAD	2012	15.34
10 3510 1760	0 14397	WILD, JOHN	R	City of Duluth	Diane Suomi	HOMESTEAD	2012	342.02

BOARD LETTER NO. 12 - 207

FINANCE & BUDGET COMMITTEE CONSENT NO. 10

BOARD AGENDA NO.

DATE: May 22, 2012 **RE:** 2012 First Quarter Budget Changes

FROM: Kevin Z. Gray
County Administrator

Donald Dicklich
County Auditor

RELATED DEPARTMENT GOAL:

Provide professional finance and accounting services in keeping with best practices, ensuring that public dollars are used exclusively for authorized public purposes.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the budgetary revenue and expenditure changes incurred in the first quarter of 2012.

BACKGROUND:

Each year, the County Board adopts a resolution which allows for transfers and appropriations within funds for the current budget year. In addition, the 2012 Budget Resolution (No. 636, dated Dec. 13, 2011) requires that increases to the original governmental funds revenue and expenditure budgets cannot be made without County Board approval. The following represents the transfers and budgetary changes requested during the first quarter of 2012.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the 2012 first quarter budget changes.

2012 First Quarter Budget Changes

BY COMMISSIONER: _____

WHEREAS, all increases in original governmental funds revenue and expenditure budgets require County Board approval; and

WHEREAS, departments anticipate being notified of additional revenues throughout the year and need approval to increase revenue and expenditure budgets; and

WHEREAS, proposed budget adjustments are levy neutral.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board authorizes the following budget changes:

1. Increase in revenue and expense budget due to a change in the allocation amounts for Long Term Care Consultation (County) and Long Term Care Options Counseling (Area Agency on Aging). The County Long Term Care Consultation units and the Area Agencies on Aging jointly provide LTCC and LTCO as authorized under MN Statutes, section 256B.0911, subdivision 3c. to all citizens requesting this service, regardless of Minnesota Health Care Program eligibility. The 2011 Legislature continued this partnership and amended the service, now called "Consultation for Housing with Services" and included the increase in the county allocation as described under Minnesota Statute, section 256B.0911, subdivision 6 (\$125,000).
2. Increase revenue and expense budget due to the new Adult Mental Health Integrated Fund allocation amount. This is an annual allocation and is funded with state funds and Federal Mental Health Block Grant funds. (\$347,240).
3. Increase revenue and expense budget due to the rate change for Assertive Community Treatment Services. These are Federal Medical Assistance pass through dollars that will be billed to the state. (\$142,759).
4. Increase revenue and expenses in Fund 230, Agency 232020 due to the updated Minnesota Family Investment Program (MFIP) Consolidated Fund Allocation. (\$4,420).
5. Reduce amount of grant revenue for Crime Victim Grant. Grant was budgeted for twice in the same year (\$2,000).
6. Change the coding on County Board Resolution No. 12-089, which authorized appropriate county officials to enter into a professional services agreement with Ayres Associates for design, construction and bid documents, and project administration for the roadway improvement project for the Joint Public Safety campus, from Fund 100, Agency 128015 to Fund 400, Agency 400003.
7. Use of Technology Fund Balance for the e-recording contract with Tri-Min and the IT contract (\$120,000).

8. Increase revenue and expenditure budget due to an Adult Mental Health award being increased to fund treatment being delivered in Wisconsin for one of our clients (\$80,100).
9. Use of Housing & Redevelopment Authority fund balance to fund local match for Board of Water and Soil Resources grant (application and acceptance authorized on Resolution No. 11-676, December 20, 2011) (\$56,000).
10. Increase expense and revenue budget by the amount that will be billed to the Arrowhead Counties Association after the legislative session (\$11,000).
11. Use of depreciation reserve funds to pay architect fees for replacement of jail roof (\$25,050).
12. Various position reallocations outside of three steps, all are funded within department budgets: Janitor position to a Service Worker position, savings of \$588 (Public Works); Information Specialist II position to a Business Systems Analyst position \$7,488 (PHHS); three Engineering Technician Senior positions and two Engineering Technician Intermediate positions to Engineering Technician class, savings of \$41,328 (Public Works); Social Service Specialist III position to Division Director position \$3,516 (PHHS); and Social Services Specialist II position to a Social Worker position \$3,576 (PHHS).
13. Use of depreciation reserve funds for the Duluth Courthouse Auditor's Office renovation (\$116,853.50).
14. Use of depreciation reserve funds for a contract with Schalzo Architects for Duluth Courthouse cornice repair and roof replacement (\$20,600).
15. Use of Attorney's Forfeitures fund balance to make payments to PAVSA (\$100) for sponsorship of the "Playground" documentary and panel discussion on the abuse and exploitation of children, and Duluth Police Fund (\$500) for the school crossing guard program. (\$600).
16. Use portion of Human Resources unspent 2011 personnel budget transferred into the 2012 budget to increase the expense budget to cover additional salary requirements (\$21,184.90).
17. Increase revenue and expense budgets to match actual revenues received for meth-related overtime reimbursed through Northeast Law Enforcement Administrator's Council (NLEAC) (\$2,290.06).
18. Use of fund balance in Fund 169 (Attorney Trust Accounts-Victim Witness) to purchase newspaper subscriptions for victim witness lounges (\$247).
19. Use of fund balance assigned for cash flow to cover unbudgeted salary increases in Public Works in 2012 (\$250,000).
20. Use of fund balance assigned for local levy road and bridge construction to fund projects in 2012 and future years (\$1,305,505).

	FUND	AGENCY	OBJECT			Expense Budget	Transfer	Out	Accumulation of Fund Balance	Revenue Budget	Transfers In	Use of Fund Balance
16	100	123001	610000			21,184.90						
	100	999999	311200									(21,184.90)
17	100	129999	629900	12943	2012	2,690.06						
	100	129999	540515	12943	2012					(2,690.06)		
18	169	169001	624500			247.00						
	169	99999	311030									(247.00)
19	200	999999	311132									(250,000.00)
	200	200001	619900			250,000.00						
20	200	999999	311142									(1,305,505.00)
	200	203001	652800			1,305,505.00						

BOARD LETTER NO. 12 - 208

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE CONSENT NO. 11

BOARD AGENDA NO.

DATE: May 15, 2012

RE: Proposed 0.2 FTE Increase to a
Victim-Witness Investigator
Position

FROM: Kevin Z. Gray
County Administrator

Mark S. Rubin
County Attorney

RELATED DEPARTMENT GOAL:

To provide efficient, effective government.

ACTION REQUESTED:

The St. Louis County Board is requested to approve a 0.2 FTE increase for a Victim-Witness Investigator position.

BACKGROUND:

The County Attorney believes that an increase to the Victim-Witness position in Virginia is essential to ensure adequate services are provided to victims of crime. Victim-Witness service is a core function of the St. Louis County Attorney's Office and has a direct impact on public safety as well as fairness and justice in the system.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a 0.2 FTE increase to a Victim-Witness Investigator position. Funding is available in the County Attorney's Victim Fund 169.

Authorize a 0.2 FTE Increase in Victim-Witness Investigator Position

BY COMMISSIONER _____

WHEREAS, effective services to victims of crime is an essential component of public safety, as well as fairness and justice; and

WHEREAS, the increased Criminal and Public Health & Human Services Division case loads in the County Attorney's Office requires an additional 0.2 FTE in the Virginia Office to ensure that adequate services are provided to victims of crime; and

WHEREAS, the County Attorney believes that workload demands require an increase of 0.2 FTE in the Victim-Witness division in the Virginia County Attorney's Office.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board authorizes an additional 0.2 FTE in the County Attorney's personnel complement (Fund 100, Agency 113001), with the additional expense to be transferred from Fund 169 fund balance (Object 311030).

BOARD LETTER NO. 12 – 209

PUBLIC SAFETY & CORRECTIONS COMMITTEE

CONSENT NO. 12

BOARD AGENDA NO.

DATE: May 22, 2012

RE: Authorization to Enter into a
Contract with Motorola for
ARMER Radio Equipment

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 the purchase of Allied Radio Matrix Emergency Responders (ARMER) portable radios from Motorola, Inc.

BACKGROUND:

On May 4, 2012, St. Louis County received a 2009 Port Security Grant from the Department of Homeland Security, Office of Grants and Training for the Fiscal Year 2009 Infrastructure Protection Program: Port Security. The State of Minnesota, through its Department of Public Safety, is the fiscal agent on behalf of Port area partners for purposes of this grant.

The ARMER end user radio equipment is needed as part of St. Louis County's transition toward the Federal Communication Commission's January 1, 2013 compliance deadline for narrow-banding of radio systems. Motorola, Inc. is the approved vendor on the state contract for this equipment. The grant will pay \$150,500 and requires a local match of \$50,167, which has been identified within the Sheriff's 2012 Vehicle Attachment budget.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a contract with Motorola Inc., for the purchase of \$200,667 worth of ARMER end user portable radios to be paid from the 2009 Infrastructure Protection Program Grant for Port Security, of which \$150,500 will be accounted for in Fund 100, Agency 129999, Grant 12938, Year 2012, and the required local match of \$50,167 will be accounted for in Fund 100, Agency 129003, Object 643200.

Authorization to Enter into a Contract with Motorola, Inc.

BY COMMISSIONER _____

WHEREAS, the Department of Homeland Security has made funding available to the Port of Duluth/Superior under the FY 2009 Port Security Grant Program; and

WHEREAS, Allied Radio Matrix Emergency Response (ARMER) end user radio equipment, included in the grant, is available under state contract vendor Motorola, Inc.

NOW THEREFORE, BE IT RESOLVED, that the St. Louis County Board authorizes a contract with Motorola, Inc., in the amount of \$200,667 for the purchase of ARMER portable radios, of which \$150,500 will be accounted for in Fund 100, Agency 129999, Grant 12938, Year 2012, and the required local match of \$50,167 will be accounted for in Fund 100, Agency 129003, Object 643200.

RESOLVED FURTHER, that the St. Louis County Board authorizes the appropriate county officials to sign any associated contract documents.

BOARD LETTER NO. 12 - 210

FINANCE & BUDGET COMMITTEE CONSENT NO. 13

BOARD AGENDA NO.

DATE: May 22, 2012

RE: Establish Public Hearing to
Consider Allegations of Liquor
Law Violation (Clinton Township)

FROM: Kevin Z. Gray
County Administrator

Donald Dicklich
County Auditor

Mark Rubin
County Attorney

RELATED DEPARTMENT GOAL:

Provide mandated and discretionary licensing services in a timely manner.

ACTION REQUESTED:

The St. Louis County Board is requested to establish a public hearing to consider penalties and/or suspension of the liquor license issued to Belo Enterprises, Inc. d/b/a Crossroads Convenience and Liquor Store, Clinton Township, for alleged liquor law violation, sale to minor on April 10, 2012.

BACKGROUND:

Pursuant to St. Louis County Ordinance No. 28, Section 13.01, Any liquor license issued pursuant to this Ordinance may be suspended or revoked for up to sixty (60) days, a civil penalty of up to \$2,000 imposed for each violation, or a combination of any of these sanctions may be imposed by the County Board upon cause shown after a hearing. A hearing shall be held pursuant to the provisions of these subdivisions and any other uniform rules for hearings promulgated by the County Board. Cause for revocation or suspension or civil penalty or any combination of these sanctions includes, but is not limited to, the filing of false information on a license application, violation of any liquor laws, regulations or provisions of the Ordinance, or failure to maintain any licenses issued by the Minnesota Department of Health as may be required.

RECOMMENDATION:

It is recommended that a public hearing on the matter be scheduled for July 3, 2012, at 9:40 a.m. in the Courthouse, Duluth, Minnesota.

**Establish Public Hearing to Consider Allegations of Liquor
Law Violation (Clinton Township)**

BY COMMISSIONER _____

RESOLVED, that a public hearing will be held at 9:40 a.m. on Tuesday, July 3, 2012, in the St. Louis County Courthouse, Duluth, Minnesota, for the consideration of liquor law violation allegations, and, if proven, the suspension or revocation of the liquor license issued to Belo Enterprises, Inc. d/b/a Crossroads Convenience and Liquor Store, Clinton Township, and/or the imposition of civil penalties for the violation.

BOARD LETTER NO. 12 – 211

PUBLIC WORKS & TRANSPORTATION COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: May 22, 2012 **RE:** Award of Bids CP9296 (Hibbing)
and Maintenance Striping 2012

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 award projects to low bidders for a reclaim and overlay project in Hibbing and the 2012 striping program at various locations throughout the county.

BACKGROUND:

Public Works staff is authorized under Resolution No. 88-381, dated May 24, 1988, to call for bids on projects which are already included in the budget document. Bids were requested for a reclaim and overlay project in Hibbing, MN, and a striping program project in various locations throughout St. Louis County funded with State Aid and local maintenance funds.

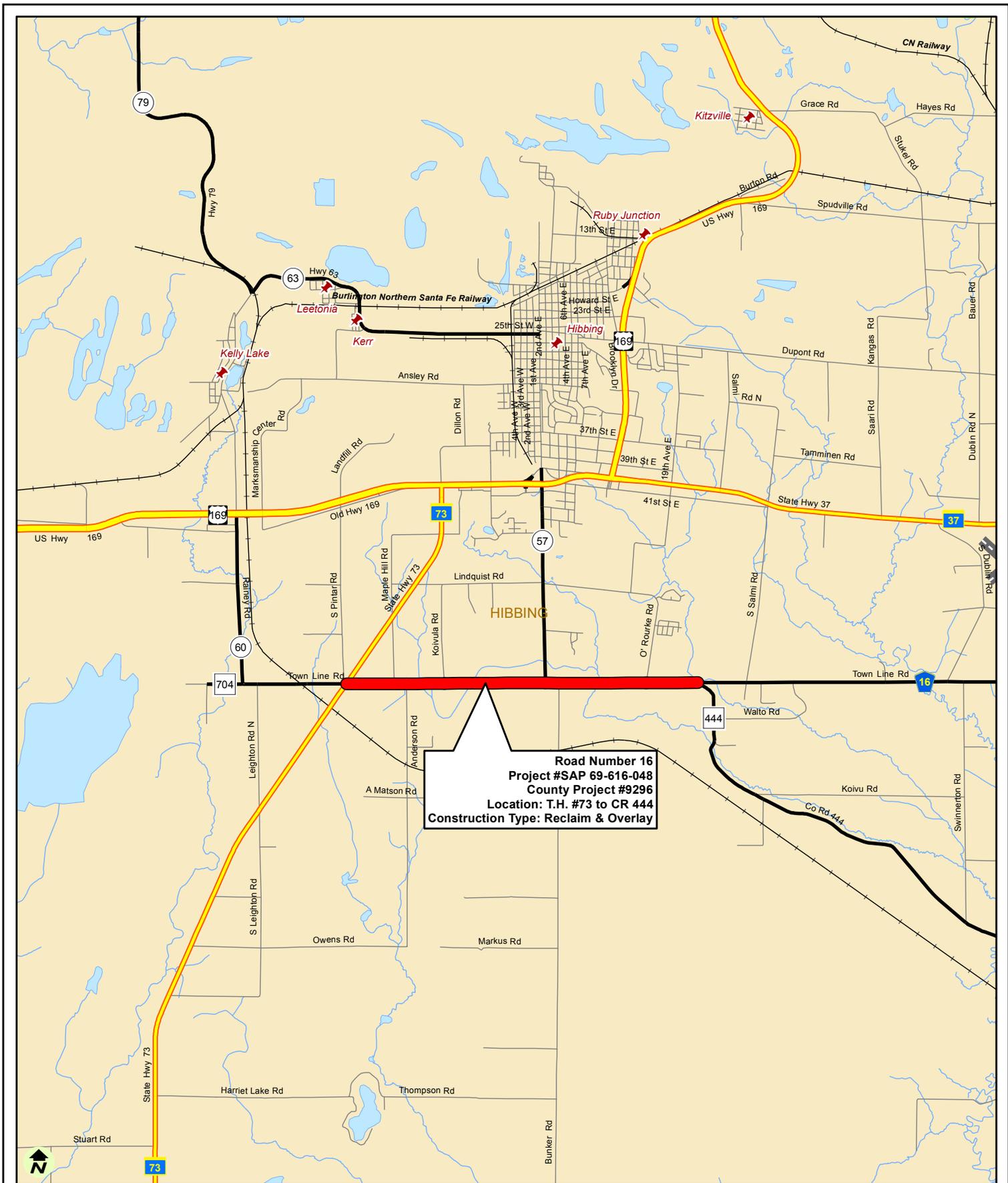
A call for bids is to be received by the St. Louis County Public Works Department at 10:00 a.m. on May 17, 2012, for the following projects in accordance with the plans and specifications on file in the Office of the County Highway Engineer:

- 1. Project:** SAP 69-616-048, CP 9296
Location: CSAH 16 (Townline Rd) between TH 73 and CR 444 in Hibbing, MN, length 3.44 mi.
Traffic: 963
PQI: 1.4
Construction: Culvert Replacement, Mill Bituminous Surface, Bituminous pavement Reclamation, Bituminous Surface, Aggregate Base and Aggregate Shoulders
Funding: Fund 220, Agency 220166, Object 652700
Anticipated Start Date: June 4, 2012
Anticipated Completion Date: September 28, 2012
Engineer's Estimate: To be provided after bid opened

- 2. Project:** MP 97047, Maintenance Striping 2012
Location: Various locations
Traffic: N.A.
PQI: N.A.
Construction: Highway Striping, Various locations St. Louis, Lake Counties, and others
Funding: Fund 200, Agency 207001, Object 651800
Anticipated Start Date: June 25, 2012
Anticipated Completion Date: August 27, 2012
Engineer's Estimate: To be provided after bid opened

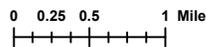
RECOMMENDATION:

A call for bids is scheduled for May 17, 2012. The bid results and resolutions for consideration will be presented to the Board at the May 22, 2012 Committee of the Whole meeting.



Road Number 16
Project #SAP 69-616-048
County Project #9296
Location: T.H. #73 to CR 444
Construction Type: Reclaim & Overlay

St. Louis County 2012 Road & Bridge Construction



Map Components

2012 Road & Bridge Construction

-  Reclaim & Overlay
-  Interstate Highway
-  U.S./State Highway

-  County Road - Paved
-  County Road - Gravel
-  Railroad



Commissioner District



Township Boundary



City/Town



Lake



River/Stream

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the creation of the new Insurance and Claims Specialist class, assignment to Grade 24 in the Civil Service Basic Unit and increase the employee complement of the Safety & Risk Management Division of County Administration by 1.0 FTE. The position will continue to be funded from the Property, Casualty Liability Insurance Fund (Fund 720, Agency 720001).

It is further recommended that the St. Louis County Board delete a 1.0 FTE from the County Attorney's Office employee complement. Effective date for these changes will be June 16, 2012.

New Job Class – Insurance and Claims Specialist

BY COMMISSIONER _____

WHEREAS, the Human Resources Department has created a new class for the Safety and Risk Management Division of the Administration Department and determined that it should be allocated to Grade 24 of the Civil Service Basic Unit Pay Plan; and

WHEREAS, a transfer of the existing Investigator position tasked with these duties from the County Attorney's Office to the Safety and Risk Management Division is being proposed.

NOW, THEREFORE, BE IT RESOLVED, the St. Louis County Board adopts the Insurance and Claims Specialist class, which is allocated to Grade 24: \$45,903 - \$64,409 (annual steps and longevities through twenty-four years of service) of the Civil Service Basic Unit Pay Plan.

RESOLVED FURTHER, the County Board authorizes the decrease of 1.0 full time equivalent (FTE) in the County Attorney's Office and an increase of 1.0 FTE position in the Administration Department Safety and Risk Management Division.

RESOLVED FURTHER, that this transferred and updated position will continue to be funded from the Property, Casualty and Liability Insurance Fund (Fund 720, Agency 720001) and the necessary budget adjustments will be made to reflect the new class, effective June 16, 2012.

Attachment 1

INSURANCE AND CLAIMS SPECIALIST

KIND OF WORK: Highly responsible professional work collecting, compiling, and analyzing data in order to investigate and respond to tort liability claims, coordinate external insurance programs, and pursue subrogation claims against external entities.

DISTINGUISHING FEATURES OF WORK: An employee in this class performs the County's risk transfer/insurance functions, and is responsible for handling all tort, liability, property, and casualty claims against St. Louis County, including gathering and analyzing relevant data, making recommendations, investigating claims, and administering related processing functions. The work is performed independently under the general supervision of assigned supervisory staff and within the limits of applicable state/federal laws, regulations, rules, codes, and standards.

ILLUSTRATIVE EXAMPLES OF WORK: (*) indicates tasks which have been designated as essential job functions.

- * 1. Reviews, investigates, and responds to tort liability claims filed against the County under the rules of the Department of Commerce and statutory tort liability, and initiates appropriate action in compliance with applicable state and federal rules, laws, and practices.
- * 2. Verifies, documents, and calculates alleged damages; evaluates and determines the County's liability on casualty, personal injury, and property claims; prepares factual evidence to ensure statutory compliance and defend the County's position within financial limits.
- * 3. Evaluates insurance providers for their quality of service and reimbursement of claims; and vendors for repair of damage caused specifically by the County.
- * 4. Where the County is not at fault, coordinates and pursues subrogation claims against other parties to resolution by either agreed payment or assembling evidence to be presented in legal proceedings.
- * 5. Collects and prepares factual evidence from all County Departments in resolution of a claim or in preparation for the appeals process.
- * 6. Develops County-wide insurance procedures and policies and administers and coordinates insurance plans and programs including but not limited to automobile, general liability, and property.
- * 7. Maintains insurance files and confers on a regular basis with insurance brokers to update risk program.
- * 8. Prepares correspondence, presentations, and technical reports related to tort liability and insurance programs and projects.
- * 9. Complies with applicable state and federal rules, laws and practices; uses proper procedures in all operations, investigations, and projects.
- * 10. May assign and direct the work of other staff working in area of specialty, or on a project basis.
- * 11. Complies with applicable safety rules, laws and practices; uses proper safety equipment and procedures in all operations.
- * 12. Demonstrates punctual and reliable attendance in accordance with designated work schedule.
13. Performs related work as assigned.

REQUIREMENTS OF WORK:

Comprehensive knowledge of laws, rules, standards, and regulations relating to tort liability claims and insurance programs.

Advanced knowledge of the full range of principles, terminology, procedures, and best practices of risk analysis and insurance costing related to property, liability, and surety.

Advanced knowledge of current laws, rules, regulations, administrative policies, and procedures related to risk management and insurance, and a thorough knowledge of County programs and policies.

Skill in conducting effective oral and written presentations on numerous liability, safety, and risk management topics.

Skill in developing and maintaining effective working relationships with elected and appointed government officials, department managers, employees, legal professionals, insurance company representatives, and the public.

Skill in working through important or complex issues with internal and external customers.

Ability to use various software programs associated with training, risk/loss analysis, and claims processing.

MINIMUM QUALIFICATIONS FOR WORK:

Graduation from an accredited college or university with a Bachelor's degree in Risk Management, Business Administration, or a related field; **PLUS**, two years full-time paid professional experience in a risk management, loss control, insurance, claims investigation, tort liability, or related program, **OR** graduation from an accredited college or university with a Master's degree in Risk Management, Business Administration, or a related field; **PLUS**, one year full-time paid professional experience in a risk management, loss control, insurance, claims investigation, tort liability, or related program.

Possession of a valid driver's license.

Funding for Duluth Family Visitation Center

BY COMMISSIONER _____

WHEREAS, the St. Louis County Board believes it is appropriate and in the best interest of the citizens of the county to provide funding support for the Duluth Family Visitation Center (DFVC), a program of the Domestic Abuse Intervention Program.

NOW THEREFORE, BE IT RESOLVED, that the St. Louis County Board supports a one-time allocation of \$6,000 to the Duluth Family Visitation Center for calendar year 2012, as approved by the County Attorney, with the transfer from fund balance (Forfeiture Fund 167, Agency 999999, Object 311030) to operating account (Fund 167, Agency 167001, Object 637900) to pay for the allocation.

RESOLVED FURTHER, that consideration of reinstating future funding for the agency will be addressed during upcoming budget deliberations in preparation of the county's 2013 Operating and Capital Budget.

From: Linda Riddle <liddle@theduluthmodel.org>
To: "grayk@stlouiscountymn.gov" <grayk@stlouiscountymn.gov>
CC: "nelsonk@stlouiscountymn.gov" <nelsonk@stlouiscountymn.gov>
Date: 4/5/2012 7:58 PM
Subject: Visitation Center funding
Attachments: st. louis county funding proposal 2012-1.docx

Dear Mr. Gray and Commissioner Nelson:

I have attached a request from the Duluth Family Visitation Center (a program of Domestic Abuse Intervention Programs) for the reinstatement of the St. Louis County funding that ended 12/31/2010. The children of St. Louis County who have experienced domestic violence at their tender ages depend on caring, informed adults to look out for their safety and protection. The current, unresolved kidnapping of a local child highlights the risks and costs for not addressing visitation and exchange issues. We see how those risks and costs are borne by families and by the county. We remain committed to working in partnership with St. Louis County to provide the most informed, secure, accountable and cost effective supervised visitation and exchange services in response to domestic violence.

Do not hesitate to call me or Frances Macauley, the Visitation Center Team Leader with questions. As always, we remain eager to provide you with an informational tour and deeper understanding of the role we play in the safety of highly vulnerable community members.

Thank you!

Linda Riddle
Executive Director
Domestic Abuse Intervention Programs
202 East Superior Street
Duluth, MN 55802
218-722-2781 x 124
www.theduluthmodel.org<UrlBlockedError.aspx>

April 2, 2012

St Louis County Commissioners

RE: request for reinstatement of funding for Duluth Family Visitation Center

An estimated 3.3 million children witness domestic violence each year¹. These children may experience lifelong trauma and are at an increased risk of being abused or neglected, of experiencing sexual victimization in the future, and of entering into and staying with relationships as adults with re-occurring violence. Many children who have witnessed violence have experienced abuse themselves and are ordered to visitation with their abuser. Visitation centers throughout the country ensure exchanges and supervised visits with children and the abusing parent are free of violence.

The Duluth Family Visitation Center (DFVC), a program of Domestic Abuse Intervention Programs (DAIP), opened in 1989 as a direct response to the safety concerns of mothers who had been battered who told of the physical, sexual and emotional abuse they continued to experience post-separation during unsupervised child visitation and exchange. The mission of the DFVC is to provide a safe place where children can build and maintain positive relationships with their parents and is the only location in the city of Duluth for supervised visits and exchange that prioritizes the safety needs of child and adult victims of domestic violence. The DFVC strives to support parents' efforts to build and maintain safe, nurturing relationships with their children and we are experts in naming and interrupting techniques used by men who batter to continue power, control and post-separation violence.

In 2011 the DFVC facilitated more than 3,600 supervised visits and exchanges for 189 families with 245 children. Over 95% of the parents and children we serve are residents of St. Louis County. Parents are ordered to use our services from St. Louis County court, primarily through Order For Protection court, and on occasion, through family and criminal court.

The cut in funding in the amount of \$8250 that occurred in November 2010 resulted in a cut to staff time of more than 10 hours per week. The staff time that was cut has also affected our ability to serve parents and children. We have had to decrease the numbers of parents and children we can serve.

A reinstatement of funding from St. Louis County would mean that we can replace the staff time that was cut when the \$8250 was cut at the end of 2010. The \$8250 is a small piece of

¹ Gallup, Moor & Schussel, 1997; Strauss, 1992; U.S. Department of Justice, 1998

our funding, but a critical one. Our largest source of funding is from the United States Office on Violence Against Women. The grant for this funding, \$110,833.34 per year until 2013, is a collaboration between the DFVC, St. Louis County Health and Human Services, the Sixth Judicial Court and Dabinoo 'Igan Shelter. The DFVC is the only facility in Southern St. Louis County that is set up to accommodate supervised visitation and exchange while accounting for the specific safety needs of child and adult victims of domestic violence.

We continue to experience an increase in requests for use of DFVC services. We respectfully request reinstatement of funding and a commitment from the St. Louis County Commissioners to make it possible to continue our work with the parents and children of St. Louis County who have experienced domestic violence. The funding reinstatement will not only maintain our ability to serve parents and children, but will also restore at least ten hours of staff time for two part-time employees, both residents of the county. Please see the attached budgets for further details regarding sources of funding for the DFVC and DAIP as an organization.

Thank you in advance for your careful consideration in this manner. Please do not hesitate to contact Frances or Linda directly with any questions.

Respectfully,

Frances Macaulay
Team Leader, DFVC
218-722-2781x113

Linda Riddle
Executive Director, DAIP
218-722-2781x125



Saint Louis County

Administration • 100 North Fifth Avenue West, Room 202 • Duluth, MN 55802
Phone: (218) 726-2450 • Fax: (218) 726-2469 • www.stlouiscountymn.gov

Kevin Z. Gray
County Administrator

April 27, 2012

Linda Riddle
Executive Director
Domestic Abuse Intervention Programs
202 East Superior Street
Duluth, MN 55802

Dear Ms. Riddle,

Your e-mail communication of April 4, 2012 was received by members of the St. Louis County Board and the County Administrator's Office. I have been asked to provide a response on behalf of the decisions made by the County Board regarding funding for the Duluth Family Visitation Center. In your e-mail, you ask for the reinstatement St. Louis County funding that ended December 31, 2010, as well as a commitment from St. Louis County to make it possible to continue your work with the parents and children who have experienced domestic violence.

As you know, a comprehensive analysis of all discretionary funding for public service agencies was conducted in 2010, during budget deliberations held in preparation for the 2011 St. Louis County Operating & Capital Budget. Several factors were considered by the County Board to determine if these agencies would continue to receive local property tax support for their services. Among these were: services provided; populations served; whether the services were considered to be mission critical for the county, mandated by state or federal laws, or voluntarily funded; and the amount of funding requested compared to the total agency budgets.

Although the Duluth Family Visitation Center serves a necessary function for parents ordered to use the services by the State of Minnesota Sixth District Court, it is not considered critical to the mission of the county Public Health & Human Services Department (PHHS). According to Ann Busche, PHHS Director, the population using the Visitation Center is court ordered to do so, due to custody disputes or domestic violence, and is generally not related to the department's CHIPS (Children in Need of Protective Services) cases, which is a mandated function required of St. Louis County government. Therefore, support of the Visitation Center was determined to be voluntary in nature, since the clients of the program were directed to the service by the state court, and not part of the county's required social service offerings.

Additionally, the 2011 funding level request of \$8,208 represented less than one percent (1%) of the total revenues listed by your agency. Since loss of this level of support would not severely impact the program's services, the County Board agreed with the recommendation of the Public Health & Human Services Department and County Administration that future funding should be eliminated beginning with the 2011 fiscal year.

In your communication you also note that St. Louis County Public Health & Human Services is part of a the current collaboration with the Visitation Center in a federal grant of over \$110,0000 received from the United States Office on Violence Against Women. This type of partnership represents the county's continued commitment to the safe and healthy interactive visitation environment that your program provides for children and their parents. Although St. Louis County is no longer able to provide direct local property tax dollars to your agency, we remain supportive of the dedication demonstrated by the Duluth Family Visitation Center to providing a safe place for parent and child interactions, modeling safe parenting skills, educating parents on safe care of children, and bringing awareness to adults about the seriousness of causing harm to children.

Sincerely,

Gary E. Eckenberg
Deputy County Administrator

Cc: St. Louis County Board
Kevin Z. Gray, County Administrator
Ann M. Busche, Director, Public Health & Humans Services