



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

June 7, 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 May 24, 2011

Environment & Natural Resources Committee – Commissioner Jewell, Chair

1. Road and Utility Easements across State Tax Forfeited Land - Town of White and Minnesota Power (*11-215*)
2. Cancellation of Contracts for Purchase of State Tax Forfeited Lands - McCray, Didrikson, Boney, Guski, G&G Rentals Investments LLC, Pulford, Bechtold (*11-216*)

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

3. New Job Class – Capital Planning Manager (*11-217*)
4. Reallocation of Custodian Position in Property Management (*11-218*)

ESTABLISHMENT OF PUBLIC HEARINGS:

Environment & Natural Resources Committee – Commissioner Jewell, Chair

5. Establish a Public Hearing for the St. Louis County Prescriptive Easement Project (Wednesday, July 27, 2011, beginning at 6:00 p.m. with an Open House, at the Mountain Iron Community Center in Mountain Iron, MN) (*11-219*)

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.

Health & Human Services Committee – Commissioner Dahlberg, Chair

1. **Heading Home St. Louis County Plan** (*11-220*)
Resolution adopting changes in the leadership and committee structure of the Heading Home St. Louis County Ten Year Plan to End Homelessness.

Public Works & Transportation Committee – Commissioner Forsman, Chair

1. **Award of Bids for a Resurfacing Project in Hermantown and Bridge Project near Eveleth** (*11-221*)
A call for bids is scheduled for Monday, June 6, 2011. The bid results and a resolution for consideration will be provided to the Board at the June 7th Committee of the Whole meeting.

Finance & Budget Committee – Commissioner Nelson, Chair

1. **Duluth Courthouse Window Replacement Project – Architectural Services Contract** (*11-222*)
Resolution authorizing an amendment to the architectural services contract with Scalzo Architects of Duluth, MN for additional professional services required for the project.

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

- 1. Civil Service Supervisory Unit Bargaining Agreement– 2010/2011 (11-223)**
Resolution approving the 2010/2011 Civil Service Supervisory Unit bargaining agreement
- 2. Appointment to the Civil Service Commission (11-224)**
Resolution to appoint Thor C. Underdahl to the Civil Service Commission.

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 14, 2011	Commissioners' Conference Room, Courthouse, Duluth, MN
June 28, 2011	Semer's Park Pavilion, Ely, MN
July 5, 2011	Commissioner's 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, May 24, 2011

Location: Hibbing City Council Chambers, Hibbing, MN
Present: Commissioners O'Neil, Jewell, Dahlberg, Forsman, Nelson and Raukar
Absent: Commissioner Sweeney
Convened: Chair O'Neil called the meeting to order at 10:56 a.m.

CONSENT AGENDA

Dahlberg/Forsman moved the consent agenda. (6-0)

-Minutes of May 10, 2011

1. Contract for Pre-Construction Excavation for the Regional Landfill
2. Canister Site Compacted Solid Waste Haulage Contract
3. Request for Free Conveyance of State Tax Forfeited Land to the City of Hermantown
4. Repurchase of State Tax Forfeited Land - Mystic Moon Enterprises, Bukovac, Tyson
5. CSAH 1 (Cirrus Drive) Turnback to the City of Hermantown
6. Roadside Tractor Mower Rental
7. Agreement with Alden Township for Bridge Project
8. Sale of Non-Conforming Fee Land to Adjoining Property Owner (Angora Township)
9. Approval of CDBG Funding-Community Planning Assistance for the City of Gilbert
10. Lawful Gambling Application (Grand Lake Township)
11. Authorization to Apply for 2010 State Homeland Security Grant for Interoperable Communications Equipment
12. Authorization to Apply for 2010 Interoperable Communications Grant for Training
13. Authorization to Apply for and Accept the 2010 Port Security Grant
14. Acceptance of 2010 ARMER Integration Grant for Interoperable Communications Equipment
15. Acceptance of 2010 FEMA Pre-Disaster Mitigation Grant

REGULAR AGENDA

Forsman/Raukar moved to award a bid, without recommendation, for Bridge Project CP 8573 on County Road 500 near Cook, MN, to Redstone Construction Co. Inc., Mora, MN, on their low bid of \$510,342.90 (11% below the engineers estimate). (6-0)

Forsman/Nelson moved to accept a grant from the Minnesota transportation fund for Bridge Project CP 8573 on County Road 500. Commissioner Forsman said with this grant and federal funding the local cost to St. Louis County will only be \$23,361.88. Administrator Gray said this grant, along with the corresponding bridge project, is being moved without recommendation pending Minnesota Department of Transportation (MnDOT) approval. Commissioner Nelson said the process is flawed as bridge projects are not able to start until July 1st. Commissioner Nelson said the federal rules don't take into account the freeze up is November 1st, giving St. Louis County a short window to complete bridge projects. (6-0)

Forsman/Raukar moved to approve the purchase of seven dump bodies with hydraulic systems and snow fighting equipment from Towmaster Inc. of Litchfield, MN in the amount of \$678,811.21. Commissioner Forsman said this purchase is under the Minnesota State Contract, noting it includes \$43,666.21 for Minnesota sales tax. Administrator Kevin Gray said this purchase will save the county 45% in salt and sand use. (6-0)

Raukar/Nelson moved to approved, without recommendation, appointment of Jim Gottschald to the position of Employee Relations Director. The motion was made without recommendation to give the Board an opportunity to recognize Mr. Gottschald's appointment and contributions to St. Louis County at the next county board meeting. After further discussion, the motion passed. (6-0)

COMMISSIONER DISCUSSION ITEMS AND REPORTS

Commissioner Forsman said there will a dedication of the Ely Cemetery Garden on Memorial Day at 11:00 a.m. This was a Public Works project to beautify the cemetery and create a landscape garden, which is a beautiful sight according to Commissioner Forsman.

Commissioner Nelson said he doesn't appreciate being criticized for travel by the Duluth News Tribune (DNT). Commissioner Nelson said he while he understands editorials are opinions they should also be truthful, adding he would like the DNT news editor to ride along with him to see first hand the travel required by a northern St. Louis County Commissioner.

Commissioner Forsman said he will not attend the next meeting as he will be on a family vacation, then the following week will be in Washington D.C. fighting for transportation dollars for St. Louis County.

Commissioner Raukar said the Second Annual Blues Fest in Grand Rapids, MN, will be held June 23-25, 2011.

ADJOURNED

At 11:33 a.m., Raukar/Nelson moved to adjourn the committee of the whole meeting. (6-0)

Steve O'Neil, Chair of the County Board

Patricia Stolee, Clerk of County Board

BOARD LETTER NO. 11 - 215

ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 1

BOARD AGENDA NO.

DATE: June 7, 2011

RE: Road and Utility Easements
Across State Tax Forfeited
Land - Town of White and
Minnesota Power

FROM: Kevin Z. Gray
County Administrator

Robert Krepps
Land Commissioner

RELATED DEPARTMENTAL GOALS:

Performing public services.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize road and utility easements across state tax forfeited land to the Town of White and Minnesota Power collectively together as grantee.

BACKGROUND:

The Town of White and Minnesota Power have requested a 120 foot-wide road and utility easement and a 40-foot wide utility easement for the Lake Mine Road Project near Giants Ridge. The proposed easements cross undivided interest property, the majority interest of which is state tax forfeited. The township has received ownership of the remaining undivided interest property through an Order for Condemnation from the Court. Exercising the easement will not cause significant adverse environmental or natural resource management impacts and will not conflict with public use of the land.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the Town of White and Minnesota Power road and utility easements across state tax forfeited land for the consideration of \$11,905 land use fee and \$46 recording fee, for a total of \$11,951 to be deposited into Fund 240 (Forfeited Tax Fund).

**Road and Utility Easements Across State Tax Forfeited Land -
Town of White and Minnesota Power**

BY COMMISSIONER _____

WHEREAS, the Town of White and Minnesota Power (legally incorporated as ALLETE, Inc., a Minnesota corporation) have requested road and utility easements across state tax forfeited land for the Lake Mine Road Project; and

WHEREAS, exercising the easements will not conflict with public use of the land;
and

WHEREAS, Minn. Stat. § 282.04, Subd. 4 authorizes the St. Louis County Auditor to grant easements for such purposes.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board authorizes the County Auditor to grant the following easements to the Town of White and Minnesota Power:

A 120.00 foot wide easement for highway and utility purposes over, under, and across the following described property:

Government Lot 4 and Government Lot 5, Section 5, Township 58 North, Range 15 West; and Government Lot 1 and Government Lot 12, Section 6, Township 58 North, Range 15 West of the 4th Principal Meridian.

Said easement being 60.00 feet to the right and 60.00 feet to the left of the following described line:

Commencing at east quarter corner of Section 5, Township 58 North, Range 15 West of the 4th Principal Meridian; thence northerly along the east line of said Section 5 on an assigned bearing of North 04 degrees 10 minutes 10 seconds West 677.96 feet; thence South 85 degrees 49 minutes 50 seconds West 145.27 feet to the centerline of Highway 135; thence South 75 degrees 01 minutes 58 seconds West 1323.16 feet; thence westerly along a tangential curve concave to the north having a radius of 920.00 feet for a distance of 159.46 feet, the chord of which bears South 79 degrees 59 minutes 54 seconds West for a distance of 159.26 feet; thence South 84 degrees 57 minutes 49 seconds West 114.08 feet; thence westerly on a tangential curve concave to the north having a radius of 570.00 feet for a distance of 420.66 feet, the chord of which bears North 73 degrees 53 minutes 40 seconds West for a distance of 411.18 feet; thence North 52 degrees 45 minutes 09 seconds West 811.55 feet; thence westerly on a tangential curve concave to the south having a radius of 1180.00 feet for a distance of 373.55 feet, the chord of which bears North 61 degrees 49 minutes 17 seconds West for a distance of 371.99 feet; thence North 70 degrees 53 minutes 25 seconds West 18.61 feet; thence westerly on a tangential curve concave to the south having a radius of 705.00 feet for a distance of 350.40 feet, the chord of which bears North 85 degrees 07 minutes 45 seconds West for a distance of 346.81 feet; thence South 80 degrees 37 minutes 56 seconds West 433.69 feet; thence westerly on a tangential curve concave to the north having a radius of 705.00 feet for a distance of 118.02 feet, the chord of which bears South 85 degrees 25 minutes 41 seconds West for a distance of 117.88 feet to

the east line of Government Lot 5 of said Section 5 which is the **POINT OF BEGINNING** of the described line. Thence westerly along the continuation of the curve in the above described line for a distance of 395.66 feet, the chord of which bears North 73 degrees 41 minutes 54 seconds West for a distance of 390.49 feet; thence North 57 degrees 37 minutes 14 seconds West 234.48 feet; thence westerly on a tangential curve concave to the south having a radius of 1000.00 feet for a distance of 84.03 feet, the chord of which bears North 60 degrees 01 minutes 40 seconds West for a distance of 84.01 feet; thence North 62 degrees 26 minutes 06 seconds West 366.98 feet; thence on a tangential curve concave to the south having a radius of 300.00 feet for a distance of 207.04 feet, the chord of which bears North 82 degrees 12 minutes 21 seconds West for a distance of 202.96 feet; thence South 78 degrees 01 minutes 24 seconds West 366.79 feet; thence westerly on a tangential curve concave to the south having a radius of 1000.00 feet for a distance of 214.26 feet, the chord of which bears South 71 degrees 53 minutes 07 seconds West for a distance of 213.85 feet; thence South 65 degrees 44 minutes 50 seconds West 369.43 feet; thence westerly on a tangential curve concave to the north having a radius of 400.00 feet for a distance of 315.40 feet, the chord of which bears South 88 degrees 20 minutes 09 seconds West for a distance of 307.29 feet; thence North 69 degrees 04 minutes 32 seconds West 417.02 feet to the centerline of County Road 138 and there terminating.

Except that part of the above-described property that lies within the State of Minnesota "DNR Tract" as established by the 6th Judicial District by Order File #C2-02-603159.

The sidelines of said easement are prolonged or shortened to terminate on the east line of Government Lot 5 of said Section 5 and on the east right-of-way of County Road 138.

Together with a 40.00 foot wide easement for utility purposes over, under, and across the following described property:

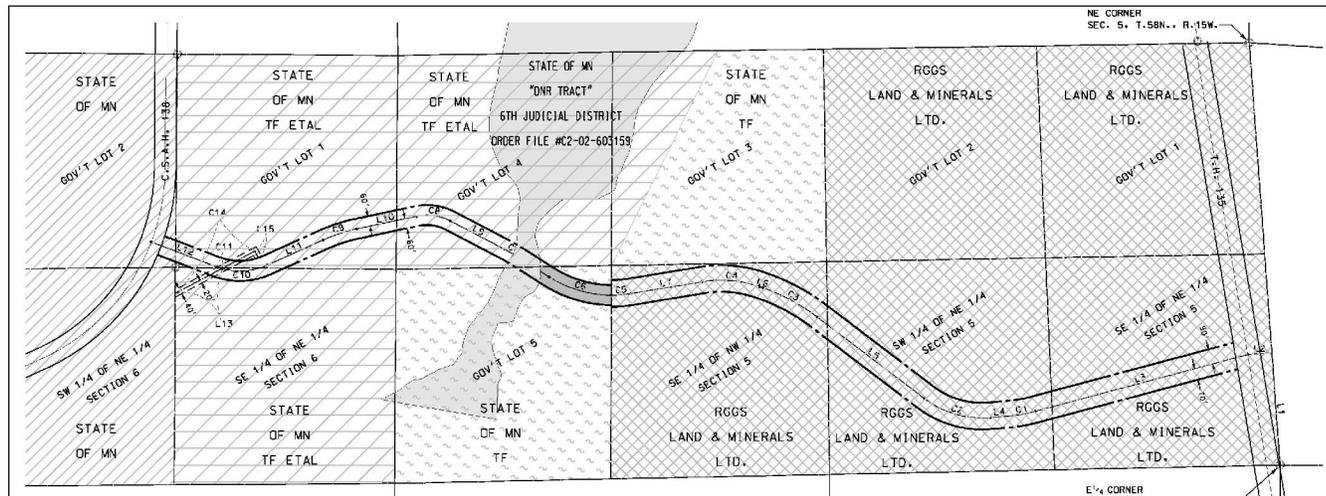
Government Lot 1 and Government Lot 12, Section 6, Township 58 North, Range 15 West of the 4th Principal Meridian.

Said easement being 20.00 feet to the right and 20.00 feet to the left of the following described line:

Commencing at the terminus of the above described line; thence South 69 degrees 04 minutes 32 seconds East 417.02 feet; thence easterly on a tangential curve concave to the north having a radius of 400.00 feet for a distance of 38.62 feet, the chord of which bears South 71 degrees 50 minutes 28 seconds East for a distance of 38.60 feet; thence South 61 degrees 58 minutes 33 seconds West 317.87 feet to the west line of Government Lot 12 of said Section 6 which is the **POINT OF BEGINNING** of the described line; thence North 61 degrees 58 minutes 33 seconds East 540.80 feet; thence South 29 degrees 11 minutes 16 seconds East 45.61 feet to the north line of the above described highway and utility easement and there terminating.

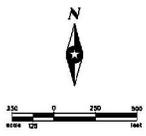
The sidelines of said easement are prolonged or shortened to terminate on the west line of Government Lot 12 of said Section 6 and on the north line of the above described highway and utility easement.

RESOLVED FURTHER, that the granting of these easements is conditioned upon payment of \$11,905 land use fee and \$46 recording fee, for a total of \$11,951 to be deposited into Fund 240 (Forfeited Tax Fund).



NUMBER	DIRECTION	DISTANCE
L1	S 04°10'10" E	677.96 FT
L2	S 85°49'50" W	145.27 FT
L3	S 75°01'58" W	1323.16 FT
L4	S 84°57'49" W	114.08 FT
L5	S 52°45'09" E	811.55 FT
L6	N 70°53'25" W	18.61 FT
L7	S 80°37'56" W	433.69 FT
L8	N 57°37'14" W	234.48 FT
L9	N 62°26'06" W	366.98 FT
L10	S 78°01'24" W	366.79 FT
L11	N 65°44'50" E	369.43 FT
L12	S 69°04'32" E	417.02 FT
L13	S 61°58'32" W	317.86 FT
L14	N 61°58'32" E	540.80 FT
L15	S 29°11'16" E	45.61 FT

NUMBER	RADIUS	ARC LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	920.00	159.46	S 79°59'54" W	155.26
C2	570.00	420.66	S 73°53'40" E	411.18
C3	1180.00	373.55	N 61°49'17" W	371.99
C4	705.00	350.40	S 85°07'45" E	346.81
C5	705.00	118.02	S 85°25'41" W	117.88
C6	705.00	395.66	N 73°41'54" W	390.49
C7	1000.00	84.03	S 60°01'40" E	84.01
C8	300.00	207.04	N 82°12'21" W	202.96
C9	1000.00	214.26	S 71°53'07" W	213.85
C10	400.00	315.40	S 88°20'09" W	307.29
C11	400.00	38.62	S 71°50'28" E	38.60



RFA 218-211-6294 MN 218-218-2111 STATE 450 1400/1414-1415 10762-3223	TOWN ROAD NO. 58	FILE NO.	EXHIBIT
	EASEMENTS	4-6877W0023	32
	WHITE TOWNSHIP, MN	DATE	
		08/25/2008	

Sections 5 & 6, T58N, R15, 4th Commissioner District

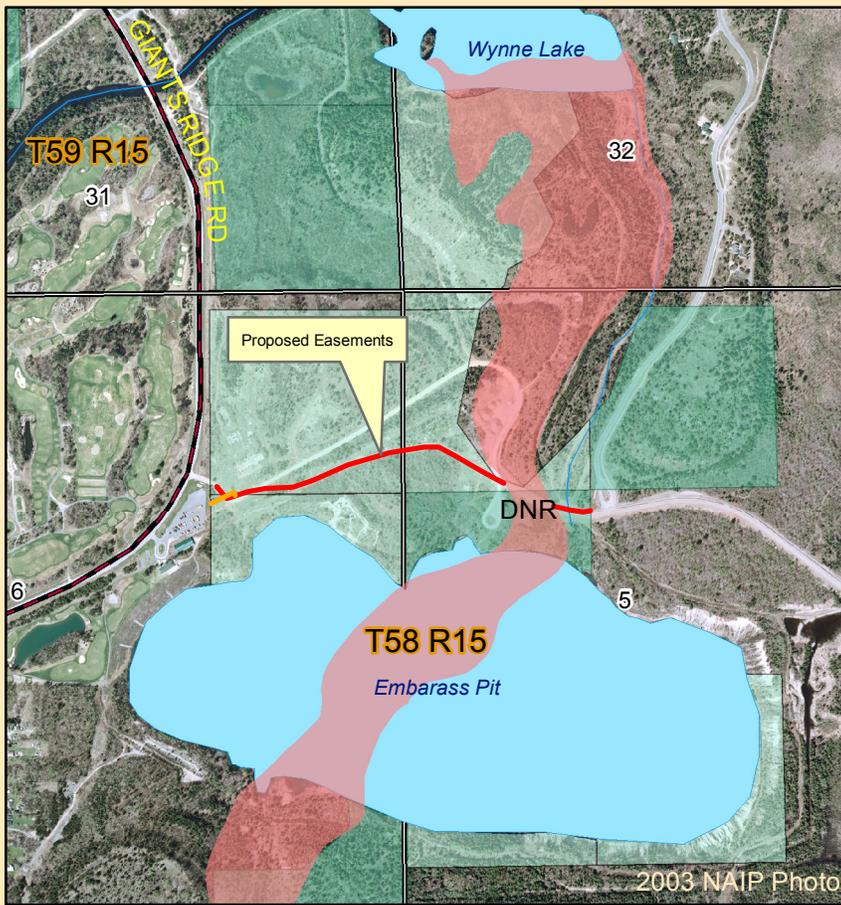
Legend

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

St. Louis County, Minnesota

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**St. Louis County
Land Department**



2003 NAIP Photo

BOARD LETTER NO. 11 - 216

ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 2

BOARD AGENDA NO.

DATE: June 7, 2011

RE: Cancellation of Contracts
for Purchase of State Tax
Forfeited Lands - McCray,
Didrikson, Boney, Guski, G&G
Rentals Investments LLC,
Pulford, Bechtold

FROM: Kevin Z. Gray
County Administrator

Robert Krepps
Land Commissioner

RELATED DEPARTMENT GOALS:

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 and/or provide proof of insurance. The purchasers: David & Shannon McCray of Hibbing, MN; Scott Didrikson of Duluth, MN; Nick Boney of Hanover, MN; Peter & Carolyn Guski of Virginia, MN; G&G Rentals Investments LLC of Virginia, MN; Donlee Pulford of Buhl, MN; and Judy Bechtold of Mt. Iron, 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.

David & Shannon McCray, Hibbing, MN

Legal Description	CITY OF HIBBING ELY 50 FT OF NLY 120 FT OF LOT 16 BLOCK 4 AVIATORS FIELD ADDITION TO HIBBING Parcel Code: 140-30-860 C22090191
Purchase Price	\$10,897.42
Principal Amount Remaining	\$6,930.00
Date of Last Payment	12/1/2009
Installment Payments Not Made	\$1,798.50
Subsequent Del Taxes and Fees	\$541.28
Amount Needed to Cure Default	\$2,339.78

Scott Didrikson, Duluth, MN

Legal Description	CITY OF DULUTH LOT: 0022 BLOCK:026 GARY FIRST DIVISION DULUTH Parcel Code: 10-1800-6080 C22080322
Purchase Price	\$45,000.00
Principal Amount Remaining	\$40,500.00
Date of Last Payment	1/5/2009
Installment Payments Not Made	\$12,487.50
Subsequent Del Taxes and Fees	\$1,804.30
Amount Needed to Cure Default	\$14,291.80

Nick Boney, Hanover, MN

Legal Description	CITY OF DULUTH E 33 FT OF LOT 89 DULUTH PROPER 1ST DIVISION EAST 6TH STREET Parcel Code: 10-1030-720 C22080132
Purchase Price	\$60,000.00
Principal Amount Remaining	\$48,600.00
Date of Last Payment	2/19/2009
Installment Payments Not Made	\$0.00
Subsequent Del Taxes and Fees	\$2,727.09
Amount Needed to Cure Default	\$2,727.09

Peter & Carolyn Guski, Virginia, MN

Legal Description	CITY OF VIRGINIA LOT: 0012 BLOCK: 080 VIRGINIA 2ND ADDITION Parcel Code: 90-30-1120 C22000118
Purchase Price	\$3,747.21
Principal Amount Remaining	\$337.24
Date of Last Payment	7/9/2009
Installment Payments Not Made	\$390.64
Subsequent Del Taxes and Fees	\$326.34
Amount Needed to Cure Default	\$716.98

G&G Rentals Investments LLC, Virginia, MN

Legal Description	CITY OF VIRGINIA LOT: 0023 BLOCK: 094 VIRGINIA 2ND ADDITION Parcel Code: 90-30-5690 C22070162
Purchase Price	\$8,000.00
Principal Amount Remaining	\$5,040.00
Date of Last Payment	10/7/2010
Installment Payments Not Made	\$0.00
Subsequent Del Taxes and Fees	\$1,267.08
Amount Needed to Cure Default	\$1,267.08

Donlee Pulford, Buhl, MN

Legal Description	CITY OF BUHL LOT: 0019 and 0020 BLOCK: 002 BUHL 1 ST ADDITION Parcel Code: 115-20-440, 450 C22090066
Purchase Price	\$16,803.87
Principal Amount Remaining	\$8,100.00
Date of Last Payment	6/2/2009
Installment Payments Not Made	\$2,700.00
Subsequent Del Taxes and Fees	\$291.17
Amount Needed to Cure Default	\$2,991.17

Judy Bechtold, Mountain Iron, MN

Legal Description	CITY OF MT. IRON LOT: 0013 BLOCK: 004 MERRITTS 1ST ADDITION TO MOUNTAIN IRON Parcel Code: 175-20-560 C22100086
Purchase Price	\$5,637.70
Principal Amount Remaining	\$3,310.20
Date of Last Payment	8/5/2010
Installment Payments Not Made	\$0.00
Subsequent Del Taxes and Fees	\$125.00
Amount Needed to Cure Default	\$125.00

**Cancellation of Contract for Purchase of State Tax Forfeited Land -
David & Shannon McCray**

BY COMMISSIONER _____

WHEREAS, the contract with David & Shannon McCray of Hibbing, MN, for the purchase of state tax forfeited land is in default for nonpayment of taxes and/or installments and/or 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 lands legally described as:

David & Shannon McCray
CITY OF HIBBING
ELY 50 FT OF NLY 120 FT OF LOT: 016 BLOCK: 004
AVIATORS FIELD ADDITION TO HIBBING
Parcel Code: 140-30-860
C22090191

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approve 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.



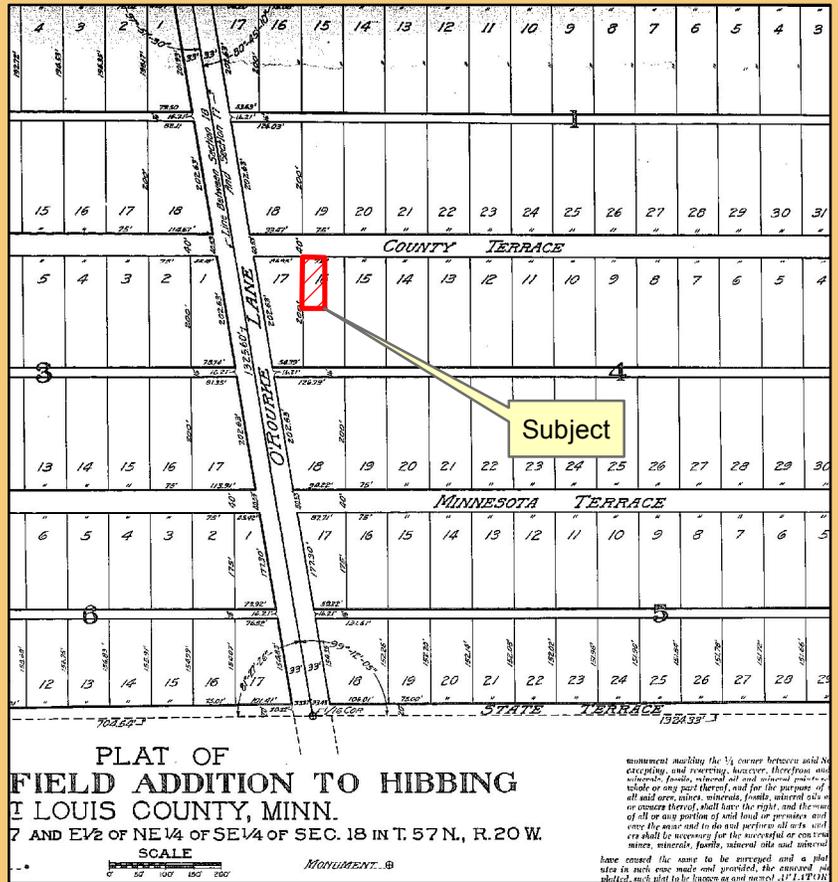
St. Louis County Land Department Tax Forfeited Land Sales

Cancellation of Contract

Legal : CITY OF HIBBING
ELY 50 FT OF NLY 120 FT of
LOT 16, BLOCK 4
AVIATORS FIELD ADDITION TO
HIBBING

Parcel Code : 140-0030-00860

LDKEY : 60814

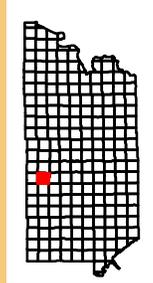


City of Hibbing

Sec: 17 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 2011



**Cancellation of Contract for Purchase of State Tax Forfeited Land -
Scott Didrikson**

BY COMMISSIONER _____

WHEREAS, the contract with Scott Didrikson of Duluth, 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:

Scott Didrikson
CITY OF DULUTH
LOT: 0022 BLOCK: 026
GARY FIRST DIVISION DULUTH
Parcel Code: 10-1800-6080
C22080322

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approve 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.



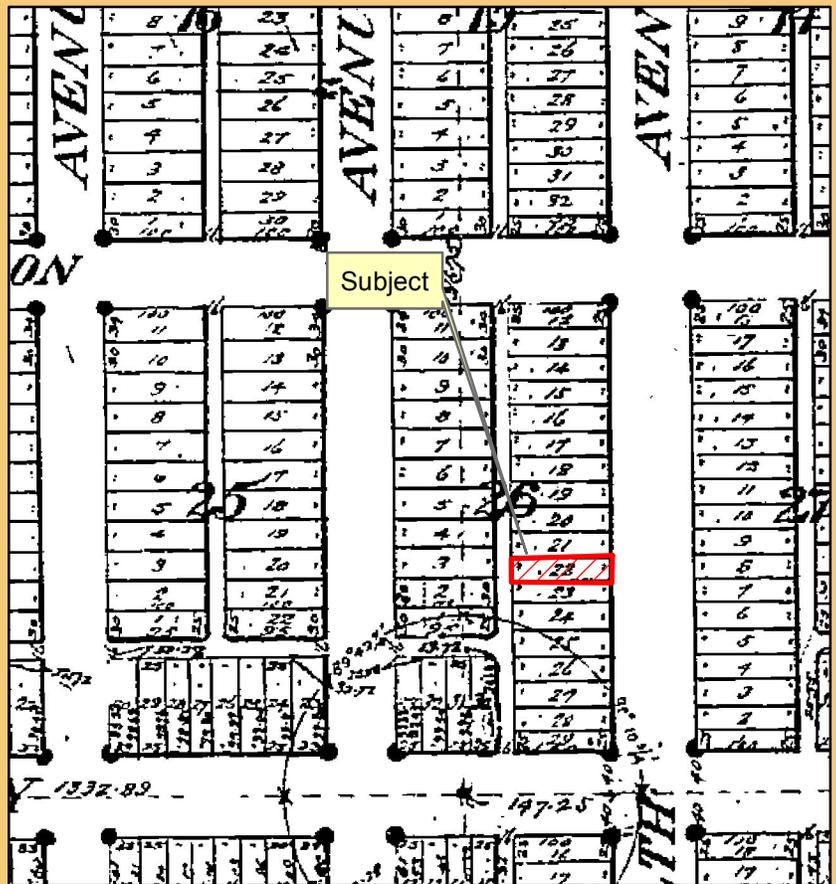
St. Louis County Land Department Tax Forfeited Land Sales

Cancellation of Contract

Legal : CITY OF DULUTH
LOT: 0022 BLOCK:026
GARY FIRST DIVISION DULUTH

Parcel Code : 010-1800-06080

LDKEY : 62511

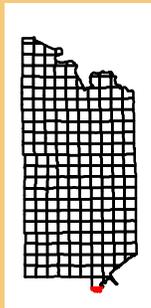


City of Duluth

Sec: 3 Twp: 48 Rng: 15

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 2011



2003 NAIP Photo

**Cancellation of Contract for Purchase of State Tax Forfeited Land -
Nick Boney**

BY COMMISSIONER _____

WHEREAS, the contract with Nick Boney of Hanover, 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:

Nick Boney

CITY OF DULUTH

E 33 FT OF LOT 89

DULUTH PROPER 1ST DIVISION EAST 6TH STREET

Parcel Code: 10-1030-720

C22080132

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approve 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.



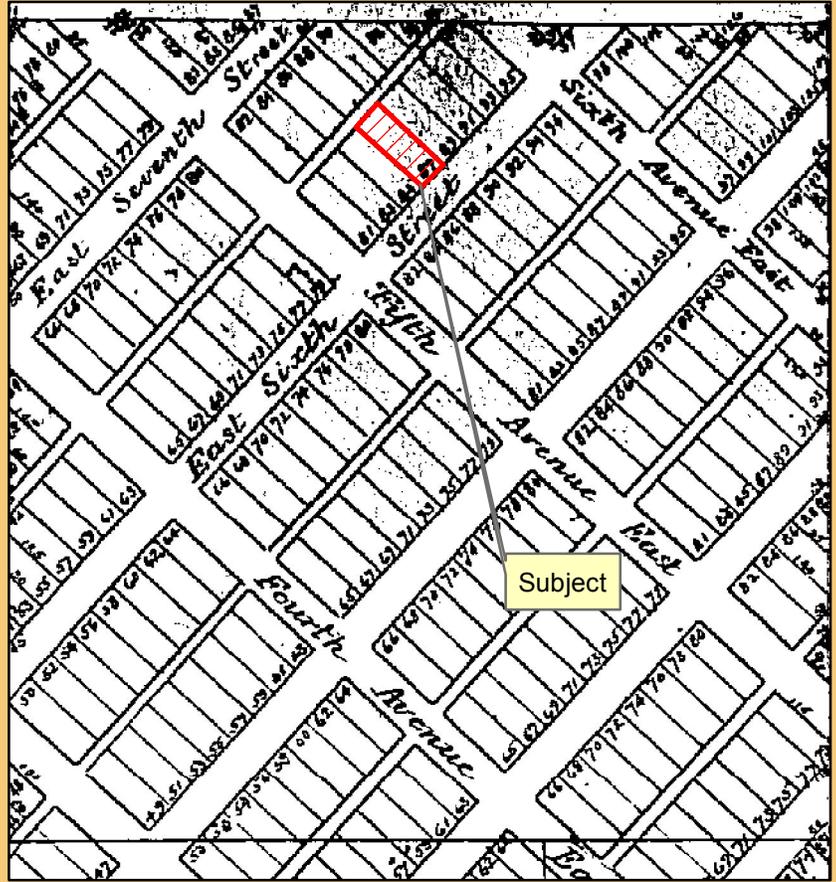
St. Louis County Land Department Tax Forfeited Land Sales

Cancellation of Contract

Legal : CITY OF DULUTH
E 33 FT of LOT 89
DULUTH PROPER 1ST DIVISION
EAST 6TH STREET

Parcel Code : 010-1030-00720

LDKEY : 58443

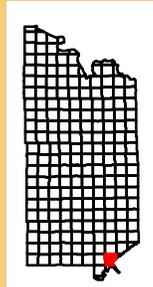


City of Duluth

Sec: 22 Twp: 50 Rng: 14

Commissioner District # 1

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



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 Department

May 2011



2003 NAIP Photo

**Cancellation of Contract for Purchase of State Tax Forfeited Land -
Peter & Carolyn Guski**

BY COMMISSIONER _____

WHEREAS, the contract with Peter & Carolyn Guski 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:

Peter & Carolyn Guski
CITY OF VIRGINIA
LOT: 0012 BLOCK: 080
VIRGINIA 2ND ADDITION
Parcel Code: 90-30-1120
C22000118

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approve 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.



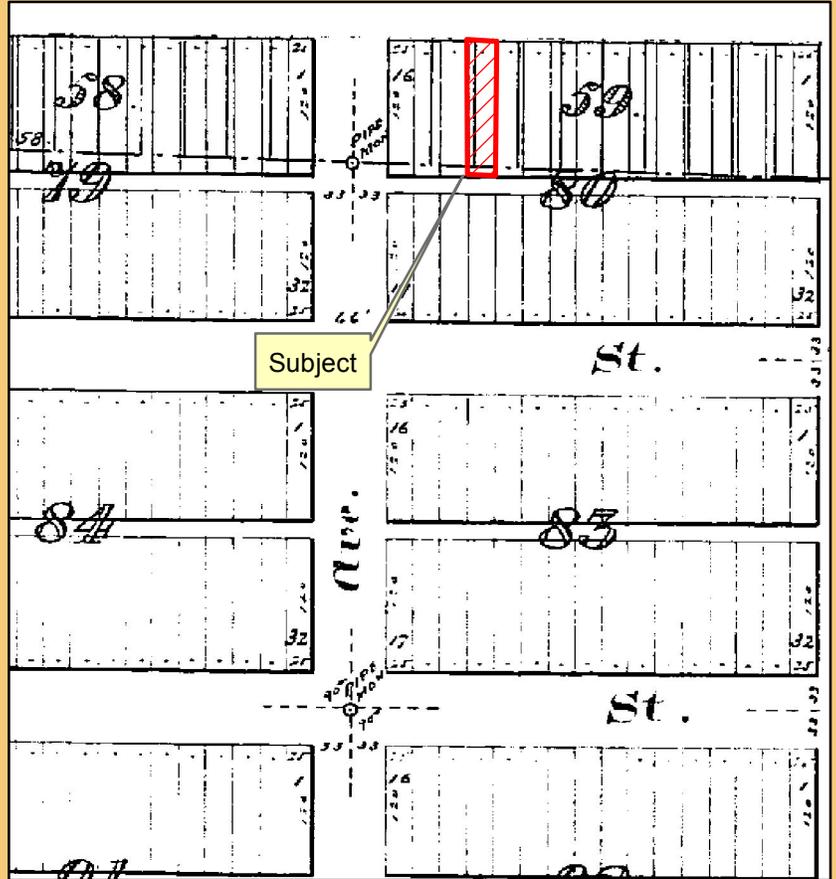
St. Louis County Land Department Tax Forfeited Land Sales

Cancellation of Contract

Legal : CITY OF VIRGINIA
LOT: 0012 BLOCK:080
VIRGINIA 2ND ADDITION

Parcel Code : 090-0030-01120

LDKEY : 57551

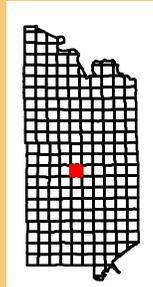


City of Virginia

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 2011



2003 NAIP Photo

**Cancellation of Contract for Purchase of State Tax Forfeited Land -
G & G Rentals Investments LLC**

BY COMMISSIONER _____

WHEREAS, the contract with G&G Rentals Investments LLC of Virginia, MN, for the purchase of state tax forfeited land is in default for nonpayment of taxes and/or installments and/or 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 lands legally described as:

G & G Rental Investments LLC
CITY OF VIRGINIA
LOT: 0023 BLOCK: 094
VIRGINIA 2ND ADDITION
Parcel Code: 90-30-5690
C22070162

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approve 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.



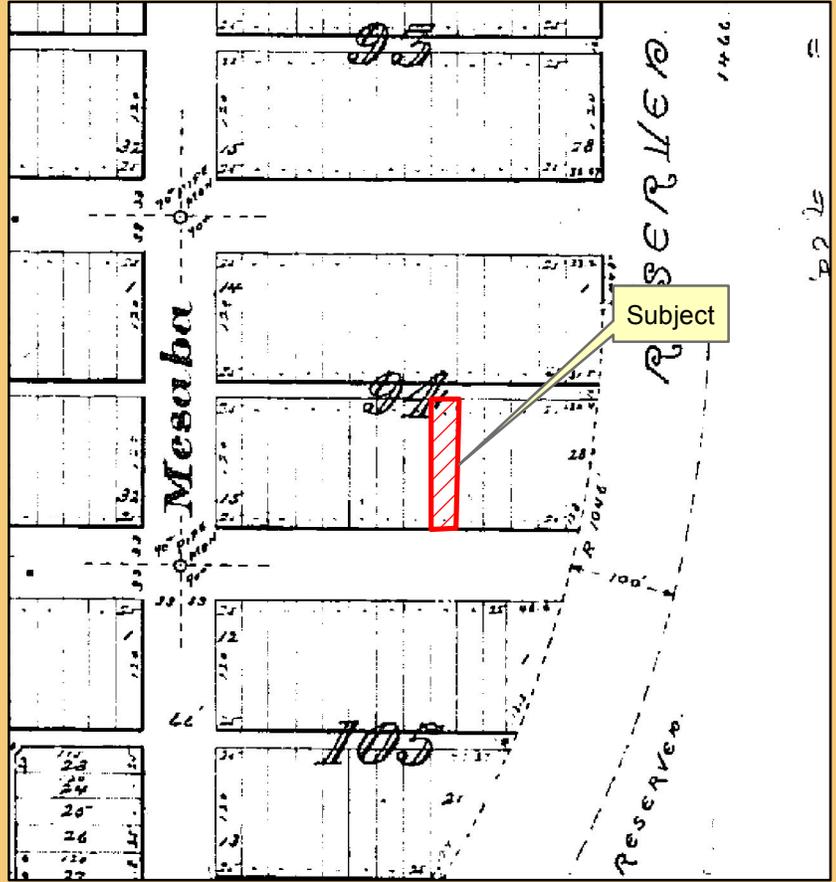
St. Louis County Land Department Tax Forfeited Land Sales

Cancellation of Contract

Legal : CITY OF VIRGINIA
LOT: 0023 BLOCK:094
VIRGINIA 2ND ADDITION

Parcel Code : 090-0030-05690

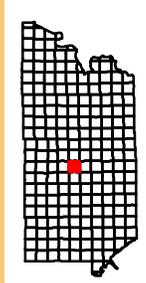
LDKEY : 62253



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 2011



2003 NAIP Photo

**Cancellation of Contract for Purchase of State Tax Forfeited Land -
Donlee Pulford**

BY COMMISSIONER _____

WHEREAS, the contract with Donlee Pulford of Buhl, MN, for the purchase of state tax forfeited land is in default for nonpayment of taxes and/or installments and/or 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 lands legally described as:

Donlee Pulford
CITY OF BUHL
LOT: 019 AND 020 BLOCK: 002
BUHL 1ST ADDITION
Parcel Code: 115-20-440, 450
C22090066

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approve 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.



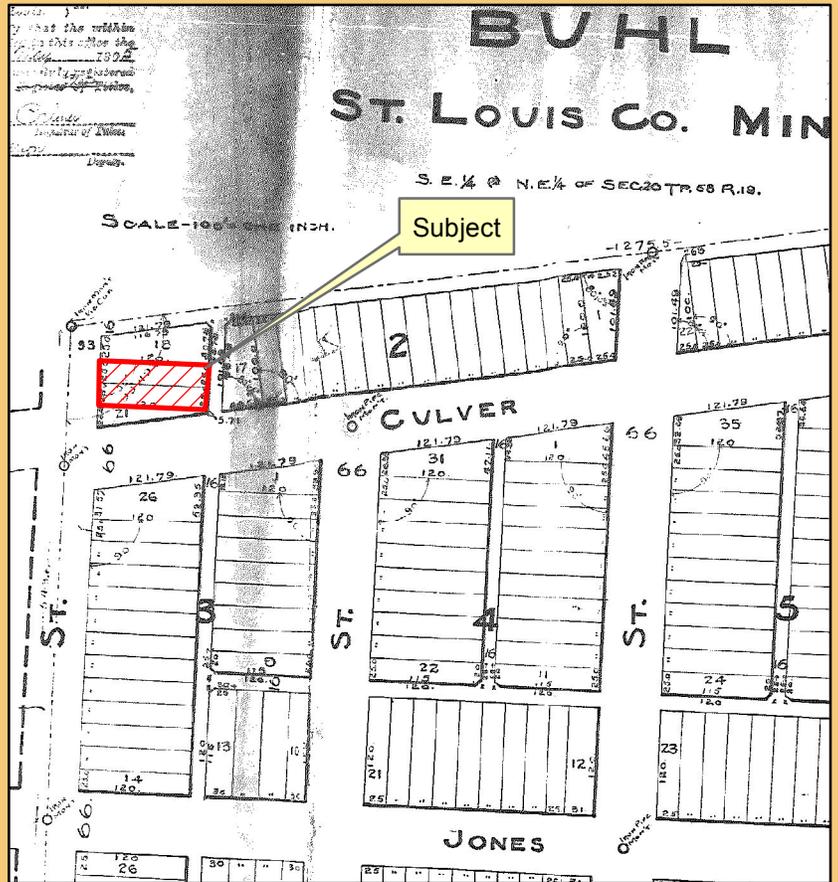
St. Louis County Land Department Tax Forfeited Land Sales

Cancellation of Contract

Legal : CITY OF BUHL
LOT: 0019 and 0020 BLOCK:002
BUHL 1ST ADDITION

Parcel Code : 115-0020-00440,450

LDKEY : 61414



City of Buhl

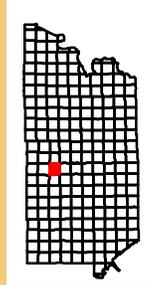
Sec: 20 Twp: 58 Rng: 19



2003 Aerial Photo

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 2011



**Cancellation of Contract for Purchase of State Tax Forfeited Land -
Judy Bechtold**

BY COMMISSIONER _____

WHEREAS, the contract with Judy Bechtold of Mt. Iron, MN, for the purchase of state tax forfeited land is in default for nonpayment of taxes and/or installments and/or 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 lands legally described as:

Judy Bechtold

CITY OF MT. IRON

LOT: 0013 BLOCK: 004

MERRITTS 1ST ADDITION TO MOUNTAIN IRON

Parcel Code: 175-20-560

C22100086

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board approve 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.



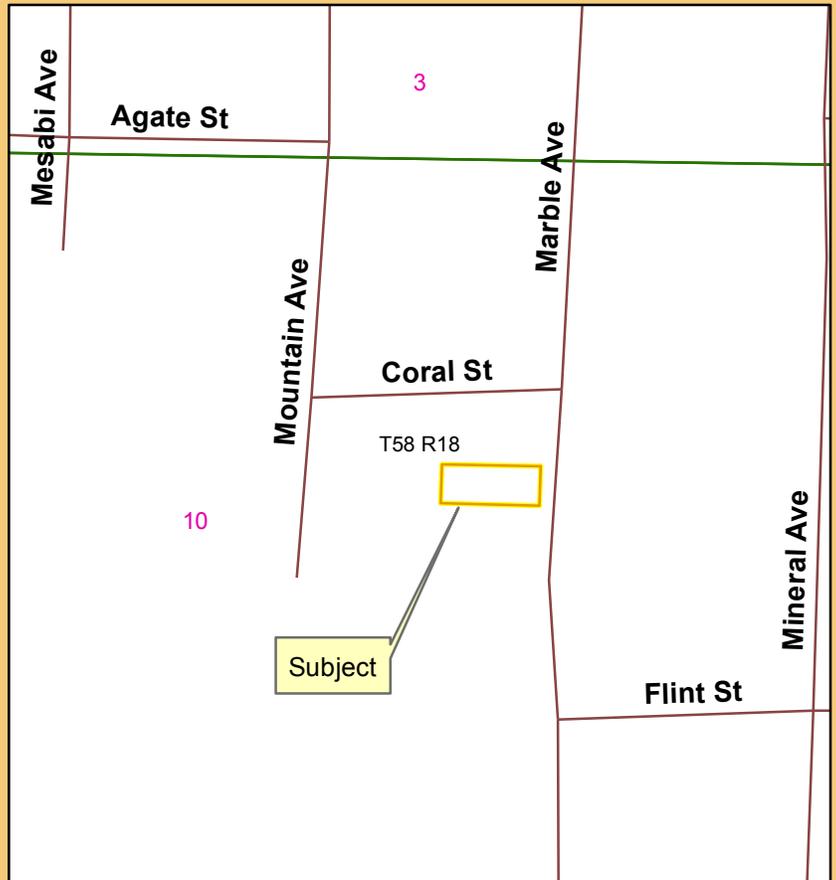
St. Louis County Land Department Tax Forfeited Land Sales

Cancellation of Contract

Legal : CITY OF MT IRON
LOT: 0013 BLOCK:004
MERRITTS 1ST ADDITION TO
MOUNTAIN IRON

Parcel Code : 175-0020-00560

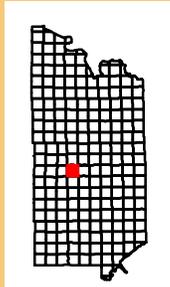
LDKEY : 62466



City of Mt Iron Sec: 10 Twp: 58 Rng: 18

Commissioner District # 6

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

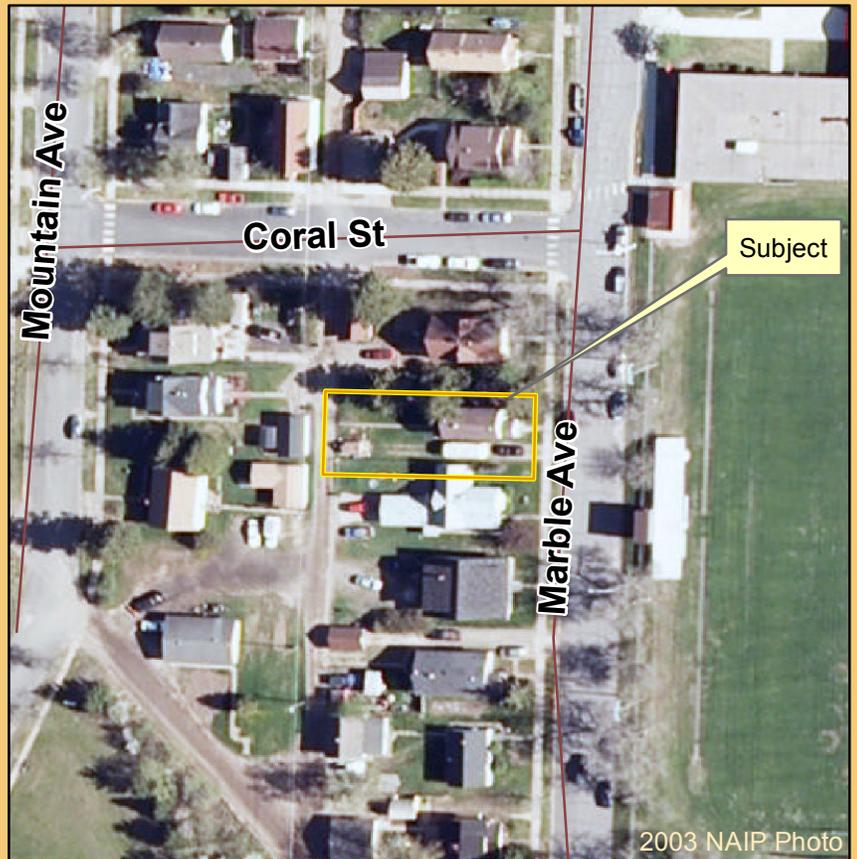


St. Louis County, Minnesota

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**St. Louis County
Land Department**

May 2011



2003 NAIP Photo

The St. Louis County Employee Association has accepted the salary grade recommended for the class: Grade 26: \$50,594 – \$71,519 (annual steps and longevities through twenty-four years of service) in the Civil Service Supervisory Unit.

RECOMMENDATION:

It's requested that the St. Louis County Board approve the creation of the new Capital Planning Manager class and its assignment to Grade 26 in the Civil Service Supervisory Unit.

New Job Class – Capital Planning Manager

BY COMMISSIONER _____

RESOLVED, that the St. Louis County Board adopts the Capital Planning Manager class, Grade 26: \$50,594 – \$71,519 (annual steps and longevities through twenty-four years of service) of the Civil Service Supervisory Unit Pay Plan as approved by the Civil Commission on March 14, 2011.

Attachment 1

CAPITAL PLANNING MANAGER

KIND OF WORK: Highly responsible administrative and professional work planning and managing projects, programs, communications, and staff for the Property Management Department.

DISTINGUISHING FEATURES OF WORK: An employee in this class is responsible for managing various administrative planning, and project functions as directed. Duties include developing, implementing, and directing planning, projects, programs, policies, initiatives, and services; preparing a variety of analyses, reports, and recommendations for consideration by management staff; coordinating activities with other County departments; representing the Department to various internal and external audiences; and supervising and coordinating the work of designated staff. The work is performed independently under the general direction of designated supervisory staff within the limits of established Department policies and procedures.

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

- * 1. Plans, directs, and coordinates the development, implementation, and evaluation of assigned projects, programs, operating objectives, initiatives and policies; coordinates Department and County resources to accomplish established goals and priorities in a timely and cost effective manner.
- * 2. Reviews, analyzes, makes recommendations, and facilitates the development & implementation of short-range & long-range plans to manage Countywide capital assets.
- * 3. Administers and monitors the operational functions of assigned staff, projects, and budgets; develops and implements office policies and procedures.
- * 4. Assigns, directs and coordinates the work of assigned staff; structures and schedules work activities and approves leaves and overtime; establishes performance standards and appraises work performance; prepares commendations and executes oral reprimands; effectively recommends disciplinary action, including suspension and dismissal, and upon approval of the appointing authority, may prepare documentation and notification of such action; trains and guides employees; effectively recommends candidates for appointment; and represents management at the first step of the grievance procedure.
- * 5. Develops and conducts a variety of property development related analyses and studies, including feasibility studies, costs studies, cost/benefit analysis, conceptual & functional facility and space analysis/planning, and program specifications for design, construction, operational, or maintenance modifications of facilities.
- * 6. Oversees the administration of Department documents; construction, leases, professional and miscellaneous contracts.
- * 7. Coordinates with Department staff and other county departments to determine operational needs and trends affecting various county programs and identifies emerging space needs and reasonable options to address those needs.
- * 8. Develops and coordinates Department and project communications for internal and external audiences.
- * 9. Develops and manages the ongoing development of the Department's facility operations and project management systems; oversees its use, and provides direction to the Department managers and County staff in its use.
- * 10. Represents the Department before State officials, regional and municipal regulatory and planning agencies, and public boards, commissions, & forums as assigned.
- * 11. Communicates, monitors and enforces compliance with safety rules, laws and practices; assures proper safety equipment and procedures are used in all operations.
- * 12. Demonstrates punctual and reliable attendance in accordance with a designated work schedule.
- * 13. Performs related work as assigned.

(OVER)

REQUIREMENTS OF WORK:

Comprehensive knowledge of planning and project management principles including research, project design, planning, programming, decision-making techniques, site analysis, facility design, and construction.

Comprehensive knowledge in developing and coordinating the completion of complex planning projects including long-range and short-range capital planning, CIP, grants, construction, and space planning.

Thorough working knowledge of the concepts, techniques, and resources applied in public sector facility project management, planning, and analysis.

Knowledge of the CIP process and public finance.

Knowledge of architectural design principles and design process.

Skill in communicating effectively, both orally and in writing.

Skill in the use of contemporary office equipment and software applications.

Skill in understanding, prioritizing and establishing appropriate work schedules for projects and programs in order to meet objectives, standards, and to comply with department and statute regulations.

Skill in preparing and keeping accurate records and reports.

Skill in conceptualizing issues and problems, assembling and analyzing pertinent data, and making effective policy, strategy, and project recommendations.

Ability to plan, coordinate, and supervise the activities of administrative, professional, and technical staff.

Ability to oversee diverse administrative and project functions, including general administration, budgeting, grant administration, contract administration, purchasing, facilities and maintenance, management information systems and other professional, technical, and clerical support activities.

Ability to establish and maintain effective working relationships with coworkers, County staff, elected and administrative officials, public and private agency officials & representatives, and the general public.

MINIMUM QUALIFICATIONS FOR WORK:

Graduation from an accredited college or university with a bachelor's degree in public administration, business administration, planning, construction management, or related field AND three years of full-time paid progressively responsible experience in facility planning and project management, or a related field; OR graduation from an accredited college or university with a master's degree from an accredited college or university in public administration, business administration, planning, construction management, or a related field AND two years of full-time paid progressively responsible experience in facility planning and project management, or a related field; OR equivalent education & experience as determined by the Employee Relations Director.

Possession of a valid driver's license.

BOARD LETTER NO. 11- 218

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE CONSENT NO. 4

BOARD AGENDA NO.

DATE: June 7, 2011
FROM: Kevin Z. Gray
County Administrator
Tony Mancuso, Director
Property Management

RE: Reallocation of Custodian
Position in Property Management

RELATED DEPARTMENT GOALS:

To provide efficient, effective government.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the reallocation of an existing, vacant Custodian position within Property Management's approved full time equivalent (FTE) count to the new job classification, Capital Planning Manager.

BACKGROUND:

The Property Management Department has documented the case for a position that will assist in facilitating the development and implementation of short-range and long-range plans to manage county wide capital assets. This position was included as part of the Department's reorganization plan, initiated several years ago, and will be financed through savings available from vacant positions. The Custodian position will be reallocated upon the incumbent's retirement.

According to the County's Fiscal Policies, each department has the authority to add and delete positions within their staffing complements providing the total number of FTEs does not exceed the total number of authorized positions approved by the County Board. In addition, the Fiscal Policies specify that the position added or deleted must be within three pay grades of each other and must be approved by the County Administrator.

The Custodian position and the Capital Planning Manager position are more than three grades apart. Therefore, the County Board must approve the reallocation of the FTE from Custodian to this new position. Funding is available through other vacant positions in the Property Management Department.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the reallocation of the Custodian position in the Property Management Department to a Capital Planning Manager and have the appropriate county officials make the associated budget changes, effective June 18, 2011.

Reallocation of Custodian position in Property Management

BY COMMISSIONER _____

WHEREAS, the St. Louis County Civil Service Commission approved the new job class of Capital Planning Manager based on the Property Management Department's reorganization strategy and documentation of need; and

WHEREAS, Property Management will have a vacant 1.0 full time equivalent Custodian position and intends to eliminate this position when the incumbent retires; and

WHEREAS, the County's Fiscal Policies specify that any position change greater than three pay grades must go to the County Board for approval; and

WHEREAS, Property Management has sufficient funding within its budget to pay for the difference in these positions through savings generated by other vacant positions.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board authorizes the reallocation of the Property Management Custodian position to a Capital Planning Manager and authorizes the associated budgetary changes effective June 18, 2011.

agencies. Sometimes those owners attempt to close these roads, causing the DNR and county to engage in costly and time-consuming litigation to maintain access rights to these road systems. Recording the DNR's and County's prescriptive easements will ensure that these roads will be available to the state's land managers in perpetuity.

The state and county forest roads that are involved in this project have been in existence and have been maintained and used by the DNR and St. Louis County for many years. There will be no change in the management of these roads due to the Prescriptive Easement process. Therefore, there is no anticipated change in value to the affected landowners. Additionally, these landowners will not incur any new liability for any incidents related to the use of these roads.

RECOMMENDATION:

It is recommended that the St. Louis County Board establish a public hearing on Wednesday, July 27, 2011, beginning at 6:00 p.m. with an open house, at the Mountain Iron Community Center in Mountain Iron, MN, so that the Prescriptive Easement Project can proceed according to state legislation.

Establish a Public Hearing for the St. Louis County Prescriptive Easement Project

BY COMMISSIONER _____

WHEREAS, pursuant to Minn. Stat. § 89.715, inclusive, the Commissioner of the Department of Natural Resources may adopt a forest road map to record state forest road prescriptive easements; and

WHEREAS, pursuant to Minn. Stat. § 282.041, a county board may adopt a forest road map to record county forest road prescriptive easements on tax forfeited lands according to Section 89.715; and

WHEREAS, the County Board must prepare an official map and set a time, place, and date for a public hearing on adopting a forest road map to record roads; and

WHEREAS, the hearing notice must state that the roads to be recorded will be to the width of the actual use including ditches, backslopes, fills, and maintained rights-of-way, unless otherwise specified in a prior easement of record. The hearing notice must be published once a week for two successive weeks in a qualified newspaper of general circulation that serves the county, the last publication to be made at least ten days before the date of the public hearing. At least 30 days before the hearing, the hearing notice must be sent by certified mail to the property owners directly affected in the county at the addresses listed on the tax assessment notices at least seven days before appearing in the qualified newspaper; and

WHEREAS, after the public hearing is held, the County Board may amend and adopt the forest road map. The forest road map must be dated, signed and filed for recording with the County Recorder within 90 days after the map is adopted; and

WHEREAS, a property owner who is directly affected by a proposed map designation may appeal the map designation to the County Board within 60 days of the map being recorded by filing a written request for review. The County Board shall review the request and any supporting evidence and render a decision within 45 days of receipt of the request for review.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board authorizes a public hearing to be held on Wednesday, July 27, 2011, beginning at 6:00 p.m. with an open house, at the Mountain Iron Community Center in Mountain Iron, MN.

RESOLVED FURTHER, that the County Auditor shall cause a notice of hearing to be published in the official county newspaper pursuant to Minn. Stat. § 89.715, Subd. 3.

RESOLVED FURTHER, that the Land Commissioner shall send the hearing notice by certified mail to property owners directly affected by roads to be recorded on tax forfeited lands at least 30 days before the hearing and least seven days before appearing in the qualified newspaper.

BOARD LETTER NO. 11 – 220

HEALTH & HUMAN SERVICES COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: June 7, 2011

RE: Heading Home St. Louis
County Plan

FROM: Kevin Z. Gray
County Administrator

Ann M. Busche, Director
Public Health & Human Services

RELATED DEPARTMENT GOALS:

Adults will be self sufficient, providing for their own welfare and that of their children. Adults will live in the least restrictive living arrangement that meets their health and safety needs.

ACTION REQUESTED:

The St. Louis County Board is requested to approve a structural change to the Heading Home St. Louis County Plan.

BACKGROUND:

In August of 2005 the St. Louis County Board authorized the creation of the Committee to End Homelessness in Ten to develop a Ten Year Plan to End Chronic Homelessness. A consultant was hired and over the next year, input was solicited from across the county through focus groups and direct dialogue. The committee worked with the City of Duluth, other municipalities, private and public entities, and professionals in the areas of mental health, chemical dependency, human services, youth programs, anti-poverty initiatives, domestic violence, employment & training, housing development, education, corrections, homeless shelters and homeless services, and the faith community to develop a plan. The final document was a fully integrated plan that addressed both rural and urban systems. In January of 2007 the Public Health and Human Services (PHHS) Advisory Committee approved recommending the plan to the County Board, which gave final approval in March 2007.

Since then, implementation of the Heading Home St. Louis County Plan has been moving forward. The work of numerous committees has resulted in better integration of homeless prevention efforts and funding. Some evolution has taken place, but the original plan has been kept intact as a guide for reaching its homeless prevention goals. The recent passage of the federal HEARTH Act has now changed the approach to the county's homeless prevention efforts. It requires communities to use consistent data, collaboration, and strong leadership in order to remain competitive in future federal funding opportunities. Over the last few months multiple community focus groups were

held both on the Range and in Duluth to determine how to change leadership and committee structures to meet this new challenge. Individuals from the Implementation Team, Committee to End Homelessness, Fair and Rural Housing Coalition, and the Affordable Housing Coalition have met to discuss how these changes will impact progress. Representatives from the Planning and Community Development Department, PHHS, and City of Duluth Planning have worked together to reconfigure future homeless funds and processes.

The outcome is a proposal to restructure the larger system by reducing the number of committees, combining advisory and other planning groups together, and creating a more formal community-wide, data-driven approach. Proposed is a new leadership structure that includes both county and City of Duluth appointed members whose role is to guide, evaluate, and make recommendations for all homeless funds. The ultimate goal is to assure that all funding projects are in alignment with the Heading Home St. Louis County priorities, gaps, and available resources. Presentations regarding these changes and recommendations were made to the County Board on April 19, 2011 and will be made to the City of Duluth on June 13, 2011.

The former structure and the new proposed structure are as follows:

Previous Structure

Implementation Team – 20 Members
(Monitor progress of Plan)
|
Prevention Committee
Rapid Re-Housing Committee
Access Committee
Supportive Services Committee
Evaluation Committee
Public Education Committee
Funding Committee

Proposed New Structure

Leadership Council – 15 Members
(Monitor progress of Plan)
|
Rural Housing Coalition - North
Affordable Housing Coalition - South

Proposed Leadership Council Members - Appointed by City of Duluth (City) and St. Louis County (SLC):

- Homeless/Formerly Homeless (City)
- Veteran Representative (City)
- Homeless Advocate, per funding statute (SLC)
- MN Interagency Council on Homelessness (MICH) representative (SLC)
- Education Representative, per funding statute (SLC)
- Local Representative/Providers: 1 Rural Housing (SLC) & 1 Affordable Housing (City)
- At large (foundations/private funding sources) 2 (SLC) & 1 (City)
- Tribal representation: 1 Bois Forte (SLC) & 1 Fond du Lac (City)
- Corrections representative (SLC)
- Faith representation (City)
- Business community representation (SLC)

Attached is an appendix that outlines the recommended new structure with a list of questions that were raised at various community forums and planning meetings related to that structure, as well as a mapping of the previous and proposed structures.

RECOMMENDATION:

It is recommended that the St. Louis County Board adopt the proposed recommendations for a change in the leadership and committee structure of the Heading Home St. Louis County Ten Year Plan to End Homelessness.

Heading Home St. Louis County Plan

BY COMMISSIONER _____

WHEREAS, in March 2007 the St. Louis County Board gave final approval to the Heading Home St. Louis County Ten Year Plan to End Homelessness; and

WHEREAS, implementation of the Heading Home St. Louis County Plan has been moving forward through the work of numerous assigned committees and county staff; and

WHEREAS, recent passage of the federal HEARTH Act has now changed how St. Louis County must address homeless prevention efforts; and

WHEREAS, the HEARTH Act requires communities to use consistent data, collaboration, and strong leadership in order to remain competitive in future federal funding competitions; and

WHEREAS, representatives from the Planning and Community Development Department, Public Health & Human Services, and City of Duluth Planning have worked together to reconfigure future homeless funds and processes with input from multiple community groups.

NOW THEREFORE, BE IT RESOLVED, that the St. Louis County Board adopts the proposed recommendations for a change in the leadership and committee structure of the Heading Home St. Louis County Ten Year Plan to End Homelessness to discontinue the twenty (20) member Implementation Team and seven (7) subcommittees: Prevention Committee, Rapid Re-Housing Committee, Access Committee, Supportive Services Committee, Evaluation Committee, Public Education Committee, and Funding Committee.

RESOLVED FURTHER, that the County Board adopts the new structure of a fifteen (15) member Leadership Council using the existing housing coalitions in an advisory role: Rural Housing Coalition (North St. Louis County) and the Affordable Housing Coalition (South St. Louis County).

Heading Home SLC Advisory Committee Transition Community feedback Q & A - May 2011

Leadership Council:

Q: How will members be recruited & appointed? A: All members of the Leadership Council will be appointed by the St. Louis County Board and the Duluth City Council. The City Council will appoint 6 members and the County Board will appoint 9 members. All persons interested in becoming members of the Leadership Council will need to complete an application and submit the application to the St. Louis County Auditor's Office. St. Louis County has a common application used for its volunteer boards and advisory committees that may be used and supplemented with a questionnaire as needed.

Q: Who will create bi-laws/application/selection process? A: St Louis County/City of Duluth staff will assist in the development of a form of bylaws for the Leadership Council. Attendance and conflict of interest have been identified as key areas of focus in the bi-law creation for the Leadership Council.

Q: Responsibilities (job description) creation A: The job description and duties will be developed by St. Louis County and City of Duluth staff with feedback from the current Committee to End Homeless (CEH) advisory and Implementation team members. Activities will include; monitoring Heading Home SLC's progress outcomes, developing priorities based on HMIS data, and making funding recommendations for the SuperNOFA, FHPAP & ESG.

Q: Data driven piece – preparation for HEARTH Act – who will disseminate & coordinate ALL data ? A: The Heading Home St. Louis County's Leadership Council will be utilizing multiple data sources to assist in the decision making and guidance for all housing/homeless activities throughout our community. Data will be used to set goals and to review progress. The County/City will consult with Wilder Research to determine how to develop a coordinated report, which encompasses funds that come into St. Louis County for preventing and ending homelessness.

Q: How will ESG be incorporated into the process? A: County and City ESG funds are required to be incorporated into this coordinated process. St. Louis County Planning and City of Duluth will have the Leadership Council review 2012 ESG applications. Request for Proposals will look similar and will be reviewed by the City/County planning groups.

Q: What specifically is the role of the staff members (City of Duluth, SLC planning, PHHS) ? A: Each fiscal entity will be responsible to share information such as data, education, funding priorities, and other pertinent information with the Leadership council for the council. City and County staff will be available to retrieve additional information if requested by council members.

Q: Chair & Co-chair selection (do they have power, can they serve if they receive homeless funds) ? A: Two co-chairs will be voted for and selected by the Leadership Council. These co-chairs will be allowed to vote, but cannot be someone who represents an agency applying for funding. Only 20% of the membership of this council may be from agencies who receive funding. The Chair & Co-Chair will not be participants who receive any homeless funds.

Q: Political support for leadership council – any safeguards in place if the board/council does not like a recommendation? A: The Leadership Council members serve in an advisory capacity to make funding recommendations to the St. Louis County Board and Duluth City Council. LC member appointment by the County Board and City Council along with the expected LC member knowledge and expertise are designed to address this concern.

Q: Is there fiduciary or liability issues for the leadership council? A: Because the Leadership Council serves in an advisory role, there will not be the need for liability insurance.

Q: What is the time commitment for the Leadership council (how many hours per month)? A: It has not yet been determined specifically how many hours per month the Leadership Council will need to meet. However, CEH advisory group members have met to outline their responsibilities over a 12 month period. From there, members will determine which tasks can be undertaken at the Affordable & Rural Housing Coalition. We are hopeful that 3-5 hours per month will be sufficient.

Q: Has there been thought as to how the CEH/Implementation team will transition to the Leadership Council? A: Both the Committee to End Homelessness and the Implementation team members will meet to develop a list of consistent job duties over the past calendar year. CEH advisory members have also agreed to shadow new Leadership Council members through the SuperNOFa and FHPAP funding cycles. The timeline for this transition will begin in June, with community members appointed in July 2011.

Q: How will we not lose sight of Heading Home St. Louis County's 10 year plan goals? A: Based on the original plan, which was adopted by the St. Louis County board and Duluth City Council in 2007, Heading Home St. Louis County's progress will be updated, along with goal areas that have not been addressed to date. From there, new Leadership Council members will determine which goal areas will be prioritized and implemented annually, Members will utilize the Federal Strategic plan, State of Minnesota's Roadmap, and Heading Home St. Louis County's newly set goals.

Membership: Appointed by City of Duluth (City) & St. Louis County (SLC)
Homeless/Formerly Homeless (City)
Veteran Representative (City)
Homeless Advocate, per funding statute (SLC)

State MITCH representative (SLC)
Education Representative, per funding statute (SLC)
Local Representative/Providers: 1 Rural Housing (SLC) & 1 Affordable Housing (City)
At large (foundations/private funding sources) 2 (SLC) & 1 (City)
Tribal representation: 1 Bois Forte (SLC) & 1 Fond du Lac (City)
Corrections representative (SLC)
Faith representation (City)
Business community representation (SLC)

Transition Timeline Recommendation:

2-10-2011 St. Louis County Planning, Public Health & Human Services, City of Duluth make recommendation for advisory committee to make funding decisions for SuperNOFA, FHPAP, and ESG in alignment with the HEARTH Act.

4-6-2011 Implementation team meets to go through transition/restructure recommendation by St Louis County & City of Duluth – recommendation to move forward made.

4-18-2011 Affordable Housing Coalition (AHC) discussion regarding overall restructure for City of Duluth CDBG, ESG, HOME, Housing Indicators, SLC SuperNOFA, FHPAP, and overall Needs & Gaps analysis. In addition At Home in Duluth/LISC, the Duluth HRA business, legislative platform & development needs for the spectrum of housing needs.

4-20-2011 Community meeting facilitated to outline the recommendation for restructure and transition. Feedback was given. Next steps are to develop, plan, and hold one final community meeting with final transition plan.

4-28-2011 Committee to End Homelessness (CEH) Advisory Committee met to discuss re-structure. Transition planning was identified as a key factor for success. Committee committed to assist new group with transition and will outline current annual duties.

5-5-2011 St. Louis County Planning, Public Health & Human Services, City of Duluth meet to discuss feedback given thus far. Timeline & roles/responsibilities will be produced. Transition plan will begin with next steps for the City of Duluth Council & St. Louis County board.

5-10-2011 Rural Housing Coalition(RHC) meets to discuss the transition/re-structure & what this will mean for the RHC.

5-2011 St. Louis County planning, PHHS & City of Duluth address all questions from above listed community forums & send to participants.

June 2011 – Recommendations for restructure approved by County Board & City Council.

June 2011 – Release of applications for Heading Home St. Louis County Leadership Council positions

June/July 2011 – Application review & recommendations from St. Louis County board & Duluth City Council.

July/August 2011 – Appointments made

August/September 2011 – Initial Heading Home St. Louis County leadership council meeting

BOARD LETTER NO. 11 - 221

PUBLIC WORKS & TRANSPORTATION COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: June 7, 2011

RE: Award of Bids for a
Resurfacing Project in
Hermantown and a Bridge
Project near Eveleth

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 award of bid for a pavement resurfacing project in Hermantown and a bridge project near Eveleth.

BACKGROUND:

County 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 pavement resurfacing project in Hermantown, MN and for a bridge project near Eveleth, MN.

A call for bids is to be received by the Public Works Department at 10:00 A.M on June 6, 2011, for the following projects in accordance with the plans and specifications on file in the Office of the County Highway Engineer:

- Project:** SP 69-613-032, CP 61938

Location: CSAH 13 from T.H. 2 to T.H. 194 Hermantown, MN, length 4.17 mi.

Traffic: 8,816 **PQI:** N.A.

Construction: Mill Bituminous Surface, Bituminous Surface and Shoulders, and Aggregate Shoulders

Funding: Fund 220, Agency 220262, Object 652700

Anticipated Start Date: July 5, 2011

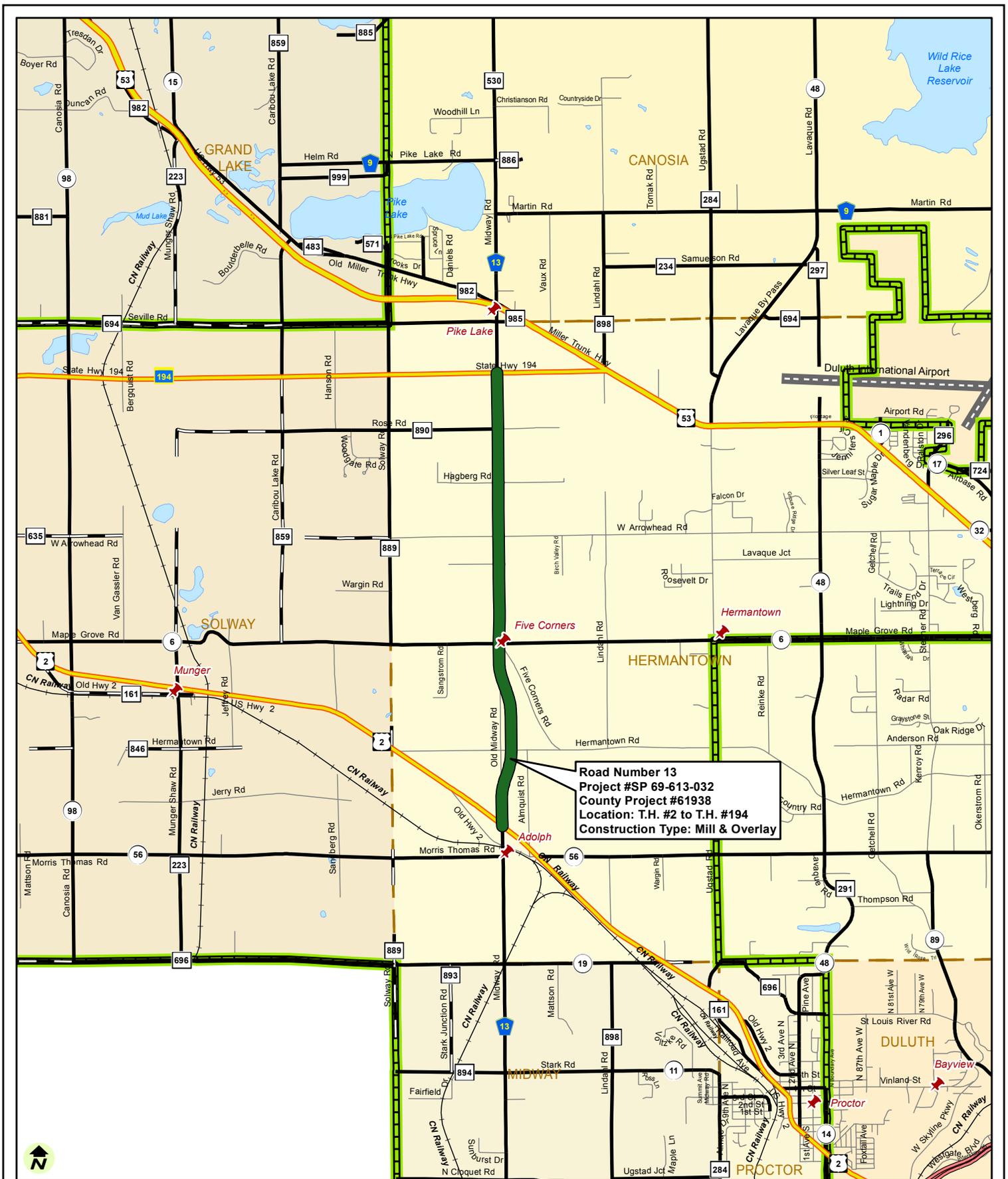
Anticipated Completion Date: September 16, 2011

Engineer's Estimate: To be provided after bid opened

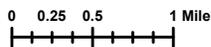
2. **Project:** MP 95-61843, CP 61843
Location: CSAH 95 (Bodas Rd.) between CR 615 and CR 336 in
Fayal, MN, length 0.1 mi.
Traffic: 166 **PQI:** N.A.
Construction: Approach Grading, Aggregate Surfacing and
Bridge No. 69696
Funding: Fund 200, Agency 203207, Object 652800
Anticipated Start Date: August 1, 2011
Anticipated Completion Date: October 30, 2011
Engineer's Estimate: To be provided after bid opened

RECOMMENDATION:

The call for bids is scheduled for June 6th and the Board will be provided with bid results and a resolution for consideration at the June 7th Committee of the Whole meeting.

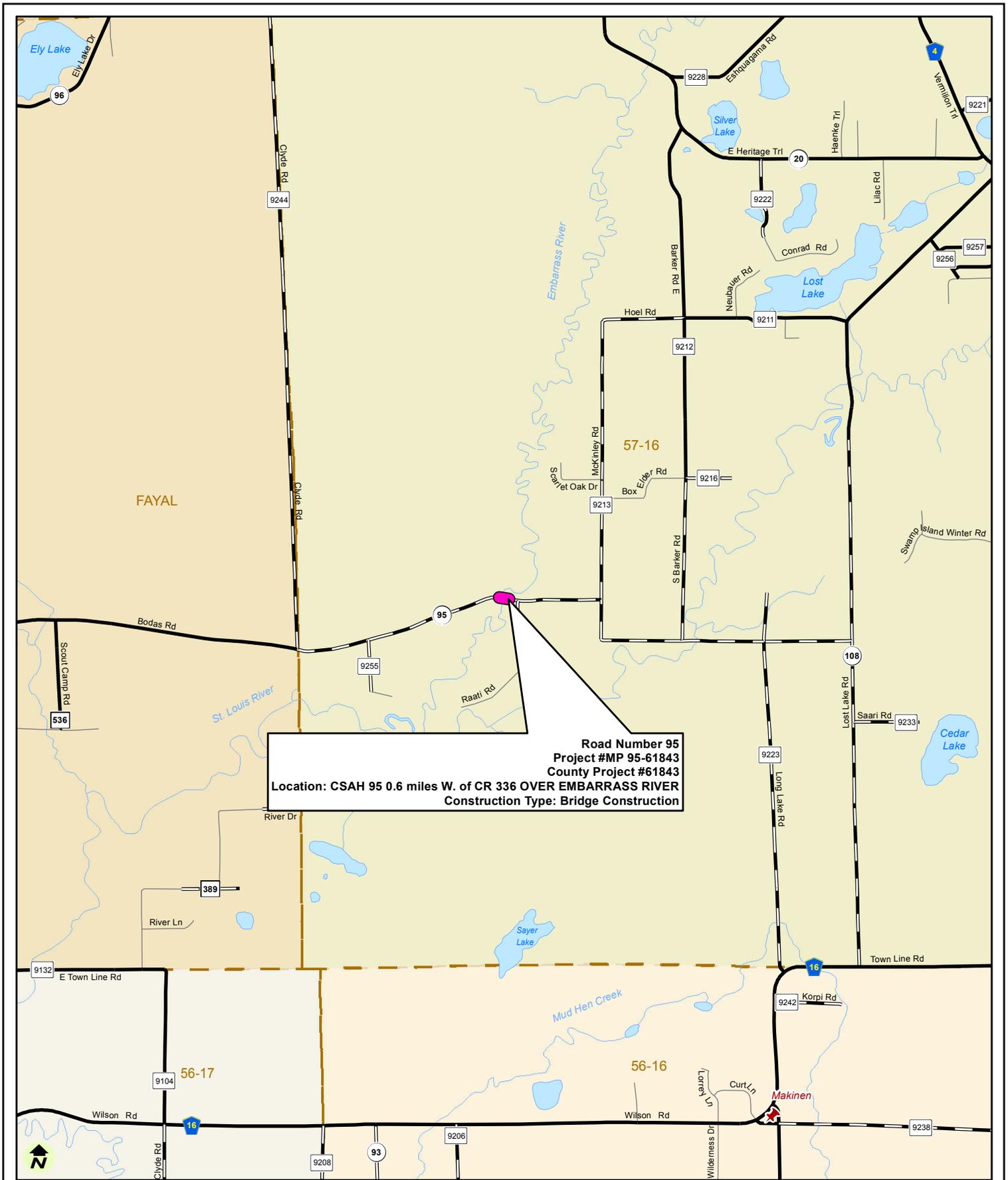


St. Louis County 2011 Road & Bridge Construction



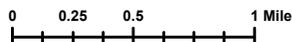
Map Components

- | | | |
|---------------------------------|--------------------|-----------------------|
| 2011 Road & Bridge Construction | Interstate Highway | Commissioner District |
| Mill & Overlay | U.S./State Highway | Township |
| Paved County Road | Gravel County Road | City/Town |
| Railroad | | Lake |



Road Number 95
Project #MP 95-61843
County Project #61843
Location: CSAH 95 0.6 miles W. of CR 336 OVER EMBARRASS RIVER
Construction Type: Bridge Construction

St. Louis County 2011 Road & Bridge Construction



Map Components		
2011 Road & Bridge Construction	Interstate Highway	Commissioner District
Bridge Construction	U.S./State Highway	Township
	County Road - Paved	City/Town
	County Road - Gravel	Lake
	Railroad	

BOARD LETTER NO. 11 - 222

FINANCE & BUDGET COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: June 7, 2011

RE: Duluth Courthouse Window
Replacement Project –
Architectural Services Contract

FROM: Kevin Z. Gray
County Administrator

Tony Mancuso, Director
Property Management Director

RELATED DEPARTMENT GOAL:

To perform deferred building maintenance, to bring facilities up to current building and life safety codes, to extend life cycle of facilities, and to increase building operational efficiency.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize an amendment to the current agreement with Scalzo Architects of Duluth, MN for architectural services for the Duluth Courthouse window replacement project.

BACKGROUND:

The final phase of the Duluth courthouse HVAC replacement and upgrades are presently underway. The new HVAC system can only function correctly with a sealed building envelope, which will require that the windows (approximately 50% of the wall surface) be replaced.

Property Management secured the services of an architect in 2007 to develop a project scope and budget. The original scope and budget of \$800,000, called for the replacement of all the existing windows and leaving the insulated panels in place (just repainting and re-caulking). The county applied for, and was approved for a \$400,000 Federal Stimulus Grant (energy upgrades) and the project was approved to implement.

The courthouse is on the National Register of Historic Places, and the required project review and approval has been granted by both the local Heritage and Preservation Commission (HPC) and Minnesota State Historical Preservation Office (SHPO). Because of the stimulus grant funding requirements SHPO was to be the final approval jurisdiction. After 18 months, SHPO finally approved the design, but now required that all insulated panels be replaced with glass. This approval came after the grant request

and increased the cost of the project to \$1,825,000, as the county is now required to replace twice the number of windows.

The original scope of the project included a negotiated architectural services fee of \$22,375, based on the 2007 project design and budget. The architect's design project specification documents, bid documents, contract documents, SHPO coordination (including meetings and travel to St. Paul), and additional project administration and management fees now total \$52,375. This request is for an additional \$30,000 for the total of \$52,375.00. This professional services fee is still within the 3% negotiated original fee and still less than half of other firms submitting proposals for this project.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize an amendment to the agreement with Scalzo Architects of Duluth, MN, increasing the professional service fees by \$30,000 for an agreement total of \$52,375 for the Duluth Courthouse Window Replacement Project. Funding for this agreement is available from the Capital Improvement Bond Proceeds 2008, Fund 438, Agency 438007.

**Duluth Courthouse Window Replacement Project
– Architectural Services Contract**

BY COMMISSIONER _____

WHEREAS, the windows in the Duluth St. Louis County Courthouse were last replaced and the upper window sections filled with insulated panels in the early 1970s; and

WHEREAS, in 2007 architects estimated the replacement of all the existing windows at \$800,000, leaving the insulated panels in place after re-caulking, and the county applied for and was approved for a \$400,000 Federal Stimulus Grant (energy upgrades) for the project; and

WHEREAS, the courthouse is on the National Register of Historic Places, and approval for the project was granted from both the local Heritage and Preservation Commission (HPC) and Minnesota State Historical Preservation Office (SHPO); and

WHEREAS, the SHPO approval required that all insulated panels be replaced with glass, effectively doubling the cost of the project; and

WHEREAS, the original scope of the project included negotiated architectural services fees of \$22,375, based on the 2007 project design and budget, but additional project administration and management fees now total \$52,375.

NOW, THEREFORE, BE IT RESOLVED, the St. Louis County Board authorizes the appropriate county officials to sign an amended agreement with Scalzo Architects of Duluth, Minnesota, increasing the professional services fees by \$30,000 for an agreement total of \$52,375 for the Duluth Courthouse Window Replacement Project, payable from the Capital Improvement Bond Proceeds 2008, Fund 438, Agency 438007.

BOARD LETTER NO. 11 - 223

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: June 7, 2011 **RE:** Civil Service Supervisory Unit
Bargaining Agreement–
2010/2011

FROM: Kevin Z. Gray
County Administrator

James R. Gottschald, Director
Employee Relations

RELATED DEPARTMENT GOALS:

To assist the county to meet and negotiate with employees in appropriate bargaining units and reduce the negotiations to a written agreement.

ACTION REQUESTED:

It is requested that the St. Louis County Board authorize execution of the negotiated agreement with the St. Louis County Employees Association representing the Civil Service Supervisory Unit.

BACKGROUND:

The county's current labor agreement with the Civil Service Supervisory Unit expired on December 31, 2009. County and Union officials have negotiated an agreement that is effective January 1, 2010 to December 31, 2011, providing no cost of living increases for the duration of the contract.

The agreement contains new language that: (1) limits the monthly plan subscriber payment to \$37.72 effective April 2010 through the duration of the contract and thereafter until a new amount is negotiated; (2) provides that sick leave and compensatory time shall not count as "hours worked" for the purpose of computing overtime; (3) deletes the requirement for participation in the current self insured health and dental plans as of the date of retirement in order to receive the benefits of the Post-Retirement Health Care Savings Plan; (4) allows an unpaid leave of absence in connection with the birth or adoption of a child as opposed to a newborn infant (which is what was previously provided); (5) allows Bridge Supervisors eligibly for premium pay when operating premium pay equipment at the same rate as defined in the Teamster agreement; (6) clarifies that a competent performance appraisal rating is required in order to receive longevity steps; (7) defines the eligibility requirements for holidays,

personal leave, vacation and sick leave; and (8) clarifies that Department Head approval is required in order to use vacation prior to retirement.

The agreement also contains a revised group insurance plan article which contains a uniform procedure for prorating benefits for part-time employees and more completely defines eligibility requirements for the health, life, and dental benefits.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the 2010/2011 Civil Service Supervisory Unit bargaining agreement and authorize the necessary county officials to execute a written agreement consistent with negotiations.

Civil Service Supervisory Unit Bargaining Agreement – 2010/2011

BY COMMISSIONER _____

RESOLVED, that the 2010/2011 Civil Service Supervisory Unit contract is approved and the appropriate county officials are authorized to execute the Bargaining Unit Agreement, a copy of which is on file in County Board File No. _____.

Appointment to the Civil Service Commission

BY COMMISSIONER _____

RESOLVED, the St. Louis County Board makes the following appointment to the Civil Service Commission:

Thor C. Underdahl, as a Civil Service Commission member, for a three-year term ending June 14, 2014.



Revised 1-2006
APP-CACCB

Application

Citizen Advisory Committee, Commission, or Board

St. Louis County

Return Application to:
Clerk of the County Board
100 N. 5th Avenue West, #214
Duluth, MN 55802-1293

Note: Please mail or deliver your completed application to the Clerk of the Board at the adjacent address. Your application will be on file for approximately one year.

Application For:

Civil Service Commission

Please list the committee, commission, or board for which you are applying

Applicant Name:

Underdahl

Thor

C

Mr. Mrs. Ms.

Last Name

First Name

Middle Initial

Home Address:

1518 Fern Ave

Street

Duluth

MN

55805

City

State

Zip

Telephone/Fax/
E-Mail:

612-501-7024

218-723-7539

tunderdahl@allete

Home

Work

Fax

E-mail Address

1. How long have you lived in St. Louis County? 10 years

2. List other community groups, boards, committees, or commissions for which you are, or have been a member?

I am currently on the board of the Northland Human Resource Association.

3. What interests you about becoming a member of the committee, commission or board for which you are applying?

I feel very passionately about the region and its workforce. Working in Talent Acquisition and Development for Minnesota Power/ALLETE allows me the opportunity to help develop this workforce and better understand the needs of our region. I would be honored to be able to bring this knowledge to the civil service commission.

4. Please describe your education, employment, areas of interest, and expertise.

Bachelors Degree from University of Minnesota-Duluth in Organizational Management. Masters Degree in Business Administration from the University of Wisconsin-Eau Claire. Currently halfway through obtaining my Certified Employee Benefits Specialist designation from the Wharton School of Business at the University of Pennsylvania. Have been employed with Minnesota Power/ALLETE for the past 4 years with the last year being specifically dedicated to Talent Acquisition.

5. Please provide additional information you believe is important in considering your application?

I think it is important that public commissions like these have solid representation from private industry to give them insight into what is currently happening in the corporate setting. I believe that my skill set in this area along with my strong educational background and community involvement will allow me to be a valuable asset to this commission.

6. Please list two references including name, address, and telephone number.

Inez Wildwood, 30 W Superior St. Duluth, MN 55802 218-723-7470

Nicole Johnson 30 W Superior St. Duluth, MN 55802 218-723-7557

I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

Signature:

Thor Underdahl

Date

4/20/2011

THANK YOU!

Office Use Only

Date Received

Appointment Date

Date Entered

Term End Date

Commissioner District

Retention Date

Appointed: Yes No

Committee/Board/Commission: