



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

May 7, 2013

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 April 23, 2013

Environment & Natural Resources Committee – Commissioner Nelson, Chair

1. Grant Application for MPCA GreenCorps Host Site Designation [13-160]
2. Disposal Services Contract for Class I Demolition Waste [13-161]
3. Final Plat Approval – Granite Ridge (Vermilion Lake) [13-162]
4. Amend Zoning Ordinance No. 46, Zoning Map (Unorganized 53-16) [13-163]
5. Cancellation of Contracts for Purchase of State Tax Forfeited Land - Ufford-Richards, Dominguez [13-164]
6. Public Sale of State Tax Forfeited Lands on June 13, 2013 [13-165]
7. Repurchase of State Tax Forfeited Land – Christenson [13-166]

Public Works & Transportation Committee – Commissioner Forsman, Chair

8. Acquisition of Right of Way - Replacement of County Bridge 213 (Cotton Township) [13-167]
9. State Contract Purchase of Tandem Axel Diesel Trucks [13-168]
10. Award of Bid for Liquid Chloride and Application [13-169]
11. Rental of Five Mower Tractors [13-170]

Finance & Budget Committee – Commissioner Raukar, Chair

12. 2013 First Quarter Budget Changes [13-171]
13. Abatement List for Board Approval [13-172]
14. Lawful Gambling Applications (Greenwood and Vermilion Lake Townships) [13-173]
15. Agreement for Miscellaneous Electrical Services [13-174]
16. Sale of Surplus Fee Land Lot 15, Block 7, Lincoln Park Place (Duluth) [13-175]
17. Sale of Surplus Fee Land Section 23, T51N, R16W (Grand Lake Township) [13-176]

ESTABLISHMENT OF PUBLIC HEARINGS:

Finance & Budget Committee – Commissioner Raukar, Chair

18. Establish Public Hearing to Consider an Amendment to the Capital Improvement Plan and on Intent to Issue Capital Improvement Bonds – Tuesday, June 4, 2013, 9:40 a.m., St. Louis County Courthouse, Duluth, MN [13-177]

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 Stauber, Chair

1. **Minnesota Medical Assistance Expansion Costs [13-178]**
Resolution authorizing an increase to the staffing complement of Public Health and Human Services, and a corresponding adjustment to the department's budget for Medical Assistance expansion costs.

Public Works & Transportation Committee – Commissioner Forsman, Chair

1. **Highway Engineer/Public Works Director Reappointment [13-179]**
Resolution confirming the reappointment of James T. Foldesi as the St. Louis County Highway Engineer/Public Works Director.
2. **Award of Bids: Crushing, Striping and Crack Sealing Projects, Reclaim and Overlay Project (Midway Township), Bridge Project (Biwabik Township) [13-180]**
Resolutions awarding bids to low bidders for various public works projects.

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

1. **Jail Corrections/Communications Unit Bargaining Agreement – 2012 through 2014 [13-181]**
Resolution authorizing the 2012-2014 Jail Corrections/Communications Unit bargaining agreement.

Public Safety & Corrections Committee – Commissioner O’Neil, Chair

1. **Public Safety Innovation Fund Proposals [13-182]**
Resolution authorizing a contract with Arrowhead Regional Corrections for a St. Louis County Intensive Pre-Trial Supervision Program and St. Louis County Community Sanctions Program.

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:

May 14, 2013 Commissioners’ Conference Room, Courthouse, Duluth, MN
May 28, 2013 City Council Chambers, City Hall, 401 East 21st Street, Hibbing, MN
June 4, 2013 Commissioners’ Conference Room, Courthouse, Duluth, MN

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

COMMITTEE OF THE WHOLE ST. LOUIS COUNTY BOARD OF COMMISSIONERS

Tuesday, April 23, 2013

Location: St. Louis County Courthouse, Virginia, Minnesota

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

(Note: Commissioner Steve O'Neil participated telephonically using a speakerphone located at the St. Louis County Courthouse, Duluth Minnesota)

Absent: None

Convened: Chair Dahlberg called the meeting to order at 12:12 p.m.

CONSENT AGENDA

Forsman/Nelson moved to approve the consent agenda. The motion passed. (7-0)

- Minutes of April 9, 2013
 - Minnesota DNR Flood Damage Reduction Grant Program [146]
 - Removal and Cleanup of Abandoned Personal Property [147]
 - Repurchase of State Tax Forfeited Land - Lauseng and Erspamer [148]
 - Special Sale to St. Louis County Environmental Services [149]
 - Cooperative Agreement with US Steel for Relocation of CSAH 102 and CSAH 109 [150]
 - Sale of Surplus Fee Land - Howard Gnesen Road (City of Duluth) [151]
 - Sale of Surplus Fee Land (Normanna Township) [152]
 - Sale of Surplus Fee Land (Cotton Township) [153]
 - Sale of Surplus Fee Land (Portage Township) [154]
 - 2012 Fourth Quarter Budget Changes [155]
-

REGULAR AGENDA

Public Works & Transportation

Forsman/Nelson moved to award a bid to Hammerlund Construction, Inc., of Grand Rapids, MN, in the amount of \$210,000.00 for project CP 0000-97052, Aggregate Crushing, Central St. Louis [13-156]. After further discussion, the motion passed. (7-0)

Forsman/Nelson moved to award a bid to B & L Screening and Recycling, LLC, of Mt. Iron, MN, in the amount of \$147,600.00 for project CP 0000-97051, Aggregate Crushing, Northern St. Louis County 2013 [13-157R]. After further discussion, the motion passed. (7-0)

Forsman/Nelson moved to award a bid to KGM Contractors, Inc., of Angora, MN, in the amount of \$473,560.35 for project SAP 69-621-033, CP 0021-139644 [13-157R]. After further discussion, the motion passed. (7-0)

COMMISSIONER DISCUSSION ITEMS

Commissioner Nelson said there would be a timber auction held on May 16, 2013, at the Cotton Town Hall.

Land and Minerals Commissioner Bob Krepps discussed the spread of Gypsy Moths. Commissioner Krepps said Lake and Cook Counties would be under quarantine in 2014. Commissioner Krepps also discussed the "Slow the Spread" program.

At 12:31 p.m., Raukar/Jewell moved to adjourn the committee of the whole meeting. (7-0)

Chris Dahlberg, Chair of the County Board

Phil Chapman, Interim Clerk of the County Board

BOARD LETTER NO. 13 - 160

ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 1

BOARD AGENDA NO.

DATE: May 7, 2013

RE: Grant Application for MPCA
GreenCorps Host Site
Designation

Kevin Z. Gray
County Administrator

Ted Troolin, Director
Environmental Services

RELATED DEPARTMENT GOAL:

To preserve and protect Minnesota's environment.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the application of a grant to the Minnesota Pollution Control Agency (MPCA) for designation as a GreenCorps Host Site.

BACKGROUND:

The goal of Minnesota GreenCorps is to preserve and protect Minnesota's environment while training a new generation of environmental professionals. The program places AmeriCorps members with host organizations around the state to assist communities and local governments in addressing a variety of statewide needs, including solid waste reduction and increasing recycling in Minnesota communities.

The Environmental Services Department will apply to host a GreenCorps volunteer from September 2013 through August 2014. This volunteer will integrate sustainable practices into local businesses, schools, and government entities with a primary focus in increasing waste reduction, reuse and recycling. Activities include:

- Work with area school administrations, staff and students to maintain and increase capture of recyclable materials.
- Provide classroom and assembly presentations to facilitate recycling and waste reduction education for school staff and students.
- Work with area residents and businesses to promote changes in behaviors and attitudes to increase waste reduction, reuse and recycling through outreach, education, and technical assistance.

- Provide technical assistance to the Cities of Virginia, Hibbing, Mt. Iron, Eveleth, Gilbert and Chisholm to quantify current office paper usage and recommend reduction initiatives.
- Work with cities with curbside collection to quantify current residential and commercial recycling volumes, facilitate increased collection opportunities for residents and the commercial sector.
- Facilitate development of a business-to-schools reuse program.
- Work with area Chambers of Commerce, civic organizations, and private and public event centers to coordinate and expand event recycling.
- Work with area institutions on expanding carton recycling.
- Evaluate existing recycling collection program and on-site public information.
- Work with MPCA staff to assess recycling markets available in Northeastern Minnesota.

The volunteer will be paid by the MPCA through the AmeriCorps program. The Environmental Services Department will provide an in-kind match of office accommodations and supervision for the GreenCorps volunteer.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the application of a grant to the Minnesota Pollution Control Agency for designation as a GreenCorps Host Site. Funding for the in-kind match is identified from Fund 600 Agency 601003, Object 610100 Regular Salaries, and Fund 600 Agency 601003 Object 634400 Intra-County Rent.

Grant Application for MPCA GreenCorps Host Site Designation

BY COMMISSIONER _____

WHEREAS, The Minnesota Pollution Control Agency has developed a program to place GreenCorps volunteers in host sites throughout the state to assist communities and local governments in addressing a variety of statewide needs, including solid waste reduction and increasing recycling in Minnesota communities; and

WHEREAS, The Environmental Services Department has the means to provide appropriate duties related to solid waste reduction and recycling, supervision and office accommodations for a GreenCorps volunteer; and

WHEREAS, The Environmental Services Department will provide an in-kind match of office accommodations and supervision for the GreenCorps volunteer.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the application of a grant to the Minnesota Pollution Control Agency for designation to operate as a GreenCorps Host Site. Funding for the in-kind match is identified from Fund 600 Agency 601003, Object 610100 Regular Salaries, and Fund 600 Agency 601003 Object 634400 Intra-County Rent.

BOARD LETTER NO. 13 - 161

ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 2

BOARD AGENDA NO.

DATE: May 7, 2013

RE: Disposal Services Contract for
Class I Demolition Waste

Kevin Z. Gray
County Administrator

Ted Troolin, Director
Environmental Services

RELATED DEPARTMENT GOAL:

To pursue efficient and effective waste management programs to enhance services to residents and businesses.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize a three-year contract with Waste Management of Minnesota, Inc. (WMI) for disposal services for Class I demolition waste.

BACKGROUND:

The Environmental Services Department provides a comprehensive system of solid waste management for residents and businesses within its Solid Waste Management Area (SWMA) through a network of solid waste transfer facilities. Eleven (11) locations collect demolition waste for eventual transport and ultimate disposal at a Minnesota Pollution Control Agency (MPCA) permitted demolition landfill. In the past, the department owned and operated several demolition landfills where all demolition waste collected from its transfer sites was disposed. On July 19, 2010, the Hibbing Demolition Landfill, which was the department's largest and last active demolition landfill, reached its capacity and can no longer accept demolition waste. Since that time the waste has been brought to MPCA permitted demolition landfills throughout the area and region.

The department considers several factors prior to deciding where to direct its demolition waste for disposal. These include proximity of the transfer location, tipping fee cost, haulage cost, facility environmental controls, weigh scale availability, haulage road and overall site accessibility, permit history and remaining airspace capacity.

The department has negotiated for disposal services at WMI's Voyageur Landfill in Canyon, MN for approximately 5,000 tons annually of demolition waste collected at the Aurora, Brookston and Northwoods Transfer Stations and the Regional Landfill. The

proposed payment to WMI is based upon a tipping fee of \$16 per ton, a St. Louis County disposal surcharge fee per Minn. Stat. § 115A.919, fuel surcharge, and an environmental fee of \$14 per load. The tipping fee will be adjusted annually.

Cost for the disposal services is estimated to be \$91,250 per year, subject to delivery amounts, variations in weekly fuel surcharge, and annual tipping fee adjustment. The department reserves the right to direct demolition waste collected from the Hibbing and Cook Transfer Stations and County 77, French, Kabetogama, Portage and Soudan Canister Sites to the WMI landfill or other landfills. Demolition waste delivered to WMI from these sites is covered under the terms of this contract. Nothing in this agreement shall prevent the county from processing demolition waste received at any county sites in order to remove recyclable and reusable materials from that demolition waste.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve a three-year contract with Waste Management, Inc. for disposal services for demolition waste delivered from designated St. Louis County sites to the WMI Voyageur Landfill in Canyon, MN, at an estimated cost of \$91,250 per year, payable from Fund 600, Agency 605001, Object 629900 and subject to waste delivery amounts, variations in weekly fuel surcharge, and annual tipping fee adjustment.

Disposal Services Contract for Class I Demolition Waste

BY COMMISSIONER _____

WHEREAS, St. Louis County believes in efficient and effective waste management programs to enhance services to residents and businesses while protecting the environment; and

WHEREAS, The county collects Class I Demolition waste which requires disposal at a Minnesota Pollution Control Agency-permitted disposal facility; and

WHEREAS, The Environmental Services Department considers several factors prior to deciding where to direct its demolition waste for disposal, including, ~~but are not limited to:~~ proximity of the transfer location, tipping fee cost, haulage cost, facility environmental controls, weigh scale availability, haulage road and overall site accessibility, permit history and remaining airspace capacity; and

WHEREAS, The department has negotiated a three-year contract with Waste Management of Minnesota, Inc. (WMI) for disposal services at WMI's Voyageur Landfill in Canyon, MN for approximately 5,000 tons of Class I demolition waste collected at the Regional Landfill and the Aurora, Brookston and Northwoods Transfer Stations and to be delivered by the department or the department's designated haulers; and

WHEREAS, The cost for disposal services is estimated to be \$91,250 per year, based upon a tipping fee of \$16 per ton, a St. Louis County disposal surcharge fee per Minn. Stat. § 115A.919, fuel surcharge, and an environmental fee of \$14 per load; and

WHEREAS, Any increase to the contract amount will be dependent upon waste delivery amounts, variations in weekly fuel surcharge, and annual tipping fee adjustment; and

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Environmental Services Department to enter into a three-year contract with Waste Management of Minnesota, Inc. (WMI) for disposal services for Class I demolition waste delivered by the department from the Regional Landfill and the Aurora, Brookston and Northwoods Transfer Stations to the WMI Voyageur Landfill in Canyon, MN at an estimated cost of \$91,250 per year payable from Fund 600, Agency 605001, Object 629900 and subject to waste delivery amounts, variations in weekly fuel surcharge, and annual tipping fee adjustment.

Final Plat Approval – Granite Ridge (Vermilion Lake)

BY COMMISSIONER _____

WHEREAS, The St. Louis County Planning Commission held a public hearing regarding the preliminary plat of Granite Ridge on October 11, 2012, and granted preliminary approval for the plat; and

WHEREAS, The final prints have been submitted and conform with the requirements set forth by the Planning Commission;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board grants final approval to the plat of Granite Ridge, located in Section 3, Township 61N, Range 16W (Vermilion Lake Township).

MINUTES OF A PUBLIC HEARING CONDUCTED BY THE ST. LOUIS COUNTY PLANNING COMMISSION THURSDAY, OCTOBER 11, 2012, NORTHLAND OFFICE BUILDING, THIRD FLOOR CONFERENCE ROOM

9:30 A.M. – 10:20 A.M.

Planning Commission members in attendance: Tom Coombe
Jack Huhta
Steve Kucera
Don Nienas
Sonya Pineo
Roger Skraba
Ray Svatos

Planning Commission members absent: Chris Dahlberg
Darlene Saumer

Decision/Minutes for the following public hearing matters are attached:

NEW BUSINESS:

- A. Pines of Kabetogama, a conditional use permit for a resort expansion as a commercial planned unit development. Part of Lot 3, S27, T69N, R21W, (Kabetogama).
- B. Lake Vermilion Investment Company, LLC, a preliminary subdivision plat consisting of three lots. Part of GL2, S3, T61N, R16W, (Vermilion Lake).

OTHER BUSINESS:

Motion by Skraba/Kucera to approve the minutes of the September 13, 2012, meeting.

In Favor: Coombe, Huhta, Nienas, Pineo, Saumer, Skraba, Svatos – 7

Opposed: None – 0

Motion carried 7-0

The first hearing item was for Pines of Kabetogama, Part of Lot 3, S27, T69N, R21W, (Kabetogama). *Mark Lindhorst*, St. Louis County Planner, presented the staff report as follows:

1. The proposal is to expand an existing resort by adding recreational vehicle (RV) camper sites. All RV sites will meet the shoreline setback.
2. The resort property is 38 acres in size with a majority of the property being undeveloped.
3. The resort has 13 cabins with 7 cabins located within the shoreline setback.
4. The applicant will be removing eight cabins and replacing them with three new cabins outside the shoreline setback. No conditional use permit (CUP) will be required.
5. The resort lodge has been removed.
6. The proposal fits with the percentage of density in the tier area.

STAFF CONCLUSIONS:

1. The use conforms to the land use plan. The plan provides for compliance with the State’s shoreland management program. The expansion will meet the commercial planned unit development standards.
2. The use is compatible with the existing neighborhood. This proposed expansion is within an existing resort and adjacent to an existing resort.
3. The use will not impede the normal and orderly development or improvement of the surrounding area. This area has historically been identified as a resort community. The expansion is similar in use and will not prevent the surrounding area from being developed.
4. The location and character of the proposal is consistent with a desirable pattern of development. The adjacent resort includes RV sites. The proposed expansion will fit the character of development and use in the area.

Mark Lindhorst noted one item of correspondence from Gerald Postier in support of this variance request.

STAFF RECOMMENDATION:

Staff recommends approval of the resort expansion, not to exceed the commercial planned unit development standards for tier one, with the following condition:

1. Recreational Vehicles shall meet the following requirements of Ordinance 46, Article VI, Section 8:
 - a) Recreational vehicles shall have a current motor vehicle license.
 - b) All setbacks shall be followed.
 - c) No decks are allowed.

Steve Strobbe, the applicant, stated that they are trying to clean up the property and rebuild it. They will have 2,400 square foot camping sites. He added there is an eight foot easement through the property.

Three audience members spoke regarding this proposal.

Roger Wallin, 23042 Nightengale Street NW, stated that he is happy to see the property cleaned up.

Jan Anderson stated she is also happy to see the property cleaned up. Her one concern is with truck traffic and how early they start in the morning.

Richard Shaffer, 8726 Beaudry Street, stated that while he is not against the proposal, he is concerned about a private easement to private property through the development area. *Mark Lindhorst* stated that staff does not enforce private easements.

The *Planning Commission* discussed the following:

- A. Inquired why no decks would be allowed. *Mark Lindhorst* stated that to add a deck would make the RV a permanent structure.

- B. Inquired if platforms could be allowed. *Mary Anderson*, St. Louis County Planner, stated that a 4 foot landing would be allowed.
- C. Inquired what would happen if one RV encroached on another. *Mary Anderson* stated there are state health standards about how far RVs need to be apart from one another. *Mark Lindhorst* added that each RV site needs 2,000 square feet in order to prevent fires from jumping to the next site.

DECISION

Motion by Svatos/Skraba to approve the resort expansion, not to exceed the commercial planned unit development standards for tier one based on staff conclusions and recommendations. The following condition shall apply:

- 1. Recreational Vehicles shall meet the following requirements of Ordinance 46, Article VI, Section 8:
 - a) Recreational vehicles shall have a current motor vehicle license.
 - b) All setbacks shall be followed.
 - c) No decks are allowed.

In Favor: Coombe, Huhta, Kucera, Nienas, Pineo, Skraba, Svatos - 7

Opposed: None - 0

Motion carried 7-0

The second hearing item was for Lake Vermilion Investment Company, LLC, at part of GL2, S3, T61N, R16W, (Vermilion Lake). *Tyler Lampella*, St. Louis County Planner, presented the staff report as follows:

- 1. The proposal is to create a three lot plat with two riparian lots and one back lot. The riparian lots will be 5 acres in size and the back lot is 6.6 acres.
- 2. The subject property is currently a Common Interest Community (CIC) that was established in 2005. The CIC will have to be terminated prior to the recording of the plat.
- 3. The CIC was approved for 27 units and 21 units were constructed in the subject area.
- 4. There is additional real estate associated with the CIC that will not be included in the plat.
- 5. There are two roads that could be used to access the property. The current road was constructed and approved for the CIC and can be used to access all three lots.
- 6. The plat meets all criteria reviewed, including road/legal access, zoning requirements, onsite sewage treatment area and wetland delineation. An archaeological survey is scheduled.

Tyler Lampella noted one item of correspondence from Patricia Indihar who wanted to be informed of the Planning Commission's decision.

STAFF RECOMMENDATION:

Staff recommends approval of the plat and a waiver from the requirement to construct a platted road (such as a dedicated, public right-of-way) should be granted. The current road was constructed and approved for the CIC and is adequate for the current proposal. The following

condition shall apply: The permanent access easement shall allow for utilities within the easement.

Bob Greenly, the applicant, had nothing further to add.

One member of the audience spoke in opposition.

Ron Abrahamson, P.O. Box 414, asked how the property lines would change as a result of this proposal. *Tyler Lampella* explained that the title opinion has been completed and has to be confirmed by the county attorney.

DECISION

Motion by Skraba/Pineo, to approve a waiver from current road standards because the current road was constructed and approved for the former CIC and is adequate for the current proposal. The plat shall be approved with the condition that the permanent access easement also allows for utilities within the easement.

In Favor: Coombe, Huhta, Kucera, Nienas, Pineo, Skraba, Svatos - 7

Opposed: None - 0

Motion carried 7-0

Board member *Coombe* gave the Board of Adjustment report. There were seven cases heard with five approved and two denied on September 18, 2012.

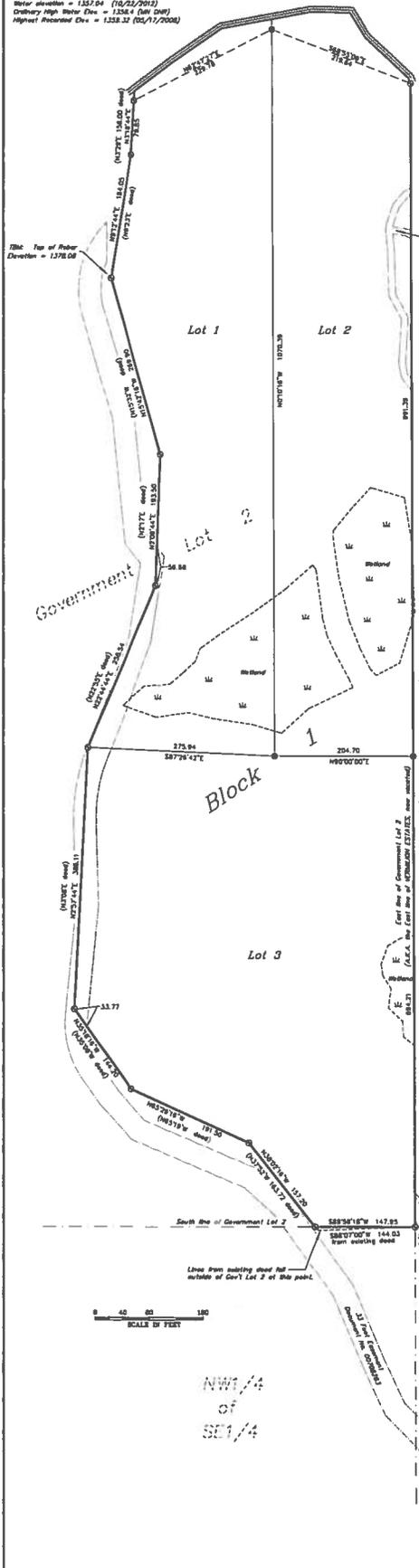
Motion to adjourn by Huhta. Meeting adjourned at 10:20 a.m.

Official Plat

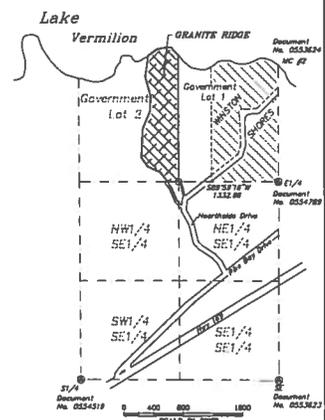
GRANITE RIDGE

A Subdivision within part of
Government Lot 2, Section 3,
Township 61 North, Range 16 West, 4th P.M.
St. Louis County, Minnesota

Lake Vermilion Water Levels
Dredgeline Based on: 11/02/1929
Water elevation = 1357.04 (16/12/2012)
Ordinary High Water Elev. = 1358.4 (04/2007)
Highest Recorded Elev. = 1358.32 (05/1/2006)



Vicinity Map of the East half of Section 3,
Township 61 North, Range 16 West.



LEGEND

- 5/8" Capped Rebar marked PLS 6887
- Capped Rebar marked BLS 1808
- ⊙ Aluminum Capped Pipe
- Survey Line
- - - Wetland Boundary

The bearings on this plat are based on the East line of Gov't Lot 2 having a bearing of S70°16'17" from the plat of T.C.C. & W.B.S. 2316175, now vacated.

KNOW ALL MEN BY THESE PRESENTS: That Lake Vermilion Investment Co., LLC, a Minnesota Limited Liability Company, as fee owner, and Francon Bank & Trust, as mortgage holder, of the following described property, situated in the County of St. Louis, State of Minnesota, to-wit:

All that part of Government Lot 2, Section 3, Township 61 North, Range 16 West of the 4th Principal Meridian, described as follows:

Starting at a square point on the shore of Lake Vermilion and on the East line of said Government Lot 2, running thence South, 77°11'18" East on the East line of said lot to the Southeast corner, thence S88°07'00" E, 144.03 feet; thence N37°52'26" E, 151.72 feet; thence N65°19'16" E, 181.20 feet; thence N33°00'00" W, 144.20 feet; thence N7°02'36" E, 388.11 feet; thence N22°50'32" E, 228.24 feet; thence N27°17'12" E, 153.50 feet; thence N15°22'36" E, 288.90 feet; thence N73°32'12" E, 184.00 feet; thence N73°21'12" E, 156.20 feet, to the shore of Lake Vermilion, thence Easterly along the shore of Lake Vermilion to the point of beginning, except miscears.

Have caused the same to be surveyed and plotted as GRANITE RIDGE.

In witness whereof Robert J. Greeny, as Chief Manager of Lake Vermilion Investment Co., LLC, has hereunto set his hand
this _____ day of _____ 20____

Robert J. Greeny, Chief Manager
State of _____
County of _____
This foregoing instrument was acknowledged before me, this _____ day of _____ 20____, by Robert J. Greeny, Chief Manager of Lake Vermilion Investment Co., LLC, a Minnesota Limited Liability Company.

Notary Public, County of _____ State of _____
My commission expires _____

In witness whereof Rob Marcell, Vice President of Francon Bank & Trust, has hereunto set his hand this _____ day of _____ 20____

Rob Marcell
State of _____
County of _____
This foregoing instrument was acknowledged before me, this _____ day of _____ 20____, by Rob Marcell, Vice President

Notary Public, County of _____ State of _____
My commission expires _____

I hereby certify that I have surveyed and plotted the land described in the dedication of this plat GRANITE RIDGE, that this plat is a correct representation of said survey, that all distances are correctly shown on said plat in figures denoting feet and hundredths of a foot; that all monuments have been correctly placed in the ground as shown on this plat; that there are no encumbrances or public highways to be designated on said plat other than as shown thereon; and that the outside boundary lines are correctly designated on this plat; and that the plat has been prepared in accordance with the requirements of Chapter 505.025 Minnesota Statutes.

Mike Smith
Licensed Land Surveyor
License Number 46557
State of _____
County of _____
The foregoing certificate was acknowledged before me, this _____ day of _____ 20____, by Mike Smith, Licensed Land Surveyor.

Notary Public, County of _____ State of _____
My commission expires _____

I hereby certify that this plat has been checked and approved this _____ day of _____ 20____

Thomas J. O'Grady, County Surveyor

We do hereby certify that on the _____ day of _____ 20____ the Board of Commissioners of St. Louis County, Minnesota approved this plat.

Chair _____
Attest _____

I hereby certify that taxes payable in the year 2012 and prior years on the land described herein are paid.

Donald Dinksh, County Auditor
Deputy

State of Minnesota
County of St. Louis
County Recorder

I hereby certify that this plat was filed by this office as GRANITE RIDGE this _____ day of _____ 20____, at _____ o'clock _____ M., as Document No. _____

Mark Monacelli
County Recorder
By _____
Deputy



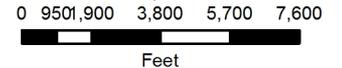
Vermilion Lake 61-16, Section 3

St. Louis County Zoning Map



Proposed Project

- Lake Classification & Shoreline Setbacks**
- General Development - GD 75ft.
 - Recreational Development - RD 100ft.
 - Natural Environment - NE 150 ft.
 - Tributaries 100 ft.
 - Primitive 300 ft
 - SLC Remote 200 ft
 - Recreational 150 ft
 - Rural / Agricultural 200 ft
 - Urban 100 ft
 - Trout Streams 150 ft
 - DNR Remote 200 ft
 - DNR Forested 150 ft
- Road Functional Classifications & Road Setbacks**
- Principal and Minor Arterial 110 ft.
 - Major Collectors 85 ft.
 - Minor Collectors 68 ft.

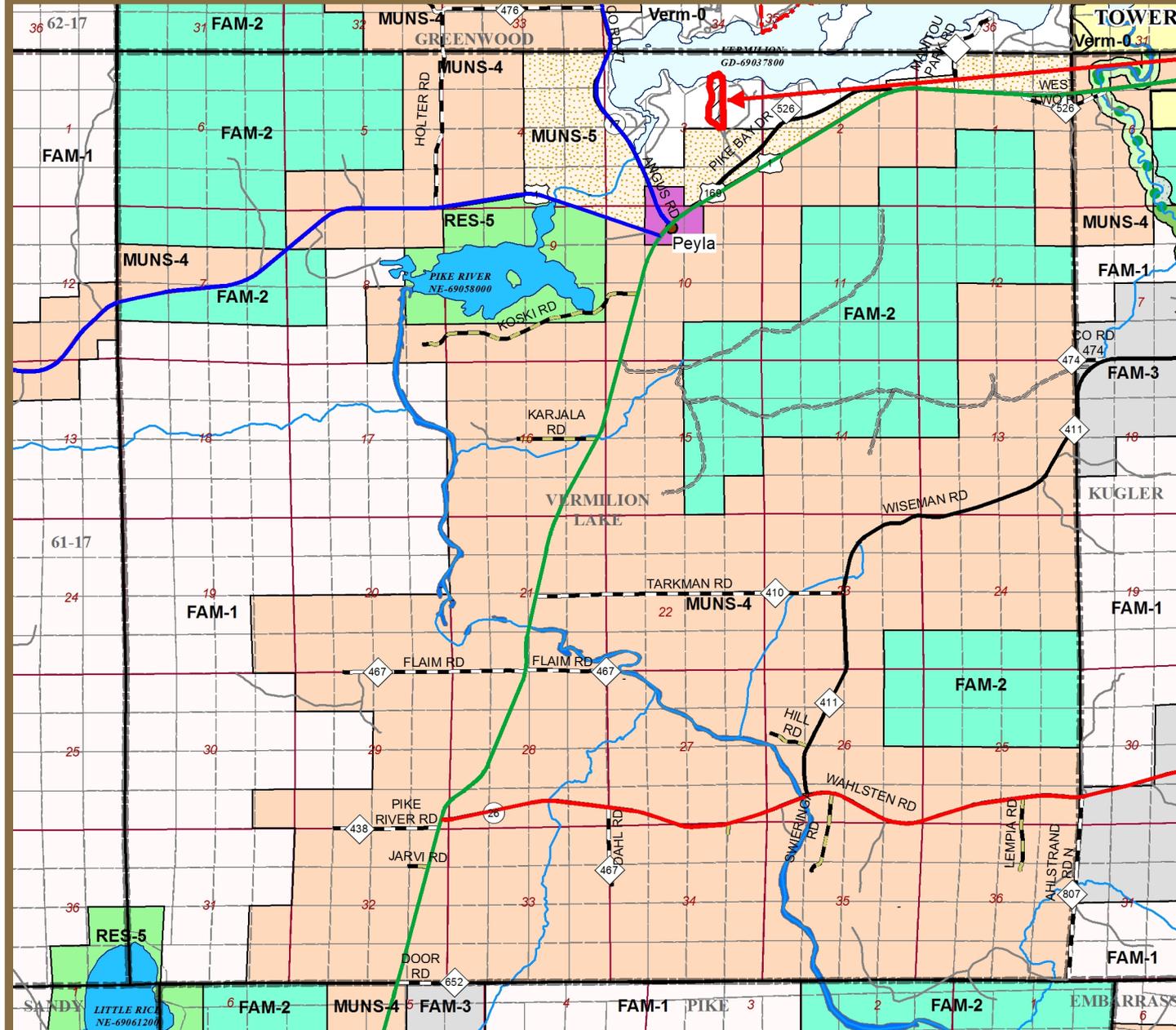


Prepared By:
St. Louis County
 Planning & Community Development
 (218) 725-5000
www.stlouiscountymn.gov

Map Created: 9/19/2012
 Source: St. Louis County MN

Disclaimer
 This is a compilation of records as they appear in the Saint Louis County Offices affecting the area shown. This drawing is to be used only for reference purposes and the County is not responsible for any inaccuracies herein contained.

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The St. Louis County Planning Commission, on April 11, 2013, held a public hearing to consider rezoning the two parcels from FAM-1 to FAM-3. The Planning Commission voted unanimously to recommend approval of the zoning amendment as proposed. The minutes from the April 11, 2013 St. Louis County Planning Commission meeting and a rezoning map are attached.

RECOMMENDATION:

It is recommended that the St. Louis County Board adopt Zoning Ordinance No. 46 map amendment, as proposed. It is also recommended that the effective date of this zoning change be May 15, 2013.

Amend Zoning Ordinance No. 46, Zoning Map (Unorganized 53-16)

BY COMMISSIONER _____

WHEREAS, The St. Louis County Planning Commission initiated a zoning map amendment for the NW $\frac{1}{4}$ of the NW $\frac{1}{4}$, Section 14 and the NE $\frac{1}{4}$ of the NE $\frac{1}{4}$, Section 15, T53N, R16W (Unorganized); and

WHEREAS, The St. Louis County Planning Commission, on April 11, 2013 held a public hearing to consider amending the zoning map, T53N-16W; and

WHEREAS, The Planning Commission recommends approval of the proposed amendments;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board amends Ordinance 46, NW $\frac{1}{4}$ of the NW $\frac{1}{4}$, Section 14 and the NE $\frac{1}{4}$ of the NE $\frac{1}{4}$, Section 15, T53,R16, Unorganized Township, as follows:

FAM-1, Forest Agriculture Management-1 to FAM-3, Forest Agriculture Management-3;

RESOLVED FURTHER, That the effective date of this zoning change will be May 15, 2013.

MINUTES OF A PUBLIC HEARING CONDUCTED BY THE ST. LOUIS COUNTY PLANNING COMMISSION THURSDAY, APRIL 11, 2013, NORTHLAND OFFICE BUILDING, THIRD FLOOR CONFERENCE ROOM

9:30 A.M. – 10:55 A.M.

Planning Commission members in attendance: Tom Coombe
Kurt Johnson
Sonya Pineo
Roger Skraba
Ray Svatos

Planning Commission members absent: Chris Dahlberg
Steve Kucera
Darlene Saumer
Diana Werschay

Decision/Minutes for the following public hearing matters are attached:

NEW BUSINESS:

St. Louis County Planning Commission, Ordinance 46, zoning map amendment. NW 1/4 of NW 1/4 of S14 and NE 1/4 of NE 1/4, S15, T53N, R16W (Unorganized).

OTHER BUSINESS:

Motion by Coombe/Svatos to approve the minutes of the March 14, 2013, meeting.

In Favor: Coombe, Johnson, Pineo, Skraba, Svatos – 5

Opposed: None – 0

Motion carried 5-0

Second generation zoning maps were mailed to each township for review on March 25, 2013. Of the 67 townships notified about the maps, four have contacted the Department regarding changes. The changes made to the maps are not associated with zoning changes, but more to correct typos and other edits to make the maps more user-friendly. The plan is to set the zoning maps out for public review and return to the Planning Commission in June 2013 to approve the maps.

Motion by Johnson/Svatos to set the second generation zoning maps for a 60 day public review and comment.

In Favor: Coombe, Johnson, Pineo, Skraba, Svatos – 5

Opposed: None – 0

Motion carried 5-0

The Planning Commission was asked to address their questions and concerns regarding the Ordinance 60 amendment. *Jenny Bourbonais*, St. Louis County Planner, discussed the next steps for the amendment. There would be a public review and comments for 60 days, from April until

June, with a possible public hearing before the Planning Commission in June and a County Board hearing in July.

Motion by Svatos/Johnson to move the Ordinance 60 amendment forward for 60 day public review and comment.

In Favor: Coombe, Johnson, Pineo, Skraba, Svatos – 5

Opposed: None – 0

Motion carried 5-0

Mary Anderson, Land Use Manager, updated the Planning Commission on current St. Louis County Planning and Community Development projects. One project is cleaning up current systems, including the combination of county data into one system. The second project is to combine the Planning Commission and Board of Adjustment committees into one group but still keep both processes separate, with a revision to the bylaws. It would be up to the County Board to approve the new format and approve ordinance changes accordingly.

The only hearing item was a zoning map amendment. NW 1/4 of NW 1/4 of S14 and NE 1/4 of NE 1/4, S15, T53N, R16W (Unorganized). *Tyler Lampella*, St. Louis County Planner, presented the staff report as follows:

1. The proposal is to rezone two 40 acre parcels from Forest and Agricultural Management (FAM)-1 to FAM-3. This was initiated by the Planning Commission at the January 10, 2013, hearing.
2. Staff has spoken with the neighboring landowner who owns the 40 acre parcel regarding the zoning change and they were not opposed to the proposal.
3. The concept map for the township shows the FAM-3 zoning extends to the two 40 acre parcels in question that are currently zoned FAM-1.
4. Northern Lights Surveying has spoken with staff and stated they will be going out to the property in question in order to reconfigure the lots.

STAFF CONCLUSIONS:

1. The proposed zoning shall be consistent with the comprehensive or land use plan adopted for the County. The procedure for amendments to the land use plan is discussed in Ordinance 27, Article III. The intended demarcation between the FAM-3 and FAM-1 zone districts is not clear based on the concept maps provided in the land use plan.
2. The proposed zoning shall not be spot zoning, which is zoning out of harmony with surrounding lots or parcels and the comprehensive or land use plan and without benefit to the community. The proposed zoning change is in harmony with abutting lots as it is an extension of the FAM-3 zone district.
3. There shall exist a clear public need for and benefit from additional zoning of the type proposed, which shall be above and beyond any benefit or convenience to the landowner. The public benefits by refinements to the zoning map whenever it clarifies an ambiguity, which is the intent of the current proposal.
4. Beyond a public need being evident, there shall be a showing that the public interest would be best served by rezoning the property in question rather than other property in

the community. The concept map in the land use plan is ambiguous as to the exact placement of the line between the FAM-3 and FAM-1 zone districts. This zoning map amendment is being done, at least in part, based on the fact that the subject area is served by a public road as are the properties to the north along the same road. It is not known that similar situations exist elsewhere in the community.

Tyler Lampella noted that there were no items of correspondence.

STAFF RECOMMENDATION:

Staff recommends that the Planning Commission forward the proposal to the County Board with the recommendation to approve the rezoning.

The *Planning Commission* discussed how the property was sold in the first place considering the buyer does not own buildings on the property they purchased.

DECISION

Motion by Pineo/Svatos to forward the proposal to the County Board with the recommendation to approve the rezoning.

In Favor: Coombe, Johnson, Pineo, Skraba, Svatos – 5

Opposed: None – 0

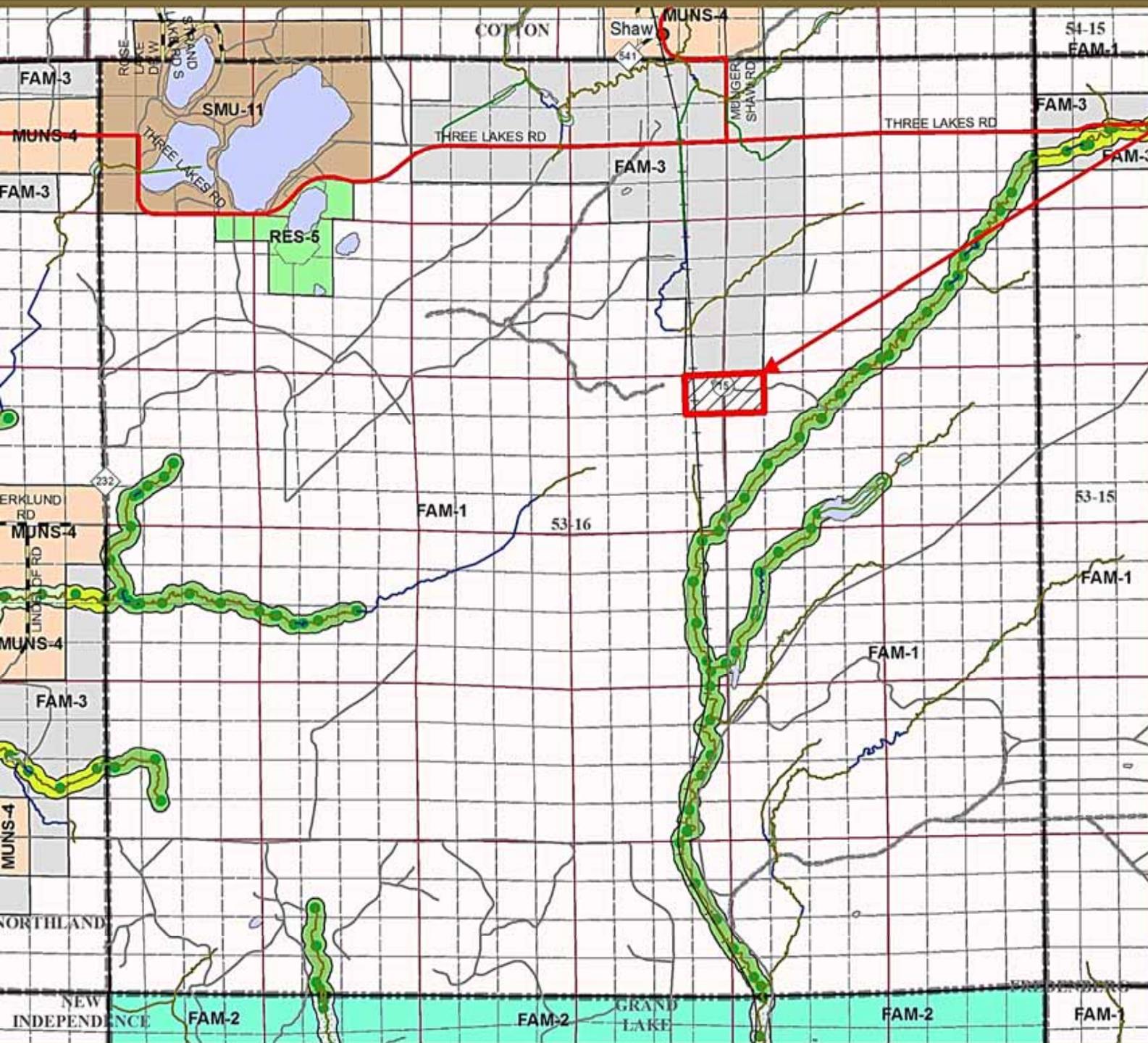
Motion carried 5-0

Motion to adjourn by Pineo. Meeting adjourned at 10:55 a.m.



Unorganized 53-16, Sections 14 & 15

St. Louis County Zoning Map



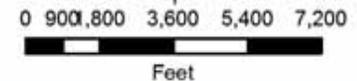
Proposed Zoning FAM-1 to FAM-3

River Classification & Setbacks

- ○ ○ ○ Primitive 300 ft
- ● SLC Remote 200 ft
- ○ ○ ○ Recreational 150 ft
- ● Rural / Agricultural 200 ft
- ○ ○ ○ Urban 100 ft
- ● Trout Streams 150 ft
- ○ ○ ○ DNR Remote 200 ft
- ● DNR Forested 150 ft

Road Functional Classifications & Road Setbacks

- Principal and Minor Arterial 110 ft.
- Major Collectors 85 ft.
- Minor Collectors 68 ft.



Prepared By:
St. Louis County
 Planning & Community Development
 (218) 725-5000
www.stlouiscountymn.gov

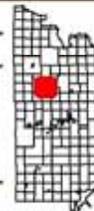
Map Created: 3/26/2013

Source: St. Louis County MN

Disclaimer

This is a compilation of records as they appear in the Saint Louis County Offices affecting the area shown. This drawing is to be used only for reference purposes and the County is not responsible for any inaccuracies herein contained.

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BOARD LETTER NO. 13 - 164

ENVIRONMENT & NATURAL RESOURCES COMMITTEE
CONSENT NO. 5

BOARD AGENDA NO.

DATE: May 7, 2013

RE: Cancellation of Contracts for
Purchase of State Tax
Forfeited Land - Ufford-
Richards, Dominguez

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Interim Director
Land and Minerals

Donald Dicklich
County Auditor

RELATED DEPARTMENT GOAL:

To perform public services; provide 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. § 282. The purchase 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, Jaqueline Ufford-Richards of Becker, MN, and Renee Dominguez of Eveleth, 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.

Jaqueline Ufford-Richards, Becker, MN

Legal Description	CITY OF GILBERT NW 1/4 OF NW 1/4 EX ELY 250 FT AND EX SLY 250 FT LYING W OF ELY 475 FT AND EX SLY 250 FT OF WLY 75 FT OF ELY 325 FT AND EX SLY 250 FT OF WLY 75 FT OF ELY 400 FT AND EX WLY 75 FT OF ELY 475 FT OF SLY 250 FT of Sec 34 Twp 58 Rge 17 and SW 1/4 OF SW 1/4 of Sec 27 Twp 58 Rge 17 Parcel Code: 060-0055-00020 & 060-0053-01500 C22080054
Purchase Price	\$101,000.00
Principal Amount Remaining	\$58,117.50
Date of Last Payment	7/5/2011
Installment Payments Not Made	\$8,302.50
Subsequent Del Taxes and Fees	\$9,618.78
Amount Needed to Cure Default	\$17,921.28
Insurance	N/A

Renee Ann Dominguez, Eveleth, MN

Legal Description	CITY OF MT IRON LOT: 0013 BLOCK:003 MERRITTS 1ST ADDITION TO MOUNTAIN IRON Parcel Code:175-0020-00400 C22100110
Purchase Price	\$16,500.00
Principal Amount Remaining	\$14,850.00
Date of Last Payment	2/10/2011
Installment Payments Not Made	\$1,485.00
Subsequent Del Taxes and Fees	\$3,714.35
Amount Needed to Cure Default	\$5,199.35
Insurance	N/A

Renee Ann Dominquez, Eveleth, MN

Legal Description	CITY OF EVELETH LOT 1 BLOCK 22, REARRANGEMENT OF 1ST ADDN TO EVELETH AND ALL OF LOT 1 1/2 AND LOT: 0020 BLOCK:022, EVELETH 2ND ADDITION Parcel Code: 040-0010-00240 & 040-0030-00010 & 040-0030-00130 C22100105
Purchase Price	\$23,500.00
Principal Amount Remaining	\$21,150.00
Date of Last Payment	4/19/2011
Installment Payments Not Made	\$2,115.00
Subsequent Del Taxes and Fees	\$7,945.04
Amount Needed to Cure Default	\$10,060.04
Insurance	Failure to provide insurance

**Cancellation of Contract for Purchase of State Tax Forfeited Land –
Ufford-Richards**

BY COMMISSIONER: _____

WHEREAS, The contract with Jacqueline Ufford-Richards of Becker, MN, for the purchase of state tax forfeited land is in default for nonpayment of 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 GILBERT

NW 1/4 OF NW 1/4 EX ELY 250 FT AND EX SLY 250 FT LYING W OF ELY 475 FT AND EX SLY 250 FT OF WLY 75 FT OF ELY 325 FT AND EX SLY 250 FT OF WLY 75 FT OF ELY 400 FT AND EX WLY 75 FT OF ELY 475 FT OF SLY 250 FT of Sec 34 Twp 58 Rge 17 and SW 1/4 OF SW 1/4 of Sec 27 Twp 58 Rge 17

Parcel Code: 060-0055-00020 & 060-0053-01500
C22080054

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;

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

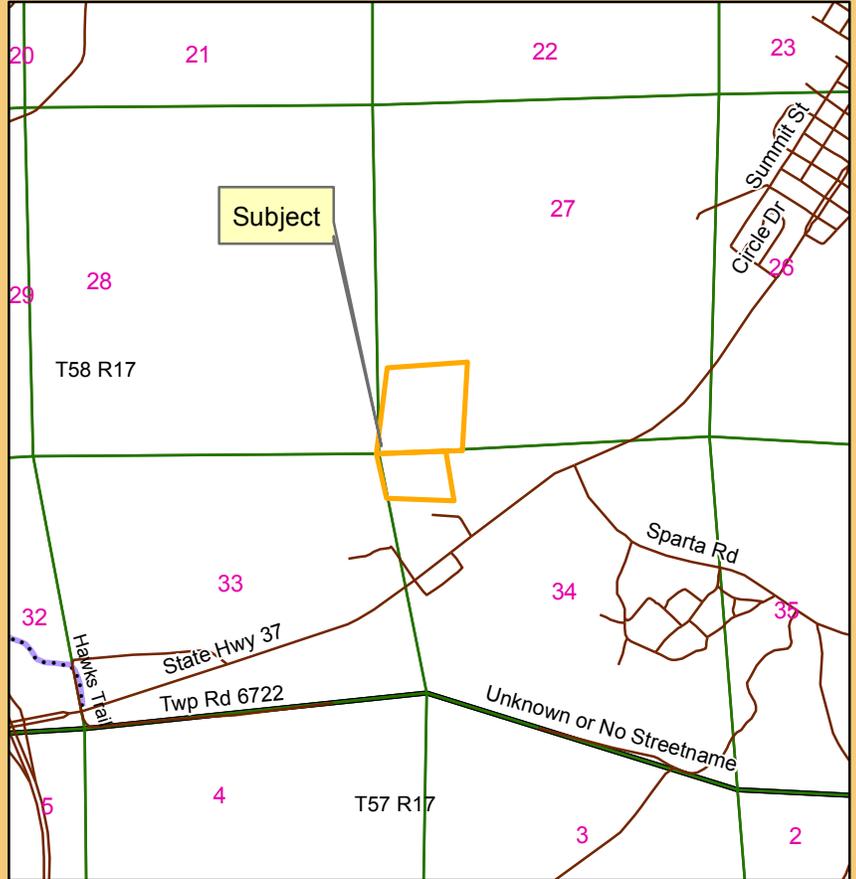
Cancellation of Contract

Legal : CITY OF GILBERT
 SW 1/4 OF SW 1/4 of Sec 27 Twp 58 Rge 17
 and NW 1/4 OF NW 1/4 EX ELY 250 FT AND
 EX SLY 250 FT LYING W OF ELY 475 FT
 AND EX SLY 250 FT OF WLY 75 FT OF ELY
 325 FT AND EX SLY 250 FT OF WLY 75 FT
 OF ELY 400 FT AND EX WLY 75 FT OF ELY
 475 FT OF SLY 250 FT, Sec 34 Twp 58
 Rge 17

Parcel Code : 060-0055-00020 & 60-53-1500

LDKEY : 61681

Acres: 16.20

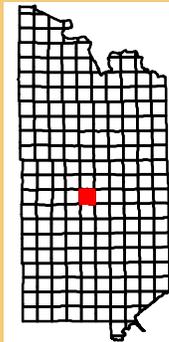


City of Gilbert

Sec: 27 & 34 Twp: 58 Rng: 17

Commissioner District # 6

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

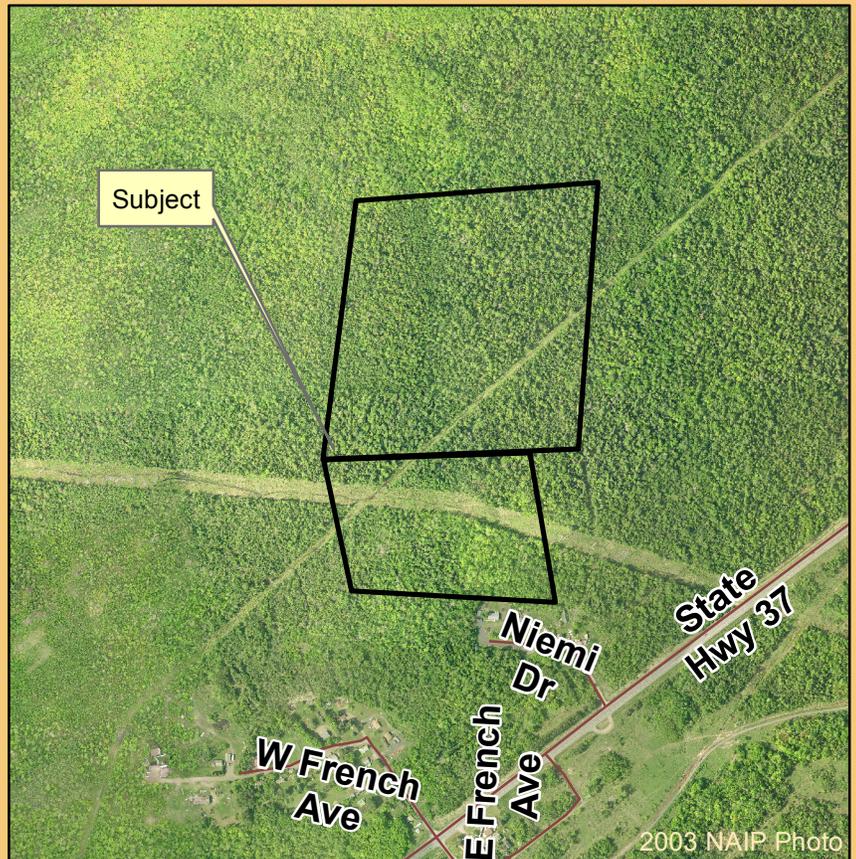


St. Louis County, Minnesota

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 2013



2003 NAIP Photo

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

BY COMMISSIONER: _____

WHEREAS, The contract with Renee Ann Dominguez of Eveleth, 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 lands legally described as:

CITY OF MT IRON
LOT: 0013 BLOCK: 003
MERRITTS 1ST ADDITION TO MOUNTAIN IRON
Parcel Code: 175-0020-00400
C22100110

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;

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

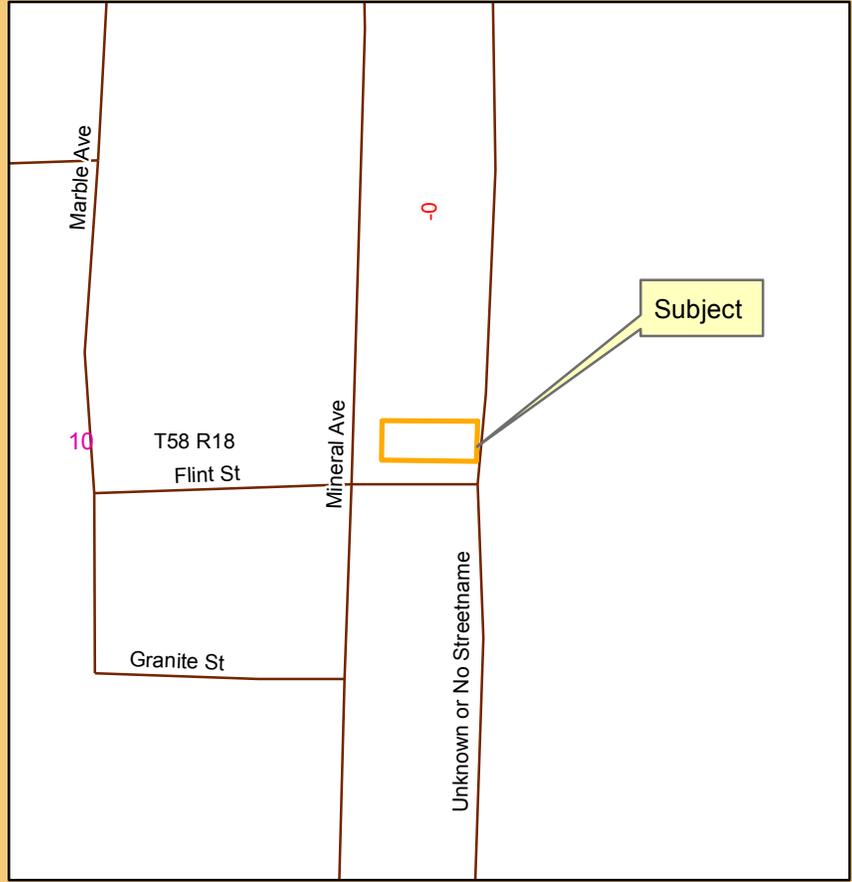
Cancellation of Contract

Legal : CITY OF MT IRON
LOT: 0013 BLOCK:003
MERRITTS 1ST ADDITION TO MOUNTAIN
IRON

Parcel Code : 175-0020-00400

LDKEY : 70418

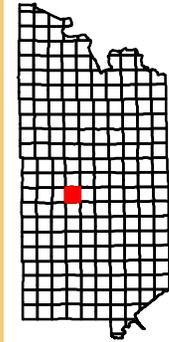
Address: 5700 Mineral Ave
Mt Iron, MN 55768



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 2013



2003 NAIP Photo

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

BY COMMISSIONER: _____

WHEREAS, The contract with Renee Ann Dominguez of Eveleth, MN, for the purchase of state tax forfeited land is in default for nonpayment of taxes and installments and 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:

CITY OF EVELETH
LOT 1 BLOCK 22, REARRANGEMENT OF 1ST ADDN TO EVELETH AND ALL
OF LOT 1 1/2 AND LOT: 0020 BLOCK: 022, EVELETH 2ND ADDITION
Parcel Code: 040-0010-00240 & 040-0030-00010 & 040-0030-00130
C22100105

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;

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, 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.



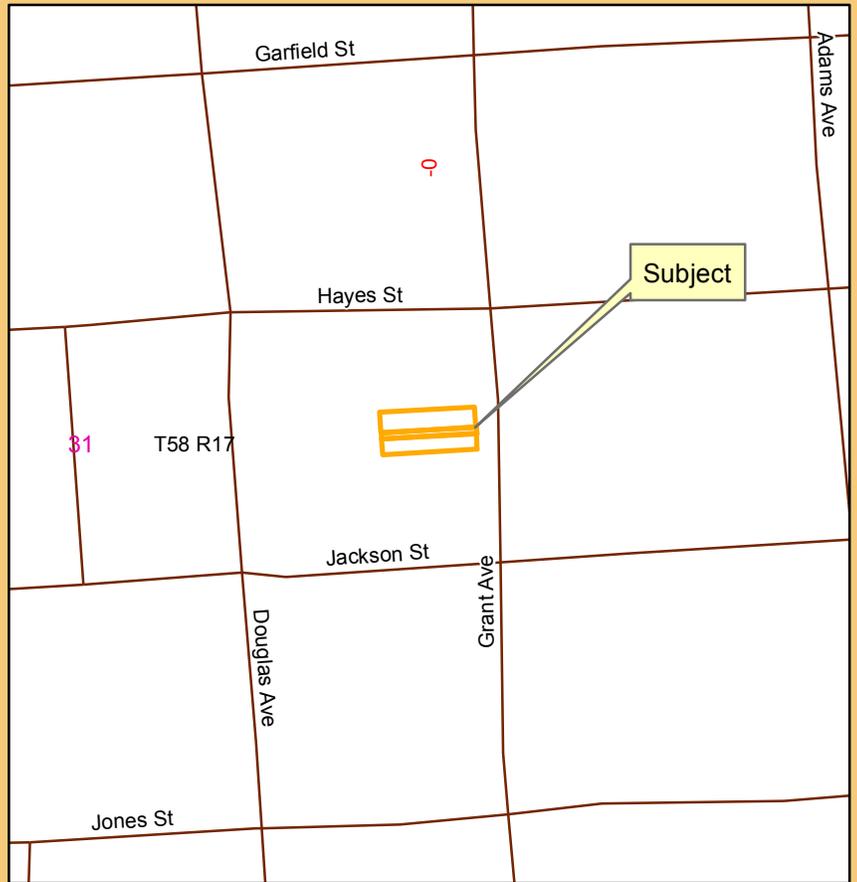
St. Louis County Land Department Tax Forfeited Land Sales

Cancellation of Contract

Legal : CITY OF EVELETH
LOT 1 BLOCK 22, REARRANGEMENT OF
1ST ADDN TO EVELETH and ALL OF LOT
1 1/2 AND LOT 20, BLOCK 22, EVELTH
2ND ADDITION

Parcel Code : 40-10-240 & 40-30-10, 130

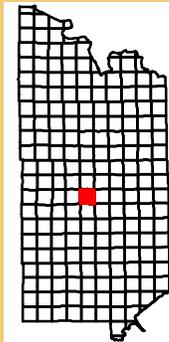
LDKEY : 70779



City of Evelth Sec: 31 Twp: 58 Rng: 17

Commissioner District # 6

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

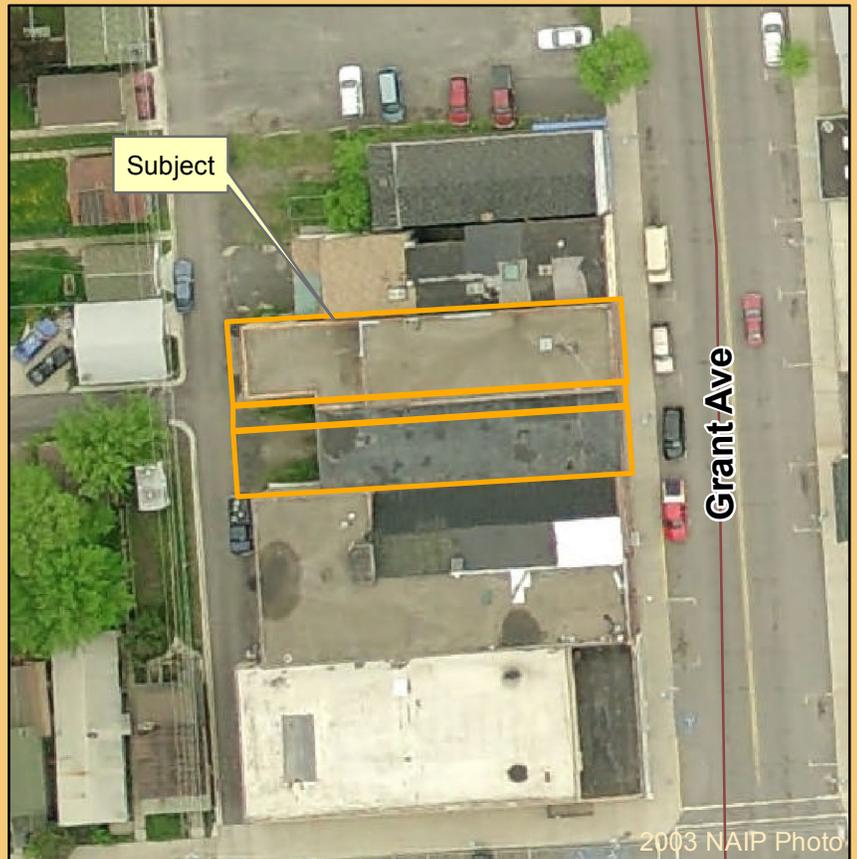


St. Louis County, Minnesota

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**St. Louis County
Land Department**

May 2013



2003 NAIP Photo

BOARD LETTER NO. 13 - 165

ENVIRONMENT & NATURAL RESOURCES COMMITTEE
CONSENT NO. 6

BOARD AGENDA NO.

DATE: May 7, 2013

RE: Public Sale of State Tax
Forfeited Lands on June 13,
2013

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Interim Director
Land and Minerals

Donald Dicklich
County Auditor

RELATED DEPARTMENT GOAL:

Financial return to the county and taxing districts.

ACTION REQUESTED:

The St. Louis County Board is requested to approve the urban and rural parcels listed for the June 13, 2013 public land sale.

BACKGROUND:

All parcels have been reviewed and/or appraised by Land and Minerals Department staff and are recommended for sale.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize this public land sale. Funds from the land sale are to be deposited into Fund 240 (Forfeited Tax Fund).

Public Sale of State Tax Forfeited Lands on June 13, 2013

BY COMMISSIONER: _____

WHEREAS, The St. Louis County Board desires to offer for sale, as recommended by the Land Commissioner, certain parcels of land that have forfeited to the State of Minnesota for non-payment of taxes; and

WHEREAS, The parcels of land as described in County Board File No. _____ have been classified as non-conservation land as provided for in 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 282.018, and other statutes that require the withholding of state tax forfeited lands from sale; and

WHEREAS, The Commissioner of Natural Resources has approved the sale of these lands, as required by Minn. Stat. § 282;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the County Auditor to offer these lands at public sale for not less than the basic sale price in accordance with terms set forth in the Land and Minerals Department policy, and in a manner provided for by law on Thursday, June 13, 2013, at 10:00 a.m. at the Depot, 506 W. Michigan Street, Duluth, MN. Funds from the land sale are to be deposited into Fund 240 (Forfeited Tax Fund).

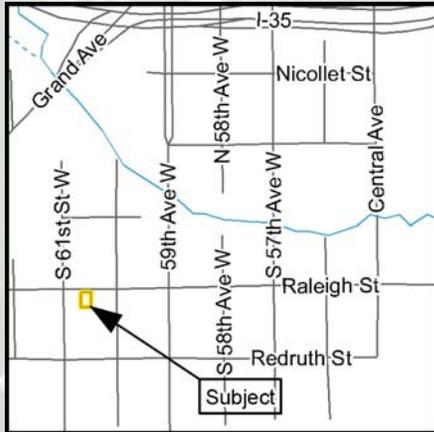
CJ Tract# 1	LDKey:71716	City of Duluth	Acre+/-	CVT:10 Plat: 4500
	C22130058	Twp:49 Rng:14 Sec: 18	Zoning:R-1	Parcel(s):880



Land	\$8,645.00
Timber	\$0.00
Improvements	\$24,605.00
Certified Assessments	\$0.00
Total	\$33,250.00

Potential Future Assessments: \$0.00
 City of Duluth Building Safety.. 218-730-5300
 City of Duluth Treasurer..... 218-730-5017
 County Assessor Duluth..... 218-726-2304

Legal Description:
 ELY 62 1/2 FT OF LOTS 1 THRU 4, BLOCK 79,
 WEST DULUTH 4TH DIVISION



Comments:
 ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.
 A 2 1/2 story home along with a 2 stall detached garage located in the Irving neighborhood of Duluth. These structures sit on a 62.5' x 100' lot which is zoned R-1 (Traditional Residential) under the City of Duluth's UDC (Unified Development Chapter), which requires finding the larger of 4,000 sq. ft. or the average of developed lots on the block face and the larger of 30 feet or the average of developed lots with similar uses on the block face. The first floor contains living, dining and common rooms, a bathroom, plus a kitchen. The second floor houses 3 bedrooms, a bathroom, and an additional kitchen area. The southern portion of the upper 1 1/2 floors of this house has been separated to accommodate an additional dwelling that can only be accessed from a fire escape. The 2 stall garage can be accessed by the adjoining alley on the east border of the parcel. There is an unsatisfied mortgage held against this property. Please consult a real estate attorney for information on this status. Check with the City of Duluth for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions: 6018 Raleigh St.
 While traveling on I-35 near Spirit Valley neighborhood of Duluth, take the Central Ave. exit and travel south on Central Ave. until reaching Raleigh St. Turn west (right) on Raleigh St. and travel for 0.4 of a mile to the subject, located on the south (left) side of Raleigh St.

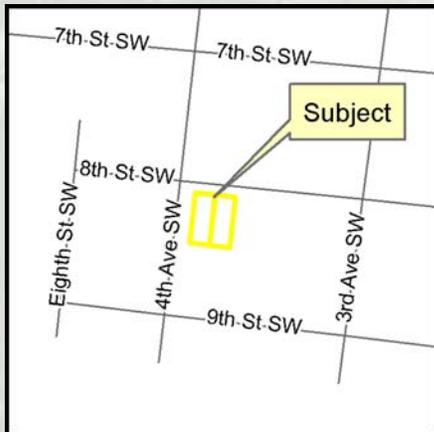
CJ Tract# 2	LDKey:71726	City of Chisholm	Acre+/-	CVT:20 Plat: 170
	C22130061	Twp:58 Rng:20 Sec: 28	Zoning:R-1	Parcel(s): 1930, 1950



Land	\$8,500.00
Timber	\$0.00
Improvements	\$1,500.00
Certified Assessments	\$0.00
Total	\$10,000.00

Potential Future Assessments: \$0.00
 City of Chisholm..... 218-254-7900

Legal Description:
 LOTS 13 AND 14 also LOTS 15 AND 16, BLOCK 27,
 PEARCE ADDITION TO CHISHOLM



Comments:
 ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.
 A single stall garage with an attached lean-to located in the Iron Range city of Chisholm. This 100' x 125' parcel is zoned R-1 (Residential), which requires a minimum lot width of 50 feet and 6,000 sq. ft. of total lot area to meet zoning standards. Check with the City of Chisholm for any pending or future assessments that may be reinstated. Recording fee \$46.00.

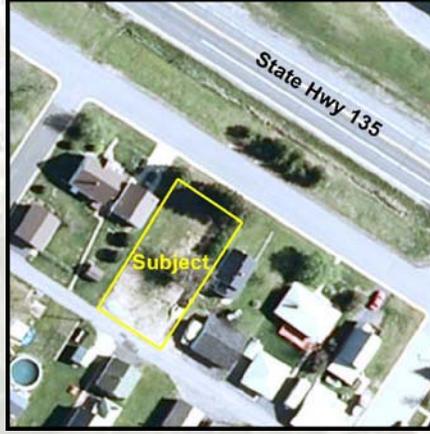
Driving Directions:
 From U.S. Highway #169 near Chisholm, take the West Drive exit and follow to Central Ave. S. Travel north on Central Ave. S. to 6th St. SW. Turn west (left) onto 6th St. SW and travel to 4th Ave. SW. Turn south (left) onto 4th Ave. SW and travel to the subject, which is located on the southeast corner of the 8th St. SW and 4th Ave. SW intersection.

CJ Tract# 3 LDKey:71010 C22130060

City of Gilbert Twp:58 Rng:17 Sec: 23

Acre+/- Zoning:R-1

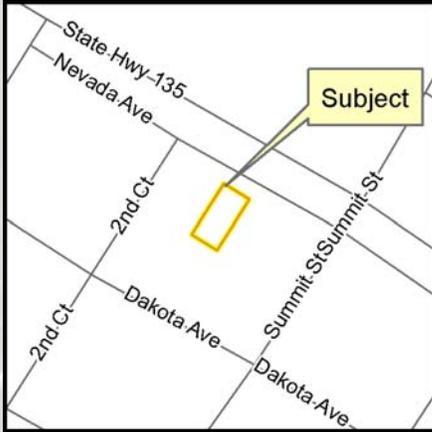
CVT:60 Plat: 30 Parcel(s):3840



Land	\$4,900.00
Timber	\$0.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$4,900.00

Potential Future Assessments: \$0.00
 City of Gilbert.....218-748-2232
 County Assessor Virginia..... 218-749-7147

Legal Description:
 LOTS 6 AND 7, BLOCK 48, GILBERT 2ND ADDITION



Comments:
 ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.
 Vacant, level lot located on Nevada Ave. in the Iron Range city of Gilbert. This 60' x 120' lot of record parcel is zoned R-1 (Residential), which requires a minimum lot width of 75 feet and 9,000 sq. ft. of total lot area to meet current zoning standards. Check with the City of Gilbert for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions:
 While traveling on MN Highway #135 near Gilbert, turn southwest onto Summit St., and take an immediate northwest (right) turn onto Nevada Ave. Stay on Nevada Ave. until arriving at the subject, located between addresses 309 and 317 on the southwest (left) side on the road.

JG Tract# 4 LDKey:61394 C22130056

City of Proctor Twp:49 Rng: 15 Sec: 3

Acre+/- Zoning:R-2

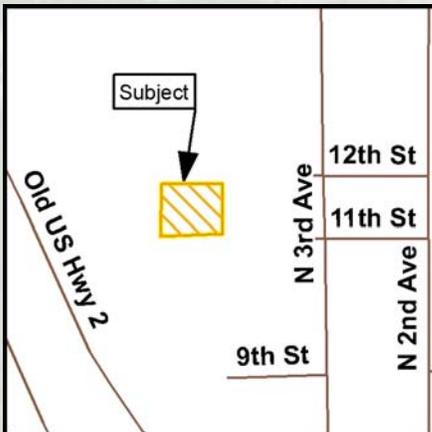
CVT:185 Plat: 210 Parcel(s): 10 thru 260



Land	\$27,900.00
Timber	\$100.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$28,000.00

Potential Future Assessments: \$0.00
 City of Proctor..... 218-624-3641

Legal Description:
 LOTS 1 THRU 26, BLOCK 1, PROCTOR HEIGHTS



Comments:
 ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.
 These nicely wooded lots have northern hardwoods and aspen on a gently rolling site. Located in the northwest part of the City of Proctor between non-developed 11th and 12th Sts., they have platted but undeveloped access from either street. Undeveloped 4th Ave. is on the tract's eastern border. There are no utilities to the site. At this time, the City of Proctor has no immediate plans to extend the avenue or utilities toward this site. It was stated that a building permit would likely be issued to a purchaser seeking residential use with a private well and septic until such time as utilities are extended. The parcel is zoned R-2 (Residential), which requires a minimum lot width of 60 feet and 7,500 sq. ft. of lot area for 1 family or 3,750 sq. ft. of lot area for two families to meet zoning standards. There is a possibility for multiple site development or total privacy. Check with the City of Proctor for any pending or future assessments that may be reinstated. Recording fee \$86.00. T#310710, T#222771, T#291412.

Driving Directions:
 From the spotlight at the intersection of U.S. Highway #2 and 2nd St. in (downtown) Proctor, take 2nd St. east 1 block. Turn north (left) on North 2nd Ave. (a.k.a. LaVaque Rd. or County Road #48) and travel just over 0.5 of a mile to 12th St. Turn west (left), parcel is approximately 200 feet past the last house on the south side of undeveloped 12th St. (Also about 300 feet past the end of 11th St., on the north side.)

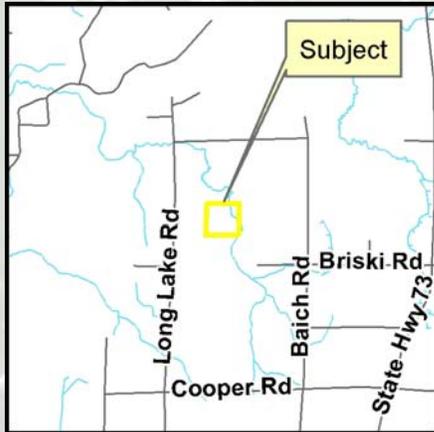
RH Tract# 5	LDKey:37424 C22130052	Town of Balkan Twp:59 Rng:20 Sec: 20	Acre+/- Zoning:FAM-3	CVT:235 Plat: 30 Parcel(s):3110
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Land	\$29,251.00
Timber	\$9,349.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$38,600.00

Potential Future Assessments: \$0.00
 Town of Balkan.....218-254-5283
 County Planning & Development (N) 218-749-7103

Legal Description:
 NE 1/4 OF SW 1/4, Sec 20 Twp 59N Rge 20W,
 BALKAN TOWN OF



Comments:
 ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.
 This approximately 1,320' x 1,320' parcel is crossed by a stream in the northeast. This parcel has scattered aspen in the west with spruce and tamarack in the east. There is no known legal access. This parcel is zoned FAM-3 (Forest Agricultural Management), which requires 9 acres, a minimum width of 300 feet and 50 foot setbacks to meet zoning standards. Check with Balkan Township for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions:
 From Chisholm, take MN Highway #73 north approximately 3 miles and turn west (left) on Cooper Rd. Travel 1.75 miles and turn north (right) on Long Lake Rd. Travel 1.75 miles and parcel is located approximately 1,320 feet east of the road. Please respect private property and ask permission to view.

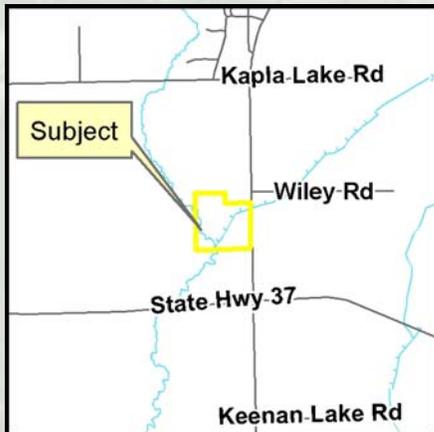
RH Tract# 6	LDKey:38777 C22130064	Town of Clinton Twp:57 Rng: 18 Sec: 22	Acre+/- Zoning:MUNS-4	CVT:295 Plat: 16 Parcel(s): 120
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Land	\$14,689.00
Timber	\$511.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$15,200.00

Potential Future Assessments: \$0.00
 Town of Clinton.....218-780-3678
 County Planning & Development (N) 218-749-7103

Legal Description:
 NE1/4 OF SE1/4 EX N 250 FT OF E 600 FT AND EX HWY R/W, Sec 22 Twp 57N Rge 18W, CLINTON TOWN OF



Comments:
 ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.
 This 35.78 acre parcel is irregularly shaped with lowland brush and an area of aspen, fir, spruce, pine and cedar in the north. There is an active railroad along the western border. The Elbow River and Creek cross through the center of the parcel. This parcel is zoned MUNS-4 (Multiple Use Non-Shoreland), which requires 4.5 acres, a minimum width of 300 feet and 50 foot setbacks to meet zoning standards. Check with Clinton Township for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions:
 From Eveleth, take U.S. Highway #53 south approximately 4.5 miles and turn west (right) on MN Highway #37. Travel 4 miles and turn north (right) on CSAH #7. Parcel is approximately 0.25 of a mile north, on the west (left) side of the road.

RH Tract# 7	LDKey:40459 C22130057	Town of Embarrass Twp:60 Rng:15 Sec: 13	Acre+/- Zoning:MUNS-4	CVT:330 Plat: 10 Parcel(s):1778
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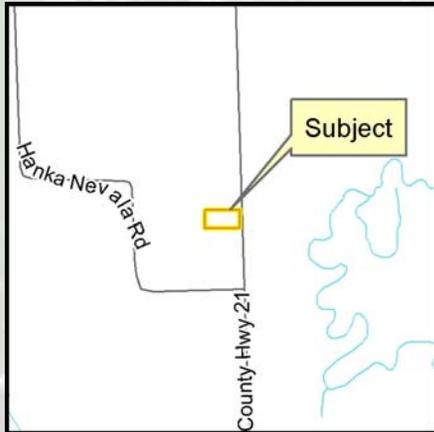
Land	\$7,950.00
Timber	\$0.00
Improvements	\$250.00
Certified Assessments	\$0.00
Total	\$8,200.00

Potential Future Assessments: \$0.00

Town of Embarrass.....218-984-2084
County Planning & Development (N) 218-749-7103

Legal Description:

PART OF SW 1/4 OF SW 1/4 BEGINNING 33 FT W AND 736 1/2 FT N OF SE CORNER THENCE W 417 FT THENCE N 208 1/2 FT THENCE E 417 FT THENCE S 208 1/2 FT TO POINT OF BEG, Sec 13 Twp 60N Rge 15W, EMBARRASS TOWN OF



Comments:

ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

This parcel is approximately 208.5' x 417' of rolling terrain with jack and white pine. There is a 10' x 12' dilapidated cabin and a crushed metal shed. There is also a well of unknown condition. This parcel is zoned MUNS-4 (Multiple Use Non-Shoreland), which requires 4.5 acres, a minimum width of 300 feet and 50 foot setbacks to meet zoning standards. Parcel is a lot of record. Check with Embarrass Township for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions: 4803 Highway 21

From Virginia, take U.S. Highway #53 north approximately 3 miles and turn northeast (right) onto MN Highway #169. Travel approximately 5 miles and turn east (right) onto CSAH #21. Travel approximately 12.25 miles and parcel is located on the west (left) side of the road. Fire number 4803.

JG Tract# 8	LDKey:62486 C22130004	Town of Grand Lake Twp:51 Rng:16 Sec: 36	Acre+/- Zoning:RES	CVT:380 Plat: 10 Parcel(s):7861
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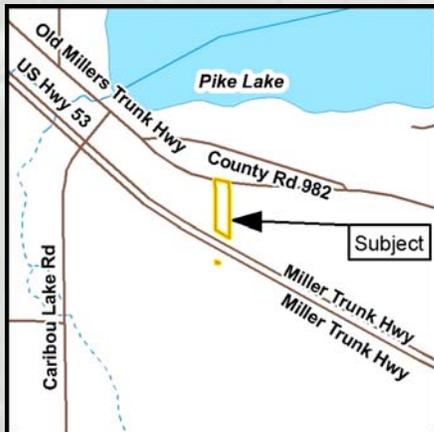
Land	\$18,635.00
Timber	\$65.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$18,700.00

Potential Future Assessments: \$0.00

Town of Grand Lake..... 218-729-8978

Legal Description:

ELY 150 FT OF WLY 437.08 FT OF LOT 3 EX HWY EASEMENT AND EX PART N OF CENTERLINE OF OLD HWY #53, Sec 36 Twp 51N Rge 16W, GRAND LAKE TOWN OF



Comments:

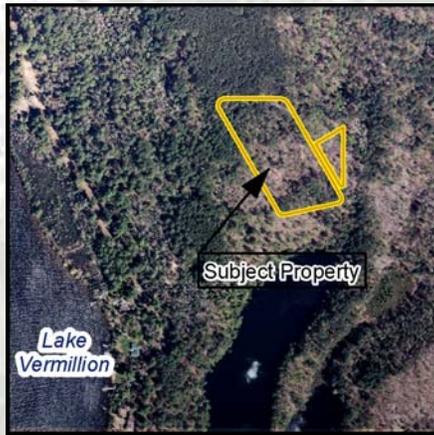
ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

This lot is irregularly shaped with 150 feet lot width and frontage on Old Miller Trunk Hwy and 1.57 acres of land. Lot is nicely wooded with rolling topography. There is an overhead powerline in the northern portion parallel to the Old Miller Trunk Hwy and buried telephone cable in the southern portion parallel to U.S. Highway #53. This parcel is zoned Res-9 (Residential), which requires a minimum lot width of 150 feet and 1 acre of total lot area to meet zoning standards. There is sewer available but not city water. The Pike Lake Area Wastewater Collection System (PLAWCS) is the authority and can be reached at (218) 729-9007. Check with Grand Lake Township for any pending or future assessments that may be reinstated. Recording fee \$46.00. T#289535.

Driving Directions:

From Duluth, take U.S. Highway #53 north past Midway Rd. Turn north (right) on County Road #889 (Solway Rd.) to stop sign. Turn west (left) at LaGrand Supper Club onto Old Miller Trunk Hwy. Travel approximately 0.75 of a mile. This parcel begins approximately 230 feet west of the driveway of address 6014 Old Miller Trunk Hwy.

RH Tract# 9	LDKey:70022 C22130005	Town of Greenwood Twp:62 Rng:16 Sec: 2	Acre+/- Zoning:SMU-9	CVT:387 Plat: 420 Parcel(s):1670, 1690
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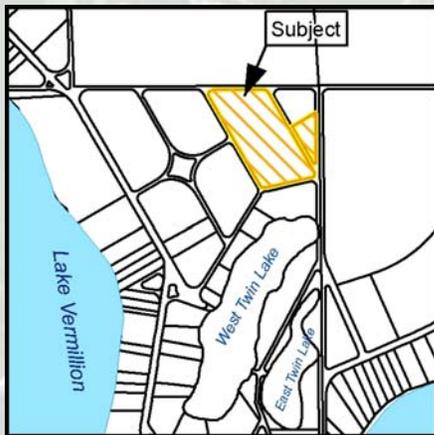
Land	\$16,100.00
Timber	\$0.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$16,100.00

Potential Future Assessments: \$0.00

Town of Greenwood.....218-753-2231

Legal Description:

LOT 155 also LOTS 157 THRU 162, VERMILION DELLS T OF GREENWOOD



Comments:

ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

Plat of Vermilion Dells is located on Pine Island, on Lake Vermillion, and is approximately 0.5 of a mile northeast across the lake from Birch Point. Water access only and the platted roads (Vermont and Nevada) are not developed. This interior parcel is gently sloping with aspen and red pine. This parcel meets the requirements of 1 acre and 150 feet of lot width for SMU-9 (Shoreland Mixed Use) zoning. Check with Greenwood Township for any pending or future assessments that may be reinstated. Recording fee \$66.00. T#314795, T#36403.

Driving Directions:

Located on Pine Island, the plat of Vermilion Dells is approximately 0.5 of a mile northeast across Lake Vermillion from Birch Point.

RH Tract# 10	LDKey:72085 C22130050	Town of Greenwood Twp:62 Rng:16 Sec: 22	Acre+/- Zoning:RES-9	CVT:387 Plat: 250 Parcel(s): 440
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Land	\$16,195.00
Timber	\$305.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$16,500.00

Potential Future Assessments: \$0.00

Town of Greenwood.....218-753-2231

Legal Description:

LOTS 44 THRU 52, LAKE VERMILION CLUB PLAT 1 GREENWOOD



Comments:

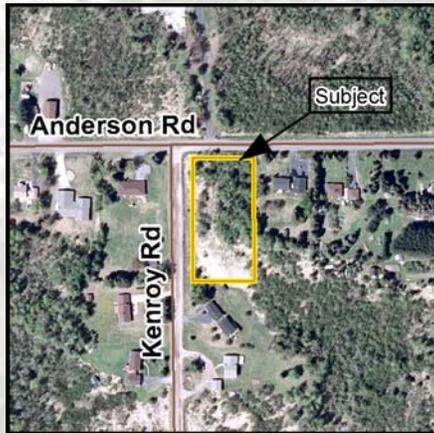
ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

Slightly irregularly shaped rectangular parcel is approximately 105' x 480'. Parcel is fairly level with aspen, birch and balsam fir. Off of Everett Bay Rd., the platted roads are undeveloped. The southern border is crossed by a non-exclusive driveway easement. This +/- 1.1 acre parcel is zoned RES-9 (Residential), which requires 1 acre, a minimum width of 150 feet and 15 feet for setbacks to meet zoning standards. Check with Greenwood Township for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions:

From Tower, take MN Highway #169 west approximately 3 miles and turn north (right) on CSAH #77. Travel 3.5 miles and turn east (right) on County Road #414 (Everett Bay Rd.). Travel approximately 0.75 of a mile to the easement driveway and turn west (right). Parcel is approximately 115 feet west on the north (right) side of the road.

CJ Tract# 11	LDKey:42186	City of Hermantown	Acre+/-	CVT:395 Plat: 103
	C22130006	Twp:50 Rng:15 Sec: 26	Zoning:R-3	Parcel(s):130



Land	\$17,850.00
Timber	\$0.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$17,850.00

Potential Future Assessments: \$0.00
City of Hermantown..... 218-729-3600

Legal Description:

LOT 1, BLOCK 2, MORSE ADDITION CITY OF HERMANTOWN



Comments:

ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

Vacant, brushy lot on the southeast corner of Anderson and Kenroy Rds. This +/- 149.38' x 300' lot is zoned R3 (Residential), which requires 100 feet of lot width and 1 acre of total lot area to meet zoning requirements. There are utilities to the site. Check with the City of Hermantown for any outstanding and/or future assessments. Recording fee \$46.00.

Driving Directions:

While traveling west on Anderson Rd. in Hermantown, turn south (left) onto Kenroy Rd. Parcel is on the southeast corner of Anderson and Kenroy Rds.

JG Tract# 12	LDKey:54924	Town of Lakewood	Acre+/-	CVT:415 Plat: 10
	C22130055	Twp:51 Rng:13 Sec: 1	Zoning:MUNS-4	Parcel(s):30



Land	\$3,203.00
Timber	\$947.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$4,150.00

Potential Future Assessments: \$0.00
Town of Lakewood.....218-525-4991

Legal Description:

W1/2 OF SW1/4 OF LOT 2, Sec 1 Twp 51N Rge 13W, LAKEWOOD TOWN OF



Comments:

ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

Wooded forestland in Lakewood Township located 0.125 of a mile south of the Lismore Rd. and 0.5 of a mile west of the McQuade Rd. Parcel is surrounded by private property and has no known legal access. Zoning is MUNS-4 (Multiple Use Non-Shoreland), which requires 4.5 acres and 300 feet with road frontage. This parcel does not conform to local zoning standards. Questions should be directed to the zoning administrator at lakewoodmn.org. Check with Lakewood Township for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions:

From Duluth, take County Road #37 (Jean Duluth Rd.) north approximately 6 miles to Highway #43. Turn east (right) on Highway #43 (Zimmerman Rd.) and follow it for 6 miles. The road name changes to Lismore Rd. Look for the Cant Rd. at approximately 5.5 miles, and go 0.5 miles past the Cant Rd. OR From the north, head south on Highway #4, turn left (east) onto Emerson Rd. and follow the sign staying on #43 (Emerson to Howard Gresen south and then left again on Lismore, then south on Jean Duluth and another left on Lismore) for approximately

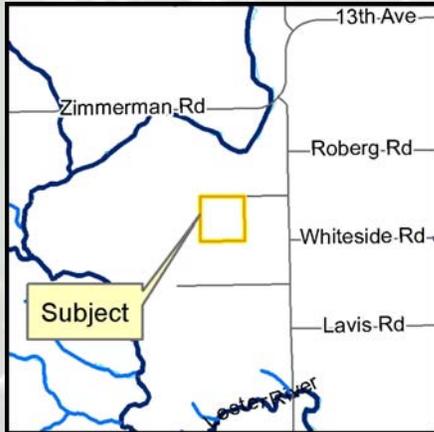
CJ Tract# 13	LDKey:70929 C22130059	Town of Lakewood Twp:51 Rng:13 Sec: 8	Acres+/- Zoning:MUNS-4	CVT:415 Plat: 10 Parcel(s):1850
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Land	\$57,000.00
Timber	\$1,900.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$58,900.00

Potential Future Assessments: \$0.00
Town of Lakewood.....218-525-4991

Legal Description:
NW 1/4 OF NE 1/4, Sec 8 Twp 51N Rge 13W,
LAKEWOOD TOWN OF



Comments:
ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.
Secluded 40 acre parcel located on a dead end road in Lakewood Township. This +/- 1,320' x +/- 1,320' lot is zoned MUNS-4 (Rural Residential), which requires a minimum lot frontage of 300 feet and 4.8 acres of total lot area to meet zoning standards. A dilapidated, single family home and two detached garages occupy this parcel, have no working utilities, and would likely require future removal. All personal items left by the previous owner would accompany the property at the time of sale. Check with the Town of Lakewood for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions: 3160 Valet Rd.
From CSAH #37 (Jean Duluth Rd.), turn east onto CSAH #43 (Zimmerman Rd.) and follow to County Road #293 (N. Tischer Rd.). Turn south (right) onto County Road #293 (N. Tischer Rd.) and follow to the Valet Rd. Turn west (right) onto the Valet Rd. and follow to the dead end. Entrance to the driveway will be on the south (left) side of the road, marked as address 3160.

RH Tract# 14	LDKey:70334 C22130007	Town of McDavitt Twp:56 Rng: 18 Sec: 27	Acres+/- Zoning:FAM-3	CVT:435 Plat: 10 Parcel(s):4680, 4690, 4715
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Land	\$7,962.00
Timber	\$538.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$8,500.00

Potential Future Assessments: \$0.00
Town of McDavitt.....218-744-4213

Legal Description:
NE 1/4 OF NE 1/4 EX RY RT OF W 4 58/100 AC AND EX THAT PART W OF THE RY RT OF W ALSO EX 2 27/100 AC FOR ROAD also THAT PART OF NE 1/4 OF NE 1/4 LYING W OF THE D M AND N RY RT OF WAY also NLY 60 RODS OF SE 1/4 OF NE 1/4 WEST OF RY RT OF WAY, Sec 27 Twp 56 N Rge 18W, MCDAVITT TOWN OF



Comments:
ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.
This parcel is 34.45 acres in the shape of a rectangle with a narrow strip running south of the southwest corner. It is encumbered with an active railroad in the west that runs north-south, an underground gas line in the center running north-south, and CSAH #7 curves from the northeast corner to just east of the southwest corner. Southeast of CSAH #7 is grassy with a pocket of aspen. The remainder of the subject is lowland brush with pockets of spruce and tamarack. The strip in the SE1/4 NE1/4 is grass with a pocket of aspen. This parcel is zoned FAM-3 (Forest Agricultural Management), which requires 9 acres, a minimum width of 300 feet and 5 foot setbacks to meet zoning standards. Check with the McDavitt Township for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions:
From Eveleth, take U.S. Highway #53 approximately 6 miles south and turn west (right) on CSAH #16. Travel approximately 4.5 miles and turn south (left) on CSAH #7. Travel approximately 4 miles to the parcel. (Or approximately 0.25 of a mile north of Zim Rd.)

JG	Tract# 15	LDKey:57437 C22130054	Town of Northland Twp:53 Rng:17 Sec: 1	Acre+/- Zoning:FAM-3	CVT:490 Plat: 10 Parcel(s):50
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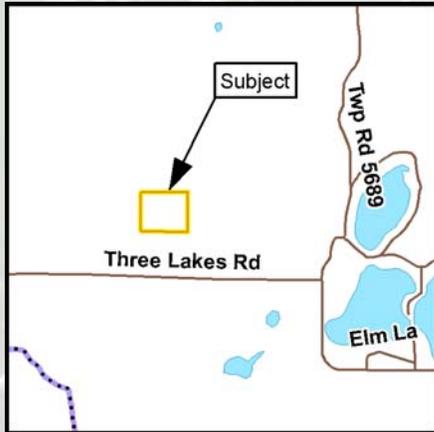
Land	\$7,600.00
Timber	\$4,600.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$12,200.00

Potential Future Assessments: \$0.00

County Planning & Development (S) 218-725-5000

Legal Description:

LOT 3, Sec 1 Twp 53N Rge 17W, NORTHLAND TOWN OF



Comments:

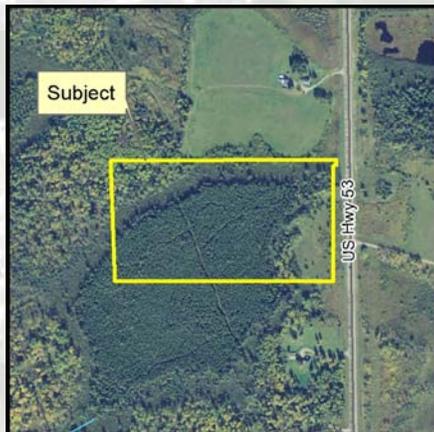
ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

This 34.8 acre tract is a mostly wooded lowland spruce with about 8 acres of upland aspen forest in the southeast and an open brushy marsh in the northeast. This parcel is zoned FAM-3 (Forest Agricultural Management), which requires 9 acres and 300 feet of lot width to meet minimum standards. This parcel has no known legal access. Recording fee \$46.00.

Driving Directions:

From U.S. Highway #53 between Canyon and Cotton, take County Road #49 (Three Lakes Rd.) east for 1.25 miles. Parcel is located 0.25 of a mile north of the road. Please respect private property and ask permission to view.

RH	Tract# 16	LDKey:55469 C22130051	Town of Owens Twp:62 Rng:18 Sec: 30	Acre+/- Zoning:MUNS-4	CVT:495 Plat: 10 Parcel(s):4065
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Land	\$14,492.00
Timber	\$1,608.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$16,100.00

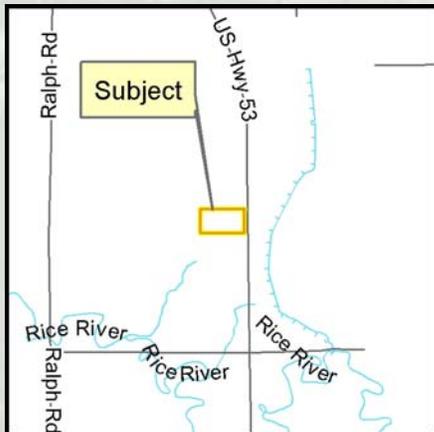
Potential Future Assessments: \$0.00

Town of Owens.....218-666-2417

County Planning & Development (N) 218-749-7103

Legal Description:

NLY 1/2 OF SE1/4 OF NE1/4 EX HWY R/W, Sec 30 Twp 62N Rge 18W, OWENS TOWN OF



Comments:

ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

This rectangularly shaped parcel, approximately 660' x 1,182', is primarily low land with tamarack and spruce. There are pockets of aspen and fir in the east and in the northwest. Parcel is zoned MUNS-4 (Multiple Use Non-Shoreland), which requires 4.5 acres, a minimum width of 300 feet and 50 foot setbacks to meet zoning standards. Check with Owens Township for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions:

From Virginia, take U.S. Highway #53 north approximately 20.25 miles. Parcel is located on the west (left) side of the road.

RH **Tract# 17** LDKey:46998
C22120040

Town of White
Twp:58 Rng:15 Sec: 16

Acres+/-0.8
Zoning:RES-7

CVT:570 Plat: 50
Parcel(s):110



Land	\$14,350.00
Timber	\$0.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$14,350.00

Potential Future Assessments: \$0.00

County Planning & Development (N) 218-749-7103
County Assessor Virginia..... 218-749-7147
City of Aurora..... 218-229-2614

Legal Description:

LOTS 11 AND 12, BLOCK 1, GARDENDALE TOWN OF WHITE



Comments:

ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

This approximately 120' x 292' parcel has scattered aspen and balsam fir, and a small hill going up from South 2nd St. West (a township road) before leveling out. This parcel is zoned RES-7 (Residential), requiring 1 acre, 150 feet of lot width and 20 foot setbacks to meet zoning standards. Public water and sewer are available (City of Aurora). This parcel is viewed as a lot of record. Check with the Town of White for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions:

From Aurora, take County Road #100 south and turn west (right) on County Road #110. Then turn south (left) on South 2nd St. West. The parcel is located approximately 485 feet south of County Road #100 on the east (left) side of the street.

RH **Tract# 18** LDKey:47002
C22120041

Town of White
Twp:58 Rng:15 Sec: 16

Acres+/-0.8
Zoning:RES-7

CVT:570 Plat: 50
Parcel(s):660



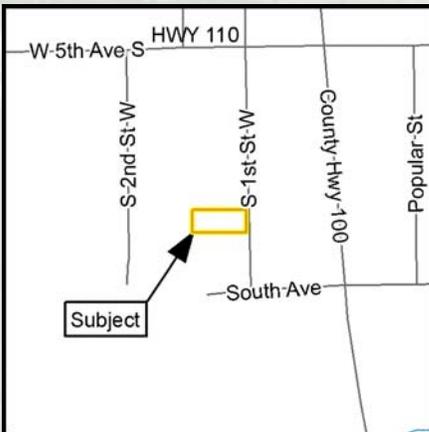
Land	\$10,400.00
Timber	\$0.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$10,400.00

Potential Future Assessments: \$0.00

County Assessor Virginia..... 218-749-7147
County Planning & Development (N) 218-749-7103
City of Aurora..... 218-228-2614

Legal Description:

LOTS 4 AND 5, BLOCK 4, GARDENDALE TOWN OF WHITE



Comments:

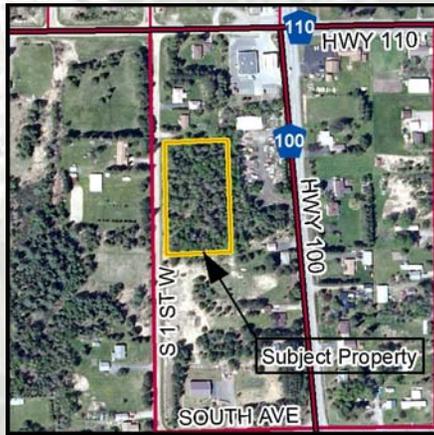
ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

A 120' x 292' lot of record located just south of the northern MN town of Aurora. This parcel contains partial low land, a grassy brush area near South 1st St. West, and aspen, conifers and tamarack near the western boundary. This tract is zoned RES-7 (Residential), requiring 1 acre and 20 foot setbacks. Public water (City of Aurora) is located in the alley across South 1st St. West (a township road). Check with the Town of White for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions:

From Aurora, take County Road #100 south and turn west (right) on County Road #110. Then turn south (left) on South 1st St. West. The parcel is located approximately 858 feet south of County Road #100 on the west (right) side of the street.

RH	Tract# 19	LDKey:70079 C22120042	Town of White Twp:58 Rng:15 Sec: 15	Acre+/-1.44 Zoning:RES-7	CVT:570 Plat: 60 Parcel(s):40, 50, 60
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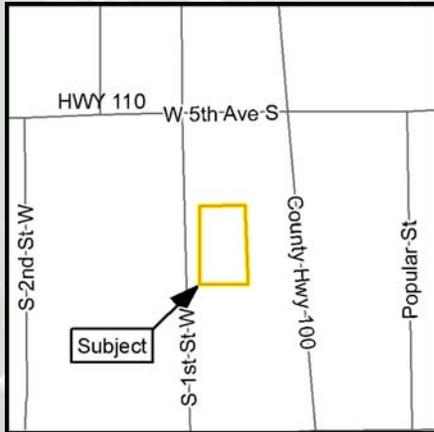


Land	\$12,500.00
Timber	\$0.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$12,500.00

Potential Future Assessments: \$0.00

County Planning & Development (N) 218-749-7103
 County Assessor Virginia..... 218-749-7147
 City of Aurora..... 218-228-2614

Legal Description:
 LOTS 4, 5, AND 6, BLOCK 1, GARDENDALE 1ST
 ADDITION TOWN OF WHITE



Comments:
 ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

This +/- 1.44 acre parcel, on South 2nd St. West (a township road), is timbered with spruce, aspen, and balsam fir. Public water (City of Aurora) is available. Parcel is +/- 187' x 322' and is zoned RES-7 (Residential), requiring 1 acre, 150 feet of lot width and 20 foot setbacks. Check with the City of Aurora for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions:
 From Aurora, take County Road #100 south and turn west (right) on County Road #110. Then turn south (left) on South 2nd St. West. The parcel is located approximately 350 feet south of County Road #100 on the east (left) side of the street.

RH	Tract# 20	LDKey:62105 C22130053	Town of Wuori Twp:59 Rng:17 Sec: 16	Acre+/- Zoning:MUNS-5	CVT:580 Plat: 11 Parcel(s): 10, 20, 30, 40, 50, 60, 70
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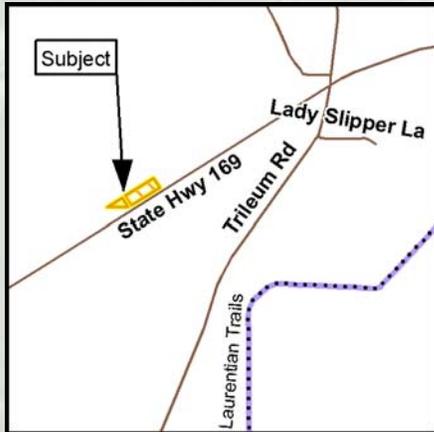


Land	\$9,873.00
Timber	\$927.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$10,800.00

Potential Future Assessments: \$0.00

Town of Wuori.....218-741-0997
 County Planning & Development (N 218-749-7103

Legal Description:
 LOTS 1 THRU 7, ABRAHAMSONS PINE TREE
 ACRES TOWN OF WUORI



Comments:
 ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

This tract is located on the northerly side of MN Highway #169, approximately 2 miles east of MN Highway #53. Lot 1 is a mixture of jack pine, balsam fir, aspen and birch. Lot 2 is a low swamp area leading into Lots 3-7 with scattered mature red pine, balsam fir and spruce. Lot 7 is mature black spruce. Zoning is MUNS-5 (Multiple Use Non-Shoreland) which requires 2.5 acres, 200 feet of lot width and 20 foot side principal. This tract meets those requirements. Check with Wuori Township for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions:
 From Virginia, take U.S. Highway #53 north 3 miles then turn onto MN Highway #169 and travel northeast. Parcel is approximately 1.75 miles, on the north (left) side of the road.

RH
Tract# 21 LDKey:70950
C22130048

Town of Wuori
 Twp:59 Rng:17 Sec: 17

Acre+/-
 Zoning:RES-7

CVT:580 Plat: 70
 Parcel(s):40



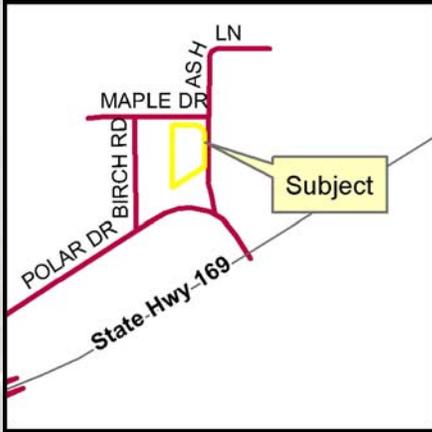
Land	\$1,887.00
Timber	\$213.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$2,100.00

Potential Future Assessments: \$0.00

Town of Wuori.....218-741-0997
 County Planning & Development (N) 218-749-7103

Legal Description:

EX PART SHOWN AS PARCEL 2 ON MINN DOT RT OF WAY PLAT NO 69-61, WOODMONT TOWN OF WUORI



Comments:

ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

This +/- 1.49 acre irregularly shaped parcel is rocky with areas of blown down trees and timbered throughout with aspen, maple and fir, with brush in the east. There is a trail (Maple Dr.) along the northern border and a utility and public walkway easement along the southern border. This parcel is zoned RES-7 (Residential), which requires 1 acre, a minimum width of 150 feet and 20 foot setbacks to meet zoning standards. Check with Wuori Township for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions:

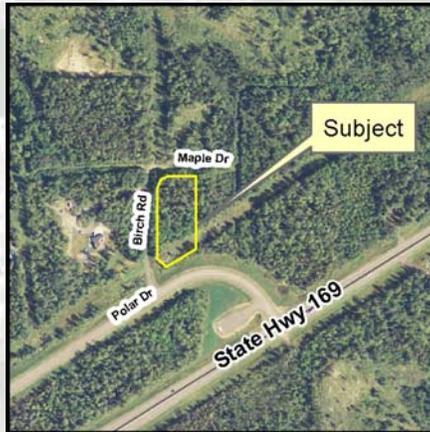
From Virginia, take U.S. Highway #53 north approximately 5 miles and turn east (right) on MN Highway #169. Travel 0.6 of a mile and turn north (left) on Polar Dr. Follow around to the west approximately 790 feet and turn north (right) on Birch Rd. Travel north approximately 620 feet and turn east (right) on Maple Dr. (Maple Dr. is a grassy trail.) Parcel is located approximately 200 feet on the south (right) side of the road.

RH
Tract# 22 LDKey:70951
C22130049

Town of Wuori
 Twp:59 Rng:17 Sec: 17

Acre+/-
 Zoning:RES-7

CVT:580 Plat: 70
 Parcel(s):50



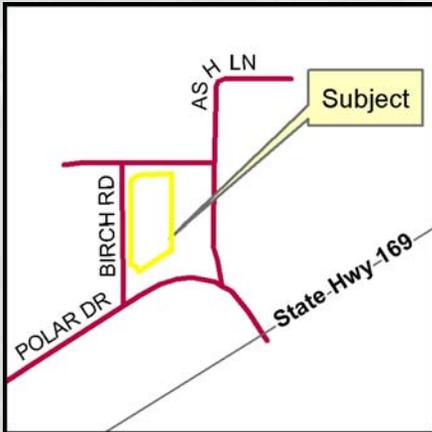
Land	\$1,940.00
Timber	\$160.00
Improvements	\$0.00
Certified Assessments	\$0.00
Total	\$2,100.00

Potential Future Assessments: \$0.00

Town of Wuori.....218-741-0997
 County Planning & Development (N) 218-749-7103

Legal Description:

EX PART SHOWN AS PARCEL 2 ON MINN DOT RT OF WAY PLAT NO 69-61, WOODMONT TOWN OF WUORI



Comments:

ST. LOUIS COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, NOR GUARANTEES WITH RESPECT TO ACCESS TO TAX FORFEITED LANDS SOLD. SUBJECT TO ALL EXISTING EASEMENTS OF RECORD AND RIGHTS OF WAY.

This +/- 1 acre irregularly shaped parcel is rocky with areas of blown down trees and timbered throughout with aspen, maple and fir. There is a utility and public walkway easement along the southern border. This parcel is zoned RES-7 (Residential), which requires 1 acre, a minimum width of 150 feet and 20 foot setbacks to meet zoning standards. Check with Wuori Township for any pending or future assessments that may be reinstated. Recording fee \$46.00.

Driving Directions:

From Virginia, take U.S. Highway #53 north approximately 5 miles and turn east (right) on MN Highway #169. Travel 0.6 of a mile and turn north (left) on Polar Dr. Follow around to the west approximately 730 feet and turn north (right) on Birch Rd. Travel approximately 175 feet and parcel is on the east (right) side of the road.

BOARD LETTER NO. 13 - 166

ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 7

BOARD AGENDA NO.

DATE: May 7, 2013

RE: Repurchase of State Tax
Forfeited Land - Christenson

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Interim Director
Land and Minerals

RELATED DEPARTMENT GOAL:

To provide financial return to the county and taxing districts.

ACTION REQUESTED:

The St. Louis County Board is requested to approve an application to repurchase state tax forfeited land.

BACKGROUND:

Minn. Stat. § 282.241 provides for state tax forfeited land to be repurchased by the previous owner subject to payment equivalent to the delinquent taxes and assessments, with penalties, costs, and interest. The property to be repurchased forfeited to the State of Minnesota on 11/30/2012. The repurchase deadline for this non-homestead property is 11/29/2013. David Christenson of Virginia, MN, has made application and is eligible to repurchase the property.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the repurchase request of David Christenson of Virginia, MN. The repurchase fees listed below are to be deposited into Fund 240 (Forfeited Tax Fund).

David Christenson, Virginia, MN

Parcel Code	090-0010-07500
Taxes and Assessments	\$31,849.20
Service Fees	\$114.00
Deed Tax	\$105.10
Deed Fee	\$25.00
Recording Fee	\$46.00
Total Consideration	\$32,139.30

Repurchase of State Tax Forfeited Land - Christenson

BY COMMISSIONER: _____

WHEREAS, Minn. Stat. § 282.241 provides that state tax forfeited land may be repurchased by the previous owner subject to payment of delinquent taxes and assessments, with penalties, costs, and interest; and

WHEREAS, The applicant, David Christenson of Virginia, MN, has applied to repurchase state tax forfeited land legally described as:

CITY OF VIRGINIA
LOTS 30 31 AND 32, BLOCK 30
VIRGINIA
PARCEL: 090-0010-07500

WHEREAS, The applicant was the owner of record at the time of forfeiture and is eligible to repurchase the property; and

WHEREAS, Approving the repurchase will correct undue hardship and promote the use of lands that will best serve the public interest;

THEREFORE, BE IT RESOLVED, That the St Louis County Board approves the repurchase application by David Christenson of Virginia, MN, on file in County Board File No. _____, subject to payments including total taxes and assessments of \$31,849.20, service fee of \$114, deed tax of \$105.10, deed fee of \$25, and recording fee of \$46; for a total of \$32,139.30, to be deposited into Fund 240 (Forfeited Tax Fund).

APPLICATION FOR REPURCHASE OF TAX FORFEITED LANDS

Pursuant to Minnesota Statutes 1986, Section 282.241, as amended by Chapter 268, Laws of 1987.

TO THE COUNTY BOARD AND COUNTY AUDITOR OF ST. LOUIS COUNTY, MINNESOTA:

The undersigned, David S Christenson, hereby makes application to repurchase from the State of Minnesota the following described land, pursuant to Minnesota Statues 1987, Section 282.241, as amended; said land is situated in St. Louis County, Minnesota, and more particularly described as follows:

CITY OF VIRGINIA, LOTS 30 31 AND 32, BLOCK 30, VIRGINIA

Applicant states and shows that at the time of the forfeiture to the State, he/she was (please check one):

- the owner
- heir(s) of the owner
- the representative of the owner
- the person to whom the right to pay taxes is given by statue, to wit:
- designating under what claim of right, whether mortgage or otherwise the right is exercised

That such taxes became delinquent in 2008 and remained delinquent and unpaid for the subsequent years of: 2009,2010,2011,2012

That pursuant to Minnesota Statues, the total cost of repurchase \$31,761.92 which is the greater value of all delinquent taxes and assessments computed under Section 282.241, together with all accrued interest and penalties, including fees. Please contact our office at 218-726-2606 for the current amount due which increases monthly.

That a hardship would result to the petitioner unless said repurchase is allowed, for the reason that:

applicant to state reasons why taxes were not paid. BUSINESS IS NOT WHAT USE TO BE. IN PAST 5 YRS MY PROPERTY TAX ON HOME & CABIN HAVE GONE OUT OF SITE - SELLING CABIN & HOME.

Please check the appropriate box below:

- There are one or more wells on this property (See enclosed well disclosure information sheet)
- No change since last well certificate Well disclosure completed - \$50.00 enclosed
- There are no wells on this property

APPLICANT REQUESTS THAT REPURCHASE BE MADE IN THE NAME OF:

Name (s): David S Christenson

Are you currently in active military service? NO

If you have been discharged within the last 6 months, provide discharge date _____ and documentation.

Applicant offers to pay upon such repurchase, by check or money order, as directed by the St. Louis County Board, the full price of repurchase as stated above, the terms of which will be stated by the contract and required by law.

Dated: 4-3 2013

By: [Signature] (Signature)

Address: 816 5TH AVE S.
City: VIRGINIA State: MN Zip: 55792
Phone: 218-741-8222



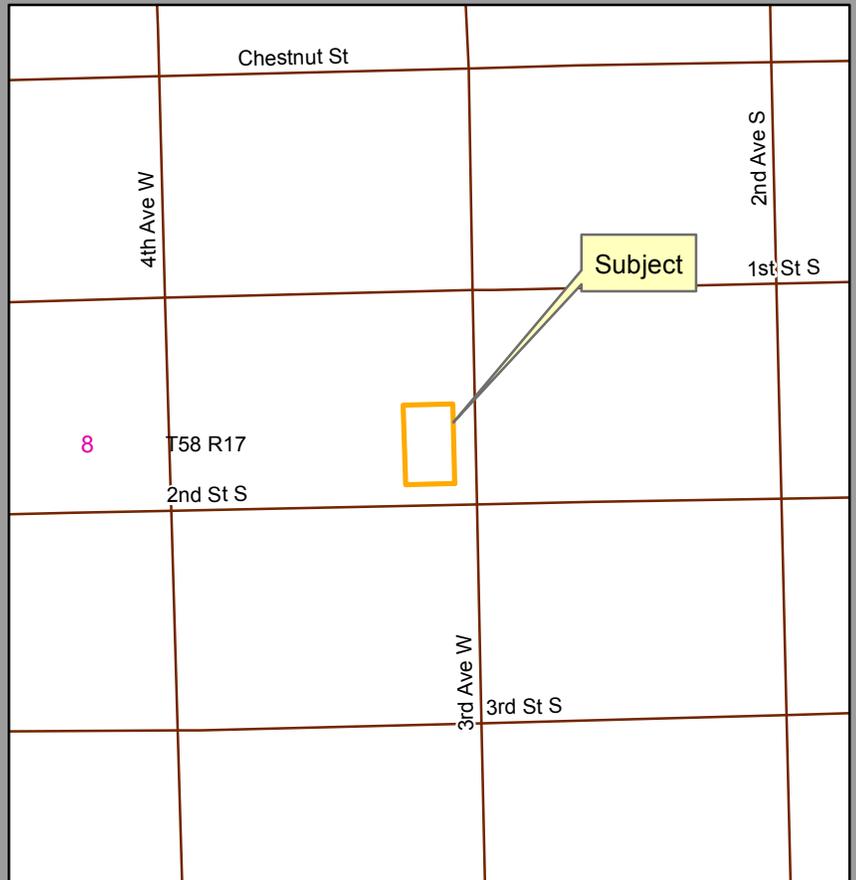
St. Louis County Land Department Tax Forfeited Land Sales

Repurchase of Property

Legal : CITY OF VIRGINIA
LOTS 30 31 AND 32, BLOCK 30
VIRGINIA

Parcel Code : 090-0010-07500

LDKEY : 72536

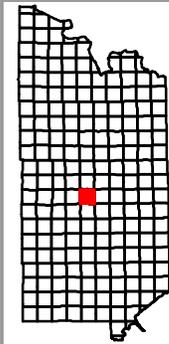


City of Virginia

Sec: 8 Twp: 58 Rng: 17

Commissioner District # 6

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



St. Louis County, Minnesota

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 2013



BOARD LETTER NO. 13 - 167

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 8

BOARD AGENDA NO.

DATE: May 7, 2013 **RE:** Acquisition of Right of Way -
Replacement of County Bridge 213
(Cotton Township)

FROM: Kevin Gray
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

RELATED DEPARTMENT GOAL:

Provide a safe, well maintained road and bridge system.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the acquisition of right of way for County Project (CP) 177722, State Aid Project 069-598-047, and to authorize the County Auditor to grant the necessary easements for this project over tax forfeited lands.

BACKGROUND:

The St. Louis County Public Works Department plans to reconstruct a short segment of the Jenkins Road (County Road 981) and to replace the existing bridge (County Bridge 213) over the Whiteface River in Cotton Township. Additional Right of Way will be needed from adjacent private property and from adjacent parcels of tax forfeited land. Minn. Stat. § 282.04, Subdivision 4, provides that the county auditor may grant easements on tax-forfeited land for highways and that future sale or lease of the land affected by such easement would be subject to the easement.

The project will affect three parcels of land that are currently Tax Forfeited property:

1. Government Lot 5, Section 7, Township 54 North, Range 16 West.
(parcel ID No. 305-0010-01125)
2. That part of the Easterly 260 feet of Government Lot 1 lying south of the Whiteface River, Section 12, Township 54 North, Range 17 West of the Fourth Principal Meridian. (parcel ID No. 305-0020-02158)
3. Government Lot 1, Section 13, Township 54 North, Range 17 West of the Fourth Principal Meridian, EXCEPT the southerly 1120 feet thereof. (parcel ID No. 305-0020-02168)

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the acquisition of right of way necessary for the reconstruction of County Road 981 and the replacement of County Bridge 213 and authorize the county auditor to grant the necessary easements over tax forfeited land. Right of Way acquisition is payable from Fund 200, Agency 203001.

**Acquisition of Right of Way - Replacement of County Bridge 213
(Cotton Township)**

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Works Department plans to reconstruct a small segment of the Jenkins Road (County Road 981) and to replace the existing bridge (County Bridge 213) over the Whiteface River in Cotton Township, County Project 177722; and

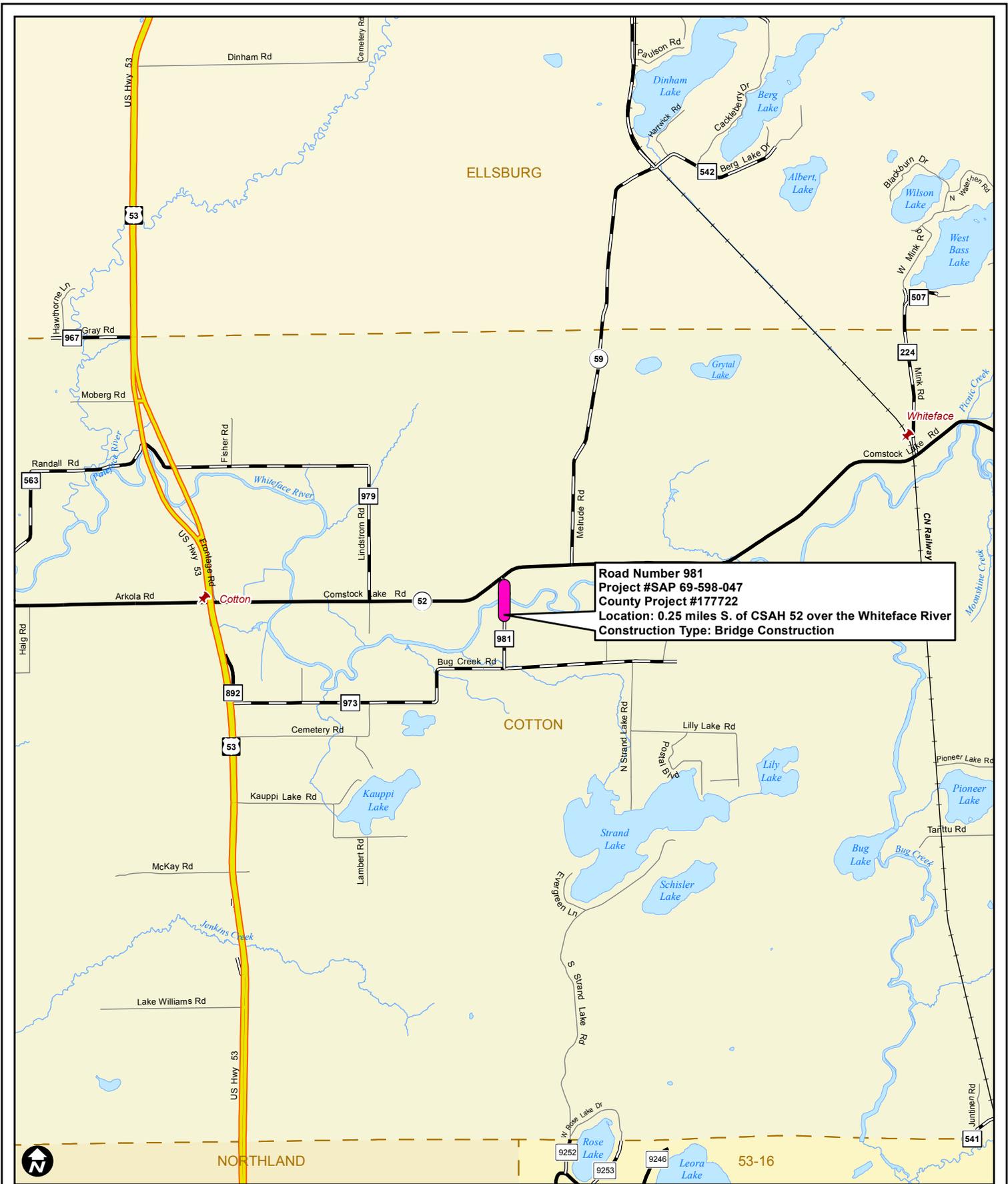
WHEREAS, These improvements consist of replacing the existing bridge with a three span, concrete beam bridge at the same location and reconstructing the roadway as determined necessary to provide for the safety and convenience of the public; and

WHEREAS, In addition to the existing highway right of way, certain lands are required for this construction, together with temporary construction easements.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Works Director to proceed with the acquisition of the necessary lands and temporary easements for this project, payable from Fund 200, Agency 203001;

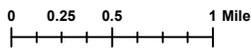
RESOLVED FURTHER, That pursuant to Minn. Stat. § 282.04, Subdivision 4, the St. Louis County Board authorizes the County Auditor to grant the necessary easements for highway purposes over the following tax forfeited parcels:

1. Government Lot 5, Section 7, Township 54 North, Range 16 West.
(parcel ID No. 305-0010-01125)
2. That part of the Easterly 260 feet of Government Lot 1 lying south of the Whiteface River, Section 12, Township 54 North, Range 17 West of the Fourth Principal Meridian.
(parcel ID No. 305-0020-02158)
3. Government Lot 1, Section 13, Township 54 North, Range 17 West of the Fourth Principal Meridian, EXCEPT the southerly 1120 feet thereof.
(parcel ID No. 305-0020-02168)



Road Number 981
Project #SAP 69-598-047
County Project #177722
Location: 0.25 miles S. of CSAH 52 over the Whiteface River
Construction Type: Bridge Construction

St. Louis County 2013 Road & Bridge Construction



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

BOARD LETTER NO. 13 - 168

PUBLIC WORKS & TRANSPORTATION COMMITTEE NO. 9

BOARD AGENDA NO.

DATE: May 7, 2013 **RE:** State Contract Purchase of
Tandem Axel Diesel Trucks

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Highway Engineer/Public Works Director

RELATED DEPARTMENT GOAL:

Provide a safe, well maintained road and bridge system.

ACTION REQUESTED:

The St. Louis County Board is requested to approve the purchase of two Mack GU713 tandem axel diesel trucks.

BACKGROUND:

The Public Works Department's 2013 equipment budget includes replacement of two tandem trucks for snow and ice control, and for hauling gravel. These units will be replacing aging trucks at Public Works facilities in Ely and Hibbing. The units that are being replaced are over 20 years old, and either cannot pass a Minnesota Department of Transportation inspection any longer due to cracked frames etc., or are worn and rusted to the point of needing replacement. State of Minnesota contract pricing was requested for this purchase.

The Mack GU713 was specified for three reasons:

1. The department has purchased the Mack GU713 for the past six years and experience with the Mack GU 713 has shown it to be a high quality truck which has been the most reliable and trouble free of the tandems purchased.
2. Reducing the number of different models of trucks in the fleet will reduce the amount of parts that are needed on hand, and reducing inventory costs.
3. Reducing the number of different models of trucks in the fleet allows mechanics to become familiar with the trucks reducing time spent maintaining, diagnosing and repairing the trucks.

The trucks will be purchased from Twin Cities Mack & Volvo of Roseville, Minnesota, using the available State of Minnesota contract. Warranty service and parts support for the trucks will be provided by Lake Superior Mack and Volvo of Duluth. The purchase will total \$219,274.54 plus 6.5% state sales tax of \$14,252.85, for a total cost of \$233,527.39. The cost is within that budgeted for this purchase.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the purchase of two 2014 Mack GU713 Tandem Axel Diesel Trucks from Twin Cities Mack & Volvo of Roseville, Minnesota at the State of Minnesota contract price of \$233,527.39, payable from Fund 407, Agency 407001, Object 666300.

State Contract Purchase of Tandem Axel Diesel Trucks

BY COMMISSIONER _____

WHEREAS, The Public Works Department equipment budget includes replacement of tandem trucks for snow and ice control, and gravel hauling; and

WHEREAS, The Public Works Department and Purchasing Division presented specifications and requested State of Minnesota contract pricing for the Mack GU713, due to its quality, department experience, savings in inventory, and mechanic familiarity; and

WHEREAS, Twin Cities Mack & Volvo of Roseville, MN responded with the state contract price for two Mack GU713 tandem trucks of \$219,274.54, plus 6.5% state sales tax of \$14,252.85, for a total cost of \$233,527.39;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of two 2014 Mack GU713 tandem trucks from Twin Cities Mack and Volvo Trucks of Roseville, Minnesota, for a total cost of \$233,527.39, payable from Fund 407, Agency 407001, and Object 666300.

BOARD LETTER NO. 13 - 169

PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 10

BOARD AGENDA NO.

DATE: May 7, 2013 **RE:** Award of Bid for Liquid
Chloride and Application

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

RELATED DEPARTMENT GOAL:

Provide a safe, well maintained road and bridge system.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the award of bid for annual liquid chloride application.

BACKGROUND INFORMATION:

The Public Works Department budgets annually for the application of liquid chloride on gravel roads as part of its summer dust abatement program. The bid is based on a total of 1,156,000 gallons to be used by various entities. St. Louis County's approximate application amount is 460,000 gallons. The remaining 696,000 gallons included in the bid are to be applied in the following jurisdictions which are participating at the bid rate: Itasca, Koochiching and Lake counties and various cities and townships within St. Louis County. The partners in this project will pay for the costs of the liquid calcium chloride application in their individual jurisdictions.

Bids were taken on Thursday, April 18, 2013 for the contract containing 38% liquid calcium chloride and 30% liquid magnesium chloride. There were no bidders on the 30% magnesium chloride product. The Public Works Department budget allows the application of up to 460,000 gallons of liquid chloride. The bid prices received for 460,000 gallons of liquid chloride applied in various locations in St. Louis County are detailed below:

Tri-City Paving, Inc., Little Falls, MN	\$0.829 per gallon = \$381,340.00
Envirotech Services, Inc., Greeley, CO	\$0.86 per gallon = \$395,600.00

This represents a 3.88% increase per gallon for calcium chloride from the price paid in 2012.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize an award of bid to the low bidder Tri-City Paving, Inc. of Little Falls, MN on the above project for a total cost of \$381,340.00 payable from Fund 200, Agency 207001, Object 653400.

Award of Bid for Liquid Chloride and Application

BY COMMISSIONER _____

WHEREAS, Bids have been received by the Purchasing Division for Bid #5014, to furnish and apply 460,000 gallons of liquid chloride; and

WHEREAS, Bids were opened in the Purchasing Division at 1:00 p.m., April 18, 2013, and the lowest acceptable bidder was Tri-City Paving, Inc. of Little Falls, Minnesota;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the award of the contract on the above project to the low bidder, Tri-City Paving, Inc. of Little Falls, Minnesota for 460,000 gallons of 38% liquid calcium chloride for the bid price of \$0.829 cents per gallon for a total cost of \$381,340.00, payable from Fund 200, Agency 207001, Object 653400.

BOARD LETTER NO. 13 - 170

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 11

BOARD AGENDA NO.

DATE: May 7, 2013 **RE:** Rental of Five Mower Tractors

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Highway Engineer/Public Works Director

RELATED DEPARTMENT GOAL:

Provide a safe, well maintained road and bridge system.

ACTION REQUESTED:

The St. Louis County Board is requested to approve a rental agreement for five roadside mowers.

BACKGROUND:

The Public Works Department's 2013 budget includes the rental of five agricultural tractors equipped with roadside mowing equipment. It is recommended to rent these units instead of owning due to the limited seasonal use for roadside mowing. The Public Works Department has developed a relationship with Zeigler Inc. over the past eight years, to supply these custom units to fit department needs. The rental agreement is for five units for three months each. This allows the Public Works Department to complete all roadside mowing operations effectively, without the expense of purchasing, storing, and maintaining owned units.

Zeigler is a single source supplier for these rental units. Nortrax and Titan Machinery were both contacted and encouraged to participate in this agreement, but showed no interest at this time. The tractor-mowers will be rented from Zeigler Inc. of Duluth, Minnesota. The rental agreement cost of \$120,234.38 is within that budgeted for this purchase.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the rental of five CAT Challenger agricultural tractors equipped with roadside mowing equipment from Zeigler Inc. of Duluth, Minnesota at the agreed rental price of \$112,500 plus 6.875 state sales tax of \$7,734.38, for a total cost of \$120,234.38, payable from Fund 202, Agency 202002, and Object 634100.

Rental of Five Mower Tractors

BY COMMISSIONER _____

WHEREAS, The Public Works Department budget includes rental of five Tractor-Mowers for roadside mowing operations; and

WHEREAS, The Public Works Department and Purchasing Division presented specifications and requested pricing for Tractor Mowers, based on the department's needs; and

WHEREAS, Zeigler of Duluth, MN responded with the only price for five CAT Challenger agricultural tractors equipped with roadside mowing equipment of \$112,500.00, plus 6.875% state sales tax of \$7,734.38, for a total cost of \$120,234.38;

THEREFORE, BE IT RESOLVED, The St. Louis County Board authorizes the rental of five CAT Challenger agricultural tractors equipped with roadside mowing equipment from Zeigler Inc. of Duluth, Minnesota, for a total cost of \$120,234.38, payable from Fund 202, Agency 202002, and Object 634100.

2013 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;

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

1. Use of fund balance (unspent in the Commissioners' 2012 budget) for various Commissioners' projects (\$25,000.00).
2. Increase revenue and expense budget to allow spending of unexpected refund check for utility demand overcharges in Property Management, and transfer the budget to fund 400 to be spent on capital projects (\$39,455.75).
3. Increase Sheriff's revenue and expense budgets to match actual revenues received for meth-related overtime reimbursed through Northeast Law Enforcement Administrators Council (NLEAC) (\$913.31).
4. Reallocate Deputy Sheriff-Investigator position to Deputy Sheriff-Sergeant position within Sheriff's Office – no budget changes as the \$1,704.00 annual increase can be absorbed within the existing 2013 personnel budget.
5. Use of Attorney Trust Accounts-Victim/Witness fund balance to purchase newspaper subscription for Virginia victim/witness lounge (\$130.00).
6. Transfer funds from personnel to operating within Law Library budget to cover professional services agreement, approved per Resolution No. 13-48 (\$55,200.00).
7. Add revenue and expense budget in County Extension Office for the Wood Ash program (\$2,000.00).
8. Move budget from personnel to operating to match actual expense for Infant/Early Child Home Visits grant in Public Health & Human Services (\$1,597.64).
9. Increase revenue and expense budget in Public Health & Human Services to match what will actually be received for Child & Teen Checkups (\$6,333.00).
10. Use of Forest Resources fund balance to survey and appraise shore land leased lots before they can be sold; these costs will be recovered in the sale price (\$750,000.00).
11. Use of Motor Pool fund balance for window replacement and tuck point design (\$2,900.00).

12. Use of general fund cash flow due to 2012 budget savings for capital purposes in 2013:
- a. Fund the remaining capital budget approved as part of the contract with the Arrowhead Center for Camp Esquagama (\$841,081.00).
 - b. Set aside 2012 operating savings in the St. Louis County Heritage and Arts Center (the Depot) for unplanned capital projects that are the county's responsibility as owner (\$138,252.00).
 - c. Fund security investments consistent with other County Attorney's office space for the Hibbing Courthouse (\$34,100.00).
 - d. Fund the county share (\$150,000.00) of relocation expense for the Law Library to move to the Property Management office area in the Duluth Courthouse (and necessary move of Property Management to the 5th floor, as well as associated changes to the County Attorney's office space). This project has been approved by the Law Library Board with 50% of the funding transferred from the Law Library fund balance (\$150,000.00).
 - e. Transfer the remainder of General Fund savings from 2012 for one-time capital projects whose estimates are still being determined (including the Safety Office building renovation for Safety and Risk Management Division, County Attorney security investments for the Duluth Courthouse area, and some of the costs associated with the Virginia Motor Pool Project) (\$729,082.00).

180	180001	697600		150,000.00		
400	400024	590100				(138,252.00)
400	400008	590100				(34,100.00)
400	400004	590100				(300,000.00)
400	400023	590100				(729,082.00)
400	400024	632900	138,252.00			
400	400008	663100	34,100.00			
400	400004	663100	300,000.00			
400	400023	663100	729,082.00			

BOARD LETTER NO. 13 - 172

FINANCE & BUDGET COMMITTEE CONSENT NO. 13

BOARD AGENDA NO.

DATE: May 7, 2013 **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. 59577.

Abatements Submitted for Approval by the St. Louis County Board
on 5/14/2013

<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 2640 2660	0 14719	ALLEN, JEFFERY	R	City of Duluth	Lana Anderson	HOMESTEAD	2013	348.70
320 130 340	0 14720	BACHKE, JEFFREY	R	Ellsburg	Daryl Benson	DOUBLE ASSESSMENT	2013	1,775.90
140 170 1510	0 14721	BECKER, ALAN	R	Hibbing	Bruce Sandberg	HOMESTEAD	2013	631.00
390 10 2530	0 14722	BROADY, PATRICIA	R	Halden	ANDY PLESHA	CODE CHANGE	2011	2.22
390 10 2530	0 14723	BROADY, PATRICIA	R	Halden	ANDY PLESHA	CODE CHANGE	2012	1.84
390 10 2530	0 14724	BROADY, PATRICIA	R	Halden	ANDY PLESHA	CODE CHANGE	2013	1.86
10 2710 7012	0 14725	CARLSON, JEREMY	R	City of Duluth	Cory Leinwander	VALUATION	2013	35.68
310 10 2100	0 14726	CIOCHETTO, EMILY	R	Culver	Daryl Benson	HOMESTEAD	2013	536.56
450 10 4310	0 14727	COMNICK, JACOB	R	Midway	Bruce Sodahl	HOMESTEAD	2013	273.20
40 200 19	0 14728	COUNTY AUDITOR	R	Eveleth	County Auditor	CANCEL FORFEITURE	2003	
10 156 40	0 14729	HAWKINS, LISA	R	City of Duluth	Bemen Carlson	HOMESTEAD	2013	371.86
365 10 4644	0 14730	KALLBERG, DARIN	R	FREDENBERG	Daryl Benson	HOMESTEAD	2013	255.82
545 10 751	0 14731	KANGAS, DENNIS J	R	Sturgeon	Doug Knoer	HOMESTEAD	2013	609.94
340 10 3440	0 14732	KEATING, RUSSELL	R	Fayal	Patrick Orent	VALUATION	2013	145.38
225 200 50	0 14733	KRAUSE, KENNETH	R	Arrowhead	Daryl Benson	VALUATION	2013	15.78
580 10 2900	0 14734	MCDONALD, MITCHEL	R	Wuori	Daryl Benson	HOMESTEAD	2013	568.04
465 10 1622	0 14736	MONTHEI, MARSHALL	R	Morse	Andrew Olson	HOMESTEAD	2013	501.32
365 10 6390	0 4735	MP & L	R	FREDENBERG	Larry Jackson	VALUATION	2013	3,945.88
10 3100 1070	0 14737	O'NEIL, DANIEL	R	City of Duluth	Bruce Eichorn	HOMESTEAD	2013	162.10
165 20 100	0 14740	PASEK, JAMES	R	Meadowlands C.	Cory Leinwander	CODE CHANGE	2011	491.46
165 20 100	0 14739	PASEK, JAMES	R	Meadowlands C.	Cory Leinwander	CODE CHANGE	2012	537.36
165 20 100	0 14738	PASEK, JAMES	R	Meadowlands C.	Cory Leinwander	CODE CHANGE	2013	541.70
10 1180 2530	0 14772	PORATH, AMANDA	R	City of Duluth	Bruce Eichorn	HOMESTEAD	2013	768.26
365 25 20	0 14741	PROETZ, EDWARD	R	FREDENBERG	Daryl Benson	HOMESTEAD	2013	179.16
365 10 4183	0 14742	SIEGLE, LEROY	R	FREDENBERG	Larry Jackson	VALUATION	2013	237.70
395 10 8845	0 14743	SODERHOLM, WADE	R	Hermantown	Steve Walczynski	HOMESTEAD	2013	294.96
305 20 4252	0 14744	STEVENSON, ROBERT L	R	Cotton	ANDY PLESHA	HOMESTEAD	2013	592.48
142 24 2760	0 14745	STORDAHL, BRENDA	R	Hoyt Lakes	Beth Sokoloski	HOMESTEAD	2013	669.84
350 10 1775	0 14746	STRONG, TERESA	R	Field	Doug Knoer	HOMESTEAD	2013	562.46
430 10 2100	0 14748	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	169.78
430 10 2110	0 14749	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	169.78
430 10 2120	0 14750	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	187.60
430 10 2130	0 14751	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	187.60
430 10 2315	0 14752	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	35.62

<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>	
430	10	3650	0	14747	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	385.98
430	10	3660	0	14753	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	156.72
430	10	3670	0	14754	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	150.78
430	10	3680	0	14755	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	HOMESTEAD	2013	176.90
430	10	3690	0	14756	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	129.42
430	10	3710	0	14757	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	154.34
430	10	3720	0	14758	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	146.02
430	10	3770	0	14759	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	142.48
430	10	3780	0	14760	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	140.10
430	10	3800	0	14761	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	147.22
430	10	3860	0	14762	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	142.48
430	10	3870	0	14763	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	156.72
430	10	3880	0	14764	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	159.12
430	10	3890	0	14765	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	220.12
430	10	3900	0	14766	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	131.80
430	10	3910	0	14767	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	146.02
430	10	3920	0	14768	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	147.22
430	10	3930	0	14769	THOMAS, SCOTT	R	Linden Grove	Doug Knoer	CODE CHANGE	2013	140.10
10	620	2100	0	14770	WOODS, NIKOLAUS	R	City of Duluth	Bemen Carlson	HOMESTEAD	2013	381.40
10	2826	40	0	14771	YOUNG, ODILE	R	City of Duluth	County Auditor	PENALTY & INTEREST	2012	192.23

BOARD LETTER NO. 13 - 173

FINANCE & BUDGET COMMITTEE CONSENT NO. 14

BOARD AGENDA NO.

DATE: May 7, 2013

RE: Lawful Gambling Applications
(Greenwood and Vermilion Lake
Townships)

FROM: Kevin Z. Gray
County Administrator

Donald Dicklich
County Auditor

RELATED DEPARTMENT GOALS:

Provide mandated and discretionary licensing services in a timely manner.

ACTION REQUESTED:

The St. Louis County Board is requested to approve lawful gambling applications for Greenwood and Vermilion Lake Townships.

BACKGROUND:

The following Lawful Gambling Applications were recommended for approval by the Liquor Licensing Committee:

American Legion Post 239, Virginia, Minnesota, to operate out of the following:

Black Bear Café, Vermilion Lake Township, 6699 Highway 169, Tower, MN 55790, new;

Vermilion Club, Greenwood Township, 3191 County Road 77, Tower, MN 55790, new.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the above Lawful Gambling applications.

Lawful Gambling Applications (Greenwood and Vermilion Lake Townships)

BY COMMISSIONER _____

RESOLVED, That pursuant to Minn. Stat. 349.213, Subd. 2, the St. Louis County Board approves the following Lawful Gambling License Applications on file in the office of the County Auditor, identified as County Board File No. 59615, for the following organization:

American Legion Post 239, Virginia, Minnesota, to operate out of the following:

Black Bear Café, Vermilion Lake Township, 6699 Highway 169, Tower, MN 55790, new;

Vermilion Club, Greenwood Township, 3191 County Road 77, Tower, MN 55790, new.

BOARD LETTER NO. 13 - 174

FINANCE & BUDGET COMMITTEE CONSENT NO. 15

BOARD AGENDA NO.

DATE: May 7, 2013

RE: Agreement for Miscellaneous
Electrical Services

FROM: Kevin Z. Gray
County Administrator

Tony Mancuso
Property Management

RELATED DEPARTMENT GOAL:

Provide safe, secure, efficient, cost effective, and code compliant facilities and facility operations.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the selection of a private contractor to provide miscellaneous electrical services throughout St. Louis County.

BACKGROUND:

On February 12, 2013, the St. Louis County Purchasing Division issued a Request for Proposals to obtain the services of qualified electrical professionals to provide miscellaneous electrical services at various locations throughout the county. Services will include maintenance, repair, small remodeling, and energy savings projects. On March 4, 2013, the county received four (4) proposals, and an evaluation committee comprised of Property Management and Purchasing staff evaluated the proposals on format, qualifications, service and cost. The committee unanimously agreed Hunt Electric Corporation of Duluth, MN provided the best service package for the best price.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a five-year agreement for miscellaneous electrical services valued at less than \$50,000 each throughout St. Louis County with Hunt Electric Corporation of Duluth, MN, for the period May 14, 2013 through May 13, 2018.

Agreement for Miscellaneous Electrical Services

BY COMMISSIONER _____

WHEREAS, St. Louis County has the need for the services of qualified electrical professionals for maintenance, repair, small remodeling, and energy savings projects county-wide, valued at less than \$50,000 each; and

WHEREAS, To increase efficiency, enhance emergency response times, and reduce costs, Property Management and Purchasing Division staff drafted specifications for the electrical services and received four (4) proposals; and

WHEREAS, After review of the proposals, it was determined that Hunt Electric Corporation of Duluth, MN provided the best service package for the best price;

THEREFORE BE IT RESOLVED, That the St. Louis County Board authorizes a five-year agreement with Hunt Electric Corporation, Duluth, MN, for Miscellaneous Electrical Services including maintenance, repair, small remodeling and energy savings projects under \$50,000 for the period May 14, 2013 through May 13, 2018.

BOARD LETTER NO. 13 - 175

FINANCE & BUDGET COMMITTEE CONSENT NO. 16

BOARD AGENDA NO.

DATE: May 7, 2013

RE: Sale of Surplus Fee Land Lot
15, Block 7, Lincoln Park Place
(Duluth)

FROM: Kevin Z. Gray
County Administrator

Tony Mancuso, Director
Property Management

RELATED DEPARTMENT GOAL:

Facilitate county fee land purchase, sale and easement activities.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the sale of surplus fee owned land pursuant to the requirements and procedures of Minn. Stat. § 373.01, and establish the time for bid.

BACKGROUND:

The Public Works Department acquired a parcel of property in Lincoln Park in Duluth, MN on July 6, 2000 during the reconstruction of Piedmont Avenue. The Minnesota Department of Transportation was considering major improvements to State Trunk Highway (STH) 53. The approximately 6,600 square foot property was purchased for highway purposes awaiting final design of the Piedmont Avenue intersection with STH 53. This intersection was moved considerably to the northeast and the parcel was not needed for construction. St. Louis County paid \$8,000 for the parcel. Current assessed value is \$10,400. The parcel is a conforming buildable lot according to the City of Duluth with all utilities available.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the Property Management Director to offer for sale this parcel of surplus county fee owned land at a minimum bid of \$10,400, and set the time for written bid consideration at 9:40 A.M. on Tuesday September 10, 2013, at the St. Louis County Courthouse, Duluth.

Sale of Surplus Fee Land Lot 15, Block 7, Lincoln Park Place (Duluth)

BY COMMISSIONER _____

WHEREAS, The Property Management Team has approved the sale of an approximate 6,600 square foot property, legally described as follows:

Lot 15, Block 7, Lincoln Park Place, Duluth, MN

WHEREAS, A review of assessed value and sales has determined a minimum bid amount for this property to be \$10,400.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Property Management Director to advertise for written bids for the above described property, pursuant to the requirements and procedures of Minn. Stat. § 373.01;

RESOLVED FURTHER, The County Board establishes the time for bid consideration to be at 9:40 A.M. on Tuesday September 10, 2013, at the St. Louis County Courthouse, Duluth, MN.

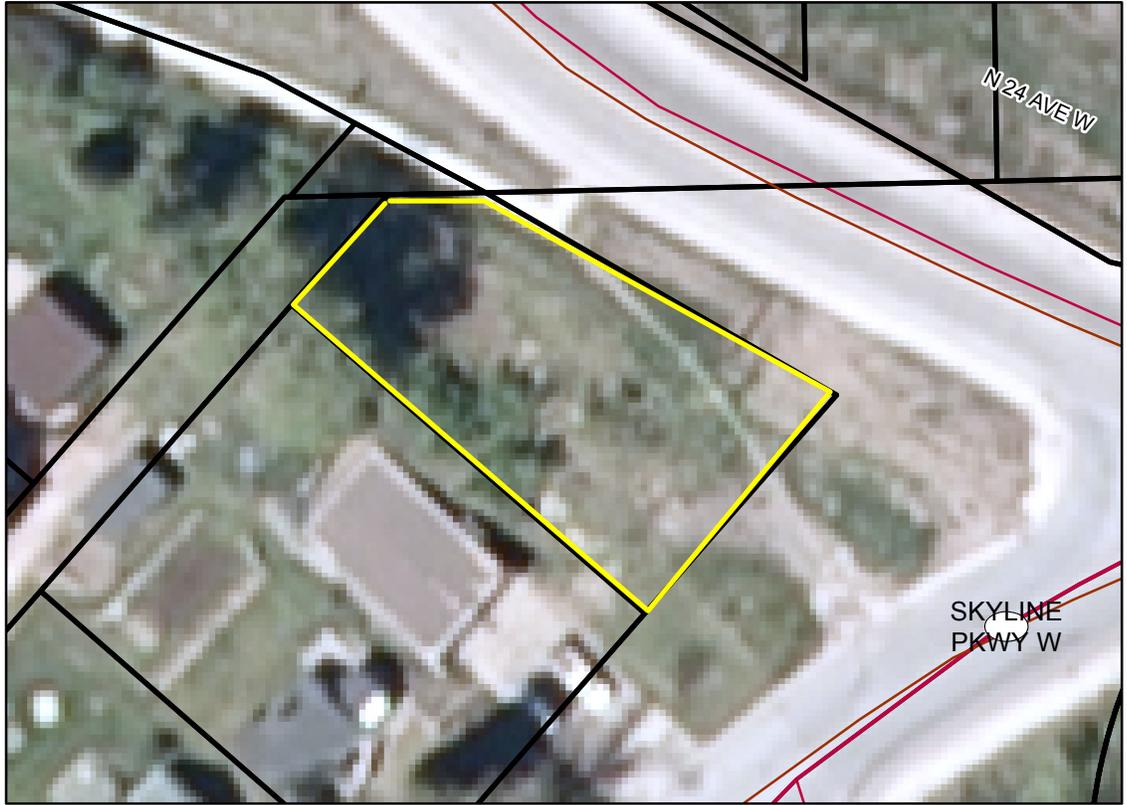
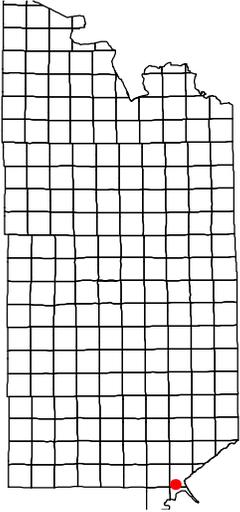
St. Louis County Fee Owned Land, Potential Public Sale

St. Louis County Property Management Dept. Located in the City of Duluth



Parcel Code: 010-2910-00750
Address: 2407 West Skyline Parkway
Area: Approximately 7,500 sq. ft.
Commissioner District # 3

Legal Description: Lot 15 , Block 7, Lincoln Park Place



Parcel Specifications: The parcel is a residential lot on the corner of 24th Av. West and Skyline Parkway. The parcel is irregular in shape with 70 feet of frontage on Skyline Parkway. Lot is currently mostly cleared with the northern portion growing up with small trees. There is an entrance off of Skyline Parkway which accesses the property. The property has a tremendous view of Enger Tower, St. Louis Bay and Lake Superior.

Acquisition History: Parcel was acquired by the St. Louis County Public Works Department in July, 2000. St. Louis County was reconstructing Piedmont Avenue and this parcel was available. St. Louis County chose to purchase the parcel. At that time the State Highway Department was considering major improvements to STH 53. Property was purchased for highway purposes awaiting the final design of the Piedmont Avenue intersection with STH 53. This intersection was moved considerably to the northeast and this parcel was not needed for construction. St. Louis County paid \$8,000 for this parcel. Current assessed value is \$10,400.

Zoning: Preliminary inquiries made to the City of Duluth Dept. of Building Inspection indicate that this parcel is buildable as long as the setbacks are met.

Current County Assessed Value: \$10,400 for this parcel.

Utilities: All City utilities are available (water, sewer and gas), utility assessments have been paid. Buyer would be responsible for hookup fees and to extend utility service from the mains in the Blvd. to the building site.

Recommendation: Place parcel up for sale over the spring and summer months with a minimum bid at \$10,400.

Mark J. Hudson
Right of Way Agent
St. Louis County Property Management
100 North 5th Avenue West RM 2

Sale of Surplus Fee Land Section 23, T51N, R16W (Grand Lake Township)

BY COMMISSIONER _____

WHEREAS, The Property Management Team has approved the sale of an approximately 6.1 acre parcel legally described as follows;

That part of the Southwest Quarter of the Northwest Quarter of Section 23, Township 51 North, Range 16 West, St. Louis County, Minnesota, described as follows:

Commencing at the west quarter corner of said Section 23; thence North 01 degree 26 minutes 02 seconds West, along the west line of said SW1/4-NW1/4 a distance of 687.80 feet to the point of beginning; thence North 88 degrees 33 minutes 58 seconds East a distance of 89.11 feet; thence North 46 degrees 01 minute 23 seconds East a distance of 911.89 feet to a point on the north line of said SW1/4-NW1/4 distant 761.08 feet easterly of the northwest corner of said SW1/4-NW1/4; thence South 89 degrees 36 minutes 41 seconds West, along said north line a distance of 761.08 feet to the northwest corner of said SW1/4-NW1/4; thence South 01 degree 26 minutes 02 seconds East, along the west line of said SW1/4-NW1/4 a distance of 630.45 feet to the point of beginning.

Subject to an easement for county roadway purposes over, under and across the West 50.00 feet.

Subject to and together with any valid easements, restrictions and reservations, if any.

WHEREAS, St. Louis County Property Management has recommended that the minimum bid amount for this property be set at \$31,200;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Property Management Director to advertise for written bids for the above described property, pursuant to the requirements and procedures of Minn. Stat. § 373.01 at a minimum bid price of \$31,200;

RESOLVED FURTHER, The County Board establishes the time for bid consideration to be at 9:40 A.M. on Tuesday, August 13, 2013 in the Fredenberg Town Hall.



Sale of County Fee Owned Property St. Louis County Property Management Dept.

Parcel Code: 380-0010-04730

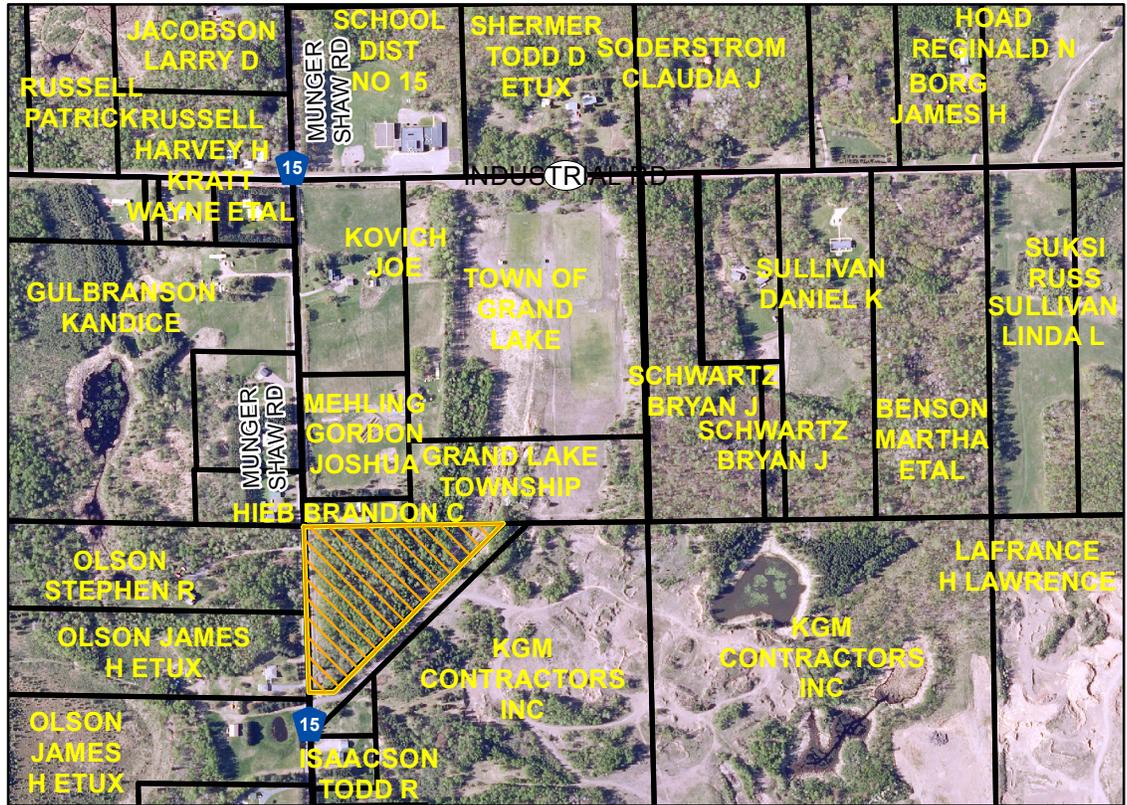
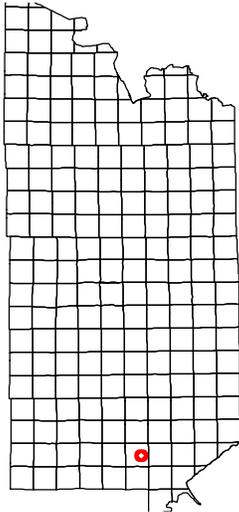
Address: 5250 Munger Shaw Road

Legal Description: Part of SW 1/4 of NW 1/4 Section 23, T51N, R16W

Acres: Approximately 6.1 Acres

Commissioner District # 6

Maintenance District # 5



Parcel Specifications: This parcel is approximately 6.1 acres with frontage on Munger Shaw Road (County State Aid Hwy 15)

Acquisition History: Parcel was acquired as part of a larger parcel from the DWP Railroad in 1958 and a portion of the property was used as a County Highway Department Gravel Pit. The gravel pit portion of the property was conveyed to Grand Lake Township in 1992 and is currently used as a recreation area with soccer fields. This parcel does not appear to have been used as a gravel pit and probably lies outside the gravel deposit area.

Zoning: Parcel is in Zoning District muns-4. This zoning requires 4.5 acres and 300 feet of frontage. This parcel appears to be a conforming parcel. A portion of the property will be encumbered with an 50 foot easement for CSAH 15.

This parcel was advertised for sale in 2012 and no bids were received. Property minimum bid is being reduced approximately 20% and is being re-bid.

4/30/2013

Mark J. Hudson
Right of Way Agent
St. Louis County Property Management
100 North 5th Avenue West RM 2
Duluth, MN 55802
218-726-2356 Office
218-343-3505 Cell
hudsonm@stlouiscountymn.gov

BOARD LETTER NO. 13 - 177

FINANCE & BUDGET COMMITTEE CONSENT NO. 18

BOARD AGENDA NO.

DATE: May 7, 2013

RE: Establish Public Hearing on an
Amendment to the Capital
Improvement Plan and on
Intent to Issue Capital
Improvement Bonds

FROM: Kevin Z. Gray
County Administrator

Donald Dicklich
County Auditor

RELATED DEPARTMENT GOAL:

Provide for effective, efficient government.

ACTION REQUESTED:

The St. Louis County Board is requested to establish a public hearing on the Capital Improvement Plan and intent to issue Capital Improvement Bonds.

BACKGROUND:

The St. Louis County Board is authorized under Minn. Stat. § 373.40, Subdivision 3, to amend a five year capital improvement plan. The process, as outlined in the statute, is as follows:

1. A public hearing is held to allow public input into the capital improvement plan.
2. The Board of Commissioners considers approval of the capital improvement plan after the public hearing.

The County Board reviewed the 2013 – 2017 Capital Improvement Plan amendment at the March 19, 2013 workshop. It is recommended that a public hearing be established for the purpose of obtaining input from the general public on the 2013 – 2017 Capital Improvement Plan. After the public hearing, the Board will consider the issuance of capital improvement bonds under Minn. Stat. § 373.40 and Chapter 475 in an amount not to exceed \$24,000,000 for the purpose of providing funds for the following capital improvements:

- Administration Building Improvements – Improvements to the Government Services Center located in Duluth.

The Internal Finance Committee met on April 22, 2013 and recommends issuance of these bonds.

RECOMMENDATION:

It is recommended that the St. Louis County Board establish a public hearing at 9:40 a.m. on Tuesday, June 4, 2013, in the St. Louis County Courthouse, Duluth, MN, for the purpose of obtaining input from the general public on the 2013 – 2017 Capital Improvement Plan and issuance of up to \$24,000,000 in Capital Improvement Bonds.

Establish Public Hearing on an Amendment to the Capital Improvement Plan and on Intent to Issue Capital Improvement Bonds

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board of Commissioners (the "Board") of St. Louis County, Minnesota, resolves as follows:

Section 1. Under and pursuant to Minn. Stat. Section 373.40, the Board has previously approved a Capital Improvement Plan with annual amendments, including the years 2012 through 2016 (the "Plan").

Section 2. The Board has proposed an amendment to the Plan for the years 2013 through 2017 (the "Amendment").

Section 3. Further, the Board is considering the issuance of capital improvement bonds under Minn. Stat. Section 373.40 and Chapter 475 in an amount not to exceed \$24,000,000 (the "Bonds") for the purpose of providing funds for the following capital improvements under the Plan, as amended by the Amendment:

- Administration Building Improvements – Improvements to the Government Services Center located in Duluth (the "Project").

Section 4. The Board shall hold public hearings at 9:40 a.m. on Tuesday, June 4, 2013, at the St. Louis County Courthouse, Duluth, Minnesota, to provide an opportunity for residents to express their views on the Amendment and on the issuance of the Bonds for the Project.

Section 5. The County Auditor shall publish a notice of public hearings on the Capital Improvement Plan and on the intent to issue the Bonds in substantially the form attached hereto as Exhibit A on a date which is not less than 14 days nor more than 28 days before the hearing in the official newspaper of the county.

EXHIBIT A

NOTICE OF PUBLIC HEARING ON THE ANNUAL AMENDMENT TO THE
CAPITAL IMPROVEMENT PLAN AND ON THE INTENT TO ISSUE
CAPITAL IMPROVEMENT BONDS BY ST. LOUIS COUNTY, MINNESOTA,
UNDER MINNESOTA STATUTES, SECTION 373.40

Notice is hereby given that the Board of County Commissioners of St. Louis County, Minnesota will conduct a public hearing on Tuesday, June 4, 2013, at 9:40 a.m. in the St. Louis County Courthouse, located in Duluth, Minnesota, to provide an opportunity for the public to express their views concerning (i) the county's Capital Improvement Plan for the years 2013 through 2017; and (ii) the county's intent to issue general obligation bonds in an amount not to exceed \$24,000,000 (the "Bonds"), pursuant to the Capital Improvement Plan as amended and approved by the Board of County Commissioners.

The proceeds of the Bonds shall be used by the county to construct the following improvements, and to pay costs of issuance of and capitalized interest, if any, on the Bonds:

- Administration Building Improvements – Improvements to the Government Services Center located in Duluth.

The Bonds and the interest thereon shall constitute general obligations of the county secured by the full faith and credit of the county. All persons interested may appear and be heard at the time and place set forth above.

BY ORDER OF THE BOARD OF
COMMISSIONERS OF ST. LOUIS COUNTY,
MINNESOTA

Donald Dicklich, County Auditor

Introduction - St. Louis County Capital Improvement Program for Fiscal Years FY 2013 – FY 2017

Each year, as an integral part of its annual budget process, St. Louis County updates its Capital Improvement Program plan. The Capital Improvement Program (CIP) is a plan that matches the county's major capital needs regarding long-term physical asset development with the financial ability to meet these needs in a manner that attempts to better ensure the effective and efficient provision of government services and operations while maintaining a strong county infrastructure. The county's CIP identifies projects that have been designed to support existing or projected needs in the following areas: transportation infrastructure (roads and bridges), county facilities, land improvement/development/acquisition, equipment purchases, and technology. CIP projects require a total expenditure of at least \$100,000 and must provide for or extend the useful life of the asset for at least 5 years.

The CIP is vital to the county because it is the principal planning tool designed, and utilized strategically, to achieve growth and development as envisioned in the county's Departmental Business Plans. The county strives to balance debt issuance with current property tax levels for capital projects in a concerted effort to minimize tax burden while at the same time better aligning the organization to meet the ever changing demands placed upon local governments.

In so doing, the county maintains its strong financial standing with an assigned "Aa2" rating from Moody's Investor Services, which has been achieved on all bonds since 2005. Further, the county continually strives to more effectively and completely integrate its capital and operating budgets; as such it is as a tool to balance capital needs and associated operating cost implications.

Through a detailed process of prioritization, project selection, and implementation detail, the CIP serves to guide the use of the limited resources that are available for capital projects. By providing a planned schedule, cost estimates, location of public sector improvements, project rationale, operating budget implications, and energy conservation considerations, the CIP provides local elected officials and the public with valuable information concerning proposed public facilities, transportation infrastructure, technology and capital equipment needs and their associated costs; while at the same time providing private sector decision makers with valuable information upon which to base investment decisions. Ultimately, the county will benefit from the coordination of orderly and efficient programs of private and public investment intended to maximize outside revenue sources and effectively plan for the growth and maintenance of the county's infrastructure.

Goals of the CIP

The CIP is prepared in consideration of two major goals:

1. To address the County's immediate and long-term capital needs, the CIP is guided by the following priorities, which were adopted by the County Board of Commissioners in 2007:

- Maintaining a strong county infrastructure (buildings, equipment, information infrastructure and personnel) in order to protect the County's investment.
- Expanding the tax base in a way that will benefit the health and well-being of citizens.
- Managing and encouraging orderly growth in coordination with other units of government and the private sector to promote a healthy local economy.
- Providing County services in the most efficient, effective and safe manner.

- Maintaining and improving a healthy, viable ecosystem and the community's quality of life.

2. To explore all feasible funding sources (as time and resources permit) in order to finance the County's capital needs.

Funding Priorities: Projects with the following characteristics are given priority for funding:

- Maintenance and/or improvement of the county's infrastructure
- Enhancement of County service delivery.
- Public health and public safety – prevents or corrects a major health or safety hazard.
- Legal requirements – clearly demonstrates a mandate by State or Federal law.
- Economic development – directly increases net annual revenues and creates indirect community wealth, i.e. jobs, business retention, etc.
- Budget impact – reduces operating costs or is eligible for available funding sources.
- Relationship to other projects – completes a project that is underway or advances the effectiveness of another project.
- Implementation of Business Plans or governing body policies – directly referenced in existing plan or policy or is essential to the implementation of programs adopted by the Board of Commissioners.
- Joint use – combines two or more projects resulting in immediate or future savings.

Relationship of the CIP to the Operating Budget

The operating budget and the CIP are closely related. The CIP is a plan that matches the County's major capital needs with the financial ability to meet them. As a plan, it is subject to change, however, a sound and reliable CIP is an invaluable planning tool that serves to aid the process of maintaining the good financial health of the County. That said, the CIP remains a living document that provides a constant reference point for broad ranging organizational discussions relating to the intrinsic relationship of capital infrastructure to the operation and mission of the county as expressed in the exploration of program and service delivery modalities, the increasing need for organizational efficiencies, downward budgetary pressures from state and federal sources, and increased burdens on tax payers. As local governments are forced to evolve in a climate trending toward increasing budgetary restriction, the continued refinement of strategies that integrate all elements of an organization into any decision-making matrix is paramount to the effective provision of government services in this day and age.

CIP projects that are proposed to be funded by General Fund revenues are intended to be included in the Budget in the appropriate year(s). Even so, because circumstances may change between the adoption of the CIP and the Budget, CIP projects must be resubmitted as part of each department's annual budget request, a step which promotes additional review of project details in light of new budget realities. Funds for such projects are not available unless and until they are included in the budget approved by the County Board of Commissioners.

The completion of capital projects directly impacts a department's operating budget as projects are completed and require maintenance and upkeep. Also, some facilities may require additional staffing and utilities, such as electricity and water, above current levels. Or, conversely, some departments may find that capital investments will positively impact their operating budget through energy conservation, strategic co-locations, and other operational impacts that influence how departmental resources are utilized. County-wide strategies which are moving the organization toward energy efficiency, co-located departments, consolidated

customer service centers, and the like are continually influencing CIP decision-making in a manner that seeks to improve rather than detract from operational budgets. Said impacts may not be readily evident when projects are funded and are constructed over several years. Consequently, the impacts of capital projects on the annual operating budget are estimated when available. Most projects will not have an operating impact in the year during which they are funded, thus continual tracking of associated costs on operations due to completed CIP projects feeds back into the decision-making process on CIP projects under consideration. Efforts in the area of tracking project cost payback due to energy efficiencies or other cost saving measures, which have been engineered into a CIP project, can prove to be a cost-saving measure for the county over time. Additionally, over the past two years the county has been implementing an asset management system to define and provide estimates for infrastructure needs to further aid in the development of a capital investment strategy that reduces operating costs over time while maximizing the direct impact of project funding.

CIP Strategy, Review & Adjustment

In an effort to further the integration of capital and operating budgets while defining appropriate levels of capital infrastructure investment, St. Louis County Administration Department has worked together with the Auditor's Office, Sheriff's Office, Public Works, Property Management, IT, Land and Minerals, Environmental Services and the Planning & Development departments to strategically improve the CIP process by bringing it into closer alignment with overall county strategies as represented in the Board of Commissioner's key priority areas as stated above.

Over the past year, strategic CIP efforts have included:

- Working with Public Works to streamline its CIP submission process by building on their 10-year State Transportation Improvement Plan, developing a new project submission form that aligns with their road and bridge asset management system, and implementing a common asset management system for facilities that includes Facility Condition Index ratings for each facility as a key facility performance indicator county-wide. In 2012, Public Works inventoried half of its buildings and plans to complete the rest in 2013. Property Management will run asset management system for all Property Management and Public Works facilities.
- Working with Property Management more closely on submissions so that prioritization, energy efficiency, building life cycle management, facility integrity, departmental lease costs (for office space), co-locations of departments/functions, safety/security, and project decision-making happens in advance of bonding cycles and in-line with broad county facility goals. As mentioned above, the county purchased and implemented an asset management system that assists the Property Management Department (and other participating county departments with facilities) to more effectively track and measure facility and system life cycles, manage energy consumption and measure facility efficiency, replacement and/or improvement cost. This system will in turn promote more effective alignment of capital improvement needs with operating budget realities by providing a tool to measure the impact of capital investment on facility integrity and departmental operational budgets.
- Working with the Auditor's Office to continue to improve the information collected as part of the annual update to the CIP so as to provide the most solid basis for bond work possible.

- Working with the IT and Planning departments to include a technology section for the first time in the CIP, this inclusion provides for large-scale infrastructure projects and systems such as our Land Records Portal.
- Working with all departments on CIP submission to enhance the information provided.
- County Administration has been working closely with departments to identify more customer friendly interface options for county facilities, which would serve to ensure public and employee safety, create a welcoming center for the delivery of county services, promote inter-departmental synergies across like or complimentary service areas, and provide for more effective and efficient utilization of current county facilities. Such projects include the Public Health and Human Services Department's centralized client in-take centers (Duluth, Virginia, Hibbing), the property/planning/records/taxation customer center (Virginia), and other projects that encourage collaboration and enhance customer service.
- Changes in the CIP submission form included the addition of Energy Conservation Considerations, a building Facility Condition Index rating, project payback information, project prioritization and rationale, and an asset life cycle determination for all projects related to facilities.
- Additional strategic CIP submission form changes include the requirement to provide the date of the last project cost estimate update to ensure more accurate cost estimation or to trigger the cost estimate updates; and guidance to county departments to select "other" as the funding sources on the form to trigger discussion on potential funding sources, strategies, and other considerations at present undefined.

Financial Assumptions

The FY 2013- FY 2017 CIP has been prepared with the following financial assumptions:

- A bond issuance in mid 2013 is currently being planned and, when issued, will include financing for new construction and building upgrades.
- All contributions from the General Fund have been incorporated into forecasted budgets for 2013. Projects funded through contributions from the General Fund include transportation and operations infrastructure (buildings, roads, communications tower). The planned contributions are included in the five year projection for financial planning purposes. However, funds for such projects will not be available unless and until they are approved by the Board of Commissioners. As such, contributions to specific projects in later years are subject to change.

Criteria for Inclusion in the CIP

Conformance with Chapter 383C

Chapter 383C of the Minnesota State Statutes contains laws that are specific to St. Louis County. In 1989, the legislature amended this chapter by including a provision allowing St. Louis County to develop and implement a capital improvement program. The 2013-2017 Capital Improvement Program is intended to fulfill this statutory authority.

Conformance with Chapter 373.40 Criteria

Chapter 373.40 requires the County to prepare its capital improvement program (CIP) consistent with the eight criteria contained in Section 2, Subdivision 3 of Chapter 373.40. The information required is summarized below for each of the eight criteria.

Condition of the County's Infrastructure

St. Louis County's infrastructure includes roads and bridges, three court houses, office buildings, highway maintenance facilities, and landfill service stations and the like totaling 170 structures, 3,000 miles of road and 601 bridges. The condition of the infrastructure is reviewed on an annual basis. The CIP contains several projects that are intended to upgrade and preserve these facilities in-line with the Board of Commissioner's strategic focus area *Strong County Infrastructure*. Additionally, proactive management, upgrade and maintenance of county facilities directly translates to cost-savings overall when facilities and infrastructure investments are planned and implemented as part of an overall county asset management strategy.

The Likely Demand for the Improvement

All the improvements proposed in the CIP have been evaluated for alternative actions including the "do nothing" alternative. Also, the CIP projects for each department are reviewed by the County Administrator's Office to ensure that each project is designed to meet a future demand of the public and the county. County efforts to develop and implement broad infrastructure improvements are continually refined in light of overall budget strategies, staffing and service efficiencies, asset condition/life cycle, energy efficiency, existing long-range plans, present cost-effectiveness, projected financial implications, and Board of Commissioner's key priority areas.

Estimated Costs of the Improvements

The County's CIP process requires each project's cost estimate to be as accurate as possible at the time the project is proposed and, additionally, that a project description form be submitted with each project estimate. The process requires annual review and updating of each non-capital budget item. The continual review of project cost estimates, as a practice, is a critical component of the county's strategy for CIP decision-making and implementation. On-going collaborative planning between Administration and other county departments will be further enhanced by the integration of the county's new facility asset management system into the cost estimation process made possible by virtue of system tools and data informed by continually updated *RS Means* construction cost estimation matrix (market based national construction cost index).

Available Public Resources

St. Louis County has examined all potential funding alternatives to each proposed project, and has carefully protected its ability to borrow funds for infrastructure projects. The County's low level of direct debt is evidence of the success of this policy. The County Board reviews the level of direct debt on a regular basis and strives to maintain direct debt at a consistently low level. Additional consideration has been and will continue to be given to expanded bonding opportunities and strategies, which may, in turn, provide for accelerated project implementation in cases where current market conditions matched with internal county operational strategies and infrastructure requirements may indicate a favorable congruence for such investment initiatives.

The Level of Overlapping Debt in St. Louis County

The CIP contains information required by Subdivision 3 of Chapter 373.40, and the process is mindful of the impacts of overlapping debt. The CIP process includes an analysis of the financial and property tax ramifications for all projects proposed for general obligation bond funding.

Relative Costs and Benefits of Alternative Uses of Funds

The CIP process requires each department to evaluate alternatives to the proposed project, as well as alternative funding for each identified project option. The CIP process further requires that the County Administrator's Office review all proposed projects to ensure that the financing options are viable and all encompassing. All projects are evaluated for lease financing versus other financing options. The county's capital infrastructure needs exceed available resources, and the county is always forced to make choices among numerous projects. Thus, careful consideration of county-wide as well as departmental priorities and strategies are a must, and as currently expressed, the CIP process allows for an open debate of the relative costs and merits of each major project. During said debates, alternative means of producing the resources necessary to complete a given project may emerge as a viable alternative to the use of bond proceeds for capital improvements.

Operating Costs of the Proposed Improvements

The CIP process requires that each department and the County Administrator's Office examine the estimated annual operating cost for each proposed project. Projects are reviewed for their impacts on utility costs, employee safety and productivity, number of employees, and any other factor that would have a negative impact on the County's general fund or require substantial increases in fees charged to facility users. County Administration continually strives to align capital improvement needs with the regular operations of the county as an organization. The impact of capital projects on the operating budget can be severe and as such Administration works to thoroughly examine all impact areas and to develop viable methods to provide for the impact of said projects; and, in some case, to eliminate projects from the CIP due to adverse and/or cost-ineffective project proposals. Throughout the project review process, deference is given to the tempering impacts of current budgetary realities, overarching strategies and priorities of elected officials, current departmental business plans, and defined needs in light of all of the preceding elements.

Alternatives for Providing Services More Efficiently Through Shared Facilities with Other Counties or Local Units of Government

The CIP process requires each department to examine alternatives that involve the use of shared facilities. The County Administrators' Office provides a final review to ensure that each CIP and annual capital budget item has been thoroughly reviewed for use with existing facilities in other governmental jurisdictions, and for opportunities for sharing new facilities.

The county is continuing to seek methods to improve inter-departmental synergies for internal management and external service functions, and has been making great strides in this direction over the last year. Property Management, with its asset management system is working to eventually include all county facilities such as those serving Public Works, Land & Minerals, and Environmental Services departments' functions/needs. As a policy, the St. Louis County Board of Commissioners has directed the county Property Manager to work toward housing all county departments in county facilities. The cost-benefit analysis of using external leases versus housing county departments in county facilities has shown that the latter is more cost-effective for the tax-payers of St. Louis County. With the planned Duluth Government Service Center remodel, the goal of eliminating leases and centrally locating county services will be

accomplished for offices/services in Duluth, and only the remodel of the Northland Office Center in Virginia will remain to fully meet this policy directive.

St. Louis County 2013-2017 Capital Improvement Program

Procedures

For each proposed capital improvement project, departments are required to complete a CIP inventory form. These forms provide both general background information pertaining to the projects and detailed information, which is used to evaluate the projects. The projects are compiled by the county administrator's office. Using the inventory forms as a basis for its review, the county administrator produces a preliminary list of items. Final approval and authorization comes from the county board.

In order to provide direction and conformity in compiling the CIP, it is essential that policies and guidelines are identified to direct county decisions regarding physical improvements and the sources of funding to be utilized. In prior budgets and related documents, the St. Louis County Board has identified the following policies regarding capital budgeting:

Capital Improvement Budget Policies

- The county makes all capital improvements in accordance with an adopted capital improvement program.
- The county develops a multi-year plan for capital improvements and updates it annually.
- The county enacts an annual capital budget based on the multi-year capital improvement plan. Future capital expenditures necessitated by changes in population, real estate development, or economic base are reviewed and included in capital budget projections.
- The county coordinates development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvements are projected and included in operating budget forecasts.
- The county uses intergovernmental assistance to finance only those capital improvements that are consistent with the adopted capital improvement plan and county priorities in which operating and maintenance costs have been included in operating budget forecasts.
- The county maintains its assets at a level adequate to protect its capital investment and minimize future maintenance and replacement costs.
- County staff identifies the estimated costs and potential funding sources for each capital project proposal before it is submitted to the county board for approval.
- Expenditures must be a minimum of \$100,000.
- Equipment purchases must have a minimum life of five years.
- The county determines the least costly financing method for all new county projects.
- Each capital project should be fully justified in terms of reducing operating costs, improving quality or quantity of service, adhering to appropriate regulations, protecting the health and safety of employees or clients, or meeting a clearly demonstrated demand for a service.
- There should be a thorough review of alternative actions to the proposed project including the development of shared facilities, the use of non-county services or methods to meet the need, or the use of non-capital alternatives.
- Each capital project should be reviewed to determine the amount of coordination required between county departments and with non-county agencies to implement the project.
- Projects should be evaluated regarding possible deferment to a later date if such action would not adversely affect the program.
- All auxiliary costs, such as site development, utilities, or parking, must be considered as

part of the capital project.

- With the exception of the Land & Minerals, Environmental Services, and Public Works departments, the Property Management Department will serve as the Capital Improvement Construction Management Unit for county facilities in St. Louis County. All Department of Public Works road and bridge projects will be managed by the department of Public Works in coordination with the Administrator's Office. All departments are instructed to coordinate capital improvement projects with the Director of Property Management.

Debt Policies

- The county maintains its ability to support current debt and incur additional debt at minimal interest rates and in the amounts required for infrastructure and other capital assets without endangering the ability of the county to finance essential services.
- Projects should be evaluated regarding possible deferment to a later date if such action would not adversely affect the program.
- Debt is used sparingly and only after other means of financing are fully investigated.
- No debt which becomes an obligation of the county or any of its agencies may be issued for a term longer than the reasonably expected useful life of the asset being funded, but in no event for longer than 20 years for real property or 5 years for equipment.
- The proceeds of all debt issues must be expended in compliance with all applicable state and federal laws and rules and in conformity with all covenants of the issue. Such laws, rules, and covenants must be strictly construed.
- No debt may be issued to fund normal operations of the county or any of its agencies. This does not exclude the possibility of issuing Tax Anticipation Notes as a financial and investment strategy.
- Debt must not be issued in excess of any statutory limit. The county must strive to keep the total debt burden of the county when measured as a percent of taxable market value from exceeding the median of similarly sized counties in the nation based upon figures available at the time of authorizing the issuance.
- Property tax supported debt including capital notes must not be issued beyond the point where annual debt service levy demands exceed 10% of the property tax levy (including HACA and disparity aid).
- The county must avoid, where possible, the issuance of general obligation debt by utilizing available funds, reserves, and revenue or other types of issues.

CIP Process

The CIP process begins at the beginning of the year (January) with a request to county departments for modifications, updates, additions or deletions from the previous CIP as part of the budget process. Detailed instructions for submission are provided by the Administration Department to guide the preliminary submission process, and, once complete, are followed up by in-depth project discussions, board workshop(s), public hearing and formal adoption of the CIP (updated) each winter.

Implementation Rate

Not all projects included in the 2013 capital budget will be completed during the budget year. Many projects require coordination with other agencies and businesses. St. Louis County accounting policies allow for carry forward of encumbered funds to allow for completion of projects started in one year but not finalized.

CIP Format

The 2013-2017 Capital Improvement Program is comprised of four major areas for capital improvement: roads and bridges, equipment, facilities, and technology. The project description form provides a brief description of the project and its location, the underlying purpose and justification for the project, estimated impacts on the operating budget, energy conservation considerations (if applicable), implementation details (date), funding source, cost breakdown and total project cost (estimates).

2013-2017 CIP by Category & Department

Facilities Capital Projects

Projects initiated under this category include improvements aimed at maintaining the life and integrity of all county-owned facilities, reducing operating or maintenance costs through initiatives such as energy efficiency projects, acquiring new/additional office space, providing a safe and productive work environment, and ensuring safe access for the public.

The following table shows the planned contributions to capital projects:

PROPERTY MANAGEMENT	FY2013	FY2014	FY2015	FY2016	FY2017
Downtown Duluth Parking Lot Repair	0	550,000	0	0	0
GSC Remodel & Infrastructure Repair	22,000,000	0	0	0	0
North Rescue Squad Storage & Office Facilities	0	250,000	250,000	250,000	250,000
GSC Exterior Repairs & Windows	0	0	0	0	1,300,000
Jail Energy Upgrades - Phase II	240,000	0	0	0	0
Jail Security Control Upgrade - Hibbing	105,000	0	0	0	0
Capital Improvements Dictated by Asset Mgmt System	2,170,623	1,317,266	3,000,051	1,902,249	1,221,959
Public Safety Storage Facility	0	0	0	0	700,000
Hibbing Courthouse & Annex Controls	485,000	0	0	0	0
Northland Office Building Remodel	0	0	9,000,000	0	0
Safety Building Remodel	150,000	250,000	150,000	150,000	250,000
Virginia Motor Pool Car Building	2,000,000	0	0	0	0
Hibbing Courthouse AC Unit Replacement	0	0	0	0	500,000
TOTAL PROP. MGMT	27,150,623	2,367,266	12,400,051	2,302,249	4,221,959

Sources of revenue include property tax, fees, interest earnings, unrestricted grants and aids, and other forms of unrestricted local income. Actual expenditures are based on the costs of the projects and the use of carry-over balances.

Solid Waste Projects

The Solid Waste Fund accounts for the management and operations of solid waste activities in St. Louis County outside of the Western Lake Superior Sanitary District Service area. This department is now called the Environmental Services Department. The fund includes general management of solid waste activities, recycling, canister sites, transfer stations, demolition facilities, household hazardous waste, and landfill operations.

The CIP projects for this category include:

ENVIRONMENTAL SERVICES	FY2013	FY2014	FY2015	FY2016	FY2017
Landfill Gas Collection & Mgmt. System - Virginia	0	150,000	575,000	1,185,000	0
Leachate Field Expansion - RLF - Virginia	0	900,000	0	0	0
Household Hazardous Waste - Virginia	150,000	50,000	0	0	0
TOTAL ENVIRONMENTAL SERVICES	150,000	1,100,000	575,000	1,185,000	0

Adequate cash flows are available in the Solid Waste Fund accounts to deliver the projects shown. The Environmental Services Department has provided cash flow analyses for the revenue that tie to each project.

Land & Minerals Department

The Land & Minerals Department manages tax forfeited trust lands for St. Louis County maximize forest health and productivity and to optimize revenue-generating capabilities. Proposed projects include:

LAND & MINERALS	FY2013	FY2014	FY2015	FY2016	FY2017
Virginia Land Office Space Addition	0	276,000	0	0	0
TOTAL LAND & MINERALS	0	276,000	0	0	0

Communications

The Sheriff's Office - Communications Division is responsible for Public Safety Wireless Voice Communications throughout the County. The Federal Communications Commission has mandated that all VHF and UHF licensees meet new narrowband requirements by December 31, 2012 forcing the replacement of all of St. Louis County and partner agency communications infrastructure and end user equipment.

COMMUNICATIONS	FY2013	FY2014	FY2015	FY2016	FY2017
Wireless Communication Systems Infrastructure Upgrade	1,100,000	0	0	0	0
TOTAL COMMUNICATIONS	1,100,000	0	0	0	0

Technology

The 2010 CIP includes a section on planned technology investments submitted by the Information Technology (IT) Department and the Planning and Development Department.

TECHNOLOGY PROJECTS	FY2013	FY2014	FY2015	FY2016	FY2017
Primary DC/Backup SAN Upgrade	0	150,000	0	0	0
IT/GIS Enterprise Geo Data Interface	0	0	275,000	0	0
IT/GIS Enterprise GEO Data Infrastructure	300,000	300,000	300,000	0	0
IT Enterprise Network & Infrastructure	0	100,000	0	0	0
TOTAL TECHNOLOGY PROJECTS	300,000	550,000	575,000	0	0

Public Works Building Improvements

These projects consist of constructing or maintaining the garages, shops and support facilities used by the Public Works Department in performing road and bridge construction and maintenance activities. They are aimed at reducing the operating and maintenance costs through energy savings, extending the lives of the facilities, and reducing the degradation to facilities.

PUBLIC WORKS	FY2013	FY2014	FY2015	FY2016	FY2017
Repair Pike Lake Cover-All Building	200,000	0	0	0	0
Virginia 911 Renovation	200,000	0	0	0	0
Pike Lake Floor Drain Project	125,000	0	0	0	0
4th District Facility	0	4,000,000	0	0	0
Virginia Wash Bay	0	550,000	0	0	0
Maintenance Painting Vir, Hib, LG, JD, shops	0	125,000	0	0	0
Maintenance as dictated by Asset Mgmt System	442,000	375,000	500,000	500,000	500,000
TOTAL PUBLIC WORKS	967,000	5,050,000	500,000	500,000	500,000

Public Works Road and Bridge

Projects under this category are road construction, maintenance overlays, and bridge construction and repairs financed through various sources including local funds, state and federal aid.

St. Louis County is responsible for over 3,000 miles of road and 601 bridges over ten feet in length. The St. Louis County Public Works Department annually updates their 10-Year Project Plan of all construction and repairs projects. Projects are completed either by county Road and Bridge Maintenance crews or through a competitive bidding process. State and federal funding for St. Louis County averages over \$15,000,000 per year. Projects open for bid, under construction, or completed in the current year can be reviewed on the Public Works Department home page at

<http://www.stlouiscountymn.gov/GOVERNMENT/DepartmentsAgencies/PublicWorks.aspx>.

PUBLIC WORKS/ROAD & BRIDGE	FY2013	FY2014	FY2015	FY2016	FY2017
Road and Bridge Projects	45,733,458	30,148,175	22,793,200	18,982,000	15,150,000
TOTAL PUBLIC WORKS/R&B	45,733,458	30,148,175	22,793,000	18,982,000	15,150,000

2013-2017 CAPITAL IMPROVEMENTS PROGRAM SUMMARY

DEPARTMENT	2013	2014	2015	2016	2017	TOTAL
COMMUNICATIONS						
Wireless Communication Systems Infrastructure Upgrade	1,100,000	0	0	0	0	1,100,000
TOTAL COMMUNICATIONS	1,100,000	0	0	0	0	1,100,000
LAND						
Virginia Land Office Space Addition	0	276,000	0	0	0	276,000
TOTAL LAND	0	276,000	0	0	0	276,000
PROPERTY MANAGEMENT						
Downtown Duluth Parking Lot Repair	0	550,000	0	0	0	550,000
GSC Remodel & Infrastructure Repair	22,000,000	0	0	0	0	22,000,000
North Rescue Squad Storage & Office Facilities	0	250,000	250,000	250,000	250,000	1,000,000
GSC Exterior Repairs & Windows	0	0	0	0	1,300,000	1,300,000
Jail Energy Upgrades - Phase II	240,000	0	0	0	0	240,000
Jail Security Control Upgrade - Hibbing	105,000	0	0	0	0	105,000
Capital Improvements Dictated by Asset Mgmt System	2,170,623	1,317,266	3,000,051	1,902,249	1,221,959	9,612,148
Public Safety Storage Facility	0	0	0	0	700,000	700,000
Hibbing Courthouse & Annex Controls	485,000	0	0	0	0	485,000
Northland Office Building Remodel	0	0	9,000,000	0	0	9,000,000
Safety Building Remodel	150,000	250,000	150,000	150,000	250,000	950,000
Virginia Motor Pool Car Building	2,000,000	0	0	0	0	2,000,000
Hibbing Courthouse AC Unit Replacement	0	0	0	0	500,000	500,000
TOTAL PROP. MGMT	27,150,623	2,367,266	12,400,051	2,302,249	4,221,959	48,442,148
TECHNOLOGY PROJECTS						
Primary DC/Backup SAN Upgrade	0	150,000	0	0	0	150,000
IT/GIS Enterprise Geo Data Interface & Applications	0	200,000	100,000	100,000	100,000	500,000
IT/GIS Enterprise GEO Data Infrastructure	0	100,000	100,000	400,000	100,000	700,000
TOTAL TECHNOLOGY PROJECTS	0	450,000	200,000	500,000	200,000	1,350,000

DEPARTMENT (CONTINUED)	FY2013	FY2014	FY2015	FY2016	FY2017	TOTAL
PUBLIC WORKS						
Repair Pike Lake Cover-All Building	200,000					200,000
Virginia 911 Renovation	200,000					200,000
Pike Lake Floor Drain Project	125,000					125,000
4th District Facility		4,000,000				4,000,000
Virginia Wash Bay	0	550,000	0	0	0	550,000
Maintenance Painting Vir, Hib, LG, JD, shops	0	125,000	0	0	0	125,000
Maintenance as dictated by Asset Mgmt System	442,000	375,000	500,000	500,000	500,000	2,317,000
TOTAL PUBLIC WORKS	967,000	5,050,000	500,000	500,000	500,000	7,517,000
PUBLIC WORKS/ROAD & BRIDGE						
Road and Bridge Projects	45,733,458	30,148,175	22,793,200	18,982,000	15,150,000	132,806,833
TOTAL PUBLIC WORKS/R&B	45,733,458	30,148,175	22,793,000	18,982,000	15,150,000	132,806,833
ENVIRONMENTAL SERVICES						
Landfill Gas Collection & Mgmt. System - Virginia	0	150,000	575,000	1,185,000	0	1,910,000
Leachate Field Expansion - RLF - Virginia	0	900,000	0	0	0	900,000
Household Hazardous Waste - Virginia	150,000	50,000	0	0	0	200,000
TOTAL ENVIRONMENTAL SERVICES	150,000	1,100,000	575,000	1,185,000	0	3,010,000
TOTAL ALL DEPARTMENTS	76,068,081	39,391,441	36,468,051	23,469,249	20,071,959	194,501,981

2013 – 2017 SUMMARY OF REVENUES BY DEPARTMENT

PROPERTY MANAGEMENT DEPARTMENT/FACILITIES

Department/Type	FY2013	FY2014	FY2015	FY2016	FY2017
Property Management/Facilities					
Property Tax	3,150,623	2,367,266	3,400,051	2,303,249	2,921,959
Bonding	22,000,000	0	9,000,000	0	1,300,000
Federal/State	0	0	0	0	0
Other	2,000,000	0	0	0	0
Total	27,150,623	2,367,266	12,400,051	2,302,249	4,221,959
Environmental Services					
Property Tax	0	0	0	0	0
Bonding	0	0	0	0	0
Federal/State	0	0	0	0	0
Other	150,000	1,100,000	575,000	2,205,000	0
Total	150,000	1,100,000	575,000	2,205,000	0
Land Department					
Property Tax	0	0	0	0	0
Bonding	0	0	0	0	0
Federal/State	0	0	0	0	0
Other	0	276,000	0	0	0
Total	0	276,000	0	0	0
Communications					
Property Tax	0	0	0	0	0
Bonding	0	0	0	0	0
Federal/State	0	0	0	0	0
Other	1,100,000	0	0	0	0
Total Communications	1,100,000	0	0	0	0
Technology					
Property Tax	0	0	0	0	0
Bonding	0	0	0	0	0
Federal/State	0	0	0	0	0
Other	0	450,000	200,000	500,000	200,000
Total Technology	0	450,000	200,000	500,000	200,000
Public Works Facilities					
Property Tax	967,000	1,050,000	500,000	500,000	500,000
Bonding	0	4,000,000	0	0	0
Federal/State	0	0	0	0	0
Other	0	0	0	0	0
Total Public Works Facilities	967,000	5,050,000	500,000	500,000	500,000

Revenues Continued	FY2013	FY2014	FY2015	FY2016	FY2017
Public Works Road & Bridge					
Property Tax	8,453,692	7,757,670	6,835,000	6,966,200	5,750,000
Bonding	0	0	0	0	0
Federal/State	34,205,667	21,993,245	14,700,160	10,984,800	9,400,000
Other	3,074,099	397,260	1,258,040	1,031,000	0
Total Public Works Road & Bridge	45,733,458	30,148,175	22,793,200	18,982,000	15,150,000

BOARD LETTER NO. 13 - 178

HEALTH & HUMAN SERVICES COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: May 7, 2013

RE: Minnesota Medical Assistance
Expansion Costs

FROM: Kevin Z. Gray
County Administrator

Ann Busche, Director
Public Health and Human Services

RELATED DEPARTMENT GOAL:

Parents will be emotionally and financially able to provide for their children. Adults will live in the least restrictive living arrangement that meets their health and safety needs. Adults will be self-sufficient, providing for their own welfare and that of their children.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize an increase to the staffing complement of the Public Health and Human Services Department (PHHS) by seventeen (17) full time equivalent employees (FTE) and a corresponding adjustment to the 2013 PHHS budget for the cost of these employees and related technology expenses due to Minnesota Medical Assistance expansion.

BACKGROUND:

The federal Affordable Care Act (ACA) allows states to expand health coverage to low income individuals through Medical Assistance (MA) and Basic Health Plans. Minnesota has passed legislation increasing eligibility as allowed in the ACA. The County Board was provided information on the impact to St Louis County at a workshop held on March 19, 2013.

The first phase of implementation will begin on October 1, 2013 when the state begins to convert those individuals currently on MinnesotaCare who will become eligible for Medical Assistance on January 1, 2014. The Department of Human Services (DHS) has projected 4,394 individuals currently on MinnesotaCare will be converted to MA as St. Louis County cases. In addition, DHS had projected 6,733 individuals would become eligible for MA on January 1, 2014 due to the new MA cases and expanded eligibility guidelines. As explained at the Board Workshop, depending on the methodology used to calculate the staff needed to handle the increase in workload, 29-40 Financial Workers and 2 supervisors were projected to be needed.

Since the workshop, the department has received the following updates from DHS:

1. The estimated number of children who will be eligible as new enrollees to MA has been decreased by 1,391, which decreases the estimated number of enrollees for St. Louis County from 11,127 to 9,737 individuals. This change will decrease the total financial workers needed by approximately 4-5 depending on the methodology used.
2. Currently, the Federal Match for Medical Assistance Programs is 50%. As a part of the ACA implementation, DHS has sought, and been approved for, a 75% Enhanced Federal Match, details of which are yet to be announced. The working budget is based on the current estimated reimbursement of 47%, anticipating that the eventual Enhanced Federal Match will increase revenue and decrease the use of the fund balance.

As the implementation begins in October 2013 and continues into 2014, the department will keep the Board apprised of any additional updates received from DHS and will continue to work with the County Administrator and Auditor's Office to further analyze the impact to the department's 2014 budget and FTE complement.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize an increase to the staffing complement of the Public Health and Human Services Department by seventeen full time equivalent employees (16 Financial Workers and 1 Administrative Assistant I), and a corresponding adjustment to the PHHS budget for 2013 for the cost of the FTEs and the related technology expenses. Funding is available from the Assigned Fund Balance category set up for the county's share of Medical Assistance expansion.

Personnel Cost – 2013	\$534,019.76	230-231014-610000
Technology Costs	126,050.00	230-230038-640400
Revenue	(310,232.79)	230-231014-540230
Use of Fund Balance Assigned for MA Expansion	(349,836.97)	230-999999-311406

Minnesota Medical Assistance Expansion Costs

BY COMMISSIONER _____

WHEREAS, The federal Affordable Care Act (ACA) allows states to expand health coverage to low income individuals through Medical Assistance (MA) and Basic Health Plans; and

WHEREAS, The Minnesota Legislature has passed legislation authorizing the expansion of Medical Assistance as allowed in the ACA; and

WHEREAS, The Minnesota Department of Human Services has projected that 9,737 individuals will become eligible for MA in St Louis County; and

WHEREAS, The first step of implementation will begin on October 1, 2013, with the transfer of 4,394 individuals currently on MinnesotaCare to Medical Assistance as St. Louis County cases; and

WHEREAS, PHHS will continue to work with the County Administrator and Auditor's Office to further analyze the impact to the department's 2014 budget and FTE complement;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an increase to the staffing complement of the Public Health and Human Services Department by seventeen full time equivalent (FTE) employees (16 Financial Workers and 1 Administrative Assistant I), and a corresponding adjustment to the department's budget for 2013 for the cost of the FTEs and the related technology expenses.

<u>Expense</u>	<u>Amount</u>	<u>Budget Reference</u>
Personnel Costs 2013 Budget	\$534,019.76	230-231014-610000
Technology Costs	126,050.00	230-230038-640400
Revenue	(310,232.79)	230-231014-540230
Use of Fund Balance Assigned for MA Expansion	(349,836.97)	230-999999-311406

BOARD LETTER NO. 13 - 179

PUBLIC WORKS & TRANSPORTATION COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: May 7, 2013

RE: Highway Engineer/Public
Works Director Reappointment

FROM: Kevin Z. Gray
County Administrator

RELATED DEPARTMENT GOAL:

To provide efficient, effective government.

ACTION REQUESTED:

The St. Louis County Board is requested to confirm the reappointment of James T. Foldesi as the St. Louis County Highway Engineer/Public Works Director, according to Minn. Stat.163.07 Subd. 1.

BACKGROUND:

James Foldesi has served as St. Louis County Highway Engineer/Public Works Director since May 9, 2009, succeeding former Highway Engineer Marcus Hall. At that time a comprehensive search was conducted in the state of Minnesota for qualified applicants for the vacant position. Mr. Foldesi had been employed by St. Louis County since 1993, working up the ranks in various positions including Traffic Engineer, Senior Engineer, Principal Engineer, and Assistant County Highway Engineer, prior to his appointment as the Highway Engineer/Public Works Director. Minn. Stat. § 163.07, Subd. 1 requires that the position be reappointed by the County Board every four years.

RECOMMENDATION:

It is recommended that the St. Louis County Board confirm the reappointment of James T. Foldesi as St. Louis County Highway Engineer/Public Works Director for a four-year term, effective May 1, 2013 and ending May 2017 at his current biweekly compensation rate of \$4,750.50 (Pay Plan A1, Grade 31, Step M4 of the Management Compensation Plan) with all benefits at his current level and as provided in the St. Louis County Management Compensation Plan.

Highway Engineer/Public Works Director Reappointment

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board confirms the reappointment of James T. Foldesi as the St. Louis County Highway Engineer/Public Works Director, for a four-year term effective May 1, 2013 and ending May 2017 at his current biweekly compensation rate of \$4,750.50 (Pay Plan A1, Grade 31, Step M4 of the Management Compensation Plan) with all benefits at his current level and as provided in the St. Louis County Management Compensation Plan.

BOARD LETTER NO. 13 - 180

PUBLIC WORKS & TRANSPORTATION COMMITTEE NO. 2

BOARD AGENDA NO.

DATE: May 7, 2013

RE: Award of Bids: Crushing, Striping and Crack Sealing Projects, Reclaim and Overlay Project (Midway Township), Bridge Project (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 award of bids for various projects included in the 2013 budget.

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 crushing project, a striping project and crack sealing in various locations in the county, a reclaim and overlay project in Midway Township, and a bridge project in Biwabik Township.

A call for bids was received by the St. Louis County Public Works Department on April 25, 2013, for the following projects in accordance with the plans and specifications on file in the office of the County Highway Engineer:

- Project:** CP 0000-97053, Aggregate Crushing, South
Location: Various locations
Traffic: N.A.
PQI: N.A.
Construction: Aggregate Crushing, South St. Louis County 2013
Funding: Fund 200, Agency 201077, Object 650200
Anticipated Start Date: June 1, 2013
Anticipated Completion Date: October 7, 2013
Engineer's Estimate: \$299,720.00

BIDS:

Hammerlund Construction, Inc.	\$272,000.00 (-9.25%, -\$27,720.00)
Grand Rapids, MN	
Forest Concrete Prod, Inc. Ely, MN	\$293,990.00
Hoover Construction Co. Virginia, MN	\$301,656.00
B & L Screening & Recycling, LLC Mt. Iron, MN	Bid Rejected

2. **Project:** CP 0000- 97055, Maintenance Striping 2013
Location: Highway Striping, various locations St. Louis, Lake Counties, and others
Traffic: N.A.
PQI: N.A.
Construction: Maintenance Striping, St. Louis County and Others
Funding: Fund 200, Agency 207001, Object 651800
Anticipated Start Date: June 3, 2013
Anticipated Completion Date: July 26, 2013
Engineer's Estimate: \$538,136.00

BIDS:

AAA Striping Service Co., St. Michael, MN	\$518,703.50 (-3.61%, -\$19,432.50)
Traffic Marking Services, Inc. Maple Lake, MN	\$562,372.50
Fahrner Asphalt Sealers, LLC Eau Claire, WI	\$618,660.00
Sinnott Contracting, LLC Duluth, MN	\$654,421.10

3. **Project:** CP 0073-94660(Low), & CP 0045-94661
Location: Combined Project
- A.) CP 0073-94660(Low), CSAH 73 from CSAH 13 (Midway Road) to CR 898 (Lindahl Road) in Midway Township, length 1.01 mi. (see attached map)
- Traffic:** 975
PQI: 1.2
Construction: Bituminous Pavement Reclamation, Culvert Replacement, Aggregate Base, Bituminous Surface and Aggregate Shouldering
Funding: Fund 200, Agency 203284, Object 652800
- B.) CP 0045-94661 (Tied) CSAH 45 (North Cloquet Road) from Carlton County line to CSAH 13 (Midway Road) in Midway Township, length 1 mi. (see attached map)
- Traffic:** 2310
PQI: 1.2
Construction: Bituminous Pavement Reclamation, Culvert Replacement, Aggregate Base, Bituminous Surface and Aggregate Shouldering
Funding: Fund 200, Agency 203285, Object 652800

Anticipated Start Date: June 10, 2013
Anticipated Completion Date: July 19, 2013
Engineer's Estimate: \$701,234.45

BIDS:

KGM Contractors, Inc. Angora, MN	\$657,740.22 (-6.20%, -\$43,494.23)
Northland Constructors of Duluth, LLC Duluth, MN	\$740,881.20
Ulland Brothers, Inc. Cloquet, MN	\$762,200.00

4. **Project:** CP 0000-97054, Crack Sealing St. Louis County and Others
Location: Various locations
Traffic: N.A.
PQI: N.A.
Construction: Crack sealing St. Louis County and others 2013
Funding: Fund 200, Agency 201078, Object 653300
Anticipated Start Date: June 3, 2013
Anticipated Completion Date: August 9, 2013
Engineer's Estimate: \$418,268.00

BIDS:

Fahrner Asphalt Sealers, LLC Eau Claire, WI	\$409,607.36 (-2.07%, -\$8,660.64)
Asphalt Surface Tech. Corp a/k/a ASTECH St. Cloud, MN	\$458,132.80
American Pavement Solutions, Inc. Green Bay, WI	\$528,996.80
Winding Road Construction Inc. Bigfork, MN	\$620,925.44

5. **Project:** SAP 69-697-005, CP 0097-9589
Location: CSAH 97 (Ajax Road) between CSAH 20 and CSAH 4, in Biwabik Township, length 0.07 mi., length 0.07 mi.
Traffic: 375
PQI: N.A.
Construction: Bridge 69A12 and Approaches
Funding: Fund 220, Agency 220292, Object 652700
Anticipated Start Date: July 8, 2013
Anticipated Completion Date: September 14, 2013
Engineer's Estimate: \$628,329.25

BIDS:

Redstone Construction Co., Inc. Mora, MN	\$580,515.11 (-7.61%) (-\$47,814.14)
Dallco, Inc., Finlayson, MN	\$600,176.80

RECOMMENDATION:

It is recommended that the St. Louis County Board award the bids for the above listed projects to the low bidders as follows:

CP 0000-97053 to Hammerlund Construction Inc. of Grand Rapids, MN in the amount of \$272,000.00 payable from Fund 200, Agency 201077, Object 650200;

CP 0000-97055 to AAA Striping Service Co. of St. Michael, MN in the amount of \$518,703.50 payable from Fund 200, Agency 207001, Object 651800;

CP 0073-94660(Low), & CP 0045-94661 to KGM Contractors, Inc. of Angora, MN in the amount of \$657,740.22 payable from Fund 200, Agency 203284, Object 652800 and from Fund 200, Agency 203285, Object 652800;

CP 0000-97054 to Fahrner Asphalt Sealers, LLC of Eau Claire, WI in the amount of \$409,607.36 payable from Fund 200, Agency 201078, Object 653300;

SAP 69-697-005, CP 0097-9589 to Redstone Construction Co., Inc. of Mora, MN in the amount of \$580,515.11 payable from Fund 220, Agency 220292, Object 652700.

Award of Bids: 2013 South Aggregate Crushing

BY COMMISSIONER _____

WHEREAS, Bids have been received by the County Auditor for the following project:

CP 0000-97053 Aggregate Crushing, South St. Louis County 2013 located at Five Selected Sites in Southern St. Louis County.

WHEREAS, Bids were opened in the St. Louis County Courthouse, Duluth, MN, on April 25, 2013, and the low responsible bid determined;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the award on the above project to the low bidder.

<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Hammerlund Construction Inc.	3201 W. Hwy. 2 Grand Rapids, MN 55744	\$272,000.00

RESOLVED FURTHER, That the appropriate county officials are authorized to approve the Contractor's Performance Bonds and to execute the bonds and contract for the above listed project payable from Fund 200, Agency 201077, Object 650200

With additional revenue budgeted for expense:

Fine Lakes Township:	Fund 200, Agency 201077, Rev. Obj. 551575	\$ 2,660.00
Floodwood Township	Fund 200, Agency 201077, Rev. Obj. 551576	\$ 2,660.00
Van Buren Township	Fund 200, Agency 201077, Rev. Obj. 551557	\$ 2,660.00
Cedar Valley Township	Fund 200, Agency 201077, Rev. Obj. 551568	\$ 1,140.00
Halden Township	Fund 200, Agency 201077, Rev. Obj. 551569	\$ 950.00
Brevator Township	Fund 200, Agency 201077, Rev. Obj. 551556	\$ 3,740.00
Meadowlands Township	Fund 200, Agency 201077, Rev. Obj. 551566	\$ 7,160.00
Alborn Township	Fund 200, Agency 201077, Rev. Obj. 551565	\$ 5,012.00
Industrial Township	Fund 200, Agency 201077, Rev. Obj. 551554	\$ 2,685.00
SLC Land and Minerals:	Fund 200, Agency 201077, Rev. Obj. 553022	\$30,350.00
Rice Lake Township:	Fund 200, Agency 201077, Rev. Obj. 551521	\$24,220.00

Award of Bids: 2013 Highway Striping

BY COMMISSIONER _____

WHEREAS, Bids have been received by the County Auditor for the following project:

CP 0000-97055 Highway Striping, Various locations St. Louis, Lake Counties, and others

WHEREAS, Bids were opened in the St. Louis County Courthouse, Duluth, MN, on April 25, 2013, and the low responsible bid determined;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the award on the above project to the low bidder.

<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
AAA Striping Service Co.	12220 – 43 rd St. NE St. Michael, MN 55376	\$518,703.50

RESOLVED FURTHER, that the appropriate county officials are authorized to approve the Contractor's Performance Bonds and to execute the bonds and contract for the above listed project payable from Fund 200, Agency 207001, Object 651800.

With additional revenue budgeted for expense:

City of Eveleth:	Fund 200, Agency 207001, Rev. Obj. 551519	\$ 917.00
City of Proctor:	Fund 200, Agency 207001, Rev. Obj. 551502	\$ 1,063.75
City of Virginia:	Fund 200, Agency 207001, Rev. Obj. 551505	\$ 5,291.75
Lake County:	Fund 200, Agency 207001, Rev. Obj. 551508	\$69,071.00

**Award of Bids: Reclaim and Overlay Project CSAH 73 and CSAH 45
(Midway Township)**

BY COMMISSIONER _____

WHEREAS, Bids have been received by the County Auditor for the following tied projects:

CP 0073-94660(Low) CSAH 73 from CSAH 13 (Midway Road) to CR 898 (Lindahl Road) in Midway Township;

CP 0045-94661 CSAH 45 (North Cloquet Road) from Carlton County line to CSAH 13 (Midway Road) in Midway Township.

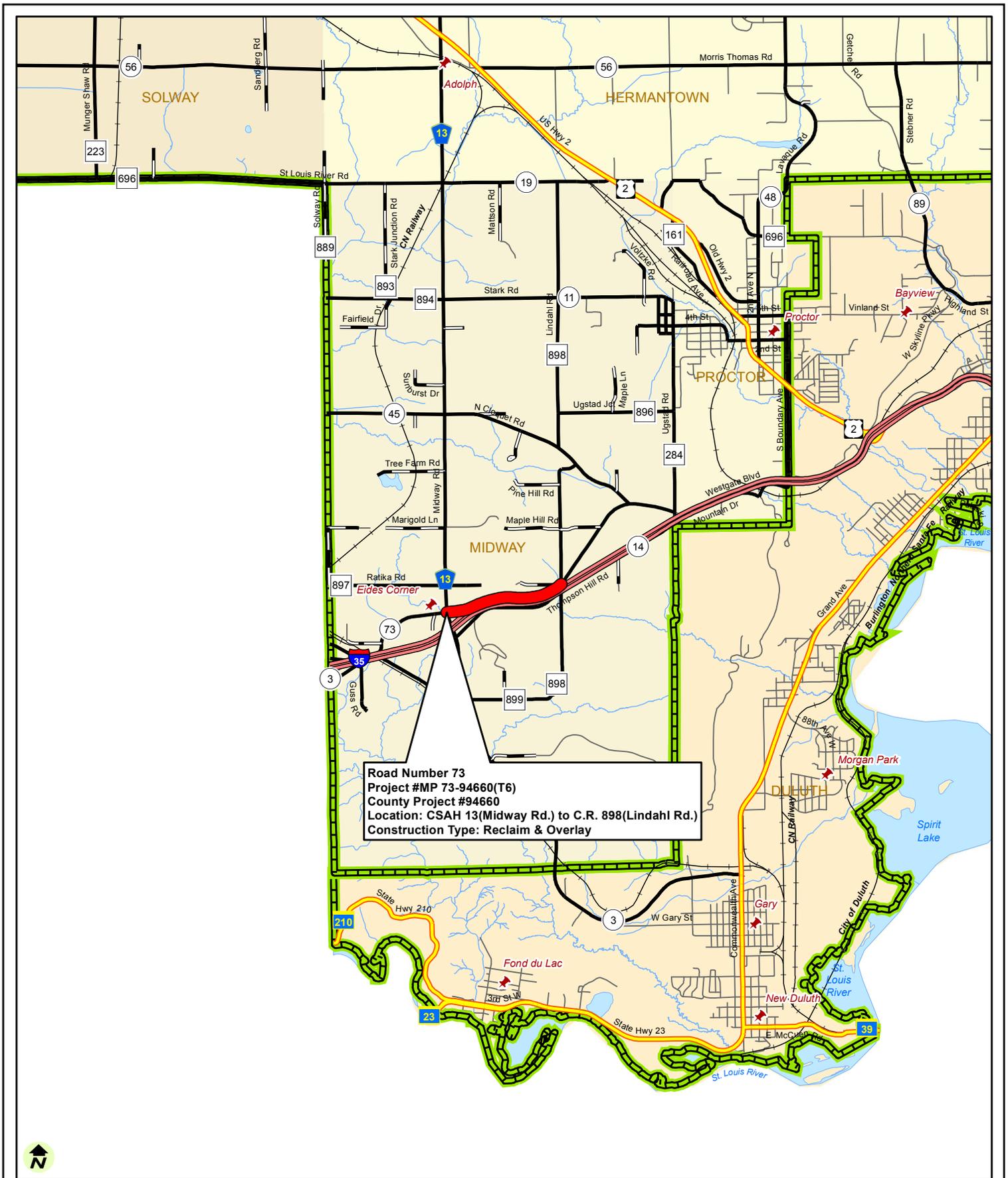
WHEREAS, Bids were opened in the St. Louis County Courthouse, Duluth, MN, on April 25, 2013, and the low responsible bid determined;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the award on the above project to the low bidder.

<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
KGM Contractors, Inc.	P.O. Box 7 Angora, MN 55703	\$657,740.22

RESOLVED FURTHER, that the appropriate county officials are authorized to approve the Contractor's Performance Bonds and to execute the bonds and contract for the above listed project payable from:

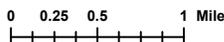
CP 0073-94660(low):	Fund 200, Agency 203284, Object 652800	\$284,143.50
CP 0045-94661:	Fund 200, Agency 203285, Object 652800	\$373,596.72



Road Number 73
Project #MP 73-94660(T6)
County Project #94660
Location: CSAH 13(Midway Rd.) to C.R. 898(Lindahl Rd.)
Construction Type: Reclaim & Overlay



St. Louis County 2013 Road & Bridge Construction



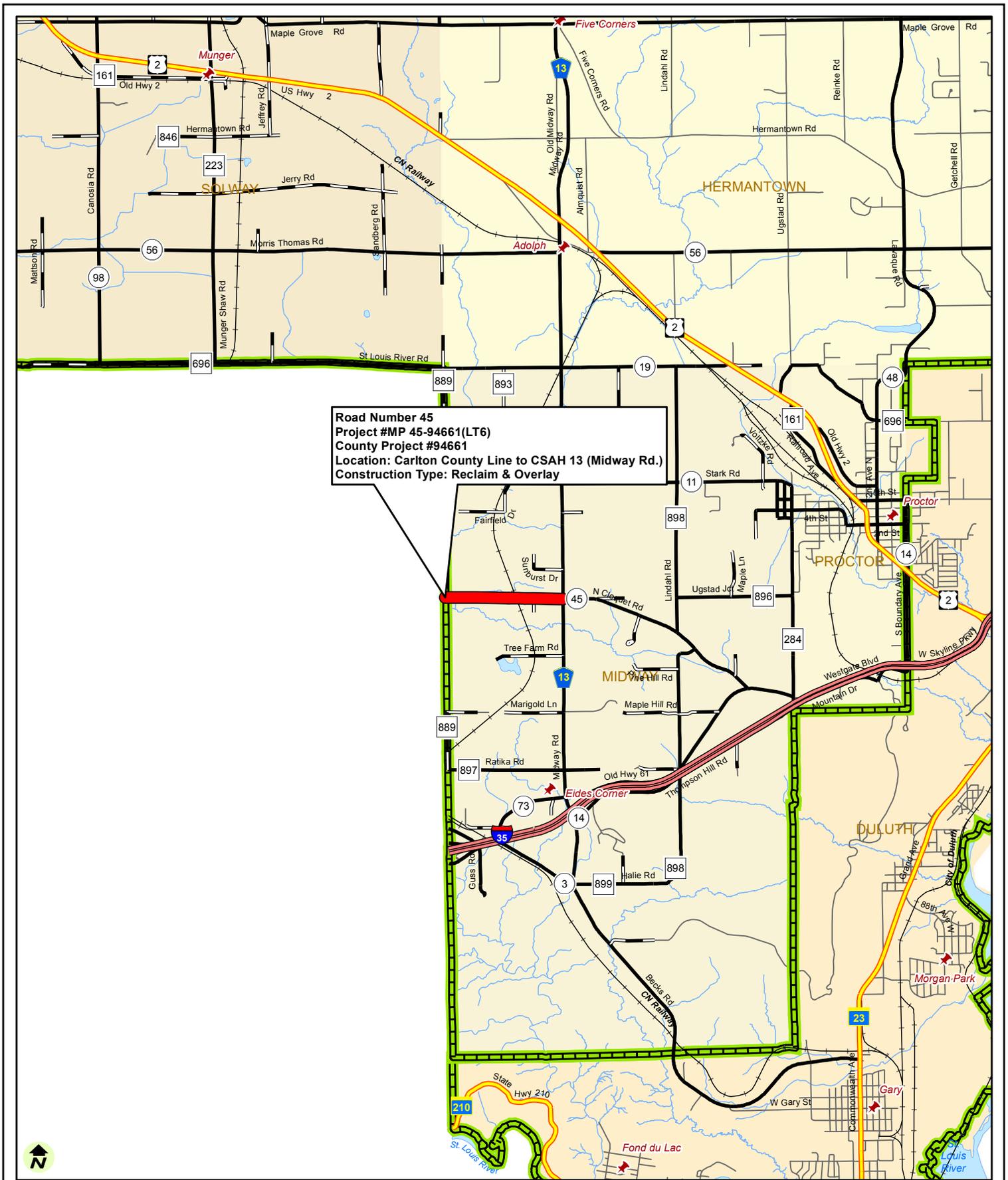
Map Components

2013 Road & Bridge Construction

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

- County Road - Paved
- County Road - Gravel
- Local Road/City Street
- Railroad
- Commissioner District

- Township Boundary
- City/Town
- Lake
- River/Stream

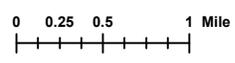


Road Number 45
Project #MP 45-94661(LT6)
County Project #94661
Location: Carlton County Line to CSAH 13 (Midway Rd.)
Construction Type: Reclaim & Overlay

St. Louis County 2013 Road & Bridge Construction

Map Components

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



Award of Bids: 2013 Crack Sealing

BY COMMISSIONER _____

WHEREAS, Bids have been received by the County Auditor for the following project:

CP 0000-97054 Crack Sealing on selected roads in St. Louis County

WHEREAS, Bids were opened in the St. Louis County Courthouse, Duluth, MN, on April 25, 2013, and the low responsible bid determined;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the award on the above project to the low bidder.

<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Fahrner Asphalt Sealers, LLC	6615 US Hwy. 12 W. Eau Claire, WI 54702	\$409,607.36

RESOLVED FURTHER, that the appropriate county officials are authorized to approve the Contractor's Performance Bonds and to execute the bonds and contract for the above listed project payable from Fund 200, Agency 201078, Object 653300.

With additional revenue budgeted for expense:

City of Aurora:	Fund 200, Agency 201078, Rev. Obj. 551525	\$ 7,146.63
City of Chisholm:	Fund 200, Agency 201078, Rev. Obj. 551530	\$19,440.00
City of Floodwood:	Fund 200, Agency 201078, Rev. Obj. 551553	\$ 4,288.95

Award of Bids: Bridge Replacement Project (Biwabik Township)

BY COMMISSIONER _____

WHEREAS, Bids have been received by the County Auditor for the following project:

SAP 69-697-005, CP 0097-9589 CSAH 97 (Ajax Road) between CSAH 20 and CSAH 4, in Biwabik Township

WHEREAS, Bids were opened in the St. Louis County Courthouse, Duluth, MN, on April 25, 2013, and the low responsible bid determined;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the award on the above project to the low bidder.

<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Redstone Construction Co., Inc.	2183 Hwy. 65 N. Mora, MN 55051	\$580,515.11

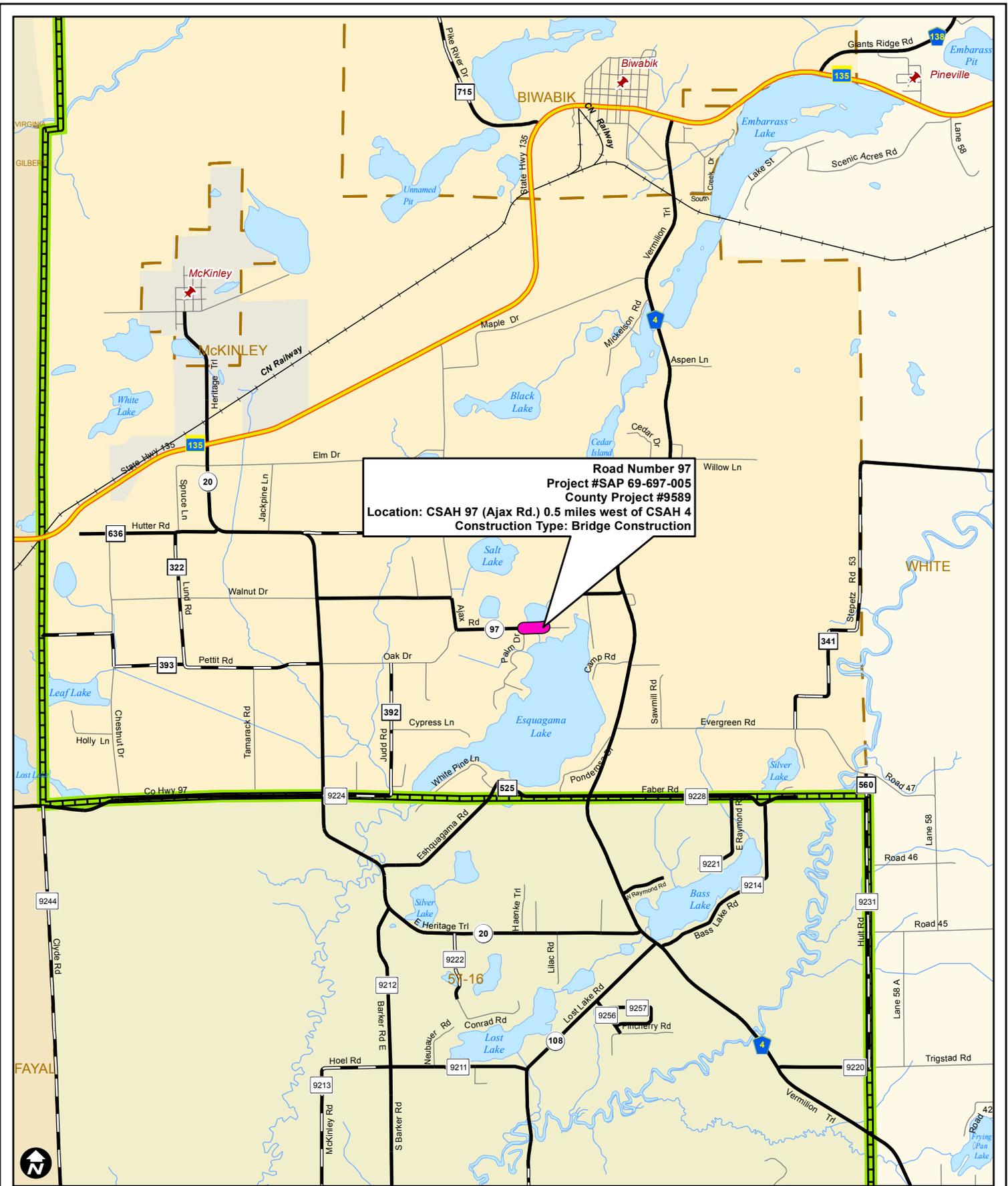
RESOLVED FURTHER, That the appropriate county officials are authorized to approve the Contractor's Performance Bonds and to execute the bonds and contract for the above listed project payable from:

Fund 220, Agency 220292, Object 652700. (Fund 29 Bridge Bond Funds) \$467,025.61

Fund 220, Agency 220292, Object 652700 (SLC State Aid Funds) \$113,489.50

With additional revenue budgeted for expense:

Fund 220, Agency 220292, Object 652700 (Fund 29 Bridge Bond Funds) \$467,025.61

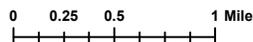


Road Number 97
Project #SAP 69-697-005
County Project #9589
Location: CSAH 97 (Ajax Rd.) 0.5 miles west of CSAH 4
Construction Type: Bridge Construction

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. 13 - 181

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: May 7, 2013 **RE:** Jail Corrections/Communications
Unit Bargaining Agreement – 2012
through 2014

FROM: Kevin Z. Gray
County Administrator

James R. Gottschald
Human Resources Director

RELATED DEPARTMENT GOAL:

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 approve the 2012-2014 Jail Corrections/Communications contract and authorize execution of the agreement with the American Federation of State, County, and Municipal Employees (AFSCME) union.

BACKGROUND:

The county's labor agreement with the Jail Corrections/Communications Unit expired on December 31, 2011. St. Louis County and AFSCME reached agreement on terms of a new collective bargaining agreement. The agreement is effective January 1, 2012 through December 31, 2014.

The 2012-2014 wage settlement includes across the board increases of: 1% effective December 17, 2011 (2012 payroll year); 1.5% effective December 15, 2012 (2013 payroll year); and 2% effective December 13, 2013 (2014 payroll year). Also included is a one-time lump sum cash payment, not added to base, in the gross amount of \$500.00, subject to usual payroll deductions. Field Training Officer (FTO) pay is increased from \$1.00 to \$2.00 per hour effective 2012 and from \$2.00 to \$2.50 per hour effective 2014. Shift differential is increased \$.05 per hour effective 2013 and an additional \$.05 per hour effective 2014.

Employees hired on and after July 1, 2013 are subject to revised personal leave and sick leave benefits as follows: 2 days of personal leave will be granted annually instead of 4; the "commencing 13 – 24 months" sick leave tier is increased from 4.0 to 4.30

hours per pay period; the “commencing 25 months and over” sick leave tier is reduced from 5.60 to 4.30 hours per pay period; the maximum sick leave accumulation is reduced from 1,900 to 1,350 hours and the maximum number of sick leave hours eligible for payout to a post-retirement health care savings plan upon retirement is reduced from 1,900 to 1,150 hours. Additionally, employees hired after July 1, 2013 are limited to receiving up to 144 hours of compensatory time.

The 2012-2014 collective bargaining agreement also provides: that employees may elect to have compensatory time paid into the employee’s deferred compensation account; a minimum of 7.5 hours between shifts (except in cases of emergency or overtime assignment); and that supervisors are to give reasonable consideration to accommodate a brief break away from the console for Emergency Communications Specialists.

Addendums 2 and 3 (work schedule agreements pertaining to the Virginia Communications Center) were deleted from the contract due to the consolidation of the Communications Centers.

Lastly, the contract provides for a 70% Employer premium contribution toward Long Term Disability (LTD) benefits effective July 1, 2013 for eligible employees who elect(ed) LTD coverage.

RECOMMENDATION:

It is recommended that the St. Louis County Board ratify the 2012-2014 Jail Corrections/Communications Unit collective bargaining agreement and authorize county officials to execute a written agreement consistent with negotiations.

**Jail Corrections/Communications Unit Bargaining Agreement –
2012 through 2014**

BY COMMISSIONER _____

RESOLVED, that the 2012-2014 Jail Corrections/Communications Unit contract is ratified and county officials are authorized to execute the Collective Bargaining Unit Agreement, a copy of which is on file in County Board File No. _____.

BOARD LETTER NO. 13 - 182

PUBLIC SAFETY & CORRECTIONS COMMITTEE NO. 1

REGULAR AGENDA NO.

DATE: May 7, 2013

RE: Public Safety Innovation Fund
Proposals

FROM: Kevin Z. Gray
County Administrator

Ross Litman
County Sheriff

RELATED DEPARTMENT GOAL:

To use best practices and program innovations to deal with jail overcrowding dynamics.

ACTION REQUESTED:

The St. Louis County Board is requested to enter into an 18 month contract with Arrowhead Regional Corrections for a St. Louis County Intensive Pre-Trial Supervision Program and a St. Louis County Community Sanctions Program.

BACKGROUND:

Each of the past ten years the inmate population of the St. Louis County Jail has exceeded its capacity. As a result, inmates are routinely placed in other counties, resulting in significant additional expense and transportation burden on the Sheriff's Office.

The Criminal Justice Coordinating Committee (initially named the Jail Overcrowding Committee) was established in 2008 to examine this issue with all criminal justice partners. In 2007 a study was conducted by the National Institute of Corrections to examine the Jail's capacity. In 2012 an additional study was done by Arrowhead Regional Corrections Advisory Committee Chair Kenneth F. Schoen.

The *Study of the St. Louis County Jail*, by Mr. Schoen, included considerable statistical analysis of trends in St. Louis County and comparison counties. It was the product of conversations with all criminal justice partners and resulted in productive discussions in various settings. There were a number of immediate actions considered, but without additional funding, criminal justice partners are not in a position to "pilot" potential solutions.

In reviewing year-end financial results, the Auditor’s Office determined cost savings had been realized in the St. Louis County Jail’s budget due to per diems below the 2011 level (which had been used to build the 2012 budget) and savings due to a new medical provider contract. A total of \$921,378 was available and was approved as a new assigned category in the General Fund fund balance: Public Safety Innovation.

At the April meeting of the Criminal Justice Coordinating Committee two proposals were presented and discussed. The Committee supports use of these Public Safety Innovation dollars to fund these initiatives and anticipates additional proposals focused on female offender and pre-trial release programming shortly.

Proposal/Program	Contract	Amount	Timeline	Reporting
St. Louis County Intensive Pre-Trial Supervision Program	ARC	\$439,582.72	June 1, 2013 – Dec. 31, 2014	See attached
St. Louis County Community Sanctions Program		\$132,178.61		

Please see attached program description and evaluation plan.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a contract with Arrowhead Regional Corrections in the amount of \$571,761.33 for the period June 1, 2013 to December 31, 2014 for the purposes of the St. Louis County Intensive Pre-Trial Supervision and Community Sanctions Program.

Public Safety Innovation Fund Proposals

BY COMMISSIONER _____

WHEREAS, The St. Louis County Board approved assigning \$921,378 of savings in the 2012 Jail budget for the purpose of Public Safety Innovation; and

WHEREAS, The Criminal Justice Coordinating Committee continues to meet and work towards solving the complex jail overcrowding problem; and

WHEREAS, The Criminal Justice Coordinating Committee has reviewed and recommended funding for proposals prepared by Arrowhead Regional Corrections for the St. Louis County Intensive Pre-Trial Supervision Program and the St. Louis County Community Sanctions Program at its April 2013 meeting; and

WHEREAS, These programs will be delivered through a new contract with Arrowhead Regional Corrections for these specific programs and include rigorous cost-effectiveness reporting and evaluation as proposed;

THEREFORE, BE IT RESOLVED, That the appropriate county officials are directed to develop a contract with Arrowhead Regional Corrections for the St. Louis County Intensive Pre-Trial Supervision and Community Sanctions Programs (County Board File No. _____) and to authorize payment at an 18-month cost of \$571,761.33, payable from the Public Safety Innovation assigned fund balance account, Fund 100, Object 311426.

St. Louis County Intensive Pre-Trial Supervision Program

Background Information- In 2012, of the defendants evaluated for pre-trial release by St. Louis County Probation Officers, it was recommended that 301 of those defendants were not appropriate for pre-trial supervision (220 in Duluth, 68 in Hibbing and 13 in Virginia). The offenses varied in nature but the majority of the cases were person-related offenses and all recommendations for rejection seemed justified based on our current ability to provide adequate supervision for this population of defendants.

The per diem to house an offender at the St. Louis County Jail is \$117.09 per day. St. Louis County also houses offenders at other counties because of jail overcrowding. In 2012, St. Louis County paid approximately \$1.3 million to other counties to house their inmates.

Program Goal- Provide Intensive Community Supervision on Pre-Trial Defendants in lieu of incarceration at the St. Louis County Jail.

Benefits of the Program-

- 1) Reduction of use of jail beds on PTR Defendants
- 2) Defendants receive incarceration upon sentencing vs. "credit for time served"
- 3) Better utilization of NERCC /programming vs. SLCJ
- 4) The ability to start programming prior to sentencing vs. post sentencing
- 5) Public safety via Intensive Supervision
- 6) Afford more defendants, who have not been convicted of a crime(s), the ability to be released during pre-trial

Program Rules-

- 1) Defendants will complete three (3) phases of supervision
 - A) Phase I (4 face to face contacts per week) with strict house arrest and/or electronic monitoring & curfew
Note: Presumption that EM will be the first 30-60 days or until supervision compliance is established
 - B) Phase II (2 face to face contacts per week) with modified house arrest & curfew
 - C) Phase III (1 face to face contact per week) curfew
- 2) Defendants will be required to complete a minimum of 40 hours per week of employment, school, job search, volunteer, community service work, etc.
- 3) Defendants will be required to attend "Thinking for a Change" / Cognitive Restructuring group
- 4) If appropriate, defendants will be required to complete, and follow, recommendations of evaluations (e.g. CD Assessment, Psychological Diagnostic Assessment, etc.)
- 5) With the Court's approval, defendants are subject to modification of release at anytime during supervision (e.g. electronic monitoring, house arrest, community service work, etc.)
- 6) Defendants are responsible for all costs of supervision (e.g. U/A, chemical dependency treatment, etc.)

- 7) Pay a \$5 program fee per day (or perform 1 day of Community Service Work per week)

Referral Process-

The Courts will continue with their current practice and order Pre-Trial Release Evaluations by probation officers on the defendants they deem necessary. If there is a recommendation for PTR Rejection and the Court decides it wants the defendant to be considered for Intensive PTR Supervision, the Intensive PTR Probation Officer will meet with the defendant and work on a "Pre-Trial Release Plan". The Plan will be forwarded to the Supervisor for approval and then submitted to the Court for final determination of PTR status.

It should also be noted that PTR clients who have violated their conditions while under supervision with a traditional probation officer can be referred to Intensive PTR for a higher level of supervision in lieu of incarceration at the St. Louis County Jail.

Conclusion-

It is assumed that not all defendants in the St. Louis County Jail will be appropriate for PTR Release. For example, of the 301 defendants found not suitable for pre-trial release in 2012, it is assumed that half (150) of them could have been released and successfully completed PTR Intensive Supervision. In addition, it is likely that the Judges would have referred some defendants to PTR Intensive Supervision who would have been rejected outright in the past (without a Pre-Trial Release Evaluation).

It is assumed that some of these defendants would eventually receive some jail time as part of their sentence. If they successfully complete an Intensive Based Supervision Program, they should be eligible to serve their time at NERCC instead of the Jail where they would receive more programming at a lower per diem, adding to the program savings.

With current caseload sizes, the Duluth, Hibbing and Virginia Offices could not afford to dedicate any probation officers to providing this intensive supervision. (It costs approximately \$73,000/year for a probation officer salary and benefits; it would require three probation officers to provide the intensive supervision required.) However, given the potential savings from keeping pre-trial release defendants out of custody until post sentencing and not housing inmates in other counties, funding for the Intensive Supervision Probation Officers will likely pay for itself and save St. Louis County and its taxpayers money.

There are two other important benefit factors to consider. The first benefit is having the defendant working or going to school, supporting themselves and their children, during the pre-trial period. They are paying their own housing, food, and medical bills and being "productive members of society". They can also prepare their affairs in the event they plead or are found guilty. (For example, they can work with an employer to save their job by giving notice versus being fired for not notifying their employer.) The second benefit is the ability of the defendant to receive programming while under pre-trial release supervision and at NERCC. As stated above, it is presumed that these defendants would be eligible to serve their time at NERCC instead of the Jail. These defendants at NERCC would receive programming (e.g. CD treatment, Cognitive Skills training, etc.), instead of the Jail where programming options are limited.

ST. LOUIS COUNTY INTENSIVE PRE-TRIAL RELEASE PROGRAM (IPTRP)

PROJECT EVALUATION/OUTCOMES:

Data sources:

- ARC: 2012, 2013 and 2014 pre-trial release assessment and offender information, 2013 and 2014 IPTRP assessment and offender information, 2013 and 2014 pre-trial release violation information
- St. Louis County Courts (Marietta Johnson): 2013 and 2014 pre-trial release decisions made by judges without a pretrial assessment by probation officer. (It is important to track this as more than half of pretrial release decisions on felony offenders are made by the Judge, without a pretrial assessment being done by a probation officer).

Data to be collected:

1. Number of offenders initially considered for pre-trial release
 - Screened by probation officer using pretrial assessment form
 - accepted
 - rejected
 - Decision made by Judge without screening by probation officer
 - accepted
 - rejected
2. Number of offenders screened by Intensive Pre-trial Supervision Program Probation Officer/ decision
 - IPTRP decision on offenders previously screened by probation officer using pretrial assessment form
 - accepted
 - rejected
 - IPTRP decision on offenders previously screened by judge
 - accepted
 - rejected
3. Number of days on IPTRP
4. Number of days in Jail before IPTRP
5. Impact of PTSP in the areas of:
 - Employment/education/vocational
 - Mental Health
 - Chemical dependency
 - Out of home placement of children
 - Recidivism
 - Other
6. Number of offenders who "succeeded" on IPTRP
 - Completed sufficient conditions of PTR
 - Showed up for their court hearing

Did not commit another offense while on IPTRP

7. Number of offenders who "failed" on IPTRP
 - Violation of pretrial release contract: reason
 - Did not show up for their court hearing (FTA)
 - Committed another offense while on IPTRP

Consequence of IPTRP failure:

- Sent to Jail (# days)
- Pretrial release conditions modified
- Other

8. Final disposition
 - Found innocent
 - Found/pled guilty, sentenced to:
 - NERCC (# of days)
 - Jail (# of days)
 - Prison (# of days)
 - Community alternative (# days)
 - Other
 - Jail credit, if any (# days)

9. Number of jail days saved and cost savings

We will also collect the following information on IPTRP participants:

1. Demographic data on IPTRP participants (e.g. age, race, offense, sentencing court, etc)
2. Interventions/Conditions of pre-trial release used with IPTRP
 - Electronic monitoring with or without alcohol monitoring
 - House arrest/curfew
 - Random drug testing
 - Community service work
 - Cognitive skills group
 - Employment/education (job skills, education)
 - Evaluations: chemical dependency, mental health, other
 - Treatment: chemical dependency, mental health, other
 - Programming (e.g. anger management, etc)
 - Other, list:
3. Payment:
 - Paid \$5 daily fee
 - Performed 1 day/week of CSW
 - Total amount collected

Community Sanctions Program (CSP)

GOALS

- #1- Reduce the number of people in custody at the SLCJ and NERCC.
- #2- Expedite the violation process to include a reduction of paperwork and the Court's involvement in technical and non-serious probation violations.
- #3- Reduce recidivism and the implementation of Evidence Based Practices.

ACTION STEPS

- 1) Assign an Adult Intensive Probation Officer to supervise clients in St. Louis County who have pending probation violations and/or serving time in the SLCJ/NERCC on violations.
- 2) Implement the CSP (see program description below) to offer Probation Officers and the Courts alternatives to jail time.
- 3) Utilize Offender Sanctions Conferencing to reduce paper work, Court's time, and expedite the violation process.
- 4) Implement Cognitive Skills Programming and pro-active supervision based on risk/needs of LSI-R.

PROGRAM DESCRIPTION-

- 1) The CSP PO will review the NERCC and SLCJ list to find potential clients and/or receive a referral from a Traditional PO who has a potential candidate with **a pending violation or is in custody on a violation.**
- 2) The CSP PO will meet with the client and conduct an Offender Sanctioning Conference (pre-violation hearing) or a Report of the PO and Order of the Court (post violation hearing) to include placing the client under the Community Sanctions Program (CSP) which conditions include the following possible sanctions:
 - A) House Arrest/ Curfew
 - B) Mandatory Cognitive Skills**
 - C) Re-Entry Programming (Job Skills, Education)
 - D) STS/ CSW
 - E) Programming (CD, Anger Management, restorative justice circles, etc)
 - F) Day Reporting Center
 - G) Other

- 3) The program is voluntary and will not be credited toward jail time. Duration of program will be a minimum of six (6) months with completion as determined by Probation Officer per the Case Plan.

PROGRAM CRITERIA - Any Gross Misdemeanor or Felony Adult clients who meet the following criteria :

- A) Pending Violation or Serving Jail/ NERCC time on a violation
- B) Current/updated LSI-R score of Medium to High Risk
- C) Other cases (per Supervisory approval)

PROGRAM REFERRAL & SUPERVISION-

- 1) The Traditional PO sends an e-mail to CSP PO with the following:
 - A) Current location of client (custody or community)
 - B) Brief safety background information
 - C) Other information to assist in supervision (i.e. needs to take meds)
- 2) The CSP PO meets with client and signs paperwork/ conditions for program.
- 3) The CSP PO will notify the PO via CSTS of the acceptance or denial of program and will have clerical transfer the case to their caseload.
- 4) The CSP PO will be responsible for all case supervision to include all reports during the program involvement (minimum of 6 months).
- 5) Upon completion, the CSP PO will submit an updated LSI-R and discharge report to the original PO and the case will be transferred back to Traditional Supervision, Service Center or discharge from supervision.

OFFENDER SANCTION CONFERENCING

AUTHORITY: Minn. Stat. §§ [244.197](#); [244.198](#); [244.1995](#); [244.199](#); [243.05](#), subd. 1(4)(h)

PURPOSE:

To establish guidelines for addressing technical violations of probation through a sanctions conference unless otherwise directed by the district.

APPLICABILITY: ARC Court & Field Services

DIRECTIVE:

Offenders who violate technical conditions of supervision may be afforded the opportunity to participate in a sanctions conference provided the offender agrees to participate in a sanctions conference in lieu of a formal revocation proceeding. The PO must believe the nature of the violation and offender's overall adjustment does not require a formal revocation proceeding and the conditions imposed by the sanction conference aid in the offender's rehabilitation. The sentencing judge must also agree to the sanctions conference, including additional conditions imposed as a result of the conference.

DEFINITIONS:

Probation violation sanction –includes, but is not limited to, electronic monitoring, intensive probation, Sentencing-to-Service (STS) program, reporting to a day reporting center, chemical dependency or mental health treatment or counseling, community work service, remote electronic alcohol monitoring, random drug testing, and participation in any education or restorative justice program.

Sanctions conference – a voluntary conference at which the PO, offender, and if appropriate other interested parties, meet to discuss the probation violation sanction for the offenders' technical violation of probation.

Technical violation – a violation of a general court order of probation, including general conditions, except an allegation of subsequent criminal act alleged in a formal complaint, citation, or petition.

PROCEDURES:

- A. The PO must determine a violation of general terms and/or special conditions has occurred before offering a sanctions conference to the offender.
 1. A sanctions conference is used when an offender has committed a minor violation of general or special conditions of probation.

2. Sanctions conferencing is used when verbal interventions are insufficient and the seriousness of the violation does not reach a level needing judicial intervention.
 3. If circumstances warrant, the offender may be taken into custody with an Apprehension and Detention Order (72 Hour Hold). Orders must be used sparingly and are authorized with supervisor's approval. In no instance is an order alone an appropriate sanction. Agents must make every effort to safely release the offender to the community, with appropriate sanctions, as soon as possible and always within 72 hours.
- B. Offender notification: the PO prepares a Notice of Probation Violation and Sanctions Conference Report (attached) which includes the nature of the violation; date, time and location of the sanctions conference; and the sanctions conference process and rights. The corrections agent serves notice to the offender either in person or via U.S. mail. The sanctions conference must occur within seven days of offender being served notice.
- C. Sanctions: the PO must consider the nature of the technical violation, the offender's criminogenic need areas, public safety, and adjustment on probation when determining which sanction(s) might be imposed. State statute prohibits imposition of jail time as a sanction. The issuance of an Apprehension and Detention Order alone is not an appropriate sanction.
- D. Election to participate:
1. If the offender reports for the sanctions conference, the PO:
 - a) Reviews with the offender the sanctions conference process and rights, including that participation in a sanctions conference is voluntary.
 - b) Fully explains the sanction(s) and the rationale for the sanction(s) to be imposed, including the criminogenic needs area addressed by the sanction(s).
 - c) Informs the offender the sanction becomes effective upon confirmation by a judge of district court.
 - d) If the offender requests to speak with an attorney, the offender may do so but at their own expense and the conference must occur within seven days of initial notification.
 2. If the offender agrees to participate in the sanctions conference, the PO:
 - a) Must be assured that the offender understands the sanction(s).
 - b) Must have the offender check the box indicating he/she agrees to waive their right to a judicial hearing, admit the violation, and agrees to abide by the sanctions imposed.
 - c) Obtains the offender's signature and date on the form.
 - d) Signs and dates the Notice of Probation Violation and Sanctions Conference form and forwards the form to the supervisor for review and approval.

- E. Election not to participate: if the offender reports for the sanctions conference and elects not to participate in the sanctions conference or fails to report for the sanctions conference:
1. The PO may prepare a probation violation report for the court and begin revocation proceedings.
 2. When warranted, the PO must consult with a supervisor and upon agreement, issue an Apprehension and Detention Order and begin revocation proceedings.
- F. Reporting to district court: if the offender elects to participate in the sanctions conference and the supervisor agrees, the agent provides the Notice of Probation Violation and Sanctions Conference form for the judge's consideration and action.
1. If the judge approves the sanctions conference by signing the order of the court section of the form, the PO provides a copy of the form to the offender and the prosecuting attorney.
 2. If the court denies the sanctions conference, the violation sanction(s) do not go into effect. The PO must inform the offender, initiate revocation proceedings, or take other appropriate action.
- G. Offender compliance to sanctions conference:
1. Upon successful completion of the imposed sanction(s), the violation(s) giving rise to the sanction(s) is considered satisfied and must not be cited as a violation in any further revocation proceedings. The agent may report the violation(s) and sanction(s) in the adjustment section of subsequent reports.
 2. Details of the violation giving rise to the sanctions conference must be specified in the violation section of the report if the offender fails to abide by and complete the sanction(s).

ST. LOUIS COUNTY COMMUNITY SANCTIONS PROGRAM (CSP)

PROJECT EVALUATION/OUTCOMES:

Data sources:

- ARC: Violation of Probation data for 2012, 2013 and 2014, Alternative Sanctions Program offender information for 2013 and 2014
- St. Louis County Jail: Violation of Probation admission and length of stay data for 2012, 2013 and 2014 (if possible, by “type” of violation, e.g. technical, special condition, new offense, etc.)

Data to be collected:

1. Number of offenders referred to Alternative Sanctions Program (CSP)
 - Pending violation
 - In custody at St. Louis County Jail on a Violation of Probation
2. Number of offenders offered CSP/Offender Sanctioning Conference
 - Pre-violation hearing
 - Post-violation hearing
3. Number of offenders who agreed to participate in CSP
 - Agreed to participate
 - Did not agree to participate
4. Number of days on CSP
5. Number of days in Jail before accepted in CSP
6. Impact of CSP in the areas of:
 - Employment/education/vocational
 - Mental Health
 - Chemical dependency
 - Out of home placement of children
 - Recidivism
 - Other
7. Number of offenders who “succeeded” on CSP:
 - Completed sufficient conditions of CSP
 - Did not commit another offense while on CSP
 - Did not have another violation of probation while on CSP
8. Number of offenders who “failed” on CSP
 - Committed another offense while on CSP
 - Had another violation of probation while on CSP (type of VOP, reason)
 - Consequence of CSP failure:
 - Sent to jail (# days)
 - Sent to NERCC (# days)
 - Sent to prison (# days)
 - Conditions of CSP modified
 - Other
9. Updated risk assessment (LS/CMI) after completion of CSP
 - Compare initial “risk of re-offending” score to risk score after CSP
10. Number of jail days saved and cost savings

We will also collect the following information on CSP participants:

1. Demographic data on CSP participants (e.g. age, race, original and VOP offense, sentencing court, etc.)
2. Interventions/Conditions of CSP:
 - Electronic monitoring with/without alcohol monitoring
 - House arrest/curfew
 - Random drug testing
 - Cognitive Skills (mandatory)
 - Employment/education programming (job skills, education)
 - Sentence to Service/Community Service Work
 - Programming (e.g. anger management, restorative justice circles, etc.)
 - Treatment/counseling (e.g. chemical dependency treatment, mental health services, etc.)
 - Assessments (e.g. chemical use, mental health, etc.)
 - Day Reporting Center
 - Other

Arrowhead Regional Corrections
Pre-Trial - Jail Crowding Reduction Proposal Budget

Line Item	2013 3.0 FTEs 6/1/13 to 12/31/13	2014 3.0 FTEs 1/1/14 to 12/31/14	LINE ITEM DETAIL
Salaries- regular (1.0 FTE)	\$ 89,519.92	\$ 153,462.81	3 Probation Officers @ \$51,154.27 per year; prorated for 2013
Benefits	\$ 38,230.01	\$ 65,537.19	3 Probation Officers benefits @ \$21,845.73 per year; prorated for 2013
Transportation	\$ 9,032.10	\$ 15,483.60	Vehicle leased from St. Louis County Motor Pool - (minimum cost is 50 miles per day x .0391 cents x 22 days (average number of working days per month) x 12 months x 2 vehicles (1 north and 1 south). (Prorated for 2013)
Communication	\$ 1,050.00	\$ 1,800.00	Cell service calculated at \$50 per month x 12 months x 3 phones (prorated for 2013).
Equipment (laptop)	\$ 4,565.70	\$ -	3 Lenovo Think pads with bag and required software (\$1521.90 each). These would be one-time expense purchased in 2013.
Equipment (Vest/gloves)	\$ 3,750.00	\$ -	3 Kevlar vests (\$1,200 each). 3 pairs search gloves (\$50 each) These would be one-time expenses purchased in 2013.
Equipment (Breathalyzer)	\$ 1,230.00	\$ -	2 Breathalyzers (\$615 each); 1 north and 1 south, both purchased in 2013.
Electronic Monitoring	\$ 69,300.00	\$ 118,800.00	40 days x 180 clients per year = 7,200 client days x \$16.50 per day; amount prorated for 2013.
Yearly Totals	\$ 216,677.73	\$ 355,083.60	Total 6/1/13 to 12/31/14 \$571,761.33