



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

**January 7, 2014**

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

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**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 December 17, 2013**

**Health & Human Services Committee**

1. CY 2014 Purchase of Service Contract with LSS Bethany Crisis Nursery **(14-02)**
2. CY 2014 Forensic Psychological Services **(14-03)**

**Environment & Natural Resources Committee**

3. Reinstatement of Contract for Repurchase of State Tax Forfeited Land – Anderson **(14-04)**
4. Utility Easement across State Tax Forfeited Land and St. Louis County Fee Owned Land to Crown Castle **(14-05)**
5. Utility Easement across State Tax Forfeited Land to Great River Energy **(14-06)**

**Public Works & Transportation Committee**

6. Purchase of Track Skid Loader through State Contract **(14-07)**
7. Purchase of Field Service Truck Equipment Package **(14-08)**
8. Acquisition of Right of Way for County Project 176509 on CSAH 89 (Duluth) **(14-09)**

**Finance & Budget Committee**

9. Abatement List for Board Approval **(14-10)**

**Central Management & Inter-Governmental Committee**

10. Contract Renewal for Court Appointed Attorneys in Child Protection Proceedings **(14-11)**
11. Contracts for Court Appointed Attorneys in Civil Commitment Proceedings **(14-12)**

**Public Safety & Corrections Committee**

12. Toward Zero Deaths Amendment with City of Duluth **(14-13)**

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**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**

1. **Support for National Human Trafficking Awareness Month and Federal Legislation Addressing the Crime of Sex Trafficking of Children (14-14)**  
Resolution of support for “National Human Trafficking Awareness Month,” January 2014, and for the legislative efforts to pass bipartisan legislation addressing the crime of sex trafficking of children.

**2. Pilot Fraud Prevention Initiative (14-15)**

Resolution approving a pilot fraud prevention initiative for CY 2014 and authorize the hiring of one (1) FTE Eligibility Investigator and one (1) Financial Worker for this initiative.

**Finance & Budget Committee**

**1. County Courier Service (*Information to Follow*)**

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**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:**

**January 14, 2014** Commissioners' Conference Room, Courthouse, Duluth, MN

**January 28, 2014** St. Louis County Courthouse, 300 South Fifth Avenue, Virginia, MN

**February 4, 2014** 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, December 17, 2013

Location: Morse Town Hall, Ely, Minnesota

Present: Commissioners Jewell, Miller, Forsman, Stauber, Nelson, Raukar, and Chair Dahlberg

Absent: None

Convened: Chair Dahlberg called the meeting to order at 10:17 a.m.

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## CONSENT AGENDA

Raukar/Stauber moved to approve the consent agenda without Item #3, County Burial Rates [13-526]. The motion passed. (7-0)

- Minutes of December 3, 2013
- CY 2014 Employment Services for Persons with Developmental Disabilities [13-524]
- CY 2014 Trauma Assessment and Family Treatment Program Contract with Human Development Center [13-525]
- Cancellation of Contract for Repurchase of State Tax Forfeited Land – McFarland [13-527]
- Public Sale of State Tax Forfeited Properties on February 13, 2014 [13-528]
- Repurchase of State Tax Forfeited Land - Northwoods Childrens Home [13-529]
- Transportation Alternatives Program Grant Application – Rice Lake Road/CSAH 4 [13-530]
- 2014 Federal Lobbying Services Contract with Lockridge, Grindal & Nauen [13-531]
- 9 Amendment to the Joint Powers Agreement with the City of Hibbing for Assessment Services [13-532]
- Authorize Financial Analyst Position to Provide Service to ARC [13-533]
- Application and Acceptance of the 2014 Violent Crime Enforcement Teams Grant [13-534]
- Establish a Public Hearing for the St. Louis County Prescriptive Easement Project – Wednesday, February 26, 2014, 6:00 p.m., Mountain Iron Community Center, Mountain Iron, MN. [13-535]

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## REGULAR AGENDA

### Public Works & Transportation

Nelson/Forsman moved to award a bid to Hawkinson Construction, Inc., of Grand Rapids, MN, in the amount of \$1,078,661.13 for a combined project: CP 0329-153297 (low) on CR 329 (Peary Road) between TH 37 and CR 776 in Clinton Township and Fayal Township; CP 0383-153299 on CR 383 (Long Lake Road West) between CR 329 and TR 6721 in Fayal Township; CP 0755-153301 on CR 755 (North Ramshaw Road) between CSAH 7 and CR 755 in Clinton Township; and CP 0776-153300 on CR 776 (Old Mesabe Road) between CSAH 7 and CR 329 in Clinton Township. [13-536] Public

Works Director Jim Foldesi discussed benefits and cost savings of bundling multiple projects together. The motion passed. (7-0)

Forsman/Nelson moved to award a bid to Hawkinson Construction, Inc., of Grand Rapids, MN, in the amount of \$2,884,506.91 for project SAP 69-621-031, CP 0021-9312 on CSAH 21, between TH 135 and TR 6411 (Niemi Road) in Embarrass, MN. [13-537] County Administrator Kevin Gray said that the location of this project and timing of the bid resulted in a winning bid that was approximately 13% lower than the engineer's estimated cost. The motion passed. (7-0)

### **Finance & Budget**

Raukar/Nelson moved that the St. Louis County Board authorizes the appropriate county officials to approve a construction change of scope with Kraus-Anderson Construction Company of Duluth, MN, in an amount of \$474,540, for the remodeling of the St. Louis County Extension Office space in the former laundry facility now known as the A.P. Cook Building at the county's Public Safety Campus located off Rice Lake Road in Duluth. [13-538] St. Louis County Property Management Director Tony Mancuso discussed associated issues relating to the project. After further discussion, Jewell/Dahlberg offered an amendment that the St. Louis County Board authorizes the appropriate county officials to approve a construction change of scope with Kraus-Anderson Construction Company of Duluth, MN, or to develop this project with another qualified contractor in an amount up to \$474,574; the amendment passed. (5-2, Nelson, Stauber) The amended motion passed. (7-0)

### **Central Management & Inter-Governmental**

Jewell/Stauber moved that the St. Louis County Board appoints the following five individuals to the CDBG Citizen Advisory Committee with terms ending April 30, 2016: Raymond Svatos (St. Louis County Association of Townships), John Mulder (City of Hermantown), Valerie Strukel (City of Eveleth), Ann Taray (At-Large Representative), and Jessica Rich (At-Large Representative). [13-539] The motion passed. (7-0)

Nelson/Raukar moved that the St. Louis County Board appoints the following citizens to serve on the St. Louis County Planning Commission and Board of Adjustment with terms expiring December 31, 2016: David Pollock (Planning Commission), William Coombe (Board of Adjustment Alternate), Kurt Johnson (Board of Adjustment Reappointment), David Peterson (Board of Adjustment Reappointment), Diana Werschay (Board of Adjustment Reappointment). [13-540] After further discussion, the motion passed. (7-0)

The Minnesota Department of Natural Resources gave a presentation on strategic land asset management. Lori Dowling-Hanson, Northeast Regional Director, and Bob Tomlinson, Land Asset Manager, spoke on behalf of the Minnesota Department of Natural Resources.

A recess was taken from 11:47 p.m. to 11:58 p.m.

### **Public Safety & Corrections**

Jewell/Nelson moved that the St. Louis County Board authorize that the appropriate county officials are directed to develop a contract with Arrowhead Regional Corrections for the Community Coaches Juvenile Liaison Program in the amount of \$60,000 for the period January 1, 2014 to December 31, 2014. Arrowhead Regional Corrections Executive Director Kay Arola discussed the program. After further discussion, the motion passed. (6-1, Dahlberg)

## **Health & Human Services**

Stauber/Forsman moved that the St. Louis County Board amends county burial rates as outlined in Board Letter No. 13-526. After further discussion, the effective date was changed to “effective immediately upon Board approval”. The motion passed. (6-1, Dahlberg)

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### **COMMISSIONER DISCUSSION ITEMS**

Commissioner Nelson thanked Chair Dahlberg for serving as Chair of the Board and thanked all Committee Chairs for their service.

County Auditor Don Dicklich distributed an article discussing cuts to the federal subsidy payments issuers receive for Build America Bonds. Auditor Dicklich also commended the Board on their decision to eliminate reliance on Build America Bonds.

Commissioner Forsman discussed issues relating to Build America Bond funding.

At 12:35 p.m., Jewell/Forsman moved to adjourn the Committee of the Whole meeting. (7-0)

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Chris Dahlberg, Chair of the County Board

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Phil Chapman, Clerk of the County Board

# BOARD LETTER NO. 14 - 02

HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 1

BOARD AGENDA NO.

**DATE:** January 7, 2014

**RE: CY 2014 Purchase of Service  
Contract with LSS Bethany  
Crisis Nursery**

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

**Ann M. Busche, Director  
Public Health & Human Services**

## **RELATED DEPARTMENT GOAL:**

Children will be born healthy, live a life free from abuse and neglect, and will have a permanent living arrangement.

## **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize a purchase of service contract with Lutheran Social Service Bethany Crisis Nursery for the purchase of children's protective services for Calendar Year 2014.

## **BACKGROUND:**

Lutheran Social Service Bethany Crisis Nursery has served the Duluth community since 1994, strengthening and nurturing families in crisis. The Crisis Nursery is an early intervention service committed to the prevention of child abuse and maltreatment by providing short-term emergency care for children and support services for families during times of crisis. It serves families with infants and children to 12 years. The services are family-focused, protect children from harm, and provide support for parents.

This service is parent-driven with only the legal guardian, who resides in southern St. Louis County, being able to make a request for care. Day and overnight care is provided in licensed day care or foster care homes throughout the Duluth area. Access to emergency clothing, infant supplies, and support services for families, including information and referral, brief counseling, home visiting, and parent education is provided.

## **RECOMMENDATION:**

It is recommended that the St. Louis County Board approve a purchase of service contract with Lutheran Social Service for the period January 1, 2014 through December 31, 2014 and authorize payment of \$37,182 for Bethany Crisis Nursery, payable from Fund 230, Agency 232008, Expense Object 601200.

**CY 2014 Purchase of Service Contract with LSS Bethany Crisis Nursery**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, St. Louis County has need for a Crisis Nursery Service; and

WHEREAS, The Public Health and Human Services Department (PHHS) has contracted with Lutheran Social Service since March 1994 to provide child protection services on behalf of the county; and

WHEREAS, PHHS wishes to renew this agreement for an early intervention service committed to the prevention of child abuse and maltreatment by providing short-term emergency care for children and support services for families during times of crisis;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a purchase of service contract with Lutheran Social Service Bethany Crisis Nursery for the period January 1, 2014 through December 31, 2014, and authorizes payment of \$37,182 payable from Fund 230 (Social Services); Agency 232008 (Children's Services); Expense Object 601200 (Out-of-Home Placement).

# BOARD LETTER NO. 14 - 03

HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 2

BOARD AGENDA NO.

**DATE:** January 7, 2014

**RE:** CY 2014 Forensic  
Psychological Services

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

**Ann M. Busche, Director  
Public Health & Human Services**

## **RELATED DEPARTMENT GOAL:**

Children will be born healthy, live a life free from abuse and neglect, and will have a permanent living arrangement.

## **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize contracts for the purchase of forensic psychological services from Arrowhead Psychological Clinic and Dr. Jonathan Beyer for Calendar Year (CY) 2014.

## **BACKGROUND:**

Services provided under this agreement will include psychological evaluations for Children in Need of Protection or Services, delinquency proceedings, permanency planning and termination of parent rights hearings. Children receiving services will have their mental health treatment needs addressed and the judicial system will be better able to determine parents' ability to safely and effectively parent the children. The evaluations will be conducted under the direction of a licensed psychologist.

Previously the Duluth Institute for Psychological Health and the Human Development Center were vendors included in this service group; however, they have declined to be participants in these contracted services for CY 2014. Dr. Jonathan Beyer was added as a vendor for this service group in May 2013 through December 31, 2013. Dr. Beyer is included in the group of proposed vendors for the CY 2014.

The Public Health and Human Services Department wishes to obtain a variety of forensic psychology services on a fixed cost basis of \$675 per evaluation for up to 100 forensic evaluations which may be needed during CY 2014. This agreement will pay for only that portion of any psychological evaluation that is primarily forensic in nature and not payable by health insurance, including commercial health plans, Prepaid Medical Assistance Program, or Medical Assistance. All funds received from third party reimbursement will be credited to the county resulting in a reduction in the total amount billed by Arrowhead Psychological Clinic and Dr. Beyer.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize Professional Service Agreements with Arrowhead Psychological Clinic and Dr. Jonathan Beyer for the period January 1, 2014 through December 31, 2014 at a cost of \$675 per evaluation for up to 100 forensic evaluations which may be needed during CY 2014 (\$65,000 maximum for the two providers combined).

Payment for these arrangements payable from:

Fund	230	Social Services
Agency	232008	Children's Services
Expense Object	602000	Other Children's Services

## **CY 2014 Forensic Psychological Services**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, The Public Health and Human Services Department (PHHS) wishes to ensure Children in Need of Protection or Services will have mental health needs addressed and recommendations presented for delinquency proceedings, permanency planning and termination of parental rights hearings; and

WHEREAS, Arrowhead Psychological Clinic and Dr. Jonathan Beyer are able and willing to provide these services on behalf of the county;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes Professional Service Agreements with Arrowhead Psychological Clinic and Dr. Jonathan Beyer for forensic psychological services for the period January 1, 2014 through December 31, 2014 at a cost of \$675 per evaluation for up to 100 forensic evaluations which may be needed during CY 2014 (\$65,000 maximum for the two providers combined), payable from Fund 230 (Social Services), Agency 232008 (Children's Services), Expense Object 602000 (Other Children's Services).



**Kim Thi Anderson, Eveleth, MN**

Address of Property	726 Clay St Eveleth, MN 55734
Legal Description	CITY OF EVELETH LOT: 0026 BLOCK:064 HIGHLAND ADDITION TO EVELETH Parcel Code: 040-0130-01030
Date of Cancellation and Resolution Number	08/06/2013 Reso 13-476
Amount Needed to Reinstate	\$3,164.14
Date Paid	12/06/2013
Cancelled Contract Number	C22120066
New Contract Number	C22130155

## **Reinstatement of Contract for Repurchase of State Tax Forfeited Land Anderson**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, Under the provisions of Minn. Stat. § 282.341 Subd. 1, a contract for deed to repurchase state tax forfeited land previously canceled may be reinstated by the previous contract holder subject to payment of installments, taxes, assessments, penalties, costs, and interest; and

WHEREAS, Less than 50 percent of the basic sale price was paid prior to cancellation; therefore, County Board approval is required for reinstatement; and

WHEREAS, Kim Thi Anderson has requested to reinstate Contract C22120066, having been canceled on 08/06/2013 under new Contract C22130155 for property described as:

CITY OF EVELETH  
LOT: 0026 BLOCK:064  
HIGHLAND ADDITION TO EVELETH  
Parcel Code: 040-0130-01030

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the reinstatement of Contract C22130155 by Kim Thi Anderson, of Eveleth, MN in the amount \$3,164.14, to be deposited into Fund 240 (Forfeited Tax Fund).



# St. Louis County Land Department Tax Forfeited Land Sales

## Reinstatement of Contract

Legal : CITY OF EVELETH  
LOT: 0026 BLOCK:064  
HIGHLAND ADDITION TO EVELETH

Parcel Code : 040-0130-01030

LDKEY : 117277

Address: 726 CLAY ST  
EVELETH MN 55734

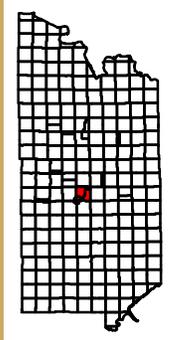


City of Eveleth

Sec: 32 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

January 2014



2003 NAIP Photo

# BOARD LETTER NO. 14 - 05

## ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 4

### BOARD AGENDA NO.

**DATE:** January 7, 2014

**RE:** Utility Easement across State  
Tax Forfeited Land and St. Louis  
County Fee Owned Land to  
Crown Castle

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

Mark Weber, Director  
Land and Minerals

Donald Dicklich  
County Auditor

Tony Mancuso, Director  
Property Management

#### **RELATED DEPARTMENTAL GOALS:**

Performing public services. Facilitate county fee land purchase, sale and easement activities.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize an underground fiber communication line easement across state tax forfeited land and across county fee owned land in Canosia Township.

#### **BACKGROUND:**

Crown Castle is requesting a 10 foot-wide utility easement across state tax forfeited land and county fee owned land to allow co-location of service providers on an existing communication tower. Exercising the easement will not cause significant adverse environmental or natural resource management impacts, and will not conflict with public use of the land.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board grant a utility easement across state tax forfeited land to Crown Castle for the amount of \$557.18 land use fee, \$200

administration fee, and \$46 recording fee; for a total of \$803.18, to be deposited into Fund 240 (Forfeited Tax Fund).

It is further recommended that the St. Louis County Board grant a utility easement across St. Louis County fee owned land to Crown Castle for the consideration of \$358.19 for land use fee to be deposited in Fund 100, Agency 128014, Object 583100 (County Fee Land Sales Cost) and authorize the appropriate county officials to sign the easement.

**Utility Easement across State Tax Forfeited Land and St. Louis County Fee Owned Land to Crown Castle**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, Crown Castle has requested a utility easement across state tax forfeited land and county fee owned land to install a fiber communication line; and

WHEREAS, Exercising the easement will not conflict with public use of land; and

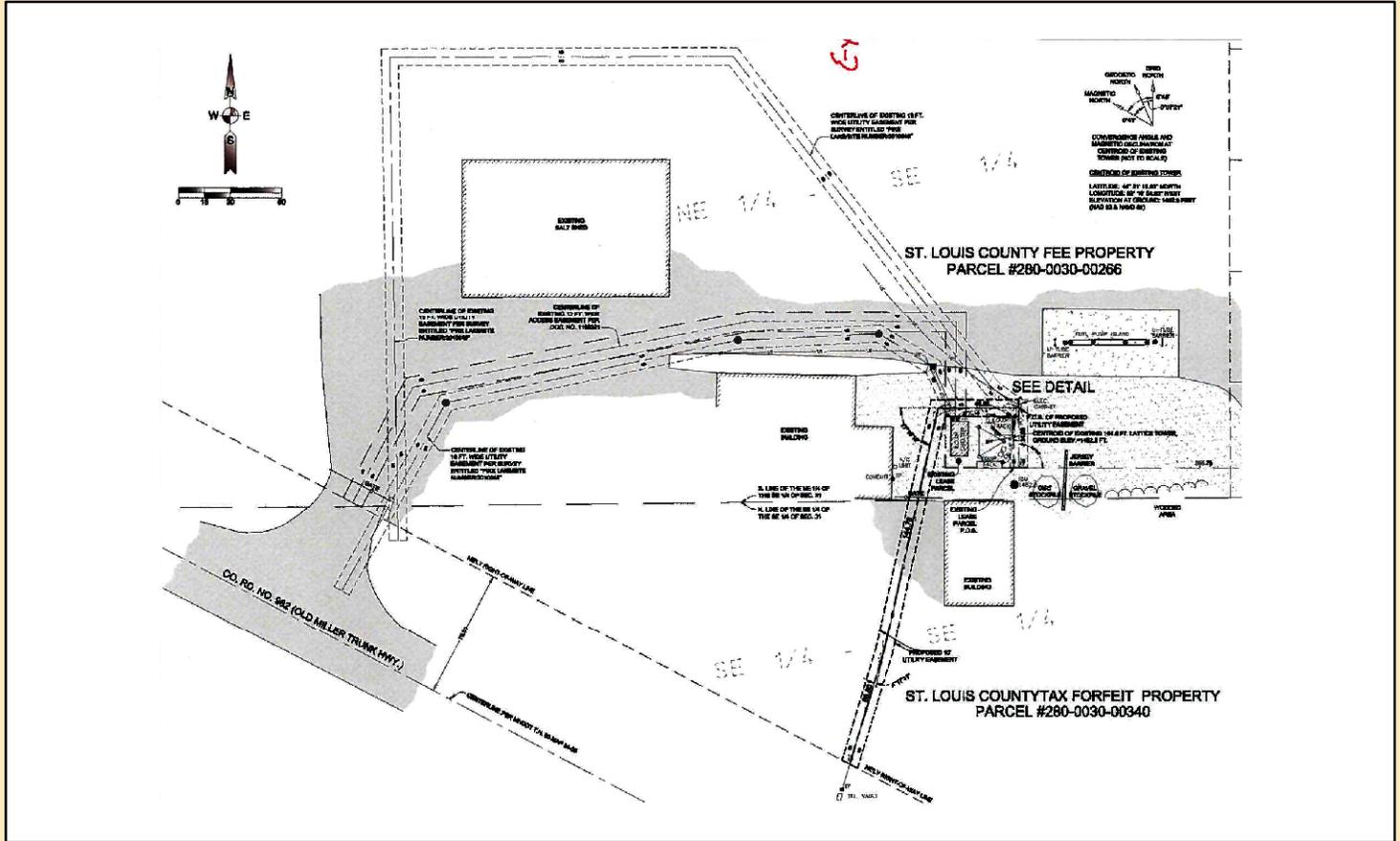
WHEREAS, Minn. Stat. § 282.04, Subd. 4 authorizes the County Auditor to grant easements across state tax forfeited land for such purposes; and

WHEREAS, Minn. Stat. § 373.01, Subd. 1(4) authorizes the County Auditor and the chair of the County Board to sell, lease and convey real estate owned by the county;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the County Auditor to grant a transmission line easement to Crown Castle across state tax forfeited lands and county fee owned lands described in County Board File No. \_\_\_\_\_;

RESOLVED FURTHER, That granting of this easement is conditioned upon payment of \$557.18 land use fee, \$200 administration fee, and \$46 recording fee; for a total of \$803.18 to be deposited into Fund 240 (Forfeited Tax Fund);

RESOLVED FURTHER, That granting of this easement is conditioned upon payment of \$358.19 land use fee; to be deposited into Fund 100, Agency 128014, Object 583100 (County Fee Land Sales Cost).

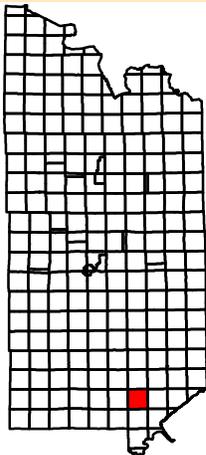


Section 31 T51N R15W Town of Canosia

Affects Parcel Codes 280-0030-00266, -00340

### Commissioner District #5

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



St. Louis County  
Minnesota

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St. Louis County  
Land and Minerals  
Department



# BOARD LETTER NO. 14 - 06

## ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 5

BOARD AGENDA NO.

**DATE:** January 7, 2014

**RE:** Utility Easement across State  
Tax Forfeited Land to Great  
River Energy

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

Mark Weber, Director  
Land and Minerals

Donald Dicklich  
County Auditor

**RELATED DEPARTMENTAL GOAL:**

Performing public services.

**ACTION REQUESTED:**

The St. Louis County Board is requested to authorize an electrical transmission line easement across state tax forfeited land in the town of Fine Lakes.

**BACKGROUND:**

Great River Energy plans to rebuild an existing 69kV electric transmission line to 115/69kV. Great River Energy is requesting a 100 foot wide utility easement across state tax forfeited land to complete this segment of the transmission line. The total area encumbered by the easement is 14.47 acres. Exercising the easement will not cause significant adverse environmental or natural resource management impacts, and will not conflict with public use of the land.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board grant a utility easement across state tax forfeited land to Great River Energy for the amount of \$13,891 land use fee, \$100 administration fee and \$46 recording fee; for a total of \$14,037, to be deposited into Fund 240 (Forfeited Tax Fund).

## Utility Easement across State Tax Forfeited Land to Great River Energy

BY COMMISSIONER \_\_\_\_\_

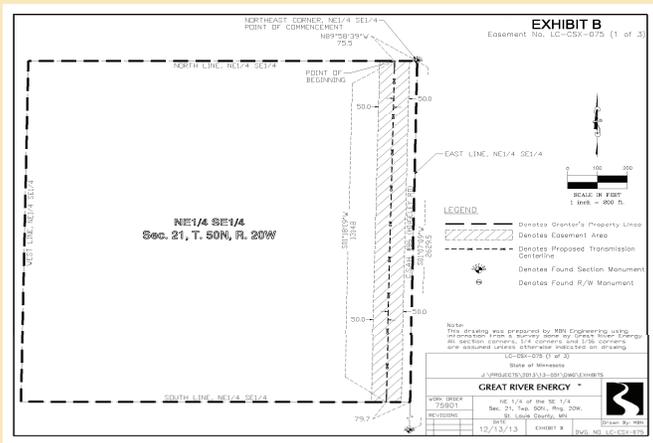
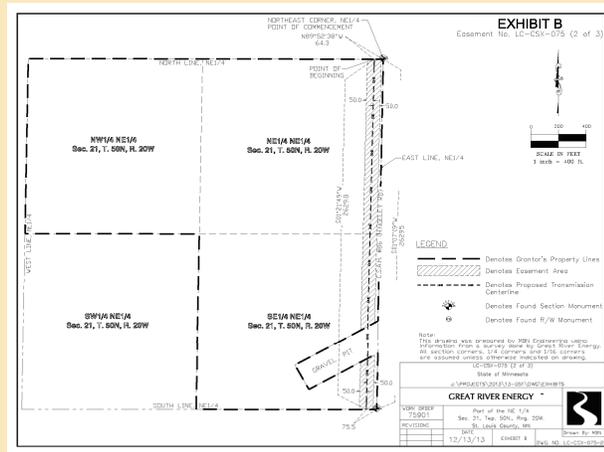
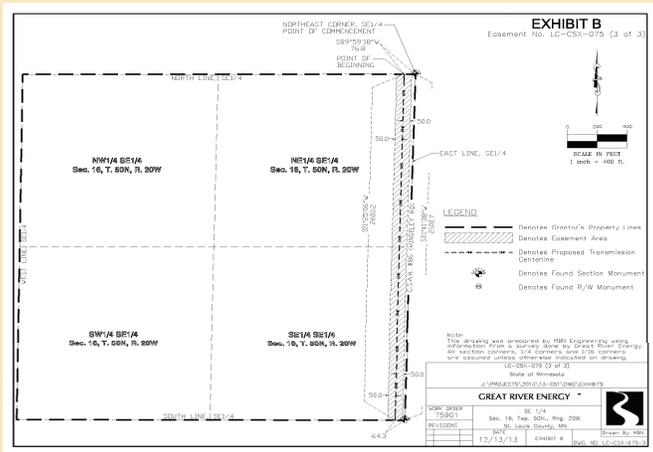
WHEREAS, Great River Energy has requested a utility easement across state tax forfeited land to construct a 115 kV transmission line; and

WHEREAS, Exercising the easement will not conflict with public use of land; and

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the County Auditor to grant a transmission line easement to Great River Energy across state tax forfeited lands described in County Board File No. \_\_\_\_\_;

RESOLVED FURTHER, That granting of this easement is conditioned upon payment of \$13,891 land use fee, \$100 administration fee and \$46 recording fee; for a total of \$14,037 to be deposited into Fund 240 (Forfeited Tax Fund).



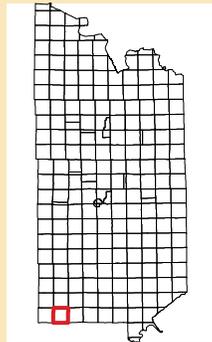
Sections 16, 21 T50N R20W  
Town of Fine Lakes

Affects Parcel Codes 355-0010-02530,  
-03350, -03380, -03940

7th Commissioner District

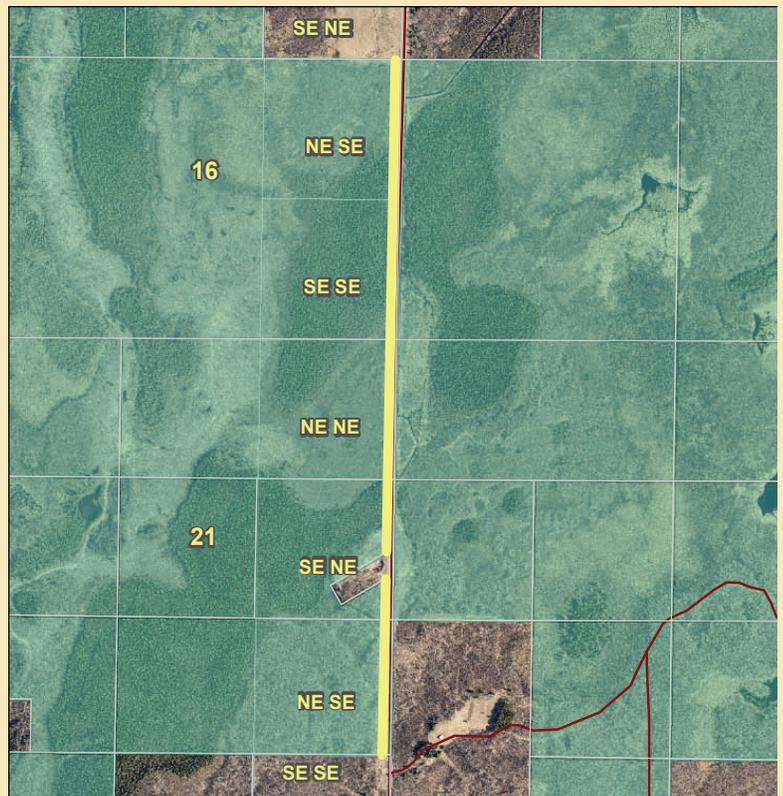
- State Tax Forfeited
- Easement
- Township-Range

St. Louis County  
Minnesota



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St. Louis County  
Land and Minerals  
Department





## **Purchase of Track Skid Loader through State Contract**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, The St. Louis County Public Works Department's 2013 equipment budget includes replacement of a skid loader; and

WHEREAS, A quote was received for State of Minnesota contract pricing from Titan Equipment of Duluth, Minnesota, in the amount of \$75,850.60;

THEREFORE, BE IT RESOLVED, The St. Louis County Board authorizes the purchase of one Skid Loader from Titan Equipment of Duluth, at the State of Minnesota contract price of \$75,850.60, payable from Fund 441, Agency 441001, Object 665900.

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# BOARD LETTER NO. 14 - 08

## PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 7

### BOARD AGENDA NO.

**DATE:** January 7, 2014                      **RE:** Purchase of Field Service Truck  
Equipment Package

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

James T. Foldesi  
County 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 one field service truck equipment package from Towmaster, Inc., of Litchfield, Minnesota.

#### **BACKGROUND:**

The Public Works Department's equipment budget includes the purchase and installation of a field service equipment package for one truck chassis purchased separately. This unit will be replacing an old unit at the Public Works facility in Hibbing. This package will include a crane, generator-welder, torches, air compressor, tool storage, hose reels, and work lights along with all necessary miscellaneous gear to do field repairs.

Because this equipment package is not available on the State of Minnesota Contract, Public Works with the assistance of the Purchasing Division sent a specification to vendors. The only vendor that responded with a package meeting the specification was Towmaster, Inc. The purchase price for the equipment package is estimated to be \$78,060. The total cost is within that budgeted for the purchase.

#### **RECOMMENDATION**

It is recommended that the St. Louis County Board authorize the purchase and installation of one field service equipment package from Towmaster Inc. of Litchfield, MN, in the amount of \$78,060, payable from Fund 441, Agency 441001, and Object 665900.

## **Purchase of Field Service Truck Equipment Package**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, The St. Louis County Public Works Department equipment budget includes a field service truck package for a truck chassis purchased separately; and

WHEREAS, Towmaster Inc. of Litchfield, MN responded with the only acceptable quotation for one field service truck package for \$78,060;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase and installation of one field service truck equipment package from Towmaster Inc. of Litchfield, MN for \$78,060, payable from Fund 441, Agency 441001, Object 665900.

# BOARD LETTER NO. 14 - 09

## PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 8

### BOARD AGENDA NO.

**DATE:** January 7, 2014                      **RE:** Acquisition of Right of Way for  
County Project 176509 on CSAH  
89 (Duluth)

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

James T. Foldesi  
Public Works Director/Highway Engineer

**RELATED DEPARTMENT GOAL:**

Provide a safe, well maintained road and bridge system and deliver the construction program on time and on budget.

**ACTION REQUESTED:**

The St. Louis County Board is requested to authorize the acquisition of the remaining right of way necessary for construction of County Project (CP) 176509, State Aid Project (SAP) 069-689-004, through eminent domain proceedings.

**BACKGROUND:**

The Public Works Department plans to reconstruct County State Aid Highway 89 within the city of Duluth, beginning at Cody Street and going north to Highland Street and then west and northwest ending approximately 600 feet beyond the Skyline Parkway crossing. Acquisition of the necessary land for this project was authorized by County Board Resolution No. 12-643 on December 11, 2012. Part of the right of way necessary for this project has not yet been acquired by negotiation and direct purchase. Acquiring the additional right of way by eminent domain will allow for the timely construction of this project.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the County Attorney to acquire the right of way necessary for the project through eminent domain proceedings payable from Fund 200, Agency 203001.

**Acquisition of Right of Way for County Project 176509  
on CSAH 89 (Duluth)**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, The St. Louis County Public Works Department plans to reconstruct County State Aid Highway 89 within the city of Duluth, beginning at Cody Street and going north to Highland Street and then west and northwest ending approximately 600 feet beyond the Skyline Parkway crossing; and

WHEREAS, The acquisition of the additional highway right of way needed to complete this road reconstruction was authorized by County Board Resolution No. 12-643 on December 11, 2012; and

WHEREAS, The following described parcels of needed right of way have not been acquired by negotiation and direct purchase:

**Parcel #11**                      **Owners and Interests:**

Joseph L. Bullyan  
4945 Miller Trunk Hwy  
Duluth, MN 55811

Nancy M. Bullyan  
4945 Miller Trunk Hwy  
Duluth, MN 55811

**Property Legal Description:**

All of Lot Six (6), and Lots Seven (7) to Ten (10), inclusive, except that part condemned for Getchell Road, Block Thirteen (13), KIMBERLY AND STRYKER'S ADDITION, SECOND DIVISION, according to the recorded plat thereof..

Parcel Identification Number 010-2670-01490  
(abstract property)

**Rights to be acquired:**

A PERMANENT EASEMENT for highway purposes over, under, and across that part of the above described property as shown as Parcel 11 on the plat designated as St. Louis County Highway Right of Way Plat NO. 33, on file and on record in the Recorder's Office of the County of St. Louis, Minnesota, and on file and on recorded as Document Number 931838 in the Office of the Registrar of Titles in and for the County of St. Louis, Minnesota.

Said permanent easement contains approximately 0.00 acres of existing highway right of way and 0.01 acres of additional right of way.

Together with a TEMPORARY EASEMENT for highway purposes over, under, and across that part of the above described property shown as TEMPORARY EASEMENT adjacent to Parcel 11 on the plat designated as St. Louis County Highway Right of Way Plat NO. 33, on file and on record in the Recorder's Office of the County of St. Louis, Minnesota, and on

file and recorded as Document Number 931838 in the Office of the Registrar of Titles in and for the County of St. Louis, Minnesota.

Said temporary easement contains approximately 0.00 square feet of existing highway right of way and 1400 square feet of additional right of way and shall expire on December 31, 2018.

**Parcel #18**

**Owners and Interests:**

Blaurock Family Partnership LLC, an IL LTD Liability Co.  
402 N. Main Street  
Wauconia, IL 60084

**Property Legal Description:**

Lot 5 Block 35 BAY VIEW ADDITION TO DULUTH NO 1  
Lot 6 Block 35 BAY VIEW ADDITION TO DULUTH NO 1  
Lot 7 Block 35 BAY VIEW ADDITION TO DULUTH NO 1  
Lot 8 Block 35 BAY VIEW ADDITION TO DULUTH NO 1

Parcel Identification Number 010-0220-04960  
(abstract property)

**Rights to be acquired:**

Lot 5 Block 35 BAY VIEW ADDITION TO DULUTH NO 1  
Lot 6 Block 35 BAY VIEW ADDITION TO DULUTH NO 1  
Lot 7 Block 35 BAY VIEW ADDITION TO DULUTH NO 1  
Lot 8 Block 35 BAY VIEW ADDITION TO DULUTH NO 1

Parcel Identification Number 010-0220-04960  
(abstract property)

**Parcel #202**

**Owners and Interests:**

One Roof Community Housing, Inc.  
206 E. 4<sup>th</sup> Street  
Duluth, MN 55805

Cynthia Strange  
5716 Highland St.  
Duluth, MN 55807

North Shore Bank of Commerce  
131 West Superior St.  
Duluth, MN 55802

Neighborhood Housing Services of Duluth, Inc.  
224 East 4<sup>th</sup> St.  
Duluth, MN 55805

**Property Legal Description:**

Lot Eleven (11) and Westerly four feet (W'ly 4') of Lot Twelve (12), Block Twenty-seven (27), West Duluth Sixth Division St. Louis County, Minnesota

Parcel Identification Number 010-4520-03890  
(abstract property)

**Rights to be acquired:**

A TEMPORARY EASEMENT for highway construction purposes over, under, and across the above described property, said Temporary Easement is described as follows: the northerly 10.00 feet of Lot 11 Block 27 and the northerly 10.00 feet of the westerly 4 feet of Lot 12 Block 27 West Duluth Sixth Division.

Said temporary easements contain approximately 288 square feet and shall expire on December 31, 2018.

And as shown on "Exhibit B" attached hereto and made a part hereof.

**Parcel #207**

**Owners and Interests:**

Paul B. Swanson  
1214 N. 59<sup>th</sup> Ave. West  
Duluth, MN 55807

Marie E. Swanson  
1214 N. 59th Ave. West  
Duluth, MN 55807

**Property Legal Description:**

Lot 1 Block 29 WEST DULUTH SIXTH DIVISION  
Lot 2 Block 29 WEST DULUTH SIXTH DIVISION

Parcel Identification Number 010-4520-04060  
(Torren's property)

**Rights to be acquired:**

A TEMPORARY EASEMENT for highway construction purposes over, under, and across the above described property, said Temporary Easement is described as follows: the northerly 10.00 feet of Lot 1 Block 29 West Duluth Sixth Division.

Together with A TEMPORARY EASEMENT for highway construction purposes over, under, and across the above described property, said Temporary Easement is described as follows: a 10.00 foot wide strip lying adjacent to and south of the first described temporary easement from the easterly line of Lot 1 to engineer's station 206+00 and as shown on the attached drawing.

Said temporary easements contain approximately 1718 square feet and shall expire on December 31, 2018.

And as shown on "Exhibit B" attached hereto and made a part hereof.

**Parcel #211**

**Owners and Interests:**

Lisa L. Gould  
5723 Highland St.  
Duluth, MN 55807

Franklin American Mortgage Company  
501 Corporate Centre Drive, Suite 400  
Franklin, TN 37067

**Property Legal Description:**

E'ly 31 1/2 feet of the W'ly 62 1/2 feet of Lots 7, 8, 9 and 10 EXCEPT the N'ly 3 feet of the E'ly 31 1/2 feet of the W'ly 62 1/2 feet of Lot 7, all in Block 11 WEST DULUTH SIXTH DIVISION

Parcel Identification Number 010-4520-01270  
(Torren's property)

**Rights to be acquired:**

A TEMPORARY EASEMENT for highway construction purposes over, under, and across the above described property, said Temporary Easement is described as follows: the southerly 7.00 feet of the easterly 31 1/2 feet of the W'ly 62 1/2 feet of Lot 10 Block 11 West Duluth Sixth Division.

Said temporary easements contain approximately 219 square feet and shall expire on December 31, 2018.

And as shown on "Exhibit B" attached hereto and made a part hereof.

**Parcel #212**

**Owners and Interests:**

Lawrence H. Johnson  
5725 Highland St.  
Duluth, MN 55807

**Property Legal Description:**

The westerly 31 feet of Lots 7, 8, 9 and 10 except the northerly 3 feet of the westerly 31 feet of Lot 7, all in Block 11, WEST DULUTH, SIXTH DIVISION

SUBJECT to life estate of Louana Ruth Johnson

Parcel Identification Number 010-4520-01230  
(Torren's property)

**Rights to be acquired:**

A TEMPORARY EASEMENT for highway construction purposes over, under, and across the above described property, said Temporary Easement is described as follows: the southerly 7.00 feet of the westerly 31 feet of Lot 10 Block 11 West Duluth Sixth Division.

Said temporary easements contain approximately 219 square feet and shall expire on December 31, 2018.

And as shown on "Exhibit B" attached hereto and made a part hereof.

**Parcel #215**

**Owners and Interests:**

Brent Mathew Stoen  
1307 North 59<sup>th</sup> Ave. West  
Duluth, MN 55807

Rachel Corinne Stoen  
1307 North 59th Ave. West  
Duluth, MN 55807

Wells Fargo Bank, N.A.  
P.O Box 31667  
Billings, MT 59107  
Document Management  
Reference # 20052857300354

Wells Fargo Bank, N.A.  
2517 E. 54<sup>th</sup> Street North  
Sioux Falls, SD 57104

**Property Legal Description:**

Lot 8 Block 6 WEST DULUTH SIXTH DIVISION  
Lot 9 Block 6 WEST DULUTH SIXTH DIVISION  
Lot 10 Block 6 WEST DULUTH SIXTH DIVISION

Parcel Identification Number 010-4520-00610  
(Torren's property)

**Rights to be acquired:**

A TEMPORARY EASEMENT for highway construction purposes over, under, and across the above described property, said Temporary Easement is described as follows: the southerly 7.00 feet of Lot 10 Block 6 West Duluth Sixth Division.

Said temporary easements contain approximately 876 square feet and shall expire on December 31, 2018.

And as shown on "Exhibit B" attached hereto and made a part hereof.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board, pursuant to Minn. Stat. Chapter 163.02 et.al., authorizes the County Attorney to proceed under Minn. Stat. Chapter 117.02 et. al., to acquire the necessary highway right of way by condemnation proceedings, payable from Fund 200, Agency 203001, Objects 636500, 636600, and 637500.

# ST. LOUIS COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 33

## COUNTY STATE AID HIGHWAY NO. 89 SAP 069-689-004

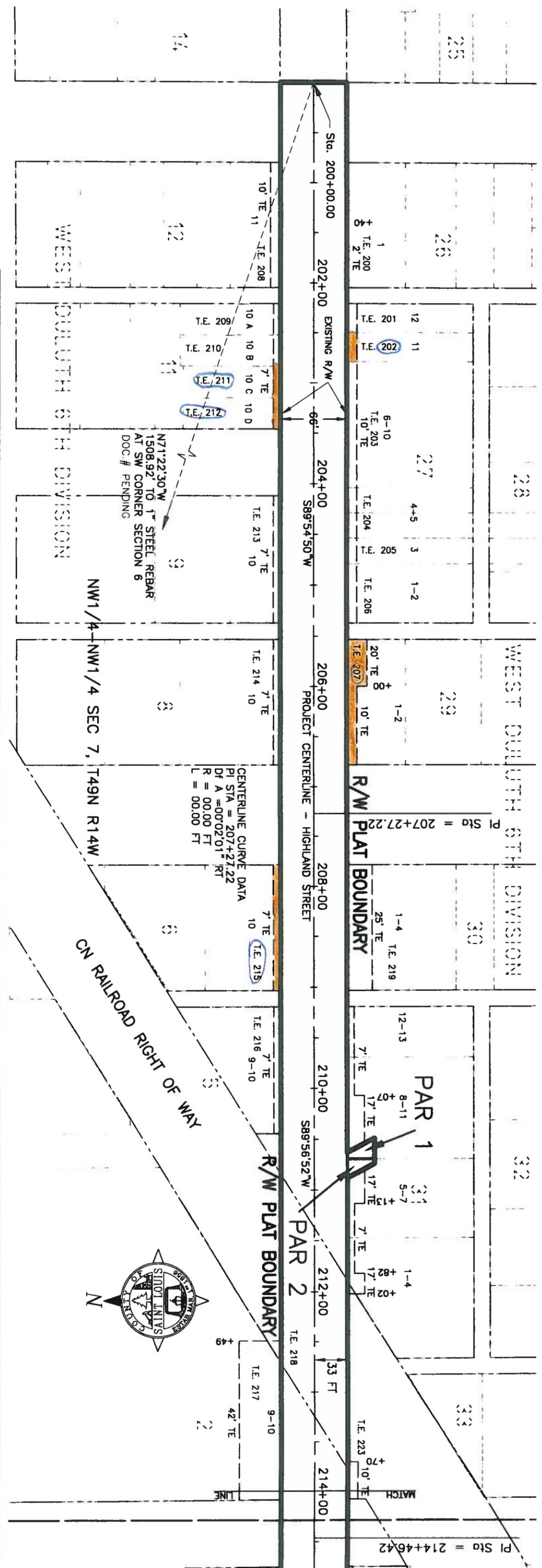


Exhibit "B"



Scale 0 50 ft. 100 ft.

NOTE: ALL DIMENSIONS SHOWN ARE IN FEET AND DECIMAL OF FEET UNLESS SHOWN OTHERWISE.

NOTE: (EXISTING R/W) DENOTES R/W EXISTING PRIOR TO PLATTING.

PROPOSED R/W WIDTHS ARE FROM PROJECT CENTERLINE UNLESS SHOWN OTHERWISE.

### RIGHT OF WAY IN WEST DULUTH 6TH DIVISION

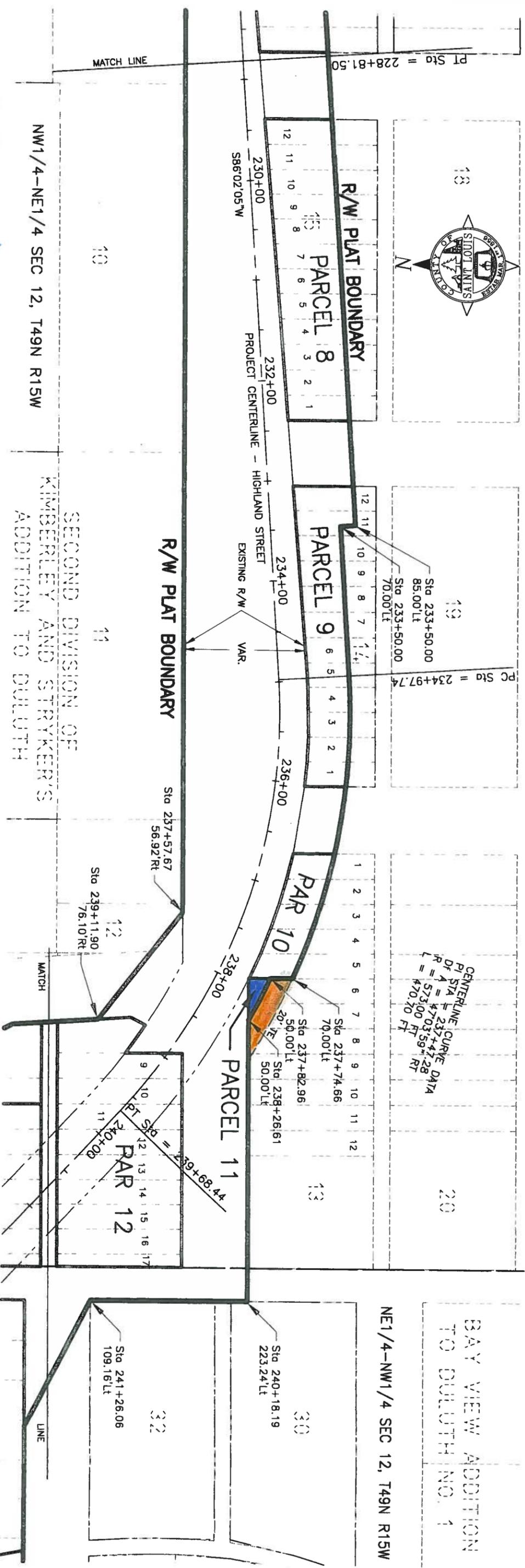
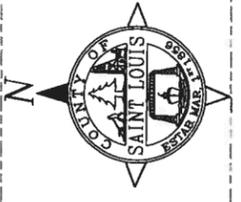
PARCEL	OWNER	LOCATION	RECORDED DOCUMENT NUMBER OR BOOK/PAGE	TORNENS CERTIFICATE NUMBER	PARCEL CODE	EXISTING RIGHT OF WAY		NEW RIGHT OF WAY		TOTAL RIGHT OF WAY	TEMPORARY EASEMENT	TEM. ESMT. EXPIRES ON	FEE OR ESMT
						ACRES	ACRES	ACRES	ACRES				
T.E. 200	TESSIER HARTEAU, MARCELLA L.	LOT 1 BLOCK 26	0	0	010-4520-03650	0.00	0.00	0.00	0.00	0.00	130	12/31/18	ESMT
T.E. 201	LESSARD, JULE K.; LESSARD DONALD J.	LOT 12 BLOCK 27	0	0	010-4520-03910	0.00	0.00	0.00	0.00	0.00	288	12/31/18	ESMT
T.E. 202	NORTHERN COMMUNITIES LAND TRUST	LOT 11 BLOCK 27	0	0	010-4520-03890	0.00	0.00	0.00	0.00	0.00	288	12/31/18	ESMT
T.E. 203	ROCHEL, RICHARD	LOT 6-10 BLOCK 27	0	0	010-4520-03840	0.00	0.00	0.00	0.00	0.00	1250	12/31/18	ESMT
T.E. 204	DEE, ALICE	LOT 4-5 BLOCK 27	0	0	010-4520-03820 to 03830	0.00	0.00	0.00	0.00	0.00	500	12/31/18	ESMT
T.E. 205	AN ILLINOIS CORP., PILET BROS SCR	LOT 3 BLOCK 27	0	0	010-4520-03810	0.00	0.00	0.00	0.00	0.00	250	12/31/18	ESMT
T.E. 206	ROSE, COLENE R.	LOT 1-2 BLOCK 27	0	0	010-4520-03790	0.00	0.00	0.00	0.00	0.00	580	12/31/18	ESMT
T.E. 207	SWANSON, PAUL B.; SWANSON, MARIE E	LOT 1 BLOCK 29	0	0	010-4520-04060	0.00	0.00	0.00	0.00	0.00	1718	12/31/18	ESMT
T.E. 208	SIMONSON, ERNEST L.; SIMONSON, SHIRLY M.	LOT 11 BLOCK 12	0	0	010-4520-01480	0.00	0.00	0.00	0.00	0.00	1250	12/31/18	ESMT
T.E. 209	LYSHER, KATHLEEN M.	LOT 10 A BLOCK 11	0	0	010-4520-01350	0.00	0.00	0.00	0.00	0.00	219	12/31/18	ESMT
T.E. 210	SINCLAIR, JAMES M.; WILLIAMS, JANINE M	LOT 10 B BLOCK 11	0	0	010-4520-01310	0.00	0.00	0.00	0.00	0.00	219	12/31/18	ESMT
T.E. 211	GOULD, USA L.	LOT 10 C BLOCK 11	0	0	010-4520-01270	0.00	0.00	0.00	0.00	0.00	219	12/31/18	ESMT
T.E. 212	JOHNSON, LAWRENCE H.; JOHNSON (LIFE ESTATE), LOUANA RUTH	LOT 10 D BLOCK 11	0	0	010-4520-01230	0.00	0.00	0.00	0.00	0.00	219	12/31/18	ESMT
T.E. 213	ZBTOVSKY, WAYNE	LOT 10 BLOCK 9	0	0	010-4520-00970	0.00	0.00	0.00	0.00	0.00	876	12/31/18	ESMT
T.E. 214	PEDERSEN, WAYNE R.; PEDERSEN, ROBIN L.	LOT 10 BLOCK 8	0	0	010-4520-00840	0.00	0.00	0.00	0.00	0.00	876	12/31/18	ESMT
T.E. 215	STOEN, BRENT MATTHEW; STOEN, RACHEL CORRINNE	LOT 10 BLOCK 6	0	0	010-4520-00610	0.00	0.00	0.00	0.00	0.00	875	12/31/18	ESMT
T.E. 216	STATE OF MINNESOTA TAX FORFEIT	LOT 9-10 BLOCK 5	0	0	010-4520-00510	0.00	0.00	0.00	0.00	0.00	6548	12/31/18	ESMT
T.E. 217	HAWKS BOOTS, LLC	LOT 9-10 BLOCK 2	0	0	010-4520-00010	0.00	0.00	0.00	0.00	0.00	158	12/31/18	ESMT
T.E. 218	D M & N RY CO	LOT 9-10 BLOCK 2	0	0	010-4520-00320	0.00	0.00	0.00	0.00	0.00	3125	12/31/18	ESMT
T.E. 219	MARSSA, JOHN M.; MARSSA, KATHRYN A.; MARSSA, RONALD R.; MARSSA, ELIZABETH L.; MARSSA, DAVID L.; MARSSA, KAREN L.; MARSSA, RAYMOND K.; MARSSA, MARY K	LOT 1 BLOCK 30	0	0	010-4520-04260	0.00	0.00	0.00	0.00	0.00	380	12/31/18	ESMT
T.E. 223	D M & N RY CO	LOT 1 BLOCK 33	0	0	010-4520-04660	0.00	0.00	0.00	0.00	0.00	380	12/31/18	ESMT

# ST. LOUIS COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 33

## COUNTY STATE AID HIGHWAY NO. 89

1215654

931838



■ - Permanent  
■ - Temporary

Exhibit "B"



NOTE: ALL DIMENSIONS SHOWN ARE IN FEET AND DECIMAL OF FEET UNLESS SHOWN OTHERWISE.  
 NOTE: (EXISTING R/W) DENOTES R/W EXISTING PRIOR TO PLATTING.  
 PROPOSED R/W WIDTHS ARE FROM PROJECT CENTERLINE UNLESS SHOWN OTHERWISE.

### RIGHT OF WAY IN SECOND DIVISION OF KIMBERLEY AND STRYKER'S ADDITION TO DULUTH

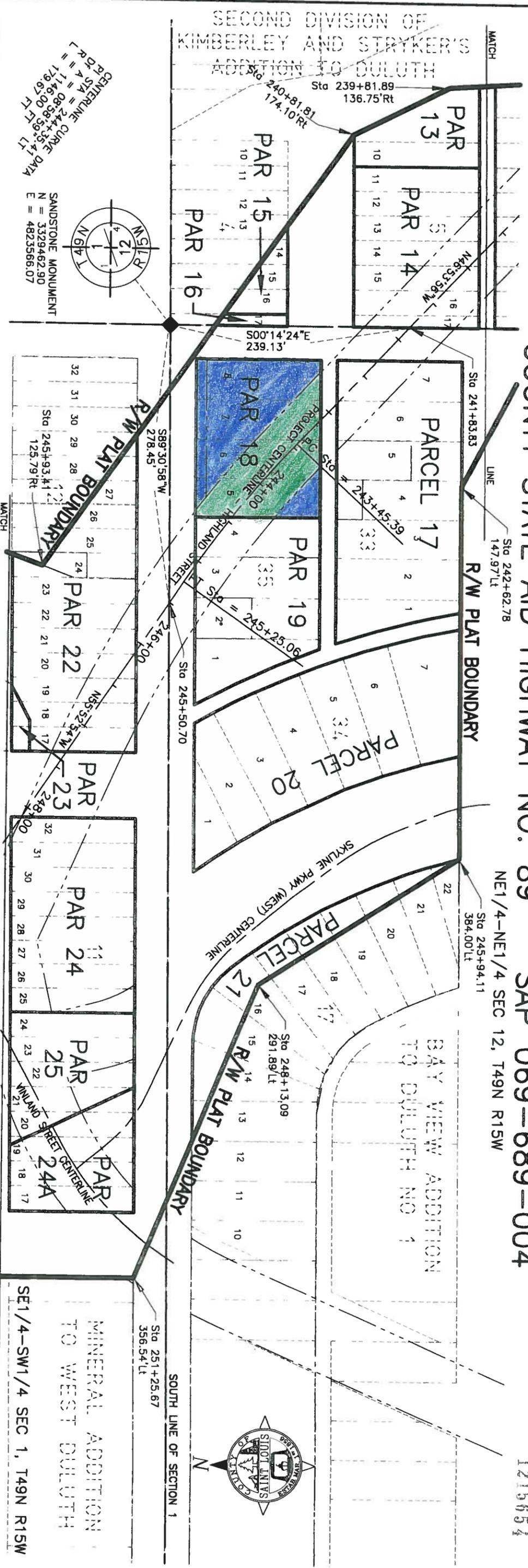
PARCEL	OWNER	LOCATION	RECORDED DOCUMENT NUMBER OR BOOK/PAGE	TORRENS CERTIFICATE NUMBER	PARCEL CODE	EXISTING RIGHT OF WAY		NEW RIGHT OF WAY		TOTAL RIGHT OF WAY	TEMPORARY EASEMENT SQ. FT.	TEM. ESMT. EXPIRES ON	FEE OR ESMT.
						ACRES	ACRES	ACRES	ACRES				
8	STATE OF MINNESOTA TAX FOREFEIT	LOT 1-12 BLOCK 15	860-233		010-2670-01750 to 01860	0.00	0.44	0.44	0			ESMT	
9	STATE OF MINNESOTA TAX FOREFEIT	LOT 1-10 BLOCK 14	860-233		010-2670-01620 to 01640	0.00	0.24	0.24	0			ESMT	
9	STATE OF MINNESOTA TAX FOREFEIT	LOT 11-12 BLOCK 14	860-233		010-2670-01720 to 01730	0.00	0.07	0.07	0			ESMT	
10	STATE OF MINNESOTA TAX FOREFEIT	LOT 1-5 BLOCK 13	687-1		010-2670-01440 to 01480	0.00	0.12	0.12	0			ESMT	
11	JOSEPH L. BULFVAN	LOT 6-10 BLOCK 13	815859		010-2670-01490 to 01500	0.00	0.01	0.01	1400	12/31/18		ESMT	
12	CITY OF DULUTH	LOT 7-10 BLOCK 12	346-349		010-2670-01300 to 01350	0.09	0.12	0.21	0			ESMT	
12	CITY OF DULUTH 1/4 INTEREST	LOT 11-12 BLOCK 12	646-489		010-2670-01300 to 01350	0.10	0.05	0.15	0			ESMT	
12	WILDEY MITCHELL 1/8 INTEREST	LOT 11-12 BLOCK 12	346-350										
12	CITY OF DULUTH	LOT 13-17 BLOCK 12	855-633 346-350		010-2670-01350	0.05	0.27	0.32	0			ESMT	

# ST. LOUIS COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 33

## COUNTY STATE AID HIGHWAY NO. 89

SAP 069-689-004

931838  
1215654



PARCEL	OWNER	LOCATION	RECORDED DOCUMENT NUMBER OR BOOK/PAGE	TORRENS CERTIFICATE NUMBER	PARCEL CODE	EXISTING RIGHT OF WAY ACRES	NEW RIGHT OF WAY ACRES	TOTAL RIGHT OF WAY ACRES	TEMPORARY EASEMENT SQ FT	TEM. ESMT. EXPIRES ON DATE	FEE OR ESMT
13	STATE OF MINNESOTA TAX FORFEIT	LOT 8-10 BLOCK 5	758-55		010-2670-00540 (00580)	0.00	0.17	0.17	0		ESMT
14	CITY OF DULUTH	LOT 11-14 BLOCK 5	646-350		010-2670-00590	0.15	0.32	0.47	0		ESMT
15	CITY OF DULUTH 1/4 INTEREST	LOT 15-17 BLOCK 5	646-489						0		ESMT
16	CITY OF DULUTH	LOT 15-17 BLOCK 5	646-350						0		ESMT
17	STATE OF MINNESOTA TAX FORFEIT	LOT 15-17 BLOCK 5	855-633						0		ESMT
18	STATE OF MINNESOTA TAX FORFEIT	LOT 13-16 BLOCK 4	646-350	68970	010-2670-00430	0.00	0.07	0.07	0		ESMT
19	STATE OF MINNESOTA TAX FORFEIT	LOT 17 BLOCK 4			010-2670-00470	0.00	0.02	0.02	0		ESMT
20	STATE OF MINNESOTA TAX FORFEIT	LOT 1, 2, 6-7 BLOCK 33	686-163, 748-326, 685-1	77526, 115079	010-0220-04780	0.18	0.58	0.76	0		ESMT
21	STATE OF MINNESOTA TAX FORFEIT	LOT 3, 4 BLOCK 33		222907					0		ESMT
22	STATE OF MINNESOTA TAX FORFEIT	LOT 5 BLOCK 33		318239					0		ESMT
23	STATE OF MINNESOTA TAX FORFEIT	LOT 5-8 BLOCK 35		115079, 222907	010-0220-04980	0.42	0.04	0.46	0		ESMT
24	STATE OF MINNESOTA TAX FORFEIT	LOT 1-4 BLOCK 35		77526	010-0220-04920	0.20	0.25	0.45	0		ESMT
25	STATE OF MINNESOTA TAX FORFEIT	LOT 1&3 BLOCK 35		322614, 115079	010-0220-04850	0.00	0.83	0.83	0		ESMT
26	STATE OF MINNESOTA TAX FORFEIT	LOT 1-2, 5, 6, 7 BLOCK 34			010-0220-02700	0.00	0.25	0.25	0		ESMT
27	STATE OF MINNESOTA TAX FORFEIT	LOT 3-4 BLOCK 34							0		ESMT
28	STATE OF MINNESOTA TAX FORFEIT	LOT 10, 14, 21-22, 19 BLOCK 17							0		ESMT
29	STATE OF MINNESOTA TAX FORFEIT	LOT 11-13, 15, 20 BLOCK 17							0		ESMT
30	STATE OF MINNESOTA TAX FORFEIT	LOT 16-17, 18 BLOCK 17							0		ESMT
31	CITY OF DULUTH	LOT 17-29 BLOCK 12							0		ESMT
32	CITY OF DULUTH	LOT 17 BLOCK 12							0		ESMT
33	CITY OF DULUTH	LOT 17-19 BLOCK 12							0		ESMT
34	CITY OF DULUTH	LOT 25-32 BLOCK 11							0		ESMT
35	CITY OF DULUTH	LOT 17-21 BLOCK 11							0		ESMT
36	CITY OF DULUTH	LOT 19-24 BLOCK 11							0		ESMT

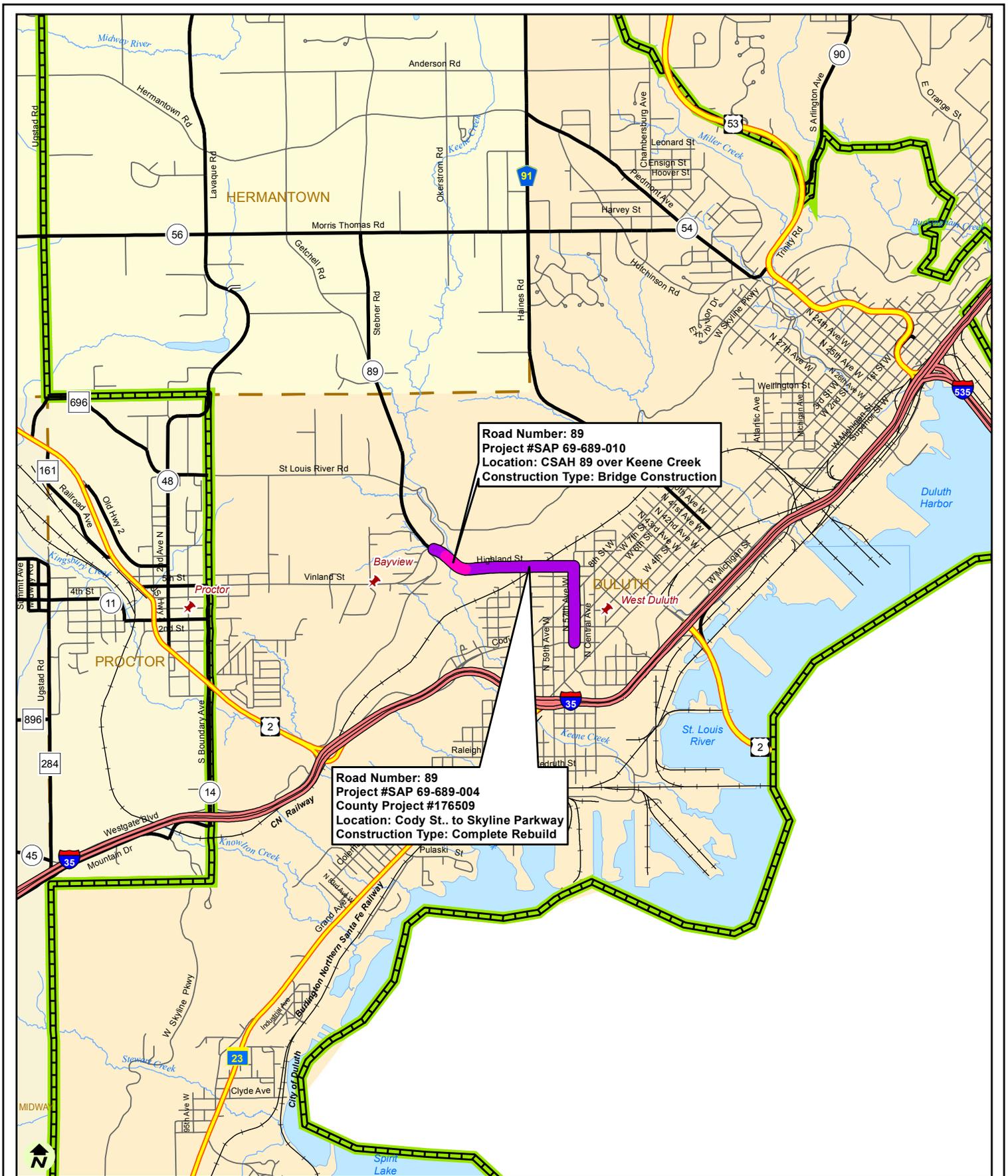
*New PERMANENT*  
*- EXISTING*  
*Exhibit 'B'*

Scale 0 50 ft. 100 ft.

NOTE: ALL DIMENSIONS SHOWN ARE IN FEET AND DECIMAL OF FEET UNLESS SHOWN OTHERWISE.

NOTE: (EXISTING R/W) DENOTES R/W EXISTING PRIOR TO PLATTING.

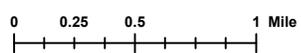
PROPOSED R/W WIDTHS ARE FROM PROJECT CENTERLINE UNLESS SHOWN OTHERWISE.



Road Number: 89  
 Project #SAP 69-689-010  
 Location: CSAH 89 over Keene Creek  
 Construction Type: Bridge Construction

Road Number: 89  
 Project #SAP 69-689-004  
 County Project #176509  
 Location: Cody St.. to Skyline Parkway  
 Construction Type: Complete Rebuild

St. Louis County 2013 Road & Bridge Construction



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

# BOARD LETTER NO. 14 - 10

FINANCE & BUDGET COMMITTEE CONSENT NO. 9

BOARD AGENDA NO.

**DATE:** January 7, 2014                      **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. \_\_\_\_\_.

12/30/2013  
2:47:36PM

Abatements Submitted for Approval by the St. Louis County Board  
on 1/14/2014

<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>
280 10 430	0 14990	AMENDOLA, MICHAEL	R	Canosia	Sean Worthington	HOMESTEAD	2013	173.62
520 16 2930	0 14993	COUNTY AUDITOR	R	Rice Lake	County Auditor	CANCEL FORFEITURE	2013	
10 3850 3760	0 14992	HENRICKSON, DANIELLE	R	City of Duluth	Bruce Eichorn	HOMESTEAD	2013	378.68

# BOARD LETTER NO. 14 - 11

## CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE CONSENT NO. 10

### BOARD AGENDA NO.

**DATE:** January 7, 2014

**RE:** Contract Renewal for Court  
Appointed Attorneys in Child  
Protection Proceedings

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

Mark Rubin  
County Attorney

#### **RELATED DEPARTMENT GOAL:**

Create a more effective and efficient government.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize renewal of legal service contracts to serve parents in cases for children in need of protection, long term foster care, and termination of parental rights.

#### **BACKGROUND:**

In 2008 the State Board of Public Defense ended the practice of representing parents involved in Children In Need of Protection or Services (CHIPS), Long Term Foster Care (LTFC), and Termination of Parental Rights (TPR) matters. While Minn. Stat. § 260C.163, Subd. 3 requires parents to be effectively represented by counsel in these matters, it is silent about the party of financial responsibility for the representation. However, Minn. Stat. § 260C.331, Subd. 3d states that in child protection proceedings, the county is responsible for “reasonable compensation for an attorney appointed by the court to serve as counsel...”

In 2010, the County Attorney’s Office developed and issued, in conjunction with County Administration, a Legal Services Request For Proposal for these and other services. The County Board authorized contracts with five individuals to provide these legal services. These contracts were then renewed by County Board Resolutions and expired December 31, 2013.

The need for these services still exists, and it is in the best interest of the citizens of St. Louis County to extend these five contracts under the same terms and conditions for

calendar year 2014. Due to a review of case numbers and the desire to retain the current set of qualified attorneys, a 2% increase was offered and accepted by each contractor. Funding for these services is available in the County Attorney's budget.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize implementation of a plan to enter into one-year contracts with five private attorneys for the purpose of accepting court appointments on CHIPS, LTFC, and TPR matters. Funding is available in the County Attorney's budget, Fund 100, Agency 113002, Object 626100.

## **Contract Renewal for Court Appointed Attorneys in Child Protection Proceedings**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, As of July 8, 2008, the State Public Defender's Office does not accept court appointments on Children In Need of Protection or Services, Long Term Foster Care, and Termination of Parental Rights cases; and

WHEREAS, After review of the number of cases and the options of various costs, St. Louis County contracted with five attorneys to accept court appointments for representation of parents in these cases; and

WHEREAS, These contracts were renewed in 2009, 2010, 2011, 2012 and the current contracts expired on December 31, 2013; and

WHEREAS, The need for these services still exists, and it is in the best interest of the citizens of St. Louis County to renew the current contracts at a rate of \$27,125 (Iron Range) and \$32,301 (Duluth), due to caseload trends, and to include reimbursement for approved Criminal Justice Institute training or other approved training, with the five current providers;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to renew the legal services contracts for Children In Need of Protection or Services, Long Term Foster Care, and Termination of Parental Rights for January 1, 2014 to December 31, 2014, at an annualized cost not to exceed \$175,000, payable from Fund 100, Agency 113002, Object 626100.

# BOARD LETTER NO. 14 – 12

## CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE CONSENT NO. 11

BOARD AGENDA NO.

**DATE:** January 7, 2014                      **RE:** **Contracts for Court Appointed  
Attorneys in Civil Commitment  
Proceedings**

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

**Mark Rubin  
County Attorney**

**RELATED DEPARTMENT GOAL:**

To provide effective, efficient government.

**ACTION REQUESTED:**

The St. Louis County Board is requested to authorize legal service contracts to provide civil commitment representation for individuals alleged to be mentally ill, mentally retarded, mentally ill and dangerous, chemically dependent, and sexually dangerous/sexual psychopathic personalities.

**BACKGROUND:**

Adult mental health legal services for the representation of individuals in commitment hearings are governed by Minn. Stat. § 253B. St. Louis County has used the services of Michael Lien, for the Duluth-area, and Todd Deal for the Range-area for civil commitment services. In addition, St. Louis County has in place a Joint Powers Agreement (JPA) with Carlton, Cook, and Lake Counties under which Michael Lien provides civil commitment services to those governmental entities.

The need for these services still exists and the current contracts expired on December 31, 2013. Both contracts and the Joint Powers Agreement with Carlton, Cook and Lake (covering the Michael Lien contract work) need to be updated.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the appropriate county officials to renew a Joint Powers Agreement with Carlton, Cook and Lake Counties for purposes of a joint civil commitment contract (for a one year period) as well as enter into one-year contracts with Michael Lien (to provide services to St. Louis, Carlton, Cook and Lake Counties) at the rate of \$32,350 (pursuant to the Joint Powers Agreement Carlton,

Cook and Lake Counties) and Todd Deal (for St. Louis County) at the rate of \$15,225.

In addition the contracts will specify the cost of representation of individuals alleged to be sexually dangerous and/or sexual psychopathic personalities, whose petitions would be handled at the rate of \$60.00/hour (with a \$3,000 per case cap). Funding is available in the County Attorney's budget, Fund 100, Agency 110001, Object 626100.

## **Contracts for Court Appointed Attorneys in Civil Commitment Proceedings**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, St. Louis County has traditionally used outside professional legal services to provide civil commitment representation for individuals alleged to be mentally ill, mentally retarded, mentally ill and dangerous, chemically dependent, and sexually dangerous/sexual psychopathic personalities; and

WHEREAS, The need for these services still exists, and in 2010 St. Louis County developed a three-year Joint Powers Agreement with Carlton, Cook and Lake Counties for the purpose of entering into a professional services contract with Michael Lien, Attorney at Law; and

WHEREAS, An additional contract with an Attorney at Law on the Range is practical for providing civil commitment services in this area of the county;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to renew a Joint Powers Agreement with Carlton, Cook and Lake Counties for purposes of a joint civil commitment contract with Michael Lien;

RESOLVED FURTHER, That the appropriate county officials are authorized to enter into one-year contracts with Michael Lien (to provide services to St. Louis, Carlton, Cook and Lake Counties) at the rate of \$32,350 and Todd Deal (for St. Louis County) at the rate of \$15,225;

RESOLVED FURTHER, That both contracts will specify the cost of representation of individuals alleged to be sexually dangerous and/or sexual psychopathic personalities at the rate of \$60/hour with a maximum of \$3,000 per case;

RESOLVED FURTHER, That all funds under these contracts will be payable from Fund 100, Agency 110001, Object 626100.

# BOARD LETTER NO. 14 - 13

PUBLIC SAFETY & CORRECTIONS COMMITTEE

CONSENT NO. 12

BOARD AGENDA NO.

**DATE:** January 7, 2014

**RE:** Toward Zero Deaths  
Amendment with City of Duluth

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

Ross Litman  
Sheriff

**RELATED DEPARTMENT GOAL:**

To enhance public safety.

**ACTION REQUESTED:**

The St. Louis County Board is requested to authorize an amendment to the agreement with the City of Duluth for the 2013 Toward Zero Deaths (TZD) grant program.

**BACKGROUND:**

The Toward Zero Deaths grant program is in its second year of providing law enforcement with financial support to increase the number of “high visibility” patrols to reduce deaths and injuries caused by impaired driving, speeding and lack of passenger safety restraints. The City of Duluth serves as the fiscal agent.

On November 27, 2012, the County Board adopted Resolution No. 12-632 authorizing an agreement with the City of Duluth to participate in the 2013 TZD grant program in the amount of \$46,268. The amendment allows for an additional \$30,500 for St. Louis County’s portion for overtime enforcement and \$17,183 for 9-1-1 Dispatch, for a total of \$47,683.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize an amendment to the agreement with the City of Duluth to participate in the 2013 Toward Zero Deaths grant program in the amount of \$47,683, to be accounted for in Fund 100, Agency 129999, Grant 12922, Year 2013.

## **Toward Zero Deaths Amendment with City of Duluth**

**BY COMMISSIONER** \_\_\_\_\_

WHEREAS, On November 27, 2012, the St. Louis County Board adopted Resolution No. 12-632 authorizing an agreement with the City of Duluth to participate in the 2013 Toward Zero Death grant program in the amount of \$46,268; and

WHEREAS, The grant is intended for participation by several governmental units, including St. Louis County; and

WHEREAS, The City of Duluth has received the 2013 Toward Zero Deaths grant amendment; and

WHEREAS, The amendment to the agreement in the amount of \$47,683 will allow for an additional \$30,500 for St. Louis County's portion for overtime enforcement and \$17,183 for 9-1-1 Dispatch;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an amendment to the agreement with the City of Duluth for the 2013 Toward Zero Deaths grant program in the amount of \$47,683, to be accounted for in Fund 100, Agency 129999, Grant 12922, Year 2013;

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

**GRANT APPROVAL FORM**

GRANT NAME: Toward Zero Death Amend GRANT AMOUNT: 93,951  
 GRANTOR: City of Duluth MATCH AMOUNT: \_\_\_\_\_  
 FUND: 100 AGENCY: 129999 GRANT: 12922 GRANT YEAR: 2013  
 AGENCY NAME: Sheriff's Office  
 CONTACT PERSON: Dawn Sathers/ Susan Campbell PHONE: 218-726-2389  
 GRANT PERIOD: BEGIN DATE: 10/01/12 END DATE: 09/30/14  
 STATE GRANT AWARD NUMBER OR FEDERAL CFDA # \_\_\_\_\_

FILL IN THE ABOVE INFORMATION ON THIS FORM AND IDENTIFY THE CATEGORY OF THE GRANT FROM THE CHOICES BELOW. ATTACH THIS FORM TO THE GRANT APPLICATION AND ANY OTHER PERTINENT OTHER DOCUMENTATION AND ROUTE THE PACKET TO THE INDIVIDUALS LISTED FOR THE TYPE OF GRANT.

**IT IS ESSENTIAL THAT DEPARTMENTS SUBMIT THE COMPLETED APPROVAL FORM ON THOSE GRANTS THAT DO NOT REQUIRE BOARD RESOLUTION TO THE AUDITOR'S OFFICE ACCOUNTING DEPARTMENT FOR BUDGETING PURPOSES. NO GRANT ACTIVITY WILL BE RECORDED WITHOUT AN ESTABLISHED BUDGET.**

**GRANTS OF \$25,000 OR LESS**

A grant of \$25,000 or less may be applied for and/or accepted by the department without a separate County Board Resolution if it meets the following:

1. The grant fits within the department's functions, and
2. If the grant requires a County match (not to exceed in money or value an amount equal to the actual grant), and if that match is "in kind", that "in-kind" match is part of the ongoing operations, or if the match is monetary, that the department can find the necessary amount within its existing budget.

**DOES THIS GRANT QUALIFY UNDER "GRANTS OF \$25,000 OR LESS"?**

YES  NO

If so, this type of grant requires the following review approval:

County Auditor	_____	Date: _____
County Administrator	_____	Date: _____
County Attorney	_____	Date: _____

**The Grant Budget must be entered into the accounting system. Send a copy of the grant, this signed approval form and any other pertinent information to the Auditor's Office-Accounting, so the budget can be entered into the system. Without a budget, no expenditures or revenues will be recorded.**

**NEW GRANTS GREATER THAN \$25,000**

All new grants that exceed \$25,000 and all recurring grants that exceed \$25,000 that contain changes in the grant's requirements which may affect either County resources or the scope of the grant need two (2) board resolutions. One board resolution is required to apply for the grant and a second resolution is required to accept the grant.

**DOES THIS GRANT QUALIFY UNDER "GRANTS GREATER THAN \$25,000"?**

YES  NO

If this is a new grant greater than \$25,000, it requires the following review approval:

County Auditor \_\_\_\_\_ Date: \_\_\_\_\_  
County Administrator \_\_\_\_\_ Date: \_\_\_\_\_

**The Grant Budget must be entered into the accounting system. Send a copy of the grant, this completed approval form and the Board Resolution to the Auditor's Office-Accounting, so a budget can be entered into the system. Without a budget, no expenditures or revenues will be recorded.**

**RECURRING GRANTS GREATER THAN \$25,000**

A recurring grant greater than \$25,000 that is a repeat of a grant which has been received by the County in past year(s) and that has no changes in the use of County resources or in the scope of the grant, requires one Board Resolution to both apply for and/or accept the grant.

**DOES THIS GRANT QUALIFY AS "RECURRING GRANTS GREATER THAN \$25,000"?**

YES  NO

If yes, this recurring grant greater than \$25,000 requires the following review approval:

County Auditor Don D'Amico Date: 12-30-13  
County Administrator Earl Gokenburg Date: 1-2-14

**The Grant Budget must be entered into the accounting system. Send a copy of the grant, this completed approval form and the Board Resolution to the Auditor's Office-Accounting, so a budget can be entered into the system. Without a budget, no expenditures or revenues will be recorded.**

# BOARD LETTER NO. 14 – 14

HEALTH & HUMAN SERVICES COMMITTEE NO. 1

BOARD AGENDA NO.

**DATE:** January 7, 2014

**RE:** Support for National Human Trafficking Awareness Month and Federal Legislation Addressing the Crime of Sex Trafficking of Children

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

Ann M. Busche, Director  
Public Health & Human Services

Mark S. Rubin  
County Attorney

**RELATED DEPARTMENT GOAL:**

To be certain County Board directives and initiatives are followed and executed.

**ACTION REQUESTED:**

The St. Louis County Board is requested to consider support for “National Human Trafficking Awareness Month” and federal legislation proposed by Senator Amy Klobuchar regarding efforts to address the crime of sex trafficking of children.

**BACKGROUND:**

The St. Louis County Board has previously resolved support of the development of a victim-centered response to eliminate sex trafficking of children, supporting the provision of state and federal resources to implement a comprehensive statewide "no wrong door" intervention model (County Board Resolution No. 12-702). The model includes shelter, housing, and services for child sex trafficking victims, as well as training for law enforcement and other frontline personnel. The County Board also supported amending Minnesota's Safe Harbor Act to define all sex-trafficked children under the age of 18 as crime victims, not as juvenile delinquents.

St. Louis County, through the County Attorney's Office and the Public Health & Human Services Department, has been at the forefront of this issue along with Ramsey County, the Program for Aid to Victims of Sexual Assault (PAVSA), Men as Peacemakers, the American Indian Community Housing Organization (AICHO), and the Minnesota Women's Foundation. These agencies and groups have developed community presentations given statewide, and were early supporters of the Safe Harbor Initiative and the resulting legislation.

In Minnesota, sex trafficking is defined as the “receiving, recruiting, enticing, harboring, providing, or obtaining by any means, an individual to aid in the prostitution of the individual or receiving profit or anything of value, knowing or having reason to know it was derived from an act of sex trafficking.”

Minnesota is no exception to the alarming incidents of children being bought and sold for sex throughout the country and on the internet. Recent reports indicate on any given night in Minnesota dozens of underage kids are sold for sex online. Minnesota county attorneys presented testimony at the State Legislature to promote the passage of the Minnesota Safe Harbor Act in 2011 and played an important role in Minnesota becoming the first state in the nation to publicly fund (\$2.8 million in appropriation) housing and treatment for sex-trafficked children and training for frontline professionals in 2013.

January is recognized as “National Human Trafficking Awareness Month.” Senator Amy Klobuchar has drafted and is prepared to advance bipartisan legislation that expands the language of existing federal legislation that will help eliminate sex trafficking by targeting the criminals who purchase sexual acts from sex trafficking rings and ensure they are prosecuted as sex traffickers. This legislation will take Minnesota's "Safe Harbor" law national to make sure minors sold for sex are not prosecuted as delinquents, but are instead treated as victims and children in need of protection, as they are in Minnesota. The legislation will ensure that victims of these horrific crimes receive the support they need.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board consider support for “National Human Trafficking Awareness Month,” January 2014, and for the legislative efforts of Senator Amy Klobuchar to pass bipartisan legislation addressing the crime of sex trafficking of children.

**Support for Federal Legislation Addressing the Crime  
of Sex Trafficking of Children**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, To bolster actions by law enforcement, society must assist in eliminating sex crimes by altering practices to make it more difficult for criminals to engage in sex trafficking in the state of Minnesota and all states of the country; and

WHEREAS, Minnesota County Attorneys, specifically in St. Louis and Ramsay counties, have previously committed to treating children who are trafficked, as victims and not as delinquents; and

WHEREAS, In 2011 the Minnesota Legislature and Governor Dayton enacted the "Safe Harbor for Sexually Exploited Youth Act" which identified prostituted children as victims of sexual exploitation and called upon the state to create a framework for implementation of the changes inherent in the new law by August 1, 2014; and

WHEREAS, Minnesota counties have demonstrated a willingness to play a leading role in the fight against the sex trafficking of children through the efforts of their child protection, public health, human services, housing, law enforcement, prosecution, and local corrections and probation services; and

WHEREAS, The "Minnesota Girls are Not for Sale" campaign, funded by the Minnesota Women's Foundation, has garnered statewide support and national coverage for efforts to identify and stop the exploitation of girls in our communities.

THEREFORE BE IT RESOLVED, That St. Louis County will continue to take a shared leadership role in developing a victim-centered response to eliminating sex trafficking of children;

RESOLVED FURTHER, St. Louis County encourages community awareness through support of "National Human Trafficking Awareness Month," January 2014;

RESOLVED FURTHER, St. Louis County supports the federal legislative efforts of Senator Amy Klobuchar to expand the language of existing legislation that will help eliminate sex trafficking across the country by giving prosecutors the tools they need to combat the crimes and ensure support for the victims of those crimes.

# BOARD LETTER NO. 14 - 15

## HEALTH AND HUMAN SERVICES COMMITTEE NO. 2

### BOARD AGENDA NO.

**DATE:** January 7, 2014

**RE:** Pilot Fraud Prevention Initiative

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

Ann M. Busche  
Director-Public Health and Human Services

#### **RELATED DEPARTMENT GOAL:**

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 approve a pilot fraud prevention initiative for Calendar Year 2014 and authorize the hiring of one (1) FTE Eligibility Investigator and one (1) Financial Worker for this fraud prevention initiative.

#### **BACKGROUND:**

As a part of the 2014 budget discussions, the County Board expressed interest in providing more prevention services, particularly in the area of fraud prevention. Staff within the Public Health and Human Services Department (PHHS) developed a proposal for a pilot fraud prevention initiative that would involve an Eligibility Investigator (EI) and Financial Worker (FW) team.

The FW would have two main functions:

- Provide referral and follow up activities on fraud cases. There must be a clear distinction between the duties of the FW (who are restricted by federal regulation 7 CFR 273.2(f)) and the EI; a dedicated FW will ensure expedited corrective actions on individual cases.
- Focus on those cases reported to PHHS under Minn. Stat. § 256.01, subd. 18c; individuals convicted of a felony under Minn. Stat. Chapter 152 and assure the county is compliant with its responsibility to follow Minn. Stat. § 256D.024 and 256J.26 for random drug testing and/or vendoring of payments for clients as appropriate.

The EI would be an additional resource to the existing fraud prevention unit, with the primary purpose of preventing or ending benefits to ineligible people at a low cost to taxpayers. The EI would perform the following functions:

- Conduct timely and thorough fraud prevention investigations
- Pursue violations through the Administrative Disqualification Hearing (ADH) process
- Undertake desk file reviews
- Provide training to financial workers
- Initiate and pursue collection and recovery of overpayments
- Coordinate adjudication of Fraud Prevention Intervention (FPI) cases with fraud control service providers
- Compile and track FPI data
- Provide community/business education

The expected result of this FW/EI team would be that the number of fraud referrals would increase and be documented more accurately for case follow-up. Also, the drug testing referrals and results would be processed in a timely manner and produce accurate case tracking and follow-through for benefit determinations.

The evaluation of this pilot shall be done through existing standards that are tracked and reported by the Minnesota Department of Human Services Program Integrity Section. PHHS has baseline data and the expectations of the pilot are to increase the following Performance Standards:

- Cost-Benefit Ratio (including savings, overpayments and ADHs)
- Timeliness Performance Standard
- Investigative Caseload
- Number of Fraud Referrals

PHHS uses a monthly report to track these statistical elements; a sample report is attached.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the Public Health and Human Services Department to implement a pilot fraud prevention initiative for Calendar Year 2014 and authorize the hiring of one (1) FTE Eligibility Investigator and one (1) Financial Worker for this fraud prevention initiative. Cost of this initiative is projected to be \$118,362. Expense budget 230-231006-610000 to be increased by \$69,446 and 230-231014-610000 to be increased by \$48,916 with fund balance 230-999999-311405 to be used.

## Pilot Fraud Prevention Initiative

BY COMMISSIONER \_\_\_\_\_

WHEREAS, As a part of the 2014 budget discussions, the St. Louis County Board expressed interest in providing additional prevention services, particularly in the area of fraud prevention; and

WHEREAS, Staff within the Public Health and Human Services Department (PHHS) developed a proposal for a pilot fraud prevention initiative that would involve an Eligibility Investigator (EI) and Financial Worker (FW) team; and

WHEREAS, Evaluation of this pilot fraud prevention initiative shall be done through existing standards that are tracked and reported by the Minnesota Department of Human Services Program Integrity Section; the expectations of the pilot are to increase the following Performance Standards:

- Cost-Benefit Ratio (including savings, overpayments and ADHs)
- Timeliness Performance Standard
- Investigative Caseload
- Number of Fraud Referrals

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department to implement a pilot fraud prevention initiative for the period January 1, 2014 through December 31, 2014;

RESOLVED FURTHER, That the Board authorizes the increase of the department's authorized FTE by 2.0 to allow for the hiring of one (1) FTE Eligibility Investigator and one (1) Financial Worker for this fraud prevention initiative with the understanding these positions are only authorized for the time frame of the pilot;

RESOLVED FURTHER, That the cost of this pilot fraud prevention initiative is projected to be \$118,362, with Expense Budget 230-231006-610000 to be increased by \$69,446 and 230-231014-610000 to be increased by \$48,916 with fund balance 230-999999-311405 to be used;

RESOLVED FURTHER, That PHHS shall provide the Board with quarterly evaluations of this fraud prevention initiative.

# Attachment A

**FPI Statistical Reporting Parameters**

Periods (Start/End): 1/1/2014 1/1/2014

County ██████████

(If you don't select a County, Report will display All Counties)

Investigator

Sample Report

	Total Cases	Tanf Cash	Food Support	Federal Medical	State Medical	Child Care	Other State
<b>I. Investigations</b>							
Referred	0	0	0	0	0	0	0
Completed	0	0	0	0	0	0	0
Pending	2	1	1	2	0	0	1
<b>II. Discrepancies</b>							
Absent Parent	0	0	0	0	0	0	0
Assets	0	0	0	0	0	0	0
Household Comp.	0	0	0	0	0	0	0
Income	0	0	0	0	0	0	0
Residence	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
No Discrepancy	0	0	0	0	0	0	0
<b>III. Case Actions</b>							
Negative Action/Apps	0	0	0	0	0	0	0
Amount	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Negative Action/Open	0	0	0	0	0	0	0
Amount	\$0	\$0	\$0	\$0	\$0	\$0	\$0
No Change	0	0	0	0	0	0	0
Pending	2	0	2	2	0	0	1
<b>IV. Non-ADH Overpayments</b>							
Overpayments	0	0	0	0	0	0	0
Amount	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>V. ADH Activities</b>							
Waiver Signed	0	0	0	0	0	0	0
Amount	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Refer For Hearing	0	0	0	0	0	0	0
Hearing Upheld	0	0	0	0	0	0	0
Amount	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>VI. Savings and Overpayment Totals</b>							
Savings Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Overpayment Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>VII. Criminal Referrals</b>							
Referred To Criminal	0	0	0	0	0	0	0
<b>VIII. Average Days Elapsed - 1 Days</b>							