

CONSENT AGENDA
FOR THE MEETING
OF
ST. LOUIS COUNTY BOARD OF COMMISSIONERS

February 11, 2014

Proctor City Hall, 100 South Pionk Drive, Proctor, Minnesota

All matters listed under the consent agenda are considered routine and/or noncontroversial 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.

RESOLUTIONS FOR APPROVAL:

Environment & Natural Resources Committee – Commissioner Dahlberg, Chair

1. Amend Zoning Ordinance No. 46, Zoning Maps, Grand Lake 51-16, for the NE ¼ of SE ¼, Section 7, the NW ¼ of SW ¼, Section 8, and part of the NE ¼ of SW ¼, Section 8, all in Township 51 North, Range 16 West, from Limited Industrial Use (LIU-1) to Multiple Use Non-Shoreland (MUNS-4).

Public Works & Transportation Committee – Commissioner Raukar, Chair

2. Authorize sponsorship for the Safe Routes to School Project within the city of Floodwood and cooperative agreements with the City of Floodwood and Minnesota Department of Transportation establishing St. Louis County as the sponsor, and establish the requirement that all associated local share of costs for this project are the responsibility of the City of Floodwood. (Two resolutions attached, 2a and 2b.)
3. Bid awarded to **Asphalt Surface Technologies Corp. a/k/a Astech Corp.**, St. Cloud, MN, in the amount of **\$919,705.39** for a micro surfacing project in Pike, Embarrass, and Greenwood Townships (SAP 69-030-032, CP 0000-204768).

Finance & Budget Committee – Commissioner Nelson, Chair

4. Lease amendment with Infotel Investments, LLC, for temporary Public Health & Human Service Department storage space in the Arvid Building in Duluth, MN, in the amount of \$1,614 per month on a month to month basis.
5. Amend County Board Resolution No. 13-781, adopted December 17, 2013, increasing the construction change of scope with Kraus-Anderson Construction Company of Duluth, MN, to \$516,3333 (an increase of \$41,793) for the first floor remodeling of the A. P. Cook Building (former Chris Jensen laundry building) in Duluth for the County Extension Office relocation project.

ST. LOUIS COUNTY BOARD

Consent Agenda

February 11, 2014

Page 2

6. Public hearing established for March 11, 2014, at 9:40 a.m. in the St. Louis County Courthouse, Duluth, MN, to receive citizen comments on the established priorities and funding recommendations included in the Fiscal Year (FY) 2014 Action Plan for Community Development Block Grant (CDBG), Home Investment Partnerships (HOME) and Emergency Solutions Grant (ESG).
7. Claims and accounts for December, 2013.

Central Management & Intergovernmental Committee – Commissioner Jewell, Chair

8. Sponsor the purchase of trail grooming equipment on behalf of the Eveleth Trail Hawks Snowmobile Club; authorize county officials to sign all necessary documents; and further, is contingent upon the club remaining individually named as an insured on the general liability insurance policy and upon compliance with the Federal Purchasing Requirements established by the Minnesota Department of Natural Resources.
9. Support for H.F. 1286 and S.F. 1152, legislation allowing counties to publish certain official public notices on their websites instead of, or in addition to, in an official newspaper.

Amend Zoning Ordinance No. 46, Zoning Map (Grand Lake Township)

BY COMMISSIONER _____

WHEREAS, The St. Louis County Planning Commission initiated a zoning map amendment for the NE 1/4 of SE 1/4 Section 7, Township 51 North, Range 16 West & NW 1/4 of SW 1/4 Section 8, Township 51 North, Range 16 West & Part of NE 1/4 of SW 1/4 Section 8, Township 51 North, Range 16 West; and

WHEREAS, The St. Louis County Planning Commission, on October 10, 2013, held a public hearing to consider amending the zoning map, Grand Lake 51-16; and

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board amends Ordinance 46, NE 1/4 of SE 1/4 Section 7, Township 51 North, Range 16 West & NW 1/4 of SW 1/4 Section 8, Township 51 North, Range 16 West & Part of NE 1/4 of SW 1/4 Section 8, Township 51 North, Range 16 West, (Grand Lake 51-16) as follows:

(LIU-1), Limited Industrial Use to (MUNS-4), Multiple Use Non-Shoreland.

RESOLVED FURTHER, That the effective date of this zoning change will be February 15, 2014.

Sponsorship of City of Floodwood Safe Routes to School Grant Project

BY COMMISSIONER _____

WHEREAS, The Minnesota Department of Transportation administers the Safe Routes to School Program to fund infrastructure and non-infrastructure projects; and

WHEREAS, The Minnesota Department of Transportation requires non-state aid agencies to have a project sponsor; and

WHEREAS, St. Louis County is willing to be the project sponsor for the Safe Routes to School project within the city of Floodwood;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the county to act as the sponsoring agency for the Safe Routes to School Project within the city of Floodwood and acknowledges that it is willing to be the project sponsor knowing full well that such sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations;

RESOLVED FURTHER, That the St. Louis County Board authorizes the appropriate county officials to execute agreements with the City of Floodwood and Minnesota Department of Transportation establishing St. Louis County as the project sponsor for the Safe Routes to School project within the city of Floodwood, and establish the requirement that all local share of costs associated with this Safe Routes to School project are the responsibility of the City of Floodwood.

**Agreement with City of Floodwood for Maintenance of
Floodwood Safe Routes to School Project**

BY COMMISSIONER _____

WHEREAS, The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA; and

WHEREAS, The Safe Routes to School projects receive federal funding; and

WHEREAS, The Minnesota Department of Transportation has determined that for projects implemented with alternative funds, this requirement should be applied to the project sponsor; and

WHEREAS, St. Louis County is the sponsoring agency for the Safe Routes to School project within the city of Floodwood;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board, the project's sponsoring agency, hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned Safe Routes to School project;

RESOLVED FURTHER, That the St. Louis County Board authorizes the appropriate county officials to execute an agreement with the City of Floodwood establishing maintenance responsibilities for those facilities constructed with Safe Routes to School funding for the useful life of the improvement.

Award of Bids – Micro Surfacing (Pike, Embarrass, Greenwood Townships)

BY COMMISSIONER _____

WHEREAS, Bids have been received electronically by the St. Louis County Public Works Department for the following project:

- SAP 69-030-032, CP 0000-204768 Micro Surfacing located on
- A.) CSAH 21 from TH 169 to TH 135, in Pike and Embarrass Townships,
- B.) CSAH 77 from CSAH 104 to CR 651, in Greenwood Township,
- C.) CR 414 from CSAH 77 to East Termini, in Greenwood Township,
- D.) CR 651 from CSAH 77 to East Termini, in Greenwood Township,
- E.) CR 676 from CSAH 77 to North Termini, in Greenwood Township; and

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on January 30, 2014, 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>
Asphalt Surface Technologies Corp. a.k.a. Astech Corp	P.O. Box 1025 St. Cloud, MN 56302	\$919,705.39

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 220307, Object 652700 consisting of:

St. Louis County Local Funds:	\$234,935.78
St. Louis County State Aid Funds:	\$684,769.61

Lease Amendment for PHHS Storage – Arvig Building

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Health & Human Services (PHHS) Department has initiated a paper and hard file reduction program for files presently located in PHHS office space in the Government Services Center (GSC); and

WHEREAS, The department does not have ample time to complete the file reduction program prior to being relocated for the GSC remodeling project, requiring temporary storage space to be obtained; and

WHEREAS, The PHHS Department currently leases office space in the Arvig Building and there is storage space available adjacent to PHHS staff, providing ready access;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves a month to month lease amendment with Infotel Investments, L.L.C. for 3,874 square feet of storage space in the Arvig Building, 325 West 1st Street, Duluth, MN, in the amount of \$1,614 per month, payable from Fund 230, Agency 230011.

**Amend County Board Resolution No. 13-781 –
Remodeling Change of Scope for County Extension Office**

BY COMMISSIONER _____

RESOLVED, That the language contained in the “resolved section” of County Board Resolution No. 13-781 is hereby amended to read as follows:

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to approve a construction change of scope with Krause-Anderson Construction Company of Duluth, Minnesota, or to develop this project with another qualified contractor, in an amount up to **\$516,333**, 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, payable from Fund 400, Agency 400036, with funds transferred from Fund 100, Agency 104006, Object 629900.

**Establish a Public Hearing on the FY 2014 Action Plan
for CDBG, HOME and ESG Funding**

BY COMMISSIONER _____

WHEREAS, The U.S. Department of Housing and Urban Development (HUD) requires a consolidated application process for entitlement funds under the following Community Planning and Development (CPD) programs: Community Development Block Grant (CDBG); Home Investment Partnerships (HOME); and Emergency Solutions Grant (ESG); and

WHEREAS, The St. Louis County Board approved the 2010-2014 Consolidated Plan on March 2, 2010; and

WHEREAS, St. Louis County has prepared a draft FY 2014 Action Plan of the 2010-2014 Consolidated Plan required by HUD; and

WHEREAS, HUD requires a 30 day comment period and that a public hearing be conducted to allow citizen input prior to submittal of these plans;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board will hold a public hearing on Tuesday, March 11, 2014, at 9:40 a.m., at the St. Louis County Courthouse in Duluth, Minnesota, for the purpose of receiving citizen comments on the established priorities and funding recommendations included in the FY 2014 Action Plan of the 2010-2014 Consolidated Plan.

Claims and Accounts for December 2013

BY COMMISSIONER _____

RESOLVED, That the recommendations of the Finance Committee for payment of claims and bills against the County of St. Louis, on file in the office of the County Auditor, identified as County Board File No. 59795, are hereby approved and the County Auditor shall issue checks in the following amounts:

December 2013

100	General Fund	\$5,287,100.78
149	Personnel Service Fund	240.73
150	Sheriff's Nemesis Fund Group	7,512.04
160	MN Trail Assistance	24,570.36
168	Sheriff's State Forfeitures	2,167.09
169	Attorney Trust Accounts-VW	1,689.21
172	Sheriff Federal Forfeitures	458.00
179	Enhanced 9-1-1	680.04
180	Law Library	16,569.37
183	City/County Communications	312.80
184	Extension Service	35,152.10
200	Public Works	3,228,489.02
210	Road Maintenance – Unorg Townships	892.50
220	State Road Aid	474,125.21
225	PW – June 2012 Flood	1,107,756.46
230	Public Health & Human Services	6,917,475.96
240	Forfeited Tax	394,696.57
260	CDBG Grant	131,934.54
261	CDBG Program Income	18,316.72
270	Home Grant	58,463.37
281	SLC Septic Loans	14,500.00
290	Forest Resources	86,336.08
309	Capital Improve Bonds 2004A	7,576,368.75
311	Capital Improve Bonds 2005A	469,842.50
313	Cap Imp Cross Ref Bonds 2006A	1,203,406.25
315	Capital Equipment Notes 2008A	783,475.00
316	Capital Improve Bonds 2008B	858,755.00
400	County Facilities	287,230.43
402	Depreciation Reserve Fund	378.00
405	Public Works Building Const	42,550.91
407	Public Works – Equipment	272,596.30

440	2013A Capital Improvement Bond	493,032.88
600	Environmental Services	473,535.80
616	On-Site Waste Water Division	46,100.80
715	County Garage	514,839.85
720	Property Casualty Liability	6,877.81
730	Workers Compensation	143,012.61
770	Retired Employees Health Ins	1,308.00
855	Human Service Conference Fund	1,594.58
900	State of Minnesota	2,711,304.23
902	Courts	206,715.41
907	Special Taxes	5,986.95
908	Cities and Towns Taxes	31,795,281.22
909	Tax Refunds	68,237.05
910	School Districts Taxes	4,096,074.81
911	Taxes and Penalties	5,086.15
919	Cancelled Checks	14.00
925	Arrowhead Regional Corrections	1,823,692.23
955	Community Health Board	74,912.26
985	Collective Local Collaborative	28,483.39
989	Regional Railroad Authority	159,020.11
990	Northern Cities Land Use	1,163.40
994	Sheriff Forfeits/Evidence	333.22
998	MPL-DUL Train Alliance	7,573.69
		<u>71,968,222.54</u>

**Request for Sponsorship of Snowmobile Trail Grooming Equipment Purchase –
Eveleth Trail Hawks Snowmobile Club**

BY COMMISSIONER _____

WHEREAS, St. Louis County serves as the sponsor of various winter recreational trails that are part of the State of Minnesota Grant-in-Aid Trail System; and

WHEREAS, The construction and maintenance of these trails is funded through the Minnesota Trail Assistance Program Grants issued with the approval of the Minnesota Department of Natural Resources; and

WHEREAS, The Eveleth Trail Hawks Snowmobile Club will make application to the Minnesota Trail Assistance Program, and has requested that St. Louis County serve as the local government sponsor for the purchase of trail grooming equipment, to be funded by the State of Minnesota Trail Assistance Program and the Federal Recreational Trails Program;

THEREFORE, BE IT RESOLVED, That St. Louis County agrees to sponsor the purchase of trail grooming equipment on behalf of the Eveleth Trail Hawks Snowmobile Club;

RESOLVED FURTHER, That the appropriate county officials are authorized to sign grant applications, agreements, and reimbursement claims to the Minnesota Department of Natural Resources for purchase of the trail grooming equipment;

RESOLVED FURTHER, That the appropriate county officials are authorized to sign all easements, licenses, or other instruments associated with the purchase, subject to the approval of the County Attorney;

RESOLVED FURTHER, That this Resolution is contingent upon the Eveleth Trail Hawks Snowmobile Club remaining individually named as an insured on the general liability policy covering St. Louis County sponsored State Grant-in-Aid Trails;

RESOLVED FURTHER, That St. Louis County and/or the Eveleth Trail Hawks Snowmobile Club will comply with the Federal Purchasing Requirements as set forth in the 2013 Manual for Equipment Grants of the Federal Recreational Trails Program published by the Minnesota Department of Natural Resources.

**Support for Legislation Allowing Counties to
Designate their County Websites to Publish Public Notices**

BY COMMISSIONER _____

WHEREAS, Minnesota counties are currently required by law to publish public notices in a designated official newspaper for the county (Minn. Stat. § 331A); and

WHEREAS, Counties are committed to providing information to citizens and increasing access to information about county operations and business; and

WHEREAS, Counties have limited resources and must use tax dollars in the most efficient way possible; and

WHEREAS, Counties should have the authority to determine the best and most efficient method of communicating information to citizens based on their expectations and demand for information in an immediate format; and

WHEREAS, Counties are continuously improving and investing in technology to reach more citizens in a timely manner; and

WHEREAS, Using county websites to publish official public notices would eliminate the time and costly burden of publishing in newspapers; and

WHEREAS, County websites are increasingly the first place citizens look for information about their counties; and

WHEREAS, The ability of county websites to provide citizens with up-to-date, detailed information exceeds that of print media;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board of Commissioners supports H.F. 1286 and S.F. 1152, legislation now before the 2014 Minnesota Legislature that would allow counties to publish certain official public notices on their websites instead of, or in addition to, in an official newspaper.