

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

February 25, 2014

Hibbing City Council Chambers, City Hall, 401 East 21st Street, Hibbing, 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:

Minutes for February 4, 2014.

Minutes for February 11, 2014.

Health & Human Services Committee – Commissioner Stauber, Chair

1. Agreements authorized with Range Mental Health Center for Children and Adult Mental Health-Targeted Case Management (MH-TCM) and other mental health services in northern St. Louis County for Calendar Year (CY) 2014.
2. Agreements authorized with Human Development Center for Children and Adult MH-TCM and other mental health services in southern St. Louis County for CY 2014.
3. Reallocation of an Information Specialist II to a Child Support Officer I position in the Public Health and Human Services Department authorized.

Environment & Natural Resources Committee – Commissioner Dahlberg, Chair

4. Withdrawal of certain state tax forfeited lands from Memorial Forest status.

Public Works & Transportation Committee – Commissioner Raukar, Chair

5. Purchase of three (3) CASE Model 821F wheel loaders authorized from Titan Machinery, Duluth, MN, in the amount of \$490,476.
6. Five (5) year contract, with two (2) optional two-year extensions, authorized with Roufs Property Maintenance, Hermantown, MN, in an amount of \$330,814.59 with annual performance-based increases at the county's discretion, for cleaning services at the county's Public Works facility in Hibbing.
7. Five (5) year contract, with two (2) optional two-year extensions, authorized with K&K Cleaning, Inc., Mountain, Iron, MN, in an amount of \$75,282.60 for cleaning services at the county's Public Works facility in Linden Grove.

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8. Five(5) year contract, with two (2) optional two-year extensions, authorized with K&K Cleaning, Inc., Mountain Iron, MN, in an amount of \$84,810 for cleaning services at the county's Public Works facility in Ely.

Finance & Budget Committee – Commissioner Nelson, Chair

9. Letter of Understanding detailing the scope and basis of the 2013 proposed audit of St. Louis County by the State Auditor's Office.
10. Abatement list for Board approval.
11. Purchase of audio visual equipment, systems, and associated installation authorized from Parsons Technologies of Duluth, MN, in an amount of \$284,505.05.
12. Workers' compensation report dated February 7, 2014.
13. Authorization to sell/serve liquor outside the designated serving area for Ash-Ka-Nam Resort & Lodge, LLC d/b/a Ash-Ka-Nam, Unorganized Township 68-19, for March 7-9, May 2-3, July 25-27, August 8-10, and September 18-20, 2014.
14. Application for on-sale and Sunday on-sale intoxicating liquor licenses by H&H at The Rocky Ledge LLC d/b/a The Rocky Ledge, Kabetogama Township, transfer.

Official Proceedings of the County Board of Commissioners

BY COMMISSIONER _____

RESOLVED, That the official proceedings of the St. Louis County Board of Commissioners for the meeting of February 4, 2014, are hereby approved.

Official Proceedings of the County Board of Commissioners

BY COMMISSIONER _____

RESOLVED, That the official proceedings of the St. Louis County Board of Commissioners for the meeting of February 11, 2014, are hereby approved.

CY 2014 Mental Health Contracts with Range Mental Health Center

BY COMMISSIONER _____

WHEREAS, Range Mental Health Center helps people with mental illness to remain safe and as independent as possible by providing a full range of community mental health services; and

WHEREAS, The Public Health and Human Services Department has contracted with Range Mental Health Center to provide needed community mental health services in northern St. Louis County for many years; and

WHEREAS, County funds must be set aside to pay the non-federal share of Medical Assistance for mental health services for residents of northern St. Louis County;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the following agreements with Range Mental Health Center for the period January 1, 2014 through December 31, 2014. The county's required share is paid as indicated below:

1. Children Mental Health-Targeted Case Management (MH-TCM) contract
(7-10 cases per month)
\$688 per month per client, 50% of which is the county share of the rate.
Fund 230, Agency 232008, Object 601600
2. Adult MH-TCM contract (maximum 56 cases)
\$354 per month per client, 50% of which is the county share of the rate.
Fund 230, Agency 232006, Object 604400
3. Other children's mental health services contract
Not to exceed \$90,000 per year
Fund 230, Agency 232008, Object 601600
4. Other adult mental health services
Not to exceed \$101,088 per year
Fund 230, Agency 232006, Object 604400

CY 2014 Mental Health Contracts with Human Development Center

BY COMMISSIONER _____

WHEREAS, Human Development Center (HDC) helps people with mental illness to remain safe and as independent as possible by providing a full range of community mental health services; and

WHEREAS, The Public Health and Human Services Department has contracted with HDC to provide needed community mental health services in southern St. Louis County for many years; and

WHEREAS, County funds must be set aside to pay the non-federal share of Medical Assistance for mental health services for residents of southern St. Louis County;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes two agreements with Human Development Center for the period January 1, 2014 through December 31, 2014. The county's required share is paid as indicated below:

1. Children MH-TCM contract (30 cases per month)
\$510 per month per client, 50% of which is the county share of the rate
Fund 230, Agency 232008, Object 601600
2. Adult MH-TCM contract (80 cases per month)
\$382 per month per client, 50% of which is the county share of the rate
Fund 230, Agency 232006, Object 604400

Reallocation of Information Specialist II to Child Support Officer I

BY COMMISSIONER _____

WHEREAS, Whenever a vacancy occurs in the Public Health and Human Services Department (PHHS), a review is done to determine if that position should be filled as is or if it should be reallocated to a level more aligned with the needs of the department and the customers it serves; and

WHEREAS, PHHS conducted such a review when an Information Specialist II become vacant in the Child Support unit and determined that a reallocation to a Child Support Officer I would assist the Child Support program in its work to help children receive the financial basic support, medical support, and child care support they deserve; and

WHEREAS, Because this reallocation is more than three pay grades, County Board approval is required;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the reallocation of an Information Specialist II (Pay Grade 12) to a Child Support Officer I (Pay Grade 18) position in the Public Health and Human Services Department, to be accounted for in Fund 230, Agency 231009, Object 610100.

Withdrawal of State Tax Forfeited Land from Memorial Forest Status

BY COMMISSIONER _____

WHEREAS, The state tax forfeited parcels described here are currently included in an established memorial forest; and

WHEREAS, Pursuant to Minn. Stat. § 459.06, Subd. 3, state tax forfeited land which has been included in an established memorial forest and found more suitable for other purposes may, by resolution of the County Board, be withdrawn from the forest for disposal if the Commissioner of Natural Resources approves the sale of such land; and

WHEREAS, The state tax forfeited parcels described here are more suitable for purposes other than forest management;

THEREFORE, BE IT RESOLVED, That the state tax forfeited parcels described in County Board File No. _____ shall be withdrawn from Sturgeon Lake, Island Lake, Central Lakes, Lake Vermilion, Pelican Lake, and Lake Upham Memorial Forests.

Purchase of Three Wheel Loaders

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Works Department's 2014 equipment budget includes the replacement of three (3) wheel loaders; and

WHEREAS, The Public Works Department and Purchasing Division prepared specification and bid documents; and

WHEREAS, Titan Machinery of Duluth, MN, responded with the low bid for three (3) wheel loaders in the amount of \$490,476;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of three (3) CASE model 821F wheel loaders from Titan Machinery of Duluth, Minnesota, for \$490,476, payable from Fund 441, Agency 441001, Object 665900.

Cleaning Services – Public Works Facility, Hibbing

BY COMMISSIONER _____

WHEREAS, The St. Louis County Purchasing Division solicited proposals for the purchase of cleaning services at the Public Works facility in Hibbing; and

WHEREAS, Roufs Property Maintenance of Hermantown, MN, has submitted a proposal for a five-year contract, with two (2) optional two-year extensions, in an amount of \$330,814.59 paid monthly in the amount of \$5,297.40 for this service for the first year, with annual performance-based increases at the county's discretion;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute a five-year contract (with two optional two-year extensions) with Roufs Property Maintenance of Hermantown, MN, in an amount of \$330,814.59 paid monthly in the amount of \$5,297.40 for the first year, with annual performance-based increases at the county's discretion, for cleaning services at the county's Public Works facility in Hibbing, payable from Fund 202, Agency 202012, and Object 630900.

Cleaning Services – Public Works Facility, Linden Grove

BY COMMISSIONER _____

WHEREAS, The St. Louis County Purchasing Division solicited quotes for the purchase of cleaning services at the Public Works facility in Linden Grove; and

WHEREAS, K&K Cleaning, Inc., of Mountain Iron, MN, has submitted a quote for a five-year contract, with two (2) optional two-year extensions, in an amount of \$75,282.60 paid monthly in the amount of \$1,254.71;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute a five-year contract (with two optional two-year extensions) with K&K Cleaning, Inc., of Mountain Iron, MN, in an amount of \$75,282.60 paid monthly in the amount of \$1,254.71 for cleaning services at the county's Public Works facility in Linden Grove, payable from Fund 202, Agency 202002, and Object 630900.

Cleaning Services – Public Works Facility, Ely

BY COMMISSIONER _____

WHEREAS, The St. Louis County Purchasing Division solicited quotes for the purchase of cleaning services at the Public Works facility in Ely; and

WHEREAS, K&K Cleaning, Inc., of Mountain Iron, MN, has submitted a quote for a five-year contract, with two (2) optional two-year extensions, in an amount of \$84,810 paid monthly in the amount of \$1,413.50;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute a five-year contract (with two optional two-year extensions) with K&K Cleaning, Inc., of Mountain Iron, MN, in an amount of \$84,810 paid monthly in the amount of \$1,413.50 for cleaning services at the county's Public Works facility in Ely, payable from Fund 202, Agency 202010, and Object 630900.

Letter of Understanding for 2013 Audit by State Auditor's Office

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board authorizes the required signatories to execute the Letter of Understanding which details the scope and basis of the 2013 proposed audit of St. Louis County by the State Auditor's Office.

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. 59797.

**Purchase of Audio Visual Equipment for the
Government Services Center - Duluth**

BY COMMISSIONER _____

WHEREAS, The Government Services Center - Duluth remodeling project includes new conference and training rooms for departmental use; and

WHEREAS, The Purchasing Division solicited proposals for the purchase and installation of audio visual equipment and Parsons Technologies of Duluth, MN, provided the low responsible quote of \$284,505.05;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of audio visual equipment, systems, and associated installation from Parsons Technologies of Duluth, MN, in an amount of \$284,505.05, payable from 2013 Bond Fund proceeds, Fund 440, Agency 440001.

Workers' Compensation Report

BY COMMISSIONER _____

RESOLVED, That the workers' compensation report of claims by employees for work-related injuries, dated February 7, 2014, on file in the office of the County Auditor, identified as County Board File No. 59787, is hereby received and ratified as payable from Fund 730, Agency 730001.

**Applications to Sell/Serve Liquor Outside the Designated Serving Area
(Unorganized Township 68-19)**

BY COMMISSIONER _____

RESOLVED, That pursuant to Ordinance No. 28, Section 11, Subd. 11.06, authorization is hereby granted for the following applications to sell/serve outside the designated serving area of the county liquor license, as per applications on file in the office of the County Auditor, identified as County Board File No. 59788:

Ash-Ka-Nam Resort & Lodge, LLC d/b/a Ash-Ka-Nam, Unorganized Township 68-19, March 7-9, 2014;

Ash-Ka-Nam Resort & Lodge, LLC d/b/a Ash-Ka-Nam, Unorganized Township 68-19, May 2-3, 2014;

Ash-Ka-Nam Resort & Lodge, LLC d/b/a Ash-Ka-Nam, Unorganized Township 68-19, July 25-27, 2014;

Ash-Ka-Nam Resort & Lodge, LLC d/b/a Ash-Ka-Nam, Unorganized Township 68-19, August 8-10, 2014;

Ash-Ka-Nam Resort & Lodge, LLC d/b/a Ash-Ka-Nam, Unorganized Township 68-19, September 18-20, 2014.

**Application for On-sale and Sunday On-Sale Intoxicating Liquor Licenses
(Kabetogama Township)**

BY COMMISSIONER _____

WHEREAS, Pursuant to the provisions of Minnesota Statutes, Section 340A, as amended, and Rules and Regulations adopted by this Board under St. Louis County Ordinance No. 28, dated May 22, 1978, as amended, the following application for an intoxicating liquor license is hereby approved, on file in the office of the County Auditor, identified as County Board File No. 59788; and

WHEREAS, Said license is approved contingent upon license holder paying real estate or personal property taxes when due; and

WHEREAS, If named license holder sells their licensed place of business, the County Board may, at its discretion and after an investigation, transfer the license to a new owner, but without pro-rated refund of the license fees to the license holder;

THEREFORE, BE IT RESOLVED, That said license shall be effective February 25, 2014, through June 30, 2014:

H&H at The Rocky Ledge LLC d/b/a The Rocky Ledge, Kabetogama Township, On-Sale Intoxicating Liquor License No. CMB14158 and Sunday On-Sale Intoxicating Liquor License No. SUN14158, transfer.