



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

March 11, 2014

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

CONSENT AGENDA:

All matters listed under the consent agenda are considered routine and/or non-controversial and will be enacted by one unanimous motion. If a commissioner requests, or a citizen wishes to speak on an item on the consent agenda, it will be removed and handled separately.

Minutes of February 25, 2014

Health & Human Services Committee, Commissioner Stauber, Chair

1. Health and Human Service Annual Conference Facility Payment [14-89]
2. CY 2014 Detoxification and Hold Services Contracts [14-90]
3. Internal Document Management System (IDMS) Planning for Public Health & Human Services – Phase 2 [14-91]
4. Administration of Grant for the Northeast Minnesota Project to End Long-Term Homelessness [14-92]

Environment & Natural Resources Committee, Commissioner Dahlberg, Chair

5. Repurchase of State Tax Forfeited Land – Karjala, Voigt, North Shore Bank of Commerce, Johnson, Dilley [14-93]

Public Works & Transportation Committee, Commissioner Raukar, Chair

6. Request for 2014 State Aid Advance [14-94]

Finance & Budget Committee, Commissioner Nelson, Chair

7. Abatement List for Board Approval [14-95]
8. City of Orr Infrastructure Project [14-96]
9. Parking Lot Repairs – Hibbing Courthouse [14-97]

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.

Public Works & Transportation Committee, Commissioner Raukar, Chair

1. **Award of Bids – Micro Surfacing in Various Cities and Townships [14-98]**
Resolution awarding micro surfacing projects in various cities and townships to low bidder Asphalt Surface Tech Corp. of St. Cloud, MN.
2. **Purchase of Base One Material for 2014 Gravel Road Investment Program and Capital Improvement Program [14-99]**
Resolution authorizing the purchase of Base One material from Team Lab Chemical Corporation of Detroit Lakes, MN.

Finance & Budget Committee, Commissioner Nelson, Chair

1. **Microsoft Exchange and Outlook License Purchase [14-100]**
Resolution authorizing the purchase of product licenses and software assurance for the implementation of Microsoft Exchange/Outlook for e-mail and calendar management.
2. **Award of 2014 Fleet Vehicle Purchases [14-101]**
Resolution authorizing the purchase of 2014 fleet vehicles from various vendors in accordance with bid specifications.
3. **2013 Land and Minerals Department Proceeds Apportionment [14-102]**
Resolution authorizing the apportionment of the 2013 Land and Minerals Department proceeds according to relevant statutes.

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

1. **Resolution Requesting the State of Minnesota Pass a Smoke-Free Foster Care Policy [14-103]**
Resolution supporting legislation for smoke free foster care homes.
2. **Civil Service Supervisory Bargaining Unit Agreement: 2014 [14-104]**
Resolution authorizing the 2014 Civil Service Supervisory bargaining agreement.

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:

March 25, 2014 **Joint Public Works Facility, 2210 East Sheridan, Ely, MN**
April 1, 2014 **Commissioners' Conference Room, Courthouse, Duluth, MN**
April 8, 2014 **Midway Town Hall, 3230 Midway Road, 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, February 25, 2014

Location: Hibbing City Council Chambers, Hibbing, Minnesota

Present: Commissioners Jewell, Boyle, Nelson, Raukar, and Chair Forsman

Absent: Commissioners Dahlberg and Stauber

Convened: Chair Forsman called the meeting to order at 2:18 p.m.

CONSENT AGENDA

Raukar/Jewell moved to approve the consent agenda. The motion passed. (5-0)

- Minutes of February 11, 2014
- Final Plat Approval East Bay Shores First Addition (Unorganized 57-16) [14-72]
- Utility Easement across State Tax Forfeited Land – MN Power [14-73]
- Acquisition of Right of Way – Replacement of County Bridge 851 (Hibbing) [14-74]
- Designate Portions of Highway 53 Turnback as CSAH 106 and Rescind County Board Resolution No. 13-678 [14-75]
- Agreement with Lake County for Seal Coating and Fog Sealing [14-76]
- Agreement for Exchange of Federal Funds for State Aid Funds [14-77]
- Cleaning Services – Public Works Facility, Jean Duluth Road [14-78]
- Uniform Rental, Mat Rental and Laundry Services [14-79]
- Sale of Surplus Fee Land (Grand Lake Township) and Rescind County Board Resolution No. 13-684 [14-80]
- Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License – Kabetogama Township (Tuesday, March 25, 2014, 9:40 a.m., Joint Public Works Facility, Ely, MN) [14-81]
- Establish Public Hearing to Consider Violation Allegations of Liquor Law – Ash-Ka-Nam Resort & Lodge – Unorganized Township 68-19 (Tuesday, March 25, 2014, 9:45 a.m., Joint Public Works Facility, Ely, MN) [14-82]

REGULAR AGENDA

Central Management & Inter-Governmental Committee

Jewell/Raukar moved that the St. Louis County Board adopts the Procurement Manager class, allocated to the unclassified Management Compensation Pay Plan Grade A20 (\$57,928-\$77,730, 2014 salary rate) and authorizes a temporary increase of 1.0 FTE in the Purchasing Division of the County Administration Department, effective March 11, 2014. After further discussion, the motion passed. (5-0)

Jewell/Forsman moved that the St. Louis County Board of Commissioners ratifies the 2014-2016 Deputy Sheriff Unit collective bargaining agreement and authorizes the appropriate county officials to execute a written agreement consistent with negotiations. The motion passed. (5-0)

COMMISSIONER DISCUSSION ITEMS

Commissioner Nelson discussed a constituent letter, dated February 12, 2014, that complimented the Public Health and Human Services Department for quality customer service. Commissioner Nelson distributed and discussed a recent edition of the HometownFocus.us newspaper that focused on mining.

At 2:32 p.m., Raukar/Jewell moved to adjourn the Committee of the Whole meeting. (5-0)

Mike Forsman, Chair of the County Board

Phil Chapman, Clerk of the County Board

BOARD LETTER NO. 14 – 89

HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 1

BOARD AGENDA NO.

DATE: March 11, 2014 **RE:** Health and Human Service
Annual Conference Facility
Payment

FROM: Kevin Z. Gray
County Administrator

Ann M. Busche, Director
Public Health & Human Services

RELATED DEPARTMENT GOAL:

Continued emphasis on innovation, productivity, and service to the citizens of St. Louis County.

ACTION REQUESTED:

The St. Louis County Board is requested to approve payment of up to \$60,000 to the Duluth Entertainment Convention Center for use of the facility for the annual St. Louis County Health & Human Service Conference.

BACKGROUND:

The St. Louis County Health & Human Service Conference (HHSC) has been held annually since 1989. This year, the 2014 conference dates are October 9-10. Each year, the conference has included presentations and institutes designed to meet the specific continuing education and certification needs of public health and human service professionals. From 1991–2012, attendance grew from 200 to 2,000 participants including health and human service practitioners from throughout the Midwest, bringing together public and private sector practitioners for two days of training and networking, providing a forum for sharing innovative ideas, best practices and programs, strengthening community health and human services, and addressing the significant challenges of poverty and human suffering. In 2013, attendance reached 2,300 participants

The largest expense of the annual conference is use of a facility, currently the Duluth Entertainment Convention Center (DECC). The estimate of the cost of the DECC in 2014 is \$55,000, but the final figure will not be known until closer to the conference date.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve payment of up to \$60,000 to the Duluth Entertainment Convention Center for use of the facility for the annual St. Louis County Health & Human Service Conference, payable from Fund 855, Agency 855001, Object 634200.

Health and Human Service Annual Conference Facility Payment

BY COMMISSIONER _____

WHEREAS, The St. Louis County Health & Human Service Conference (HHSC) has been held annually since 1989 and has grown through the years to its current enrollment of 2,300 participants; and

WHEREAS, The mission of the conference is to bring together public and private sector practitioners for two days of training and networking, providing a forum for sharing innovative ideas, best practices and programs, strengthening community health and human services, and addressing the significant challenges of poverty and human suffering in our communities; and

WHEREAS, The estimate of the cost for use of the Duluth Entertainment Convention Center for the HHSC in 2014 is \$55,000, but the final figure will not be known until closer to the conference date;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes payment of up to \$60,000 to the Duluth Entertainment Convention Center for use of the facility for the annual St. Louis County Health & Human Service Conference, payable from Fund 855, Agency 855001, Object 634200.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize agreements with the following providers of Detoxification and Hold Services for the period January 1, 2014 through December 31, 2014, payable from Fund 230-232006-606000.

<u>Provider</u>	<u>2013</u>	<u>2014</u>
Center for Alcohol and Drug Treatment	\$1,344,978	\$1,372,000
Range Mental Health Center	\$ 424,730	\$ 424,730

CY 2014 Detoxification and Hold Services Contracts

BY COMMISSIONER _____

WHEREAS, St. Louis County has supported Detoxification and Hold Services from the Center for Alcohol and Drug Treatment in Duluth and Range Mental Health Center in Virginia with county funds for over ten years; and

WHEREAS, The Public Health and Human Services Department (PHHS) wishes to continue these two agreements for Calendar Year 2014; and

WHEREAS, PHHS continues to review five year detoxification utilization reports from the Minnesota Department of Human Services and adjust payments accordingly;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into agreements between the Department of Public Health and Human Services and the following providers of Detoxification and Hold Services for the period January 1, 2014 through December 31, 2014, payable from Fund 230-232006-606000.

<u>Provider</u>	<u>2013</u>	<u>2014</u>
Center for Alcohol and Drug Treatment	\$1,344,978	\$1,372,000
Range Mental Health Center	\$ 424,730	\$ 424,730

BOARD LETTER NO. 14 – 91

HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 3

BOARD AGENDA NO.

DATE: March 11, 2014 **RE:** Internal Document
Management System (IDMS)
Planning for Public Health &
Human Services – Phase 2

FROM: Kevin Z. Gray
County Administrator

Ann M. Busche, Director
Public Health & Human Services

RELATED DEPARTMENT GOAL:

To protect, promote, and improve the health and quality of life in St. Louis County.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize a contract with MJS Consulting, St. Louis Park, MN, to assist in the planning and implementation of Phase 2 of the new Internal Document Management System (IDMS) system.

BACKGROUND:

In December, 2009, the St Louis County Board authorized the Public Health and Human Services Department (PHHS) to enter into purchase agreements and professional service contracts to implement an Electronic Document Management System (EDMS) within the PHHS Income Maintenance area. During 2010, EDMS was successfully implemented, resulting in greater efficiency and communication for financial workers and support staff, better customer service, and the avoidance of hiring additional staff despite large, growing workloads. Recent planning for remodeling of the Duluth Government Services Center has made evident a need to conserve space. One strategy is to eliminate as much paper storage as possible, as paper files currently fill over 1300 file cabinets within Duluth PHHS space.

On June 4, 2013, the St. Louis County Board adopted Resolution No. 13-328, authorizing PHHS to begin Phase 1 (Project Definition) for the new IDMS system. The Project Definition Phase has now been completed. Phase 2 of IDMS is the development of a “Proof of Concept”, which is a test pilot of a small program group in order to verify the project assumptions, approach, timelines, and cost estimates. The Proof of Concept will use a subset of users from the PHHS Elderly & Disabled Services unit. A large portion of the work done during Phase 2 will be transferrable to development and implementation of the larger Human Services Division in later phases, and future unit add-ons will be less costly overall. The project was presented to and approved by the Information Technology Investments and Steering Committees.

PHHS recommends again engaging MJS Consulting of St. Louis Park, MN, to assist in the planning and implementation of Phase 2 of the new IDMS system, for this company has been the project manager for the original EDMS system as well as Phase 1 of this IDMS project. Total expenses for this phase, which is the pilot group, include consulting fees (project management, software configuration, business analysis, training, and go-live support), licenses, scanners, software, and maintenance over four (4) years:

Description	Up To Maximum
Total One Time Costs (2014 – 2017)	\$129,419
Total Ongoing Costs (2014 – 2017)	\$ 24,308
Total Four Years	\$153,727

It is anticipated that some savings (approximately 40%) will be realized through federal reimbursement.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a contract with MJS Consulting of St. Louis Park, MN, to assist in the planning and implementation of Phase 2 of the new IDMS system with a contract maximum of \$100,535 for budget year 2014. It is further recommended that PHHS be authorized to expend \$53,192 for scanners, software, licenses, and maintenance, to be placed into CY 2014 budget with all unexpended funds to be carried over into 2015, 2016, and 2017 budgets. All expenses are payable from the PHHS Technology Improvements fund balance, Fund 230, Object 311401, with a corresponding increase to expenditure budget Fund 230, Agency 230038, Object 629900.

**Internal Document Management System (IDMS)
Planning for Public Health & Human Services – Phase 2**

BY COMMISSIONER _____

WHEREAS, Recent planning for the remodel of the Duluth Government Services Center has made evident a need to conserve space by the elimination of as much paper storage as possible; and

WHEREAS, The Public Health and Human Services Department (PHHS) would like to begin Phase 2 of development of the project entitled Internal Document Management System (IDMS) which will establish a static electronic file storage system to replace existing paper files; and

WHEREAS, PHHS recommends engaging MJS Consulting of St. Louis Park, MN, to assist in the planning and implementation of Phase 2 of the new IDMS system; and

WHEREAS, Additional expenses will include licenses, hardware, software, and maintenance over four (4) years;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a contract with MJS Consulting of St. Louis Park, MN, to assist in the planning and implementation of Phase 2 of the new IDMS system, with a contract maximum of \$100,535 for budget year 2014;

RESOLVED FURTHER, That the Public Health and Human Services Department (PHHS) is authorized to expend \$53,192 for scanners, software, licenses, and maintenance, to be placed into CY 2014 budget with all unexpended funds to be carried over into 2015, 2016, and 2017 budgets. All expenses are payable from the PHHS Technology Improvements fund balance, Fund 230, Object 311401, with a corresponding increase to expenditure budget Fund 230, Agency 230038, Object 629900.

BOARD LETTER NO. 14 - 92

HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 4

BOARD AGENDA NO.

DATE: March 11, 2014 **RE:** Administration of Grant for the
Northeast Minnesota Project to
End Long-Term Homelessness

FROM: Kevin Z. Gray
County Administrator

Ann M. Busche, Director
Public Health & Human Services

RELATED DEPARTMENT GOAL:

Adults will reside in the least restrictive living arrangement that meets their health and safety needs.

ACTION REQUESTED:

The St. Louis County Board is requested to accept additional state grant funding for the 2013-2015 biennium for the Northeast Minnesota Project to End Long-Term Homelessness.

BACKGROUND:

In 2005 the Minnesota Legislature approved funding for regional projects for long-term homeless supportive services. Beginning in September, 2006, the Northeast Minnesota project began to enroll participants. Counties included Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis, and the Bois Forte, Fond du Lac, and Grand Portage Bands of the Minnesota Chippewa Tribe. The project is still operating and emphasizes three components: culturally specific responses to American Indians who experience long-term homelessness; linkages with existing supportive housing projects; and new mobile intensive service teams which provide services that follow participants and help maximize participant choice in living arrangements in the region.

The 2013 Legislature approved continued funding for existing long term homelessness programs, and the Department of Human Services (DHS) chose to extend regional contracts for another two years at their existing amounts. For St. Louis County, a contract amendment to the previous grant contract provided \$1,448,926 for use between July 1, 2013 and June 30, 2015. On August 13, 2013, the St. Louis County Board adopted Resolution No. 13-520 authorizing acceptance of the funds.

Following that, DHS issued a Request for Proposals for use of additional funding for long term homelessness. Hearth Connection, a Minnesota nonprofit organization, applied for and ultimately received a grant on behalf of the Northeast Region for \$210,000. A new contract for the Northeast Region will expand the efforts of the Range Mental Health Center from a half time person to a full time person and also provide

funding to Bois Forte for a staff person for the New Moon project. The effective date of the contract is July 1, 2013 through June 30, 2015, the same as the current state contract. Through the county partnership process, St. Louis County will continue to be the grantee and fiscal agent for this project, and Hearth Connection will continue to be the management agent.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the Public Health and Human Services Department to contract with the State of Minnesota to receive \$210,000 for the Northeast Minnesota Project to End Long-Term Homelessness from July 1, 2013 to June 30, 2015, with funds to be deposited as follows:

FY 2014: \$ 139,860

FY 2015: \$ 70,140

Expenditures and revenues of \$139,860 will be added to the current 2014 Budget, and \$70,140 will be budgeted for CY 2015, with funds to be deposited into Fund 230, Agency 232001, Object 530640, Grant 23205, Project 99999999, Grant Year 2013.

It is further recommended that the St. Louis County Board authorize a contract with Hearth Connections to manage and administer the Northeast Minnesota Project to End Long-Term Homelessness, and the county will pay Hearth Connection based on invoices submitted for services performed from July 1, 2013 to June 30, 2015, to be paid from Fund 230, Agency 232001, Object 607200, Grant 23205, Project 99999999, Grant year 2013.

**Administration of Grant for the Northeast Minnesota Project
to End Long-Term Homelessness**

BY COMMISSIONER _____

WHEREAS, The State of Minnesota has appropriated money since 2005 to fund supportive services in the housing programs that serve individuals, unaccompanied youth, and families experiencing homelessness; and

WHEREAS, In 2013 legislative funding was again provided to St. Louis County in the amount of \$1,448,926 for the 2013-2015 biennium, which was approved for acceptance by the St. Louis County Board on August 13, 2013, by Resolution No. 13-520; and

WHEREAS, Additional funds were later made available under the same auspices in 2013; the Northeast Region applied and was awarded a grant to provide additional services to end long-term homelessness for the 2013-2015 biennium; and

WHEREAS, The State of Minnesota wishes to contract with St. Louis County to continue as fiscal agent for the Northeast Minnesota Project to end Long-Term Homelessness, including the additional funds; and

WHEREAS, Hearth Connection, a Minnesota nonprofit organization, wishes to contract with St. Louis County to manage and administer the additional funds awarded to the NE Minnesota Project;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department to contract with the State of Minnesota to serve as fiscal agent and to receive \$210,000 on behalf of the Northeast Minnesota Project to End Long-Term Homelessness from July 1, 2013 to June 30, 2015, with funds to be deposited as follows:

FY 2014: \$ 139,860

FY 2015: \$ 70,140

Expenditures and revenues of \$139,860 will be added to the current 2014 Budget, and \$70,140 will be budgeted for CY 2015, with funds to be deposited into Fund 230, Agency 232001, Object 607200, Grant 23205, Project 99999999, Grant Year 2013;

RESOLVED FURTHER, That the appropriate St. Louis County officials are authorized to contract with Hearth Connection to manage and administer the grant on behalf of the Northeast Minnesota Project to End Long-Term Homelessness, and the county will pay Hearth Connection based on invoices submitted for services performed from January 1, 2014, to June 30, 2015, to be paid from Fund 230, Agency 232001, Object 607200, Grant 23205, Project 99999999, Grant year 2013.

BOARD LETTER NO. 14 - 93

ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 5

BOARD AGENDA NO.

DATE: March 11, 2014

RE: Repurchase of State Tax
Forfeited Land – Karjala, Voigt,
North Shore Bank of
Commerce, Johnson, Dilley

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Director
Land and Minerals

RELATED DEPARTMENT GOAL:

To provide financial return to the county and taxing districts.

ACTION REQUESTED:

The St. Louis County Board is requested to approve the applications to repurchase state tax forfeited land.

BACKGROUND:

Minn. Stat. § 282.241 provides for state tax forfeited land to be repurchased by the previous owners subject to payment equivalent to the delinquent taxes and assessments, with penalties, costs, and interest. The properties to be repurchased forfeited to the State of Minnesota on December 2, 2013. The repurchase deadline for these non-homestead properties is December 1, 2014. Jason & Susan Karjala of Chisholm, MN, Leeander & Joyce Voigt of Cotton, MN, North Shore Bank of Commerce of Duluth, MN, Reid & Margo Johnson of Angora, MN and Kristi Dilley & Patricia Casey of Hibbing, MN have made application to repurchase these properties and are eligible to repurchase the properties.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the repurchase requests of Jason & Susan Karjala, of Chisholm, MN, Leeander & Joyce Voigt of Cotton, MN, North Shore Bank of Commerce of Duluth, MN, Reid & Margo Johnson of Angora, MN and Kristi Dilley & Patricia Casey of Hibbing, MN. The repurchase fees listed below are to be deposited into Fund 240 (Forfeited Tax Fund).

Jason & Susan Karjala, Chisholm, MN

Parcel Code	140-0130-00280
Taxes and Assessments	\$7,116.51
Service Fees	\$114.00
Deed Tax	\$23.48
Deed Fee	\$25.00
Recording Fee	\$46.00
Total Consideration	\$7,324.99

Leeander & Joyce Voigt, Cotton, MN

Parcel Code	305-0010-01145
Taxes and Assessments	\$1,844.67
Service Fees	\$114.00
Deed Tax	\$6.09
Deed Fee	\$25.00
Recording Fee	\$46.00
Total Consideration	\$2,035.76

North Shore Bank of Commerce, Duluth, MN

Parcel Code	010-2710-04641
Taxes and Assessments	\$105,789.46
Service Fees	\$114.00
Deed Tax	\$349.11
Deed Fee	\$25.00
Recording Fee	\$46.00
Total Consideration	\$106,323.57

Reid & Margo Johnson, Angora, MN

Parcel Code	200-0010-03222, 03223
Taxes and Assessments	\$10,133.69
Service Fees	\$114.00
Deed Tax	\$33.44
Deed Fee	\$25.00
Recording Fee	\$46.00
Total Consideration	\$10,352.13

Kristi Dilley & Patricia Casey, Hibbing, MN

Parcel Code	140-0250-02970
Taxes and Assessments	\$5,408.18
Service Fees	\$114.00
Deed Tax	\$17.85
Deed Fee	\$25.00
Recording Fee	\$46.00
Total Consideration	\$5,611.03

Repurchase of State Tax Forfeited Land - Karjala

BY COMMISSIONER: _____

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

WHEREAS, The applicants, Jason & Susan Karjala of Chisholm, MN, have applied to repurchase state tax forfeited land legally described as:

CITY OF HIBBING
LOTS 27 AND 28, BLOCK 1
KOSKIVILLE HIBBING
140-0130-00280

WHEREAS, The applicants were the owners of record at the time of forfeiture and are eligible to repurchase the property; and

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the repurchase application by Jason & Susan Karjala of Chisholm, MN, on file in County Board File No.____, subject to payments including total taxes and assessments of \$7,116.51, service fee of \$114, deed tax of \$23.48, deed fee of \$25, and recording fee of \$46; for a total of \$7,324.99, to be deposited into Fund 240 (Forfeited Tax Fund).



St. Louis County Land Department Tax Forfeited Land Sales

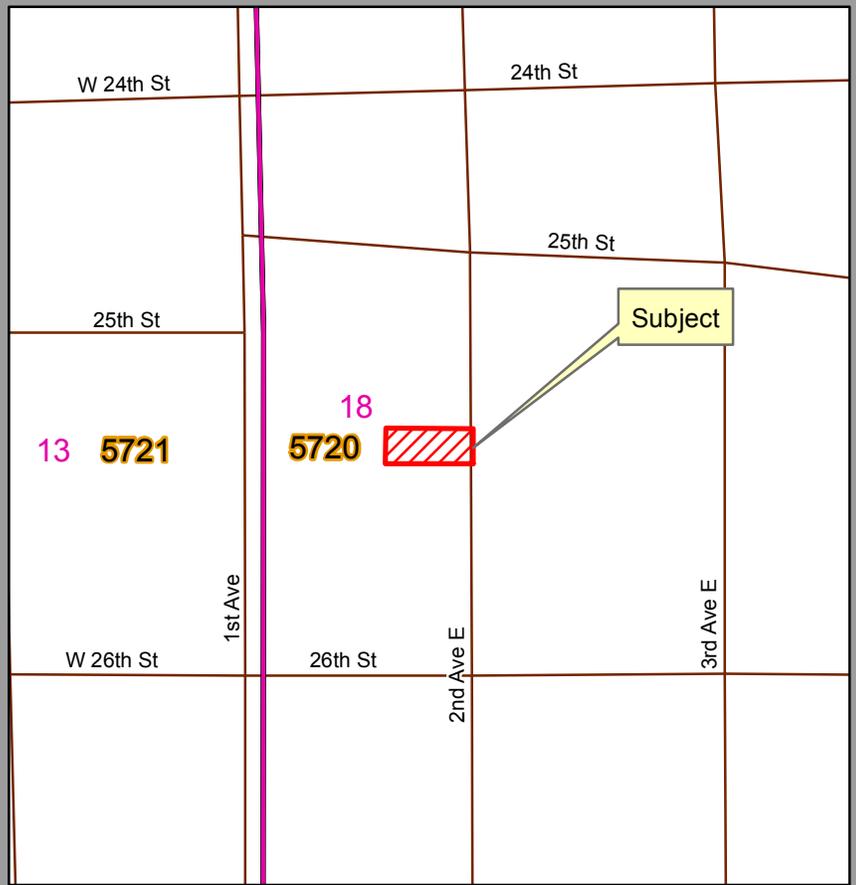
Repurchase of Property

Legal : CITY OF HIBBING
LOTS 27 AND 28, BLOCK 1
KOSKIVILLE HIBBING

Parcel Code : 140-0130-00280

LDKEY : 118091

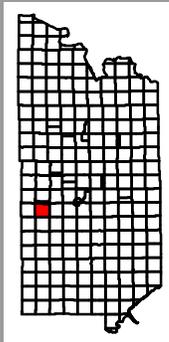
Address: 2509 2ND AVE E
HIBBING MN 55746



City of Hibbing Sec: 18 Twp: 57 Rng: 20

Commissioner District # 7

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



St. Louis County, Minnesota

This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. This drawing is a compilation of recorded information and data located in various city, county, state and federal offices. St. Louis County is not responsible for any incorrectness herein.

St. Louis County
Land Department

February 2014



2003 NAIP Photo

Repurchase of State Tax Forfeited Land - Voigt

BY COMMISSIONER: _____

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

WHEREAS, The applicants, Leeander & Joyce Voigt of Cotton, MN, have applied to repurchase state tax forfeited land legally described as:

TOWN OF COTTON
S 660 FT OF E 330 FT OF NE1/4 OF SE1/4
SEC 7 TWP 54 RGE 16
305-0010-01145

WHEREAS, The applicants were the owners of record at the time of forfeiture and are eligible to repurchase the property; and

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the repurchase application by Leeander & Joyce Voigt of Cotton, MN, on file in County Board File No.____, subject to payments including total taxes and assessments of \$1,844.67, service fee of \$114, deed tax of \$6.09, deed fee of \$25, and recording fee of \$46; for a total of \$2,035.76, to be deposited into Fund 240 (Forfeited Tax Fund).



St. Louis County Land Department Tax Forfeited Land Sales

Repurchase of Property

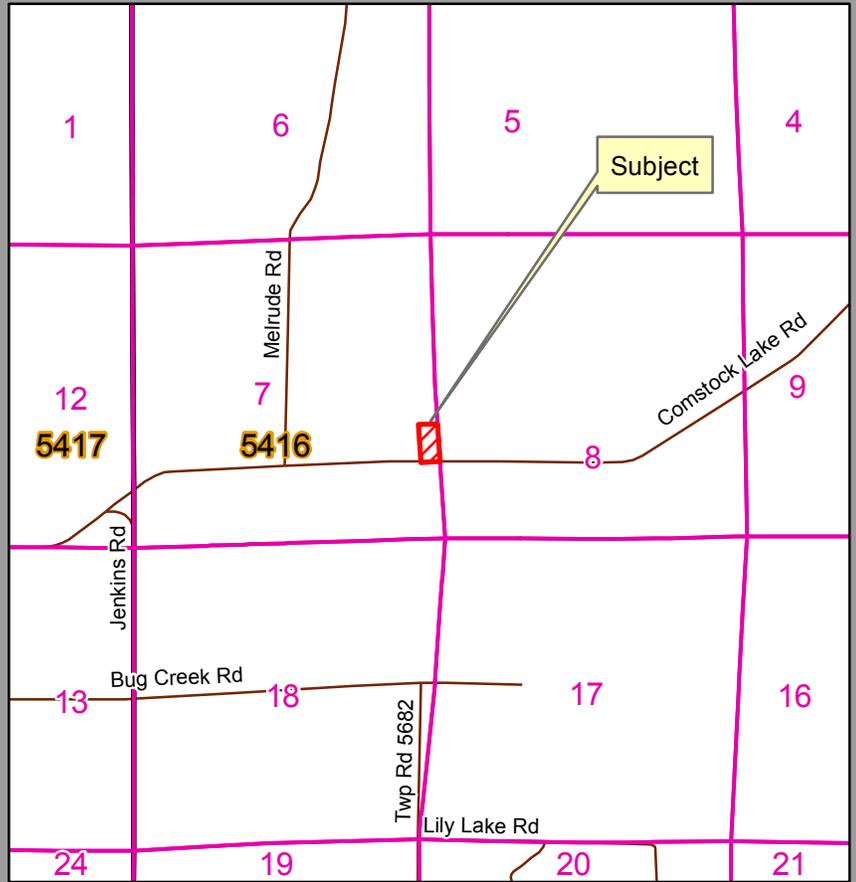
Legal : TOWN OF COTTON
S 660 FT OF E 330 FT OF NE1/4 OF
SE1/4, Sec 7 Twp 54 Rge 16

Parcel Code : 305-0010-01145

LDKEY : 118110

Acres: 5.00

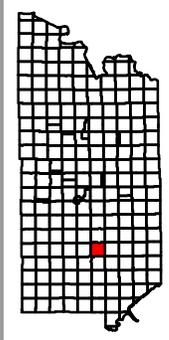
Address: 6897 Comstock Lake Rd
Cotton, MN 55724



Town of Cotton Sec: 7 Twp: 54 Rng: 16

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

March 2014



2003 NAIP Photo

Repurchase of State Tax Forfeited Land – North Shore Bank of Commerce

BY COMMISSIONER: _____

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

WHEREAS, The applicant, North Shore Bank of Commerce of Duluth, MN, has applied to repurchase state tax forfeited land legally described as:

CITY OF DULUTH
THAT PART OF SE1/4 OF SW1/4 LYING NELY
OF U.S. HWY #53 AND SWLY OF CENTERLINE
OF SUNDBY RD COMM AT INTERSECTION OF E
LINE OF SAID SE1/4 OF SW1/4 WITH
CENTERLINE OF SUNDBY RD THENCE NWLY
ALONG CENTERLINE 616.10 FT THENCE NWLY
16.85 FT ALONG TANGENTIAL CURVE TO PT
OF BEG THENCE LEFT 84 DEG 59 MIN 13
SEC SWLY 220.98 FT TO U.S. HWY #53 R/W
THENCE NWLY ALONG SAID R/W 195.77 FT
THENCE RIGHT 115 DEG 33 MIN 27 SEC NELY
317.60 FT TO CENTERLINE OF SUNDBY RD
THENCE SELY ALONG CENTERLINE 166.06 FT
TO PT OF BEG
SEC 18 TWP 50 RGE 14
010-2710-04641

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

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the repurchase application by North Shore Bank of Commerce of Duluth, MN, on file in County Board File No.____, subject to payments including total taxes and assessments of \$105,789.46, service fee of \$114, deed tax of \$349.11, deed fee of \$25, and recording fee of \$46; for a total of \$106,323.57, to be deposited into Fund 240 (Forfeited Tax Fund).



St. Louis County Land Department Tax Forfeited Land Sales

Repurchase of Property

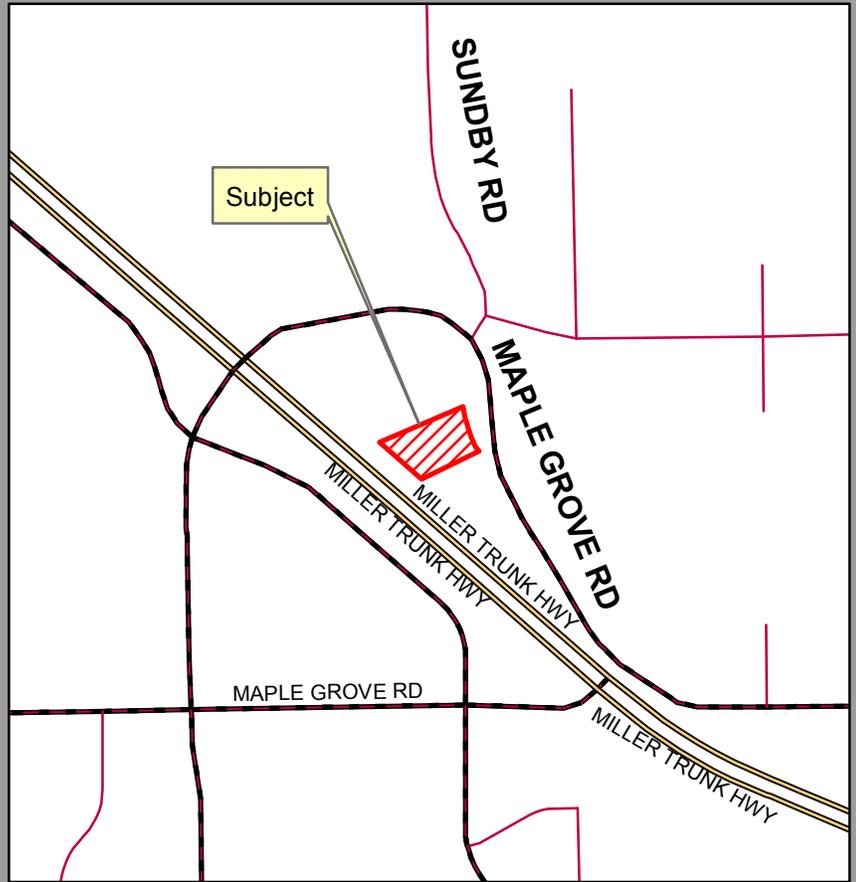
Legal : CITY OF DULUTH
 THAT PART OF SE1/4 OF SW1/4 LYING
 NELY OF U.S. HWY #53 AND SWLY OF
 CENTERLINE OF SUNDBY RD COMM
 AT INTERSECTION OF E LINE OF SAID
 SE1/4 OF SW1/4 WITH CENTERLINE
 OF SUNDBY RD THENCE NWLY ALONG
 CENTERLINE 616.10 FT THENCE NWLY
 16.85 FT ALONG TANGENTIAL CURVE
 TO PT OF BEG THENCE LEFT 84 DEG
 59 MIN 13 SEC SWLY 220.98 FT TO U.S.
 HWY #53 R/W THENCE NWLY ALONG
 SAID R/W 195.77 FT THENCE RIGHT
 115 DEG 33 MIN 27 SEC NELY 317.60 FT
 TO CENTERLINE OF SUNDBY RD
 THENCE SELY ALONG CENTERLINE
 166.06 FT TO PT OF BEG,
 Sec 18 Twp 50 Rge 14

Parcel Code : 010-2710-04641

LDKEY : 118230

Acres: 1.03

Address: 1820 Maple Grove Rd
Duluth, MN 55811

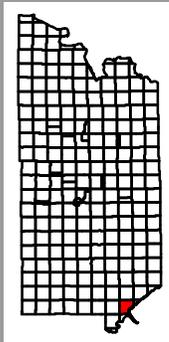


City of Duluth

Sec: 18 Twp: 50 Rng: 14

Commissioner District # 1

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



St. Louis County, Minnesota

This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. This drawing is a compilation of recorded information and data located in various city, county, state and federal offices. St. Louis County is not responsible for any incorrectness herein.

St. Louis County
Land Department

March 2014



2003 NAIP Photo

Repurchase of State Tax Forfeited Land - Johnson

BY COMMISSIONER: _____

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

WHEREAS, The applicants, Reid & Margo Johnson of Angora, MN, have applied to repurchase state tax forfeited land legally described as:

TOWN OF ALANGO

NW 1/4 OF SE 1/4 EX N 1000 FT and SLY 200 FT OF NLY 1000 FT

OF NW1/4 OF SE1/4

SEC 20 TWP 61 RGE 19

200-0010-03222, 03223

WHEREAS, The applicants were the owners of record at the time of forfeiture and are eligible to repurchase the property; and

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the repurchase application by Reid & Margo Johnson of Angora, MN, on file in County Board File No.____, subject to payments including total taxes and assessments of \$10,133.69, service fee of \$114, deed tax of \$33.44, deed fee of \$25, and recording fee of \$46; for a total of \$10,352.13, to be deposited into Fund 240 (Forfeited Tax Fund).



St. Louis County Land Department Tax Forfeited Land Sales

Repurchase of Property

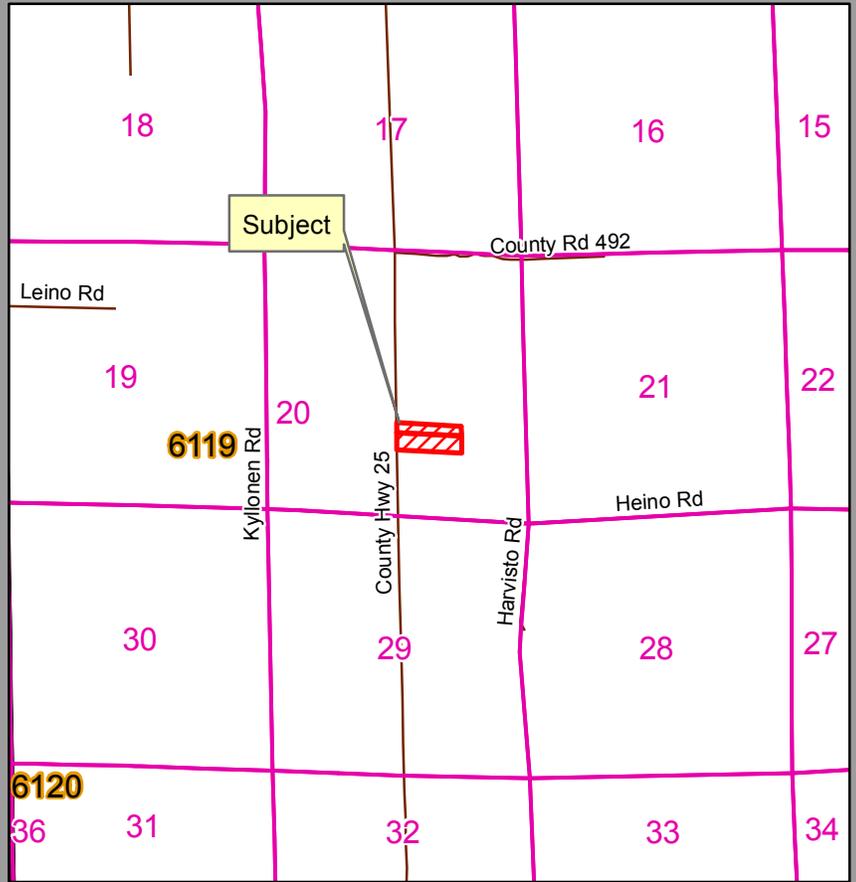
Legal : TOWN OF ALANGO
NW 1/4 OF SE 1/4 EX N 1000 FT also
SLY 200 FT OF NLY 1000 FT OF NW1/4
OF SE1/4
Sec 20 Twp 61 Rge 19

Parcel Code : 200-0010-03222, 03223

LDKEY : 118076 & 118077

Acres: 16.32

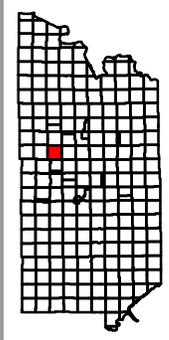
Address: 8762 Hwy 25
Angora, MN 55755



Town of Alango Sec: 20 Twp: 61 Rng: 19

Commissioner District # 4

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

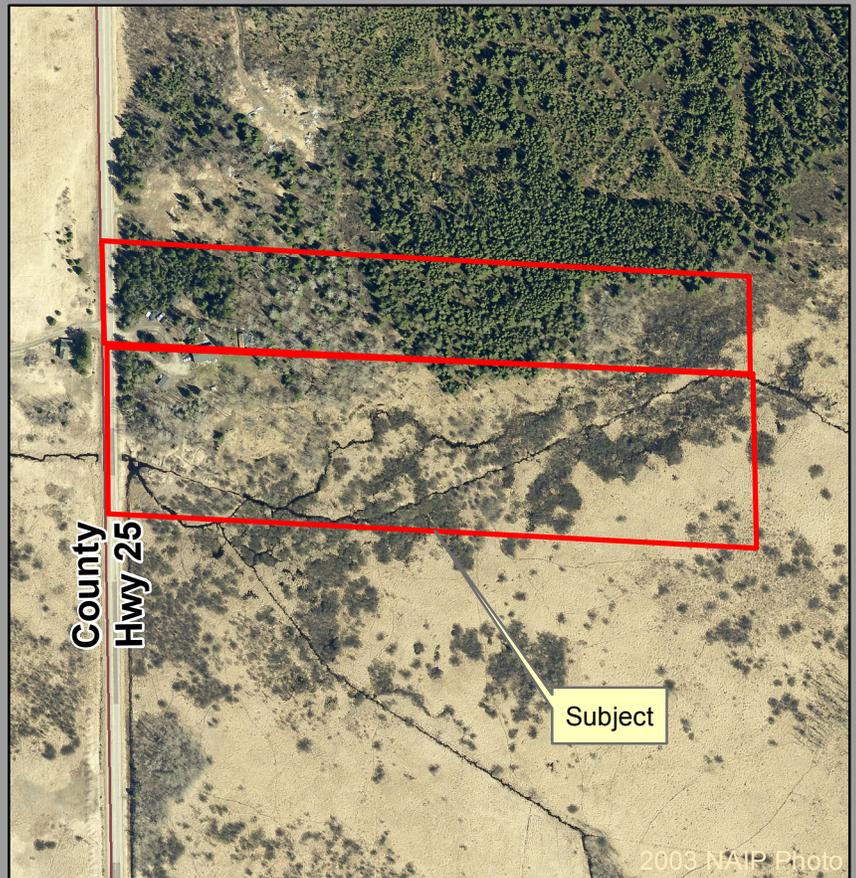


St. Louis County, Minnesota

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St. Louis County
Land Department

March 2014



2003 NAIP Photo

Repurchase of State Tax Forfeited Land - Dilley

BY COMMISSIONER: _____

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

WHEREAS, The applicants, Kristi Dilley & Patricia Casey of Hibbing, MN, have applied to repurchase state tax forfeited land legally described as:

CITY OF HIBBING

NLY 1/2 OF LOT 20 AND ALL OF LOT 21

SHAPIROS ADDITION TO SUNNYSIDE HIBBING

140-0250-02970

WHEREAS, The applicants were the owners of record at the time of forfeiture and are eligible to repurchase the property; and

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the repurchase application by Kristi Dilley & Patricia Casey of Hibbing, MN, on file in County Board File No.____, subject to payments including total taxes and assessments of \$5,408.18, service fee of \$114, deed tax of \$17.85, deed fee of \$25, and recording fee of \$46; for a total of \$5,611.03, to be deposited into Fund 240 (Forfeited Tax Fund).



St. Louis County Land Department Tax Forfeited Land Sales

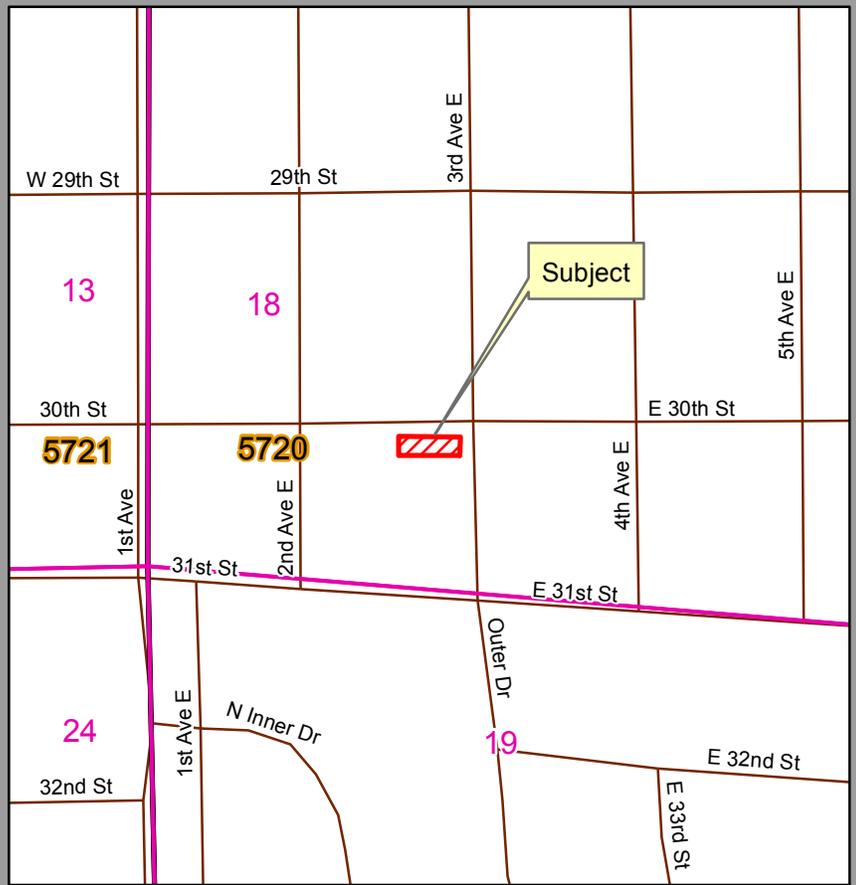
Repurchase of Property

Legal : CITY OF HIBBING
NLY 1/2 OF LOT 20 AND ALL OF
LOT 21, BLOCK 13
SHAPIROS ADDITION TO SUNNYSIDE
HIBBING

Parcel Code : 140-0250-02970

LDKEY : 118095

Address: 3001 3rd Ave E
Hibbing, MN 55746

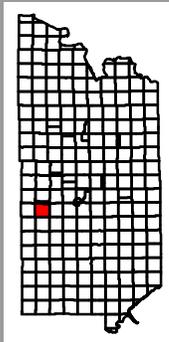


City of Hibbing

Sec: 18 Twp: 57 Rng: 20

Commissioner District # 7

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

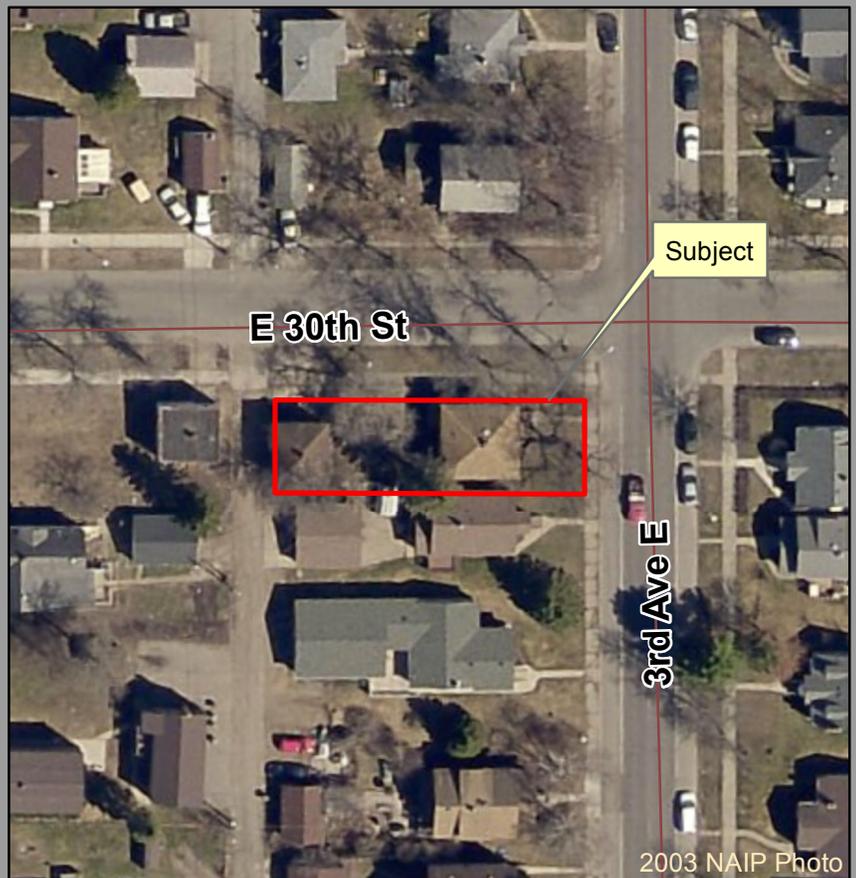


St. Louis County, Minnesota

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St. Louis County
Land Department

March 2014



2003 NAIP Photo

BOARD LETTER NO. 14 - 94

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 6

BOARD AGENDA NO.

DATE: March 11, 2014 **RE:** Request for 2014 State Aid
Advance

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

RELATED DEPARTMENT GOAL:

Provide a safe, well maintained road and bridge system.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize a request for additional State Aid funding from the Minnesota Department of Transportation (MnDOT) for construction projects.

BACKGROUND:

In order to fund the County State Aid Highway (CSAH) construction program for 2014 as programmed, it is necessary for St. Louis County to request an advance from the State Aid Regular Construction Account in the amount of \$4,000,000. This is necessitated by the need for additional state aid advance funds for the construction of SP 69-733-024, CSAH 133 (Highway 133) Reclaim and Overlay and SAP 69-622-021, CSAH 22 (Highway 22) Bridge Reconstruction.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a request for advanced Regular State Aid Highway Construction Funds in the amount of \$4,000,000.

Request for 2014 State Aid Advance

BY COMMISSIONER _____

WHEREAS, St. Louis County is implementing County State Aid Construction Projects in 2014 which require State Aid funds in excess of those available in its State Aid Regular Construction Account; and

WHEREAS, The county is prepared to proceed with the construction of said projects through the use of an advance from the County State Aid Construction Fund to supplement the available funds in its State Aid Regular/Municipal Construction Account; and

WHEREAS, The advance is based on the following determination of estimated expenditures:

Project No. SP 69-733-024	\$3,000,000.00
<u>Project No. SAP 69-622-021</u>	<u>\$1,000,000.00</u>
Total 2014 Advance Amount:	\$4,000,000.00

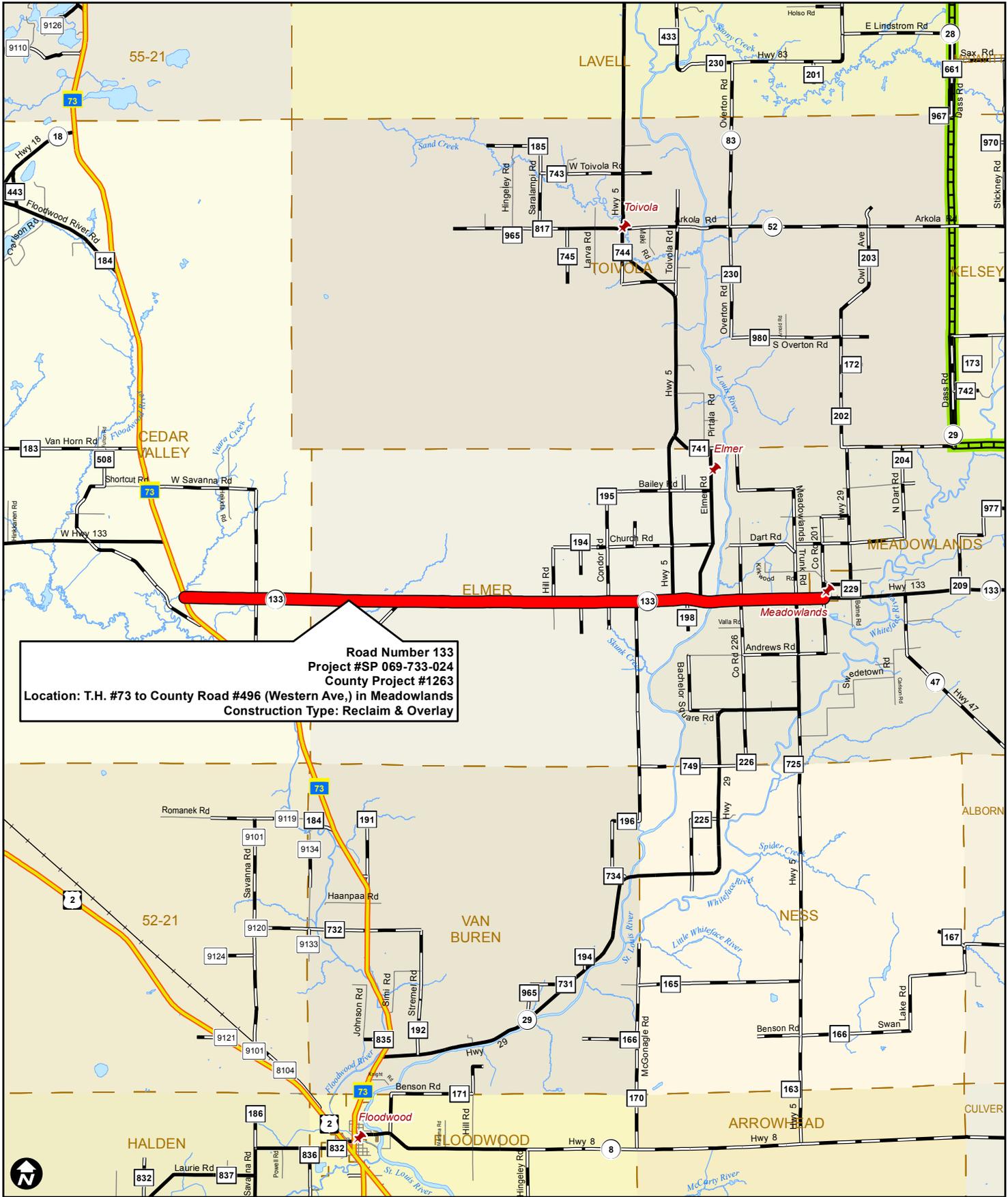
WHEREAS, Repayment of the funds ~~so~~ advanced will be made in accordance with the provisions of Minn. Stat. 162.08, Subd. 5 & 7 and Minnesota Rules, Chapter 8820; and

WHEREAS, The county acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds;

THEREFORE, BE IT RESOLVED, That the Commissioner of Transportation is hereby requested to approve this advance for financing approved County State Aid Highway Projects of St. Louis County in an amount up to \$4,000,000.00 in accordance with Minnesota Rules 8820.1500, Subp. 9. St. Louis County hereby authorizes repayments from subsequent accruals to the Regular State Aid Construction Account of St. Louis County with repayment from the 2015 year allocation until fully repaid.

**ADVANCE FUNDING NEEDS
MUNI - CY 2014**

Acct Bal	Dist	County	Program	Proj. #	Proj. Description	Est	Appr	Curr	Justification For Advance	Allowances	SAF
						\$ Adv	\$ Adv				Comments
						Requested	(M)	Need			
	1	St. Louis (069) Priority #1	2014	SP 69-733-024	Reclaim & Overlay of CSAH 133 (Hwy. 133) from TH #73 to C.R. #496 (Western Ave.) in Meadowlands, 11.6 miles in length	\$3,000,000.00			The project is a federal project in the 2014 STIP funded with STP funds. The project can be delivered in 2014, but because the total project will come in at \$4.17 million, we require additional state aid funds to complete the 75% match. This project is being used to fund swap federal funds on 3 Carlton County projects and 1 St. Louis County project.		
	1	St. Louis (069) Priority #2	2014	SAP 69-622-021	Bridge Replacement on CSAH 22 (Hwy. 22) approximately 1 mile west of TH #73 of C.R. 340, 0.3 miles in length	\$1,000,000.00			The project is a state aid bridge replacement project. We recently had to load post it and place "Trucks Must Not Meet On Bridge". This project is a major route for loggers and the loss of this route would be an economic hardship for them. We have accelerated the design process and can deliver the project in 2014, but will need an advance of \$1,000,000 and we are hoping for \$500,000 in bridge bond to finance the		

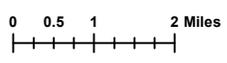


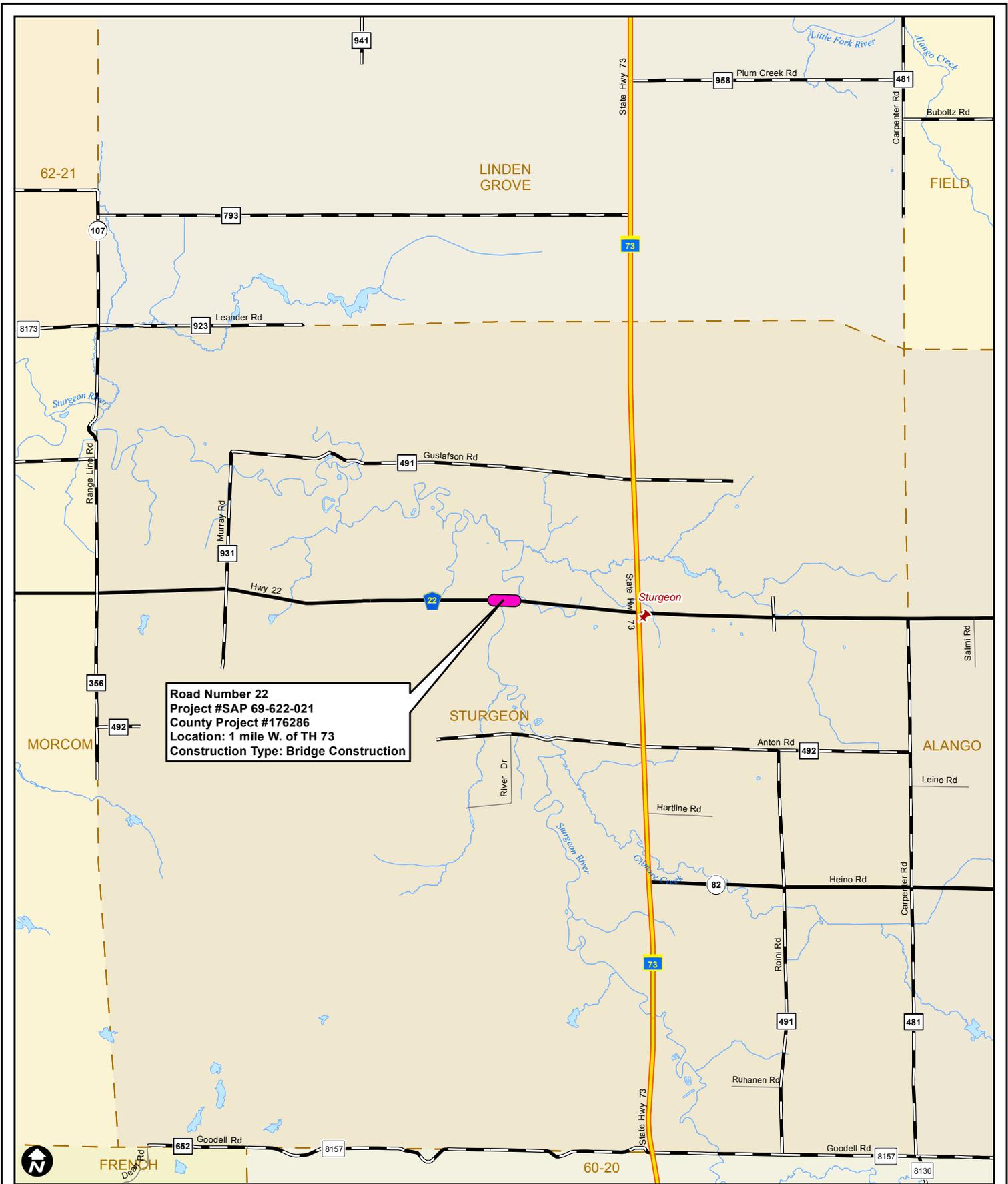
Road Number 133
Project #SP 069-733-024
County Project #1263
Location: T.H. #73 to County Road #496 (Western Ave.) in Meadowlands
Construction Type: Reclaim & Overlay

St. Louis County 2014 Road & Bridge Construction

Map Components

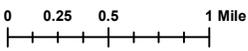
2014 Road & Bridge Construction - Reclaim & Overlay	County/Unorg. Twp. Road - Paved	Township Boundary
Interstate Highway	County/Unorg. Twp. Road - Gravel	City/Town
U.S./State Highway	Railroad	Lake
	Commissioner District	River/Stream





Road Number 22
Project #SAP 69-622-021
County Project #176286
Location: 1 mile W. of TH 73
Construction Type: Bridge Construction

St. Louis County 2014 Road & Bridge Construction



Map Components

2014 Road & Bridge Construction - Bridge Construction	County/Unorg. Twp. Road - Paved	Township Boundary
Interstate Highway	County/Unorg. Twp. Road - Gravel	City/Town
U.S./State Highway	Local Road/City Street	Lake
Commissioner District	Railroad	River/Stream

BOARD LETTER NO. 14 - 95

FINANCE & BUDGET COMMITTEE CONSENT NO. 7

BOARD AGENDA NO.

DATE: March 11, 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. 59797.

Abatements Submitted for Approval by the St. Louis County Board
on 3/25/2014

<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>	
308	240	85	0	15052	BYSTROM, LEWIS	R	Crane Lake	Jan Jackson	DOUBLE ASSESSMENT	2012	34.48
300	10	700	0	15053	CHENEY, STEVE	R	Colvin	County Auditor	PENALTY & INTEREST	2013	523.38
90	180	134	0	15055	ISD 2142	R	Virginia	Cheryl Weappa	CODE CHANGE	2013	3.32
555	10	3060	0	15054	JATKOLA, CARLEEN	R	Van Buren	County Auditor	PENALTY & INTEREST	2013	37.73
485	10	3050	0	15056	JUTEN, JAY	R	Normanna	County Auditor	PENALTY & INTEREST	2013	396.24
305	60	30	0	15057	LARSON, GREG	R	Cotton	County Auditor	PENALTY & INTEREST	2013	20.29
280	15	210	0	15058	LEPAK, MARILYN	R	Canosia	Lana Anderson	VALUATION	2012	141.14
280	15	210	0	15059	LEPAK, MARILYN	R	Canosia	Lana Anderson	VALUATION	2013	120.04
375	23	100	0	15072	LONGSIO, DAVID	R	Gnesen	County Auditor	PENALTY & INTEREST	2013	88.26
625	11	4172	0	15060	MACKIE, DUANE	R	61-13	Andrew Olson	EXEMPT	2013	971.14
30	500	90	01304	15061	NELSON, STEVEN	M	Ely	Andrew Olson	PP CANCEL	2013	65.64
395	10	7016	0	15062	PERRAULT, JAMES	R	Hermantown	County Auditor	PENALTY & INTEREST	2013	203.87
140	220	2870	0	15073	PRICE, LESLIE	R	Hibbing	County Auditor	PENALTY & INTEREST	2013	83.05
290	10	4285	0	15063	SARKELA, ROSS	R	Cherry	County Auditor	PENALTY & INTEREST	2013	169.16
515	10	1770	0	15065	STATE OF MN	R	Prairie Lake	Rodella LaFreniere	EXEMPT	2012	1,628.46
515	10	1770	0	15064	STATE OF MN	R	Prairie Lake	Rodella LaFreniere	EXEMPT	2013	1,448.66
10	4470	7100	0	15066	STORA ENSO NORTH AM	R	City of Duluth	Terry Johnson	VALUATION	2012	678.66
10	4470	7100	0	15067	STORA ENSO NORTH AM	R	City of Duluth	Terry Johnson	VALUATION	2013	754.64
10	4470	7260	0	15069	STORA ENSO NORTH AM	R	City of Duluth	Terry Johnson	VALUATION	2012	597.08
10	4470	7260	0	15068	STORA ENSO NORTH AM	R	City of Duluth	Terry Johnson	VALUATION	2013	629.52
10	4110	1140	10647	15047	TREVIRANUS, JACKLYN	M	City of Duluth	Mike Busick	VETERAN DISABILITY	2013	1,356.02
660	6000	57405	0	15070	WITTWER, CHARLES	R	53-15	Noah Mittlefehldt	VETERAN DISABILITY	2013	1,705.88
475	10	1120	0	15071	ZYWICKI, JAMES	R	New Independence	Bruce Sodahl	CODE CHANGE	2013	392.26

BOARD LETTER NO. 14 - 96

FINANCE & BUDGET COMMITTEE CONSENT NO. 8

BOARD AGENDA NO.

DATE: March 11, 2014 **RE:** City of Orr Infrastructure Project

FROM: Kevin Z. Gray
County Administrator

Barbara Hayden, Director
Planning and Community Development

RELATED DEPARTMENT GOALS:

Assist communities in achieving housing, economic development and community development objectives. Secure and administer federal, state and other funding which implement county policies and maximize local resources.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize a grant of \$125,000 to the city of Orr for infrastructure improvements to support the Bay View Apartments and the newly constructed Orr Carefree Living facility. The grant funding would come from Economic Development – Minnesota Investment Fund (MIF) Repayments.

BACKGROUND:

Orr donated a building site to Spectrum Community Health for construction of 29 assisted living and memory care units in the Orr Carefree Living facility. The land donation leveraged additional funding from the Iron Range Resources and Rehabilitation Board, Spectrum Community Health capital, and a Small Business Administration loan to Spectrum for constructing the units.

Road access and utility installation to the site run adjacent to the Bay View Apartments. Bay View provides 12 units of affordable rental housing to families, and its development and construction were assisted by St. Louis County Community Development Block Grant, and HOME Investment Partnerships Act funding. The road construction and utility installation also provide improved access and utility service to Bay View along with potential for future housing or economic development beyond the Orr Carefree Living facility site.

The assisted living and memory care units are anticipated to provide greater housing and employment options for residents of the Orr community. The city's loss of the Orr School has also impacted utility rates for existing residents. Through creating this housing option in

partnership with Spectrum, Orr sees potential that existing single family units may become available for families, as well as having the Orr Carefree Living facility as a utility user. Enclosed is the request for assistance from the city of Orr.

St. Louis County has a current balance of approximately \$139,173 in the Economic Development Fund – MIF repayment account (Fund 176). These funds must be used in accordance with state MIF program requirements. The city of Orr's request appears to meet those requirements.

RECOMMENDATION:

It is recommended that the County Board authorize the Planning and Community Development Director and County Attorney to execute the grant agreement and related documents, payable from Fund 176, Agency 176001.

City of Orr Infrastructure Project

BY COMMISSIONER _____

WHEREAS, The city of Orr has requested \$125,000 from St. Louis County for the Orr Infrastructure Project; and

WHEREAS, The St. Louis County funding will benefit the residents of the Bay View Apartments and the Orr Carefree Assisted Living facility, expand users of city utility services, create new jobs in Orr, and support future housing and economic development within the city; and

WHEREAS, The project is consistent with the development strategy for the city of Orr; and

WHEREAS, St. Louis County has \$125,000 in Economic Development Funds - Minnesota Investment Fund (MIF) repayments available for the project and the project meets the requirements of the MIF program;

THEREFORE, BE IT RESOLVED, The St. Louis County Board authorizes a grant of \$125,000 from Economic Development Funds - MIF repayments to the city of Orr and authorizes the Planning and Community Development Director and County Attorney to execute the grant agreement on behalf of the county, along with all the necessary related documents, payable from Fund 176, Agency 176001.

CITY OF ORR on Beautiful Pelican Lake

PO BOX 237, 4429 HIGHWAY 53, ORR, MINNESOTA 55771
PHONE (218) 757-3288 FAX (218) 757-3601
E-MAIL: orrmn@centurytel.net



November 14, 2013

Barbara Hayden, Director
St. Louis County Planning and Community Development
227 West 1st Street, Suite 100
Duluth, Minnesota 55802

Re: HRA Grant Request

Dear Ms. Hayden:

We appreciate the County's interest in the City of Orr's road and utility reconstruction project to support Bay View Apartments and Orr's new assisted living and memory care facility. We are excited about the assisted living development and its expansion of housing opportunities within the city.

The assisted living development required installation of utilities through the site and tear up of a shared city street that also provides access to the Bay View Apartments. Bay View provides 12 units of affordable housing for families and received St. Louis County assistance for its development. The infrastructure installation cost significantly more than budgeted due to ledge rock blasting that was not identified in the engineering estimates. All of the contingency funds allocated for the project have been expended and it has required elimination of paving the road as well.

We are requesting \$125,382.00 from the St. Louis County HRA to complete the utility and road reconstruction.

Attached is a summary of the project. If there is any further information you may require, I can be reached by telephone at (218)757-3288 or by email at orrmn@centurytel.net.

We appreciate your support and look forward to working with you on this important project.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Joel R. Astleford".

Mayor Joel R. Astleford

Enclosures: Project Summary

**CITY OF ORR, MINNESOTA
RESOLUTION NO. 2013-10**

**RESOLUTION AUTHORIZING THE CITY OF ORR TO
MAKE APPLICATION TO AND ACCEPT FUNDS FROM THE
ST. LOUIS COUNTY HOUSING AND REDEVELOPMENT AUTHORITY**

WHEREAS THE City of Orr approves of application to assist with utility and road reconstruction to the Bayview Apartments and Orr Carefree Living facility: and

WHEREAS THE City of Orr hereby agrees to accept funding in the amount of \$125,382.00 for the underlying project if approved by the St. Louis County Housing and Redevelopment authority.

NOW THEREFORE BE IT RESOLVED that the City Council of ORR does hereby adopt this resolution.

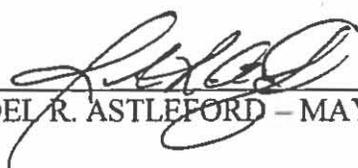
Upon vote taken thereon, the following voted: *Councilmembers*

For: *Lloyd Scott, Ericka Cote, Tom Kennebeck*

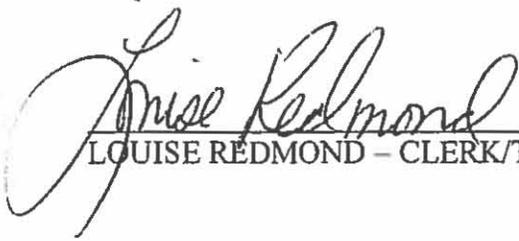
Against: *None*

Absent: *Councilmember Bruce Black*

Whereupon said Resolution No. 2013-10 was declared duly passed and adopted this 12TH day of November, 2013.



JOEL R. ASTLEFORD - MAYOR



LOUISE REDMOND - CLERK/TREASURER

City of Orr
 Utilities and New Street Infrastructure - Cost Summary

		Water			31,475.00
			over run for road work due to shallow watermain		5,000.00
		Sewer			44,111.00
		Engineering and Attorney Fees			17,296.00
		Paving			27,500.00
				TOTAL	\$125,382.00

Spectrum Health Orr
 Low Impact Site Work Bid
 Adjusted for utilities under street only

6" DIP Water

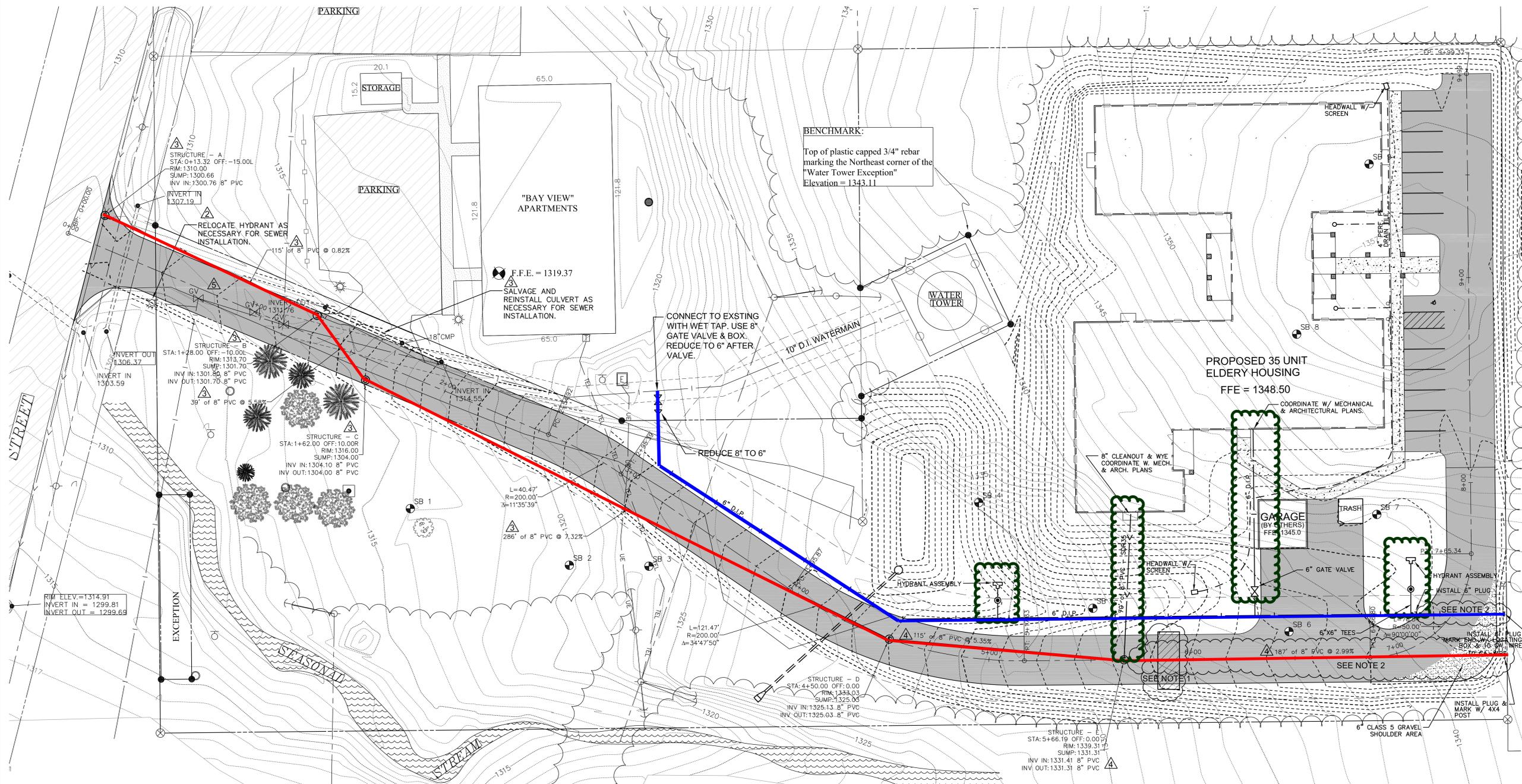
						Notes
10 x 8 wet tap	1	\$ 3,480.00	\$	3,480.00		
8" gate valve and box	1	\$ 1,500.00	\$	1,500.00		
8" to 6" reducer	1	\$ 300.00	\$	300.00		
6" 45	1	\$ 325.00	\$	325.00		
6" 22.5	1	\$ 320.00	\$	320.00		
6" 90	3	\$ 350.00	\$	1,050.00		
6" plug	1	\$ 200.00	\$	200.00		
6" tee	3	\$ 400.00	\$	1,200.00		
6" gate valve	1	\$ 1,350.00	\$	1,350.00		
6" gate valve- Spectrum	-1	\$ 1,350.00	\$	(1,350.00)		Spectrum responsibility
6" hydrant complete	2	\$ 5,000.00	\$	10,000.00		
6" hydrant- Spectrum	-2	\$ 5,000.00	\$	(10,000.00)		Spectrum responsibility
6" DIP	600	\$ 45.00	\$	27,000.00		
6" DIP- Spectrum	-120	\$ 45.00	\$	(5,400.00)		Spectrum responsibility
testing			\$	1,500.00		
			\$	31,475.00	\$	31,475.00

8" pvc sewer

connect to existing	1	\$ 750.00	\$	750.00		
sanitary manhole	4	\$ 4,100.00	\$	16,400.00		
8"PVC	691	\$ 41.00	\$	28,331.00		
8" PVC- Spectrum	-70	\$ 41.00	\$	(2,870.00)		Spectrum Responsibility
testing	1	\$ 1,500.00	\$	1,500.00		
			\$	44,111.00	\$	44,111.00

Total **\$ 75,586.00 Total Utility Cost- New Street, less Spectrum Responsibility**

UTILITY AND ROADWAY PLAN



CONSTRUCT MANHOLE OR CATCH BASIN											
STRUCTURE NO.	TYPE	DESIGN	STATION	LOCATION	ELEVATIONS			HEIGHT	CAST. ASSM.	REMARKS	
					TOP OF CASTING	UP STREAM INVERT	UP STREAM INVERT				
A	MH	4007	0+13.32	15' LT.	1310.00	1300.76 (E)	1300.76 (E)	9.3	A-7		
B	MH	4007	1+28	10' LT.	1313.70	1301.80 (E)	1301.70 (E)	12.0	A-7		
C	MH	4007	1+62	10' RT.	1316.00	1304.10 (E)	1304.00 (E)	12.0	A-7		
D	MH	4007	4+50	CL	1333.03	1325.13 (E)	1325.03 (E)	8.0	A-7		
E	MH	4007	5+66.19	CL	1339.31	1331.41 (N)	1331.41 (E)	8.0	A-7		

CASTING ASSEMBLIES							
ASSEMBLY TYPE	NUMBER NEEDED	DESCRIPTION	FRAME OR RING CASTING	COVER	GRATE	BOX	REMARKS
A-7	5	MH CASTING	700-7 PLATE 4101D	716 PLATE 4110F			
SPECIAL	1	DES. I	NA		SEE SHEET C5		POND CONTROL STRUCTURE SEE DETAIL, SHEET C5

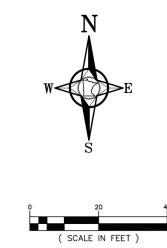
THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

WARNING
BEFORE DIGGING
CALL 1-800-252-1166
REQUIRED BY LAW

UTILITY & ROADWAY NOTES:

- ADD ALTERNATE NO. 1 INSULATE 4" THICK WITH STYROFOAM HL BRAND OR EQUIVALENT.
- ADD ALTERNATE NO. 2
- 5 PERMITS ARE REQUIRED FOR EXTERIOR UTILITY WORK FOR THIS PROJECT. MINNESOTA DEPARTMENT OF HEALTH, MINNESOTA DEPARTMENT OF LABOR & INDUSTRY, MINNESOTA POLLUTION CONTROL AGENCY (2), AND SAINT LOUIS COUNTY PERMIT. DO NOT BEGIN WORK UNTIL ALL PERMITS FOR AFFECTED WORK ARE OBTAINED. OTHER PERMITS MAY BE NECESSARY FOR BUILDING CONSTRUCTION. CONTRACTOR SHALL COMPLY WITH ANY PERMITS AND BE RESPONSIBLE FOR IMPLEMENTING ANY CHANGES NECESSARY AS REQUIRED BY EACH PERMIT.
- SANITARY SEWER WITHIN 10 FEET OF BUILDING AND UNDER FOOTINGS SHALL BE SCHEDULE 40 PVC UNLESS OTHERWISE SHOWN ON THE PLANS. SEE MECHANICAL/BUILDING PLANS. COORDINATION REQUIRED.
- ALL UTILITIES OUTSIDE OF THE EASEMENTS AND RIGHT OF WAYS SHALL COMPLY WITH MN PLUMBING CODE.
- CORRDINATE WITH CITY OF ORR FOR CONNECTIONS TO EXISTING UTILITIES.

LEGEND	
	EXISTING BITUMINOUS
	PROPOSED BITUMINOUS
	PROPOSED CONCRETE WALK
	EXISTING CONCRETE WALK
	EXISTING WATERMAIN
	EXISTING SANITARY SEWER
	EXISTING STORM SEWER
	EXISTING TELEPHONE LINE
	EXISTING POWER
	EXISTING CONTOUR
	PROPOSED CONTOUR
	PROPOSED DRAINTILE
	PROPOSED WATERMAIN
	PROPOSED SANITARY SEWER
	PROPOSED GATE VALVE
	PROPOSED HYDRANT



SPECTRUM COMMUNITY HEALTH - ORR, MN

DJR ARCHITECTURE, INC.
333 Washington Ave N, Suite 210
Oronogo, MN 55768
8878 Main Street
Mountain Iron, MN 55768
Phone: 218-735-8914
Fax: 218-735-8923

BENCHMARK ENGINEERING, INC.
300A LABOR LANE
ORONO, MN 55768
612-242-2000

CONTRACTOR: CIVIL ENGINEERING, INC.
8878 MAIN STREET
MOUNTAIN IRON, MN 55768
PHONE: 218-735-8914
FAX: 218-735-8923

CLIENT: SPECTRUM COMMUNITY HEALTH
300A LABOR LANE
ORONO, MN 55768
612-242-2000

DATE: 12-01-14
PROJECT #: 12-0104
DATE: 4-30-13
DATE: 7/9
DATE: 7/17
DATE: 8/2

REVISIONS:
REVISOR: SANITARY SEWER & WATER SERVICE
REVISOR: SANITARY SEWER ALIGNMENT
REVISOR: SANITARY SEWER
REVISOR: ROADWAY GRADING

DESIGNED BY: J. J. J. J.
CHECKED BY: J. J. J. J.
DATE: 12-01-14
DATE: 4-30-13
DATE: 7/9
DATE: 7/17
DATE: 8/2

UTILITY AND ROADWAY PLAN



Parking Lot Repairs - Hibbing Courthouse

BY COMMISSIONER _____

WHEREAS, The Hibbing Courthouse parking lots require significant repair, drainage correction, resurfacing, sub base repairs, striping, and a minor expansion; and

WHEREAS, The Purchasing Division solicited bids with Mesabi Bituminous Incorporated of Gilbert, MN, providing the low qualified bid of \$181,600;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a contract with Mesabi Bituminous Incorporated of Gilbert, MN, for parking lot renovation at the Hibbing Courthouse in an amount of \$181,600, payable from Fund 402, Agency 402004.

BOARD LETTER NO. 14 - 98

PUBLIC WORKS & TRANSPORTATION COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: March 11, 2014 **RE:** Award of Bids – Micro Surfacing
in Various Cities and Townships

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

RELATED DEPARTMENT GOAL:

Provide a safe, well maintained road and bridge system.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the award of a micro surfacing project in various cities and townships to Asphalt Surface Tech Corporation - ASTECH of St. Cloud, MN.

BACKGROUND:

County staff is authorized under Resolution No. 88-381, dated May 24, 1988, to call for bids on projects which are already included in the budget document. Bids were requested for a micro surfacing project in the cities of Duluth, Hermantown and Proctor; and the townships of Solway and Midway.

A call for bids was received for this project by Public Works on February 27, 2014, in accordance with the plans and specifications on file in the office of the County Highway Engineer:

Project: SAP 69-030-034, CP 0000-205954 Micro Surfacing

Location: A.) CSAH 3 (Becks Road) from TH 23 to 1.25 miles west of TH 23 in Duluth, MN, length 1.61 miles
B.) CSAH 6 (Maple Grove Road) from TH 2 to CSAH 13 in Solway Township, length 4.49 miles
C.) CSAH 6 (Maple Grove Road) from CSAH 13 to Westburg Road in Hermantown, MN, length 4.48 miles
D.) CSAH 13 (Midway Road) from .75 miles south of Interstate 35 to Interstate 35 in Midway Township, length 0.69 miles
E.) CSAH 48 (Lavaque Road) from TH 2 to 5th Street in Proctor, MN, length 0.37 miles
F.) CSAH 56 (Morris Thomas Road) from TH 2 to CSAH 54 in Hermantown and Duluth, MN, length 5.64 miles

Traffic: A. 3,157; B. 1,680; C. 8,351; D. 2,852; E. 3,819; F. 4,328
PQI: N.A.
Construction: Micro Surfacing
Funding: Fund 220, Agency 220308, Object 652700
Anticipated Start Date: June 15, 2014
Anticipated Completion Date: August 23, 2014
Engineer's Estimate: \$955,192.50

BIDS:

Asphalt Surface Tech Corp. – ASTECH **\$1,102,605.18 (+\$147,412.68, +15.43%)**
St. Cloud, MN

RECOMMENDATION:

It is recommended the St. Louis County Board award the bid for CP 0000-205954 to Asphalt Surface Tech Corp. – ASTECH of St. Cloud, MN, in the amount of \$1,102,605.18, payable from Fund 220, Agency 220308, Object 652700.

Award of Bids – Micro Surfacing in Various Cities and Townships

BY COMMISSIONER _____

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

SAP 069-030-034, CP 0000-205954 (Micro Surfacing) located on:

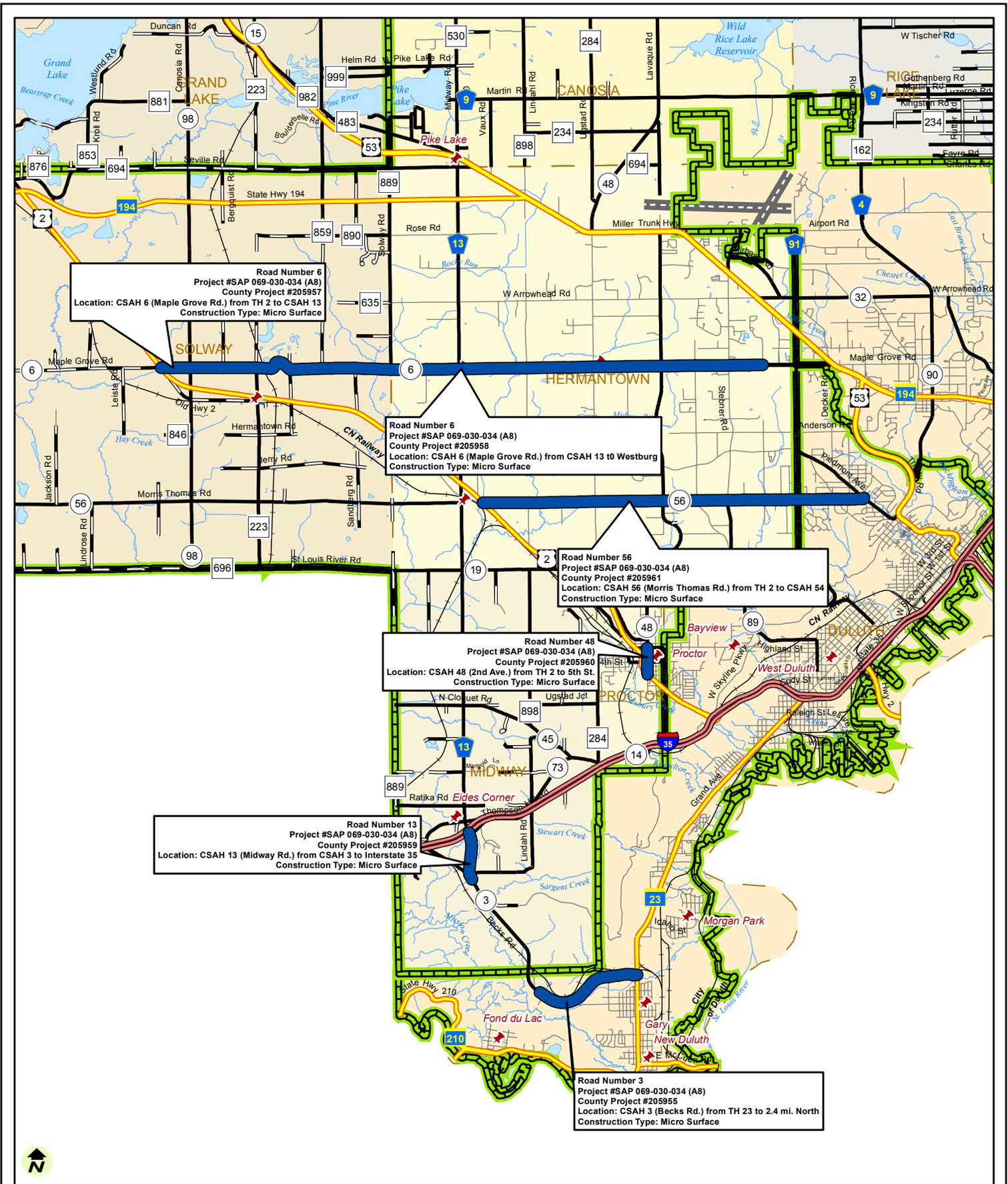
- A.) CSAH 3 (Becks Road) from TH 23 to 1.25 miles west of TH 23 in Duluth, MN, length 1.61 miles
- B.) CSAH 6 (Maple Grove Road) from TH 2 to CSAH 13 in Solway Township, length 4.49 miles
- C.) CSAH 6 (Maple Grove Road) from CSAH 13 to Westburg Road in Hermantown, MN, length 4.48 miles
- D.) CSAH 13 (Midway Road) from .75 miles south of Interstate 35 to Interstate 35 in Midway Township, length 0.69 miles
- E.) CSAH 48 (Lavaque Road) from TH 2 to 5th Street in Proctor, MN, length 0.37 miles
- F.) CSAH 56 (Morris Thomas Road) from TH 2 to CSAH 54 in Hermantown and Duluth, MN, length 5.64 miles

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on February 27, 2014, and the low responsible bid determined;

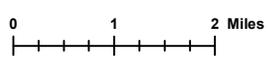
THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the award on the above project to the low bidder.

<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Asphalt Surface Tech Corp. – ASTECH	P.O Box 1025 St. Cloud, MN 56302	\$1,102,605.18

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 220308, Object 652700.



St. Louis County 2014 Road & Bridge Construction



Map Components

2014 Micro Surface	County Road - Paved	Township Boundary
Interstate Highway	County Road - Gravel	City/Town
U.S./State Highway	Railroad	Lake
Commissioner District	River/Stream	

BOARD LETTER NO. 14 - 99

PUBLIC WORKS & TRANSPORTATION COMMITTEE NO. 2

BOARD AGENDA NO.

DATE: March 11, 2014 **RE:** Purchase of Base One Material for
2014 Gravel Road Investment
Program and Capital Improvement
Program

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

RELATED DEPARTMENT GOAL:

Provide a safe, well maintained road and bridge system.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the purchase of Base One Material for the 2014 Gravel Road Investment Program (GRIP) and Capital Improvement Program (CIP).

BACKGROUND:

The Public Works Department began a ten-year program to improve the gravel road system in the county in 2012, known as the GRIP. "Base One" material is an essential component to complete the projects in this program. In 2013 as part of the CIP, the department began incorporating Base One into reclaim overlay projects underneath the bituminous pavement as an aggregate base stabilizer to increase the strength of the base material. The Public Works Department has negotiated a cost for the Base One material needed for the 2014 GRIP and CIP with Team Lab Chemical Corporation of Detroit Lakes, MN (5,665 gallons for \$114,537.50) including delivery.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the purchase of Base One Material from Team Lab Chemical Corporation of Detroit Lakes, MN, in the amount of \$114,537.50, payable from GRIP Fund 200, Agency 203001, Object 652805.

**Purchase of Base One Material for 2014 Gravel Road Investment Program and
Capital Improvement Program**

BY COMMISSIONER _____

WHEREAS, The Public Works Department began a ten-year program to improve the gravel road system in the county in 2012, known as the Gravel Road Investment Program (GRIP); and

WHEREAS, The Public Works Department has begun to strategically incorporate aggregate base stabilizer into the base under bituminous roads in the Capital Improvement Program (CIP); and

WHEREAS, "Base One" material is an essential component to complete the projects in the Public Works Department GRIP and CIP; and

WHEREAS, The Public Works Department has negotiated a cost for the material needed for the 2014 GRIP and CIP with Team Lab Chemical Corporation of Detroit Lakes, MN (5,665 gallons for \$114,537.50) including delivery;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of "Base One" material for the 2014 Gravel Road Investment Program from Team Lab Chemical Corporation of Detroit Lakes, MN, for \$114,537.50, payable from GRIP, Fund 200, Agency 203001, Object 652805.

BOARD LETTER NO. 14 - 100

FINANCE & BUDGET COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: March 11, 2014 **RE:** Microsoft Exchange and Outlook License Purchase

FROM: Kevin Z. Gray
County Administrator

Martin Buscombe, Director
Information Technology

RELATED DEPARTMENT GOAL:

Provide a strong county infrastructure.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the Information Technology (IT) Department to move forward with the purchase, installation and implementation of Microsoft Exchange/Outlook for e-mail and calendar management.

BACKGROUND:

The county's strategic technology plan includes expanding and improving the use of eGovernment and eCommerce with its citizen stakeholders and migration of the county's email and calendar system to Microsoft Exchange/Outlook is part of the plan. The County Board approved this migration plan in late 2013 and authorized the IT Department to move forward with the purchase, installation and implementation of Microsoft Exchange/Outlook for email and calendar management in a timely fashion (Resolution No. 13-704). The County Board is requested to approve the purchase of licenses in pursuit of this project.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the purchase of the following Microsoft product licenses and software assurance for the next three years at a total cost of \$461,382.00:

Microsoft Exchange Server (4 Server Licenses at \$808.00)	\$ 3,232.00
Microsoft Exchange User Licenses (1,950 Users at \$89.00)	\$173,550.00
Microsoft Windows Server Licenses (1,950 Users at \$39.00)	\$ 76,050.00
Microsoft Outlook Licenses (2,150 Desktops at \$97.00)	<u>\$208,550.00</u>
Total Cost	\$461,382.00

The project concept has been approved by the County Board and was planned for in the 2014 budget.

Microsoft Exchange and Outlook License Purchase

BY COMMISSIONER: _____

WHEREAS, St. Louis County's strategic technology plan includes expanding and improving the use of eGovernment and eCommerce services with its citizen stakeholders; and

WHEREAS, Migration of the county's e-mail and calendaring system to Microsoft Exchange/Outlook is part of that plan and the County Board approved this concept and directed the Information Technology Department to move forward in a timely fashion (Resolution No. 13-704);

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of Microsoft product licenses and software assurance for the next three years at a total cost of \$461,382, payable from Fund 100, Agency 117009, object 634800;

RESOLVED FURTHER, That the St. Louis County Board authorizes the ongoing payment of software assurance for the purchased licenses according to the State of Minnesota Microsoft State Select Agreement pricing schedule.

BOARD LETTER NO. 14 – 101

FINANCE & BUDGET COMMITTEE NO. 2

BOARD AGENDA NO.

DATE: March 11, 2014

RE: Award of 2014 Fleet Vehicle Purchases

FROM: Kevin Z. Gray
County Administrator

RELATED DEPARTMENT GOAL:

To enhance public safety in St. Louis County, provide a safe and well maintained highway and bridge system, and perform public services.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the purchase of 2014 fleet vehicles.

BACKGROUND:

The Purchasing Division prepared bid specifications for new 2014 fleet vehicles, in anticipation of placing orders in April, to ensure delivery within a reasonable time period. The following information indicates the department, quantity and type of vehicles requested:

<u>Department</u>	<u>Quantity</u>	<u>Description</u>	<u>Delivery Location</u>
Public Works	1	4 x 4 6400 GVWR Full Size PU, 8'	Div. 9 Sign Shop
	1	4 x 4 6400 GVWR Full Size PU, 8'	Div. 7 Hibbing
	2	4 x 4 6400 GVWR Full Size PU, 8'	Div. 6 Virginia
	6	4 x 4 6650 GVWR Full Size Ext Cab PU, 6.3'	Div. 5 Duluth
	5	4 x 4 6650 GVWR Full Size Ext Cab PU, 6.3'	Div. 6 Virginia
	1	4 x 4 8700 GVWR Full Size Ext Cab PU, 6.5"	Div. 9 Sign Shop
	2	4 x 4 8500 GVWR Full Size Std Cab PU, 8'	Div. 5 Duluth
	1	4 x 4 8500 GVWR Full Size Std Cab PU, 8'	Div. 6 Virginia
	2	4 x 2 10000 GVWR Full Size Crew Cab PU, 8'	Div. 6 Virginia
	1	4 x 4 8600 GVWR Full Size Crew Cab PU, 6.4'	Div. 6 Virginia
	1	Class IIA Sedan Midsize	Div. 6 Virginia
	4	Class IIA Sedan Midsize	Motor Pool Virginia
	4	Class IIA Sedan Midsize	Motor Pool Duluth
	3	Class IIA Sedan Economy	Motor Pool Virginia
	4	Class IIA Sedan Economy	Motor Pool Duluth
	TOTAL	38	
Sheriff	4	Class III Sedan w/Police	Motor Pool Virginia
	9	Class IIa Sedan w/Police (street)	Motor Pool Duluth
	3	Sedan, AWD with Police Package	Motor Pool Duluth
	5	SUV, AWD Police Package	Motor Pool Duluth
	4	7 Passenger Van with Extended Body	Motor Pool Duluth
	2	6500 GVWR 4WD Crew Cab Pickup SpcSrv	Motor Pool Duluth
TOTAL	27		
Land & Minerals	4	4 x 4 6650 Full Size Ext Cab PU, 6.5	Virginia Land & Minerals
TOTAL	4		
GRAND TOTAL	69		

Bids were submitted by the following vendors:

Lundgren Motors - Eveleth MN
Ford of Hibbing – Hibbing MN
Ranger GM - Hibbing MN
Waschke Chevrolet – Cook MN
Mike Motors – Ely MN

The Purchasing Division compared bids received to the State of Minnesota Contracts, and recommends purchases from State Contract vendors where prices are less than the county bid prices. However, it is anticipated the Board may wish to pursue purchasing through local vendors in cases where the price differential is negligible. Negligible has been defined as \$300.00 or less per unit; the attached resolution is prepared using that same criterion.

The recommendations reflect the additional cost to the county for fourteen (14) vehicles, a total of \$3,186.45 using the \$300.00 price differential.

Bids opened January 17, 2014. The low bids meeting specifications on the 69 fleet vehicles requested by county departments total \$1,520,029.59 plus 6.5 % State Sales Tax of \$76,203.97 on taxable vehicles for a total purchase price of \$1,596,233.56. The state sales tax rate for motor vehicles remains at 6.5%

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the purchase of 2014 fleet vehicles from the recommended vendors in accordance with the bid specifications, including State Sales Tax for a total amount of \$1,596,233.56.

Award of 2014 Fleet Vehicle Purchases

BY COMMISSIONER _____

WHEREAS, The Purchasing Division has prepared bid specifications for new 2014 fleet vehicles; and

WHEREAS, Bids were received and compared with the State of Minnesota contracts; and

WHEREAS, Local qualifying bids within \$300.00 of the State of Minnesota Contract prices will be awarded to local bidders; and

WHEREAS, Build-out dates are often announced with short lead times for placing orders; and

WHEREAS, Quantities are based upon the available funds for the purchase of 2014 fleet vehicles;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of 2014 fleet vehicles in accordance with the specifications of Bid No. 5107 and State of Minnesota Contract Releases, as follows:

- 1.0 **Four (4)** Class III, full-size, four door sedans, with police package, RWD, (**Dodge Charger Police LDDE48**) from **Mike Motors** of Ely, MN, at their low specification bid price of **\$23,182.00** each delivered to Virginia for a total purchase price of **\$92,728.00**, tax exempt, payable from Fund 100, Agency 129003, Object Code 666100 (automobiles).
*Local preference added \$168.09 per vehicle x 4 = \$672.36
- 2.0 **One (1)** Class IIA, mid-size, four door sedan, (**Chevy Impala 1WF19**) from **Ranger GM**, of Hibbing, MN, at their low specification bid price of **\$18,277.00** delivered to Virginia for a total of **18,277.00**, plus 6.5 % State Sales Tax of **\$1,188.01 per unit**, for a total purchase price of **\$19,465.01**, payable from Fund 407, Agency 407001, Object Code 666100 (automobiles).
- 2.1 **Four (4)** Class IIA, mid-size, four door sedans, (**Chevy Impala 1WF19**) from **Ranger GM**, of Hibbing, MN at their low specification bid price of **\$18,277.00** each delivered to Virginia for a total of **\$73,108.00**, plus 6.5 % State Sales Tax of **\$1,188.01 per unit**, for a total purchase price of **\$77,860.02**, payable from Fund 715 (County Garage), Agency 715001 (Motor Pool), Object Code 666100 (automobiles).
- 2.2 **Four (4)** Class IIA, mid-size, four door sedans, (**Chevy Impala 1WF19**) from **Ranger GM**, of Hibbing, MN at their low specification bid price of **\$18,277.00** each delivered to Duluth for a total of **\$73,108.00**, plus 6.5 % State Sales Tax of **\$1,188.01 per unit**, for a total purchase price of **\$77,860.02**, payable from Fund 715 (County Garage), Agency 715001 (Motor Pool), Object Code 666100 (automobiles).
- 3.0 **Nine (9)** Class IIA, mid-size, four door sedans, Police Package (**Chevy Impala Police Package, Street Appearance 1WS19**) from **Ranger GM** of Hibbing MN, at their low specification bid price of **\$20,373.00** each delivered to Duluth for a total of **\$183,357.00**, plus 6.5% State Sales Tax of **\$1,324.25 per unit**, for a total purchase price of **\$195,275.21**, payable from Fund 100, Agency 129003, Object Code 666100 (automobiles).
- 4.0 **Four (4)** Class IIA, economy size, four door sedans, (**Chevy Cruz 1PL69**) from **Ranger GM** of Hibbing MN, at their low specification bid price of **\$16,711.00** each delivered to Duluth for a total of **\$66,844.00**, plus 6.5% State Sales Tax of **\$1,086.22 per unit**, for a total purchase price of **\$71,188.86**, payable from Fund 715, Agency 715001, Object Code 666100 (automobiles)
*Local preference added \$273.00 per vehicle x 4 = \$1092.00
- 4.1 **Three (3)** Class IIA, economy size, four door sedans, (**Chevy Cruz 1PL69**) from **Ranger GM** of Hibbing MN, at their low specification bid price of **\$16,711.00** each delivered to Virginia for a total of **\$50,133.00**, plus 6.5% State Sales Tax of **\$1,086.22 per unit**, for a total purchase price of **\$53,391.65**, payable from Fund 715, Agency 715001, Object Code 666100 (automobiles)
*Local preference added \$273.00 per vehicle x 3 = \$819.00

- 5.0 **Two (2)** Sport Utility AWD 4 Door Police Package, (**Ford Interceptor K8A**) from **Ford Of Hibbing** of Hibbing, MN, at their low specification bid price of **\$26,774.00** delivered to Duluth for a total of **\$53,548.00**, tax exempt, for a total purchase price of **\$53,548.00**, payable from Fund 100, Agency 129003, Object Code 666200 (pickups/vans).
- 5.1 **Three (3)** Sport Utility AWD 4 Door Police Package, (**Ford Interceptor K8A**) from **Ford Of Hibbing** of Hibbing, MN, at their low specification bid price of **\$26,774.00** delivered to Duluth for a total of **\$80,322.00**, tax exempt, for a total purchase price of **\$79,449.00**, payable from Fund 441. Agency 441002, Object Code 666200 (pickups/vans).
- 6.0 **One (1)** Sedan, AWD with Police Package, (**Ford Interceptor Sedan P2M**) from **Nelson Auto Center** of Fergus Falls, MN, at state contract price of **\$23,705.61** delivered to Duluth for a total of **\$23,705.61**, tax exempt, for a total purchase price of **\$23,705.61**, payable from Fund 441, Agency 441002, Object Code 666100 (automobiles).
- 6.1 **Two (2)** Sedans, AWD with Police Package, (**Ford Interceptor Sedan P2M**) from **Nelson Auto Center** of Fergus Falls, MN, at state contract price of **\$23,705.61** delivered to Duluth for a total of **\$47,411.22**, tax exempt, for a total purchase price of **\$47,411.22**, payable from Fund 129, Agency 129003, Object Code 666100 (automobiles).
- 7.0 **Four (4)** Cargo Vans, (**Ford E350 Econoline Vans**) from **Nelson Auto Center** of Fergus Falls, MN, at their low specification bid price of **\$23,803.80** delivered to Duluth for a total of ***\$95,445.20**, plus 6.5% Total State Sales Tax of **\$6,203.94** for a total purchase price of **\$101,649.14**, payable from Fund 441, Agency 441002, Object Code 666200 (pickups/vans).
*Total price contains \$115.00 x 2 for color.
- 8.0 **One (1)** 6400 GVWR, full size, regular cab, 4-wheel drive, pickup truck with long box, (**Ford F-150 F1E**) from **Midway Ford** of Roseville, MN, at state contract price of **\$20,275.00** each delivered to Pike Lake for a total of **\$20,275.00**, plus 6.5 % State Sales Tax of **\$1,317.88 per unit**, for a total purchase price of **\$21,592.88**, payable from Fund 407, Agency 407001, Object Code 666200 (pickups/vans).
- 8.1 **Three (3)** 6400 GVWR, full size, regular cab, 4-wheel drive, pickup truck with long box, (**Ford F-150 F1E**) from **Midway Ford** of Roseville, MN, at state contract price of **\$20,275.00** delivered to Virginia for a total of **\$60,825.00**, plus 6.5 % State Sales Tax of **\$1,317.88 per unit**, for a total purchase price of **\$64,778.63**, payable from Fund 407, Agency 407001, Object Code 666200 (pickups/vans).
- 9.0 **Six (6)** 6650 GVWR, full size, Extended Cab, 4-wheel drive, pickup truck with short box, power windows, (**Dodge Ram DS6L41**) from **Mike Motors** of Ely, MN, at their low specification bid price of **\$22,824.00** delivered to Pike Lake for a total of **\$136,944.00** plus 6.5 % State Sales Tax of **\$1,483.56 per unit**, for a total purchase price of **\$145,845.36**, payable from Fund 407, Agency 407001, Object Code 666200 (pickups/vans).
- 9.1 **Five (5)** 6650 GVWR, full size, extended cab, 4-wheel drive, pickup truck with short box, power windows, (**Dodge Ram DS6L41**) from **Mike Motors** of Ely, MN, at their low specification bid price of **\$22,824.00** delivered to Virginia for a total of **\$114,120.00** plus 6.5 % State Sales Tax of **\$1,483.56 per unit**, for a total purchase price of **\$121,537.80**, payable from Fund 407, Agency 407001, Object Code 666200 (pickups/vans).
- 10.0 **One (1)** 8700 GVWR, full size, extended cab, 4-wheel drive, pickup truck with short box, (**GMC Sierra Ext Cab TK25753**) from **Ranger GM** of Hibbing, MN, at their low specification bid price of **\$26,214.00** delivered to Pike Lake for a total of **\$26,214.00**, plus 6.5 % State Sales Tax of **\$1,703.91 per unit**, for a total purchase price of **\$27,917.91**, payable from Fund 407, Agency 407001, Object Code 666200 (pickups/vans).
- 11.0 **Two (2)** 6650 GVWR, extended cab pickup, 4-wheel drive, pickup with short box, (**Ford F150 Supercab X1E**) from **Lundgren Motors** of Eveleth, MN, at their low specification bid price of **\$24,019.08** each delivered to Virginia for a total of **\$48,038.16**, plus 6.5% State Sales Tax of **\$1,561.24 per unit**, for a total purchase price of **\$51,160.68**, payable from Fund 240, Agency 241007, Object Code 666200 (pickups/vans).

- 11.1 **One (1)** 6650 GVWR, extended cab pickup, 4-wheel drive, pickup with short box, **(Ford F150 Supercab X1E)** from **Lundgren Motors** of Eveleth, MN, at their low specification bid price of **\$24,019.08** each delivered to Virginia for a total of **\$24,019.08**, plus 6.5% State Sales Tax of **\$1,561.24 per unit**, for a total purchase price of **\$25,580.34**, payable from Fund 240, Agency 241008, Object Code 666200 (pickups/vans).
- 11.2 **One (1)** 6650 GVWR, extended cab pickup, 4-wheel drive, pickup with short box, **(Ford F150 Supercab X1E)** from **Lundgren Motors** of Eveleth, MN, at their low specification bid price of **\$24,019.08** each delivered to Virginia for a total of **\$24,019.08**, plus 6.5% State Sales Tax of **\$1,561.24 per unit**, for a total purchase price of **\$25,580.34**, payable from Fund 240, Agency 241003, Object Code 666200 (pickups/vans).
- 12.0 **Two (2)** 8500 GVWR, regular cab, 4-wheel drive, pickup with long box, **(Dodge Ram 2500 Reb Cab DJ7L62)** from **Mike Motors** of Ely, MN, at their low specification bid price of **\$25,212.00** each delivered to Pike Lake for a total of **\$50,424.00**, plus 6.5% State Sales Tax of **\$1,638.78 per unit**, for a total purchase price of **\$53,701.56**, payable from Fund 407, Agency 407001, Object Code 666200 (pickups/vans).
*Local preference added \$201.03 per vehicle x 2 = \$402.06
- 12.1 **One (1)** 8500 GVWR, regular cab, 4-wheel drive, pickup with long box, **(Dodge Ram 2500 Reb Cab DJ7L62)** from **Mike Motors** of Ely, MN, at their low specification bid price of **\$25,212.00** each delivered to Virginia for a total of **\$25,212.00**, plus 6.5% State Sales Tax of **\$1,638.78 per unit**, for a total purchase price of **\$26,850.78**, payable from Fund 407, Agency 407001, Object Code 666200 (pickups/vans).
*Local preference added \$201.03 per vehicle x 1 = \$201.03
- 13.0 **Two (2)** **65000** GVWR, crew cab pickup, 4-wheel drive, pickup with special services, **(Dodge Ram Crew Cab Special Service)** from **Mike Motors** of Ely, MN, at their low specification bid price of **\$24,973.00**, each delivered to Duluth for a total of **\$49,948.00**, tax exempt, for a total purchase price of **\$49,948.00**, payable from Fund 441, Agency 441002, Object Code 666200 (pickups/vans).
- 14.0 **Two (2)** 10000 GVWR, crew cab pickup, 2-wheel drive, pickup with long box, **(Ford F-350 Crew Cab W2A)** from **Lundgren Motors** of Eveleth, MN, at their low specification bid price of **\$27,593.62** each delivered to Virginia for a total of **\$55,187.24** plus 6.5% State Sales Tax of **\$1,783.59 per unit**, for a total purchase price of **\$58,774.41**, payable from Fund 407, Agency 407001, Object Code 666200 (pickups/vans)
- 15.0 **One (1)** 8600 GVWR, crew cab pickup, 4-wheel drive, pickup with short box, **(Dodge Ram 2500 DJSL91)** from **Mike Motors** of Ely, MN, at their low specification bid price of **\$26,819.00** each delivered to Virginia for a total of **\$26,819.00**, plus 6.5% State Sales Tax of **\$1,743.24 per unit**, for a total purchase price of **\$28,562.24**, payable from Fund 407, Agency 407001, Object Code 666200 (pickups/vans)

BOARD LETTER NO. 14 - 102

FINANCE & BUDGET COMMITTEE NO. 3

BOARD AGENDA NO.

DATE: March 11, 2014 **RE:** 2013 Land and Minerals
Department Proceeds
Apportionment

FROM: Kevin Z. Gray
County Administrator

Donald Dicklich
County Auditor

Mark Reed, Director
Land and Minerals

RELATED DEPARTMENT GOALS:

To exercise responsible stewardship of county resources and make budget recommendations to the County Board. To ensure that relevant state statutes and County Board policies are implemented appropriately.

ACTION REQUESTED:

The St. Louis County Board is requested to apportion the 2013 net proceeds of the Land and Minerals Department.

BACKGROUND:

The Land and Minerals Department operates on revenue generated by sales of land, timber stumpage, gravel, peat, and lease fees from recreational hunting and cabin sites. Any revenue over and above expenses is distributed by the County Board to various funds and local jurisdictions as provided by Minn. Stat. § 282.08 and further clarified in Minnesota Law 2002, Chapter 390 Sec 39, Subd 2 and 3. According to statute, the County Board may annually, by resolution, apportion the balance.

The amount apportioned to school districts, townships, or cities is directly related to both Land and Minerals Department net proceeds and where the revenue was generated. Each school district and township or city receives an apportionment equal to the percentage of revenues generated within the taxing district boundaries, contingent on the net proceeds of the Land and Minerals Department operations.

Land and Minerals Department revenue was up \$1.2 million in 2013 due to improvements in the timber and land sale markets, which had been facing multiple challenges in recent years. Net proceeds totaled \$1,117,815.29.

During 2013 the Land and Minerals Department saw a slight increase in the number of acres harvested, a flat average value per cord and collected slightly more timber revenue. Land sales were doubled from the prior year and were back up after a three year decline. Looking ahead to 2014 there are positive signs and the Land and Minerals Department is moving towards increased activity in all areas this year.

The following chart shows how the relevant Minnesota Statutes are applied to determine the apportionment:

Minnesota Statutes, section 282.08 clause (4) and Minnesota Law (2002), Chapter 390, Sec 39		
Net Proceeds for Land and Minerals Department Operations		\$1,117,815.29
No more than 30% of the balance is to be used for timber development on tax-forfeited land and dedicated memorial forests to be expended under the supervision of the county board on projects approved by the commissioner of natural resources.	The Land and Mineral Department's fund balance is reviewed annually to ensure it is sufficient to fund one year's operational expenses; since the balance has been deemed sufficient, no additional funds from 2013 operations are retained for this purpose.	
No more than 20 percent of the balance is to be used for the following purposes:	Administration recommends that 20% of the balance be elected for these purposes and that it be applied as follows:	\$223,563.06 as follows:
(1) Acquisition and maintenance of county parks and recreation areas (see MN Statute 398.31-398.36)	No funds are retained for these purposes	
(2) No more than \$4 per capita of the county's population on the promotion of tourist, agricultural and economic development	50% of the 20% elected be used to begin to cover the deficit in the Forest Recreation Account within the Forest Resources Fund that has been used for expenditures over the past number of years. Using a portion of the 2013 apportionment will fund previous commitments.	\$ 111,781.53
	50% of the 20% elected will be used to establish an Assigned Fund Balance within the Economic Development Fund for a Community and Economic Development Blight program, enhancing the current efforts of the Land and Minerals and Planning and Community Development Department.	\$ 111,781.53
Any balance must be apportioned as follows:	Administration recommends that the 40% for the county be placed into the Capital Projects Fund as a match available for the requested State Capital Appropriation for the Rescue Squad facilities.	
40% county		\$357,700.89
40% school district		\$357,700.89
20% town or city		\$178,850.45
Total Apportioned		\$1,117,815.29

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the apportionment of the 2013 Land and Minerals Department proceeds according to relevant statutes.

2013 Land and Minerals Department Proceeds Apportionment

BY COMMISSIONER _____

WHEREAS, The St. Louis County Land and Minerals Department generates revenue by sales of land, timber stumpage, gravel, peat and lease fees from recreational hunting and cabin sites; and

WHEREAS, There are net proceeds available from this revenue generated, after the allowable expenditures of the Land and Minerals Department in carrying out its activities; and

WHEREAS, Minn. Stat. § 282.08 specifies the apportionment formula the county is to use in determining the allowable use and transfer of these remaining funds (net proceeds), which in 2013 are \$1,117,815.29;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the following apportionment of the \$1,117,815.29 of net proceeds:

Net Proceeds of the Forfeited Tax Sale Fund	\$1,117,815.29	Accounting Detail
50% of 20% to Forest Recreation Agency within the Forest Resources Fund to begin to pay back current deficit from previous funding commitments (Minnesota Law-2002, Chapter 390 Sec 39, Subd 3)	\$ 111,781.53	290-290002
50% of 20% to establish an Assigned Fund Balance account within the Economic Development Fund for a Community and Economic Development Blight Program	\$ 111,781.53	178-311052
40% St. Louis County Capital Projects Fund as a portion of the local match for the State Appropriations request for the Rescue Squad facilities	\$ 357,700.89	400-400023
40% Schools Fund	\$ 357,700.89	910
20% Cities and Towns Fund	\$ 178,850.45	908
Total	\$1,117,815.29	

BOARD LETTER NO. 14 - 103

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: March 11, 2014 **RE:** Resolution Requesting the
State of Minnesota Pass a
Smoke-Free Foster Care Policy

FROM: Kevin Z. Gray
County Administrator

RELATED DEPARTMENT GOAL:

To ensure that children are safe in their environments when placed in foster care.

ACTION REQUESTED:

The St. Louis County Board is requested to support a legislative initiative to require that all foster care homes in the state of Minnesota be required to be smoke-free.

BACKGROUND:

Currently there is an initiative at the State Legislature to pass a smoke-free foster care policy. The local affiliate of the American Lung Association has contacted Commissioner Jewell, Central Management & Intergovernmental Committee Chair, requesting that the St. Louis County Board support this policy. House Health and Human Services Policy Chairwoman Representative Tina Liebling (D-Rochester) is sponsoring the measure that would require foster parents to provide a smoke-free environment for foster children.

St. Louis County's Public Health & Human Services Department has had a smoke-free foster care policy for over a decade. This policy was instituted because children are particularly susceptible to the risks of secondhand smoke, and requiring smoke-free environments for foster homes is a step in reducing the risks associated with second hand smoke exposure such as Sudden Infant Death Syndrome (SIDS), potentially fatal respiratory infections, frequent and severe asthma attacks and frequent ear infections. Children in foster care also are more likely to have pre-existing medical conditions.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve a resolution requesting the State of Minnesota pass a smoke-free foster care policy.

**Resolution Requesting the State of Minnesota Pass a
Smoke-Free Foster Care Policy**

BY COMMISSIONER _____

WHEREAS, There is no safe level of secondhand smoke, especially for children whose bodies are still developing; and

WHEREAS, A lit cigarette releases more than 7,000 chemicals into the air, hundreds which are hazardous; and

WHEREAS, Secondhand smoke contains eleven (11) known cancer-causing poisons and 250 known toxins, and children exposed to secondhand smoke inhale the same cancer-causing substances and poisons as smokers; and

WHEREAS, Secondhand smoke is a known cause of ear infections, frequent and severe asthma attacks, potentially fatal respiratory infections, and Sudden Infant Death Syndrome (SIDS); and

WHEREAS, Foster families provide critical and nurturing care to some of Minnesota's most vulnerable children; and

WHEREAS, Nearly 80 percent of the more than 400,000 children who live in foster homes in the United States have at least one chronic medical condition; and

WHEREAS, More than half of the states in the U.S. have smoke-free foster care policies, and smoke-free foster care policies are supported by the National Foster Parent Association; and

WHEREAS, States with smoke-free foster care policies report overall acceptance of the policies and stability with recruitment, retention, implementation and enforcement efforts; and

WHEREAS, St. Louis County, through its Public Health & Human Services Department, and six (6) other counties and one tribe in Minnesota have already instituted smoke-free foster care for children under their responsibility; and

WHEREAS, A comprehensive statewide smoke-free foster care policy would ensure safety of all children in foster care, regardless of where they live;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board of Commissioners requests that the Minnesota Legislature pass a smoke-free foster care policy.

hours eligible for payout upon retirement remains at 1,150, for employees hired after January 1, 2013).

When Teamster employees agree to work a 4 day work week, Highway Maintenance Division supervisors are contractually obligated to also work a 4 day work week.

Currently, Highway Maintenance Division supervisors receive double time overtime after eleven hours of work. The double time overtime threshold has been increased to twelve hours to be consistent with changes in the Teamsters contract.

Union access to premises is subject to approval of the Department Head. Additionally, union representatives are not permitted to investigate or process grievances or conduct other Association activities on work time without Department Head approval.

Finally, job audits will be conducted on the Tax Division Manager and Bridge Supervisor classifications in 2014.

RECOMMENDATION:

It is recommended that the St. Louis County Board ratify the 2014 Civil Service Supervisory Unit collective bargaining agreement and authorize the appropriate county officials to execute a written agreement consistent with negotiations.

Civil Service Supervisory Bargaining Unit Agreement: 2014

BY COMMISSIONER _____

RESOLVED, That the 2014 Civil Service Supervisory contract is ratified and the appropriate county officials are authorized to execute the Collective Bargaining Unit Agreement, a copy of which is on file in County Board File No. _____.