



## AGENDA

### REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF ST. LOUIS COUNTY, MINNESOTA

**Tuesday, September 2, 2014, 9:30 A.M.**

**County Board Room, Second Floor  
St. Louis County Courthouse  
100 N. 5<sup>th</sup> Avenue West  
Duluth, Minnesota**

**MIKE FORSMAN, Chair  
Fourth District**

**FRANK JEWELL  
First District**

**PATRICK BOYLE  
Second District**

**CHRIS DAHLBERG  
Third District**

**PETE STAUBER, Vice-Chair  
Fifth District**

**KEITH NELSON  
Sixth District**

**STEVE RAUKAR  
Seventh District**

County Auditor  
Donald Dicklich

County Administrator  
Kevin Gray

County Attorney  
Mark Rubin

Clerk of the Board  
Phil Chapman

The St. Louis County Board of Commissioners welcomes you to this meeting. This agenda contains a brief description of each item to be considered. The Board encourages your participation. If you wish to speak on an item contained in the agenda, you will be allowed to address the Board when a motion is on the floor. If you wish to speak on a matter that does not appear on the agenda, you may do so during the public comment period at the beginning of the meeting. Except as otherwise provided by the Standing Rules of the County Board, no action shall be taken on any item not appearing in the agenda.

When addressing the Board, please sign in at the podium and state your name and address for the record. Please address the Board as a whole through the Chair. Comments to individual Commissioners or staff are not permitted. The St. Louis County Board promotes adherence to civility in conducting the business of the County. Civility will provide increased opportunities for civil discourse in order to find positive resolutions to the issue before the Board. Tools of civility include: pay attention, listen, be inclusive, do not gossip, show respect, be agreeable, apologize, give constructive criticism and take responsibility [County Board Resolution No. 560, adopted on September 9, 2003]. Speakers will be limited to five (5) minutes.

**\*\*In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify Property Management 72 hours prior to the meeting at (218)725-5085.\*\***

All supporting documentation is available for public review in the County Auditor's Office, 100 North 5th Avenue West - Room No. 214, St. Louis County Courthouse, Duluth, MN, during regular business hours 8:00 A.M. - 4:30 P.M., Monday through Friday. Agenda is also available on our website at <http://www.stlouiscountymn.gov/GOVERNMENT/BoardofCommissioners.aspx>

**AGENDA**  
**St. Louis County Board**  
**September 2, 2014**  
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9:30 A.M.      Moment of Silence  
                    Pledge of Allegiance  
                    Roll Call

*Special presentation on behalf of the Disabled American Veterans –  
Duluth Air Show President Ryan Kern*

AT THIS TIME CITIZENS WILL BE ALLOWED TO ADDRESS THE BOARD ON ITEMS NOT ON THE AGENDA. [Speakers will be limited to 5 minutes each.]

FOR ITEMS LISTED ON THE BOARD AGENDA OR COMMITTEE OF THE WHOLE AGENDA, CITIZENS WILL BE ALLOWED TO ADDRESS THE BOARD AT THE TIME A MOTION IS ON THE FLOOR.

**CONSENT AGENDA**

Approval of business submitted on the consent agenda.

**REGULAR AGENDA**

**Public Works & Transportation Committee – Commissioner Raukar, Chair**

1. Award of bid for a parking lot project at the Public Works Maintenance Facility in Virginia, MN. {14-314} [Has not been to committee; requires consent of the Board to be considered.]
2. Acceptance of quotes for two (2) culvert replacement projects located in Linden Grove and Great Scott Townships. {14-315} [Has not been to committee; requires consent of the Board to be considered.]

**Finance & Budget Committee – Commissioner Nelson, Chair**

3. Rededication of the St. Louis County Courthouse in Virginia, MN. {14-316} [Has not been to committee; requires consent of the Board to be considered.]

**Central Management & Intergovernmental Committee – Commissioner Jewell, Chair**

4. Environmental Services Director appointment. {14-317} [Has not been to committee; requires consent of the Board to be considered.]

**ADJOURNED:**

**NOTE: At the conclusion of the Board meeting, the St. Louis County Housing and Redevelopment Authority (HRA) will convene.**

# **BOARD LETTER NO. 14 - 314**

## **PUBLIC WORKS & TRANSPORTATION COMMITTEE**

### **SEPTEMBER 2, 2014 BOARD AGENDA NO. 1**

**DATE:** September 2, 2014      **RE:** Award of Bid: Parking Lot  
Project at Public Works  
Maintenance Facility (Virginia)

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

Donna Viskoe  
Procurement Manager

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 parking lot project at the Public Works Maintenance Facility in Virginia.

#### **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 St. Louis County funded parking lot in Virginia at the St. Louis County Public Works Maintenance Facility, and a City of Virginia funded utility project in and near the same location for supplying utility services for new construction in the general area north of the Maintenance Facility. The projects will be bid together, with each entity doing a separate contract with the successful bidder after award of the respective contracts.

A call for bids was received by the Purchasing Division and the Public Works Department on August 18, 2014, for the project in accordance with the plans and specifications on file in the office of the County Highway Engineer:

- 1. Project:** CP 0000-216324, Parking Lot Grading and Bituminous Pavement, Storm Sewer, Sanitary Sewer, and Culverts  
**Location:** St. Louis County Public Works Facility, east lot, located at 7823 Highway 135, Virginia, MN and on CR 921  
**Traffic:** N.A.

**PQI:** N.A.  
**Construction:** Parking lot, sanitary sewer, and drainage  
**Funding:** Fund 405, Agency 405067, Object 660600 and Fund 200,  
Agency 203327, Object 652800  
**Anticipated Start Date:** September 2, 2014  
**Anticipated Completion Date:** October 24, 2014  
**Engineer's Estimate:** \$677,710.85

**BIDS:**

<b>Ulland Brothers, Inc., Cloquet, MN</b>	<b>\$716,665.63 (+\$38,954.78, +5.75%)</b>
Hammerlund Construction, Inc. Grand Rapids, MN	\$743,337.75
KGM Contractors, Inc., Angora, MN	\$760,873.75
Hibbing Excavating, Inc., Hibbing, MN	\$794,362.50

Bids were opened in conjunction with the City of Virginia Utility Extension Project SEH No. VIRGI 128847, TH 135 Utility Extension located north of TH 135, near the St. Louis County Public Works Facility located at 7823 Highway 135, Virginia, MN.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board award CP 0000-216324, Parking Lot Grading and Bituminous Pavement, Storm Sewer, Sanitary Sewer, and Culverts, to low bidder Ulland Brothers, Inc., in the amount of \$716,665.63, payable from Fund 405, Agency 405067, Object 660600 and Fund 200, Agency 203327, Object 652800.

**Award of Bid: Parking Lot Project at Public Works Maintenance Facility (Virginia)**

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

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

CP 0000-216324; located at the St. Louis County Public Works Facility, east lot, located at 7823 Highway 135, Virginia, MN and on CR 921; and

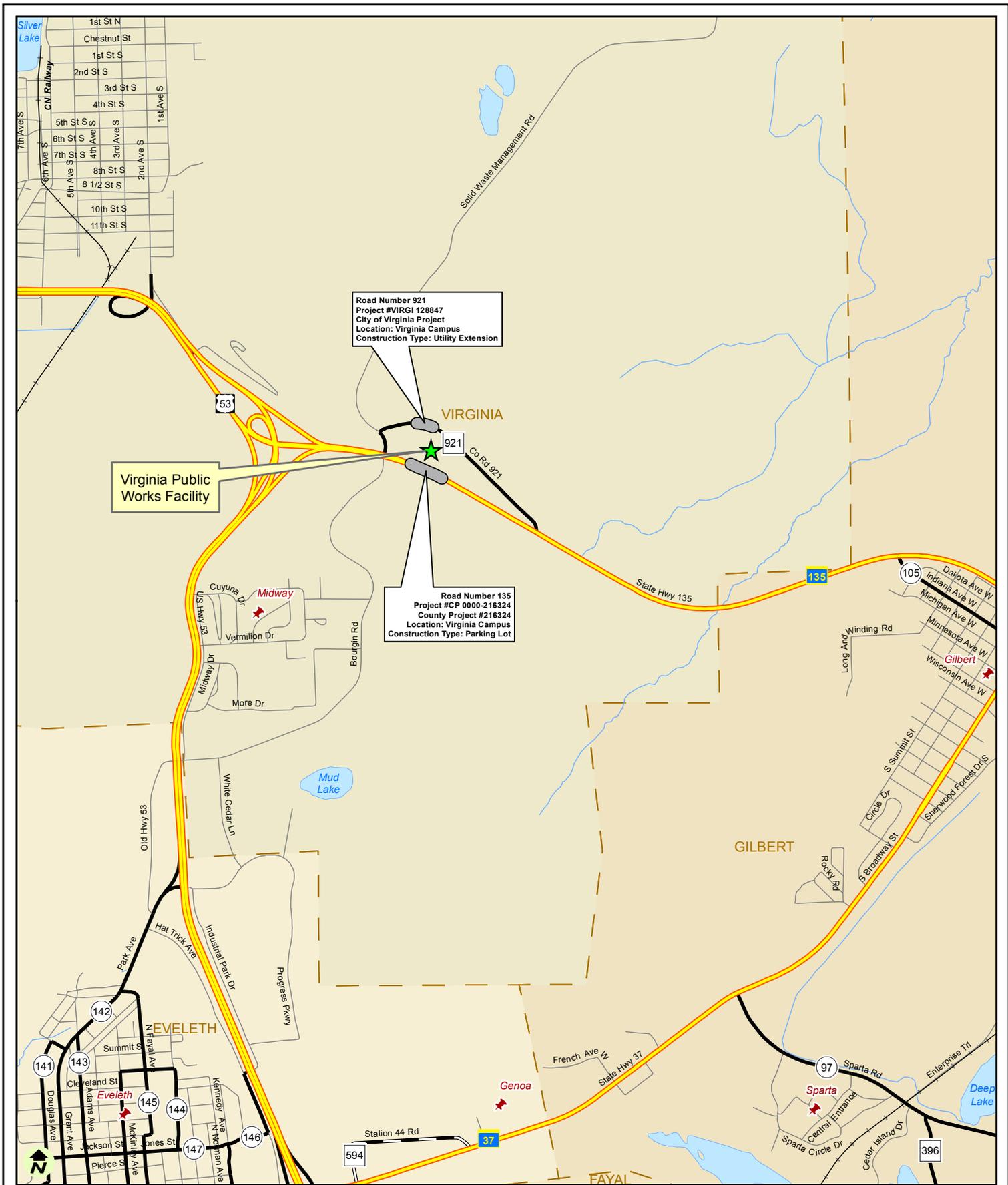
WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on August 18, 2014, and the low responsible bid determined;

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

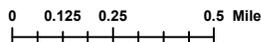
<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Ulland Brothers, Inc.	PO Box 340 Cloquet, MN 55720	\$716,665.63

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 405, Agency 405067, Object 660600	\$416,665.63
Fund 200, Agency 203327, Object 652800	\$300,000.00



St. Louis County 2014 Road & Bridge Construction



**Map Components**

- |                                 |                       |                   |
|---------------------------------|-----------------------|-------------------|
| 2014 Road & Bridge Construction | County Road - Paved   | Township Boundary |
| Parking Lot & Utilities         | County Road - Gravel  | City/Town         |
| Interstate Highway              | Railroad              | Lake              |
| U.S./State Highway              | Commissioner District | River/Stream      |



**Funding:** Fund 200, Agency 203332, Object 652800  
**Anticipated Start Date:** September 22, 2014  
**Anticipated Completion Date:** November 21, 2014  
**Engineer's Estimate:** \$48,542.00

**QUOTES:**

<b>Casper Construction, Inc.</b>	<b>\$62,961.70 (+\$14,419.70, +29.71%)</b>
<b>Grand Rapids, MN</b>	
KGM Contractors, Inc., Angora, MN	\$68,153.50
Hibbing Excavating, Inc., Hibbing, MN	\$85,976.00
Ulland Brothers, Inc., Cloquet, MN	\$92,748.20
A+ Landscaping, Saginaw, MN	Incomplete submittal, not accepted

2. **Project:** CP 0025-224971  
**Location:** CSAH 25 Approximately .8 Miles South of CSAH 66  
**Traffic:** 355  
**PQI:** N/A  
**Construction:** Culvert Replacement  
**Funding:** Fund 200, Agency 203333, Object 652800  
**Anticipated Start Date:** September 2, 2014  
**Anticipated Completion Date:** October 30, 2014  
**Engineer's Estimate:** \$40,544.00

**QUOTES:**

<b>Casper Construction, Inc.</b>	<b>\$53,498.00 (+\$12,954.00, +31.95%)</b>
<b>Grand Rapids, MN</b>	
Ulland Brothers, Inc., Cloquet, MN	\$54,350.00
KGM Contractors, Inc., Angora, MN	\$63,983.50
Hammerlund Construction, Inc.	\$66,500.00
Grand Rapids, Inc.	
Hibbing Excavating, Inc., Hibbing, MN	\$71,005.00
A+ Landscaping, Saginaw, MN	Incomplete submittal, not accepted

**RECOMMENDATION:**

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

CP 0923-214016 (Low); CP 0923-214017 (Tied) to Casper Construction, Inc. of Grand Rapids, MN in the amount of \$62,961.70, payable from Fund 200, Agency 203331, Object 652800, and Fund 200, Agency 203332, Object 652800

CP 0025-224971 to Casper Construction, Inc. of Grand Rapids, MN in the amount of \$53,498.00 payable from Fund 200, Agency 203333, Object 652800

**Acceptance of Quotes for Tied Culvert Replacement Projects  
(Linden Grove Township)**

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

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

- A.) CP 0923-214016 (Low), located on CR 923 Approximately .03 Miles East of CSAH 107
- B.) CP 0923-214017 (Tied), located on CR 923 Approximately .07 Miles East of CSAH 107; and

WHEREAS, Quotes were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on August 22, 2014, and the low responsible quote determined;

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

<u>LOW QUOTER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Casper Construction, Inc.	212 SE 10 <sup>th</sup> Street Grand Rapids, MN 55744	\$62,961.70

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

CP 0923-214016 Fund 200, Agency 203331, Object 652800	\$31,042.00
CP 0923-214017 Fund 200, Agency 203332, Object 652800	\$31,919.70

**Acceptance of Quotes for Tied Culvert Replacement Projects  
(Great Scott Township)**

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

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

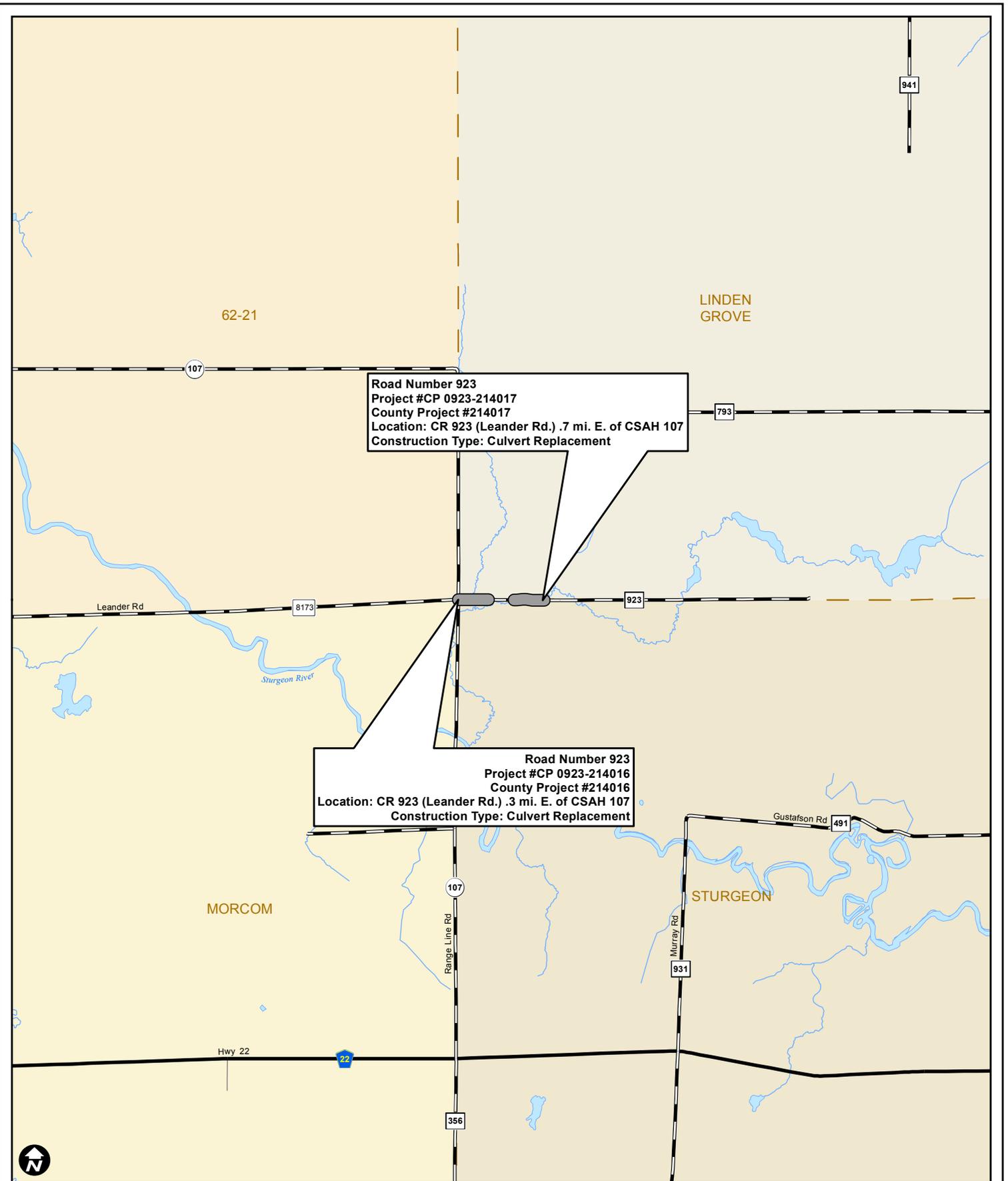
CP 0025-224971, located approximately .8 Miles South of CSAH 66; and

WHEREAS, Quotes were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on August 22, 2014, and the low responsible quote determined;

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

<u>LOW QUOTER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Casper Construction, Inc.	212 SE 10 <sup>th</sup> St. Grand Rapids, MN 55744	\$53,498.00

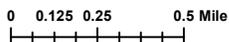
RESOLVED FURTHER, That the appropriate county officials are authorized to Approve the Contractor's Performance Bonds and to execute the bonds and contract for the above listed project payable from Fund 200, Agency 203333, Object 652800



**Road Number 923**  
**Project #CP 0923-214017**  
**County Project #214017**  
**Location: CR 923 (Leander Rd.) .7 mi. E. of CSAH 107**  
**Construction Type: Culvert Replacement**

**Road Number 923**  
**Project #CP 0923-214016**  
**County Project #214016**  
**Location: CR 923 (Leander Rd.) .3 mi. E. of CSAH 107**  
**Construction Type: Culvert Replacement**

**St. Louis County 2014 Road & Bridge Construction**

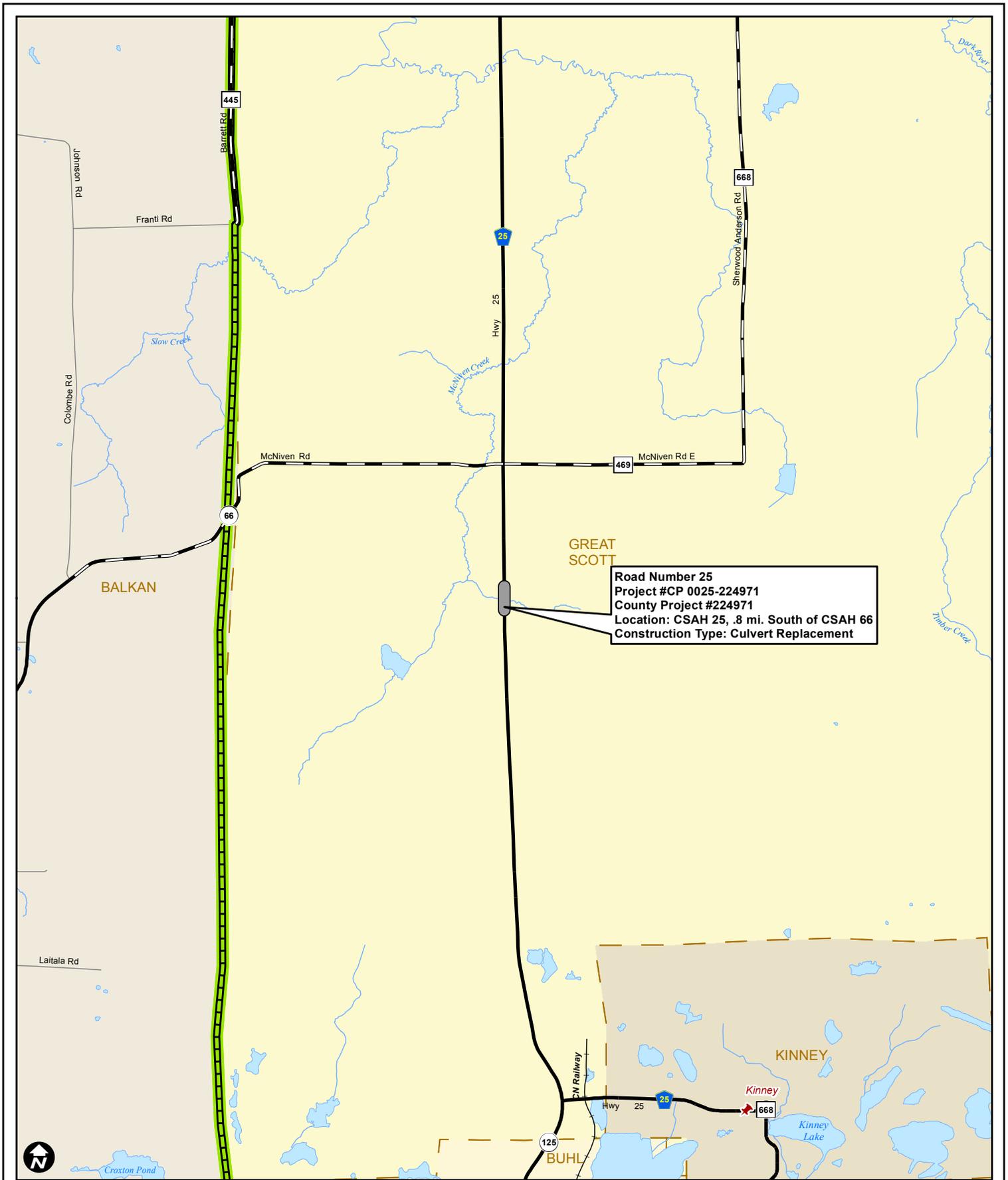


**Map Components**

**2014 Road & Bridge Construction**

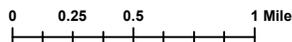
- Culvert Replacement
- Interstate Highway
- U.S./State Highway
- County/Unorg. Twp. Road - Paved
- County/Unorg. Twp. Road - Gravel
- Railroad
- Commissioner District

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



**Road Number 25**  
**Project #CP 0025-224971**  
**County Project #224971**  
**Location: CSAH 25, .8 mi. South of CSAH 66**  
**Construction Type: Culvert Replacement**

St. Louis County 2014 Road & Bridge Construction



Map Components

- |  |                                  |                   |
|--|----------------------------------|-------------------|
| <b>2014 Road &amp; Bridge Construction</b> | County/Unorg. Twp. Road - Paved  | Township Boundary |
| Culvert Replacement                        | County/Unorg. Twp. Road - Gravel | City/Town         |
| Interstate Highway                         | Railroad                         | Lake              |
| U.S./State Highway                         | Commissioner District            | River/Stream      |



## **Rededication of the St. Louis County Courthouse – Virginia, MN**

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

WHEREAS, When the St. Louis County Courthouse in Virginia, MN was built more than a century ago, a time capsule was installed in its northwest corner; and

WHEREAS, The St. Louis County Board of Commissioners had the time capsule removed from the cornerstone and reviewed its contents on Tuesday, July 22, 2014; and

WHEREAS, In 1910 the ceremonies dedicating the new courthouse were under the auspices of the Masonic Fraternity Lodge No. 264, and performed by the Grand Master William B. Patton and his staff of the Grand Lodge; and

WHEREAS, The St. Louis County Courthouse located in Virginia, MN, is to be rededicated with a ceremonial laying of the cornerstone on September 10, 2014;

THEREFORE BE IT RESOLVED, That the Grand Lodge of Masons of the State of Minnesota is hereby invited to take charge of the rededication ceremony of the laying of the cornerstone of the Sixth Judicial District St. Louis County Courthouse located in Virginia, MN, at 2:00 p.m. on Wednesday, September 10, 2014;

RESOLVED FURTHER, That the St. Louis County Auditor forthwith transmit to Honorable James A. Christensen, Grand Master, Duluth, MN, a certified copy of this resolution.

# **BOARD LETTER NO. 14 – 317**

## **CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE**

### **SEPTEMBER 2, 2014 BOARD AGENDA NO. 4**

**DATE:** September 2, 2014                      **RE:** Environmental Services Director Appointment

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

James R. Gottschald, Director  
Human Resources

**RELATED DEPARTMENT GOAL:**

To allocate all positions in county employment to appropriate job titles/specifications in the official classification plan.

**ACTION REQUESTED:**

The St. Louis County Board is requested to appoint Mark St. Lawrence as the St. Louis County Environmental Services Director.

**BACKGROUND:**

The previous St. Louis County Environmental Services Director retired effective August 29, 2014. A comprehensive recruitment was conducted to source qualified applicants for this critical role. Eighteen qualified applicants were screened by Human Resources and seven candidates were selected for interviews with County Administration and Human Resources.

Upon consideration of the qualifications of the interviewees, and the recommendation of the interview panel, the Environmental Services Director position was offered to Mark St. Lawrence. Mr. St. Lawrence has had a stellar career with St. Louis County, and most recently served as an Environmental Program Administrator. He led the development and adoption of the county's recently revised Septic Ordinance 61. His tremendous experience in environmental services planning, solid waste management, Subsurface Sewage Treatment Systems (SSTS) and leadership skills, plus his familiarity with stakeholders and staff all contributed to his appointment.

Mr. St. Lawrence joined the county in 1995 after a successful career as a small business owner. His academic credentials include a bachelor's degree in speech communications and business administration from the University of Minnesota-Duluth. As a lifelong Iron Range resident and Gilbert native, Mr. St. Lawrence is familiar with the needs and

expectations of our citizens and has the personality and people skills necessary to continue to be successful in leading Environmental Services.

This position was advertised with a starting salary consistent with the Management Compensation Plan (Salary Grade A28). All other benefits will be provided consistent with the Management Compensation Plan.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board appoint Mark St. Lawrence as Environmental Services Director effective September 1, 2014 at an annual salary rate of \$94,411 (Pay Plan A1, Grade 28/Step 3 of the 2014 St. Louis County Management Compensation Plan), payable from Fund 600, Agency 600001.

**Environmental Services Director Appointment**

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

RESOLVED, That the St. Louis County Board appoints Mark St. Lawrence as the St. Louis County Environmental Services Director effective September 1, 2014, at the annual salary rate of \$94,411 (Pay Plan A1, Grade 28/Step 3 of the 2014 St. Louis County Management Compensation Plan), with benefits as provided by the Management Compensation Plan, payable from Fund 600, Agency 600001.