



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

January 27, 2015
Immediately following the Board Meeting, which begins at 9:30 A.M.
Mesabi Station, 111 Station 44 Road, Eveleth, MN

Directions: Highway 53 to MN-37 exit (Gilbert/Biwabik exit). Turn east onto MN-37/County Road 594, take first left onto Station 44 Road. Mesabi Station is straight ahead.

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 January 13, 2015

Health & Human Services Committee, Commissioner Boyle, Chair

1. CY 2015 Forensic Psychological Services [15-21]
2. CY 2015 Purchase of Service Contract with LSS Bethany Crisis Nursery [15-22]
3. CY 2015 Trauma Assessment and Family Treatment Program Contract with Human Development Center [15-23]
4. CY 2015 Out-of-Home and Day Treatment Contracts for Services to Families and Children [15-24]

Public Works & Transportation Committee, Commissioner Raukar, Chair

5. Agreement with Bois Forte Band of Chippewa for Projects near Pelican Lake [15-25]
6. Agreement with Rice Lake Township for Reconstruction of Rice Lake Dam Road [15-26]
7. Acquisition of Right of Way for the Reconstruction of CSAH 9/4th Street (Duluth) [15-27]
8. Acceptance of Quotes for Purchase of Bridge Materials – Bridge 607 on CR 453/White Road (Cherry Township) [15-28]

Finance & Budget Committee, Commissioner Nelson, Chair

9. Abatement List for Board Approval [15-29]

Central Management & Intergovernmental Committee, Commissioner Jewell, Chair

10. Reallocation of Information Specialist I to Information Specialist II – Sheriff's Office [15-30]

ESTABLISHMENT OF PUBLIC HEARINGS:

Finance & Budget Committee, Commissioner Nelson, Chair

11. Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License – Kabetogama Township (9:40 a.m., Tuesday, February 17, 2015, Chisholm City Hall, Chisholm, MN) [15-31]

TIME SPECIFIC PRESENTATIONS:

10:00 A.M. Mesabi Trail Update – Bob Manzoline, Director, St. Louis & Lake Counties Regional Railroad Authority

10:30 A.M. St. Louis County Ditch Petitions - Kurt Deter, Minnesota Ditch Law Consultant

- **Petition for Partial Abandonment of St. Louis County Ditch #1**
- **Petition for Partial Abandonment of St. Louis County Ditch #6**
- **Petition for Repair of a Short Stretch of St. Louis County Ditch #1**

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:**

February 3, 2015 St. Louis County Courthouse, Duluth, MN

February 10, 2015 Solway Town Hall, 4029 Munger Shaw Road, Cloquet, MN

February 17, 2015 City Hall, 316 West Lake Street, Chisholm, 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, January 13, 2015

Location: St. Louis County Courthouse, Duluth, Minnesota

Present: Commissioners Jewell, Boyle, Dahlberg, Rukavina, Nelson, Raukar, and Chair Stauber

Absent: None

Convened: Chair Stauber called the meeting to order at 10:06 a.m.

CONSENT AGENDA

Raukar/Jewell moved to approve the consent agenda. The motion passed. (7-0)

- Minutes of January 6, 2015
- Cancellation of Contract for Purchase of State Tax Forfeited Land – Ceannaideach [15-14]
- Amendment to Professional Services Agreement for Horticulture/Educational Activities [15-15]
- Amendment to Professional Services Agreement for Agriculture and Environment Education [15-16]
- Uniform Rental, Mat Rental and Laundry Services [15-17]
- Cooperative Agreement with MnDOT for Pedestrian and Road Improvements on CSAH 23 (Orr) [15-19]

REGULAR AGENDA

Finance & Budget Committee

Jewell/Nelson moved to authorize the appropriate county officials to execute a purchase agreement for the acquisition of a parking lot located in downtown Duluth, described as lots 50, 52, and 54, DULUTH PROPER 1ST DIVISION WEST 3RD STREET for \$230,000. [15-18] Property Management Director Tony Mancuso provided an update on parking situations for various county buildings and discussed the purchase agreement. After further Commissioner discussion, the motion passed. (7-0)

COMMISSIONER DISCUSSION ITEMS

Commissioner Nelson said that he had attended a recent Enbridge Energy Sandpiper Pipeline public hearing and noted that the public comment period is over at the end of the month. Commissioner Nelson discussed a proposed Tax Increment Financing (TIF) district in Duluth and encouraged Commissioners to read the proposal. In addition, Commissioner Nelson said he may bring a resolution relating to the TIF proposal for Board consideration to the February 3, 2015 Board meeting.

Commissioner Rukavina discussed past conversations with Duluth leadership as it relates to TIF and said he would be interested in reviewing TIF districts across St. Louis County.

Commissioner Jewell discussed the Duluth housing situation and requested that Administrator Gray provide Commissioners with a copy of the Housing Summit report.

Commissioner Raukar thanked County Auditor Don Dicklich for providing the TIF proposal to the Board and said it is important to understand all the issues and rules relating to TIF as the impacts are far reaching.

Commissioner Nelson discussed the need to make tax-forfeited lots available so people have the opportunity to build on the lots.

Commissioner Jewell said he had hopes that the issue can be included as Board workshop topic because there is cost and benefit considerations with all options.

Commissioner Raukar urged Commissioners to remind managers of committees and organizations to provide meeting agendas and minutes to the Clerk's office, so they are available for all Commissioners.

Commissioner Stauber discussed agenda topics for the January 20, 2015 Board workshop.

A recess was taken from 11:07 a.m. to 11:19 a.m.

At 11:20 a.m., Terri Heaton of Springsted Incorporated gave a presentation to the Board regarding proposed bond refunding of the County's Series 2006A and 2008B bonds. Commissioner Raukar stepped out of the meeting from 11:39 a.m. to 11:40 a.m. Commissioner Boyle stepped out of the meeting from 11:41 a.m. to 11:42 a.m. Ms. Heaton stated that refunding of the bonds will result in a net present value savings of approximately \$338,577.

At 12:04 p.m., Raukar/Nelson moved to adjourn the Committee of the Whole meeting. The motion passed. (7-0)

Pete Stauber, Chair of the County Board

Phil Chapman, Clerk of the County Board

Psychological Clinic and Dr. Jonathan Beyer. This Agreement does not guarantee any specific amount of referrals to any provider.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize Professional Service Agreements with Arrowhead Psychological Clinic and Dr. Jonathan Beyer for the period January 1, 2015 through December 31, 2015 at a fixed cost basis for a variety of Forensic Psychological Services that may be needed during CY 2015, to include \$675 per psychological evaluation, \$200 per diagnostic assessment, and related court testimony at a forensic rate of \$200 per hour for Psychologists and \$300 per hour for Psychiatrists, up to a contract maximum for the two providers combined of \$65,000.

Payment for these services payable from:

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

CY 2015 Forensic Psychological Services

BY COMMISSIONER _____

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

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes Professional Service Agreements with Arrowhead Psychological Clinic and Dr. Jonathan Beyer for Forensic Psychological Services for the period January 1, 2015 through December 31, 2015 at a fixed cost basis for a variety of Forensic Psychological Services that may be needed during CY 2015, to include \$675 per psychological evaluation, \$200 per diagnostic assessment, and related court testimony at a forensic rate of \$200 per hour for Psychologists and \$300 per hour for Psychiatrists, up to a contract maximum for the two providers combined of \$65,000, payable from Fund 230 (Social Services), Agency 232008 (Children's Services), Expense Object 602000 (Other Children's Services).

BOARD LETTER NO. 15 - 22

HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 2

BOARD AGENDA NO.

DATE: January 27, 2015 **RE: CY 2015 Purchase of Service Contract with LSS Bethany Crisis Nursery**

FROM: Kevin Z. Gray
County Administrator

Ann M. Busche, Director
Public Health & Human Services

RELATED DEPARTMENT GOAL:

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

ACTION REQUESTED:

The St. Louis County Board is requested to authorize a purchase of service contract with Lutheran Social Service Bethany Crisis Nursery for the purchase of children's protective services for Calendar Year 2015.

BACKGROUND:

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

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

RECOMMENDATION:

It is recommended that the St. Louis County Board approve a purchase of service contract with Lutheran Social Service for the period January 1, 2015 through December 31, 2015 and authorize payment of \$37,182 for Bethany Crisis Nursery, payable from Fund 230, Agency 232008, Expense Object 601200.

CY 2015 Purchase of Service Contract with LSS Bethany Crisis Nursery

BY COMMISSIONER _____

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

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

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a purchase of service contract with Lutheran Social Service Bethany Crisis Nursery for the period January 1, 2015 through December 31, 2015, and authorizes payment of \$37,182 payable from Fund 230 (Social Services); Agency 232008 (Children's Services); Expense Object 601200 (Out-of-Home Placement).

BOARD LETTER NO. 15 - 23

HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 3

BOARD AGENDA NO.

DATE: January 27, 2015 **RE:** CY 2015 Trauma Assessment
and Family Treatment Program
Contract with Human
Development Center

FROM: Kevin Z. Gray
County Administrator

Ann M. Busche, Director
Public Health & Human Services

RELATED DEPARTMENT GOAL:

Children will be born healthy, live a life free from abuse and neglect and will have a permanent living arrangement. Parents will be emotionally and financially able to provide for their children.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize a Trauma Assessment and Family Treatment Program (Children's Mental Health Adolescent Services) contract with the Human Development Center, Duluth, MN.

BACKGROUND:

Since 2000, Children's Mental Health Adolescent Services contracts, previously known as "Strong Families", have supported intensive services for children with emotional disturbances who have significant difficulties in the home, school, or community. In 2011, these services were re-focused to address the serious impact of trauma on the children served by child protection and became the "Trauma Assessment and Family Treatment Program."

The Trauma Assessment and Family Treatment program is designed to provide more comprehensive, assessment guided, evidence based interventions to children ages 5-16 and their families who are involved in the Southern St. Louis County Social Service System, particularly with Child Protection. The goal is to raise the quality of clinical trauma intervention, promote positive adult-child relationships, prevent placement disruption and to ensure that, if possible, children transition smoothly back to their families of origin. St. Louis County workers identify children and families to refer to the program. These children may be in out-of-home placement, at risk of placement, or at risk of placement failure. Over the past few years, the program has been well used by children served in Child Protection; the current contract will maintain the same capacity for serving children referred to the program in 2015. This aligns well with the increasing state and national emphasis on incorporating trauma-informed assessment and treatment as a necessary and effective part of Child Protection services.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a Trauma Assessment and Family Treatment Program contract with the Human Development Center in the amount of \$153,534 for the period January 1, 2015 through December 31, 2015, payable from Fund 230 Social Services; Agency 232008 Children's Services; Expense Object 601600 Children's Mental Health Services.

**CY 2015 Trauma Assessment and Family Treatment Program Contract
With Human Development Center**

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Health and Human Services Department wishes to purchase intensive Children's Mental Health Adolescent Services, through the Trauma Assessment and Family Treatment Program, as an alternative to Out-of-Home Placement of children; and

WHEREAS, The Human Development Center, Duluth, MN, is able and willing to provide these services;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into a Trauma Assessment and Family Treatment Program contract with the Human Development Center of Duluth, MN, in the amount of \$153,534 for the period January 1, 2015 through December 31, 2015, payable from Fund 230 Social Services; Agency 232008 Children's Services; Expense Object 601600 Children's Mental Health Services.

BOARD LETTER NO. 15 - 24

HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 4

BOARD AGENDA NO.

DATE: January 27, 2015 **RE: CY 2015 Out-of-Home and Day Treatment Contracts for Services to Families and Children**

FROM: Kevin Z. Gray
County Administrator

Ann M. Busche, Director
Public Health & Human Services

RELATED DEPARTMENT GOAL:

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

ACTION REQUESTED:

The St. Louis County Board is requested to authorize contracts for the purchase of family and children's services.

BACKGROUND:

Each year, the Public Health and Human Services Department (PHHS) brings forward agreements for Children and Family Services. These are services that are used by PHHS, as well as services where the department serves as host/lead county, enabling other counties to use the services through the host/lead county contract.

A. Children's Out-of-Home Placement Contracts: Three primary types of out-of-home services for children are purchased by PHHS:

1. Emergency Shelter

Short-term emergency residential services are provided 24 hours a day, seven days a week by Lutheran Social Service (LSS) through its Bethany Crisis Shelter in Duluth and Family Resource Center-Range Youth Shelter in Virginia for children who are experiencing some form of crisis in their lives. There is not a requested per diem increase for shelter care. There is a provider-requested 5% increase for shelter costs which are non-client specific for CY 2015 for both LSS shelters.

The services of the Bethany Shelter include a 25-day assessment and evaluation program for youth at risk of out-of-home placement. Psychological testing is done by LSS Behavioral Health therapists. The shelters' cost for mandated health screenings is included in the contract maximums for St. Louis County Youth. The health screening fees requested for CY 2015 are

the same as CY 2014 for Bethany Crisis Shelter. An increase has been requested for CY 2015 fees for Range Family Resource Center.

2. Foster Care

Starting in 2015, the Minnesota Department of Human Services will set daily basic maintenance foster care plus supplemental difficulty of care rates via the new Northstar Care for Children rate structure. Rates vary based on children's ages and specific needs, which are assessed through the comprehensive Minnesota Assessment of Parenting for Children and Youth tool. The assessed rates apply to daily foster care for children placed in homes licensed by St. Louis County and by other agencies. PHHS contracts with three foster care agencies Northwood Children's Services, the Fond du Lac Foster Care Licensing and Placement Agency; and Lutheran Social Service – Bethany Foster Care and pays them the additional administrative fees set by contract.

3. Residential Treatment Centers

Residential Treatment Centers provide 24-hour care, on-site special education services, individual and group therapy, family counseling, and other support services for seriously emotionally and behaviorally disturbed children who are unable to function at home, at school, or within the community. The facilities are Northwood Children's Services, St. James Home of Duluth, Inc. d/b/a Woodland Hills and Cambia Hills, and Mesabi Academy. Northwood and St. James Home of Duluth, Inc. d/b/a Woodland Hills and Cambia Hills provide on-site education through agreements with the Duluth School District, ISD #709. All facilities contract with St. Louis County PHHS as a lead/host county, so vendors from other counties may purchase services from the agency. A One-on-One rate is also requested for this contract, to facilitate access to services for children with intensive needs.

B. Children's Day Treatment Contracts: The county also has negotiated a lead agency agreement for Children's Day Treatment services from St. James Home of Duluth, Inc. d/b/a Woodland Hills and Cambia Hills. Day Treatment is an alternative to out-of home placement for youth, who are experiencing problems in the home, community and/or school settings. Provided are a combination of services that are educational, therapeutic and family-centered. Day Treatment is primarily paid by health insurance.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the following:

1. Purchase of Service Agreements for Children's Out of Home Placement services covering the period January 1, 2015 through December 31, 2015 at the per diem rates listed in the resolution with the following providers: Bethany Crisis Shelter - Duluth, LSS Family Resource Center - Range Youth Shelter, St. James Home of Duluth, Inc. d/b/a Woodland Hills and Cambia Hills, Mesabi Academy, and Northwood Children's Services. These rates shall serve as a lead county contract for services purchased from financially responsible agencies of other counties.
 - a. St. Louis County has Purchase of Service Agreements with Lutheran Social Services for shelter costs which are non-client specific. These agreements

are only applicable to St. Louis County clients and provide for maintenance of adequate capacity for placement at the shelters for St. Louis County clients. The following recommended amounts are based on projected minimum average utilization by St. Louis County.

- i. Payments for shelter costs which are non-client specific will be made in 12 monthly installments of \$35,842.08 not to exceed the contract maximum of \$430,105.00 for Range Youth Shelter services for St. Louis County clients. This contract maximum includes the required Basic Health Screening Services.
 - ii. Payments for shelter costs which are non-client specific will be made in 12 monthly installments of \$39,097.08 not to exceed the contract maximum of \$469,165.00 for Bethany Crisis Shelter services for St. Louis County clients. This contract maximum includes the required Basic Health Screening Services.
2. Purchase of Service Agreements for Emergency Child Foster Care covering the period January 1, 2015 through December 31, 2015 at the per diem rates listed in the resolution with the following providers: Fond du Lac Foster Care Licensing and Placement Agency, Lutheran Social Service – Bethany Foster Care Program for Child Foster Care, and Northwood Children’s Services.
3. Purchase of Service Agreements for Child Day Treatment Services covering the period January 1, 2015 through December 31, 2015 at the per diem rate listed in the resolution with St. James Home of Duluth, Inc. d/b/a Woodland Hills and Cambia Hills for Therapeutic Day Treatment.

**CY 2015 Out-of-Home and Day Treatment Contracts
for Services to Families and Children**

BY COMMISSIONER _____

WHEREAS, St. Louis County has a variety of children’s services available in the community that are Federal Title IV-E eligible, with the county paying the entire cost for any child who does not have private insurance coverage or is not eligible for Medical Assistance; and

WHEREAS, The Public Health and Human Services Department has contracted with the providers listed below to provide needed children’s services on behalf of the county and wishes to renew these agreements;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes agreements for children’s services for the period January 1, 2015 through December 31, 2015 with the following providers at the per diem rates and non-client specific amounts for sole St. Louis County use listed as follows:

<u>Emergency Shelters:</u>	<u>Requested Rate</u>	<u>% Increase</u>
<u>LSS - Bethany Crisis Shelter/Duluth</u>		
Shelter Care and Emergency Foster Care	\$ 169.68/day	5%
Diagnostic – 25-day Evaluation	\$ 176.40/day	5%
Family Assessment Fee for Diagnostic	\$ 86.00/day	0%
Health Screening Fee	\$ 70.00/hour	0%
St. Louis County Shelter/ Non-Client Specific	\$ 469,165.00/year	5%
<u>LSS Family Resource Center-Range Youth Shelter Services</u>		
Children’s Shelter	\$ 194.00/day	0%
Health Screening Fee	\$ 50.00/hour	25%
St. Louis County Shelter/ Non-Client Specific	\$ 430,105.00/year	5%
 <u>Residential Treatment Centers:</u>		
<u>St. James Home of Duluth, Inc., d/b/a</u>		
<u>Woodland Hills and Cambia Hills</u>		
Residential Treatment – Juvenile Justice	\$ 259.16 /day	7.36%
Chisholm House 30 - Short-Term Consequence	\$ 145.04 /day	2.5%
Community Transition Program	\$ 188.44 /day	7.36%
Residential Treatment – Mental Health	\$ 260.22/day	2.5%
 <u>Mesabi Academy</u>		
Long-Term Residential Program	\$ 231.81/day	3.0%

	<u>Requested Rate</u>	<u>% Increase</u>
Long-Term Secure Residential Program	\$ 244.40/day	3.0%
Sexual Offender Residential Program	\$ 273.83/day	3.0%
Diagnostic Residential Program	\$ 253.40/day	3.0%
Fire Setter Residential Program	\$ 295.36/day	3.0%

	<u>Requested Rate</u>	<u>% Increase</u>
<u>Mesabi Academy (cont.)</u>		
Specialized Residential (IQ 50-65)	\$ 300.50/day	3.0%
Chemical Dependency Program	\$ 235.52/day	3.0%
High Impact, Short-Term Secure Program	\$ 249.26/day	3.0%
One on One Services	\$ 16.97/hour	3.0%
Detention Program (For Internal Use Only)	No Additional Cost	

	<u>Requested Rate</u>	<u>% Increase</u>
<u>Northwood Children's Services</u>		
Residential Services	\$ 250.26/day	2.8%
Diagnostic & Assessment	\$ 250.78/day	2.8%

Budget References for Out-of-Home Placement

Fund	230	Social Services
Agency	232008	Children's Services
Expense Objects	601200	Out-of-Home Placement Costs
	601600	Children's Mental Health Services

RESOLVED FURTHER, That the St. Louis County Board authorizes Purchase of Service Agreements for the period January 1, 2015 through December 31, 2015 with Northwood Children's Services, Fond du Lac Foster Care Licensing and Placement Agency, and LSS Bethany Foster Care Program for Child Foster Care Services. These services include: Child Foster Care, Emergency and Respite Child Foster Care, Therapeutic Foster Care and Licensing and Placement Administration. All Child Foster Care rates shall comply with Northstar Care for Children set by the Minnesota Department of Human Services (DHS). Respite Child Foster Care, Emergency Child Foster Care and the Licensing and Placement Administration fees shall be at the per diem rates listed below:

Foster Care:

Requested Rate

% Increase

Northwood Children's Services

Therapeutic Foster Care Licensing & Placement Administration	DHS Northstar Care for Children Guidelines \$ 34.36/day	2.8%
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Fond du Lac Foster Care Licensing & Placement Agency

Foster Care Licensing & Placement Administration	DHS Northstar Care for Children Guidelines \$ 20.00/day	0%
Respite Care (paid to foster home)	\$ 35.00/day	0%

LSS – Bethany Foster Care Program

Foster Care Licensing & Placement Administration	DHS Northstar Care for Children Guidelines \$ 25.00/day	0%
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Budget References for Foster Care

Fund	230	Social Services
Agency	232008	Children's Services
Expense Objects	601200	Out-of-Home Placement Costs
		Licensing/Resource Development
	603200	Respite Care Licensing & Resource Development

RESOLVED FURTHER, That the St. Louis County Board authorizes Purchase of Service Agreements with the following provider at the rates listed below for Child Day Treatment services effective January 1, 2015 through December 31, 2015:

Day Treatment:

Requested Rate

% Increase

St. James Home of Duluth, Inc., d/b/a
Woodland Hills and Cambia Hills

Therapeutic Day Treatment	\$ 85.34/day	7.36%
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Budget Reference for Day Treatment

Fund	230	Social Services
Agency	232008	Children's Services
Expense Object	601600	Children's Mental Health Services

BOARD LETTER NO. 15 - 25

PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 5

BOARD AGENDA NO.

DATE: January 27, 2015 **RE:** Agreement with Bois Forte Band
of Chippewa for Projects near
Pelican Lake (Leiding Township)

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 an agreement with Bois Forte Band of Chippewa for road improvements in 2016.

BACKGROUND:

St. Louis County has prepared plans for reclaiming, milling, overlaying, chip sealing, and crack sealing on County Road (CR) 515, CR 516, and adjoining Tribal Road 019 (TR 019, Indian Point Road) in Leiding Township. The projects provide access to Pelican Lake and adjoin Bois Forte Band land, and are described as CP 0515-153447, CP 0516-153448, and CP 0000-243541.

St. Louis County will perform all necessary bidding/contract administration, and will administer the terms of the contract from award to certification of final payment. The Bois Forte Band will pay St. Louis County for cost sharing as referenced in the agreement.

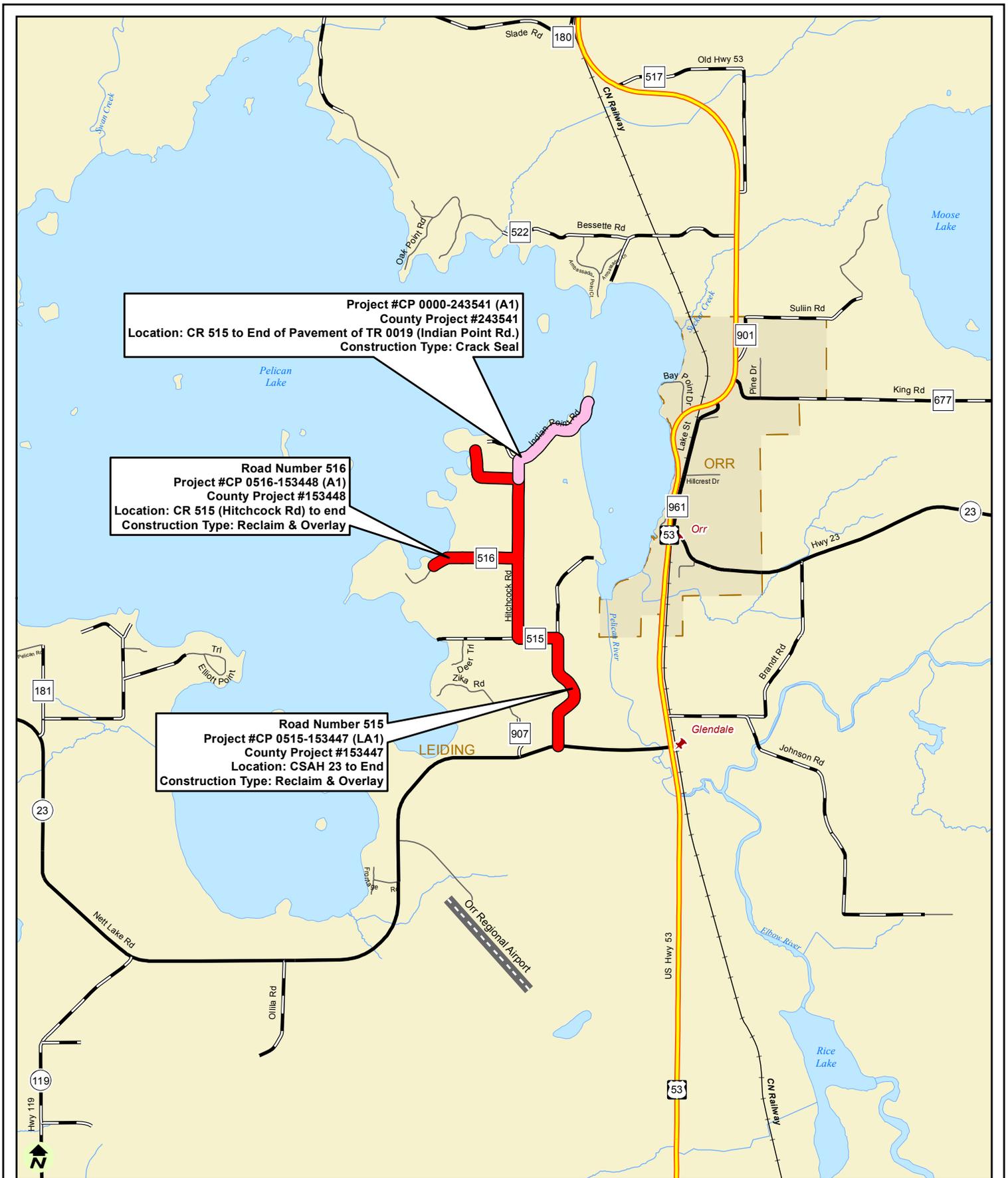
RECOMMENDATION:

It is recommended that the St. Louis County Board authorize an agreement with the Bois Forte Band of Chippewa where the Bois Forte Band will pay its local share of costs for County Projects 0515-153447, 0516-153448 and 0000-243541. The funds received from the Bois Forte Band will be receipted into Fund 200, Agencies 203342, 203343 and 203344.

**Agreement with Bois Forte Band of Chippewa for Projects
near Pelican Lake (Leiding Township)**

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with the Bois Forte Band of Chippewa where the Bois Forte Band will pay its share of projects CP 0515-153447, CP 0516-153448, and CP 0000-243541 (Tribal Road 0019, Indian Point Road), with the funds receipted into Fund 200, Agency 203342, Object 551592; Agency 203343, Object 551592; and Agency 203344, Object 551592.

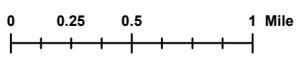


Project #CP 0000-243541 (A1)
County Project #243541
Location: CR 515 to End of Pavement of TR 0019 (Indian Point Rd.)
Construction Type: Crack Seal

Road Number 516
Project #CP 0516-153448 (A1)
County Project #153448
Location: CR 515 (Hitchcock Rd) to end
Construction Type: Reclaim & Overlay

Road Number 515
Project #CP 0515-153447 (LA1)
County Project #153447
Location: CSAH 23 to End
Construction Type: Reclaim & Overlay

St. Louis County 2016 Road & Bridge Construction



Map Components	
2016 Road & Bridge Construction	
Reclaim & Overlay	County Road - Paved
Crack Sealing	County Road - Gravel
Interstate Highway	Local Road/City Street
U.S./State Highway	Railroad
	Commissioner District
	Township Boundary
	City/Town
	Lake
	River/Stream

BOARD LETTER NO. 15 - 26

PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 6

BOARD AGENDA NO.

DATE: January 27, 2015 **RE:** Agreement with Rice Lake
Township for Reconstruction of
Rice Lake Dam Road

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 an agreement with Rice Lake Township for the reconstruction of the Town Road 2903/Rice Lake Dam Road.

BACKGROUND:

Rice Lake Township wishes to reconstruct Town Road 2903/Rice Lake Dam using Minnesota Department of Natural Resources State Park Road Account funds. The township shall be responsible for any and all costs not covered by the State Park Road Account funding. St. Louis County has agreed to prepare a plan and administer the project, described as CP 0000-215963, SAP 69-600-044.

St. Louis County will perform all necessary bidding, contract administration, and will administer the terms of the contract from award to certification of final payment. Rice Lake Township will pay the county for these services.

RECOMMENDATION:

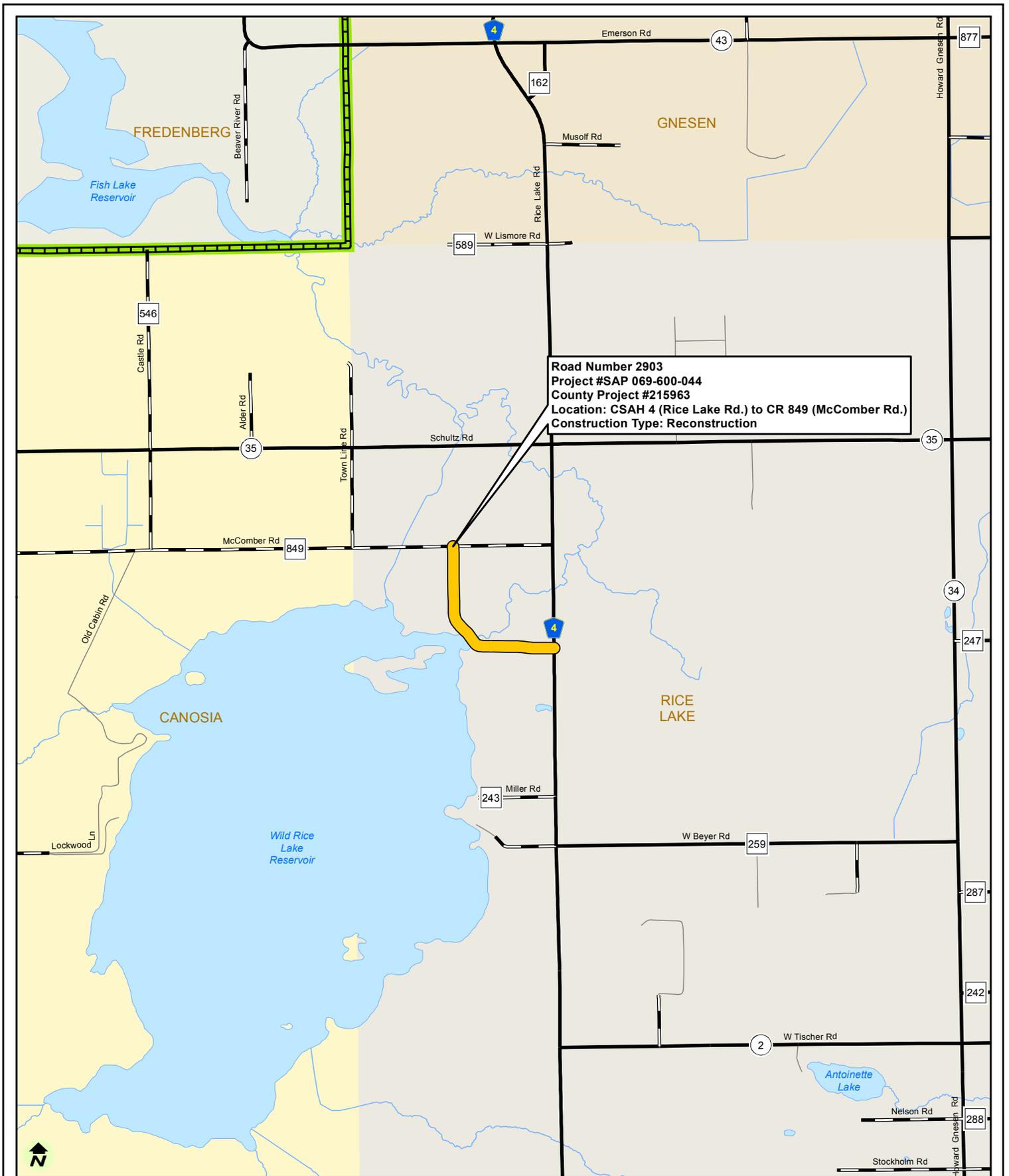
It is recommended that the St. Louis County Board authorize an agreement with Rice Lake Township whereby the township will pay the costs of County Project 0000-215963 with Minnesota Department of Natural Resources State Park Road Account funds (or township funds should any overages occur) as listed in the Schedule of Prices in the Proposal/Plan Package, and will pay the county for administration services. The funds received from the township will be receipted into Fund 220, Agency 220340.

Agreement with Rice Lake Township for Reconstruction of Rice Lake Dam Road

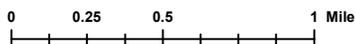
BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into an agreement, and approve any amendments authorized by the County Attorney, with Rice Lake Township whereby the township will pay the project cost with Minnesota Department of Natural Resources State Park Road Account funds (or township funds should any overages occur) as listed in the Schedule of Prices in the Proposal/Plan Package for the project listed as CP 0000-215963, SAP 69-600-044;

RESOLVED FURTHER, That Rice Lake Township will pay St. Louis County for administration services as stated in the agreement, with funds received from Rice Lake Township receipted into Fund 220, Agency 220340, Object 551521.



St. Louis County 2015 Road & Bridge Construction



Map Components

2015 Road & Bridge Construction

- Reconstruction
- Interstate Highway
- U.S./State Highway

- County Road - Paved
- County Road - Gravel
- Railroad
- Commissioner District

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

BOARD LETTER NO. 15 - 27

PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 7

BOARD AGENDA NO.

DATE: January 27, 2015 **RE:** Acquisition of Right of Way for the
Reconstruction of CSAH 9/4th
Street (Duluth)

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

RELATED DEPARTMENT GOAL:

Provide a safe, well maintained road and bridge system.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the Public Works Director to proceed with the right of way acquisition for the reconstruction of County State Aid Highway (CSAH) 9/ 4th Street in Duluth and to authorize the County Auditor to grant permanent highway easements across tax forfeited lands, and temporary construction easements for the project.

BACKGROUND:

The Public Works Department plans to reconstruct a portion of CSAH 9/4th Street within the city of Duluth. The portion planned for reconstruction is approximately 1.9 miles in length beginning at 6th Avenue East and proceeding northeast to Wallace Avenue. This is a State Aid funded project.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the Public Works Department to acquire the right of way necessary for this project and authorize the County Auditor to grant permanent highway easements across tax forfeited lands and temporary construction easements for the project. Right of way acquisition is payable from Fund 200, Agency 203001.

**Acquisition of Right of Way for the Reconstruction of
CSAH 9/4th Street (Duluth)**

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Works Department plans to reconstruct a portion of County State Aid Highway 9/4th Street within the city of Duluth; and

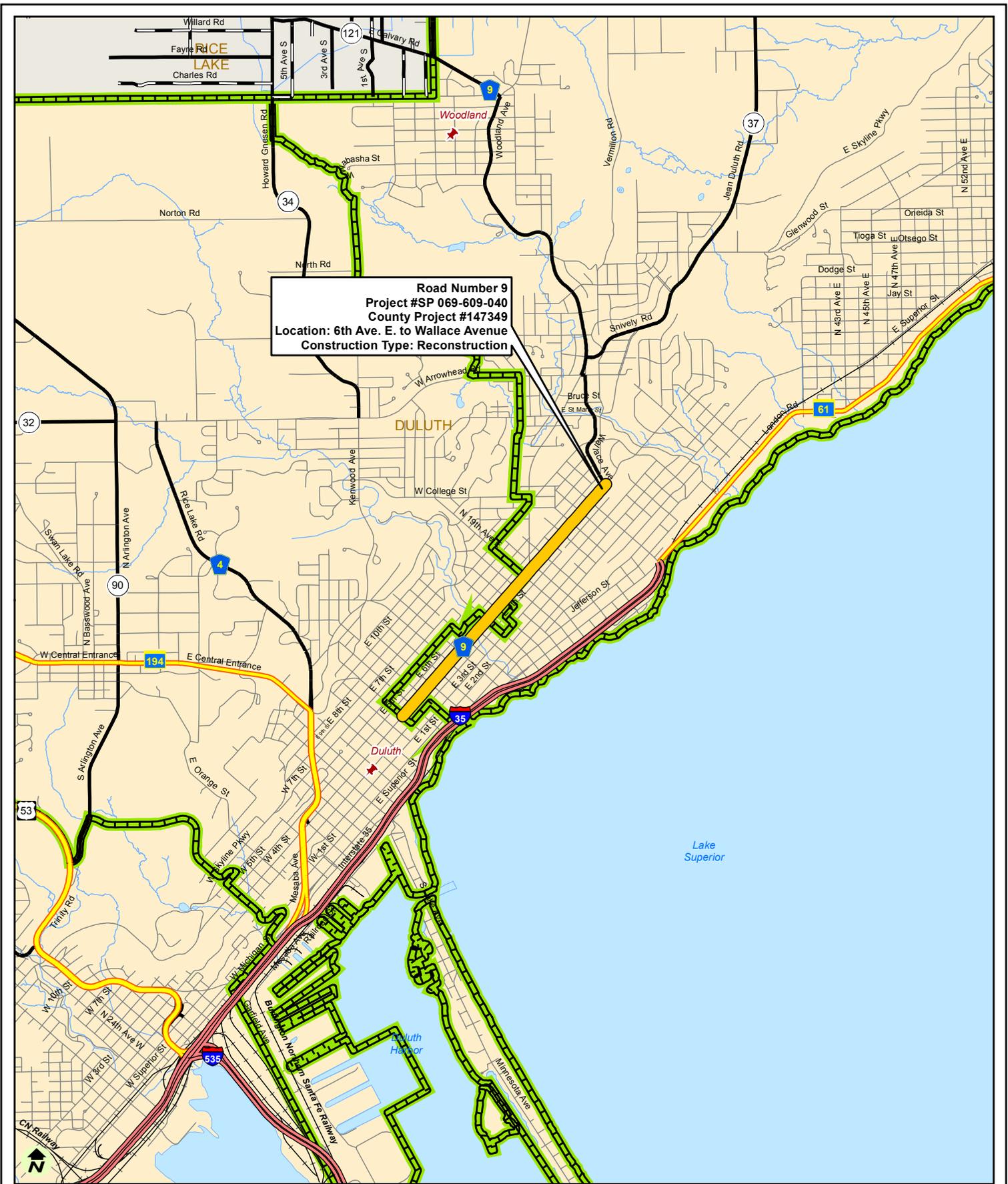
WHEREAS, The State Aid funded reconstruction is approximately 1.9 miles in length, beginning at 6th Avenue East and proceeding northeast to Wallace Avenue; and

WHEREAS, The improvement consists of reconstructing the roadway as determined necessary to provide for the safety and convenience of the traveling public; and

WHEREAS, In addition to the existing highway right of way, certain lands are required for the construction, together with temporary construction easements;

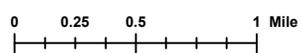
THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Works Director to proceed with the acquisition of the necessary lands and temporary easements, payable from Fund 200, Agency 203001;

RESOLVED FURTHER, That pursuant to Minn. Stat. 282.04, Subdivision 4, the St. Louis County Board authorizes the County Auditor to grant highway easements across tax forfeited lands for the necessary permanent highway easements across tax forfeited lands and temporary construction easements for the project.



Road Number 9
Project #SP 069-609-040
County Project #147349
Location: 6th Ave. E. to Wallace Avenue
Construction Type: Reconstruction

St. Louis County 2016 Road & Bridge Construction



Map Components	
2016 Road & Bridge Construction	
Reconstruction	County Road - Paved
Interstate Highway	County Road - Gravel
U.S./State Highway	Railroad
	Commissioner District
	Township Boundary
	City/Town
	Lake
	River/Stream

BOARD LETTER NO. 15 - 28

PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 8

BOARD AGENDA NO.

DATE: January 27, 2015 **RE:** **Acceptance of Quotes for
Purchase of Bridge Materials –
Bridge 607 on CR 453/White Road
(Cherry Township)**

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 acceptance of quotes for wood decking materials for a bridge over an unnamed stream on County Road (CR) 453/White Road in Cherry Township.

BACKGROUND:

As authorized by the St. Louis County Board, quotes were received on January 15, for project materials for Bridge 607 on CR 453, which is need of immediate repair. Quotes over \$50,000 require County Board approval per county Purchasing Rules & Regulations. This project, along with its financing, is shown below:

- 1. Project:** CP 0453-242077, BR 607, work to be completed by county work crews
Location: CR 453 over unnamed stream
length 0.1 mile
Traffic: 165
PQI: N.A.
Construction: Purchase of wood decking materials
Funding: Fund 200, Agency 203345, Object 650800 Misc. Bridge Supplies

Anticipated Start Date: March 16, 2015

Anticipated Completion Date: April 30, 2015

Bids Wood Decking:

Bell Structural Solutions, New Brighton, MN	\$63,310.00
Wheeler Lumber, LLC, Hancock, MN	\$72,125.00

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize acceptance of a quote in the amount of \$63,310 from Bell Structural Solutions of New Brighton, MN for CP 0453-242077 for wood decking materials for the repair of County Bridge 607 in Cherry Township.

**Acceptance of Quotes for Purchase of Bridge Materials – Bridge 607 on
CR 453/White Road (Cherry Township)**

BY COMMISSIONER _____

WHEREAS, Quotes have been received by the St. Louis County Public Works Department and the low responsible quote determined for the following project:

CP 0453-242077, BR 607, for wood decking materials for a bridge on CR 453 in Cherry Township, length 0.1 mile; and

WHEREAS, It is in the best interest of St. Louis County that the award of said contract be made to the low responsible bidder;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the following quote for wood decking materials:

<u>LOW QUOTE</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Bell Structural Solutions	778 1 st St. NW New Brighton, MN 55112	\$63,310.00

RESOLVED FURTHER, That the appropriate county officials are authorized to approve the contractor's quote for the above listed project, payable from Fund 200, Agency 203345, Object 650800 for Misc. Bridge Materials.

BOARD LETTER NO. 15 - 29

FINANCE & BUDGET COMMITTEE CONSENT NO. 9

BOARD AGENDA NO.

DATE: January 27, 2015 **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. _____.

Abatements Submitted for Approval by the St. Louis County Board
on 2/3/2015

<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>
10 1810 50	0 15394	ALVAR, JACOB	R	City of Duluth	Ben Hanson	HOMESTEAD	2014	355.22
10 3300 3356	0 15409	BELKIN, ALEXEY	R	City of Duluth	Ben Hanson	HOMESTEAD	2014	202.84
10 620 740	0 15410	BOWEN, MATTHEW	R	City of Duluth	Colin Payton	HOMESTEAD	2014	322.42
315 20 6311	0 15395	CAINE, NICHOLAS	R	Duluth Twsp.	Jason Hale	VALUATION	2013	57.20
315 20 6311	0 15396	CAINE, NICHOLAS	R	Duluth Twsp.	Jason Hale	VALUATION	2014	58.78
390 10 1830	0 15411	CLARK, ALLYN	R	Halden	Bruce Sodahl	HOMESTEAD	2014	570.70
10 2746 1262	0 15397	DEDA	R	City of Duluth	Terry Johnson	EXEMPT	2014	309.56
10 16 150	0 15398	DOYLE, TIMOTHY	R	City of Duluth	Frank Carver	HOMESTEAD	2014	192.54
520 18 475	0 15399	DULUTH AIRPORT AUTH	R	Rice Lake	Dave Christensen	EXEMPT	2014	877.16
676 10 1740	0 15400	GIROUX, JESSE	R	56-16	Tom Carlson	HOMESTEAD	2014	670.28
10 1150 80	0 15412	GUSTAFSON, STEVEN	R	City of Duluth	Bruce Eichorn	HOMESTEAD	2014	391.76
10 4480 600	0 15401	GUTTERMAN, ALEXANDER	R	City of Duluth	Mike Busick	HOMESTEAD	2014	395.52
300 10 850	0 15402	HOF SOMMER, RICHARD	R	Colvin	Tom Carlson	CODE CHANGE	2013	586.08
300 10 850	0 15403	HOF SOMMER, RICHARD	R	Colvin	Tom Carlson	CODE CHANGE	2014	633.12
375 23 10	0 15408	KOSCIELAK, EDNA	R	Gnesen	County Auditor	PENALTY & INTEREST	2014	24.24
10 620 3030	0 15413	LYONS, MONTY	R	City of Duluth	Colin Payton	HOMESTEAD	2014	373.08
10 3570 3550	0 15406	NEWMAN CATHOLIC CAMP	R	City of Duluth	Cory Leinwander	EXEMPT	2014	2,324.68
40 90 360	0 15407	SHALEEN, NICOLE	R	Eveleth	Shannon Cairns	HOMESTEAD	2014	559.76
10 390 1070	0 15415	UNSETH, JORDAN	R	City of Duluth	Frank Carver	HOMESTEAD	2014	325.70
10 930 175	0 15414	WOMENS CARE CENTER	R	City of Duluth	Scott Sutherland	EXEMPT	2014	4,512.00

BOARD LETTER NO. 15 - 30

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE CONSENT NO. 10

BOARD AGENDA NO.

DATE: January 27, 2015 **RE:** Reallocation of Information
Specialist I to Information
Specialist II – Sheriff's Office

FROM: Kevin Z. Gray
County Administrator

James R. Gottschald, Director
Human Resources

Ross Litman
Sheriff

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 approve the reallocation of a 1.0 FTE Information Specialist I position in the Sheriff's Office to the Information Specialist II classification.

BACKGROUND:

The Sheriff's Office has requested the reallocation of a vacant Information Specialist I position to the Information Specialist II classification to allow for higher level clerical support due to sustained increase in workload. The duties that will be performed by the position include entering data into the Criminal Justice Information Integration Network program, creating and archiving expunged records, entering all "9000 code" incident case reports, creating ad hoc reports and document templates and assisting with the preparation for the triannual Bureau of Criminal Apprehension (BCA) audit. Additionally, this position will cross train in the civil and warrants division to provide coverage as needed. Human Resources has reviewed the proposed additional duties and concluded that reallocation to the Information Specialist II classification is appropriate.

The Information Specialist I classification is compensated at a Grade B4 of the Civil Service Basic Unit Pay Plan. The Information Specialist II classification is compensated

at Grade B10 of the Civil Service Basic Unit Pay Plan. The annual cost of the reallocation will be an additional \$3,920. The Sheriff's Office budget has sufficient personnel savings to cover the increase. Because this reallocation is more than three pay grades, County Board approval is required.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the reallocation of a 1.0 FTE Information Specialist I position (Civil Service Basic Unit Pay Plan, Pay Grade B4) to a 1.0 FTE Information Specialist II (Civil Service Basic Unit Pay Plan, Pay Grade B10). This will result in an annual increase of \$3,920. Funding for this reallocation is available in Fund 100, Agency 129003.

**Reallocation of an Information Specialist I to Information Specialist II –
Sheriff’s Office**

BY COMMISSIONER _____

WHEREAS, A sustained increase in clerical workload necessitates reassignment of higher level clerical duties to a vacant Information Specialist I position in the Sheriff’s Office; and

WHEREAS, The Human Resources Department has determined that reallocation of a vacant Information Specialist I to Information Specialist II will assist in this sustained increase in higher level workload; and

WHEREAS, County Fiscal Policies specify that any position change greater than three pay grades must go to the County Board for approval; and

WHEREAS, Funding for this reallocation is available in the Sheriff’s Office budget;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the reallocation of an Information Specialist I (Civil Service Basic Unit Pay Plan, pay grade 04) to an Information Specialist II (Civil Service Basic Unit Pay Plan, pay grade 10) in the Sheriff’s Office. Funding for this reallocation is available in Fund 100, Agency 129003.

BOARD LETTER NO. 15 - 31

FINANCE & BUDGET COMMITTEE CONSENT NO. 11

BOARD AGENDA NO.

DATE: January 27, 2015 **RE:** Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License (Kabetogama Township)

FROM: Kevin Z. Gray
County Administrator

Donald Dicklich
County Auditor-Treasurer

Mark Rubin
County Attorney

RELATED DEPARTMENT GOAL:

Provide mandated and discretionary licensing services in a timely manner.

ACTION REQUESTED:

The St. Louis County Board is requested to establish a public hearing to consider an off-sale intoxicating liquor license for an establishment in Kabetogama Township.

BACKGROUND:

Border Guide Service Base Camp Company, has made application for an Off-Sale Intoxicating Liquor License for the establishment known as Border Guide Service Base Camp Company, Kabetogama Township.

Minn. Stat. § 340A.405, subdivision 2d, relating to the issuance of off-sale intoxicating liquor licenses provides that "No license may be issued under this subdivision unless a public hearing is held on the issuance of the license. Notice must be given to all interested parties and to any city located within three miles of the premises to be licensed. At the hearing the county board shall consider testimony and exhibits presented by interested parties and may base its decision to issue or deny a license upon the nature of the business to be conducted and its impact upon any municipality, and the character and reputation of the applicant, and the propriety of the location."

The County Liquor Licensing Committee considered and approved the application and recommends Board approval. According to the St. Louis County Fee Schedule, this establishment is applying for an Off-Sale Intoxicating Liquor License located in Area 3 and the annual license fee is \$150.00.

RECOMMENDATION:

It is recommended that the St. Louis County Board establish a public hearing to consider the Off-Sale Intoxicating Liquor License application by Border Guide Service Base Camp Company, Kabetogama Township at 9:40 a.m. on Tuesday, February 17, 2015 at Chisholm City Hall, 316 West Lake Street, Chisholm, MN.

**Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License
(Kabetogama Township)**

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board establishes a public hearing at 9:40 a.m. on February 17, 2015, in the Chisholm City Hall, 316 West Lake Street, Chisholm, MN, for the purpose of considering an Off-Sale Intoxicating Liquor License for Border Guide Service Base Camp Company of Kabetogama Township, MN.