

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

August 2, 2016

County Board Room, Room No. 200, St. Louis County Courthouse, Duluth, Minnesota

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

RESOLUTIONS FOR APPROVAL:

Minutes for July 26, 2016.

Health & Human Services Committee – Commissioner Boyle, Chair

1. Accept Minnesota Family Investment Program grant funding in the amount \$43,251 for the Young Parent Education Project during the period January 1, 2016 through December 31, 2016; authorize the Public Health and Human Services (PHHS) budget adjustments; and further, authorize PHHS to contract with the MN Department of Human Services for the county to serve as fiscal agent and to sub-contract with area career-path providers for education support services. *[16-326]*

Environment & Natural Resources Committee – Commissioner Rukavina, Chair

2. Final approval to Registered Land Survey No. 133 located in Government Lot 4, Section 10, and Lot 1, Plat of DA BI NA WA in Section 15, Township 63 North, Range 18 West (Beatty Township). *[16-327]*
3. Application for \$200,000 in grant funding from the Minnesota Board of Water and Soil Resources Clean Water Fund to assist low-income households in the county with the abatement and upgrade of subsurface sewage treatment systems identified as Imminent Threats to Public Health, with the required local match provided by the Environmental Trust Fund. *[16-328]*
4. Application for repurchase of state tax forfeited land (homestead) by Brian Potter, Hibbing, MN. *[16-329]*
5. Special sale of state tax forfeited land described as Lot 1, Block 8, Floodwood, to the City of Floodwood for a price of \$500 plus fees, for a total of \$587.65, to correct blighted conditions; and further, the County Auditor may offer for sale at public auction the state tax forfeited land if the City of Floodwood does not purchase the land by December 31, 2016. *[16-330]*
6. Appraisal reports for an Informal Timber Sale, as submitted by the Land Commissioner.

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Public Works & Transportation Committee – Commissioner Stauber, Chair

7. Agreement with the St. Louis and Lake Counties Regional Railroad Authority for the Mesabi Trail Project (SP 69-090-030, CP 0000-213215) in Eagles Nest Township whereby the Railroad Authority will pay its local dollar match of the actual project costs above the federal funding match and any expenses billed to the county by an outside entity. *[16-331]*

8. Agreement with the City of Duluth for the reconstruction of Commonwealth Avenue (CP 0000-305083/SAP 069-600-045) whereby the City of Duluth will pay the project cost with MN Department of Natural Resources State Park Road Account funds (plus any overages) and reimburse the county for administration services. *[16-332]*

Finance & Budget Committee – Commissioner Nelson, Chair

9. Application for a Lawful Gambling License (raffle) by Eagles Aerie 1163 Cloquet, of Cloquet, MN, to conduct off-site gambling on August 13, 2016 at the Retreat Golf Course, Floodwood, MN (Floodwood Township). *[16-333]*

10. Purchase agreement with Douglas W. Hanson and Katrina M. Hanson of Virginia, MN, for property described as Lots One (1), Two (2), and the Easterly Four Inches (E'ly 4") of Lot Three (3), Block Thirty (30), VIRGINIA (Parcel Code: 090-0010-07120) for a purchase price of \$150,000 plus filing fees, for the construction of a new county office building in Virginia. *[16-335]*

11. Abatement list for Board approval. *[16-336]*

12. Construction contract with Johnson Wilson Constructors of Duluth, MN, for the Sheriff's South Rescue Squad large equipment storage building project in an amount of \$397,700. *[16-338]*

13. Workers' compensation report dated July 22, 2016.

Central Management & Intergovernmental Committee – Commissioner Jewell, Chair

14. Reallocate a 1.0 FTE vacant Technical Services Analyst I position to a Technical Services Coordinator position in the Information Technology Department. *[16-337]*

Official Proceedings of the County Board of Commissioners

BY COMMISSIONER _____

RESOLVED, That the official proceedings of the St. Louis County Board of Commissioners for the meeting of July 26, 2016, are hereby approved.

**Acceptance of Funds for 2016 MFIP Innovation Fund Grant
for the Young Parent Education Project**

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Health and Human Services Department (PHHS) was notified that the Minnesota Department of Human Services (DHS) would be making Innovation Funds available each year for up to five (5) years for efforts to improve attainment of young parents on Minnesota Family Investment Program (MFIP); and

WHEREAS, These funds are intended to support projects that support completion of high school, provide intensive GED services and help parents make a rapid transition to post-secondary education and training; and

WHEREAS, DHS encouraged counties and Tribes/Nations to pool funds to provide a more robust array of services, resulting in St. Louis County collaborating with four (4) other Region 3 counties including Carlton, Aitkin, Itasca and Koochiching; and

WHEREAS, PHHS was notified that this collaborative was allocated MFIP Innovation Grant funding in the amount of \$43,251 for the period January 1, 2016 through December 31, 2016;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department to accept the MFIP Innovation Fund allocation in the amount of \$43,251 for the period January 1, 2016 through December 31, 2016;

RESOLVED FURTHER, That expenditures and revenues of \$43,251 will be added to the current PHHS 2016 budget;

RESOLVED FURTHER, That PHHS is authorized to contract with DHS to serve as fiscal agent and to sub-contract with area career-path providers for education support services.

Budget Reference:

230-232020-603800-23216-99999999-2016

230-232020-540213-23216-99999999-2016

Approval of Registered Land Survey No. 133 (Beatty Township)

BY COMMISSIONER _____

WHEREAS, The Registrar of Titles is authorized to require Registered Land Survey No. 133 pursuant to Minn. Stat. § 508.47; and

WHEREAS, The County Surveyor and Examiner of Titles have approved Registered Land Survey No. 133; and

WHEREAS, The final prints have been submitted for filing;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board grants final approval to Registered Land Survey No. 133 located in Government Lot 4, Section 10 & Lot 1, Plat of DA BI NA WA in Section 15, Township 63 North, Range 18 West (Beatty Township).

**Authorization to Apply to the MN Board of Water & Soil Resources
for an SSTS Abatement Grant**

BY COMMISSIONER _____

WHEREAS, The Minnesota Board of Water and Soil Resources (BWSR) notified the Environmental Services Department that grant funding is available to assist low-income households with the abatement and upgrade of subsurface sewage treatment systems identified as Imminent Threats to Public Health;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Environmental Services Department to apply for \$200,000 in grant funding from the Minnesota Board of Water and Soil Resources Clean Water Fund to assist low-income households in St. Louis County with the abatement and upgrade of subsurface sewage treatment systems identified as Imminent Threats to Public Health;

RESOLVED FURTHER, That should the grant application be successful, matching funds will be provided from the Environmental Trust Fund (Shoreline Sales Fund 500, Agency 500001).

Repurchase of State Tax Forfeited Land – Potter (Homestead)

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, Brian Potter of Hibbing, MN, has applied to repurchase state tax forfeited land legally described as:

CITY OF HIBBING
LOTS 31 AND 32, BLOCK 12
BROOKLYN C OF HIBBING
Parcel Code: 140-0050-02370; and

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 Brian Potter of Hibbing, MN, on file in County Board File No. 60327, subject to payments including total taxes and assessments of \$329.14, service fee of \$111.45, deed tax of \$1.65, deed fee of \$25, and recording fee of \$46, for a total of \$513.24 to be deposited into Fund 240 (Forfeited Tax Fund).

Special Sale to the City of Floodwood

BY COMMISSIONER _____

WHEREAS, The City of Floodwood has requested to purchase the following described state tax forfeited land for the price of \$500, plus fees, for the purpose of correcting blighted conditions:

Legal: Lot 0001, Block 008
Floodwood
Parcel Code: 125-0010-01050
Acres: 0.08
LDKey: 122029; and

WHEREAS, Minn. Stat. § 282.01, Subd. 1a, authorizes the sale of state tax forfeited land to an organized governmental subdivision for any public purpose for which the subdivision is authorized to acquire property; and

WHEREAS, This parcel of land has not been withdrawn from sale pursuant to Minn. Stat. §§ 85.012, 92.461, 282.01, Subd. 8, and 282.018, and other statutes that require the withholding of state tax forfeited lands from sale; and

WHEREAS, Minn. Stat. § 282.01, Subd. 1a(d) allows for non-conservation tax forfeited land to be sold to a governmental subdivision for less than market value if a reduced price is necessary to provide an incentive to correct blighted conditions; and

WHEREAS, This parcel of land has been classified as non-conservation land pursuant to Minnesota Stat. § 282.01;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of state tax forfeited land, as described, to the City of Floodwood for the price of \$500 plus the following fees: 3% assurance fee of \$15, deed fee of \$25, deed tax of \$1.65, and recording fee of \$46, for a total of \$587.65 to be deposited into Fund 240 (Forfeited Tax Fund);

RESOLVED FURTHER, That the St. Louis County Auditor may offer for sale at public auction the state tax forfeited land described here if the City of Floodwood does not purchase the land by December 31, 2016.

Appraisal Reports for an Informal Timber Sale

BY COMMISSIONER _____

RESOLVED, That the appraisal reports for the sale of timber, numbered Tracts 1 and 2 as submitted by the Land Commissioner, on file in the office of the County Auditor, identified as County Board File No. 60295, are approved and the County Auditor is authorized to carry out the recommendations as listed in said appraisal reports.

LAND COMMISSIONER'S TRANSMITTAL OF
APPRAISAL REPORTS TO BOARD OF COUNTY COMMISSIONERS

TO: BOARD OF COUNTY COMMISSIONERS, ST. LOUIS COUNTY, MINNESOTA

Listed below is 1 tract of timber to be offered for sale from State of Minnesota Tax Forfeited lands. Appraisal reports are on file in the Land Commissioner's Office upon request.

LAND COMMISSIONER'S REPRESENTATIVE

Date

<u>TRACT NUMBER</u>	<u>DESCRIPTION</u>	<u>SEC</u>	<u>TWP</u>	<u>RGE</u>	<u>TIMBER VALUE</u>
1	C19160082	20	52	15	\$1,462.91
2	C19160083	20	52	15	\$1,088.55
TOTAL VALUE OF TRACT:					\$2,551.46

The Land Commissioner's appraisal and recommendation as listed above was approved except as noted by the Board of County Commissioners, and the County Auditor is hereby authorized and directed to carry out the recommendation of said report as approved by the Board of County Commissioners.

**Agreement with the St. Louis and Lake Counties Regional Railroad Authority –
Mesabi Trail Project (Eagles Nest Township)**

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into an agreement with the St. Louis and Lake Counties Regional Railroad Authority, and any amendments approved by the County Attorney's office, for SP 69-090-030/CP 0000-213215, whereby the Railroad Authority will pay its local dollar match of the actual project costs above the federal funding match, and other costs including any expenses billed to the county by an outside entity. Funds from the Railroad Authority will be receipted into Fund 220, Agency 220406, Object 583101.

**Agreement with the City of Duluth for the Reconstruction of
Commonwealth Avenue**

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 the City of Duluth for the reconstruction of Commonwealth Avenue, whereby the City of Duluth will pay the project cost with Minnesota Department of Natural Resources State Park Road Account funds (or city funds should any overages occur) as listed in the Schedule of Prices in the Proposal/Plan Package for the project listed as CP 0000-305083/SAP 069-600-045, and will reimburse St. Louis County for administration services as stated in the agreement. The funds received from the City of Duluth will be receipted into Fund 220, Agency 220407, Object 551501.

Lawful Gambling Application (Floodwood Township)

BY COMMISSIONER _____

RESOLVED, That pursuant to Minn. Stat. § 349.213, Subd. 2, the St. Louis County Board of Commissioners hereby approves the following Lawful Gambling License Application (raffle) on file in the office of the County Auditor, identified as County Board File No. 60394, for the following organization:

Eagles Aerie 1163 Cloquet, P.O. Box 2202, Cloquet, MN, 55720, to conduct off-site gambling on August 13, 2016, raffle, at Retreat Golf Course, 10761 Highway 2, Floodwood, MN 55736, Floodwood Township.

Property Acquisition for Government Services Center-Virginia

BY COMMISSIONER _____

WHEREAS, The Virginia area is the final phase of the county's office building master plan which provides for consolidated public services, security/safety upgrades, renewal of life cycles for facilities, maintenance/repair reduction, and high efficiency operations for all county buildings; and

WHEREAS, The construction of a new office building in Virginia was approved by the County Board on June 16, 2016 (Resolution No. 16-395) and the services of an architectural firm have been secured and planning is underway; and

WHEREAS, To optimize the design options for the new office complex, Property Management has been negotiating with property owners to acquire immediately adjacent properties; and

WHEREAS, The Pioneer Building is adjacent to the county's future building site and after performing sale and value comparables and other investigations and negotiations, a price of \$150,000 was tentatively agreed upon with the building owners, Douglas W. Hanson and Katrina M. Hanson;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials enter into a purchase agreement with Douglas W. Hanson and Katrina M. Hanson of Virginia MN, for property described as Lots One (1), Two (2), and the Easterly Four Inches (E'ly 4 ") of Lot Three (3), Block Thirty (30), VIRGINIA: Parcel Code 090-0010-07120, for a purchase price of \$150,000, with the county being responsible for closing and recording costs, payable from Fund 400, Agency 400021.

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. 60288.

South St. Louis County Rescue Squad Building Construction Services

BY COMMISSIONER _____

WHEREAS, The Sheriff's Office South Rescue Squad facility at Pike Lake has a limited vehicle storage area, forcing several pieces of equipment, including the Emergency Command Center vehicle, to be parked outdoors; and

WHEREAS, The existing building will only accommodate 12 foot high overhead doors and Sheriff's Office mobile command and "Lake Assault" emergency response watercraft equipment require a 13 foot overhead door; and

WHEREAS, This project calls for the construction of a three-bay cold storage building with 14 foot overhead doors to accommodate this equipment; and

WHEREAS, Bids were opened on July 14, 2016 with Johnson Wilson Constructors of Duluth, MN, offering the low responsible bid in an amount of \$397,700;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into a construction contract, and any amendments authorized by the County Attorney, with Johnson Wilson Constructors of Duluth, MN, for the Sheriff's South Rescue Squad facility large equipment storage building project in an amount of \$397,700 payable from Fund 400, Agency 400041 (\$355,220) and Sheriff's Office Fund 100, Agency 133001 (\$42,480).

Workers' Compensation Report

BY COMMISSIONER _____

RESOLVED, That the workers' compensation report of claims by employees for work-related injuries, dated July 22, 2016, on file in the office of the County Auditor, identified as County Board File No. 60274, is hereby received and ratified as payable from Fund 730, Agency 730001.

**Reallocation of a Technical Services Analyst I to a
Technical Services Coordinator**

BY COMMISSIONER _____

WHEREAS, The Information Technology (IT) Department is continually working to prioritize and adjust workloads to fit the technology needs of the county; and

WHEREAS, IT is currently understaffed in the area of Business Analysis and Project Management; and

WHEREAS, In the past six months, the IT Department has increased its project workload to include over 65 active projects, 20 projects in discovery, and 71 future projects; and

WHEREAS, The Human Resources Department has reviewed and approved the reallocation of a Technical Services Analyst I to a Technical Services Coordinator at an estimated increased annual cost of \$12,500;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the reallocation of a 1.0 vacant Technical Services Analyst I (Civil Service Basic, Pay Grade B20) to a Technical Services Coordinator (Civil Service Basic, Pay Grade B27). This reallocation will result in an approximate annual cost increase of \$12,500. Funding is available for this reallocation in Fund 100, Agency 117001.