

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

**October 25, 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 October 11, 2016.**

**Health & Human Services Committee – Commissioner Boyle, Chair**

1. Authorization to apply for funding to the U.S. Department of Housing and Urban Development for a Youth Homelessness Demonstration Program in an amount up to \$4,000,000 for the period 2017-2019. *[16-452]*
2. Authorize Public Health and Human Services Department to hire two (2.0) FTE Social Workers to support the Sixth Judicial District and work as part of the Opioid and Clinical Case Management Initiative; and further, the positions will be funded from the Substance Abuse and Mental Health Services Administration grant in the amount of \$75,000 for each position for a total of \$150,000 per year for three years (2016-2018) with the positions ending when the grant funding ends. *[16-456]*

**Environment & Natural Resources Committee – Commissioner Rukavina, Chair**

3. Agreement with Northeast Technical Services, Inc., Virginia, MN, to provide design, bidding, construction management and certification services for closure of approximately 11 acres within Phases 1 and 1A at the Regional Landfill in Virginia, MN, at a cost not to exceed \$116,247. *[16-453]*

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

4. Acquisition of necessary lands and temporary easements for a reclaim overlay, culvert replacement and sidewalk construction project on County Road 284/Ugstad Road in Proctor (CP 0284-157146); and further, the County Auditor is authorized to grant highway easements across tax forfeited lands for the project. *[16-454]*
5. Bid awarded to Industrial Lubricant Company of Grand Rapids, MN, to supply lubricating oils, greases, coolants and fluids in the amount estimated at \$135,681.36 annually, with the option to extend for two (2) additional one-year periods. *[16-463]*

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6. Agreement with the City of Duluth to participate in the 2017 Toward Zero Deaths grant program in the amount of \$43,177. *[16-455]*
7. Bids awarded to: *[16-457]*
  - 1.) **Ulland Brothers, Inc.**, Cloquet, MN, in the amount of **\$372,900** for approach grading and Bridge 69K39 (County Bridge 709) on County Road (CR) 769/Willow River Junction Road located in Willow Valley Township (**CP 0769-229625 TST**);
  - 2.) **Ulland Brothers, Inc.**, Cloquet, MN, in the amount of **\$493,306.60** for a paving project on Rice Lake Dam Road located in the city of Rice Lake (**CP 0000-215963, SAP 69-600-044**).

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

8. Purchase agreement authorized with the City of Cook in the amount of \$200,000 for a 60 acre parcel of land for a Public Works Joint Use Facility; and further, this sale shall be contingent upon the purchase of the adjoining property. *[16-459]*
9. Workers' compensation report dated October 14, 2016.

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

10. Reappoint Mr. Don Potter of Cook, MN, to the Cook-Orr Healthcare District Board of Directors to represent unorganized townships in the Cook Hospital Healthcare District for a three-year term beginning January 1, 2017 and ending December 31, 2019. *[16-460]*
11. Appoint Mr. John Schifsky of Duluth, MN, to the Arrowhead Library System Board of Directors for a three-year term beginning January 1, 2017 and ending December 31, 2019. *[16-461]*
12. Approve the adoption of the Social Media Policy. *[16-462]*

**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 October 11, 2016, are hereby approved.

**Request to Apply for HUD Youth Homelessness Demonstration Program**

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

WHEREAS, It was announced that the U.S. Department of Housing and Urban Development (HUD) will select up to ten (10) communities to participate in a Youth Homelessness Demonstration Program to develop and execute a coordinated community approach to preventing and ending youth homelessness; and

WHEREAS, The Heading Home St. Louis County Leadership Council has expressed an interest in applying for these funds, which has an application deadline of November 30, 2016; and

WHEREAS, St. Louis County will be the applicant agency requesting up to \$4 million based on population and poverty rates of youth within its target community, with Life House, an organization for homeless and street youth in Duluth, MN, to be the Lead Agency working under contract with the county and subcontracting work with other area providers; and

WHEREAS, A number of activities will be proposed, including the development of a coordinated community plan, to be completed within six months of the award; and

WHEREAS, If awarded, the grant will run for two (2) years from approximately April, 2017 to April, 2019, with a possible two-year renewal from 2019 to 2021;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department to submit an application for funding to the U.S. Department of Housing and Urban Development for a Youth Homelessness Demonstration Program in an amount up to four million dollars (\$4,000,000) for the period 2017-2019.

**Authorization for 2.0 FTE Social Workers and Associated Funding  
through 6<sup>th</sup> Judicial District SAMHSA Grant Award**

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

WHEREAS, The Sixth District Treatment Courts applied for and received a grant under the Substance Abuse and Mental Health Services Administration (SAMHSA), Center for Substance Abuse Treatment for Treatment Drug Courts; and

WHEREAS, The project will serve an estimated 100 participants each year over three (3) years by providing opioid stabilization services, clinical case management services, and referral to testing and education for HIV/HCV; and

WHEREAS, The Public Health and Human Service Department has been asked to participate in programming by providing clinical case management in the form of two (2.0) FTE Targeted Case Management Social Workers; and

WHEREAS, The Human Resources Department reviewed the assigned duties and agreed that the Social Worker classification is appropriate; and

WHEREAS, Costs will be covered by the grant, budgeted at \$75,000 for each case manager for a total of \$150,000 per year for three years from the SAMHSA Grant;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department to hire two (2.0) FTE Social Workers to support the Sixth Judicial District and work as part of the Opioid and Clinical Case Management Initiative;

RESOLVED FURTHER, That the positions will be funded from the Substance Abuse and Mental Health Services Administration grant in the amount of \$75,000 for each position for a total of \$150,000 per year for three years (2016-2018). These positions will end when the grant funding ends.

Budget reference Code: 230-232006-610100  
230-232006-633100  
230-232006-584212

**Regional Landfill Phases 1 and 1A Closure Design, Bidding, Construction Management and Certification Services Contract**

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

WHEREAS, St. Louis County is committed to providing comprehensive waste management services including land disposal to its residents; and

WHEREAS, St. Louis County continues to develop its Regional Landfill in Virginia in accordance with Minnesota Pollution Control Agency permit requirements including the systematic closure of areas within the landfill that have been filled to permitted capacity; and

WHEREAS, Approximately 11 acres within Phases 1 and 1A have been filled to permitted capacity; and

WHEREAS, The county requires the assistance of an engineer to provide Regional Landfill closure design, bidding assistance, construction management and certification services; and

WHEREAS, St. Louis County requested that Northeast Technical Services Inc., provide a proposal for engineering and related services for the closure of approximately 11 acres within Phases 1 and 1A; and

WHEREAS, Northeast Technical Services, Inc., is qualified and duly registered to provide such engineering services;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into an agreement with Northeast Technical Services, Inc., to provide design, bidding, construction management and certification services for closure of approximately 11 acres within Phases 1 and 1A at the Regional Landfill at a cost not to exceed \$116,247, payable from Fund 600, Agency 607001(Landfill).

**Acquisition of Right of Way – Reclaim Overlay, Culvert Replacement and Sidewalk Construction on CR 284/Ugstad Road (Proctor)**

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

WHEREAS, The St. Louis County Public Works Department plans to construct a sidewalk along the east side of County Road 284/Ugstad Road, replace culverts, and reclaim and overlay the entire segment (County Project CP 0284-157146); and

WHEREAS, The proposed sidewalk will begin at the south end of the Proctor High School property and proceed northward to an end point at 4th Street, for a total length of approximately 1,250 feet or 0.24 miles, with the entire project approximately 1.6 miles; and

WHEREAS, In addition to the existing road right of way, temporary easements are required for this construction;

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 for County Project CP 0284-157146;

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

**Award of Bid – Lubricating Oils, Greases, Coolants and Fluids**

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

WHEREAS, The Public Works Department budgets for the purchase of lubricating oils, greases, coolants and fluids, and the Purchasing Division issued a Request for Bids for this purchase; and

WHEREAS, Industrial Lubricant Company of Grand Rapids, MN, submitted the low bid meeting specifications to supply lubricating oils, greases, coolants and fluids in the amount of \$135,681.36;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into an agreement for one year with Industrial Lubricant Company of Grand Rapids, MN, for the purchase of lubricating oils, greases, coolants and fluids in the amount estimated at \$135,681.36 annually, with the option to extend for two additional one-year periods upon mutual agreement of both parties, payable from Fund 200, Agency 207001, Object 653500.

**Toward Zero Deaths Agreement with the City of Duluth**

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

WHEREAS, The City of Duluth has been awarded the 2017 Toward Zero Deaths grant; and

WHEREAS, The grant is intended for participation by several governmental units, including St. Louis County;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an agreement with the City of Duluth to participate in the 2017 Toward Zero Deaths grant program in the amount of \$43,177, to be accounted for as follows:

\$37,647 Fund 100, Agency 129999, Grant 12902, Year 2017

\$ 2,200 Fund 100, Agency 129999, Grant 12922, Year 2017

\$ 3,330 Fund 100, Agency 129999, Grant 12951, Year 2017

RESOLVED FURTHER, That the St. Louis County Board authorizes the appropriate county officials to sign any associated contract documents.

**Award of Bid: Bridge Replacement on CR 769 (Willow Valley Township)**

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

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

CP 0769-229625 TST, Bridge 69K39 (County Bridge 709) and approach grading on CR 769 between CSAH 74 and the dead end; and

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on October 6, 2016, 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.	P.O. Box 340 Cloquet, MN 55720	\$372,900.00

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 446, Agency 446002, Object 652806.

**Award of Bid: Paving Project on Rice Lake Dam Road (Rice Lake)**

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

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

CP 0000-215963, SAP 69-600-044, Rice Lake Dam Road in the City of Rice Lake; and

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on October 6, 2016, 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.	P.O. Box 340 Cloquet, MN 55720	\$493,306.60

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 220340, Object 652700.

**Public Works Joint Use Facility Land Purchase (City of Cook)**

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

WHEREAS, St. Louis County Public Works completed a District 4 operations study in 2014 to optimize the delivery of services, road maintenance, snow plowing, and increase overall operational efficiency to reduce expenditures; and

WHEREAS, These studies concluded that to consolidate services for this part of District 4, Cook would be the best site for a facility, and that none of the existing buildings or sites were viable for reuse; and

WHEREAS, The Minnesota Department of Transportation, St. Louis County Land & Minerals Department and other county departments were contacted and have all expressed interest in a joint use facility; and

WHEREAS, County staff investigated potential properties of suitable size, location, and available utilities and have determined that two (2) adjacent sites totaling over 70 acres (60 acres owned by the City of Cook) with utilities and an existing office building (with 10 acres) as the recommended site for a new joint use facility; and

WHEREAS, Negotiations with the City of Cook have resulted in a recommended purchase price of \$200,000 for the city's 60 acre property;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into a purchase agreement with the City of Cook for a 60 acre parcel, described in County Board File No. \_\_\_\_\_, in the amount of \$200,000, payable from Fund 405, Agency 405069, Object 660100, transferred in from the Capital Project Fund 400, Agency 400023;

RESOLVED FURTHER, That this sale shall be contingent upon the purchase of the adjoining property.

**Workers' Compensation Report**

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

RESOLVED, That the workers' compensation report of claims by employees for work-related injuries, dated October 14, 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.

**Reappointment to Cook-Orr Healthcare District Board of Directors**

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

WHEREAS, St. Louis County has received a request from Teresa Debevec, Cook Hospital CEO, asking that Mr. Don Potter be reappointed to the Cook-Orr Healthcare District Board of Directors to represent unorganized townships in the Cook Hospital Healthcare District; and

WHEREAS, The St. Louis County Board acts as the Township Board for all unorganized townships;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board reappoints Mr. Don Potter of Cook, MN, to the Cook-Orr Healthcare District Board of Directors to represent unorganized townships in the Cook Hospital Healthcare District for a three (3) year term beginning January 1, 2017 and ending December 31, 2019.

**Appointment to Arrowhead Library System Board of Directors**

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

RESOLVED, That the St. Louis County Board appoints Mr. John Schifsky of Duluth, MN, to the Arrowhead Library System Board of Directors for a three (3) year term beginning January 1, 2017 and ending December 31, 2019.

**Social Media Policy**

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

WHEREAS, St. Louis County desires to establish a positive and informative social media presence and ensure compliance with all federal and state laws with respect to social media uses;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the adoption of the Social Media Policy as contained in Board File No. \_\_\_\_\_.