



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

**January 25, 2011**  
**Immediately following the Board Meeting, which begins at 9:30 A.M.**  
**Cotton Town Hall, 9087 Highway 53, Cotton, MN**  
*(At the intersection of U.S. Highway 53 and County Highway 52)*

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**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 11, 2011**

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

1. Request for Easement Sponsorship across State of Minnesota Property [11-22]

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

2. Abatement List for Board Approval [11-23]

**Central Management & Inter-Governmental Committee – Commissioner Raukar, Chair**

3. Appointments to the Civil Service Commission [11-24]
4. Abolishment of Multiple Obsolete County Job Classes [11-25]
5. Authority to Enter into a Joint Powers Agreement for the Joint County Residential Survey [11-26]

**Public Safety & Corrections Committee – Commissioner Sweeney, Chair**

6. Amendment to the 2010 Boundary Waters Drug Task Force Grant [11-27]

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**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 1, 2011** Commissioners' Conference Room, Courthouse, Duluth, MN  
**February 8, 2011** Commissioners' Conference Room, Courthouse, Duluth, MN  
**February 22, 2011** Hibbing City Council Chambers, Hibbing, 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 11, 2011

Location: County Board Conference Room, Duluth, MN

Present: Commissioners Jewell, Raukar, Dahlberg, Forsman, Sweeney, Nelson and Chair O'Neil

Absent: None

Convened: Chair O'Neil called the meeting to order at 11:33 a.m.

**CONSENT AGENDA**

Raukar/Jewell moved to approve the consent agenda. At the request of Commissioner Raukar, item number 11, Contracts for Court Appointed Attorneys, was removed from consent for separate consideration under Central Management and Inter-governmental Committee. Commissioner Raukar also asked Administrator Kevin Gray to explain item 10. Administrator Gray said the amount of money employees receive for jury duty is so small it costs the county more to process than the amount of the check. Administrator Gray said this resolution allows employee to keep the money received from jury duty, which is a statewide trend. The remainder of the consent agenda was approved. (7-0)

-Minutes of January 4, 2011

1. Roadway Easement across State Tax Forfeited Land – Hebl
  2. Utility Easement across State Tax Forfeited Land – Minnesota Power
  3. Reinstatement of Contract for Purchase of State Tax Forfeited Land – Olson
  4. Cancellation of Contract for Purchase/Repurchase of State Tax Forfeited Lands – Walters
  5. Approval of Registered Land Survey Number 101 (Canosia Township)
  6. Sale of Public Works Road Broom to Lake County
  7. Abatement List for Board Approval
  8. Sale of Non-Conforming Fee Land to Adjoining Property Owner (Kelsey Township)
  9. Waiver of Ordinance No. 28, Section 11.05 – The Crescent Bar & Grill (Beatty Township)
  10. Reimbursement of Employee Per Diems for Jury Duty
  12. 2011 Pay Equity Implementation Report
  13. Joint Powers Agreement with the Lake Superior Forensic Technology & Internet Crimes Against Children Task Force
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**PUBLIC WORKS AND TRANSPORTATION COMMITTEE**

Commissioner Forsman described the two projects in Proctor and Twig.

Sweeney/Nelson moved to award bid to Watters and Sons Excavating, LLC, Duluth, on their low bid of \$139,543.25 (39.91% over the engineers estimate) for culvert replacement project in Proctor. Administrator Gray said this project was re-bid as the first bids were all over \$100,000. Public Works Director Jim Foldesi said there were concerns about erosion at the bottom of the hill, adding the new bids for this project came in lower than the previous bids. (7-0)

Nelson/Sweeney moved to approve Hawkinson Construction Co. Inc., Grand Rapids, MN, on their low bid of \$1,580,283.94 (10.15% under the engineers estimate). Commissioner Raukar noted one

bid is 39% over and the other is 10% under the engineers estimate. Public Works Director Jim Foldesi said the differences in engineers' estimates are mainly due to economy of scale and that a majority of money goes into bituminous. After further discussion regarding increasing fuel costs, future projects and impacts of new technology, the motion was approved. (7-0)

### **FINANCE AND BUDGET COMMITTEE**

Nelson/Forsman moved a resolution directing the County Administrator to develop a method of tracking expenses incurred by elected officials as a result of their service on various board, committees, commissions, and authorities. Commissioner Nelson said this is for the purpose of transparency and more accurately reporting these expenses. Administrator Gray said this it to capture all expenses in a central location for County Board appointed positions. Administrator Gray emphasized there are not issues with ineligible or inappropriate expenses; adding this is only to provide centralized tracking of expenses. After further discussion, Commissioner O'Neil said a time-specific closed session will take place and the discussion on this item will resume after lunch at 1:30 p.m. The County Board went into closed session at 11:15 a.m.

At 1:52 p.m., the Committee of the Whole reconvened with all board members present.

After lengthy discussion on transparency, concerns with the proposed resolution, expenditures and publicity during the last election, the motion failed. (2/5 Raukar, O'Neil, Sweeney, Dahlberg and Jewell)

### **CENTRAL MANAGEMENT AND INTERGOVERNMENTAL COMMITTEE**

Raukar/Sweeney moved, without recommendation, Contracts for Court Appointed Attorneys in Child Protection Proceedings. Administrator Gray said the fees increased \$6,000, or approximately 3%. Deputy Administrator Linnea Mirsch said MN statute requires counties to provide legal council to parents in child protection proceedings. In response to a question from Commissioner Nelson, Deputy Mirsch said there are five attorneys under contract; two attorneys are located in the range and three in Duluth. Commissioner O'Neil noted this service was previously performed by the state, but responsibility recently shifted to the county. (7-0)

### **COMMISSIONER DISCUSSION ITEMS AND REPORTS**

Chair Commissioner O'Neil said there are several events taking place in the community celebrating the life of Martin Luther King.

At 2:54 p.m., Sweeney/Dahlberg moved to adjourn the meeting. (6-0)

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Steve O'Neil, Chair of the County Board

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Patricia Stolee, Clerk of County Board

# BOARD LETTER NO. 11 - 26

## CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE CONSENT NO. 5

BOARD AGENDA NO.

**DATE:** January 25, 2011

**RE: Authority to Enter into a Joint Powers Agreement for the Joint County Residential Survey**

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

### **RELATED DEPARTMENT GOAL:**

Obtaining citizen input for county planning purposes.

### **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize the appropriate county officials to enter into a Joint Powers Agreement with Dakota and Scott Counties for the purpose of the 2011 Residential Survey.

### **BACKGROUND:**

St. Louis County has invested in public opinion surveys over the past decades, at variable intervals. Best practice survey methodology recommends a more consistent survey interval in order to collect baseline data that can be compared over the years.

In 2007, St. Louis County conducted the National Citizen Survey, a survey sponsored by the International City/County Management Association in cooperation with National Research Center, Inc. The National Citizen Survey is an efficient way to measure citizen opinion, but it relies upon a standard template that cannot be altered that is used with both cities and counties. Alternatively, a number of Minnesota counties have worked together to customize a survey that better represents these counties' services and questions of interest. This group is planning its fourth joint survey for early 2011 and has invited St. Louis County to participate.

Administration has identified funding in its 2011 budget for a residential survey. Citizen input gathered through a robust and statistically valid method will complement continued Business Planning efforts, budget decision-making and County Board discussions. The goal is to gather objective information about residents' perceptions of quality of life, quality of services provided, and their satisfaction with county government. The survey

will also include some initial resource allocation and prioritization questions to inform budget discussions.

As noted above, the survey will be done in conjunction with other Minnesota Counties. However, the survey research firm, National Research Center, requires one county to process payment. This requires St. Louis, Dakota and Scott Counties to enter into a Joint Powers Agreement for the purpose of contracting with the National Research Center and facilitating payment.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the appropriate county officials to enter into a Joint Power Agreement with Dakota and Scott Counties for the purpose of the 2011 Joint Residential Survey, funded from Fund 100, Agency 104001, Object 629900.

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

**WHEREAS**, Minn. Stat. § 471.59 allows two or more governmental units, by agreement entered into through action of their governing bodies, to jointly exercise any power common to the contracting governmental units; and

**WHEREAS**, counties are empowered to conduct a residential survey within their geographic boundaries for the purpose of gathering objective information regarding residents perceptions of the quality of life, the quality of government services being provided, their satisfaction with county government, their priorities for community planning and their expectations for allocation of county resources; and

**WHEREAS**, St. Louis, Dakota, and Scott Counties wish to jointly engage in the conduct of a residential survey for the mutual benefit of all parties; and

**NOW, THEREFORE, BE IT RESOLVED**, that the St. Louis County Board authorizes the appropriate county officials to enter into a Joint Powers Agreement with Dakota and Scott Counties for the purpose of a scientifically valid residential survey.

**RESOLVED FURTHER**, that funding for the survey expense is from Fund 100, Agency 104001, Object 629900.

# BOARD LETTER NO. 11 - 25

CENTRAL MANAGEMENT & INTERGOVERNMENTAL  
COMMITTEE CONSENT NO. 4

BOARD AGENDA NO.

**DATE:** January 25, 2011

**RE:** Abolishment of Multiple  
Obsolete County Job Classes

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

Martha J. Watson  
Employee Relations Director

**RELATED DEPARTMENT GOAL:**

To provide effective, efficient government.

**ACTION REQUESTED:**

The St. Louis County Board is requested to abolish 18 job classes which are no longer in use.

**BACKGROUND:**

Periodically, the Employee Relations Department reviews county job classes to determine which have not been used for some time, or have been replaced by another class. The last review detected 18 obsolete classes. Thirteen are in the classified service and were approved for abolishment by the Civil Service Commission on December 6, 2010. Five classes (indicated by an asterisk in the table below) are either in the unclassified service or covered by the Minnesota Merit System for which only County Board approval is needed for removal.

The table below provides information on salary grade, the departments in which the classes were used, and the date when the class was last filled.

Classes	JCC	Grade	Department(s)	Last Filled
Accountant - Highway Department	0512	B20	Public Works	05/31/2008
Accounting Systems Auditor	0542	B24	Auditor	07/17/2010
Board & Lodging Care Assistant	0575	C07A	Chris Jensen	10/05/2009
Computer Operator II	0543	B16	MIS	10/11/2010
Cook I	0584	B06	Chris Jensen & PHHS	01/01/2009
Cook II	0486	B12	Chris Jensen & PHHS	11/01/2009
Deputy County Administrator*	0794	QBN	Administration	08/14/2010
Director of Business Management I*	0528	FAB	PHHS	09/11/2009
Employee Development Coordinator	0626	B23	Employee Relations	11/20/2010
Food Service Helper	0592	B03	Chris Jensen & PHHS	11/01/2009
Land Department Surveyor	0144	E25	Land	03/03/2006
Laundry Worker II	0043	B04	Chris Jensen & PHHS	01/01/2008
Medical Billing Specialist	0007	C15	Chris Jensen	11/01/2009
Public Information Officer*	0796	QBG	Administration	08/23/2008
Purchasing Agent*	0060	U23	Administration	06/01/2010
Registered Nurse Supervisor	0562	C22A	Chris Jensen	11/01/2009
Social Services Supervisor II*	0113	FAB	PHHS	Unknown
Supervising Dietician	0590	D23/E23	Chris Jensen & PHHS	01/01/2010

**RECOMMENDATION:**

It is recommended that the St. Louis County Board abolish the 18 classes listed above.

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

**RESOLVED**, that the following St. Louis County job classes are abolished:

Accountant - Highway Department	Accounting Systems Auditor
Board & Lodging Care Assistant	Computer Operator II
Cook I	Cook II
Deputy County Administrator	Director of Business Management I
Employee Development Coordinator	Food Service Helper
Land Department Surveyor	Laundry Worker II
Medical Billing Specialist	Public Information Officer
Purchasing Agent	Registered Nurse Supervisor
Social Services Supervisor II	Supervising Dietician

# BOARD LETTER NO. 11 - 24

## CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE CONSENT NO. 3

BOARD AGENDA NO.

**DATE:** January 25, 2011

**RE:** Appointments to the Civil  
Service Commission

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

Martha J. Watson  
Employee Relations Director

### **RELATED DEPARTMENT GOAL:**

To provide efficient, effective government.

### **ACTION REQUESTED:**

The St. Louis County Board is requested to appoint Julie A. Waltenburg as a member of the Civil Service Commission, and Olaf Clemenson as the alternate to the Civil Service Commission.

### **BACKGROUND:**

In keeping with the County Board's appointment process, Commissioners were notified on January 3, 2011 of the desire to appoint Julie A. Waltenburg to fill the Civil Service Commission seat vacated by Olaf Clemenson and to appoint Mr. Clemenson to replace Ms. Waltenburg as the alternate (Board Memo No. 11-02).

### **RECOMMENDATION:**

It is recommended that the St. Louis County Board appoint Ms. Waltenburg to serve the remainder of her term as a full member of the Civil Service Commission, and appoint Mr. Clemenson to serve as the Commission's alternate member, for a three year term ending December 31, 2013.

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

**RESOLVED**, the St. Louis County Board makes the following appointments to the Civil Service Commission:

Julie A. Waltenburg, as a full member, for a term ending December 22, 2012;  
and

Olaf Clemenson, as an alternate member, for a three-year term ending  
December 31, 2013.

# BOARD LETTER NO. 11 - 23

FINANCE & BUDGET COMMITTEE CONSENT NO. 2

BOARD AGENDA NO.

**DATE:** January 25, 2011                      **RE:** Abatement List for Board Approval

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

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.

**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. 59185.

1/19/2011  
9:54:30AM

Abatements Submitted for Approval by the St. Louis County Board  
on 2/1/2011

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<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>
280 36 30	0 13619	BROOKS, ROBERT	R	Canosia	Rodella LaFreniere	VALUATION	2010	341.76
10 3240 145	0 13620	EGLITIS, KAREN	R	City of Duluth	Diane Suomi	HOMESTEAD	2010	260.98
375 10 5170	0 13621	HALLER, RICHARD	R	Gnesen	Lynette Olson	DISABILITY	2010	540.26
10 1150 310	0 13622	JOHNSON, TIMOTHY	R	City of Duluth	Diane Suomi	HOMESTEAD	2008	296.62
10 1150 310	0 13623	JOHNSON, TIMOTHY	R	City of Duluth	Diane Suomi	HOMESTEAD	2009	296.62
10 1150 310	0 13624	JOHNSON, TIMOTHY	R	City of Duluth	Diane Suomi	HOMESTEAD	2010	298.94
142 9 92700	0 13626	KENNECOTT EXPLOR CO	P	Hoyt Lakes	Dave Sipila	PP CANCEL	2008	256.00
142 9 92700	0 13625	KENNECOTT EXPLOR CO	P	Hoyt Lakes	Dave Sipila	PP CANCEL	2009	256.00
142 9 92700	0 13627	KENNECOTT EXPLOR CO	P	Hoyt Lakes	Dave Sipila	PP CANCEL	2010	256.00
142 9 92800	0 13628	KENNECOTT EXPLOR CO	P	Hoyt Lakes	Dave Sipila	PP CANCEL	2008	32.00
142 9 92800	0 13629	KENNECOTT EXPLOR CO	P	Hoyt Lakes	Dave Sipila	PP CANCEL	2009	32.00
142 9 92800	0 13630	KENNECOTT EXPLOR CO	P	Hoyt Lakes	Dave Sipila	PP CANCEL	2010	32.00
142 9 92900	0 13631	KENNECOTT EXPLOR CO	P	Hoyt Lakes	Dave Sipila	PP CANCEL	2008	3.20
142 9 92900	0 13632	KENNECOTT EXPLOR CO	P	Hoyt Lakes	Dave Sipila	PP CANCEL	2009	3.20
142 9 92900	0 13633	KENNECOTT EXPLOR CO	P	Hoyt Lakes	Dave Sipila	PP CANCEL	2010	3.20
642 9 91800	0 13634	KENNECOTT EXPLOR CO	P	56-14	Dave Sipila	PP CANCEL	2008	47.58
642 9 91800	0 13635	KENNECOTT EXPLOR CO	P	56-14	Dave Sipila	PP CANCEL	2009	47.58
642 9 91800	0 13636	KENNECOTT EXPLOR CO	P	56-14	Dave Sipila	PP CANCEL	2010	47.58
643 9 91900	0 13637	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2008	16.00
643 9 91900	0 13638	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2009	16.00
643 9 91900	0 13639	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2010	16.00
643 9 92000	0 13640	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2008	16.00
643 9 92000	0 13641	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2009	16.00
643 9 92000	0 13642	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2010	16.00
643 9 92100	0 13643	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2008	16.00
643 9 92100	0 13644	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2009	16.00
643 9 92100	0 13645	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2010	16.00
643 9 92200	0 13646	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2008	16.00
643 9 92200	0 13647	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2009	16.00
643 9 92200	0 13648	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2010	16.00
643 9 92300	0 13649	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2008	80.00
643 9 92300	0 13650	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2009	80.00
643 9 92300	0 13651	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2010	80.00
643 9 92400	0 13652	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2008	32.00

<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>
643 9 92400	0 13653	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2009	32.00
643 9 92400	0 13654	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2010	32.00
643 9 92500	0 13655	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2008	16.00
643 9 92500	0 13656	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2009	16.00
643 9 92500	0 13657	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2010	16.00
643 9 92600	0 13658	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2008	16.00
643 9 92600	0 13659	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2009	16.00
643 9 92600	0 13660	KENNECOTT EXPLOR CO	P	57-14	Dave Sipila	PP CANCEL	2010	16.00
575 10 1005	0 13661	LUECKEN, NADINE	R	Willow Valley	Lynette Olson	DISABILITY	2010	91.82
555 10 4700	0 13662	LUND, BRADLEY	R	Van Buren	Jan Jackson	HOMESTEAD	2010	540.08
100 80 130	9718 13663	MESABI NUGGET	P	Aurora	Ben Thomas	EXEMPT	2010	5,136.50
80 21 110	09252 13664	MORASKI, JAMES	P	Tower	Dave Jarvela	PP CANCEL	2010	23.52
175 62 60	0 13665	PAOLETTI, QUENTIN	R	Mt. Iron	Lynette Olson	PP CANCEL	2010	379.58
425 30 140	0 13666	SCHULER, LORI	R	Leiding	Beth Sokoloski	HOMESTEAD	2010	573.08
10 3870 1690	0 13667	UDOVICH, CASSANDRA	R	City of Duluth	Diane Suomi	HOMESTEAD	2010	618.82
141 50 5241	0 13668	WILCOX, GINGER	R	Hibbing	Bruce Sandberg	VALUATION	2009	182.42

# BOARD LETTER NO. 11 - 22

PUBLIC WORKS & TRANSPORTATION COMMITTEE  
CONSENT NO. 1

BOARD AGENDA NO.

**DATE:** January 25, 2011

**RE:** Request for Easement  
Sponsorship across State of  
Minnesota School Trust Land

**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 acquisition of a necessary permanent road easement on behalf of Thomas O. Roach and Melissa L. Roach, and authorize an agreement with these property owners for the acquisition expenses of this easement across State of Minnesota School Trust Land.

## **BACKGROUND:**

Thomas O. Roach and Melissa L. Roach, the owners of a 40 acre tract of land located in Section 20 of Unorganized Township 62 North, Range 21 West, have requested a permanent road easement. The Roach property (their primary homestead) does not have access to a public road except over the property of others. Access to this property exists today as a private road built by, and for the benefit of, previous owners. Use of the State of Minnesota School Trust Land underlain by this access road in the NW  $\frac{1}{4}$  of the SW  $\frac{1}{4}$  of said Section 20 is by license issued to the individual property owners and is renewed periodically at the discretion of the Minnesota Department of Natural Resources. Such a license interest is not binding upon successors in title and, therefore, does not suffice as permanent road access.

The State of Minnesota is precluded from granting permanent road easements to individuals or road associations on trust lands. Such easements can only be granted to public road authorities such as counties or townships. Therefore, St. Louis County may acquire a permanent public road easement across the above described State of Minnesota land.

The existing access road cannot be maintained at public expense because it has not been sufficiently improved to be designated as a county or Unorganized Township Road. The Public Works Department currently has no funding available to make such improvements and recommends that the road remain privately maintained by those property owners benefiting from its existence.

It is proposed that St. Louis County make application to the State of Minnesota for a permanent, public road easement across state land, 33 feet in width over the course of the existing access road on behalf of the benefiting property owners. By formal agreement with St. Louis County, the Roaches will be responsible for any road construction or improvement costs and ongoing maintenance necessary to conform to standards as contained in the Right of Way Easement to be issued by the State of Minnesota. The Roaches will also be responsible for all acquisition costs for this easement in the estimated amount of \$ 4,000. There will be no direct costs to the county, the property owners will reimburse the county for any fees paid by the county relating to this proposal.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the acquisition of the necessary right of way easement from the State of Minnesota and an agreement to establish responsibility for the expenses of the road easement.

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

**WHEREAS**, the St. Louis County Public Works Department has been approached by Thomas O. Roach and Melissa L. Roach, owners of property described as the South ½ of the Northeast ¼ of the Southwest ¼ AND the South ½ of the Northwest ¼ of the Southeast ¼ both in Section 20 T62N R21W, to apply to the State of Minnesota for a roadway right of way easement over State School Trust Land; and

**WHEREAS**, the easement is needed to provide road access into their homestead located at 1544 Highway 5, Cook, MN; and

**WHEREAS**, the State of Minnesota can only grant easements over school trust land to governmental entities; and

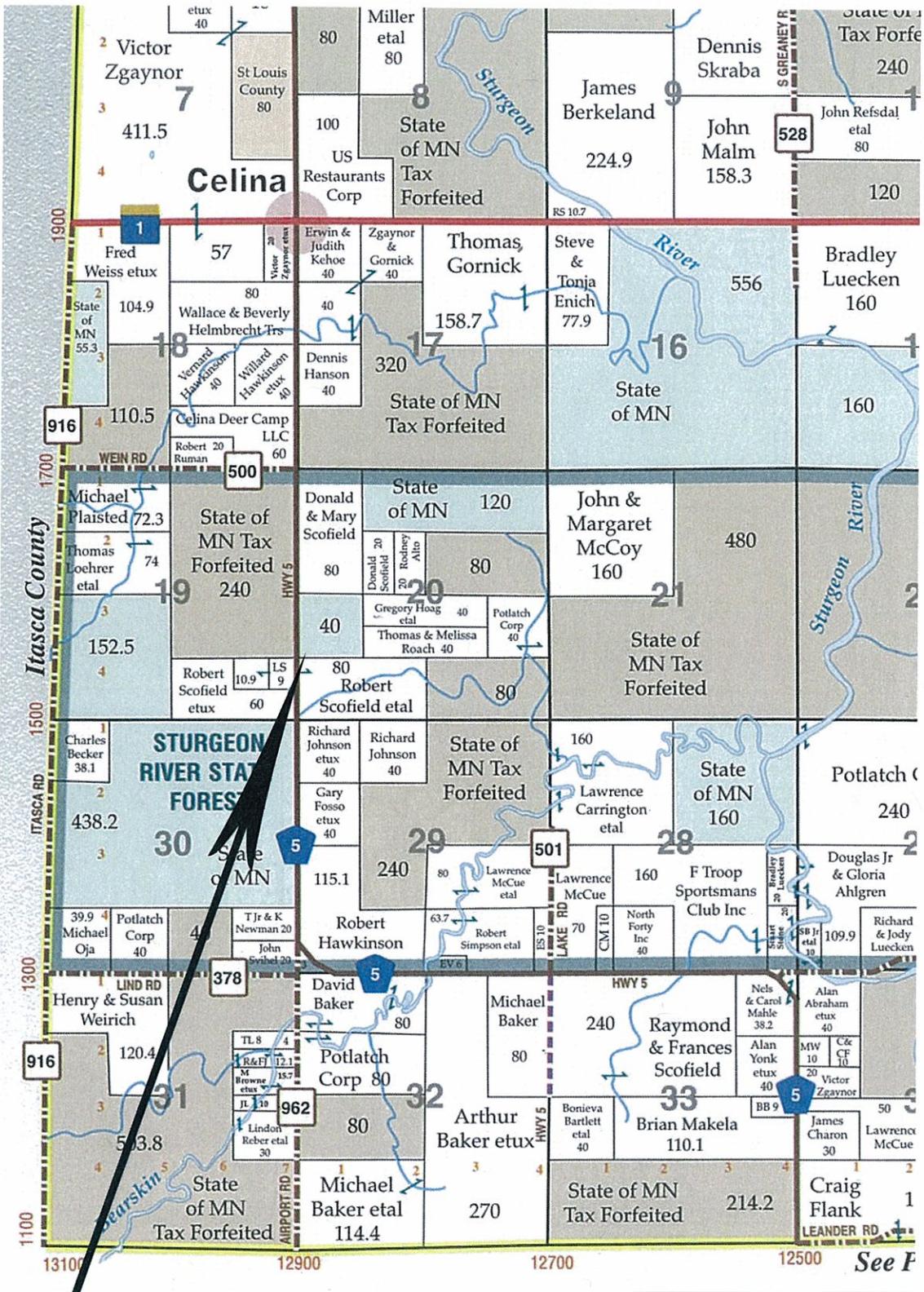
**WHEREAS**, Mr. and Mrs. Thomas Roach, and/or their successors in title, will be solely responsible for the road construction, improvements, and ongoing maintenance necessary to conform to Minnesota Department of Natural Resources Standards as contained in the Right of Way Easement to be issued by the State of Minnesota.

**NOW, THEREFORE, BE IT RESOLVED**, that the State of Minnesota Department of Natural Resources is requested to provide St. Louis County with easement across the following described property:

A thirty-three foot wide permanent easement for public roadway purposes over, under, and across the most southerly 33 feet of the Northwest Quarter of the Southwest Quarter (NW ¼ of SW ¼) of Section Twenty (20), Township Sixty-two (62) North, Range Twenty-One (21) West, of the Fourth Principal Meridian.

Said Permanent Easement area contains 1.0 acre more or less.

**RESOLVED FURTHER**, that the St. Louis County Board authorizes the appropriate county officials to execute an agreement with Thomas O. Roach and Melissa L. Roach for future improvement and maintenance expenses of the road and for payment in the estimated amount of \$4,000 to the Department of Natural Resources for this Permanent Road Easement.



Thomas Roach Easement Request  
Location

SECT 20, T62N, R21W

# BOARD LETTER NO. 11 - 27

PUBLIC SAFETY & CORRECTIONS COMMITTEE  
CONSENT NO. 6

BOARD AGENDA NO.

**DATE:** January 25, 2011

**RE:** Amendment to the 2010  
Boundary Waters Drug  
Task Force Grant

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

Ross Litman  
Sheriff

**RELATED DEPARTMENT GOAL:**

To enhance public safety in St. Louis County.

**ACTION REQUESTED:**

The St. Louis County Board is requested to accept an amendment to the 2010 Boundary Waters Drug Task Force Grant.

**BACKGROUND:**

The Boundary Waters Drug Force, comprised of several governmental units within St. Louis County, is primarily funded by grants from the Minnesota Department of Public Safety, Office of Justice Programs. The St. Louis County Sheriff's Office is a partner/participant, and the county serves as fiscal agent for the task force.

The Minnesota Department of Public Safety, Office of Justice Programs, is offering an amended 2010 Boundary Waters Drug Task Force grant which increases the grant by \$49,500 and extends the term of the grant from January 1, 2011, through December 31, 2011.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board accept an amendment to the 2010 Boundary Waters Drug Task Force Grant, extending the grant to December 31, 2011, and increasing the amount by \$49,500, to be accounted for in Fund 100, Agency 129999, Grant 12901, Year 2011.

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

**WHEREAS**, the St. Louis County Sheriff's Office is a member of the Boundary Waters Drug Task Force, and the county serves as its fiscal agent; and

**WHEREAS**, the Minnesota Department of Public Safety, Office of Justice Programs, is offering an amended 2010 Boundary Waters Drug Task Force grant which increases the grant amount by \$49,500 and extends the term of the grant to December 31, 2011.

**NOW THEREFORE, BE IT RESOLVED**, that the St. Louis County Board authorizes an amendment to the 2010 Boundary Waters Drug Task Force Grant increasing the amount by \$49,500 and extending the term of the grant to December 31, 2011, to be accounted for in Fund 100, Agency 129999, Grant 12901, Year 2011.

*Extension + Increase  
to 2010 BWDTF Grant.  
But amt will be accounted for under 2011*

Reset Form

Print Form

GRANT APPROVAL FORM

GRANT NAME: 2010 BWDTF Grant Amer GRANT AMOUNT: Increase \$49500  
GRANTOR: MN dept of Public Safety MATCH AMOUNT: \_\_\_\_\_  
FUND: 100 AGENCY: 129999 GRANT: 12901 GRANT YEAR: 2011  
AGENCY NAME: Sheriff  
CONTACT PERSON: Nancy Sandstrom PHONE: 2389  
GRANT PERIOD: BEGIN DATE: 1/1/2010 END DATE: 12/31/2011  
STATE GRANT AWARD NUMBER OR FEDERAL CFDA # \_\_\_\_\_

FILL IN THE ABOVE INFORMATION ON THIS FORM AND IDENTIFY THE CATEGORY OF THE GRANT FROM THE CHOICES BELOW. ATTACH THIS FORM TO THE GRANT APPLICATION AND ANY OTHER PERTINENT OTHER DOCUMENTATION AND ROUTE THE PACKET TO THE INDIVIDUALS LISTED FOR THE TYPE OF GRANT.

IT IS ESSENTIAL THAT DEPARTMENTS SUBMIT THE COMPLETED APPROVAL FORM ON THOSE GRANTS THAT DO NOT REQUIRE BOARD RESOLUTION TO THE AUDITOR'S OFFICE ACCOUNTING DEPARTMENT FOR BUDGETING PURPOSES. NO GRANT ACTIVITY WILL BE RECORDED WITHOUT AN ESTABLISHED BUDGET.

**GRANTS OF \$25,000 OR LESS**

A grant of \$25,000 or less may be applied for and/or accepted by the department without a separate County Board Resolution if it meets the following:

1. The grant fits within the department's functions, and
2. If the grant requires a County match (not to exceed in money or value an amount equal to the actual grant), and if that match is "in kind", that "in-kind" match is part of the ongoing operations, or if the match is monetary, that the department can find the necessary amount within its existing budget.

**DOES THIS GRANT QUALIFY UNDER "GRANTS OF \$25,000 OR LESS"?**

YES  NO

If so, this type of grant requires the following review approval:

County Auditor	_____	Date: _____
County Administrator	_____	Date: _____
County Attorney	_____	Date: _____

The Grant Budget must be entered into the accounting system. Send a copy of the grant, this signed approval form and any other pertinent information to the Auditor's Office-Accounting, so the budget can be entered into the system. Without a budget, no expenditures or revenues will be recorded.

**NEW GRANTS GREATER THAN \$25,000**

All new grants that exceed \$25,000 and all recurring grants that exceed \$25,000 that contain changes in the grant's requirements which may affect either County resources or the scope of the grant need two (2) board resolutions. One board resolution is required to apply for the grant and a second resolution is required to accept the grant.

**DOES THIS GRANT QUALIFY UNDER "GRANTS GREATER THAN \$25,000"?**

YES  NO

If this is a new grant greater than \$25,000, it requires the following review approval:

County Auditor \_\_\_\_\_ Date: \_\_\_\_\_  
County Administrator \_\_\_\_\_ Date: \_\_\_\_\_

The Grant Budget must be entered into the accounting system. Send a copy of the grant, this completed approval form and the Board Resolution to the Auditor's Office-Accounting, so a budget can be entered into the system. Without a budget, no expenditures or revenues will be recorded.

**RECURRING GRANTS GREATER THAN \$25,000**

A recurring grant greater than \$25,000 that is a repeat of a grant which has been received by the County in past year(s) and that has no changes in the use of County resources or in the scope of the grant, requires one Board Resolution to both apply for and/or accept the grant.

**DOES THIS GRANT QUALIFY AS "RECURRING GRANTS GREATER THAN \$25,000"?**

YES  NO

If yes, this recurring grant greater than \$25,000 requires the following review approval:

County Auditor Nancy Nelson, Chief Deputy Date: 1/20/11  
County Administrator [Signature] Date: 1/20/11

The Grant Budget must be entered into the accounting system. Send a copy of the grant, this completed approval form and the Board Resolution to the Auditor's Office-Accounting, so a budget can be entered into the system. Without a budget, no expenditures or revenues will be recorded.