

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

**August 13, 2013**

**County Board Room, Room 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 from July 30, 2013.**

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

1. Memorandum of Agreement with Fairview Range Medical Center (Hibbing Fairview Hospital) to allow it to qualify for participation in the 340B Discount Drug Program.
2. Contract amendment to accept \$62,500 from the Minnesota Housing Finance Agency Family Homeless Prevention and Assistance Program (FHPAP) for the period July 1, 2013 to June 30, 2014, to assist households impacted by the June 2013 flood; and further, authorize contract agreements with the Salvation Army and the Arrowhead Economic Opportunity Agency to deliver services funded by the Special Disaster Relief Session to FHPAP eligible households.
3. Increase the Public Health and Human Services (PHHS) 2013 budget by \$132,500 for the Parent Support Outreach Program for the period July 1, 2013 through December 31, 2013; and further, increase the PHHS staffing complement by 3.0 FTE social workers and make associated budget changes with the understanding that the positions will be eliminated if the state allocation is discontinued.
4. Authorize the PHHS Department to contract with the State of Minnesota to receive \$1,448,926 for the Northeast Minnesota Project to End Long-Term Homelessness for the period July 1, 2013 to June 30, 2015; and authorize a contract with Hearth Connections to manage and administer the services during that period.

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

5. Permanent conservation easements granted to the State of Minnesota prior to the sale of state tax forfeited lands bordering public waters, to provide riparian protection and access for angler access and future restoration work.

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6. Approve a private sale of state tax forfeited land located in Leiding Township to Kenneth Brokaw to remedy an occupancy trespass, upon total payment of \$9,867.37.

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

7. Purchase and installation of one (1) field service truck equipment package authorized from Towmaster, Inc., of Litchfield, MN, for the amount of \$78,060.00.
8. Agreement authorized with MSA Professional Services of Duluth, MN, for a culvert survey, Phase I, French River to Lake County (County Project 000-197187), contingent upon confirmation of the Minnesota Department of Natural Resources Lake Superior Coastal Grant. The total cost of these services is not to exceed \$74,542, with a local match not to exceed \$38,000.

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

9. Application for on-sale and Sunday on-sale intoxicating liquor licenses by Shane Clemens d/b/a Alborn Rail Station, Alborn Township, transfer, contingent upon proof of liquor liability and workers' compensation insurance and Minnesota and Federal tax identification numbers.

#### **Public Safety & Corrections Committee –**

10. Amendment to the Lake Superior Drug and Violent Crimes Task Force Joint Powers Agreement authorized to add the U.S. Immigration & Customs Enforcement as a member.
11. Authorize acceptance of a 2010 Allied Radio Matrix for Emergency Response (ARMER) Integration grant extension from the State of Minnesota Department of Public Safety, Division of Emergency Communications Networks, to September 30, 2013.
12. Purchase of a customized F-450 Water Operations Vehicle authorized from LDV, Inc., of Burlington, WI, for a total cost of \$109,035 to replace aged equipment.

**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 30, 2013, are hereby approved.

**Memorandum of Agreement with Fairview Range  
Medical Center (Hibbing Fairview Hospital)**

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

WHEREAS, Fairview Range Medical Center (Hibbing Fairview Hospital) is a Minnesota not-for-profit hospital that provides a disproportionate share of healthcare services to the Medicare population, in addition to supporting many programs that benefit the indigent, uninsured, or underinsured population in Minnesota; and

WHEREAS, Hibbing Fairview Hospital desires to participate in the drug discount program established under Section 340B of the Public Health Services Act (the “340B Program”); and

WHEREAS, In order to participate in the 340B Program, Hibbing Fairview Hospital must enter into an agreement with a unit of government pursuant to which the hospital commits to provide health care services to low income individuals who are not entitled to Medicare or Medicaid benefits at no reimbursement, or considerably less than full reimbursement, from these patients; and

WHEREAS, Hibbing Fairview Hospital desires to make such a formal commitment to St. Louis County;

THEREFORE, BE IT RESOLVED, That the St Louis County Board authorizes the appropriate county officials to execute a Memorandum of Agreement with Fairview Range Medical Center (Hibbing Fairview Hospital) to allow it to qualify for participation in the 340B Discount Drug Program.

**Contract Amendment for Special FHPAP Disaster Relief Funds**

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

WHEREAS, St. Louis County received \$125,000 from the Minnesota Housing Finance Agency (MHFA) Family Homeless Prevention and Assistance Program (FHPAP) to assist households impacted by the June 2012 floods through a Special Disaster Relief Session of the Legislature; and

WHEREAS, St. Louis County expended all of its flood disaster fund allotment by June 30, 2013; and

WHEREAS, MHFA is now offering an additional \$62,500, originally allocated to Carlton County but left unspent; and

WHEREAS, Funds are restricted to FHPAP eligible households under the same terms and conditions as the previous allotment;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board accepts \$62,500 from the Minnesota Housing Finance Agency by amending its current contract for the period July 1, 2013 to June 30, 2014 to assist households impacted by the June 2012 floods;

RESOLVED FURTHER, That the St. Louis County Board authorizes the appropriate county officials to execute a contract agreement with the Salvation Army and the Arrowhead Economic Opportunity Agency to deliver services funded by the Special Disaster Relief Session to Family Homeless Prevention and Assistance Program eligible households, to be paid from 230-232001-607200-23204-99999999-2013.

**Budget Reference:**

230-232001-530701-23204-99999999-2013 Revenue  
230-232001-607200-23204-99999999-2013 Expense

**Parent Support Outreach Program**

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

WHEREAS, In 2005, 38 counties agreed to participate in a Parent Support Outreach Program (PSOP) pilot and the rigorous program evaluation showed strong improvement in family wellbeing and a decrease in child maltreatment reports; and

WHEREAS, As a result of these findings, the 2013 Minnesota Legislature appropriated \$4.5 million for the biennium for statewide expansion of the PSOP beginning July 1, 2013; and

WHEREAS, The St. Louis County Public Health and Human Services Department (PHHS) was notified that its allocation for the statewide expansion of PSOP is \$132,500 for the period July 1, 2013 through December 31, 2013, and \$265,000 for calendar year 2014; and

WHEREAS, This funding will allow PHHS to hire 3.0 FTE social workers to provide prevention services to children and their families;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board increases the Public Health and Human Services (PHHS) 2013 budget by \$132,500 in Fund 230, Agency 232008, Revenue Object 530660, the amount of the county's allocation for the Parent Support Outreach Program (PSOP) for the period July 1, 2013 through December 31, 2013;

RESOLVED FURTHER, That the Board authorizes an increase to the PHHS staffing complement by 3.0 FTE social workers and make associated budgetary changes in Fund 230, Agency 232008, Object 610100 and 629900, with the understanding that if the state allocation is discontinued, the positions will be eliminated;

RESOLVED FURTHER, That the Board directs PHHS to work with County Administration to include the 2014 allocation of \$265,000 into its 2014 budget with is currently under development.

**Acceptance of Grant for the Northeast Minnesota Project  
to End Long-Term Homelessness**

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

WHEREAS, The State of Minnesota has appropriated money to fund supportive services in the housing programs that serve individuals, unaccompanied youth, and families experiencing homelessness; and

WHEREAS, A regional proposal submitted by Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis Counties, and the Bois Forte, Fond du Lac, and Grand Portage Bands of the Minnesota Chippewa Tribe was awarded grant funds to provide services to end long-term homelessness; and

WHEREAS, The State of Minnesota wishes to contract with St. Louis County to serve as fiscal agent for the Northeast Minnesota Project to end Long-Term Homelessness; and

WHEREAS, Hearth Connection, a Minnesota nonprofit organization, wishes to contract with St. Louis County to manage and administer the Northeast Minnesota Project to End Long-Term Homelessness;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department (PHHS) to contract with the State of Minnesota to receive \$1,448,926 for the Northeast Minnesota Project to End Long-Term Homelessness from July 1, 2013 to June 30, 2015, with funds to be deposited into Fund 230, Agency 232001, Object 607200, Grant 23205, Project 99999999, Grant Year 2013 in the amount of \$362,231;

RESOLVED FURTHER, That PHHS will work with County Administration to place \$724,463, for the period of January 1, 2014 through December 31, 2014, in the department's 2014 budget;

RESOLVED FURTHER, That PHHS will work with County Administration to place \$362,232, for the period of January 1, 2015 through June 30, 2015, in the Department's 2015 budget;

RESOLVED FURTHER, That the appropriate St. Louis County officials are authorized to contract with Hearth Connections to manage and administer the Northeast Minnesota Project to End Long-Term Homelessness, and the county will pay Hearth Connection based on invoices submitted for services performed from July 1,

2013 to June 30, 2015, to be paid from Fund 230, Agency 232001, Object 607200, Grant 23205, Project 99999999, Grant Year 2013.

**Permanent Conservation Easements on State Tax Forfeited Land**

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

WHEREAS, Minnesota Session Laws 2013, Chapter 73, authorizes the public and private sale of state tax forfeited land bordering public water subject to the establishment of permanent conservation easements to provide riparian protection and access for anglers and for future restoration work; and

WHEREAS, Minn. Stat. § 282.37 authorizes the Commissioner of Revenue, upon recommendation from a county board, to grant permanent easements on state tax forfeited lands bordering lakes and streams to be held in the name of the State Department of Natural Resources;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board recommends that the Commissioner of Revenue grant the following permanent easements to the State Department of Natural Resources to provide riparian protection and angler access:

1. Lot 440, Homecroft Park, Town of Rice Lake, Section 34, Township 51 North, Range 14 West (parcel 520-0130-00460). The easement shall be 75 feet in width, lying southerly of the centerline of the stream.
2. Lot 493, Homecroft Park, Town of Rice Lake, Section 34, Township 51 North, Range 14 West (parcel 520-0130-01020). The easement shall be 75 feet in width, lying southerly of the centerline of the stream.
3. Lot 533, Homecroft Park, Town of Rice Lake, Section 34, Township 51 North, Range 14 West (parcel 520-0130-01430). The easement shall be 75 feet in width, lying northerly of the centerline of the stream.
4. The northerly 435.6 feet of the Northeast Quarter of the Northeast Quarter, except the westerly 400 feet, Town of Rice Lake, Section 12, Township 51 North, Range 14 West (parcel 520-0012-00555). The easement shall lie southerly of the centerline of the stream and 75 feet in width lying northerly of the centerline of the stream.
5. The North Half of the North Half of the Southwest Quarter of the Northwest Quarter, Town of Rice Lake, Section 15, Township 51 North, Range 14 West (parcel 520-0012-01460). The easement shall be 150 feet in width, lying 75 feet on each side of the centerline of the stream.

6. Lots 477 to 479, Homecroft Park, Town of Rice Lake, Section 34, Township 51 North, Range 14 West (parcel 520-0130-00840). The easement shall be 75 feet in width, lying northerly of the centerline of the stream.

7. Lot 534, Homecroft Park, Town of Rice Lake, Section 34, Township 51 North, Range 14 West (parcel 520-0130-01440). The easement shall be 75 feet in width, lying southerly of the centerline of the stream.

8. Lot 543, Homecroft Park, Town of Rice Lake, Section 34, Township 51 North, Range 14 West (parcel 520-0130-01530). The easement shall be 75 feet in width, lying southerly of the centerline of the stream.

9. Lot 544, Homecroft Park, Town of Rice Lake, Section 34, Township 51 North, Range 14 West (parcel 520-0130-01540). The easement shall be 75 feet in width, lying northerly of the centerline of the stream.

**Special Sale-Brokaw-Occupancy Trespass**

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

WHEREAS, Pursuant to Laws of Minnesota 2013, Chapter 73, Section 32 (3) (vi), St. Louis County may sell by private sale the following described state tax forfeited land to remedy a trespass:

SW1/4 OF SE1/4 EX R.R. R.O.W. 2.90 AC & EX 2 AC FOR STATE HWY & EX PART NELY OF HWY & EX THAT PART OF N 400 FT LYING WLY OF HWY & EX S 320 FT OF N 720 FT & EX THAT PART LYING S OF N 1020 FT  
Township 65 North, Range 20W, Section 24  
Parcel Code: 425-0040-04030;

and

WHEREAS, The parcel of land has been classified as non-conservation land pursuant to Minn. Stat. § 282.01; and

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of this state tax forfeited land to Kenneth Brokaw to remedy a trespass, for the appraised value of \$8,900, plus 3% assurance fee of \$267, appraisal fee of \$600, deed fee of \$25, deed tax of \$29.37, and recording fee of \$46, for a total of \$9,867.37 to be deposited in Fund 240 (Forfeited Tax Fund).

**Purchase of Field Service Truck Equipment Package**

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

WHEREAS, The Public Works Department equipment budget includes one field service truck package for a truck chassis purchased separately; and

WHEREAS, Towmaster, Inc., of Litchfield, MN, responded with the only acceptable quotation for this purchase in the amount of \$78,060.00;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase and installation of one field service truck equipment package from Towmaster, Inc., of Litchfield, MN, for \$78,060.00, payable from Fund 407, Agency 407001, Object 665900.

**Agreement with MSA Professional Services for Phase I Culvert Inventory**

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

RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments authorized by the County Attorney, whereby the county will purchase the services of MSA Professional Services, Inc., of Duluth, MN, for a culvert survey, Phase I, CP 000-197187, contingent upon confirmation of the Minnesota Department of Natural Resources Lake Superior Coastal Grant. The total cost of these services is not to exceed \$74,542, payable from Fund 200, Object 626600, with a local match not to exceed \$38,000.

**Application for On-Sale and Sunday On-Sale Intoxicating Liquor License  
(Alborn Township)**

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

RESOLVED, That pursuant to the provisions of Minnesota Statutes § 340A, as amended, and Rules and Regulations adopted by this Board under St. Louis County Ordinance No. 28, dated May 22, 1978, as amended, the following application for an intoxicating liquor license is hereby approved, on file in the office of the County Auditor, identified as County Board File No. 59635;

RESOLVED FURTHER, That said license is approved contingent upon license holder paying real estate or personal property taxes when due;

RESOLVED FURTHER, That said license is approved contingent on proof of liquor liability insurance, workers' compensation insurance, Minnesota state tax identification number, and Federal tax identification number;

RESOLVED FURTHER, That if named license holder sells their licensed place of business, the County Board may, at its discretion and after an investigation, transfer the license to a new owner, but without pro-rated refund of the license fees to the license holder;

RESOLVED FURTHER, That said license shall be effective through June 30, 2014:

Shane Clemens d/b/a Alborn Rail Station, Alborn Township, On-Sale Intoxicating Liquor License No. CMB14154 and Sunday On-Sale Intoxicating Liquor License No. SUN14154, transfer.

**Amended Joint Powers Agreement:  
Lake Superior Drug and Violent Crime Task Force**

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

WHEREAS, The St. Louis County Sheriff's Office is a member of the Lake Superior Drug and Violent Crime Task Force (LSDVCTF); and

WHEREAS, Members of the LSDVCTF wish to include U.S. Immigration & Customs Enforcement as a member; and

WHEREAS, The addition to membership requires an amendment to the Joint Powers Agreement;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an amendment to the Lake Superior Drug and Violent Crime Task Force Joint Powers Agreement by adding U.S. Immigration & Customs Enforcement as a member;

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

**Grant Extension for 2010 ARMER Integration Grant  
for Interoperable Communications Equipment**

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

WHEREAS, On June 7, 2011, the St. Louis County Board adopted Resolution No. 11-316 accepting an Allied Radio Matrix for Emergency Response (ARMER) Integration grant for Interoperable Communications equipment from the Minnesota Department of Public Safety, Division of Emergency Communications Networks; and

WHEREAS, The State of Minnesota Department of Public Safety through the Division of Emergency Communication Networks has extended the original grant agreement to September 30, 2013;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes acceptance of the Allied Radio Matrix for Emergency Response (ARMER) Integration grant extension from the State of Minnesota Department of Public Safety, Division of Emergency Communications Networks, to September 30, 2013, which is accounted for in Fund 100, Agency 136999, Grant 13603, Grant Year 2010;

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

**Purchase of Water Operations Vehicle from LDV, Inc.**

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

WHEREAS, The Sheriff's Office responds to water accidents, searches and drownings throughout St. Louis County and the region and is in need of a Water Operations Vehicle to replace a vehicle far beyond its serviceable life; and

WHEREAS, Sheriff's Office staff has performed its due diligence in research, planning, and design to find a custom-built water operations vehicle that will serve St. Louis County for decades to come; and

WHEREAS, The Sheriff's Office has determined that LDV, Inc., of Burlington, WI, offers unique design and build features in specialty public safety vehicles that are best suited to its needs;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of a customized F-450 Water Operations Vehicle as specified by LDV Model #C24EEQ1482412-10 from LDV, Inc. of Burlington, WI, for a total of \$109,035, to be accounted for as follows:

Fund 100, Agency 130999, Grant 13001, Year 2013	\$85,000
Fund 100, Agency 133001, Object 666900(Rescue)	\$24,035

RESOLVED FURTHER, That the St. Louis County Board authorizes the appropriate county officials to sign all related contracts.