

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

September 24, 2013

Historic Miner's Dry, 105 Miners Lake Landing Road, Ely, MN

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 September 10, 2013.

Environment & Natural Resources Committee – Commissioner Nelson, Chair

1. Classify certain November 12, 2012 state tax forfeited lands as 'conservation' and direct the Land and Minerals Department to notify the clerks of the municipalities or towns in which the parcels are located.
2. Classify certain November 12, 2012 state tax forfeited lands as 'non-conservation' and direct the Land and Minerals Department to notify the clerks of the municipalities or towns in which the parcels are located.

Finance & Budget Committee – Commissioner Raukar, Chair

3. Contract authorized with Pro-West and Associates of Walker, MN, in an amount up to \$75,000 for Geographic Information System (GIS) web mapping applications, infrastructure, and data maintenance and support services.
4. Authorize a quit claim deed conveying a depleted fee owned gravel pit located in Field Township to adjoining owners William A. Ongalo and Donna L. Ongalo.
5. Authorize a quit claim deed conveying a depleted fee owned gravel pit located in Solway Township to adjoining owner John Saline.
6. Accept a County Veterans Service Office Operational Enhancement Grant in the amount of \$17,500 from the Minnesota Department of Veterans Affairs
7. Approve the 2014 monthly premium rates, stop-loss rate, and administrative services fees for employee and retiree health and dental insurance plans.
8. Amend a contract with Johnson Wilson Constructors of Duluth, MN, in the amount of \$49,262 for Construction Management At-Risk services for the Duluth Government Services Center infrastructure replacement and general remodeling project.

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9. Workers' compensation report dated September 6, 2013.

10. Claims and accounts for August 2013.

Public Safety & Corrections Committee – Commissioner Miller, Chair

11. Authorize expenditure of the 2013 Capital Equipment Note in an amount not to exceed \$60,000 for the purchase of two (2) Chevrolet Tahoes from Ranger GM of Hibbing, MN, to be used as canine vehicles for the Sheriff's Office.

**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 September 10, 2013, are hereby approved.

Classification of November 30, 2012 Forfeitures (conservation)

BY COMMISSIONER _____

WHEREAS, The parcels described here forfeited to the State of Minnesota on November 30, 2012 for nonpayment of real estate taxes; and

WHEREAS, All parcels of land becoming the property of the State of Minnesota in Trust through forfeiture for nonpayment of real estate taxes shall be classified as 'conservation' or 'non-conservation' as required by Minn. Stat. § 282.01, Subd. 1; and

WHEREAS, The Land and Minerals Department has recommended that the parcels be classified as 'conservation' after considering many factors including the present use of adjacent land, the productivity of the soil, the character of forest or other growth, the accessibility of lands to established roads, schools, and other public services, the suitability or desirability for particular uses and the suitability of the forest resources on the land for multiple use and sustained yield management; and

WHEREAS, The forfeited parcels may be located inside the boundaries of a municipality or town and Minn. Stat. § 282.01 provides that notice of the classification or reclassification and sale of lands situated within a municipality or town must be transmitted to its governing body; and

WHEREAS, The classification of the forfeited parcels will be deemed approved if the County Board does not receive notice of a municipality's or town's disapproval within 60 days of the date on which this resolution is delivered to the clerks of the municipalities or towns in which the parcels are located;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board classifies the state tax forfeited parcels described in County Board File No. _____ as 'conservation', and a notice of the classification shall be transmitted by the Land and Minerals Department to the clerks of the municipalities or towns in which the parcels are located.

Classification of November 30, 2012 Forfeitures (non-conservation)

BY COMMISSIONER _____

WHEREAS, The parcels described here forfeited to the State of Minnesota on November 30, 2012, for nonpayment of real estate taxes; and

WHEREAS, All parcels of land becoming the property of the State of Minnesota in Trust through forfeiture for nonpayment of real estate taxes shall be classified as 'conservation' or 'non-conservation' as required by Minn. Stat. § 282.01, Subd. 1; and

WHEREAS, The Land and Minerals Department has recommended that the parcels be classified as 'non-conservation' after considering many factors including the present use of adjacent land, the productivity of the soil, the character of forest or other growth, the accessibility of lands to established roads, schools, and other public services, the suitability or desirability for particular uses and the suitability of the forest resources on the land for multiple use and sustained yield management; and

WHEREAS, The forfeited parcels may be located inside the boundaries of a municipality or town and Minn. Stat. § 282.01 provides that notice of the classification or reclassification and sale of lands situated within a municipality or town must be transmitted to its governing body; and

WHEREAS, The classification of the forfeited parcels will be deemed approved if the County Board does not receive notice of a municipality's or town's disapproval within 60 days of the date on which this resolution is delivered to the clerks of the municipalities or towns in which the parcels are located;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board classifies the state tax forfeited parcels described in County Board File No. _____ as 'non-conservation', and a notice of the classification shall be transmitted by the Land and Minerals Department to the clerks of the municipalities or towns in which the parcels are located.

GIS Web Application, Infrastructure and Data Maintenance, and Support Services

BY COMMISSIONER _____

WHEREAS, St. Louis County makes extensive use of GIS mobile, server, web, and desktop technology; and

WHEREAS, St. Louis County has developed and deployed public and internal facing web applications, infrastructure, and data for business operations; and

WHEREAS, St. Louis County is in need of web application, infrastructure, and data maintenance and support services; and

WHEREAS, Pro-West and Associates has developed these customized web mapping applications, geospatial datasets, and assisted in the deployment and maintenance of the county GIS network and infrastructure, and is in the sole position to provide maintenance and support services;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute a contract with Pro-West and Associates for web mapping applications, infrastructure and data maintenance and support services for up to \$75,000;

RESOLVED FURTHER, That the St. Louis County Board authorizes the Planning and Community Development Director, with approval of the County Attorney, to amend and execute future contracts with Pro-West and Associates of Walker, MN, for web mapping application, infrastructure, and data maintenance and support services, provided funds are available and included in the St. Louis County Board approved budget;

RESOLVED FURTHER, That the funds shall be made from the Planning and Community Development Fund 100, Agency 109003, Object 629900 or its designated fund.

**Reversion of Depleted Fee Owned Gravel Pit to Adjoining Owner
(Field Township)**

BY COMMISSIONER _____

WHEREAS, St. Louis County has been requested to re-convey to the surrounding owner a 1 acre depleted gravel pit as required by the original deed. Said property is legally described as follows:

Commencing at a point 478.2 feet east of the southwest corner of Section Thirty-four (34) on the south line of Section Thirty-four (34), Township Sixty-two (62) North, Range Nineteen (19) West; thence north at an angle of 92 degrees, 11 minutes (west to north) a distance of 417.49 feet to a point which is the southeast corner of the gravel pit to be conveyed; thence continuing north a distance of 208.71 feet to a point which is the northeast corner of said gravel pit; thence west at an angle of 90 degrees a distance of 208.71 feet; thence south at an angle of 90 degrees 208.71 feet; thence east at an angle of 90 degrees 208.71 feet to the southeast corner of said tract, which contains one (1) acre.

Parcel Code 350-0010-05670

THEREFORE, BE IT RESOLVED, That pursuant to the requirements and procedures of Minn. Stat. § 373.01, the St. Louis County Board authorizes the appropriate county officials to execute a quit claim deed conveying the above listed property to William A. Ongalo and Donna L. Ongalo.

**Reversion of Depleted Fee Owned Gravel Pit to Adjoining Owner
(Solway Township)**

BY COMMISSIONER _____

WHEREAS, St. Louis County has been requested to re-convey to the surrounding owner a one (1) acre depleted gravel pit as required by the original deed. Said property is legally described in the attached Exhibit "A";

THEREFORE, BE IT RESOLVED, That pursuant to the requirements and procedures of Minn. Stat. § 373.01, the St. Louis County Board authorizes the appropriate county officials to execute a quit claim deed conveying the above listed property to John Saline.

EXHIBIT "A" (Page 1)

Originally recorded December 15, 1943 in Book 746 Page 662

Beginning at a point 1379.62 feet west and 184.84 feet south of the north $\frac{1}{4}$ corner of Section 33, Township 50 North, Range 16 West, thence southerly along the west line of two certain tracts heretofore conveyed, and along said west line extended, for a distance of 272.25 feet to a point; thence westerly at an angle of 90° formed with the last described line for a distance of 400.00 feet to a point; thence northerly at an angle of 90° formed with the last described line for a distance of 272.25 feet; thence easterly at an angle of 90° formed with the last described line for a distance of 400.00 feet to the point of beginning. Said tract of land containing 2.50 acres, more or less, lying wholly within the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 33, Township 50 North, Range 16 West, more fully shown on the blue print plat marked "Exhibit A", attached and made a part hereof.

Originally recorded March 4, 1930 in Book 582 Page 281

Beginning at a point 973 ft. west and 320 ft. south from the north $\frac{1}{4}$ corner of Section 33, Twp. 50, Range 16 and running thence south for a distance of $112 \frac{1}{2}$ ft. to a point; running thence northwesterly at an angle of 104 deg. and 30 min. to the right from the last described line for a distance of 150 ft. to a point; running thence at an angle of 104 deg. 30 min. to the left from the last described line for a distance of 100 ft. to a point; running thence southeasterly at an angle of 75 deg. and 30 min. to the left from the last described line for a distance of 150 ft. to a point; running thence east at an angle of 14 deg. and 30 min. to the left from the last described line for a distance of 100 ft. to a point; running thence north at an angle of 90° to the left from the last described line for a distance of $37 \frac{1}{2}$ ft. to a point; running thence east at an angle of 90° to the right from the last described line for a distance of 78 ft. to a point; running thence north at an angle of 90° to the left from the last described line for a distance of 100 ft. to a point; running thence west at an angle of 90° to the left from the last described line for a distance of 78 ft. to a point.; running thence north at an angle of 90° to the right from the last described line for a distance of 75 ft. to a point; running thence west at an angle of 90° to the left of the last described line for a distance of 100ft. to the point of beginning located in the northeast quarter of the northwest quarter of Section 33, Twp. 50, Range 16 containing 1.0 acre more or less.

Originally recorded August 22, 1933 in Book 615 Page 85

Beginning at the North $\frac{1}{4}$ corner to Section 33, Township 50 North, Range 16 West; running thence westerly along or near the North line of Section 33, Township 50 North, Range 16 West, for a distance of 973 feet to a point; thence southerly at right angles from the last described line for a distance of 432.5 feet to a point; thence northwesterly at an angle of 104 degrees 30 minutes to the right from the last described line for a distance of 150 feet to the point of beginning; thence continuing northwesterly on the last described line for a distance of 270 feet to a point; thence southerly at an angle of 104 degrees 30 minutes to the left from the last described line for a distance of 100 feet to a point; thence southeasterly at an angle of 75 degrees 30 minutes to the left from the last described line for a distance of 270 feet to a point; thence northerly at an angle of 104 degrees 30 minutes to the left from the last described line for a distance of 100 feet to the

EXHIBIT "A" (Page 2)

point of beginning. Said tract of land being located in the North half of the Northwest $\frac{1}{4}$ of Section 33, Township 50 north, Range 16 West, and containing 0.60 acre more or less, including the road right of way between Morris Thomas Road and above described land.

Originally recorded February 7, 1925 in Book 501 Page 268

Beginning at a point 973 ft. west and 320 ft. south from the north quarter corner of Sec. 33, Twp. 50, Range 16, and running thence south for a distance of $112\frac{1}{2}$ ft. to a point. Running thence northwesterly at an angle of 104 deg. 30 min. to the right from the last described line for a distance of 420 ft. Running thence north at an angle of 75 deg. 30 min. to the right from the last described line for a distance of $112\frac{1}{2}$ ft. to a point. Running thence southeasterly at an angle of 104 deg. 30 min. to the right from the last described line for a distance of 420 ft. to the point of beginning. Said tract of land being located in the north half of the northwest quarter of Sec. 33, Twp. 50, Range 16, and containing 1.1 acres more or less, including road right of way between Morris Thomas Road and the above described land.

Acceptance of County Veterans Service Office Operational Enhancement Grant

BY COMMISSIONER _____

WHEREAS, During the 2013 Legislative Session, the structure of the County Veterans Service Office Enhancement Grant program was modified and state funding increased to provide an annual base grant to all 87 Minnesota counties in the amount of \$7,500, plus an additional allocation based on each counties' veterans population to be used for the purpose of enhancing the benefits programs and services provided to Minnesota veterans; and

WHEREAS, On August 13, 2013, St. Louis County received notice from the Minnesota Department of Veterans Affairs (MDVA) that the County Veterans Operational Enhancement Grant was allocated in the amount of a \$7,500 base grant and an additional \$10,000 based upon the estimated veterans population residing in the county; and

WHEREAS, Counties have until May 30, 2014, to spend the allocated money on qualified items, and by that date, the funds must be spent, documentation of the qualified expenditures received by the MDVA, and any unused funds returned; and

WHEREAS, In order to access the grant funding, a certified County Board Resolution and signed Grant Contract must be received by the MDVA;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board agrees to enter into the attached Grant Contract with the Minnesota Department of Veterans Affairs to conduct the following Program: County Veterans Service Office Enhancement Grant, in the amount of \$17,500, and authorizes the County Auditor and the appropriate county officials to execute the Grant Contract for the above mentioned Program on behalf of the county;

RESOLVED FURTHER, That the grant must be used to provide outreach to the county's veterans; assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the County Veterans Service Office, as specified in Minnesota Laws 2013 Chapter 142, Article 4; and that this Grant should not be used to supplant or replace other funding;

RESOLVED FURTHER, That the St. Louis County Veterans Service Office 2013 proposed budget is amended to include receipt of \$17,500 from the MDVA, with funds deposited into Fund 100, Agency 124999, Grant 12403, Year 2013.

Health and Dental Plan Rates – 2014

BY COMMISSIONER _____

WHEREAS, The St. Louis County Board annually reviews health insurance trends, expected claims, and its self-insured health and dental fund to establish funding levels for the employee and retiree medical and dental plans; and

WHEREAS, The County Board believes a 1.75% percent rate increase for the self-funded health and dental plans in 2014 is reasonable based on projections prepared by its claims administrators and the County Auditor and as recommended by its Health Insurance Committee;

THEREFORE, BE IT RESOLVED, That the 2014 monthly premium rates for the self-funded employee and retiree health insurance are approved as follows:

For groups in 2013 paying \$675.18 for Single Coverage and \$1,568.13 for Family Coverage:

	<u>2014 Rate</u>
SINGLE COVERAGE:	\$ 687.00
FAMILY COVERAGE:	\$1,595.57

For groups in 2013 paying \$657.40 for Single Coverage and \$1,550.35 for Family Coverage:

	<u>2014 Rate</u>
SINGLE COVERAGE:	\$ 665.06
FAMILY COVERAGE:	\$1,573.63

For retirees:

	<u>2014 Rate</u>
SINGLE COVERAGE:	\$ 665.06
FAMILY COVERAGE:	\$1,573.63

RESOLVED FURTHER, That the 2014 stop-loss rate payable to Blue Cross Blue Shield of Minnesota of \$6.74 per contract per month is approved;

RESOLVED FURTHER, That a 2014 per contract per month administrative service fee of \$31.66 payable to Blue Cross Blue Shield of Minnesota is approved;

RESOLVED FURTHER, That the 2014 monthly premium rate for the self-insured dental plan is approved, with a 0% increase, in the amount of \$37.01;

RESOLVED FURTHER, That the 2014 per contract per month administrative service fee of \$2.18 payable to Delta Dental Plan of Minnesota is approved;

RESOLVED FURTHER, That the St. Louis County Board authorizes the appropriate county officials to execute a contract for administrative services of the medical and dental plans for the time period covering January 1 – December 31, 2014, as set forth above.

**Construction Manager At-Risk Services Contract Amendment –
GSC Duluth Remodeling**

BY COMMISSIONER _____

WHEREAS, The St. Louis County Board has authorized a contract with Johnson Wilson Constructors of Duluth, Minnesota, for Construction Management At-Risk services for the Duluth Government Services Center (GSC) infrastructure replacement and general remodeling project in the amount of \$17,413,000, which includes all hard project construction costs, a general project contingency, and Construction Management At-Risk fees of 3.25% of the total hard project construction costs for a total of \$498,847; and

WHEREAS, The bond amount approved for the project was sufficient to fund approximately \$1.5 million in project alternatives; and

WHEREAS, By accepting the project alternatives the county will be able to completely reset the life cycle of the building; and

WHEREAS, The inclusion of the alternates in the construction project increases the construction hard costs for this project upon which all Construction Management At-Risk fees are based at a rate of 3.25%; and

WHEREAS, The project budget has sufficient contingency dollars available to absorb additional fees;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to amend the contract with Johnson Wilson Constructors of Duluth, MN, for Construction Management At-Risk services for the Duluth Government Services Center infrastructure replacement and general remodeling project in the amount of \$49,262, payable from 2013 Capital Improvement bond proceeds in Fund 440, Agency 440001.

Workers' Compensation Report

BY COMMISSIONER _____

RESOLVED, That the workers' compensation report of claims by employees for work-related injuries, dated September 6, 2013, on file in the office of the County Auditor, identified as County Board File No. 59592, is hereby received and ratified as payable from Fund 730, Agency 730001.

Claims and Accounts for August 2013

BY COMMISSIONER _____

RESOLVED, That the recommendations of the Finance Committee for payment of claims and bills against the County of St. Louis, on file in the office of the County Auditor, identified as County Board File No. 59633, are hereby approved and the County Auditor shall issue checks in the following amounts:

August 2013

100	General Fund	\$7,008,526.65
149	Personnel Service Fund	252.34
150	Sheriff's Nemesis Fund Group	12,108.06
160	MN Trail Assistance	16,200.00
167	Attorney's Forfeitures	1,750.00
168	Sheriff's State Forfeitures	2,452.79
169	Attorney Trust Accounts-VW	1,529.40
170	Boundary Waters – Forfeiture	4,000.00
172	Sheriff Federal Forfeitures	504.82
173	Emergency Shelter Grant	6,876.69
179	Enhanced 9-1-1	2,552.19
180	Law Library	14,181.71
183	City/County Communications	2,045.08
184	Extension Service	84,462.93
200	Public Works	5,932,610.30
210	Road Maintenance – Unorg Townships	162,330.36
220	State Road Aid	3,616,528.40
225	PW – June 2012 Flood	279,667.07
230	Public Health & Human Services	6,951,461.12
240	Forfeited Tax	525,764.68
250	St. Louis County HRA	5,429.03
260	CDBG Grant	46,417.32
270	Home Grant	8,692.86
280	Federal Septic Loan – EPA Fund	1,459.64
290	Forest Resources	129,832.56
400	County Facilities	86,512.52
402	Depreciation Reserve Fund	26,615.59
405	Public Works Building Const	2,290.00
407	Public Works – Equipment	16,139.99
439	2010A Capital Improvement Bond	1.00
600	Environmental Services	628,592.63
616	On-Site Waste Water Division	62,043.30

640	Plat Books	3,690.39
715	County Garage	291,882.63
720	Property Casualty Liability	15,381.25
730	Workers Compensation	196,955.15
770	Retired Employees Health Ins	492.22
825	Taconite Relief/Other	14,826,100.00
826	Taconite Production Tax	6,253,924.00
855	Human Service Conference Fund	990.00
900	State of Minnesota	1,457,481.41
902	Courts	281,088.63
908	Cities and Towns Taxes	809,853.03
909	Tax Refunds	67,183.02
910	School Districts Taxes	1,470,715.43
911	Taxes and Penalties	6,134.23
925	Arrowhead Regional Corrections	2,108,842.28
955	Community Health Board	239,930.22
985	Collective Local Collaborative	50,423.48
989	Regional Railroad Authority	315,227.27
990	Northern Cities Land Use	1,013.51
992	Permits to Carry – Firearms	19,240.18
994	Sheriff Forfeits/Evidence	511.91
998	MPL-DUL Train Alliance	13,752.54
		<u>13,752.54</u>
		\$54,070,643.81

Purchase of Two Chevrolet Tahoes - Sheriff's Office Canine Vehicles

BY COMMISSIONER _____

WHEREAS, On August 6, 2013, the St. Louis County Board adopted Resolution No. 13-510 approving the issuance of General Obligation Capital Equipment Notes; and

WHEREAS, The Sheriff's Office is in need of two Chevrolet Tahoes to be used as canine vehicles; and

WHEREAS, Ranger GM of Hibbing, MN, has worked with the Purchasing Division for the purchase of two (2) Chevrolet Tahoes for the Sheriff's Office;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes expenditure of the 2013 Capital Equipment Note in an amount not to exceed \$60,000 for the purchase of two (2) Chevrolet Tahoes from Ranger GM of Hibbing, MN, to be accounted for in Fund 441, Agency 441002, Object 666200;

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