

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

January 13, 2015

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:

Health & Human Services Committee – Commissioner Boyle, Chair

1. Purchase of service contract authorized with Arrowhead Center, Inc., for chemical dependency and substance abuse assessment, treatment, and aftercare services, as well as urinalysis collection and drug testing services, for the period January 1, 2015 through December 31, 2015; and further, County Board Resolution No. 14-706, adopted December 16, 2014, is rescinded due to a clerical error. *[15-02]*
2. Purchase of service agreements authorized with the Occupational Development Center, Inc., Virginia, MN, and Goodwill Industries Vocational Enterprises, Inc., Duluth, MN, for extended employment services for shelter-based work, supported employment, and job coaching, at a maximum contract amount of \$90,407 for each agreement, for the period January 1, 2015 through December 31, 2015. *[15-03]*

Environment & Natural Resources Committee – Commissioner Rukavina, Chair

3. Appraisal reports for the sale of timber to be offered at Sealed Bid Timber Auction on February 19, 2015, as submitted by the Land Commissioner.

Public Works & Transportation Committee – Commissioner Raukar, Chair

4. Approve a project application to the Local Road Improvement Program in the amount of \$750,000 to secure funding to install a traffic signal at the intersection of County State Aid Highway (CSAH) 4/Rice Lake Road and Airport Road located in Duluth, MN. *[15-04]*
5. Acquisition of necessary right of way and temporary easements authorized for the reconstruction of a small segment of County Road 492/East Anton Road and to replace County Bridge 303 located over the Rice River in Angora Township, County Project (CP) 213057, State Aid Project (SAP) 069-598-058. *[15-05]*
6. Grant accepted from the Minnesota Commissioner of Transportation in the amount of \$460,479 for the reconstruction of State Bridge 69A21 located on County Road 696/St. Louis River Road in Hermantown, MN, CP 0696-185317, SAP 69-598-054; and further, commit to the use of local funds for costs which exceed the grant amount. *[15-06]*

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7. Grant accepted from the Minnesota Commissioner of Transportation in the amount of \$588,918 for the reconstruction of State Bridge 69A19 located on CSAH 22 in Sturgeon Township, CP 0022-176286, SAP 69-622-021; and further, commit to the use of local funds for costs which exceed the grant amount. *[15-07]*
8. Public Works Director authorized to prepare and record a right of way plat for future reference, to be named "St. Louis County Highway Right of Way Plat No. 34", for the reconstruction of CSAH 89/57th Avenue West/Highland Street in Duluth, amending St. Louis County Highway Right of Way Plat No. 33. *[15-08]*

Finance & Budget Committee – Commissioner Nelson, Chair

9. Authorize the required signatories to execute the Letter of Understanding for the 2014 audit of St. Louis County by the State Auditor's Office. *[15-09]*
10. Professional services contract authorized with Emmons & Olivier Resources, Inc., of Oakdale, MN, in an amount not to exceed \$36,390 for technical services in reviewing the wetland bank application by Ecosystem Investment Partnership Credit Company, LLC (EIP); and further, county officials are authorized to negotiate and execute any agreements or documents related thereto, including a contract consistent with county policy requiring EIP to pay costs for the wetland bank proposal evaluation and provide access to the property. *[15-10]*
11. Amend the existing loan agreements with the South St. Louis County Fair Association and the Lakehead Racing Association to provide relief for the operations of both organizations and authorize appropriate county officials to implement the amendment. *[15-11]*

Central Management & Intergovernmental Committee – Commissioner Jewell, Chair

12. Appoint Arik C. Forsman as an alternate member to the Civil Service Commission for a three-year term ending January 13, 2018. *[15-12]*

**CY 2015 Purchase of Service Contract with Arrowhead Center, Inc.,
and Rescind County Board Resolution No. 14-706**

BY COMMISSIONER _____

WHEREAS, Arrowhead Center, Inc., provides chemical dependency and substance abuse assessment, treatment, and aftercare services, as well as urinalysis collection and drug testing services; and

WHEREAS, The Public Health and Human Services Department wishes to renew its current purchase of service contract with Arrowhead Center, Inc.; and

WHEREAS, Due to a clerical error, the annual maximum amount for Children and Family Drug Testing in Resolution No. 14-706, adopted December 16, 2014, was listed at \$10,000, when in fact, the maximum amount should be \$100,000;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes the appropriate county officials to enter into a purchase of service contract with Arrowhead Center, Inc., for the following services and rates for the period January 1, 2015 through December 31, 2015:

<u>Service</u>	<u>Rate</u>	<u>Annual maximum</u>	<u>Budget</u>
Assessment and Treatment	\$259.22 per person	\$ 44,585.66	230-232006-608000
Aftercare	\$253.33 per person	<u>\$ 22,292.34</u>	230-232006-608000
Combined annual maximum		\$ 66,878.00	230-232006-608000
Child & Fam. Drug Testing	\$35.00 per unit	\$100,000.00	230-232008-602000
Income Maint. Drug Testing	\$35.00 per unit	\$ 5,000.00	230-231014-629900

RESOLVED FURTHER, While the Public Health and Human Services Department will do everything possible to stay within the contract maximums, these services are primarily court or legislatively mandated; if the full amount of either Drug Testing budgets becomes exhausted before the end of the year, the department will make the necessary budget adjustments and inform the Board through Board Memo notification;

RESOLVED FURTHER, That County Board Resolution No. 14-706, dated December 16, 2014, is rescinded.

CY 2015 Employment Services for Persons with Developmental Disabilities

BY COMMISSIONER _____

WHEREAS, St. Louis County purchases employment services for persons with disabilities; and

WHEREAS, The Department of Public Health and Human Services has contracted with Occupational Development Center, Inc., and Goodwill Industries Vocational Enterprises, Inc., for over 30 years to provide extended employment services for persons with disabilities and wishes to renew these agreements;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes the appropriate county officials to enter into purchase of service agreements with the Occupational Development Center, Inc., of Virginia, MN, and Goodwill Industries Vocational Enterprises, Inc., of Duluth, MN, for extended employment services at the rates listed below for shelter-based work, supported employment, and job coaching at the contract maximum of \$90,407 for each agreement for the period January 1, 2015 through December 31, 2015; payable from Fund 230, Agency 232006, Object 604800.

<u>Agency</u>	<u>Services</u>	<u>Rates</u>
ODC	Shelter-Based Work	\$15.00/worker/day
	Supported Employment	\$15.00/worker/day
	Job Coaching	\$30.00/hour
GIVE	Shelter-Based Work	\$15.00/worker/day
	Supported Employment	\$15.00/worker/day
	Job Coaching	\$30.00/hour

**Appraisal Reports for the Sale of Timber to be offered at
Sealed Bid Timber Auction**

BY COMMISSIONER _____

RESOLVED That the appraisal reports for the sale of timber to be offered at SEALED BID TIMBER AUCTION, Tracts 1 through 26 (totaling \$596,281.40), as submitted by the Land Commissioner, on file in the office of the County Auditor, identified as County Board File No. _____, are approved and the County Auditor is authorized to carry out the recommendations as listed in said appraisal reports.

Application to Local Road Improvement Program for Rice Lake Road and Airport Road Traffic Signal Project

BY COMMISSIONER _____

WHEREAS, The Local Road Improvement Program was established in Minn. Stat. § 174.52 to provide funding assistance to local agencies on transportation projects that address a transportation deficiency; and

WHEREAS, The intersection of County State Aid Highway 4/Rice Lake Road and Airport Road, located in the city of Duluth, is experiencing significant delay for vehicles turning from Airport Road; and

WHEREAS, The Public Works Department has completed an intersection control evaluation analysis that concluded a traffic signal is the best alternative; and

WHEREAS, The Public Works Department intends to submit a project application to the Local Road Improvement Program to secure funding to install a traffic signal at the intersection of Rice Lake Road and Airport Road;

THEREFORE, BE IT RESOLVED That the St. Louis County Board approves the project application to the Local Road Improvement Program to secure funding to install a traffic signal at the intersection of County State Aid Highway 4/Rice Lake Road and Airport Road located in Duluth, MN;

RESOLVED FURTHER, The total project cost is estimated at \$1,300,000, with the Local Road Improvement Program application request in the amount of \$750,000, and the remainder of the project budget to be covered by local county funds or county state aid highway funds.

**Acquisition of Right of Way – Replacement of County Bridge 303
(Angora Township)**

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Works Department plans to reconstruct a small segment of the East Anton Road/County Road 492 and to replace County Bridge 303 over the Rice River in Angora Township, County Project 213057; and

WHEREAS, These improvements consist of replacing the existing bridge with a single span, concrete beam bridge at the same location and reconstructing the roadway as determined necessary to provide for the safety and convenience of the public; and

WHEREAS, In addition to the existing highway right of way, certain lands are required for this construction, together with temporary construction easements;

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 this project, payable from Fund 200, Agency 203001;

RESOLVED FURTHER, That pursuant to Minn. Stat. § 282.04, Subd. 4, the St. Louis County Board authorizes the County Auditor to grant the necessary easements for highway purposes over the following tax forfeited parcels:

1. The Northeast Quarter of the Northwest Quarter (NE $\frac{1}{4}$ of NW $\frac{1}{4}$), Section 19, Township 61 North, Range 18 West. (Parcel ID No. 215-0010-03230)
2. The Southeast Quarter of Southwest Quarter (SE $\frac{1}{4}$ of SW $\frac{1}{4}$), Section 18, Township 61 North, Range 18 West. (parcel ID No. 215-0010-03140)

Acceptance of Grant for Bridge 69A21 Replacement Project (Hermantown)

BY COMMISSIONER _____

WHEREAS, St. Louis County has applied to the Minnesota Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for the construction of project SAP 69-598-054, CP 185317, State Bridge 69A21 on County Road 696 in Hermantown, MN; and

WHEREAS, The Commissioner of Transportation has given notice that funding for this bridge is available; and

WHEREAS, The amount of the grant has been determined to be \$460,479.00, and shall be deposited into Fund 220, Agency 220334;

THEREFORE, BE IT RESOLVED That the St. Louis County Board agrees to the terms and conditions of the grant consistent with Minn. Stat. § 174.50, Subd. 5(3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required;

RESOLVED FURTHER, That the appropriate county officials are authorized to execute a grant agreement with the Minnesota Commissioner of Transportation concerning the above-referenced grant.

Fund 29 Bridge Bond Funds	\$460,479.00
Local Funds	\$222,851.50
Total Project:	\$683,330.50

Acceptance of Grant for Bridge 69A19 Replacement Project (Sturgeon Township)

BY COMMISSIONER _____

WHEREAS, St. Louis County has applied to the Minnesota Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for the construction of project SAP 69-622-021, CP 0022-176286, State Bridge 69A19 on County State Aid Highway 22 in Sturgeon Township; and

WHEREAS, The Commissioner of Transportation has given notice that funding for this bridge is available; and

WHEREAS, The amount of the grant has been determined to be \$588,918.00, and shall be deposited into Fund 220, Agency 220283;

THEREFORE, BE IT RESOLVED That the St. Louis County Board agrees to the terms and conditions of the grant consistent with Minn. Stat. § 174.50, Subd. 5(3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required;

RESOLVED FURTHER, That the appropriate county officials are authorized to execute a grant agreement with the Minnesota Commissioner of Transportation concerning the above-referenced grant.

Fund 29 Bridge Bond Funds	\$588,918.00
State Aid Funds	\$2,175,453.15
Total Project:	\$2,764,371.15

Preparation of Right of Way Plat No. 34 CSAH 89/57th Avenue West/Highland Street and Amendment to Right of Way Plat No. 33 (Duluth)

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Works Department has completed most of the reconstruction of the 1.6 miles of County State Aid Highway 89/57th Avenue West/Highland Street in Duluth, MN; and

WHEREAS, The reconstruction necessitated permanent and temporary easements and the acquisition of additional right of way and an amendment to Right of Way Plat No. 33 (County Board Resolution No. 13-181, adopted April 12, 2013) is necessary; and

WHEREAS, Right of Way Plat No. 34 amends Right of Way Plat No. 33 to facilitate the necessary permanent and temporary easements involving city of Duluth properties, and additional necessary right of way purchases; and

WHEREAS, A right of way plat would be beneficial for acquisition purposes and for future reference;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes the Public Works Department to prepare St. Louis County Highway Right of Way Plat No. 34 for the reconstruction of County State Aid Highway 89 (County Project 176509, SP 069-689-004), amending St. Louis County Highway Right of Way Plat No. 33, to be filed with the County Recorder for future reference.

Letter of Understanding for 2014 Audit by State Auditor's Office

BY COMMISSIONER _____

RESOLVED That the St. Louis County Board authorizes the required signatories to execute the Letter of Understanding which details the scope and basis of the 2014 proposed audit of St. Louis County by the State Auditor's Office.

**Professional Service Contract and Related Documents for the
Review of Wetland Bank Application**

BY COMMISSIONER _____

WHEREAS, St. Louis County has received a preliminary wetland bank application from Ecosystem Investment Partnership Credit Company, LLC (EIP) for a bank estimated to be over 23,000 acres in size; and

WHEREAS, St. Louis County has been designated the responsible Local Government Unit under the Minnesota Wetland Conservation Act; and

WHEREAS, St. Louis County adopted a Wetland Banking Policy (County Board Resolution No. 14-384) requiring the applicant to be responsible for all costs associated with the review of applications including required consultants and staff costs; and

WHEREAS, The Planning and Community Development Director determined that additional technical expertise was needed in reviewing the application and worked with the Purchasing Division to solicit qualified proposals and it was determined that Emmons & Olivier Resources, Inc., of Oakdale, MN, is the most qualified firm to assist St. Louis County in reviewing the proposed wetland bank application;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes the appropriate county officials to execute a contract with Emmons & Olivier Resources, Inc., of Oakdale, MN, for technical services in reviewing the wetland bank application for up to \$36,390;

RESOLVED FURTHER, That the St. Louis County Board authorizes the appropriate county officials to negotiate and execute agreements and documents related thereto, including a contract consistent with county policy requiring EIP to pay costs for the wetland bank proposal evaluation and provide access to the property, to complete the review of the proposed application;

RESOLVED FURTHER, That the funds shall be deposited and paid from the Planning and Community Development Fund 100, Agency 109002, Object 629900 or its designated fund.

Restructure of Loan Agreements with the South St. Louis County Fair Association and Lakehead Racing Association

BY COMMISSIONER _____

WHEREAS, Since 1999, the St. Louis County Board has provided \$817,500 in loans and grants to the South St. Louis County Fair Association for improvements at the South St. Louis County Fairgrounds, now owned by the city of Proctor; and

WHEREAS, The Fair Association and the Lakehead Racing Association are seeking relief from the repayment requirements on the balance of \$252,859.67 remaining on two (2) original loans totaling \$530,000 for grandstands and racetrack lighting and a concession/multi-purpose building; and

WHEREAS, Current annual repayment requirements for the two loans total \$32,000 to be collected from the Fair Association and the Racing Association; and

WHEREAS, In cooperation with the County Auditor, County Attorney and County Administration, a restructure of the current loan is being proposed to provide some relief for both organizations which will extend the payback period by reducing the annual repayment to \$13,500; requiring \$8,500 from the Racing Association and \$5,000 from the Fair Association;

THEREFORE, BE IT RESOLVED That the St. Louis County Board approves an amendment to the existing loan agreements with the South St. Louis County Fair Association and the Lakehead Racing Association which will provide substantial relief for the operations of both organizations, and authorizes the appropriate county officials to implement the amendment.

Appointment to the Civil Service Commission

BY COMMISSIONER _____

RESOLVED That the St. Louis County Board appoints Arik C. Forsman as an alternate Civil Service Commission member, for a three-year term ending January 13, 2018.