

**CONSENT AGENDA**

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

**January 27, 2015**

**Mesabi Station, 111 Station 44 Road, Eveleth, Minnesota**

**All matters listed under the consent agenda are considered routine and/or noncontroversial and will be enacted by one unanimous motion. If a commissioner requests or a citizen wishes to speak on an item on the consent agenda, it will be removed and handled separately.**

RESOLUTIONS FOR APPROVAL:

**Minutes for January 6, 2015.**

**Minutes for January 13, 2015.**

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

1. Cancellation of contract for purchase of state tax forfeited land by Tamaye Ceannaideach of Hibbing, MN. *[15-14]*

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

2. Cooperative agreement with the Minnesota Department of Transportation defining the responsibilities and cost share of pedestrian and roadway improvements on County State Aid Highway 23 located in Orr, MN, State Project (SP) 6922-57 and State Aid Project (SAP) 069-623-033, County Project (CP) 0023-230031. *[15-19]*

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

3. Amendment to the Professional Services Agreement with Robert M. Olen to provide horticulture, food and environment education services for the County Extension Office for a one-year period beginning January 2, 2015 through December 31, 2015, for a total contract amount of \$70,112, with an annual renewal of up to three (3) years, upon compensation review. *[15-15]*
4. Amendment to the Professional Services Agreement with Kendall Dykhuis to provide agriculture and environment education for the County Extension Office for a one-year period beginning January 2, 2015 through December 31, 2015, for a total contract amount of \$32,750, with an annual renewal of up to three (3) years, upon compensation review. *[15-16]*
5. Contract authorized with AmeriPride Linen and Apparel Services of Duluth, MN, for uniform rental, mat rental and shop supplies for one (1) year, with five (5) possible one-year extensions, at an annual cost of approximately \$38,400. *[15-17]*

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6. Purchase agreement authorized for the acquisition of a parking lot adjacent to the current employee parking lots in downtown Duluth, described as Lots 50, 52, and 54, Duluth Proper 1<sup>st</sup> Division West 3<sup>rd</sup> Street, in the amount of \$230,000; and further, the Administrator's Office is directed to administer the employee parking contracts in compliance with the current employee parking policy. *[15-18]*
7. Workers' compensation report dated January 9, 2015, as submitted by Safety and Risk Management.
8. Application for on-sale and Sunday on-sale intoxicating liquor licenses by Border Guide Service Base Camp Company d/b/a Border Guide Service Base Camp Company, Kabetogama Township (new), as submitted by the County Auditor.
9. Claims and accounts for December 2014.

**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 January 6, 2015, are hereby approved.

**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 January 13, 2015, are hereby approved.

**Cancellation of Contract for Purchase of State Tax Forfeited Land - Ceannaideach**

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

WHEREAS, The contract with Tamaye Ceannaideach of Hibbing, MN, for the purchase of state tax forfeited land is in default for failure to provide proof of insurance; and

WHEREAS, The purchaser was properly served with Notice of Cancellation of Contract by civil process and has failed to cure the default for lands legally described as:

CITY OF HIBBING  
LOTS 1 AND 2, BLOCK 9  
KOSKIVILLE HIBBING  
Parcel Code: 140-0130-01910  
C22130139; and

WHEREAS, Minn. Stat. §§ 282.04, Subd. 2(d), and 504B.271 authorize the County Auditor to dispose of abandoned personal property; and

WHEREAS, The previous owner of the property will be notified by posting of the property or by mail;

THEREFORE, BE IT RESOLVED That the St. Louis County Board approves the cancellation of contract for the purchase of state tax forfeited land described above, according to the provisions of Minn. Stat. § 282.01, Subd. 5, and Minn. Stat. § 282.40, and according to the procedures of Minn. Stat. § 559.21;

RESOLVED FURTHER That the County Auditor is authorized to dispose of abandoned personal property from the above described state tax forfeited property.

**Cooperative Agreement with MnDOT for Pedestrian and  
Roadway Improvements on CSAH 23 (Orr)**

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

WHEREAS, The Public Works Department is leading a project to complete pedestrian and roadway improvements on County State Aid Highway (CSAH) 23 at the intersection of US-53 in the city of Orr; and

WHEREAS, The Public Works Department is working with the Minnesota Department of Transportation on the design and project costs; and

WHEREAS, A cooperative agreement between St. Louis County and the Minnesota Department of Transportation must be authorized to define project responsibilities and cost share by each party;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes the appropriate county officials to enter into an agreement, and approve any amendments approved by the County Attorney's Office, with the Minnesota Department of Transportation defining the responsibilities and cost share of pedestrian and roadway improvements on County State Aid Highway 23 located within the city of Orr, MN, which project is identified as State Project 6922-57 and SAP 069-623-033, CP 0023-230031, and will be accounted for in Fund 220, Agency 220332.

**Amendment to Agreement for Professional Services for  
Horticulture/Educational Activities**

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

WHEREAS, In January 2012 the St. Louis County Board authorized an Agreement for Professional Services with Robert M. Olen to provide horticulture, food and environment education and services for consumer and commercial audiences; and

WHEREAS, The contract expired on December 31, 2014, and an amendment to the agreement is necessary to continue these services; and

WHEREAS, The proposed amendment is for one (1) year beginning January 2, 2015 and terminating December 31, 2015, for a total contract price of \$70,112 (a rate of \$34.16 per hour, not to exceed 1950 hours, plus appropriate reimbursements not to exceed \$3,500 annually), with an annual renewal of up to three (3) years, upon compensation review;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes the appropriate county officials to sign an Amendment to Agreement for Professional Services with Robert M. Olen to provide horticulture, food and environment services for the County Extension Office, totaling \$70,112, payable from Fund 184, Agency 184001, Object 629900 - \$66,612; and Fund 184, Agency 184001, Object 635500 - \$3,500.

**Amendment to Agreement for Professional Services for  
Agriculture and Environment Education**

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

WHEREAS, In January 2012 the St. Louis County Board authorized an Agreement for Professional Services with Kendall Dykhuis to provide agriculture and environment education and services for consumer and commercial audiences; and

WHEREAS, The contract expired on December 31, 2014, and an amendment to the agreement is necessary to continue these services; and

WHEREAS, The proposed amendment is for one (1) year beginning January 2, 2015 and terminating December 31, 2015, for a total contract price of \$32,750 (a rate of \$31.54 per hour, not to exceed 975 hours, plus appropriate reimbursements not to exceed \$2,000 annually), with an annual renewal of up to three (3) years, upon compensation review;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes the appropriate county officials to sign an Amendment to Agreement for Professional Services with Kendall Dykhuis to provide agriculture and environment education for the County Extension Office, totaling \$32,750, payable from Fund 184, Agency 184001, Object 629900 - \$30,750; and Fund 184, Agency 184001, Object 635500 - \$2,000.

**Uniform Rental, Mat Rental and Shop Supplies**

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

WHEREAS, The current St. Louis County uniform rental, mat rental and shop supply contract with Aramark Uniform Services will terminate on January 31, 2015; and

WHEREAS, The St. Louis County Purchasing Division solicited, received and evaluated three (3) proposals from vendors for this service; and

WHEREAS, AmeriPride Linen and Apparel Services received the highest evaluation score based upon pricing, services offered, qualifications and experience;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes the appropriate county officials to execute a one (1) year contract, with five (5) possible one-year extensions, with AmeriPride Linen and Apparel Services of Duluth, MN, at an annual cost of approximately \$38,400.

**Parking Lot Purchase – Downtown Duluth**

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

WHEREAS, St. Louis County has been made aware of a parking lot in good condition adjacent to current employee parking lots in downtown Duluth available for purchase, described as Lots 50, 52, and 54, DULUTH PROPER 1<sup>ST</sup> DIVISION WEST 3<sup>RD</sup> STREET; and

WHEREAS, St. Louis County investigated the condition of the parking areas and researched comparable parking lot sales, finding the asking price of \$230,000 is reasonable and the upper portion of this lot can be immediately available for county employee parking; and

WHEREAS, Parking lot purchases, maintenance and improvements are paid using funds collected from employee parking contracts and involve no property tax levy dollars; and

WHEREAS, In 2007 the Parking Lot Fund balance was used for public parking lot improvements in Virginia rather than the Capital Projects Fund which was the appropriate account to match revenue sources with expenditure type; and

WHEREAS, The County Auditor's Office recommends that the Capital Projects Fund be used for this one-time lot purchase expense to compensate for the use of parking revenues for the 2007 public parking lot project in Virginia;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes the appropriate county officials to execute a purchase agreement for the acquisition of the above described property for \$230,000, payable from Fund 400, Agency 400023, Object 660100;

RESOLVED FURTHER That the Board directs the County Administrator's Office to administer the employee parking contracts in compliance with the current employee parking policy.

**Workers' Compensation Report**

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

RESOLVED That the workers' compensation report of claims by employees for work-related injuries, dated January 9, 2015, on file in the office of the County Auditor, identified as County Board File No. \_\_\_\_\_, is hereby received and ratified as payable from Fund 730, Agency 730001.

**Application for On-Sale and Sunday On-Sale Intoxicating Liquor Licenses  
(Kabetogama Township)**

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

WHEREAS, Pursuant to the provisions of Minn. Stat. § 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 intoxicating liquor licenses is hereby approved, on file in the office of the County Auditor, identified as County Board File No. \_\_\_\_\_; and

WHEREAS, Said license is approved contingent upon license holder paying real estate or personal property taxes when due; and

WHEREAS, 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;

THEREFORE, BE IT RESOLVED That said license shall be effective April 1, 2015 through June 30, 2015;

RESOLVED FURTHER, That said license is approved contingent upon proof of liquor liability insurance:

Border Guide Service Base Camp Company d/b/a Border Guide Service Base Camp Company, Kabetogama Township, On-Sale Intoxicating Liquor License No. CMB15164 and Sunday On-Sale Intoxicating Liquor License No. SUN15164, new.

**Claims and Accounts for December 2014**

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. 59790, are hereby approved and the County Auditor shall issue checks in the following amounts:

**December 2014**

100	General Fund	\$5,992,059.54
149	Personnel Service Fund	955.68
150	Sheriff's Nemesis Fund Group	14,961.96
160	MN Trail Assistance	92,497.04
167	Attorney's Forfeitures	5,100.00
168	Sheriff's State Forfeitures	1,005.75
169	Attorney Trust Accounts-VW	776.60
173	Emergency Shelter Grant	13,104.63
176	Revolving Loan Fund	251.93
178	Economic Development-Tax Forf	18,187.72
179	Enhanced 9-1-1	1,822.07
180	Law Library	51,410.75
183	City/County Communication	286.92
184	Extension Service	51,864.20
200	Public Works	2,744,393.94
210	Road Maint – Unorg Townships	58,557.13
220	State Road Aid	901,049.94
225	PW – June 2012 Flood	842,415.11
230	Public Health & Human Services	7,075,449.96
240	Forfeited Tax	399,489.65
250	St. Louis County HRA	30,270.00
260	CDBG Grant	452,978.44
261	CDBG Program Income	20,923.99
270	HOME Grant	122,853.15
281	SLC Septic Loans	33,700.00
290	Forest Resources	168,260.05
311	Capital Improve Bonds 2005A	3,362,442.50
313	Cap Imp Cross Ref Bonds 2006A	1,222,500.00
316	Capital Improve Bonds 2008B	875,555.00
318	2013A Capital Improve Bond	380,592.50
319	2013B Capital Improve Bond	651,950.00
320	2014A ARC Capital Improve Bond	82,284.38
321	2013C Refunding 2004A&2005A	1,040,793.50
322	2013D Refunding 2010A	429,887.50

400	County Facilities	864,582.33
402	Depreciation Reserve Fund	7,527.32
405	Public Works Building Const.	88,340.18
440	2013A Capital Improvement Bond	936,325.34
600	Environmental Services	431,751.98
616	On-Site Waste Water Division	30,924.98
715	County Garage	129,666.22
720	Property Casualty Liability	9,172.79
730	Workers Compensation	298,361.78
740	Medical Dental Insurance	2,254,363.80
770	Retired Employees Health Insurance	<u>1,413.20</u>
		<b>32,193,061.45</b>