



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

**March 10, 2015**

**Immediately following the Board Meeting, which begins at 9:30 A.M.**  
**Commissioners' Conference Room, St. Louis County Courthouse, Duluth, MN**

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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 March 3, 2015**

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

1. Agreement with Lake County, Cities of Eveleth, Proctor and Virginia for 2015 Maintenance Striping [15-96]
2. Agreement with Lake County for 2015 State Aid Pavement Marking Project [15-97]
3. Agreements with Cities of Biwabik, Chisholm, Floodwood, Grand Lake and Rice Townships and Lake County for 2015 Crack Sealing [15-98]
4. Force Account Agreement with MnDOT for Curve Warning Signing Project [15-99]
5. Force Account Agreement with MnDOT for Rural Intersection Lighting Project [15-100]

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

6. CDBG Planning Grant – City of Proctor [15-101]
7. Sale of Non-Conforming Fee Land to Adjoining Property Owner (Midway Township) [15-102]

**Central Management & Intergovernmental Committee, Commissioner Jewell, Chair**

8. Reallocation of Information Specialist I to Information Specialist II – Assessor's Office [15-103]

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**ESTABLISHMENT OF PUBLIC HEARINGS:**

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

1. Establish Public Hearing to Consider Allegations of Liquor Law Violation – Arrowhead Lodge, Inc. - Kabetogama Township (9:40 a.m. Tuesday, April 7, 2015, St. Louis County Courthouse, Duluth, MN) [15-104]
2. Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License – Kabetogama Township (9:40 a.m., Tuesday, April 14, 2015, Gnesen Town Hall, Duluth, MN) [15-105]

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**REGULAR AGENDA:**

*For items on the Regular Agenda, citizens will be allowed to address the Board at the time a motion is on the floor.*

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

1. **Agreement with LHB Corp. for Design Services – Timber Bridge Replacement Projects [15-106]**  
Resolution authorizing an agreement with LHB Corp. of Duluth, MN, for design services for seventeen (17) timber bridge replacement projects.
2. **Award of Bids: Aggregate Base/Stabilization, Calcium Chloride Project on CR 180/Elephant Lake Road (Leiding and Camp 5 Townships) [15-107]**  
Resolution awarding County Project 0180-2399935 TST to low bidder Ulland Bros, Inc., of Cloquet, MN.

**Central Management & Intergovernmental Committee, Commissioner Jewell, Chair**

**1. Confirmation of Appointment – Mine Inspector [15-108]**

Resolution appointing Steven K. Manninen to the position of County Mine Inspector for the period March 24, 2014 – March 24, 2018.

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**COMMISSIONER DISCUSSION ITEMS AND REPORTS:**

*Commissioners may introduce items for future discussion, or report on past and upcoming activities.*

**ADJOURNED:**

**NEXT COMMITTEE OF THE WHOLE MEETING DATES:**

**March 24, 2015** Comet Theater, 102 South River Street, Cook, MN

**April 7, 2015** St. Louis County Courthouse, Duluth, MN

**April 14, 2015** Gnesen Town Hall, 4011 West Pioneer Road, Duluth, 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

March 3, 2015

Location: St. Louis County Courthouse, Duluth, Minnesota

Present: Commissioners Jewell, Boyle, Dahlberg, Rukavina, Nelson, Raukar, and Chair Stauber

Absent: None

Convened: Chair Stauber called the meeting to order at 11:50 a.m.

At 11:51 a.m., a discussion was held regarding the Hermantown Marketplace Project tax abatement financing request. The following Hermantown city officials gave a presentation regarding the proposed project and related tax abatement: Administrator John Mulder, Attorney Steve Overom, and Community Development Director Adam Fulton.

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## CONSENT AGENDA

Rukavina/Nelson moved to approve the consent agenda. The motion passed. (7-0)

- Minutes of February 17, 2015
  - Health and Human Service Annual Conference Facility Payment [15-76]
  - Access Easement across State Tax Forfeited Land in the Plat of Linwood (Unorganized Township 56-14) [15-77]
  - Lease Agreement with MN DNR, Division of Forestry, for Eveleth Cold Storage Facility [15-78]
  - Agreement with LHB, Inc. for Construction Administration for the Reconstruction of CR 832 (Floodwood) [15-79]
  - Acceptance of Grant for Bridge 69A21 Bridge Replacement Project (Hermantown) and Rescind Resolution No. 15-38 [15-80]
  - Acceptance of Grant for Bridge 69A19 Bridge Replacement Project (Sturgeon Township) and Rescind Resolution No. 15-39 [15-81]
  - Cooperative Agreement with MnDOT for Fund Exchange between Carlton and St. Louis Counties [15-82]
  - Acceptance of Quotes for Project Materials – Bridge 841 on CR 195/Condor Road (Elmer Township) [15-83]
  - Abatement List for Board Approval [15-84]
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## **REGULAR AGENDA**

### **Environment & Natural Resources Committee**

Rukavina/Nelson moved to declare support for H.F. No. 1000, a bill that would prohibit the application of a water quality standard for sulfate that applies to certain wild rice waters until the Minnesota Pollution Control Agency designates waters subject to the standards through a rulemaking process required as part of a law passed in 2011 [15-86]. Commissioner Boyle stepped out of the meeting from 12:24 p.m. to 12:25 p.m. Commissioner Dahlberg exited the meeting at 12:27 p.m. Commissioner Jewell stepped out of the meeting from 12:35 p.m. to 12:38 p.m. After further discussion, Commissioner Nelson withdrew his support of the motion. Commissioner Raukar supported the motion. County Attorney Mark Rubin was asked if the item could be tabled; Attorney Rubin recommended withdrawing the motion as it could be brought back to the Committee at a later date. After further discussion, Commissioner Rukavina withdrew the motion; no action taken.

Rukavina/Boyle moved to declare support for special legislation that would expand the boundaries of Morse Township by six (6) sections of Unorganized Township 61-12 [15-87]. Commissioner Jewell stepped out of the meeting from 1:08 p.m. to 1:09 p.m. Commissioner Raukar stepped out of the meeting from 1:09 p.m. to 1:11 p.m. St. Louis County Attorney Mark Rubin recommended that the motion be withdrawn until a public hearing was held. After further discussion, the motion passed without recommendation. (6-0, Dahlberg absent)

### **Finance & Budget Committee**

Nelson/Raukar moved to authorize the purchase of 2015 fleet vehicles from the recommended vendors in accordance with the bid specifications, including State Sales Tax for a total amount of \$1,325,353.07 [15-88]. St. Louis County Procurement Manager Donna Viskoe discussed the contract and noted an increase of awards to local dealerships. Commissioner Jewell stepped out of the office from 1:27 p.m. to 1:30 p.m. Chair Stauber stepped out of the meeting from 1:33 p.m. to 1:34 p.m. The motion passed. (6-0, Dahlberg absent)

Nelson/Raukar moved to approve the apportionment of the 2014 Land and Minerals Department proceed according to relevant statutes [15-89].

At 1:41 p.m., the Committee of the Whole recessed.

At 2:55 p.m., the Committee of the Whole re-convened with the following members present: Commissioners Jewell, Boyle, Rukavina, Nelson, Raukar, and Chair Stauber - 6. Absent: Commissioner Dahlberg - 1.

Discussion continued on the motion to approve the 2014 Land and Minerals Department proceeds apportionment. Commissioner Dahlberg entered the meeting at 3:04 p.m. Commissioner Stauber stepped out of the meeting from 3:15 p.m. to 3:16 p.m. St. Louis County Deputy Administrator Linnea Mirsch answered questions regarding the apportionment. After further discussion, the motion passed. (6-1, Dahlberg)

Nelson/Raukar moved to authorize an additional capital payment of \$212,681 to Arrowhead Center to complete the electrical and plumbing projects underway, payable from 2014 Land Department Apportionment; and further, the appropriate county officials are authorized to amend the contract with

Arrowhead Center to reflect this additional capital payment [15-90]. The motion passed. (6-1, Dahlberg)

### **Central Management & Intergovernmental Committee**

Raukar/Nelson moved to re-appoint Tom Coombe and appoint Steve Filipovich to the Planning Commission with terms expiring December 31, 2017 [15-91]. After further discussion, Commissioner Raukar withdrew support for the motion and exited the meeting at 3:54 p.m. Nelson/Rukavina moved to re-appoint Tom Coombe and appoint Steve Filipovich to the Planning Commission with terms expiring December 31, 2017. The motion passed without recommendation. (6-0, Raukar absent)

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### **COMMISSIONER DISCUSSION ITEMS**

None

At 3:55 p.m., Nelson/Jewell moved to adjourn the Committee of the Whole meeting. The motion passed. (6-0, Raukar absent)

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Pete Stauber, Chair of the County Board

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Phil Chapman, Clerk of the County Board



## **Agreement with Lake County for 2015 Maintenance Striping**

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

WHEREAS, The St. Louis County Public Works Department maintains the pavement markings on the county road system by an annual maintenance striping project and invites other local agencies to partner with this project to maintain pavement markings on their highway and street systems; and

WHEREAS, Lake County has requested to partner in the 2015 maintenance striping project;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with Lake County where Lake County will pay its local share for items listed in the Schedule of Prices in the Proposal/Plan Package and Plan described as CP 0000-243581, 2015 Maintenance Striping, with the funds to be receipted into Fund 200, Agency 207001, Object 551508.

**Agreement with the City of Eveleth for 2015 Maintenance Striping**

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

WHEREAS, The St. Louis County Public Works Department maintains the pavement markings on the county road system by an annual maintenance striping project and invites other local agencies to partner with this project to maintain pavement markings on their highway and street systems; and

WHEREAS, The City of Eveleth has requested to partner in the 2015 maintenance striping project;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with the City of Eveleth where the city will pay its local share for items listed in the Schedule of Prices in the Proposal/Plan Package and Plan described as CP 0000-243581, 2015 Maintenance Striping, with the funds to be receipted into Fund 200, Agency 207001, Object 551519.

**Agreement with the City of Proctor for 2015 Maintenance Striping**

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

WHEREAS, The St. Louis County Public Works Department maintains the pavement markings on the county road system by an annual maintenance striping project and invites other local agencies to partner with this project to maintain pavement markings on their highway and street systems; and

WHEREAS, The City of Proctor has requested to partner in the 2015 maintenance striping project;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with the City of Proctor where the city will pay its local share for items listed in the Schedule of Prices in the Proposal/Plan Package and Plan described as CP 0000-243581, 2015 Maintenance Striping, with the funds to be receipted into Fund 200, Agency 207001, Object 551502.

**Agreement with the City of Virginia for 2015 Maintenance Striping**

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

WHEREAS, The St. Louis County Public Works Department maintains the pavement markings on the county road system by an annual maintenance striping project and invites other local agencies to partner with this project to maintain pavement markings on their highway and street systems; and

WHEREAS, The City of Virginia has requested to partner in the 2015 maintenance striping project;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with the City of Virginia where the city will pay its local share for items listed in the Schedule of Prices in the Proposal/Plan Package and Plan described as CP 0000-243581, 2015 Maintenance Striping, with the funds to be receipted into Fund 200, Agency 207001, Object 551505.

# BOARD LETTER NO. 15 – 97

PUBLIC WORKS & TRANSPORTATION COMMITTEE  
CONSENT NO. 2

BOARD AGENDA NO.

**DATE:** March 10, 2015                      **RE:** Agreement with Lake County  
for 2015 State Aid Pavement  
Marking Project

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

James T. Foldesi  
Public Works Director/Highway Engineer

**RELATED DEPARTMENT GOAL:**

To provide a safe, well maintained road and bridge system.

**ACTION REQUESTED:**

The St. Louis County Board is requested to authorize a cooperative agreement with Lake County for the 2015 State Aid Pavement Marking Project, SAP 069-030-029, CP 0000-187078.

**BACKGROUND:**

St. Louis County has administered a pavement marking project funded by state-aid since 2013 to install ground-in-wet-reflective pavement markings on the county state aid highway system. Lake County has requested to partner in the 2015 State Aid Pavement Marking Project to maintain pavement markings on its county state aid highway system.

St. Louis County will prepare the plan and specifications, and perform all necessary contract administration from contract award to certification of final payment. Lake County will be responsible to submit its quantity needs to St. Louis County and perform all record keeping and construction inspection for its portion of the project. Lake County will also pay to St. Louis County the cost of its share as detailed in the Proposal/Plan Package, Schedule of Prices, and referenced in the agreement.

**RECOMMENDATION:**

It is recommended the St. Louis County Board authorize a cooperative agreement with Lake County for state aid pavement marking. The funds received from project partners will be receipted into Fund 220, Agency 220342, Object 551508.

**Agreement with Lake County for 2015 State Aid Pavement Marking Project**

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

WHEREAS, the Public Works Department administers a state-aid funded pavement marking project to install ground-in-wet-reflective pavement markings on the county-state-aid-highway system; and

WHEREAS, Lake County has requested to participate in this project to maintain pavement markings on their county-state-aid-highway system; and

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with Lake County where Lake County will pay its local share for items listed in the Schedule of Prices in the Proposal/Plan Package and Plan described as SAP 069-030-029, CP 0000-187078, 2015 State Aid Pavement Marking Project, with the funds to be receipted into Fund 220, Agency 220342, Object 551508.

# BOARD LETTER NO. 15 – 98

## PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 3

### BOARD AGENDA NO.

**DATE:** March 10, 2015

**RE:** Agreements with Cities of Biwabik, Chisholm, Floodwood, Grand Lake and Rice Lake Townships, and Lake County for 2015 Crack Sealing

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

James T. Foldesi  
Public Works Director/Highway Engineer

#### **RELATED DEPARTMENT GOAL:**

To provide a safe, well maintained road and bridge system.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize agreements with the cities of Biwabik, Chisholm, and Floodwood; Grand Lake and Rice Lake Townships; and Lake County for crack sealing in 2015.

#### **BACKGROUND:**

St. Louis County wishes to perform maintenance in the form of crack sealing on various county roads in St. Louis County and has prepared a plan for the project. The above named cities, townships, and Lake County also wish to perform crack sealing on roads in their jurisdictions and have provided details for the project. The project is described as SAP 69-030-036, CP 0000-235367, Crack Sealing 2015, St. Louis County and others.

St. Louis County will perform all necessary bidding/contract administration, and will administer the terms of the contract from award to certification of final payment. Each entity will pay to St. Louis County the cost of its local share of crack sealing costs as referenced in the agreement.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize agreements with the cities of Biwabik, Chisholm, and Floodwood, Grand Lake and Rice Lake Townships, and Lake County where each will pay its local share for items listed in the respective agreements. The funds received from the various partners will be receipted into Fund 220, Agency 220351 as detailed in the resolutions.

**Agreement with City of Biwabik for 2015 Crack Sealing**

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

RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with the City of Biwabik where the city will pay its local share for items listed in the Schedule of Prices in the Proposal/Plan Package and Plan described as CP 0000-235367, SAP 69-030-036, Crack Sealing 2015, with the funds to be receipted into Fund 220, Agency 220351, Object 551540.

**Agreement with City of Chisholm for 2015 Crack Sealing**

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

RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with the City of Chisholm where the city will pay its local share for items listed in the Schedule of Prices in the Proposal/Plan Package and Plan described as CP 0000-235367, SAP 69-030-036, Crack Sealing 2015, with the funds to be receipted into Fund 220, Agency 220351, Object 551530.

**Agreement with City of Floodwood for 2015 Crack Sealing**

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

RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with the City of Floodwood where the city will pay its local share for items listed in the Schedule of Prices in the Proposal/Plan Package and Plan described as CP 0000-235367, SAP 69-030-036, Crack Sealing 2015, with the funds to be receipted into Fund 220, Agency 220351, Object 551553.

**Agreement with Grand Lake Township for 2015 Crack Sealing**

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

RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with Grand Lake Township where the township will pay its local share for items listed in the Schedule of Prices in the Proposal/Plan Package and Plan described as CP 0000-235367, SAP 69-030-036, Crack Sealing 2015, with the funds to be receipted into Fund 220, Agency 220351, Object 551555.

**Agreement with Rice Lake Township for 2015 Crack Sealing**

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

RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with Rice Lake Township where the township will pay its local share for items listed in the Schedule of Prices in the Proposal/Plan Package and Plan described as CP 0000-235367, SAP 69-030-036, Crack Sealing 2015, with the funds to be receipted into Fund 220, Agency 220351, Object 551521.

**Agreement with Lake County for 2015 Crack Sealing**

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

RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with Lake County where Lake County will pay its local share for items listed in the Schedule of Prices in the Proposal/Plan Package and Plan described as CP 0000-97113, SAP 69-030-035, Crack Sealing 2014, with the funds to be receipted into Fund 220, Agency 220351, Object 551508.

# BOARD LETTER NO. 15 – 99

PUBLIC WORKS & TRANSPORTATION COMMITTEE  
CONSENT NO. 4

BOARD AGENDA NO.

**DATE:** March 10, 2015                      **RE:** Force Account Agreement with  
the MnDOT for Curve Warning  
Signing Project

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

James T. Foldesi  
Public Works Director/Highway Engineer

**RELATED DEPARTMENT GOAL:**

To provide a safe, well maintained road and bridge system.

**ACTION REQUESTED:**

The St. Louis County Board is requested to authorize a force account agreement with the Minnesota Department of Transportation (MnDOT) for a curve warning sign installation project.

**BACKGROUND:**

The Public Works Department was awarded federal funds through the Highway Safety Improvement Program by MnDOT to install curve warning signing on 117 curves on various county highways in 2015. A “Public Interest Finding” determined that the warning signs can be installed more economically using county workforce. MnDOT must be designated as the fiscal agent by a force account agreement to accept and disburse federal funds for this project. The project is identified as SP 069-070-013, CP 0000-187063.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize a force account agreement with MnDOT for SP 069-070-013/CP 0000-187063, curve warning sign installation, accounted for in Fund 220, Agency 220349.

**Force Account Agreement with the Minnesota Department of Transportation for  
Curve Warning Signing Project**

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

WHEREAS, The Public Works Department was awarded federal funding through the Highway Safety Improvement Program by the Minnesota Department of Transportation (MnDOT) to install curve warning signage on 117 curves on various county highways; and

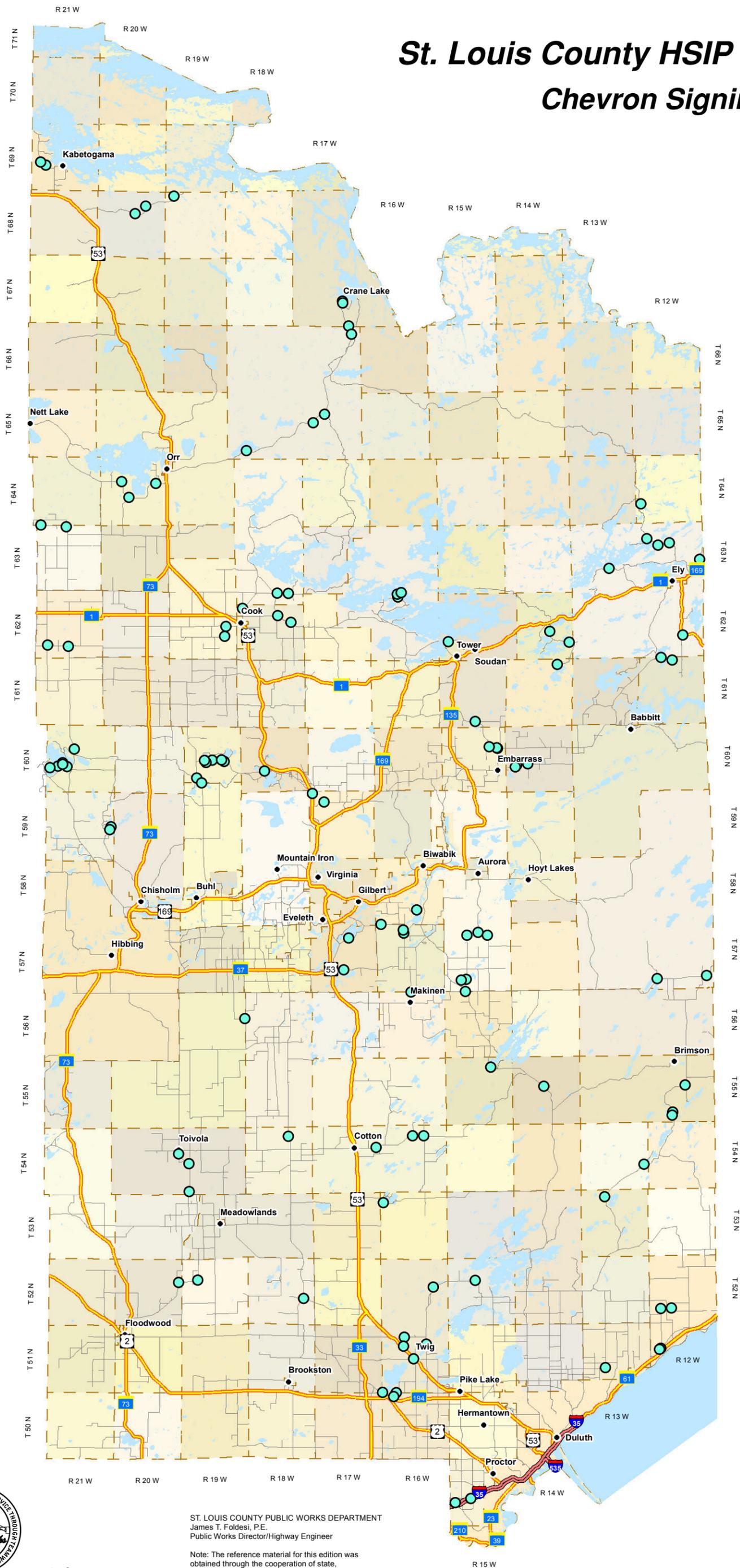
WHEREAS, A "Public Interest Finding" determined that the warning signs can be installed more economically using county workforce; and

WHEREAS, MnDOT must be designated as the fiscal agent by a force account agreement to accept and disburse federal funds for this project;

THEREFORE, BE IT RESOLVED, That pursuant to Minn. Stat. Section 161.36, the Commissioner of Transportation be appointed as agent of St. Louis County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects;

RESOLVED FURTHER, That the St. Louis County Board Chair, Auditor, Highway Engineer/Public Works Director, and an appropriate County Attorney representative are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement, and approve any amendments approved by the County Attorney, with the Commissioner of Transportation prescribing terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 1000186", a copy of which said agreement was before the County Board and which is made a part hereof by reference. This project is identified as SP 069-070-013, CP 0000-187063 and will be accounted for in Fund 220, Agency 220349.

# St. Louis County HSIP Application Chevron Signing



**Map Components**

- Chevron Signing
- Interstate Highway
- U.S./State Highway
- County Road
- City/Town



ST. LOUIS COUNTY PUBLIC WORKS DEPARTMENT  
James T. Foldesi, P.E.  
Public Works Director/Highway Engineer

Note: The reference material for this edition was obtained through the cooperation of state, county and/or municipal government departments.

A sincere effort has been made to produce an up to date map. However, with the various sources we have to rely on, no guarantee can be made.

All voluntary input for updating our next edition will be accepted with gratitude.



**Force Account Agreement with MnDOT for Rural Intersection  
Lighting Project**

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

WHEREAS, The Public Works Department was awarded federal funding through the Highway Safety Improvement Program by the Minnesota Department of Transportation (MnDOT) to install rural intersection lighting at fifty-seven (57) intersections on various county highways; and

WHEREAS, A “Public Interest Finding” determined that the intersection lighting systems can be installed more economically using electric service provider workforce; and

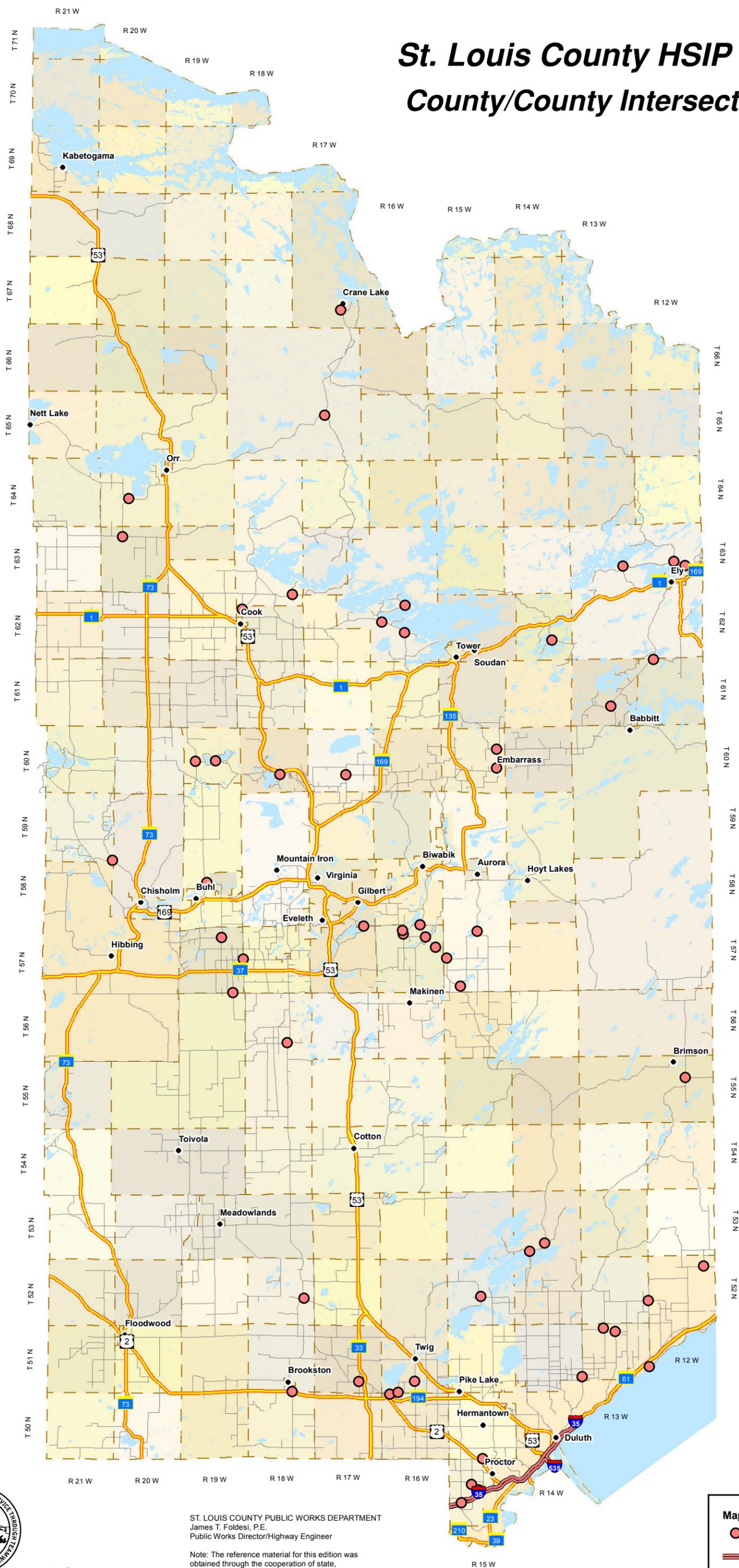
WHEREAS, MnDOT must be designated as the fiscal agent by a force account agreement to accept and disburse federal funds for this project;

THEREFORE, BE IT RESOLVED, That pursuant to Minn. Stat. Section 161.36, the Commissioner of Transportation be appointed as agent of St. Louis County to accept, as its agent, federal aid funds which may be made available for eligible transportation related projects.

RESOLVED FURTHER, That the St. Louis County Board Chair, Auditor, Highway Engineer/Public Works Director, and an appropriate County Attorney representative are hereby authorized and directed for and on behalf of the county to execute and enter into an agreement, and approve any amendments approved by the County Attorney’s Office with the Commissioner of Transportation prescribing terms and conditions of said federal aid participation as set forth and contained in “Minnesota Department of Transportation Agency Agreement No. 1000187”, a copy of which said agreement was before the County Board and which is made a part hereof by reference. This project is identified as SP 069-070-015, CP 0000-187066 and will be accounted for in Fund 220, Agency 220350.

# St. Louis County HSIP Application

## County/County Intersection Lighting



**Map Components**

- County/County Intersection Lighting
- Interstate Highway
- U.S./State Highway
- County Road
- City/Town

ST. LOUIS COUNTY PUBLIC WORKS DEPARTMENT  
 James T. Foldesi, P.E.  
 Public Works Director/Highway Engineer

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St. Louis County Public Works - November 20, 2012

# BOARD LETTER NO. 15 – 101

FINANCE & BUDGET COMMITTEE CONSENT NO. 6

BOARD AGENDA NO.

**DATE:** March 10, 2015                      **RE:** CDBG Planning Grant – City of Proctor

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

Barbara Hayden, Director  
Planning and Community Development

**RELATED DEPARTMENT GOALS:**

Assist communities in achieving housing, economic development and community development objectives. Secure and administer federal, state and other funding which implements county policies and maximizes local resources.

**ACTION REQUESTED:**

The St. Louis County Board is requested to approve Community Development Block Grant (CDBG) Planning and Administration funds for a community planning assistance grant to the City of Proctor for \$15,000.

**BACKGROUND INFORMATION:**

The City of Proctor has requested CDBG funds to complete a comprehensive plan for the city. Community input to the Proctor plan is intended to guide creation and expansion of practical policies for housing, land use, transportation, recreation, and economic development.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the Planning and Community Development Director and County Attorney to execute a CDBG funding agreement with the City of Proctor for a community planning assistance grant in the amount of \$15,000, payable from CDBG Program Fund 260, Agency 260999, Grant 26002, Grant Year 2015.

**CDBG Planning Grant – City of Proctor**

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

WHEREAS, The City of Proctor is requesting \$15,000 in Community Development Block Grant (CDBG) funding to undertake community planning efforts; and

WHEREAS, Funding is available through CDBG planning and administration funds;

THEREFORE, BE IT RESOLVED, The St. Louis County Board approves CDBG planning and administration funds in the amount of \$15,000 for the City of Proctor;

RESOLVED FURTHER, That the County Planning and Community Development Director and County Attorney are authorized to execute a funding agreement payable from CDBG Fund 260, Agency 260999, Grant 26002, Grant Year 2015.

# BOARD LETTER NO. 15 – 102

FINANCE & BUDGET COMMITTEE CONSENT NO. 7

BOARD AGENDA NO.

**DATE:** March 10, 2015                      **RE:** Sale of Non-Conforming Fee  
Land to Adjoining Property  
Owner (Midway Township)

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

Tony Mancuso, Director  
Property Management

**RELATED DEPARTMENT GOAL:**

Facilitate county fee land purchase, sale and easement activities.

**ACTION REQUESTED:**

The St. Louis County Board is requested to authorize the sale of two (2) non-conforming parcels of fee land pursuant to the requirements and procedures of Minn. Stat. § 373.01 Subdivision (i), and authorize the issuance of a quit claim deed for the property.

**BACKGROUND:**

A request to purchase 0.7 acres of county fee land in Midway Township was submitted by adjoining owner Todd A. Youngberg. The County Property Acquisition Team reviewed the request and has no objections to this sale. The parcel requested is St. Louis County Fee owned land which was turned back to the county by the Minnesota Department of Transportation. Mr. Youngberg is trying to meet zoning setbacks to aid in developing his property. There will be two separate parcel descriptions for the property. The Public Works Department has made a field review and has agreed to this request. There are no other adjoining owners that abut this property. The value is determined to be \$2,100 based on the per acre rate used for the sale of land to the Canadian National Railroad for railroad easement. The sale parcel is at least 90% of the fair market value of the parcel as determined by the St. Louis County Assessor's Office.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the sale of two non-conforming parcels of fee land in Midway Township to Todd A. Youngberg, for an amount of \$2,100, payable to Fund 100, Agency 128014, Object 583202. A quit claim deed will be issued to Todd A. Youngberg who is responsible for recording fees and associated filing fees.

**Sale of Non-Conforming Fee Land to Adjoining Property Owner  
(Midway Township)**

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

WHEREAS, A request to purchase 0.7 acres of county fee land in Midway Township was submitted by adjoining owner Todd A. Youngberg; and

WHEREAS, The St. Louis County Property Acquisition Team and Public Works Department have reviewed this request and have no objections to the sale of this non-conforming parcel;

THEREFORE, BE IT RESOLVED, That pursuant to the requirements and procedures of Minn. Stat. § 373.01 Subdivision (i), the St. Louis County Board authorizes the appropriate county officials to execute and deliver a quit claim deed, conveying the non-conforming county fee land described in County Board File No. \_\_\_\_\_ to Todd A. Youngberg, for the amount of \$2,100, payable to Fund 100, Agency 128014, Object 583202. The grantee is also responsible for recording and associated filing fees.

**Sale of Non-Conforming Fee Land to Adjoining Property Owner  
(Midway Township)**

Parcel 1

That part of MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 69-8, according to the recorded plat thereof, St. Louis County, Minnesota, described as follows;

Commencing at the Northwest corner of Section 30, Township 49 North, Range 15 West of the Fourth Principal Meridian, said St. Louis County, Minnesota; thence on an assumed bearing of South 89 degrees 13 minutes 47 seconds East, along the North line of said Section 30, a distance of 1450.87 feet to the Northwest corner of the Northeast Quarter of the Northwest Quarter of said Section 30; thence South 00 degrees 44 minutes 00 seconds East, along the West line of said Northeast Quarter of the Northwest Quarter, a distance of 1097.34 feet; thence North 89 degrees 16 minutes 00 seconds East, a distance of 18.21 feet to MNDOT monument B30 said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 69-8; thence North 83 degrees 27 minutes 30 seconds East, along the Southeasterly right of way line of said of MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 69-8, a distance of 10.14 feet to MNDOT monument B29 said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 69-8; thence North 23 degrees 51 minutes 01 seconds East, along said Southeasterly right of way line, a distance of 28.74 feet to the point of beginning of the land to be described; thence Northwesterly, a distance of 98.67 feet, along a curve 60.00 feet Easterly and parallel with the centerline of Guss Road as traveled and located, along a non-tangential curve concave to the Southwest, having a central angle of 10 degrees 31 minutes 09 seconds, a radius of 537.46 feet, a chord bearing of North 14 degrees 09 minutes 08 seconds West and a chord length of 98.53 feet, to a curve 75 feet more or less Southeasterly and parallel with the centerline of Becks Road per MNDOT Right of Way Map. No. 18-94-01; thence Northeasterly, a distance of 104.35 feet, along said parallel line, along a non-tangential curve, concave to the Southeast, having a central angle of 03 degrees 49 minutes 39 seconds, a radius of 1562.02 feet, a chord bearing of North 68 degrees 19 minutes 24 seconds East and a chord length of 104.33 feet; thence South 17 degrees 02 minutes 21 seconds East, a distance of 24.81 feet to said Southeasterly right of way line of MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 69-8; thence Southwesterly, a distance of 40.07 feet, along said Southeasterly right of way line, along a non-tangential curve, concave to the Southeast, having a central angle of 01 degrees 29 minutes 38 seconds, a radius of 1537.02 feet, a chord bearing of South 69 degrees 30 minutes 32 seconds West and a chord length of 40.07 feet to MNDOT monument B28 said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 69-8; thence South 23 degrees 51 minutes 01 seconds West, along said Southeasterly right of way line, a distance of 105.33 feet to the point of beginning. Said parcel containing 4,846 sq. ft. or 0.11 acres.

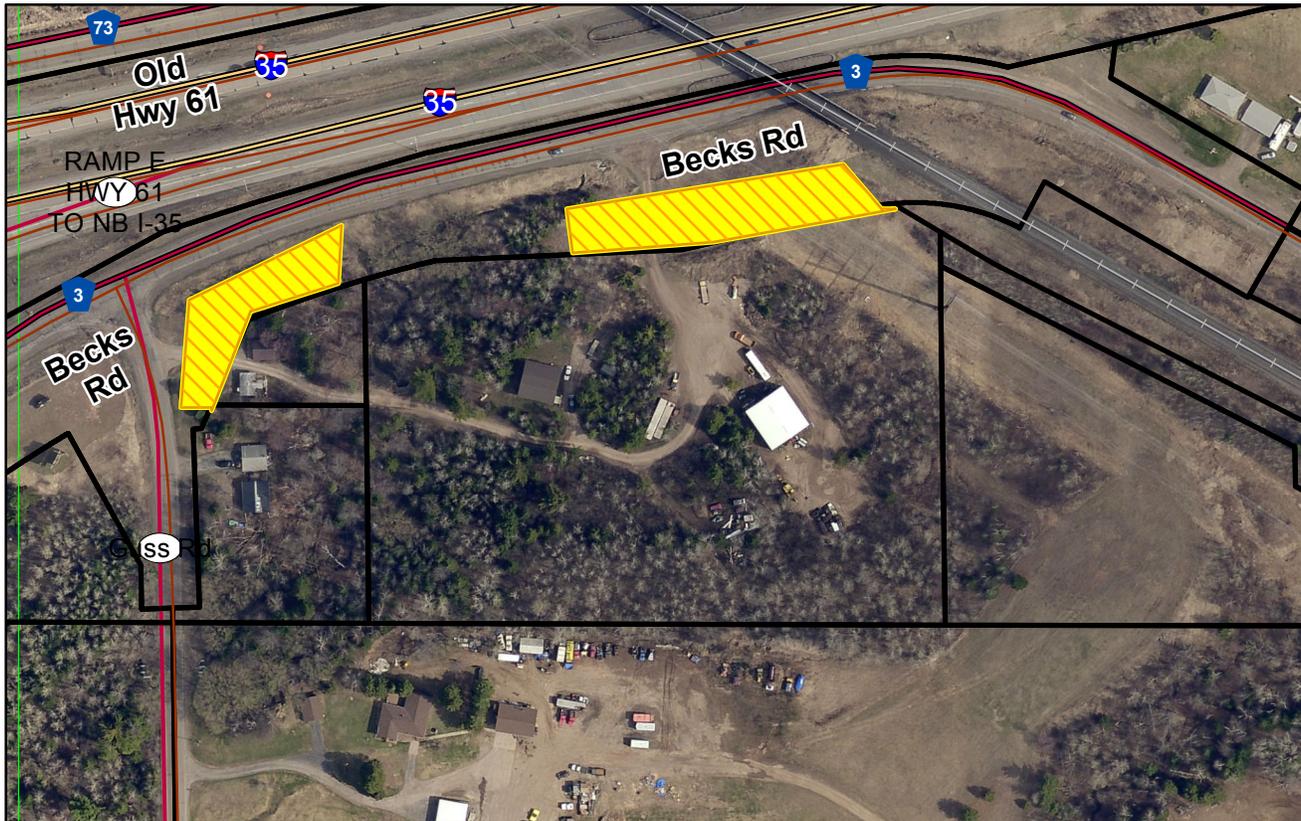
and



**Sale of County Fee Owned Property  
MN DOT Turnback Fee Right of Way  
St. Louis County Property Management Dept.**

Commissioner District # 5  
Maintenance District # 5

Legal Description: St. Louis County Fee Owned Right of Way  
Part of NE1/4 of NW1/4) Section 30, T49N, R15W



**Parcel Specifications:** Parcel is a State of Minnesota turnback to St. Louis County which had been acquired for Interstate 35 construction. St. Louis County State Aid highway 3 (Becks Road) occupies the turnback right of way on the southerly side of I-35. Right of way is 100 feet to 150 feet in width measured off the centerline of Becks Road.

**Acquisition History:** Right of Way was conveyed by the Minnesota Department of Transportation to Saint Louis County by quit claim deed dated June 24, 1986. This deed was recorded June 3, 2014 as document #01238752.

**Zoning:** Parcel is in Midway Township Zoning District RR-2 Rural Residential.

A portion of this right of way has been requested to be purchased by the adjoining owner. Prospective owner would like to use the 150' right of way width on the area near the CN railway for visual and noise barriers to the CN RR Tracks and Hwy I-35. The western portion of right of way requested has a large triangular shaped piece that runs within 10 feet of the house and 5 feet of the garage. Zoning setback requirements from right of way make any improvements to these buildings difficult. Most of the area in question is currently maintained as yard area. Public Works has given preliminary approval to the easterly portion requested.

**Current County Assessed Value:** There is not an assessed value placed on this R/W. Appraisal work done for Wisconsin Central Railroad purchase request from the same parcel set a value of \$3,000 per acre. This value was reviewed by County Assessor's Office and will be used to value the current request.

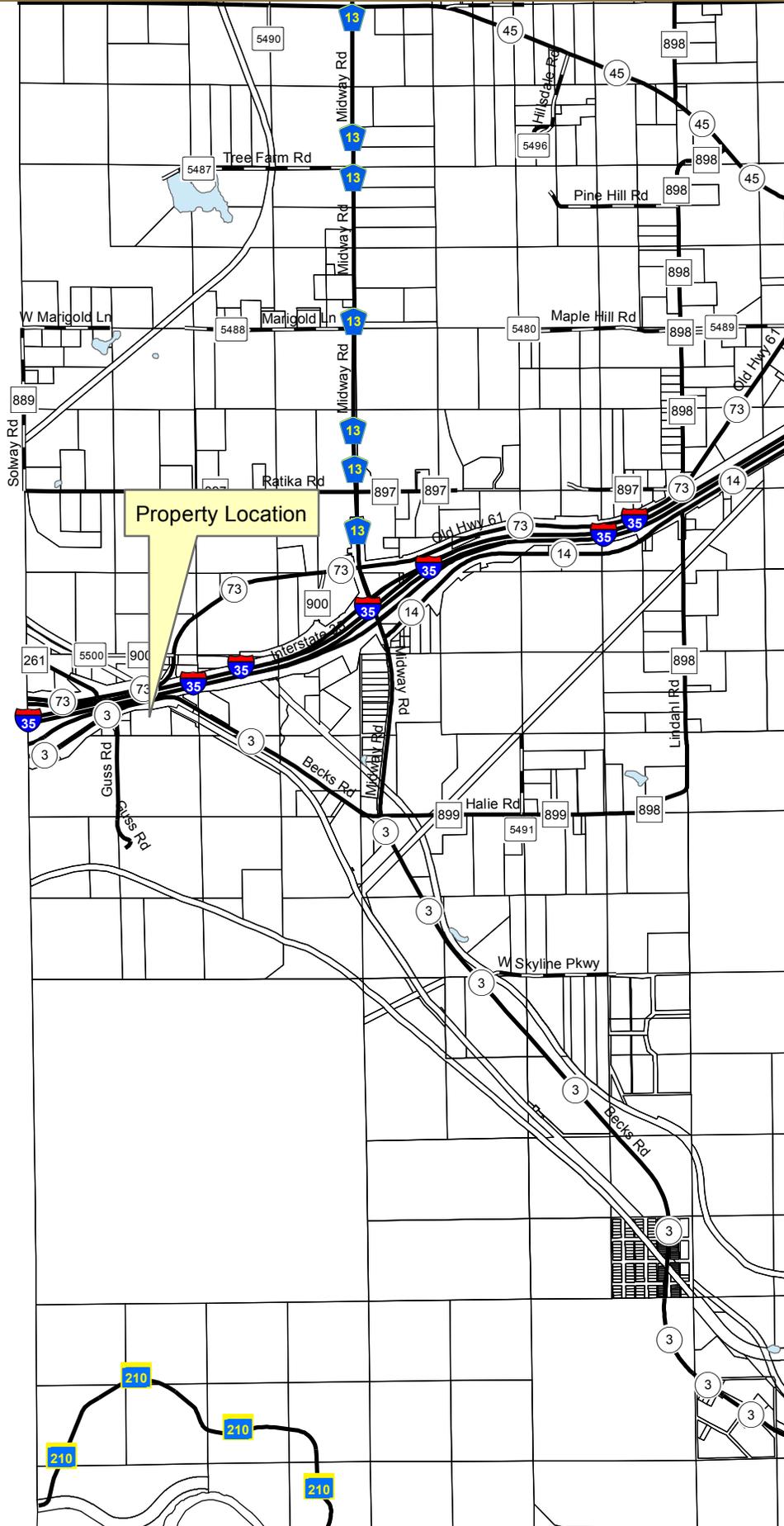
**Recommendation:** If approved after Public Works Review St. Louis County will sell this as a non-conforming sale to the adjoining owner.

8/04/14  
Mark J. Hudson Right of Way Agent  
St. Louis County Property Management  
100 North 5th Avenue West RM 515  
Duluth, MN 55802  
218-726-2356 Office 218-343-3505 Cell  
hudsonm@stlouiscountymn.gov



# Sale of Fee Land Midway Township

NE 1/4 of NW 1/4 Section 30, T49N, R15W



Saint Louis County  
Planning Department  
GIS Division

Road Surface Class. Twp  
SURF\_TYPE

- Paved Road
- Gravel Road
- sde.STLOUIS.ENVIRO\_Lakes
- sde.STLOUIS.CDSTRL\_ParcelsInfo
- mcd polygon



### Property Management

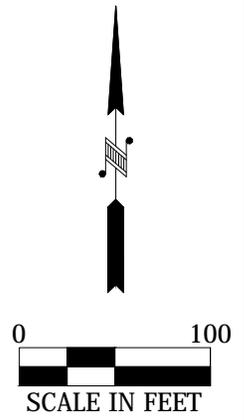
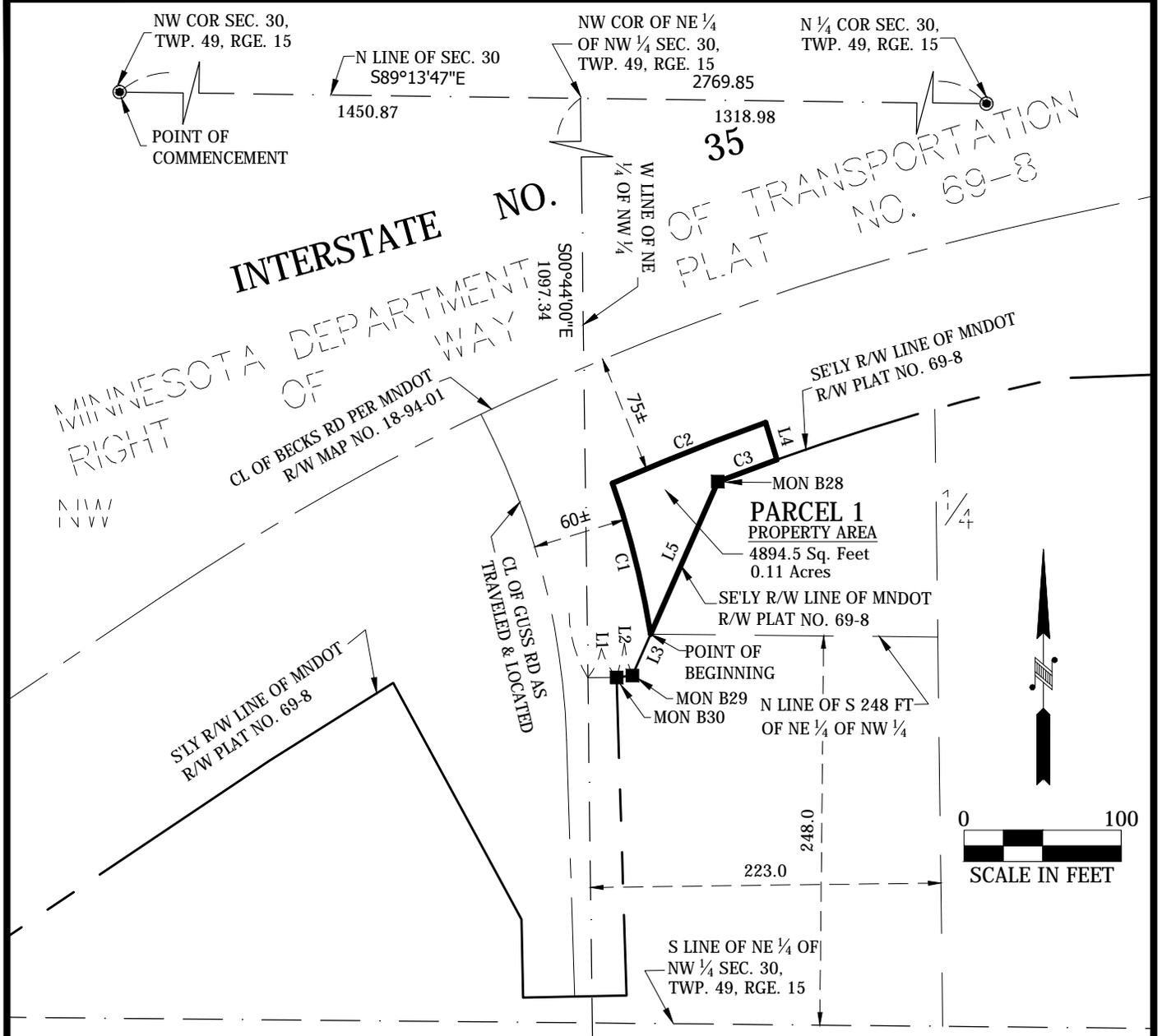
(218) 725-5085  
www.stlouiscountymn.gov

Source: St. Louis County, DNR

Map Created: 3/3/2015

### Disclaimer

This is a compilation of records as they appear in the Saint Louis County Offices affecting the area shown. This drawing is to be used only for reference purposes and the County is not responsible for any inaccuracies herein contained.



| LINE | BEARING     | DISTANCE |
|------|-------------|----------|
| L1   | N89°16'00"E | 18.21    |
| L2   | N83°27'30"E | 10.14    |
| L3   | N23°51'01"E | 28.74    |
| L4   | S17°02'21"E | 24.81    |
| L5   | S23°51'01"W | 106.12   |

| CURVE | RADIUS  | ARC LENGTH | CHORD LENGTH | CHORD BEARING | DELTA ANGLE |
|-------|---------|------------|--------------|---------------|-------------|
| C1    | 537.46  | 99.21      | 99.07        | N14°10'52"W   | 10°34'36"   |
| C2    | 1562.02 | 104.89     | 104.87       | N68°18'48"E   | 3°50'51"    |
| C3    | 1537.02 | 40.07      | 40.07        | S69°30'32"W   | 1°29'38"    |

**LEGEND**

- MNDOT MONUMENT
- CAST IRON MONUMENT

SHEET 2 OF 2 SHEETS

**EXHIBIT A (PARCEL 1)**

|                          |   |
|--------------------------|---|
| CLIENT: ST. LOUIS COUNTY | REVISIONS: 11-24-14 (EXHIBIT #'S MINOR REVISIONS) |
| DATE: 11-19-14           |   |
| ADDRESS: XXX             |   |
| JOB NUMBER: 14-471       |   |

**ALTA**  
 LAND SURVEY COMPANY  
 \* LAND SURVEYING PHONE: 218-727-5211  
 \* LAND DEVELOPMENT FAX: 218-727-3798  
 \* PLATTING LICENSED IN MN & WI  
 \* LEGAL DESCRIPTIONS CERTIFIED FEDERAL SURVEYOR  
 \* CONSTRUCTION STAKING WWW.ALTA SURVEY DULUTH.COM

LEGAL DESCRIPTION FOR PARCEL 1

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Said parcel containing 4,846 sq. ft. or 0.11 acres.

THIS IS NOT A BOUNDARY SURVEY.

BEARINGS ARE BASED ON THE ST. LOUIS COUNTY TRANSVERSE MERCATOR COORDINATE SYSTEM OF 1996.

THIS SURVEY HAS BEEN PREPARED WITHOUT BENEFIT OF A TITLE COMMITMENT OR TITLE OPINION. A TITLE SEARCH FOR RECORDED OR UNRECORDED EASEMENTS WHICH MAY BENEFIT OR ENCUMBER THIS PROPERTY HAS NOT BEEN COMPLETED BY ALTA LAND SURVEY COMPANY.

SHEET 1 OF 2 SHEETS

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Date: NOVEMBER 24, 2014

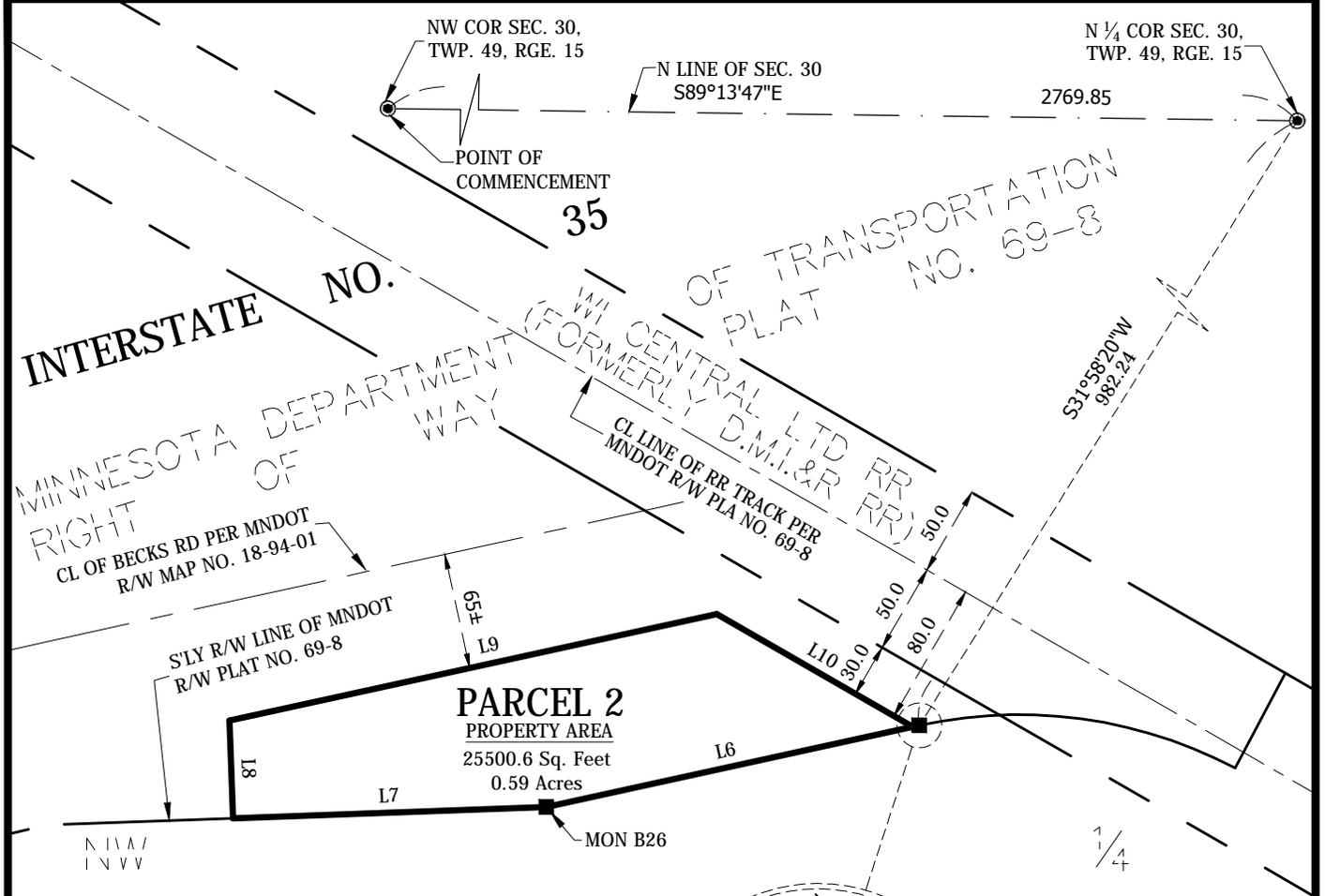
  
David R. Evanson MN License No. 49505

**EXHIBIT B (PARCEL 1)**

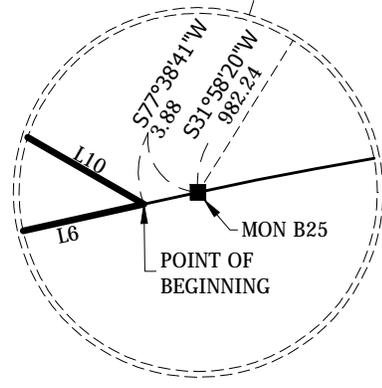
|                          |  |
|--------------------------|--|
| CLIENT: ST. LOUIS COUNTY | REVISIONS: 11-24-14 (EXHIBIT #'S<br>MINOR REVISIONS) |
| DATE: 11-19-14           |  |
| ADDRESS: XXX             |  |
| JOB NUMBER: 14-471       |  |



**LAND SURVEY COMPANY**  
 \* LAND SURVEYING PHONE: 218-727-5211  
 \* LAND DEVELOPMENT FAX: 218-727-3798  
 \* PLATTING LICENSED IN MN & WI  
 \* LEGAL DESCRIPTIONS CERTIFIED FEDERAL SURVEYOR  
 \* CONSTRUCTION STAKING WWW.ALTA SURVEY DULUTH.COM



|     |             |        |
|-----|-------------|--------|
| L6  | S77°38'41"W | 209.26 |
| L7  | S87°56'45"W | 175.00 |
| L8  | N02°03'15"W | 54.59  |
| L9  | N77°38'41"E | 278.37 |
| L10 | S60°01'17"E | 126.22 |



- LEGEND**
- MNDOT MONUMENT
  - CAST IRON MONUMENT



SHEET 2 OF 2 SHEETS

|                             |  |  |
|-----------------------------|--|--|
| <b>EXHIBIT A (PARCEL 2)</b> |  | <p><b>ALTA</b><br/>LAND SURVEY COMPANY<br/>* LAND SURVEYING      PHONE: 218-727-5211<br/>* LAND DEVELOPMENT      FAX: 218-727-3798<br/>* PLATTING      LICENSED IN MN &amp; WI<br/>* LEGAL DESCRIPTIONS      CERTIFIED FEDERAL SURVEYOR<br/>* CONSTRUCTION STAKING      WWW.ALTA SURVEY DULUTH.COM</p> |
| CLIENT: ST. LOUIS COUNTY    | 11-24-14 (EXHIBIT #'S MINOR REVISIONS) |  |
| DATE: 11-19-14              |  |  |
| ADDRESS: XXX                |  |  |
| JOB NUMBER: 14-471          |  |  |

LEGAL DESCRIPTION FOR PARCEL 2

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Commencing at the Northwest corner of Section 30, Township 49 North, Range 15 West of the Fourth Principal Meridian, said St. Louis County, Minnesota; thence on an assumed bearing of South 89 degrees 13 minutes 47 seconds East, along the North line of said Section 30, a distance of 2769.85 feet to the North ¼ corner of said Section 30; thence South 31 degrees 58 minutes 20 seconds West, a distance of 982.24 feet to MNDOT monument B25; thence South 77 degrees 38 minutes 41 seconds West, along the Southerly right of way line of said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 69-8, a distance of 3.88 feet to the point of beginning of the land to be described; thence South 77 degrees 38 minutes 41 seconds West, along said Southerly right of way line, a distance of 209.26 feet; thence South 87 degrees 56 minutes 45 seconds West, along said Southerly right of way line, a distance of 175.00 feet; thence North 02 degrees 03 minutes 15 seconds West, a distance of 54.59 feet to a line 65 feet more or less Southerly and parallel with the centerline of Becks Road per MNDOT Right of Way Map No. 18-94-01; thence North 77 degrees 38 minutes 41 seconds East, along said parallel line, a distance of 278.37 feet to a line 80 feet Southwesterly and parallel with the centerline of Wisconsin Central Ltd railway; thence South 60 degrees 01 minutes 17 seconds East, along said parallel line, a distance of 126.22 feet to the point of beginning.

Said parcel containing 25,500.6 sq. ft. or 0.59 acres.

THIS IS NOT A BOUNDARY SURVEY.

BEARINGS ARE BASED ON THE ST. LOUIS COUNTY TRANSVERSE MERCATOR COORDINATE SYSTEM OF 1996.

THIS SURVEY HAS BEEN PREPARED WITHOUT BENEFIT OF A TITLE COMMITMENT OR TITLE OPINION. A TITLE SEARCH FOR RECORDED OR UNRECORDED EASEMENTS WHICH MAY BENEFIT OR ENCUMBER THIS PROPERTY HAS NOT BEEN COMPLETED BY ALTA LAND SURVEY COMPANY.

SHEET 1 OF 2 SHEETS

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Date: NOVEMBER 24, 2014

*David R. Evanson*  
David R. Evanson MN License No. 49505

**EXHIBIT B (PARCEL 2)**

|                          |  |
|--------------------------|--|
| CLIENT: ST. LOUIS COUNTY | REVISIONS: 11-24-14 (EXHIBIT #'S<br>MINOR REVISIONS) |
| DATE: 11-19-14           |  |
| ADDRESS: XXX             |  |
| JOB NUMBER: 14-471       |  |



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# BOARD LETTER NO. 15 - 103

## CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE CONSENT NO. 8

### BOARD AGENDA NO.

**DATE:** March 10, 2015                      **RE:** Reallocation of Information  
Specialist I to Information  
Specialist II – Assessor’s  
Office

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

Mark A. Monacelli, Director  
Public Records & Property Valuation

David L. Sipila  
County Assessor

James R. Gottschald, Director  
Human Resources

#### **RELATED DEPARTMENT GOAL:**

To allocate all positions in county employment to appropriate job titles/specifications in the official classification plan.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to approve the reallocation of an occupied 1.0 FTE Information Specialist I in the Assessor’s Office to the Information Specialist II classification.

#### **BACKGROUND:**

The Assessor’s Office has requested the reallocation of an Information Specialist I position to the Information Specialist II classification to allow for higher level clerical support due to sustained increase in complexity of the workload. The Assessor’s Office uses this position to research and maintain accurate homestead records, perform homestead edits, compose customized correspondence when mass correspondence is not specific enough, maintain building permit and fire disaster data bases, maintain time sheets and submit payroll. The position also serves as the first contact for taxpayers with the Assessor’s Office, assisting or directing them to the appropriate person, and performs backup duties for other Information Specialist II positions.

Human Resources has reviewed the proposed additional duties and concluded that reallocation to the Information Specialist II classification is appropriate. The Information Specialist I classification is compensated at Grade B4 of the Civil Service Basic Unit Pay Plan. The Information Specialist II classification is compensated at Grade B10 of the same plan. The annual cost of the reallocation will be an additional \$3,996. The Assessor's Office budget has sufficient funds to cover the increase. Because this reallocation is more than three pay grades, County Board approval is required.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board approve the reallocation of a 1.0 FTE Information Specialist I position (Civil Service Basic Unit Pay Plan, Pay Grade B4) to a 1.0 FTE Information Specialist II (Civil Service Basic Unit Pay Plan, Pay Grade B10), resulting in an annual increase of \$3,996. Funding for this reallocation is Available in Fund 100, Agency 118001.

**Reallocation of Information Specialist I to Information Specialist II –  
Assessor’s Office**

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

WHEREAS, The Assessor’s Office provides assessment services to the majority of the county’s jurisdictions and, due to the increased complexity of the workload and advances in technology needs to assign higher level clerical duties to an occupied Information Specialist I position; and

WHEREAS, The Human Resources Department has determined that reallocation of the current Information Specialist I to Information Specialist II is appropriate, given the job duties; and

WHEREAS, County Fiscal Policies specify that any position change greater than three pay grades must be approved by the County Board; and

WHEREAS, These changes will result in an annual budget increase of \$3,996, which the Assessor’s Office has available;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the reallocation the Information Specialist I (Civil Service Basic Unit Pay Plan, pay grade B4) to an Information Specialist II (Civil Service Basic Unit Pay Plan, pay grade B10) in the Assessor’s Office. Funding for this reallocation is available in Fund 100, Agency 118001.

# BOARD LETTER NO. 15 – 104

## ESTABLISHMENT OF PUBLIC HEARINGS FINANCE & BUDGET COMMITTEE NO. 1

BOARD AGENDA NO.

**DATE:** March 10, 2015

**RE:** Establish Public Hearing to Consider Allegations of Liquor Law Violation – Arrowhead Lodge, Inc. (Kabetogama Township)

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

Donald Dicklich  
County Auditor/Treasurer

Mark Rubin  
County Attorney

### **RELATED DEPARTMENT GOAL:**

Provide mandated and discretionary licensing services in a timely manner.

### **ACTION REQUESTED:**

The St. Louis County Board is requested to establish a public hearing to consider penalties and/or suspension of the liquor licenses issued to Arrowhead Lodge, Inc. d/b/a Arrowhead Lodge & Resort, Kabetogama Township, for alleged liquor law violation.

### **BACKGROUND:**

Pursuant to St. Louis County Ordinance No. 28, Section 13.01, Any liquor license issued pursuant to this Ordinance may be suspended or revoked for up to sixty (60) days, a civil penalty of up to \$2,000 imposed for each violation, or a combination of any of these sanctions may be imposed by the County Board upon cause shown after a hearing. A hearing shall be held pursuant to the provisions of these subdivisions and any other uniform rules for hearings promulgated by the County Board. Cause for revocation or suspension or civil penalty or any combination of these sanctions includes, but is not limited to, the filing of false information on a license application, violation of any liquor laws, regulations or provisions of the Ordinance, or failure to maintain any licenses issued by the Minnesota Department of Health as may be required.

### **RECOMMENDATION:**

It is recommended that the St. Louis County Board establish a public hearing on the matter for April 7, 2015, at 9:40 a.m., in the St. Louis County Courthouse, Duluth, MN.

**Establish Public Hearing to Consider Violation Allegations of Liquor Law –  
Arrowhead Lodge, Inc. (Kabetogama Township)**

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

RESOLVED, That the St. Louis County Board establishes a public hearing at 9:40 a.m., on Tuesday, April 7, 2015, in the St. Louis County Courthouse, Duluth, MN, for the consideration of the allegations and, if proven, the suspension or revocation of the liquor licenses issued to Arrowhead Lodge, Inc. d/b/a Arrowhead Lodge & Resort, Kabetogama Township, and/or the imposition of civil penalties for the violation.

# BOARD LETTER NO. 15 – 105

## ESTABLISHMENT OF PUBLIC HEARINGS FINANCE & BUDGET COMMITTEE NO. 2

BOARD AGENDA NO.

**DATE:** March 10, 2015                      **RE:** Establish Public Hearing to  
Consider Off-Sale Intoxicating  
Liquor License (Kabetogama  
Township)

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

Don Dicklich  
County Auditor/Treasurer

### **RELATED DEPARTMENT GOAL:**

Provide mandated and discretionary licensing services in a timely manner.

### **ACTION REQUESTED:**

The St. Louis County Board is requested to establish a public hearing to consider an off-sale intoxicating liquor license for an establishment in Kabetogama Township.

### **BACKGROUND:**

The Pines of Kabetogama, LLC, has made application for an Off-Sale Intoxicating Liquor License for the establishment known as The Pines of Kabetogama Resort, Kabetogama Township. Minn. Stat. § 340A.405, subdivision 2d, relating to the issuance of off-sale intoxicating liquor licenses provides that "No license may be issued under this subdivision unless a public hearing is held on the issuance of the license. Notice must be given to all interested parties and to any city located within three miles of the premises to be licensed. At the hearing the county board shall consider testimony and exhibits presented by interested parties and may base its decision to issue or deny a license upon the nature of the business to be conducted and its impact upon any municipality, and the character and reputation of the applicant, and the propriety of the location."

The County Liquor Licensing Committee considered and approved the application and recommends Board approval. According to the St. Louis County Fee Schedule, this establishment is an exclusive liquor store in an organized township applying for an Off-Sale Intoxicating Liquor License located in Area 3 and the annual license fee is \$500.

### **RECOMMENDATION:**

It is recommended that the St. Louis County Board establish a public hearing at 9:40 a.m. on Tuesday, April 14, 2015, Gnesen Town Hall, to consider the off-sale intoxicating liquor license application of The Pines of Kabetogama Resort.

**Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License  
(Kabetogama Township)**

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

RESOLVED, That the St. Louis County Board establishes a public hearing at 9:40 a.m., on April 14, 2015, in the Gnesen Town Hall, Duluth, MN, for the purpose of considering an Off-Sale Intoxicating Liquor License to The Pines of Kabetogama, LLC d/b/a The Pines of Kabetogama Resort, Kabetogama Township.

# BOARD LETTER NO. 15 – 106

PUBLIC WORKS & TRANSPORTATION COMMITTEE NO. 1

BOARD AGENDA NO.

**DATE:** March 10, 2015                      **RE:** Agreement with LHB Corp. for  
Design Services – Timber  
Bridge Replacement Projects

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

James T. Foldesi  
Public Works Director/Highway Engineer

**RELATED DEPARTMENT GOAL:**

To provide a safe, well maintained road and bridge system.

**ACTION REQUESTED:**

The St. Louis County Board is requested to authorize an agreement with the LHB Corp. of Duluth, MN for design services for timber bridge replacement projects.

**BACKGROUND:**

The Public Works Department solicited a Request for Qualifications (RFQ) to three engineering consultants for design services for bridge reconstruction for the following seventeen (17) bridges:

|                    |                   |                  |                   |
|--------------------|-------------------|------------------|-------------------|
| Br 194 on CR 209   | Br 197 on CR 196  | Br 209 on CR 189 | Br 221 on CSAH 52 |
| Br 261 on CR 185   | Br 344 on UT 8121 | Br 355 on CR 597 | Br 361 on CSAH 24 |
| Br 367 on CSAH 116 | Br 369 on CR 779  | Br 650 on CR 916 | Br 655 on CR 937  |
| Br 657 on CR 938   | Br 705 on CR 540  | Br 709 on CR 769 | Br 726 on UT 8128 |
| Br 773 on CR 642   |                   |                  |                   |

These projects are being accelerated to capitalize on anticipated Transportation Sales Tax and State Bridge Bond funds while addressing the anticipated surge of bridges with timber substructures that are at the end of their service life. Two submittals were received and after reviewing the qualifications, it was determined that LHB Corp. of Duluth, MN has the training, experience, and knowledge to provide these services, and would be the best choice for these services. The factors considered were ability to deliver within the project time frame, experience and staff availability. The agreement states that those services shall include project management, team meetings, writing of special provisions, geotechnical investigations, hazardous material investigations, right-of-way preparations, wetland delineations, environmental permitting, and

bridge/approach design activities. LHB is expected to sub-contract all geotechnical investigations/recommendations and hazardous material assessments to Braun Intertec. These projects are anticipated to be funded by Transportation Sales Tax and/or State Bridge Bond funds.

**RECOMMENDATION:**

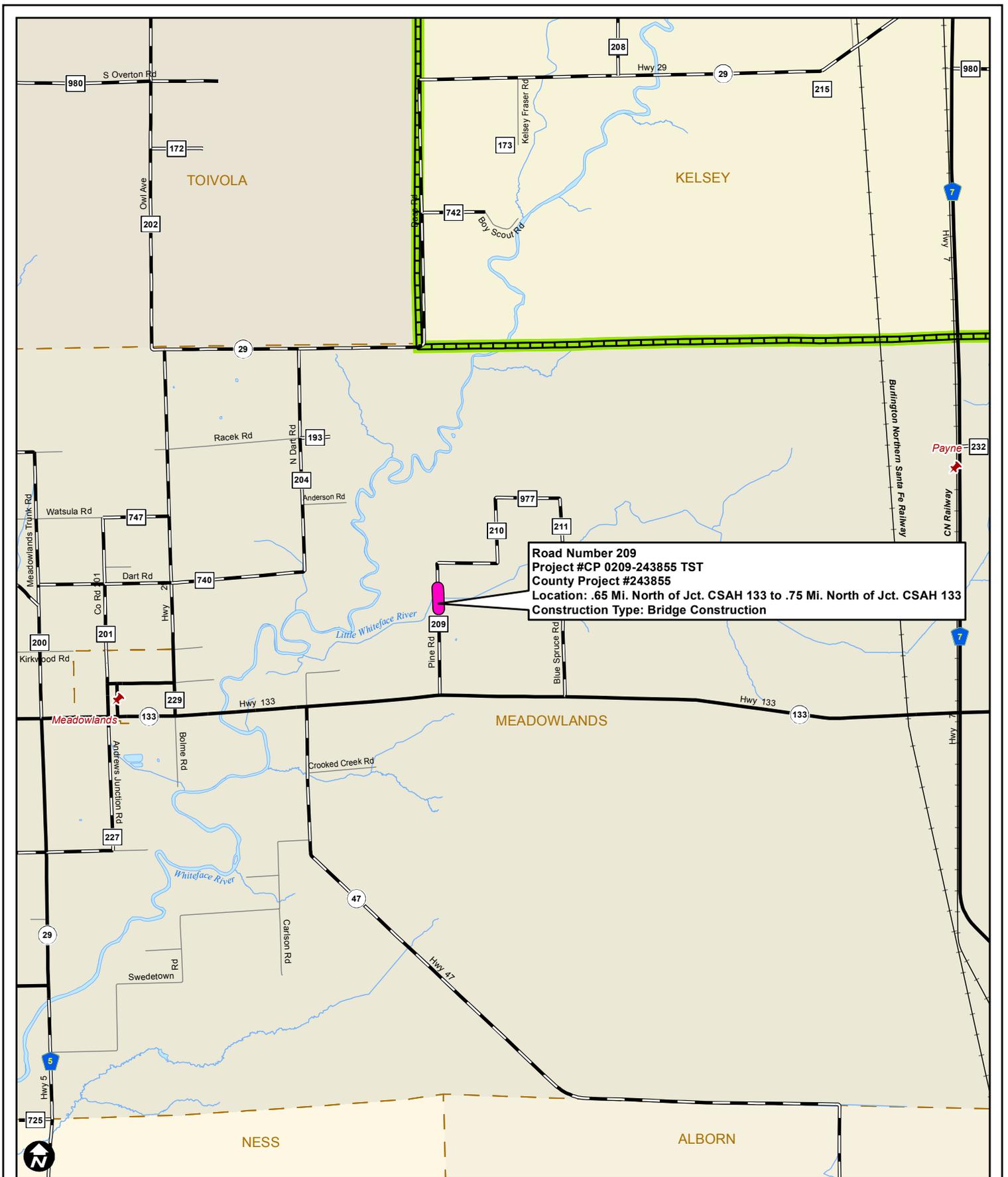
It is recommended that the St. Louis County Board authorize an agreement with LHB Corp., of Duluth, MN, for design services for the reconstruction of seventeen (17) bridges. The total cost of these services is \$787,959, payable from Fund 204, Object 626600.

**Agreement with LHB Corp. for Design Services for  
Timber Bridge Replacement Projects**

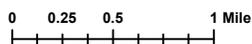
BY COMMISSIONER \_\_\_\_\_

RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments authorized by the County Attorney, with LHB Corp. of Duluth, MN, for design services for the reconstruction of seventeen (17) bridges listed below. The total cost of these services is \$787,959, payable from Fund 204, Object 626600.

|                    |                   |                  |                   |
|--------------------|-------------------|------------------|-------------------|
| Br 194 on CR 209   | Br 197 on CR 196  | Br 209 on CR 189 | Br 221 on CSAH 52 |
| Br 261 on CR 185   | Br 344 on UT 8121 | Br 355 on CR 597 | Br 361 on CSAH 24 |
| Br 367 on CSAH 116 | Br 369 on CR 779  | Br 650 on CR 916 | Br 655 on CR 937  |
| Br 657 on CR 938   | Br 705 on CR 540  | Br 709 on CR 769 | Br 726 on UT 8128 |
| Br 773 on CR 642   |                   |                  |                   |



St. Louis County 2016 Road & Bridge Construction

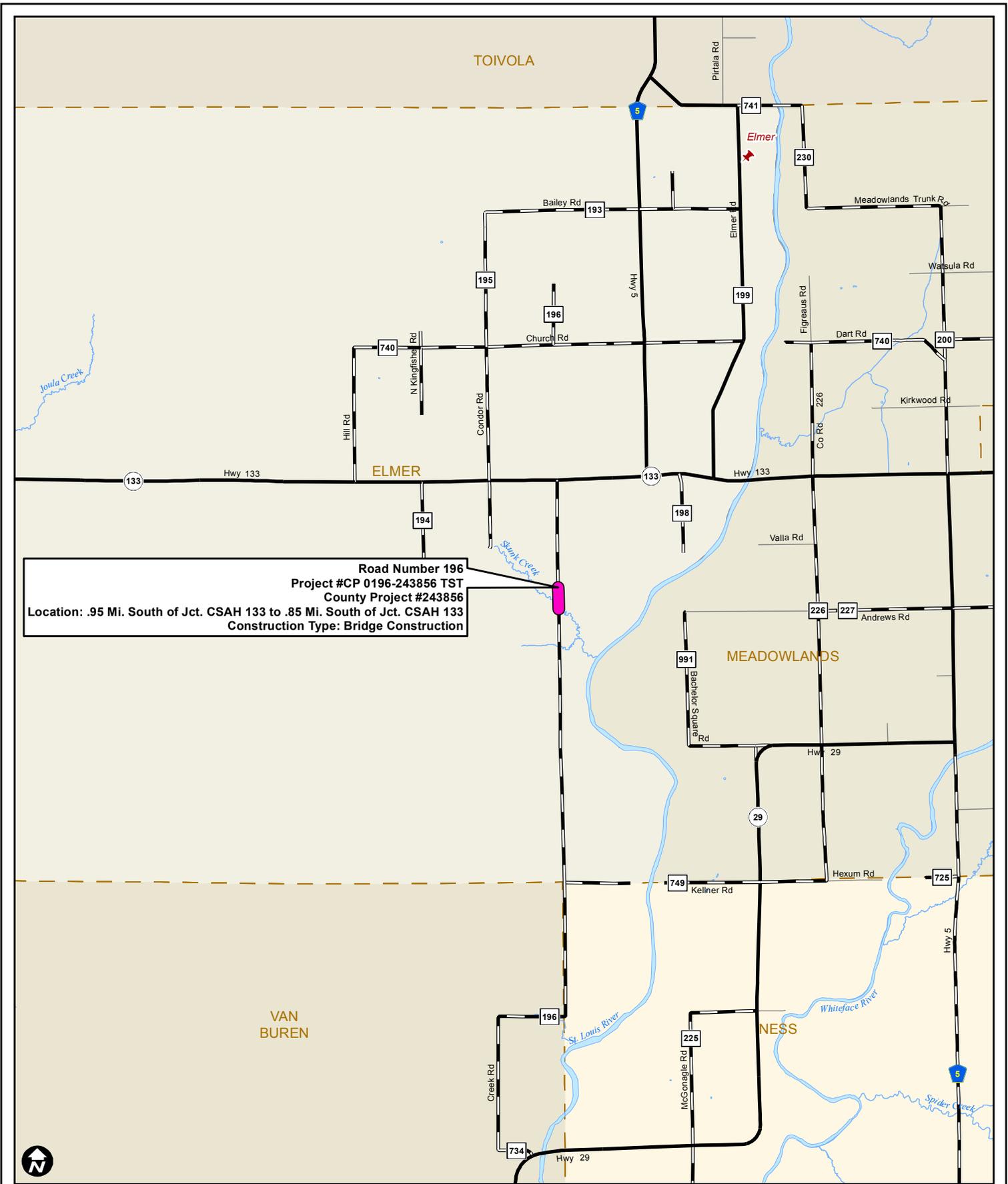


**Map Components**

- 2016 Road & Bridge Construction**
- Bridge Construction
- Interstate Highway
- U.S./State Highway

- County/Unorg. Twp. Road - Paved
- County/Unorg. Twp. Road - Gravel
- Local Road/City Street
- Railroad
- Commissioner District

- Township Boundary
- City/Town
- Lake
- River/Stream

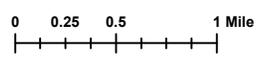


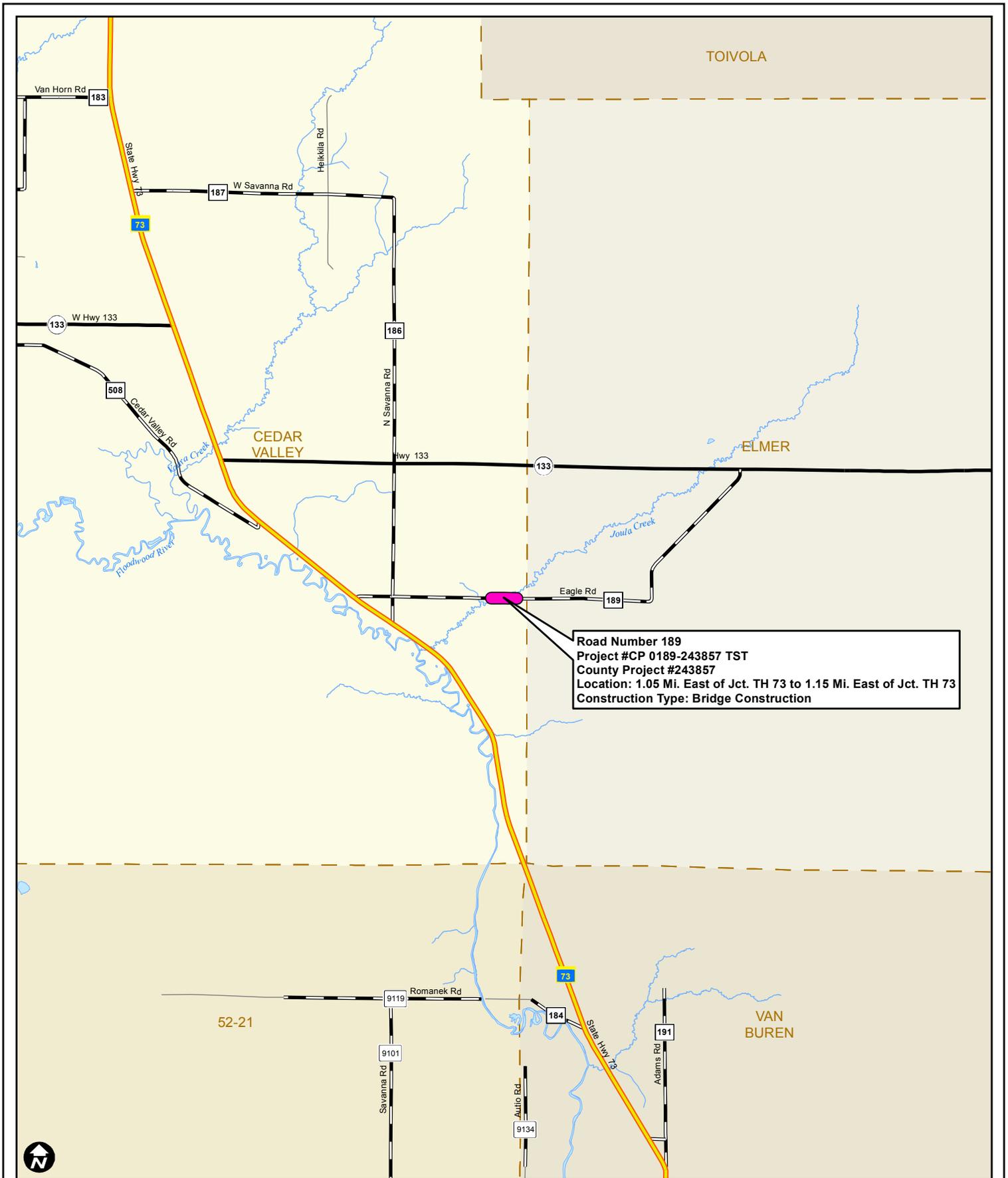
**Road Number 196**  
**Project #CP 0196-243856 TST**  
**County Project #243856**  
**Location: .95 Mi. South of Jct. CSAH 133 to .85 Mi. South of Jct. CSAH 133**  
**Construction Type: Bridge Construction**

St. Louis County 2016 Road & Bridge Construction

**Map Components**

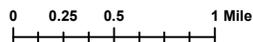
|                       |                                  |                   |
|-----------------------|----------------------------------|-------------------|
| Bridge Construction   | County/Unorg. Twp. Road - Paved  | Township Boundary |
| Interstate Highway    | County/Unorg. Twp. Road - Gravel | City/Town         |
| U.S./State Highway    | Local Road/City Street           | Lake              |
| Commissioner District | Railroad                         | River/Stream      |





**Road Number 189**  
 Project #CP 0189-243857 TST  
 County Project #243857  
 Location: 1.05 Mi. East of Jct. TH 73 to 1.15 Mi. East of Jct. TH 73  
 Construction Type: Bridge Construction

St. Louis County 2016 Road & Bridge Construction



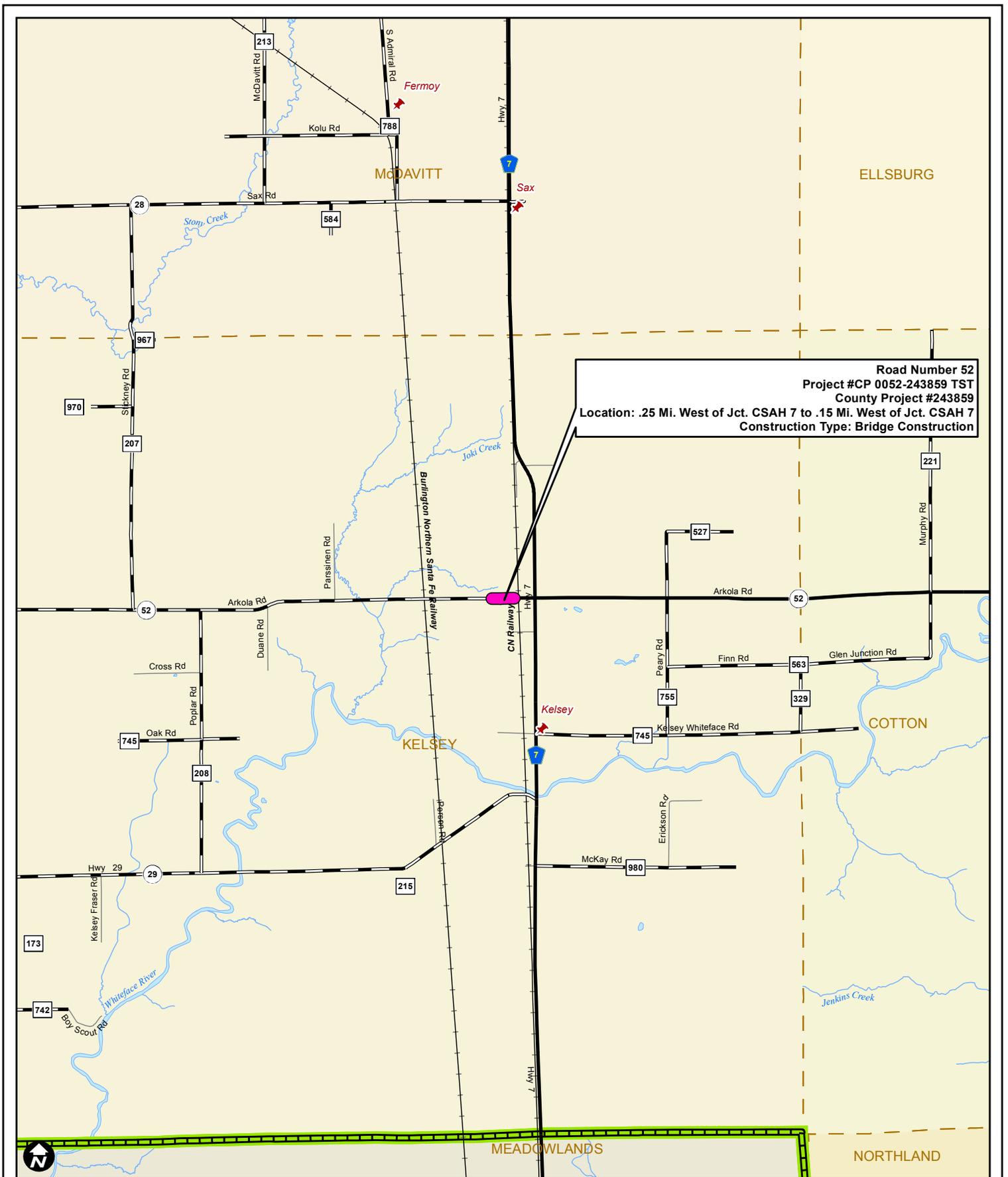
Map Components

- 2016 Road & Bridge Construction
- Bridge Construction
- Interstate Highway
- U.S./State Highway

- County/Unorg. Twp. Road - Paved
- County/Unorg. Twp. Road - Gravel
- Local Road/City Street
- Railroad

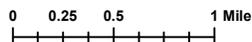


- Township Boundary
- City/Town
- Lake
- River/Stream



**Road Number 52**  
 Project #CP 0052-243859 TST  
 County Project #243859  
 Location: .25 Mi. West of Jct. CSAH 7 to .15 Mi. West of Jct. CSAH 7  
 Construction Type: Bridge Construction

St. Louis County 2016 Road & Bridge Construction



Map Components

2016 Road & Bridge Construction

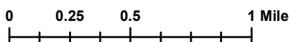
- Bridge Construction
- Interstate Highway
- U.S./State Highway
- County/Unorg. Twp. Road - Paved
- County/Unorg. Twp. Road - Gravel
- Local Road/City Street
- Railroad
- Commissioner District

- Township Boundary
- City/Town
- Lake
- River/Stream

**Road Number 185**  
**Project #CP 0185-243860 TST**  
**County Project #243860**  
**Location: .85 Mi. North of Jct. CR 817 to .95 Mi. North of Jct. CR 817**  
**Construction Type: Bridge Construction**



St. Louis County 2016 Road & Bridge Construction



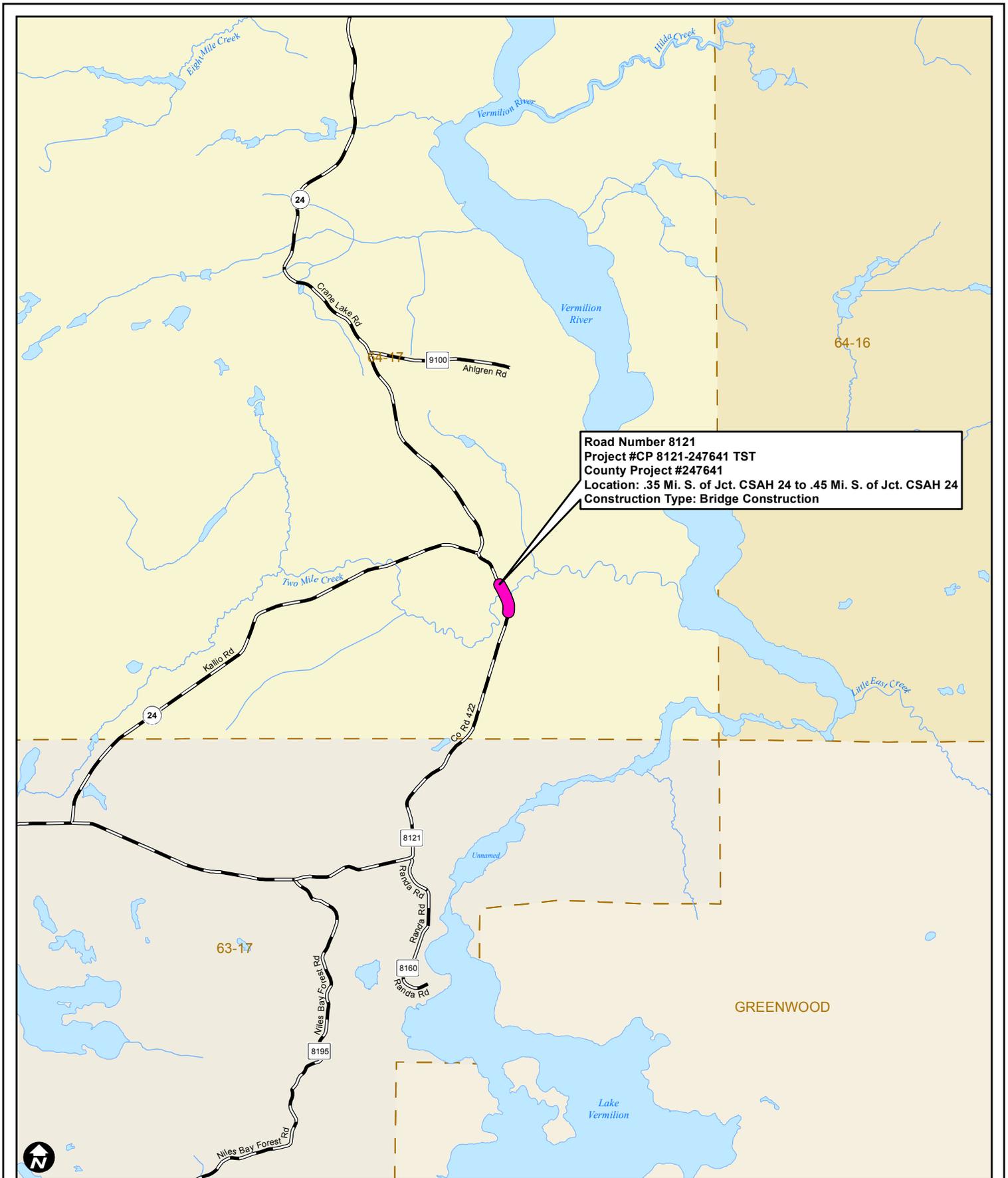
Map Components

2016 Road & Bridge Construction

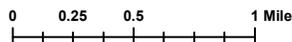
- Bridge Construction
- Interstate Highway
- U.S./State Highway

- County/Unorg. Twp. Road - Paved
- County/Unorg. Twp. Road - Gravel
- Local Road/City Street
- Railroad
- Commissioner District

- Township Boundary
- City/Town
- Lake
- River/Stream



St. Louis County 2016 Road & Bridge Construction

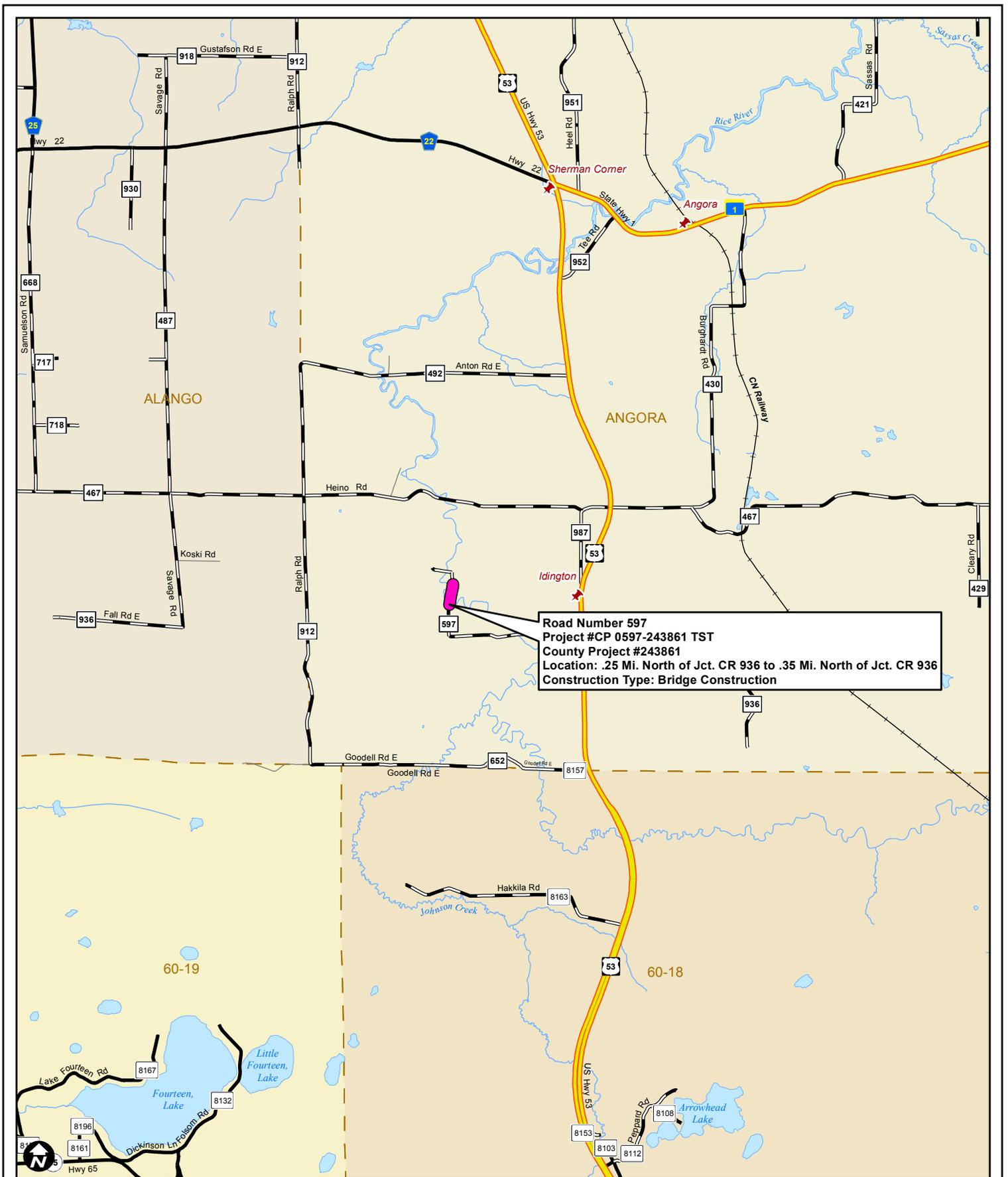


**Map Components**

**2016 Road & Bridge Construction**

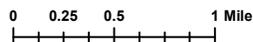
- Bridge Construction
- County/Unorg. Twp. Road - Paved
- County/Unorg. Twp. Road - Gravel
- Interstate Highway
- Local Road/City Street
- U.S./State Highway
- Railroad
- Commissioner District

- Township Boundary
- City/Town
- Lake
- River/Stream



**Road Number 597**  
**Project #CP 0597-243861 TST**  
**County Project #243861**  
**Location: .25 Mi. North of Jct. CR 936 to .35 Mi. North of Jct. CR 936**  
**Construction Type: Bridge Construction**

St. Louis County 2016 Road & Bridge Construction



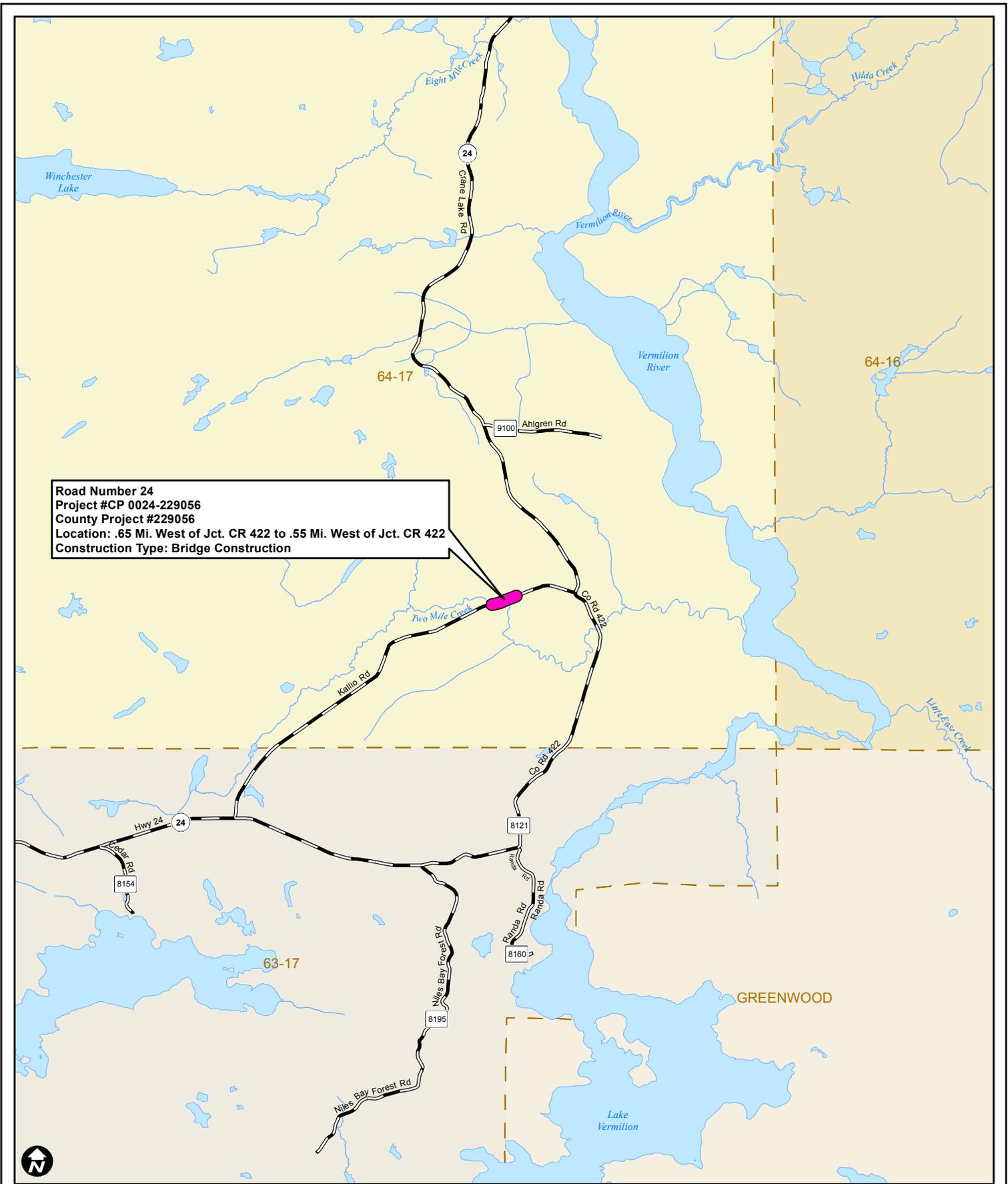
**Map Components**

**2016 Road & Bridge Construction**

- Bridge Construction
- Interstate Highway
- U.S./State Highway

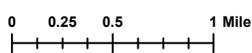
- County/Unorg. Twp. Road - Paved
- County/Unorg. Twp. Road - Gravel
- Local Road/City Street
- Railroad
- Commissioner District

- Township Boundary
- City/Town
- Lake
- River/Stream

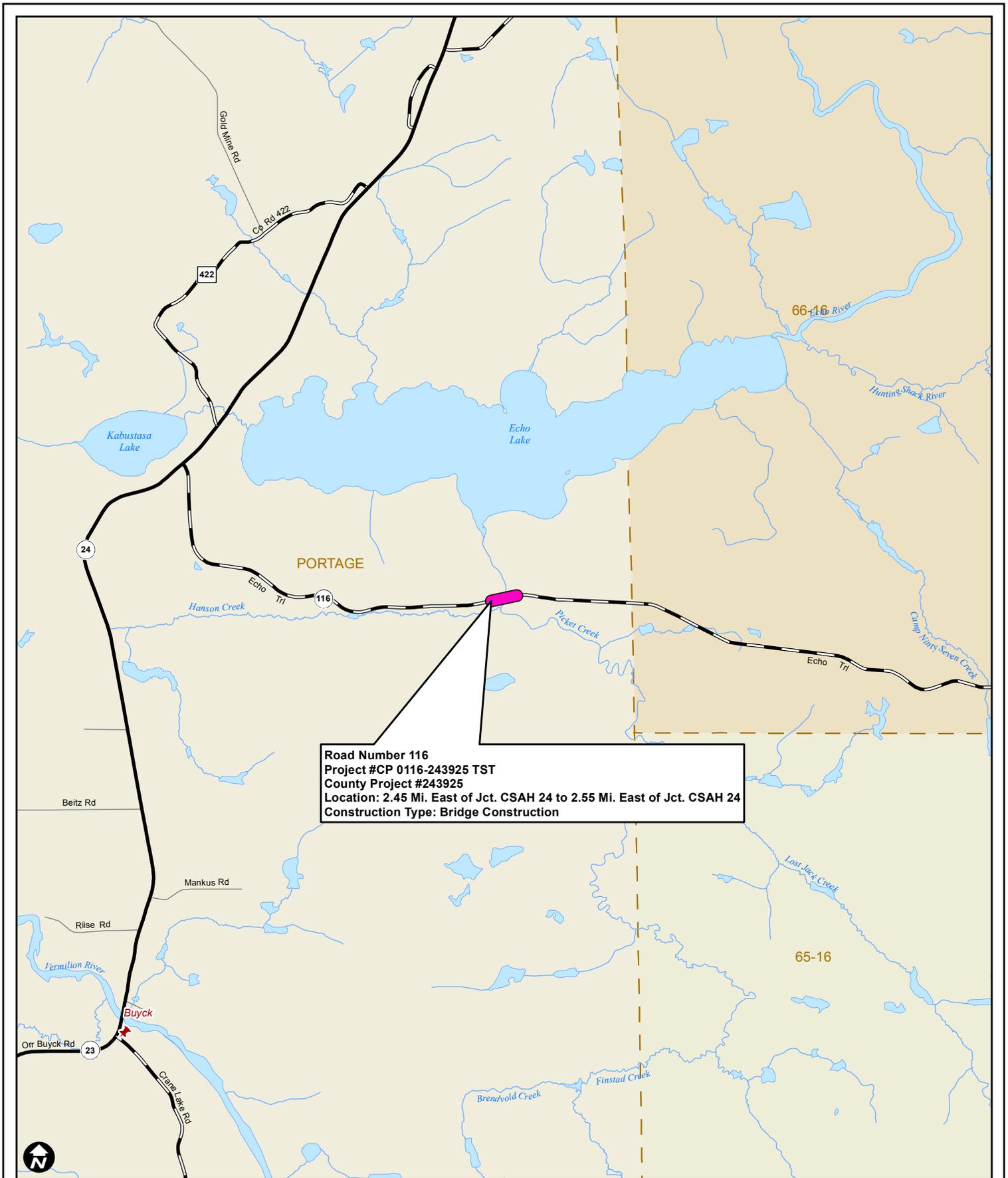


**Road Number 24**  
**Project #CP 0024-229056**  
**County Project #229056**  
**Location: .65 Mi. West of Jct. CR 422 to .55 Mi. West of Jct. CR 422**  
**Construction Type: Bridge Construction**

St. Louis County 2016 Road & Bridge Construction



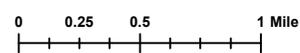
| Map Components        |                                  |
|-----------------------|----------------------------------|
| Bridge Construction   | County/Unorg. Twp. Road - Paved  |
| Interstate Highway    | County/Unorg. Twp. Road - Gravel |
| U.S./State Highway    | Local Road/City Street           |
| Commissioner District | Railroad                         |
| Township Boundary     | City/Town                        |
|                       | Lake                             |
|                       | River/Stream                     |

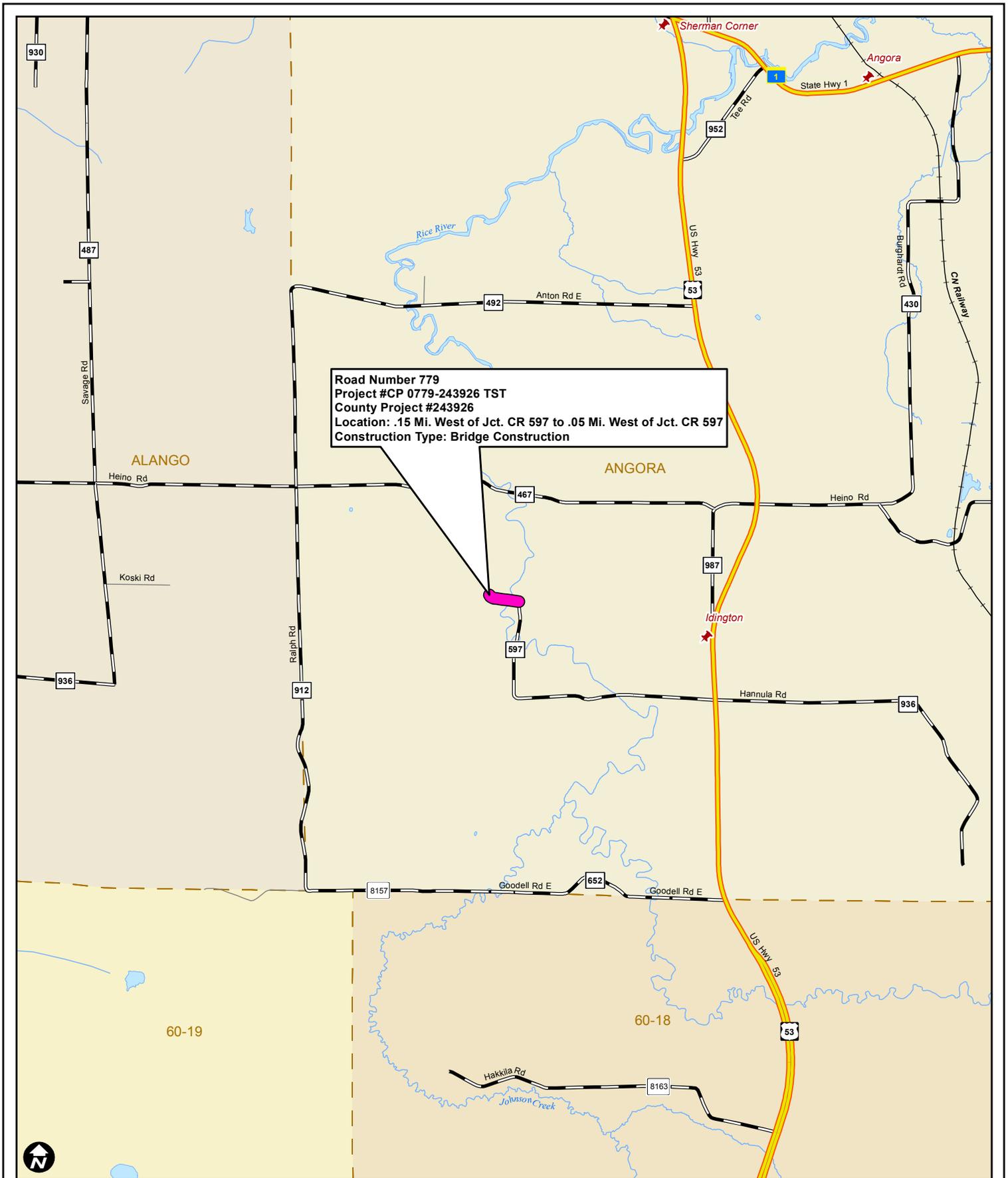


St. Louis County 2016 Road & Bridge Construction

**Map Components**

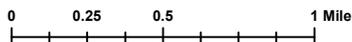
|                                  |                                 |                       |
|----------------------------------|---------------------------------|-----------------------|
| Bridge Construction              | County/Unorg. Twp. Road - Paved | Township Boundary     |
| County/Unorg. Twp. Road - Gravel | City/Town                       | Lake                  |
| Interstate Highway               | Local Road/City Street          | River/Stream          |
| U.S./State Highway               | Railroad                        | Commissioner District |





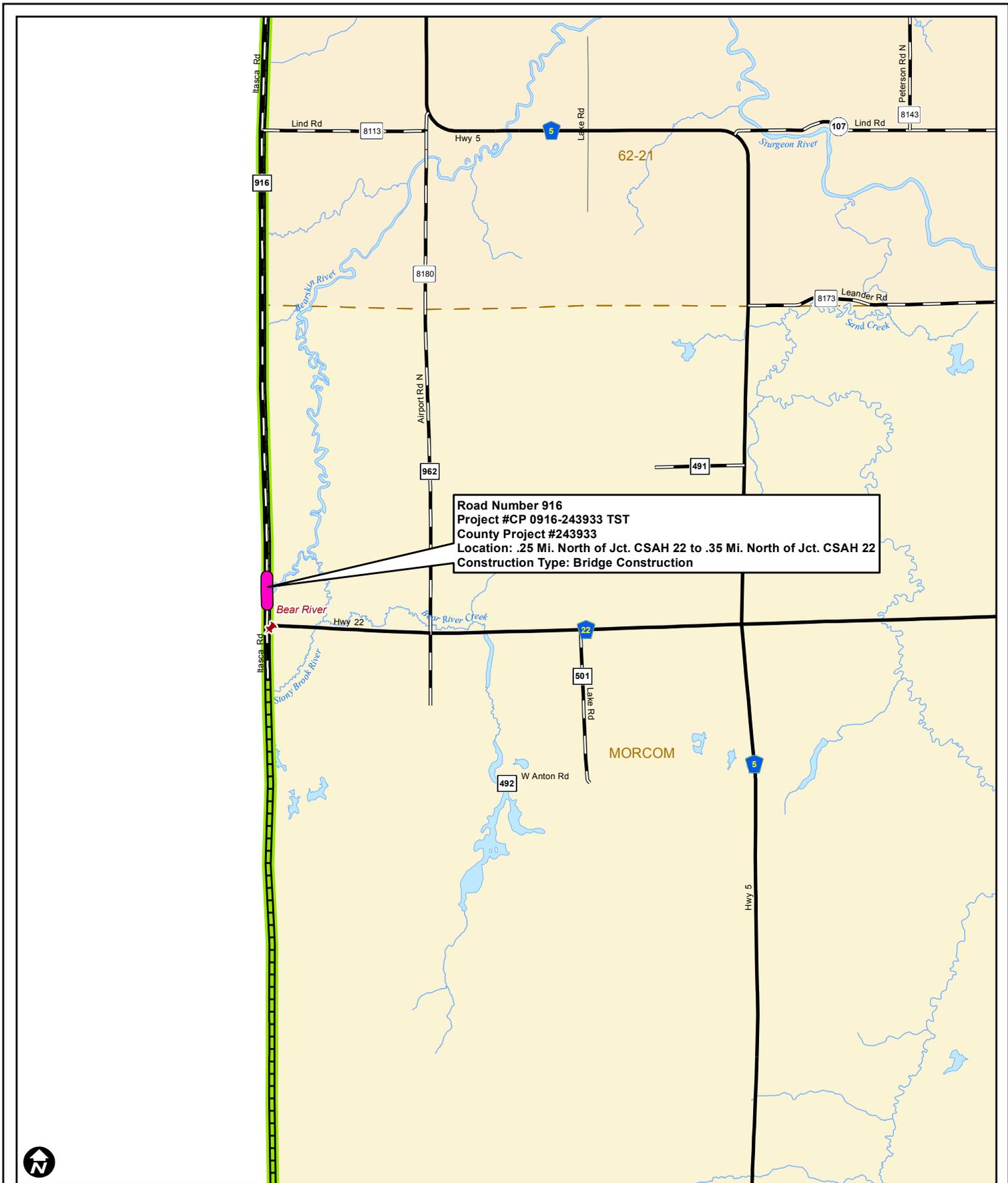
**Road Number 779**  
**Project #CP 0779-243926 TST**  
**County Project #243926**  
**Location: .15 Mi. West of Jct. CR 597 to .05 Mi. West of Jct. CR 597**  
**Construction Type: Bridge Construction**

St. Louis County 2016 Road & Bridge Construction



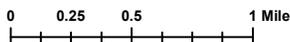
Map Components

- |                       |                                  |                   |
|-----------------------|----------------------------------|-------------------|
| Bridge Construction   | County/Unorg. Twp. Road - Paved  | Township Boundary |
| Interstate Highway    | County/Unorg. Twp. Road - Gravel | City/Town         |
| U.S./State Highway    | Local Road/City Street           | Lake              |
| Commissioner District | Railroad                         | River/Stream      |



**Road Number 916**  
**Project #CP 0916-243933 TST**  
**County Project #243933**  
**Location: .25 Mi. North of Jct. CSAH 22 to .35 Mi. North of Jct. CSAH 22**  
**Construction Type: Bridge Construction**

St. Louis County 2016 Road & Bridge Construction

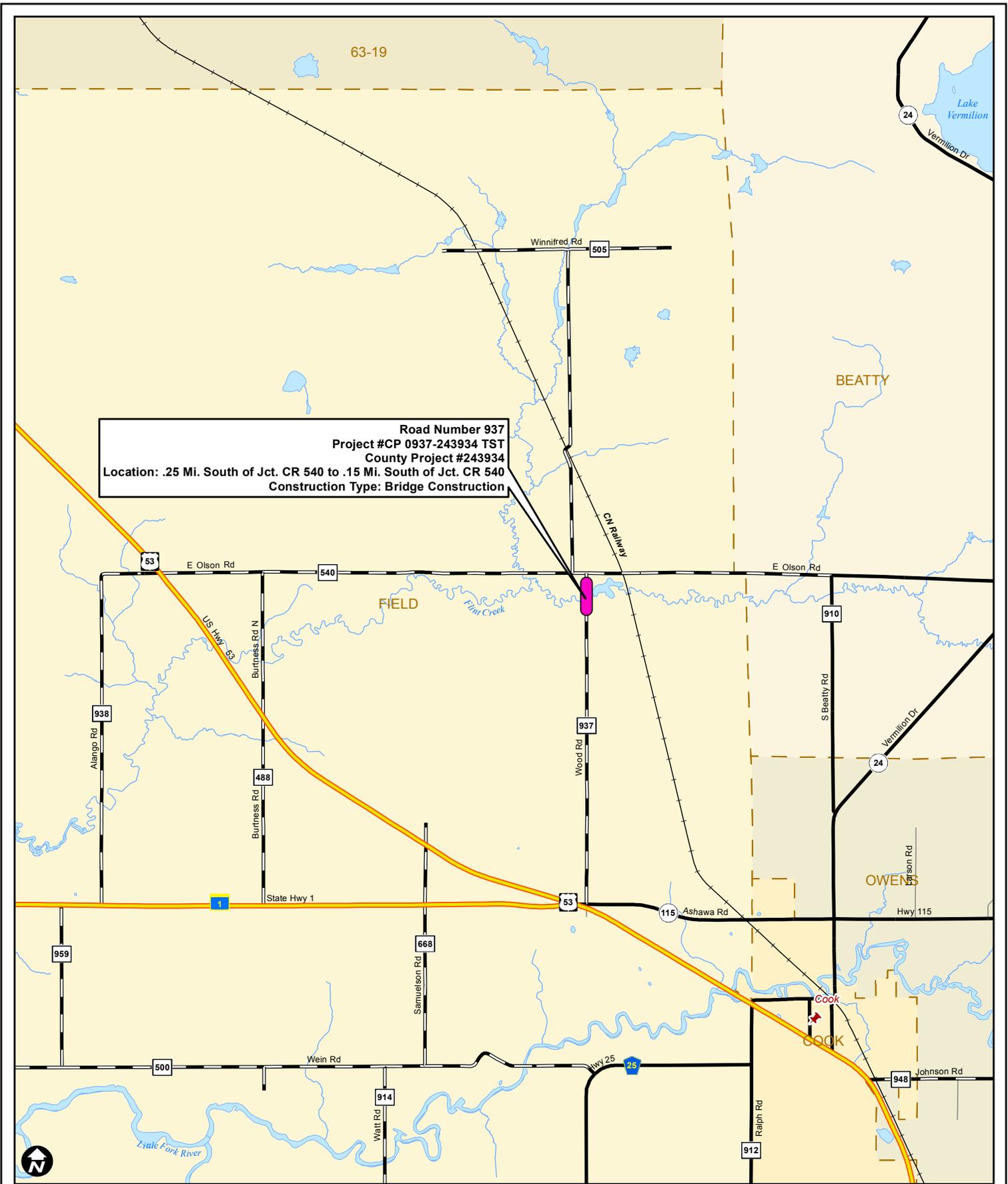


Map Components

- 2016 Road & Bridge Construction**  
 Bridge Construction  
 Interstate Highway  
 U.S./State Highway

- County/Unorg. Twp. Road - Paved  
 County/Unorg. Twp. Road - Gravel  
 Local Road/City Street  
 Railroad  
 Commissioner District

- Township Boundary  
 City/Town  
 Lake  
 River/Stream

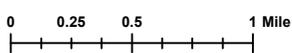


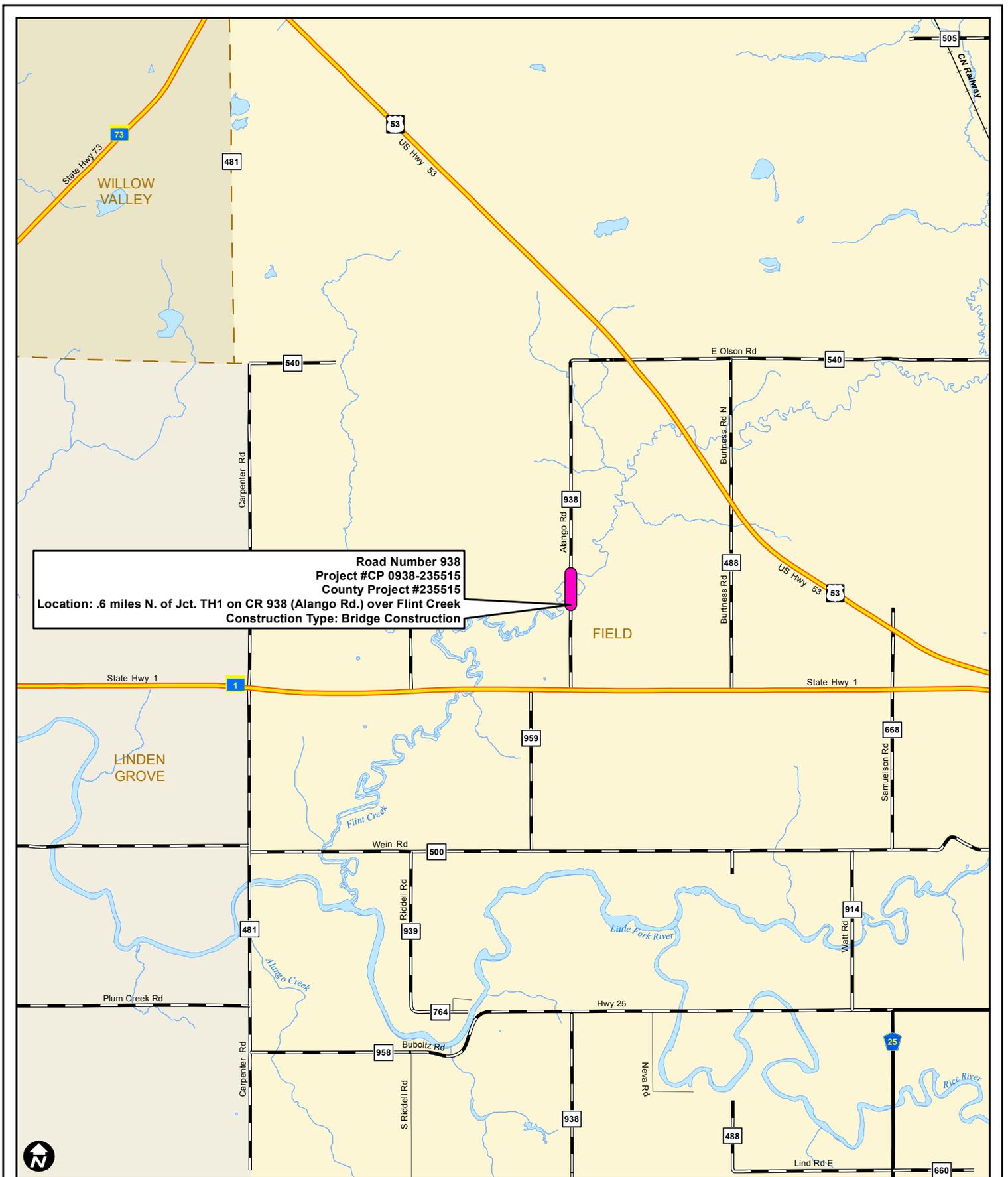
**Road Number 937**  
**Project #CP 0937-243934 TST**  
**County Project #243934**  
**Location: .25 Mi. South of Jct. CR 540 to .15 Mi. South of Jct. CR 540**  
**Construction Type: Bridge Construction**

St. Louis County 2016 Road & Bridge Construction

**Map Components**

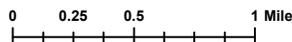
|                     |                                  |                   |
|---------------------|----------------------------------|-------------------|
| Bridge Construction | County/Unorg. Twp. Road - Paved  | Township Boundary |
| Interstate Highway  | County/Unorg. Twp. Road - Gravel | City/Town         |
| U.S./State Highway  | Local Road/City Street           | Lake              |
| Railroad            | Commissioner District            | River/Stream      |





**Road Number 938**  
**Project #CP 0938-235515**  
**County Project #235515**  
**Location: .6 miles N. of Jct. TH1 on CR 938 (Alango Rd.) over Flint Creek**  
**Construction Type: Bridge Construction**

St. Louis County 2016 Road & Bridge Construction

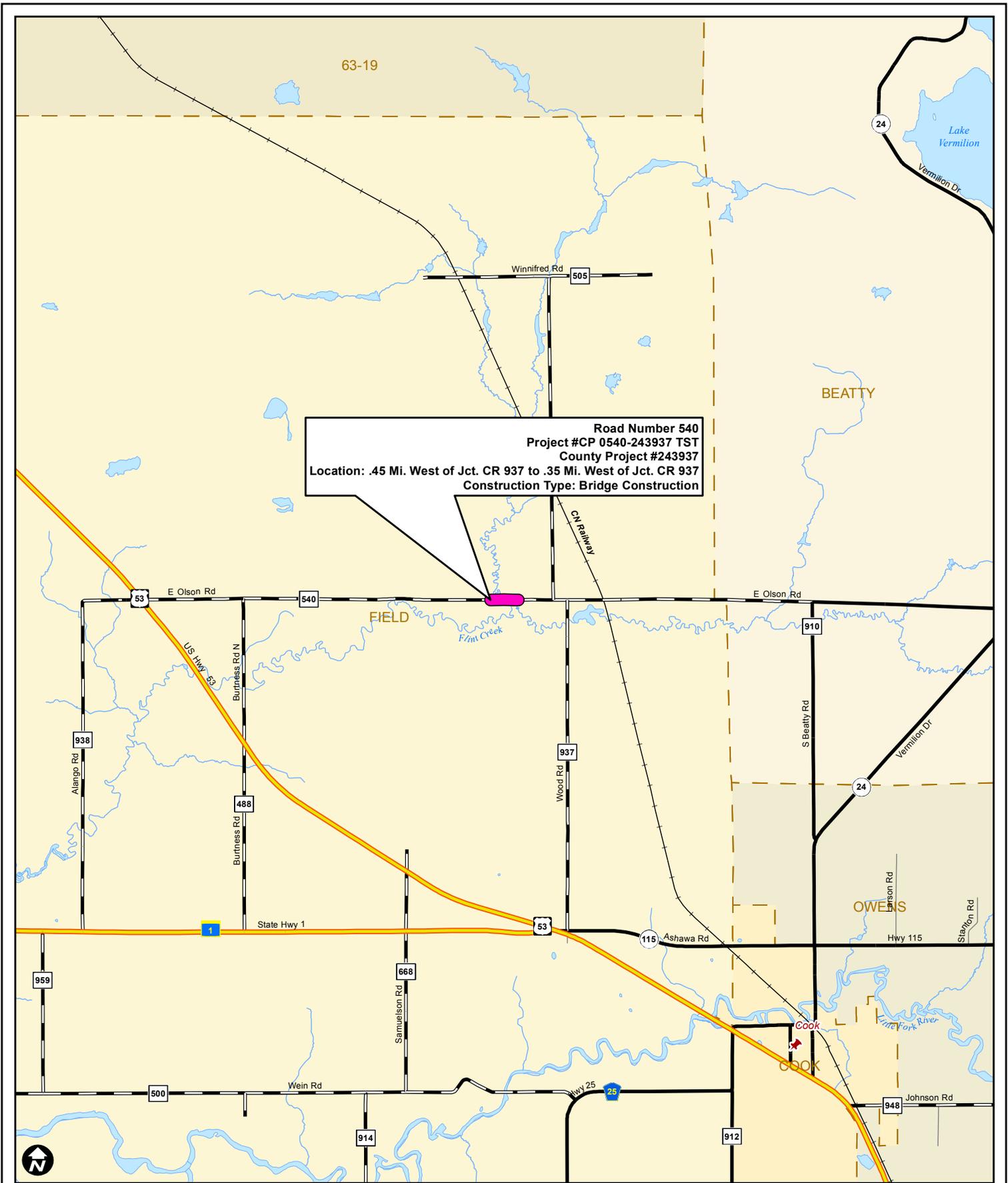


Map Components

- 2016 Road & Bridge Construction**
- Bridge Construction
- Interstate Highway
- U.S./State Highway

- County/Unorg. Twp. Road - Paved
- County/Unorg. Twp. Road - Gravel
- Local Road/City Street
- Railroad
- Commissioner District

- Township Boundary
- City/Town
- Lake
- River/Stream

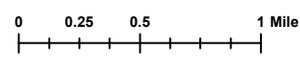


**Road Number 540**  
**Project #CP 0540-243937 TST**  
**County Project #243937**  
**Location: .45 Mi. West of Jct. CR 937 to .35 Mi. West of Jct. CR 937**  
**Construction Type: Bridge Construction**

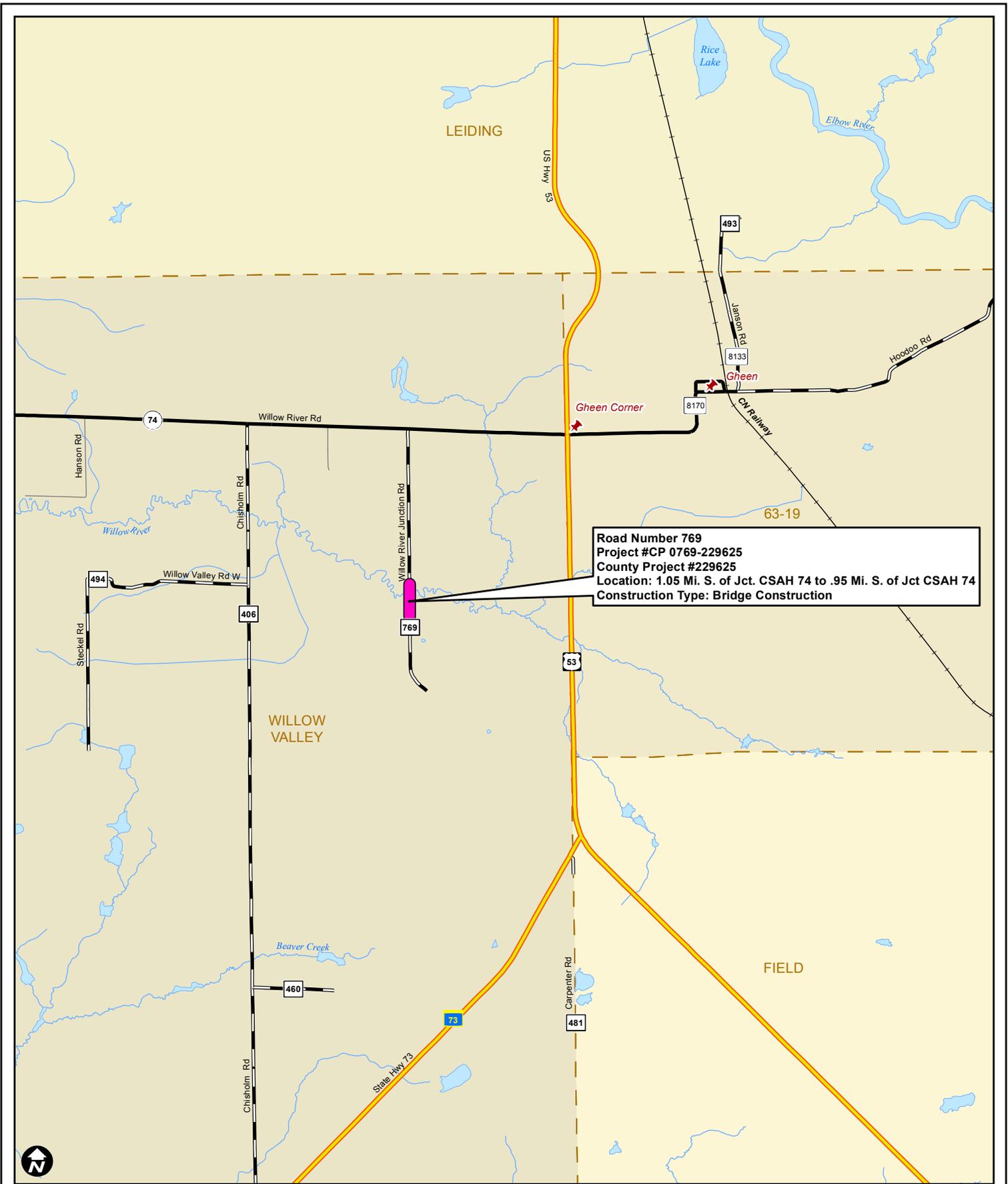
St. Louis County 2016 Road & Bridge Construction

**Map Components**

|                       |                                  |                   |
|-----------------------|----------------------------------|-------------------|
| Bridge Construction   | County/Unorg. Twp. Road - Paved  | Township Boundary |
| Interstate Highway    | County/Unorg. Twp. Road - Gravel | City/Town         |
| U.S./State Highway    | Local Road/City Street           | Lake              |
| Commissioner District | Railroad                         | River/Stream      |



St. Louis County Public Works - March 3, 2015

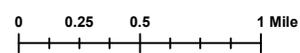


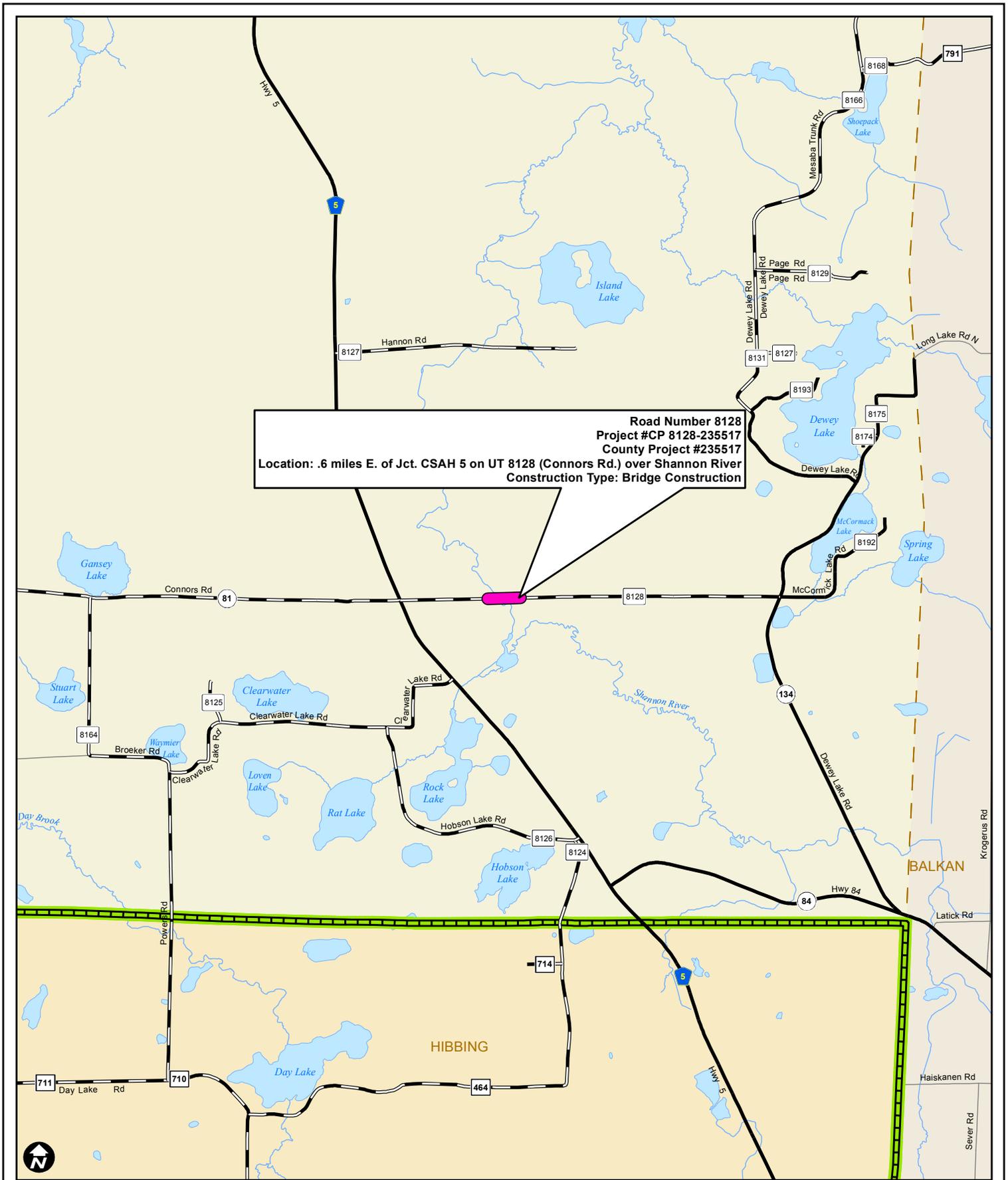
**Road Number 769**  
 Project #CP 0769-229625  
 County Project #229625  
 Location: 1.05 Mi. S. of Jct. CSAH 74 to .95 Mi. S. of Jct CSAH 74  
 Construction Type: Bridge Construction

St. Louis County 2016 Road & Bridge Construction

**Map Components**

|                       |                                  |                   |
|-----------------------|----------------------------------|-------------------|
| Bridge Construction   | County/Unorg. Twp. Road - Paved  | Township Boundary |
| Interstate Highway    | County/Unorg. Twp. Road - Gravel | City/Town         |
| U.S./State Highway    | Local Road/City Street           | Lake              |
| Commissioner District | Railroad                         | River/Stream      |



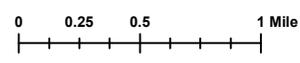


**Road Number 8128**  
**Project #CP 8128-235517**  
**County Project #235517**  
**Location: .6 miles E. of Jct. CSAH 5 on UT 8128 (Connors Rd.) over Shannon River**  
**Construction Type: Bridge Construction**

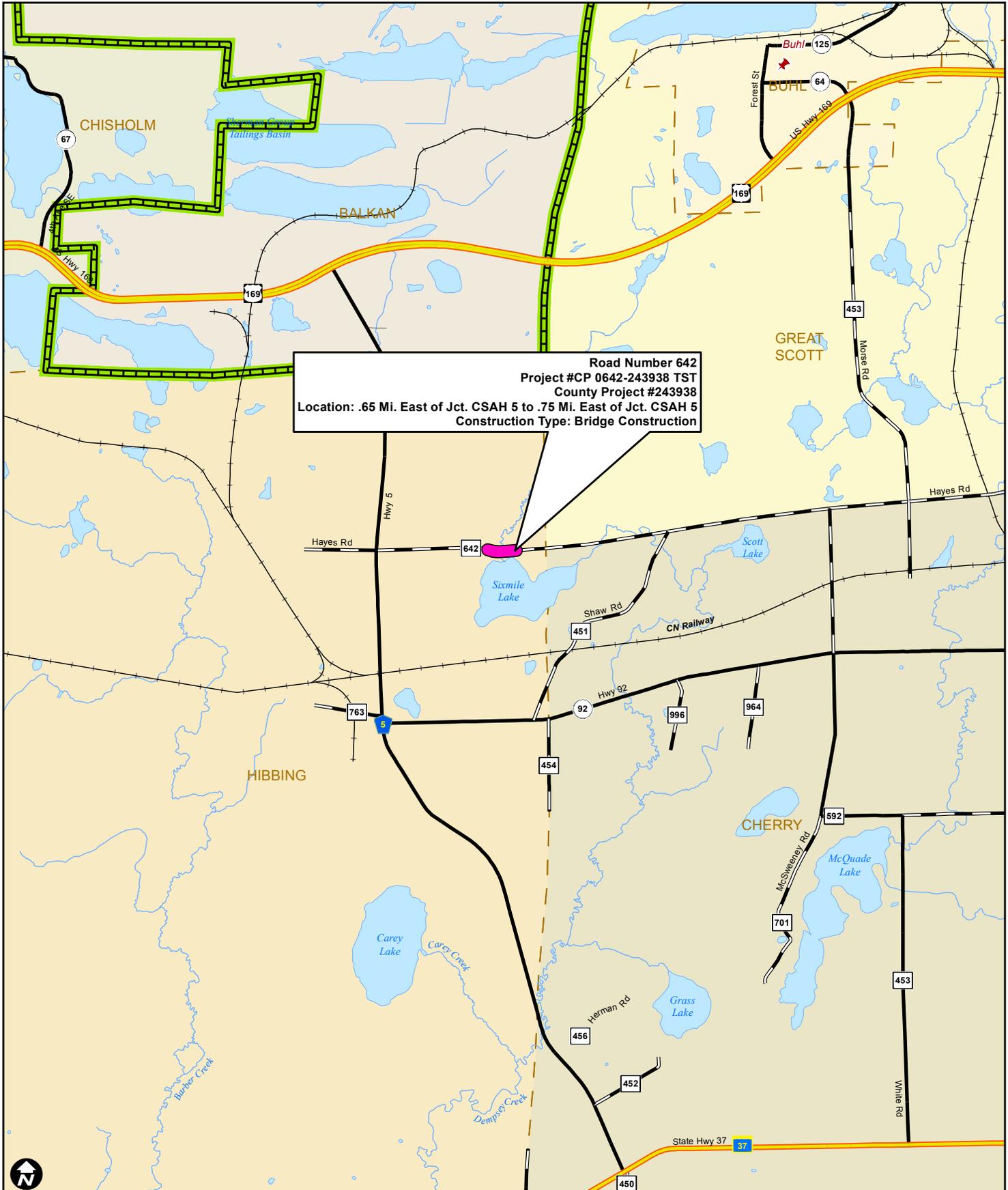
St. Louis County 2016 Road & Bridge Construction

**Map Components**

|                       |                                  |                   |
|-----------------------|----------------------------------|-------------------|
| Bridge Construction   | County/Unorg. Twp. Road - Paved  | Township Boundary |
| Interstate Highway    | County/Unorg. Twp. Road - Gravel | City/Town         |
| U.S./State Highway    | Local Road/City Street           | Lake              |
| Commissioner District | Railroad                         | River/Stream      |



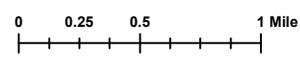
**Road Number 642**  
**Project #CP 0642-243938 TST**  
**County Project #243938**  
**Location: .65 Mi. East of Jct. CSAH 5 to .75 Mi. East of Jct. CSAH 5**  
**Construction Type: Bridge Construction**



St. Louis County 2016 Road & Bridge Construction

**Map Components**

|                       |                                  |                   |
|-----------------------|----------------------------------|-------------------|
| Bridge Construction   | County/Unorg. Twp. Road - Paved  | Township Boundary |
| Interstate Highway    | County/Unorg. Twp. Road - Gravel | City/Town         |
| U.S./State Highway    | Local Road/City Street           | Lake              |
| Commissioner District | Railroad                         | River/Stream      |



# BOARD LETTER NO. 15 - 107

PUBLIC WORKS & TRANSPORTATION COMMITTEE NO. 1

BOARD AGENDA NO.

**DATE:** March 10, 2015

**RE:** Award of Bids: Aggregate Base/  
Stabilization, Calcium Chloride  
Project on CR 180/Elephant Lake  
Road (Leiding and Camp 5  
Townships)

**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 award of County Project 0180-239935 TST on County Road (CR) 180/Elephant Lake Road in Leiding and Camp 5 Townships to the low bidder.

**BACKGROUND:**

County staff is authorized under Resolution No. 88-381, dated May 24, 1988, to call for bids on projects which are already included in the budget document. Bids were requested for an aggregate base, aggregate stabilization and calcium chloride project in Leiding and Camp 5 Townships funded with St. Louis County Transportation Sales Tax and St. Louis County Local funds.

A call for bids was received by the St. Louis County Public Works Department on March 5, 2015, for the project in accordance with the plans and specifications on file in the office of the County Highway Engineer:

- Project:** CP 0180-239935 TST

**Location:** CR 180 (Elephant Lake Rd), between TH 53 and boat ramp at Black Duck Lake, length 13.4 miles

**Traffic:** 264

**PQI:** N.A.

**Construction:** Aggregate Base, Aggregate Stabilization and Calcium Chloride

**Funding:** Fund 204, Agency 204003, Object 652806; and Fund 200, Agency 203346, Object 652805

**Anticipated Start Date:** June 1, 2015  
**Anticipated Completion Date:** July 31, 2015  
**Engineer's Estimate:** \$919,561.10

**BIDS:**

|   |   |
|---|---|
| <b>Ulland Brothers, Inc. Cloquet, MN</b>    | <b>\$ 769,900.00 (-\$149,661.10, -16.28%)</b> |
| KGM Contractors, Inc. Angora, MN            | \$ 797,271.49                                 |
| Mark Sand & Gravel Co.,<br>Fergus Falls, MN | \$1,953,020.65                                |

**RECOMMENDATION:**

It is recommended that the St. Louis County Board award the bid for County Project 0180-239935 TST to Ulland Bros., Inc. of Cloquet, MN in the amount of \$769,900, payable from Fund 204, Agency 204003, Object 652806 and Fund 200, Agency 203346, Object 652805.

**Award of Bids: Aggregate Base/ Stabilization, Calcium Chloride Project on  
CR 180/Elephant Lake Road (Leiding and Camp 5 Townships)**

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

WHEREAS, Bids have been received electronically by St. Louis County Public Works Department for the following project:

CP 0180-239935 TST located on CR 180 (Elephant Lake Rd), between TH 53 and the boat ramp at Black Duck Lake in Leiding and Camp 5 Townships.

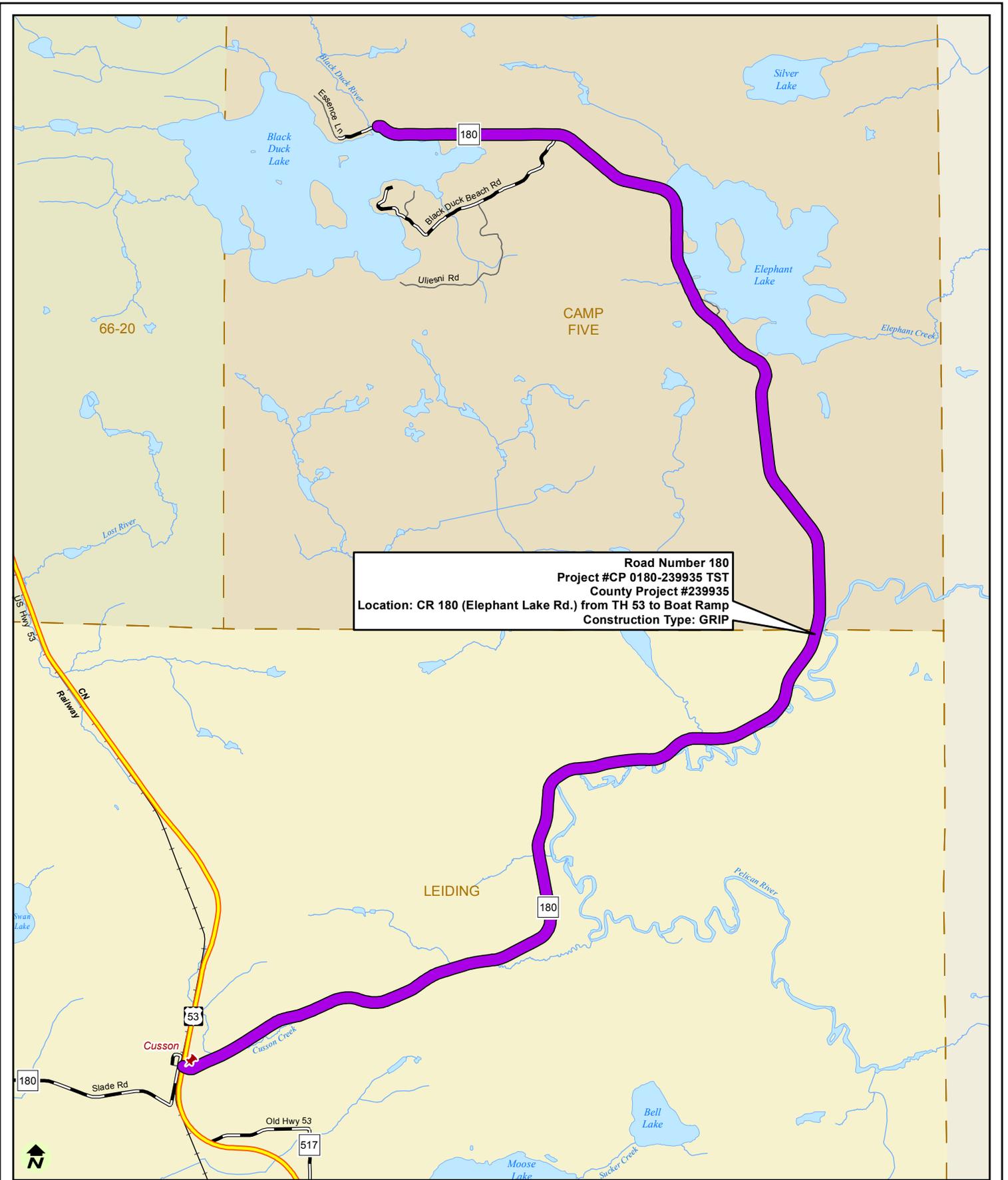
WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on March 5, 2015, and the low responsible bid determined;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the award on the above project to the low bidder.

| <u>LOW BIDDER</u> | <u>ADDRESS</u>                  | <u>AMOUNT</u> |
|-------------------|---------------------------------|---------------|
| Ulland Bros, Inc. | PO Box 340<br>Cloquet, MN 55720 | \$769,900.00  |

RESOLVED FURTHER, That the appropriate county officials are authorized to approve the Contractor's Performance Bonds and to execute the bonds and contract with for the above listed project payable from:

|  |              |
|--|--------------|
| Fund 200, Agency 203346, Object 652805 | \$500,000.00 |
| Fund 204, Agency 204003, Object 652806 | \$269,900.00 |

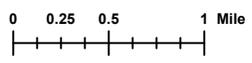


**Road Number 180**  
**Project #CP 0180-239935 TST**  
**County Project #239935**  
**Location: CR 180 (Elephant Lake Rd.) from TH 53 to Boat Ramp**  
**Construction Type: GRIP**

St. Louis County 2015 Road & Bridge Construction

**Map Components**

|  |                        |                   |
|--|------------------------|-------------------|
| 2015 Road & Bridge Construction<br>Gravel Road Investment Program (GRIP) | County Road - Paved    | Township Boundary |
| Interstate Highway   | County Road - Gravel   | City/Town         |
| U.S./State Highway   | Local Road/City Street | Lake              |
| Commissioner District  | Railroad               | River/Stream      |





**Confirmation of Appointment – Mine Inspector**

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

RESOLVED, That the St. Louis County Board confirms the appointment of Steven K. Manninen as the St. Louis County Mine Inspector, Civil Service Supervisory bargaining unit, pay grade E24, step 1, \$25.12/hour for a three-year term, effective March 24, 2015 through March 24, 2018;

RESOLVED FURTHER, That the Mine Inspector, before entering upon duties, shall take and subscribe the oath required, as stipulated in Minn. Stat. 180.02.