



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

July 14, 2020
Immediately following the Board Meeting, which begins at 9:30 A.M.
Commissioners Conference Room, St. Louis County Courthouse, Duluth, MN

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 July 7, 2020

Public Works & Transportation Committee, Commissioner McDonald, Chair

- *1. Cooperative Construction and Maintenance Agreement with Costco – Roadway Improvements on CSAH 32 and CSAH 91 [20-253R]

Finance & Budget Committee, Commissioner Nelson, Chair

- 2. Application and Acceptance of CARES Act Block Grant Funding for 2020 Election Preparation [20-254]

Environment & Natural Resources Committee, Commissioner Musolf, Chair

- 3. Authorization to Apply for and Accept FY21 MPCA SSTS Incentive and Low-Income Fix-up Grant Funding [20-255]

ESTABLISHMENT OF PUBLIC HEARINGS:

Central Management & Intergovernmental Committee, Commissioner Jewell, Chair

- *1. Establish Public Hearing for Petition to revoke Certain County Highways and Revert to McDavitt Township (Tuesday, September 1, 2020, 9:40 a.m.) [20-256R]

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.

Central Management & Intergovernmental Committee, Commissioner Jewell, Chair

- 1. **Reappointment and Advertisement of Positions to the CDBG Citizen Advisory Committee** [20-257]
Resolution authorizing the County Auditor to approve one reappointment and advertise for three vacant positions to the CDBG Citizen Advisory Committee.
- 2. **Deputy Sheriff Supervisory Unit: 2020-2022** [20-258]
Resolution approving a labor contract with the Deputy Sheriff bargaining unit.

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:

July 28, 2020 **Government Services Center, 201 S. 3rd Avenue West, Virginia**

August 4, 2020 **St. Louis County Courthouse, Duluth**

August 11, 2020 **Hibbing City Hall, 401 E. 21st Street, Hibbing**

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 Administration (218-726-2450) early so necessary arrangements can be made.*

COMMITTEE OF THE WHOLE ST. LOUIS COUNTY BOARD OF COMMISSIONERS

July 7, 2020

Location: Government Services Center, St. Louis River Room, Duluth, Minnesota

Present: Commissioners Jewell, Boyle, McDonald, Musolf, Nelson and Chair Jugovich

Absent: Commissioner Olson

Convened: Chair Jugovich called the meeting to order at 9:37 a.m.

Note: Commissioners Frank Jewell, Patrick Boyle, and Beth Olson participated by WebEx.

Commissioner Olson entered the meeting at 9:39 a.m. by WebEx.

CONSENT AGENDA

McDonald/Jewell moved to approve the consent agenda. Item #1, Authorization to Accept Funds from DHS for Child Welfare Opiate Allocation [20-240] was pulled for separate consideration. A roll call vote was taken and the motion passed. (7-0)

- Minutes of June 23, 2020
- Acquisition of Right-of-Way: CP 0056-284469, SP 069-656-018 by Eminent Domain Proceedings [20-241]
- Acquisition of Right-of-Way: Culvert Replacement Project on CSAH 27 in Lavell and McDavitt Townships [20-242]
- Acquisition of Right-of-Way: Culvert Replacement Project on CSAH 25 in Unorganized Township 60-19 and Alango Township [20-243]
- Acquisition of Right-of-Way: Culvert Replacement Project on CSAH 82 in Sturgeon and Alango Townships [20-244]
- Purchase of Property Insurance [20-245]
- Lawful Gambling Application (Solway Township) [20-246]
- 2020 Next Generation 9-1-1 Customer Premise Equipment Grant Amendment [20-247]
- Application and Acceptance of the 2020 State Boat and Water Safety Grant [20-248]

Establishment of Public Hearings

Nelson/Olson moved to establish a public hearing on Tuesday, July 28, 2020, at 9:45 a.m. in the St. Louis County Government Service Center in Virginia, Minnesota, to solicit public input prior to considering the proposed tax abatement for the City of Duluth – public infrastructure improvements and associated site development costs project. [20-249]. A roll call vote was taken and the motion passed. (7-0)

Finance & Budget Committee

McDonald/Musolf moved to authorize the County Auditor to spread local levies for the furnishing of fire protection and/or first responder services in unorganized townships; and further, the St. Louis County Board authorizes the appropriate county officials to sign any associated contract documents. [20-250]. A roll call vote was taken and the motion passed. (7-0)

Jugovich/Jewell moved to authorize the Information Technology (IT) Department to the utilize Sourcewell cooperative purchasing Contract # 081419-CDW to procure enterprise software licensing and associated consulting service contracts from CDW-G, Inc., to implement Microsoft M365 with an estimated annual cost of \$671,422.00 annually, payable from Fund 100, Agency 117001, Object 634800, Project 23601001, with funds transferred from the Information Technology assigned fund balance, Fund 100, Object 311139; that the one-time implementation consulting costs in the amount of \$210,450.00 payable from Fund 100, Agency 117001, Object 629900, Project 23601001, with funds transferred from the Information Technology assigned fund balance, Fund 100, Object 311139, is approved; and further, that a one-year trial of the software support platform Quest is also approved to be purchased for the additional cost of \$61,200.00 at the discretion of the IT Department. [20-251]. St. Louis County IT Director Jeremy Craker said that the agreement will help keep software current and consistent and will provide a number of tools for county staff to utilize when collaborating on projects. Director Craker commented that it would cost \$4 million to purchase the software and services separately. After further discussion, a roll call vote was taken and the motion passed. (7-0)

Public Safety & Corrections Committee

Olson/Jewell moved that the St. Louis County Board authorizes the application and acceptance of the 2021 DWI Officer Grant in the amount of \$94,888.89; and further, that the County Board approves the hiring of a 1.0 FTE Deputy Sheriff position contingent upon acceptance of the grant, which will be eliminated at the end of the grant period. [20-252]. St. Louis County Sheriff Ross Litman commented that the grant will pay for the entire cost of the assignment; however, the person must keep track of their time because the only costs eligible for reimbursement are costs related strictly to DWI enforcement. Sheriff Litman said that over the past four years the county has been in the top five in the state in alcohol-related crashes, deaths and injuries; hopefully, this position will help reduce the number of DWI incidents. After further discussion, a roll call vote was taken and the motion passed. (7-0)

Health & Human Services Committee

Olson/Jewell moved that the St. Louis County Board authorize PHHS to accept funds from DHS for the Child Welfare Opiate Allocation in the amount of \$443,583.00 for the budget period July 1, 2020-December 31, 2020; that beginning January 2021, funds will be allocated for a 12-month period, aligning with the calendar year; and further, that the St. Louis County Board authorizes PHHS to enter into contracts with community partners to fulfill the obligations outlined in the Child Welfare Opiate Allocation Agency Plan. [20-240]. After further discussion, a roll call vote was taken and the motion passed without recommendation. (7-0)

COMMISSIONER DISCUSSION ITEMS AND REPORTS

Commissioner Nelson thanked Commissioner Musolf for his involvement with the Decorative Products Sealed Bid Auction. Commissioner Nelson discussed issues and impacts relating to the closure of the Verso Paper plant in Duluth. Commissioner Nelson encourage local leaders to work with the mill to find ways to provide incentives to encourage the company to remain in the area, rather than recruiting new business.

County Attorney Mark Rubin commented on remodeling and renovating the courts and said that the district courts lease space from the county and the Board and district courts should mutually agree to any remodeling or renovation of the courts.

Commissioner McDonald discussed the importance of having a Veterans Service Officer in Ely and commented that many area veterans are concerned about staffing due to the recent retirement of the Ely Veterans Service Officer. Commissioner McDonald mentioned that the Ely social worker has transferred to Virginia and it was imperative that the position is located in Ely and not moved to Virginia.

Commissioner Nelson suggested that the Virginia Veterans Service Officer or Duluth staff could help in Ely until the position is filled.

Commissioner Jewell asked that meeting protocols be established for future Board meetings.

Chair Jugovich thanked everyone for wearing masks at today's meeting and indicated that staff is working on establishing meeting protocols.

Commissioner Nelson commended the work of first responders, St. Louis County Sheriff's Office, St. Louis County Rescue Squad, and the Eveleth Police Department for their response to a recent plane crash.

Commissioner Boyle indicated that he would be writing a letter to ask the Governor to implement a statewide mask requirement. Commissioner Boyle discussed the importance of keeping Verso Paper located in the area.

At 10:32 a.m., Commissioner Nelson, supported by Commissioner McDonald, moved to adjourn the Committee of the Whole meeting. A roll call vote was taken and the motion passed. (7-0)

Mike Jugovich, Chair of the County Board

Phil Chapman, Clerk of the County Board

BOARD LETTER NO. 20 – 253R

PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 1

BOARD AGENDA NO.

DATE: July 14, 2020

RE: Cooperative Construction and
Maintenance Agreement with
Costco – Roadway
Improvements on CSAH 32 and
CSAH 91

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 construction and maintenance agreement with Costco to complete certain roadway improvements on County State Aid Highway (CSAH) 32 (West Arrowhead Road) and CSAH 91 (Haines Road).

BACKGROUND:

Costco is preparing a project to construct a store in the City of Duluth with access to CSAH 32 (West Arrowhead Road) and CSAH 91 (Haines Road). The Public Works Department has been working with Costco's engineer to determine the placement of the access, and improvements to West Arrowhead Road and Haines Road that are necessary to support traffic generated as a result of the new store.

The roadway improvements will include turn lanes on West Arrowhead Road and Haines Road, and a new traffic signal system at the easterly access on West Arrowhead Road. This new traffic signal system will be interconnected with the existing traffic signal system located at the intersection of West Arrowhead Road and Haines Road.

The Public Works Department has also worked with the Jehovah's Witness Assembly and Bobcat of Duluth, both located on the south side of West Arrowhead Road, as the improvements on West Arrowhead Road will impact their existing access.

Costco will be 100 percent responsible for the construction costs of the roadway improvements and new traffic signal system, including, costs of changes to the plans, addenda, change orders, supplemental agreements and work orders. Upon completion of the roadway improvements, St. Louis County will retain ownership and responsibility for maintenance of the roadway improvements and be responsible to maintain the new traffic signal system and fiber optic interconnect.

A separate independent property tax abatement agreement may be processed in conjunction with this project. The terms of that agreement shall not affect the terms of this agreement.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a cooperative construction and maintenance agreement with Costco to complete certain roadway improvements on CSAH 32 (West Arrowhead Road) and CSAH 91 (Haines Road).

**Cooperative Construction and Maintenance Agreement with Costco – Roadway
Improvements on CSAH 32 and CSAH 91**

BY COMMISSIONER _____

WHEREAS, Costco is preparing a project to construct a new store in the City of Duluth with access to CSAH 32 (West Arrowhead Road) and CSAH 91 (Haines Road); and

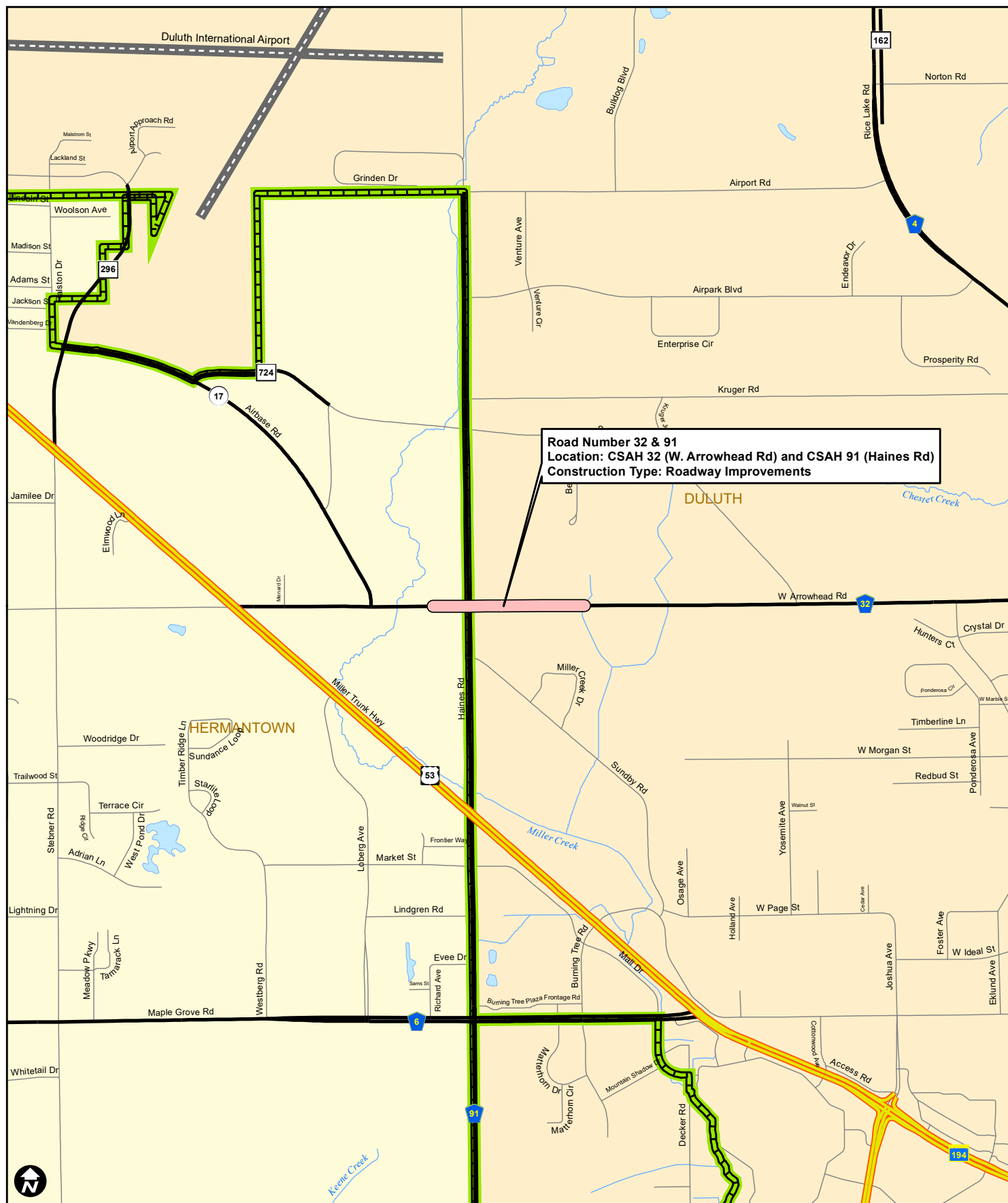
WHEREAS, The Public Works Department has worked with Costco's engineer to determine placement of access and improvements to CSAH 32 (West Arrowhead Road) and CSAH 91 (Haines Road) that are necessary to support traffic generated as a result of the new store; and

WHEREAS, Costco will prepare the roadway plans to complete certain roadway improvements on CSAH 32 (West Arrowhead Road) and CSAH 91 (Haines Road) to provide access to the new Costco store; and

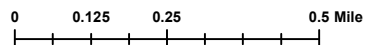
WHEREAS, The Public Works Department will review and approve the roadway plans, and work with Costco's engineer to provide oversight and inspection of the construction of the roadway improvements; and

WHEREAS, A separate independent property tax abatement agreement may be processed in conjunction with this project where the terms of that agreement shall not affect the terms of this agreement.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate County Officials to enter into a construction and maintenance agreement with Costco to complete certain roadway improvements on CSAH 32 (West Arrowhead Road) and CSAH 91 (Haines Road), and approve any amendments approved by the County Attorney's Office.



St. Louis County 2020 Road & Bridge Construction



Map Components

2020 Road & Bridge Construction

Costco Agreement

Interstate Highway

U.S./State Highway

County/Twp. Road - Paved

County/Twp. Road - Gravel

Local Road/City Street

Railroad

Commissioner District

Township Boundary

City/Town

Lake

River/Stream

BOARD LETTER NO. 20 - 254

FINANCE & BUDGET COMMITTEE CONSENT NO. 2

BOARD AGENDA NO.

DATE: July 14, 2020

RE: Application and Acceptance of
CARES Act Block Grant
Funding for 2020 Election
Preparation

FROM: Kevin Z. Gray
County Administrator

Nancy J. Nilsen
County Auditor/Treasurer

RELATED DEPARTMENT GOAL:

To maintain high election standards and public confidence in the election process in compliance with state and federal election laws.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the application and acceptance of CARES Act block election grant funding in the amount of \$192,765.61.

BACKGROUND:

The Office of the Secretary of State (OSS) has received funding through the 2020 CARES Act “to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle.” Minnesota Laws 2020, Chapter 77, authorized the use of these funds within Minnesota, including allowing for distributing these funds to local governments for use consistent with the state and federal requirements.

A total of \$192,765.61 of CARES Act funding is available to St. Louis County. The funding would be available to municipalities and the county to assist with the 2020 election cycle preparation and related costs due to the COVID-19 pandemic.

Authorized uses of the CARES Act funding relating to elections include:

- Ensuring the health and safety of election officials and in-person voters, including the purchase of sanitation and disinfectant supplies.
- Public outreach and preparations for implementing social distancing guidelines related to voting, including additional signs and staff.
- Facilitation, support, and preparation for increased absentee voting, including voter

education materials, printing, and postage.

- Preparation of training materials and administration of additional training of local election officials.
- Preparation of new polling place locations.
- Purchasing an electronic roster system meeting the technology requirements of Minn. Stat. Section 201.225, subd. 2, along with equipment necessary to support the system.

Once a County receives the CARES Act funding, the County must work with the municipalities within the County to determine a fair, equitable, and mutually agreeable method for allocating the funds within the County and between municipalities.

The enabling legislation also specifies that a political subdivision is eligible to use the funds for no more than 75 percent of the total cost of purchasing an electronic roster system and necessary support equipment, and no more than 80 percent of the total cost of any other authorized activities.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the application and acceptance of CARES Act block grant funding in the amount of \$192,765.61 to assist with preparation for the 2020 Federal election cycle, to be accounted for in Fund 100, Agency 127999, Grant 12703, Project 23601001, Year 2020.

Application and Acceptance of CARES Act Block Grant Funding for 2020 Election Preparation

BY COMMISSIONER _____

WHEREAS, The Minnesota Office of the Secretary of State is accepting CARES Act block grant applications to assist jurisdictions with funding relating to preparation for the 2020 Federal elections cycle; and

WHEREAS, A total of \$192,765.61 CARES Act funding is available for St. Louis County; and

WHEREAS, The funding would be available to municipalities and the county to assist with the preparation of the 2020 federal election cycle preparation and related costs due to the COVID-19 pandemic; and

WHEREAS, The County will work with the municipalities within the County to determine a fair, equitable, and mutually agreeable method for allocating the funds within the County and between municipalities.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes application and acceptance of CARES Act block grant funding in the amount of \$192,765.61, to be accounted for in Fund 100, Agency 127999, Grant 12703, Project 23601001, Year 2020.

Exhibit A
GRANT APPROVAL FORM

This form must be completed for any and all grants.

SECTION I—GRANT INFORMATION *(to be completed by department's assigned accounting staff)*

Please Note: It is acceptable that some details are later added (once the grant is awarded).

GRANT NAME: 2020 CARES ACT - Elections **GRANT PERIOD:** 07/08/2020
(if known) *(begin date)*
GRANTOR: The Office of the Secretary of State (OSS) 11/16/2020
(end date)
FUND: 100 **AGENCY:** 127999 **GRANT:** 12703 **GRANT YEAR:** 2020

Indicate the source of funds—*(check all that apply)*

☐ **Local**—Object Code: _____ Amount: _____ Amount: _____
(Apply) *(Accept)*

Local Agency: _____

☒ **State**—Object Code: TBD Amount: 192,765.61 Amount: _____
(Apply) *(Accept)*

State Agency: _____

Award #: _____

☐ **Federal**—Object Code: _____ Amount: _____ Amount: _____
(Apply) *(Accept)*

Grant Agreement (State Contract) #: _____
(if federal dollars are passed through state)

Federal Agency: _____ CFDA#: _____

Federal Agency: _____ CFDA#: _____
(if applicable) *(if applicable)*

Federal Agency: _____ CFDA#: _____
(if applicable) *(if applicable)*

TOTAL GRANT AMOUNT: 192,765.61

Expenditure for match amount should be moved into grant code. However, if this is *not* possible, indicate where expenditures will be accounted for.

FUND: _____ AGENCY: _____ OBJECT: _____ PROJECT: _____ AMOUNT: _____

FUND: _____ AGENCY: _____ OBJECT: _____ PROJECT: _____ AMOUNT: _____

FUND: _____ AGENCY: _____ OBJECT: _____ PROJECT: _____ AMOUNT: _____

TOTAL MATCH AMOUNT: _____

ACCOUNTING STAFF *(who is primarily responsible for fiscal oversight of grant):*

NAME: Yvonne McCauley PHONE: 218-726-2697

DEPARTMENT CONTACT *(who is primarily responsible for program/project outcomes of grant):*

NAME: Phil Chapman PHONE: 218-726-2445

****IMPORTANT****

Please submit this document (SECTION I) to the department contact, providing direction regarding which form should be completed.

☒ **New** *(first-time submitted)* or previously-submitted grant—**Complete Form A**

☐ Request for recurring grant to be included in December Budget Resolution*—**Complete Form B**

☐ Request for amendment of previously adopted Board Resolution—**Complete Form C**

*Departments must complete **Form B** for any grant (of any amount) that is included in the proposed budget.

SECTION II—APPROVAL (to be completed by department contact)

Form A (New or Previously-Submitted Grant)

PURPOSE: Approval to Apply for Grant—(complete prior to applying for grant award)

Please check the appropriate box:

☒ New (first-time submitted) grant

☐ Previously submitted grant*

*Departments are highly encouraged to request recurring grants (that were previously submitted) to be included in the December Budget Resolution—Form B—if dollar amounts do not fluctuate significantly.

STEP #1: Obtain authorization to apply for grant—(required for all grants of any amount)

Dept. Head Authorization:	<u>Nancy Nilson</u>	<u>7/8/2020</u>
	Signature	Date
Administrator Authorization:	<u>[Signature]</u>	<u>7-9-2020</u>
	Signature	Date
Auditor Authorization:	<u>Brandon Larson</u>	<u>7/9/2020</u>
	Signature	Date

STEP #2: Confirm whether grant amount is greater than \$25,000—

☐ **No** (grant amount is less than or equal to \$25,000)—

Give grant contract (once received) to County Attorney's Office for review.

Reviewed by: _____
Attorney Name Date

Damion #: _____

☒ **Yes** (grant amount is greater than \$25,000)—

Submit **Section I** (Cover Sheet) of the "Grant Approval Form," Board Letter and Resolution to Administration to seek County Board approval. It is acceptable that Section I is not completed in its entirety until the grant has been awarded. **NOTE: Board authorization to accept the grant is required** (upon notification of award).

Apply: Board Letter #: _____ Board Resolution #: _____ Date Adopted: _____

Accept: Board Letter #: _____ Board Resolution #: _____ Date Adopted: _____

STEP #3: Ensure proper documentation is entered into the system, and the appropriate parties are notified.

DEPARTMENT CONTACT: Submit **Section I and II** (Form A) of this "Grant Approval Form," along with all grant documents (application, award notification, contract, etc.) to the accounting staff person to enter the grant award into the financial system.

ACCOUNTING STAFF: If this grant includes federal funding, please send an electronic copy of **Section I and II** (Form A) of this "Grant Approval Form" as notification to wehselerh@stlouiscountymn.gov with "Federal Funds" in the Subject of the e-mail.

BOARD LETTER NO. 20 – 255

ENVIRONMENTAL & NATURAL RESOURCES COMMITTEE CONSENT NO. 3

BOARD AGENDA NO.

DATE: July 14, 2020

RE: Authorization to Apply for and
Accept FY21 MPCA SSTS
Incentive and Low-
Income Fix-up Grant Funding

FROM: Kevin Z. Gray
County Administrator

Matthew E. Johnson, Director
Planning and Community Development

RELATED DEPARTMENT GOAL:

To ensure the policy direction set by the St. Louis County Board is implemented in an effective and efficient manner.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the Planning and Community Development Department to apply for and accept up to \$58,600 in FY21 grant funding from the Minnesota Pollution Control Agency (MPCA) to assist with subsurface sewage treatment systems (SSTS) program administration and the upgrade of substandard SSTS for low-income residents. A local match is not required for this grant.

BACKGROUND:

The MPCA notified the department that grant funding is available under the Clean Water Legacy Act to fund SSTS program administration and eligible SSTS upgrades. The Department will use MPCA grant funds, in addition to Environmental Trust Funds, to assist low-income residents with the upgrade of substandard SSTS. Last year, the County received \$38,600 in grant funding. The FY21 grant will consist of \$18,600 in guaranteed funding plus a to-be-determined amount, up to \$40,000, based on the number of eligible applications received by the MPCA. Eligible funding categories include:

- SSTS Base Grant - County must administer an SSTS program which meets state standards and has filed a 2017 SSTS annual report;

- SSTS Low-income Fix-up Grant – Awarded to counties with programs assisting low-income residents with SSTS upgrades for systems deemed to be an Imminent Threat to Public Health or Noncompliant.

A similar program to assist residents in SSTS upgrades has been established using Board of Soil and Water Resources funding and is administered through a partnership between the Planning and Community Development Department, the Housing and Redevelopment Authority, and the Arrowhead Economic Opportunity Agency. Beginning in 2016, Environmental Trust Funds have served as a local match for that program.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the Planning and Community Development Department to apply for and accept up to \$58,600 in FY21 grant funding to be used for subsurface sewage treatment systems (SSTS) program administration and the upgrade of substandard SSTS for low-income residents.

Authorization to Apply for and Accept FY21 MPCA SSTS Incentive and Low-Income Fix-up Grant Funding

BY COMMISSIONER _____

WHEREAS, The Minnesota Pollution Control Agency notified the Planning and Community Development Department that funding is available to assist in subsurface sewage treatment systems (SSTS) program administration and the upgrade of substandard SSTS for low-income residents; and

WHEREAS, the St. Louis County Environmental Services Department has applied for, and received, funding through this grant since 2012.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Planning and Community Development Department to apply for and accept up to \$58,600 in FY21 SSTS Base and Low-Income Fix-up Grant Funding from the Minnesota Pollution Control Agency, Fund 289/285, Agency 289999/285999, Revenue 530102, Grant 28902/28501, Year 2021 for \$18,600, and Fund 285, Agency 285999, Revenue 532503, Grant 28501, Year 2021 for up to \$40,000.

Exhibit A
GRANT APPROVAL FORM

This form must be completed for any and all grants.

SECTION I—GRANT INFORMATION *(to be completed by department's assigned accounting staff)*

Please Note: It is acceptable that some details are later added (once the grant is awarded).

GRANT NAME: FY21 MPCA SSTS Grant **GRANT PERIOD:** _____
(if known) (begin date)
GRANTOR: MN Pollution Control Agency (MPCA) December 31, 2022
(end date)
FUND: 289/285 **AGENCY:** 289999/285999 **GRANT:** 28902/28501 **GRANT YEAR:** 2021

Indicate the source of funds—(check all that apply)

☐ **Local**—Object Code: _____ Amount: _____ Amount: _____
(Apply) (Accept)

Local Agency: _____

☒ **State**—Object Code: _____ Amount: Up to \$58,600 Amount: _____
(Apply) (Accept)

State Agency: _____ Award #: _____

☐ **Federal**—Object Code: _____ Amount: _____ Amount: _____
(Apply) (Accept)

Grant Agreement (State Contract) #: _____
(if federal dollars are passed through state)

Federal Agency: _____ CFDA#: _____

Federal Agency: _____ CFDA#: _____
(if applicable) (if applicable)

Federal Agency: _____ CFDA#: _____
(if applicable) (if applicable)

TOTAL GRANT AMOUNT: Up to \$58,600

Expenditure for match amount should be moved into grant code. However, if this is *not* possible, indicate where expenditures will be accounted for.

FUND: _____ AGENCY: _____ OBJECT: _____ PROJECT: _____ AMOUNT: _____
FUND: _____ AGENCY: _____ OBJECT: _____ PROJECT: _____ AMOUNT: _____
FUND: _____ AGENCY: _____ OBJECT: _____ PROJECT: _____ AMOUNT: _____

TOTAL MATCH AMOUNT: \$0

ACCOUNTING STAFF *(who is primarily responsible for fiscal oversight of grant):*

NAME: Jackie Aikey PHONE: 218-749-7672

DEPARTMENT CONTACT *(who is primarily responsible for program/project outcomes of grant):*

NAME: Matthew E. Johnson PHONE: 218-725-5008

****IMPORTANT****

Please submit this document (SECTION I) to the department contact, providing direction regarding which form should be completed.

☐ New *(first-time submitted)* or previously-submitted grant—**Complete Form A**

☒ Request for recurring grant to be included in December Budget Resolution*—**Complete Form B**

☐ Request for amendment of previously adopted Board Resolution—**Complete Form C**

*Departments must complete **Form B** for any grant (of any amount) that is included in the proposed budget.

SECTION II—APPROVAL *(to be completed by department contact)*

Form A *(New or Previously-Submitted Grant)*

PURPOSE: *Approval to Apply for Grant—(complete prior to applying for grant award)*

Please check the appropriate box:

☐ New *(first-time submitted)* grant

☐ Previously submitted grant*

*Departments are highly encouraged to request recurring grants (that were previously submitted) to be included in the December Budget Resolution—*Form B*—if dollar amounts do not fluctuate significantly.

STEP #1: Obtain authorization to apply for grant—*(required for all grants of any amount)*

Dept. Head Authorization: _____

Signature

Date

Administrator Authorization: _____

Signature

Date

Auditor Authorization: _____

Signature

Date

STEP #2: Confirm whether grant amount is greater than \$25,000—

☐ **No** *(grant amount is less than or equal to \$25,000)—*

Give grant contract *(once received)* to County Attorney's Office for review.

Reviewed by: _____

Attorney Name

Date

Damion #: _____

☐ **Yes** *(grant amount is greater than \$25,000)—*

Submit **Section I** *(Cover Sheet)* of the "Grant Approval Form," Board Letter and Resolution to Administration to seek County Board approval. It is acceptable that Section I is not completed in its entirety until the grant has been awarded. **NOTE: Board authorization to accept the grant is required** (upon notification of award).

Apply: Board Letter #: _____ Board Resolution #: _____ Date Adopted: _____

Accept: Board Letter #: _____ Board Resolution #: _____ Date Adopted: _____

STEP #3: Ensure proper documentation is entered into the system, and the appropriate parties are notified.

DEPARTMENT CONTACT: Submit **Section I and II** *(Form A)* of this "Grant Approval Form," along with all grant documents (application, award notification, contract, etc.) to the accounting staff person to enter the grant award into the financial system.

ACCOUNTING STAFF: If this grant includes federal funding, please send an electronic copy of **Section I and II** *(Form A)* of this "Grant Approval Form" as notification to wehselerh@stlouiscountymn.gov with "Federal Funds" in the *Subject* of the e-mail.

BOARD LETTER NO. 20 - 256R
ESTABLISHMENT OF PUBLIC HEARINGS
CENTRAL MANAGEMENT & INTERGOVERNMENTAL
COMMITTEE NO. 1
BOARD AGENDA NO.

DATE: July 14, 2020

RE: Establish Public Hearing for
Petition to Revoke Certain
County Highways and Revert
to McDavitt Township

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

RELATED DEPARTMENTAL GOAL:

To provide for efficient and effective government.

ACTION REQUESTED:

The St. Louis County Board is requested to establish a public hearing to consider the Petition to Revoke Certain County Highways filed by EIP Minnesota, LLC.

BACKGROUND INFORMATION:

On June 22, 2020, Petitioner EIP Minnesota, LLC ("EIP") submitted a petition to revoke certain highways within McDavitt Township pursuant to Minn. Stat. Section 163.11, subd. 5. The petition is attached to this letter.

The roads to be vacated are portions of Dibble Road, Ellsmere Road, and Sax Road, lying east of County Road No. 7 in McDavitt Township, St. Louis County, in Sections 10, 11, 34 and 35, Township 55, Range 18.

RECOMMENDATION:

It is recommended that the St. Louis County Board schedule the public hearing on the Petition to Revoke Certain County Highways filed by EIP Minnesota, LLC for Tuesday, September 1, 2020 at 9:40 a.m. at the St. Louis County Courthouse in Duluth, Minnesota.

**Establish Public Hearing for Petition to Revoke Certain County Highways
and Revert to McDavitt Township**

BY COMMISSIONER _____

WHEREAS, A petition to revoke certain highways within McDavitt Township was submitted to St. Louis County; and

WHEREAS, St. Louis County Public Works reviewed Petitioner's submissions in this matter; and

WHEREAS, Petitioner and St. Louis County believe they will be fully prepared to proceed with the public hearing by September 1, 2020, and jointly request that date and corresponding location for the hearing;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board hereby schedules a public hearing on the Petition to Revoke Certain County Highways filed by EIP Minnesota, LLC, to occur at 9:40 a.m. on Tuesday, September 1, 2020 at the St. Louis County Courthouse in Duluth, Minnesota.

RESOLVED FURTHER, That, in addition to complying with all other notice and publication requirements, the Clerk of the County Board shall serve notice by certified mail of the hearing on each member of the McDavitt Town Board of Supervisors as required by Minn. Stat. § 163.11, subd. 5.

PETITION TO VACATE COUNTY ROAD RIGHT OF WAY

To the County Board of St. Louis County, Minnesota:

The undersigned owns real estate along the County Road Rights of Way described below, and hereby petitions for vacation of the following described Road Right of Way:

1. Dibble Road

All of the public road right of way located in the South half of Section 2 and the North half of Section 11, all in Township 55, Range 18.

2. Ellsmere Road

All of the public road right of way located in the North half of Sections 14 and 15, and the South half of Sections 10 and 11, all in Township 55, Range 18, lying East of the Easterly Right of Way of County Road No. 7.

3. Sax Road

All of the public road right of way located in the South half of Sections 26 and 27, the North half of Sections 34 and 35, all in Township 55, Range 18, lying East of the Easterly Right of Way of County Road No. 7.

Except for Todd Erickson and Deborah Erickson who own land in the Southeast Quarter of the Southeast Quarter of Section 10, Petitioner owns the several tracts of land over which the Road Right of Way passes and the only tracts benefited by these roads. The Ericksons have signed the attached Consent to this vacation. No property will be landlocked if the vacation request is granted. (See: Minn. Stat. Sec. 160.09.)

Petitioner asks that you proceed with the vacation pursuant to Minn. Stat. Sec. 163.11, Subd. 1 and 4. In the alternative, Petitioner requests that the Board extinguish the Road Rights of Way under Minn. Stat. Sec. 163.11, Subd. 7.


The Road Rights of Way to be vacated do not abut or terminate at any public water. (See: Minn. Stat. Sec. 163.11, Subd. 8)

Lateral ditches, if any, in the Rights of Way, are not essential for surface drainage of adjacent lands or other public highways, are no longer needed for drainage purposes. (See: Minn. State. Sec. 163.111.)

No Utility Easements are affected by vacating these Road Rights of Way. (See: Minn. Stat. Sec. 160.29.)


Dated: March 3, 2020

EIP MINNESOTA LLC

By 
Its Manager

Dated: March 3, 2020

EIP CREDIT CO LLC

By 
Its Manager

CONSENT OF PETITION TO VACATE

We own real property on Ellsmere Road located in the South half of the Southeast Quarter of the Southeast Quarter of Section 10, Township 55, Range 18, lying East of Mesaba Road, now County Road No. 7. We consent to the Petition of EIP Minnesota LLP to vacate Ellsmere Road, East of the Right of Way of County Road No. 7 in Sections 10, 11, 14 and 15, Township 55, Range 18, all the way to the East Section line of Sections 11 and 14.

We waive all claims for damages and any other right to compensation.

Dated: JANUARY 21, 2020


Todd Erickson

Dated: JANUARY 21, 2020


Deborah Erickson

BOARD LETTER NO. 20 - 257

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: July 14, 2020

RE: Reappointment and
Advertisement of Positions to
the CDBG Citizen Advisory
Committee

FROM: Kevin Z. Gray
County Administrator

Matthew E. Johnson, Director
Planning and Community Development

RELATED DEPARTMENT GOAL:

To assist communities in achieving housing, economic development and community development objectives.

ACTION REQUESTED:

The St. Louis County Board is requested to reappoint one existing member to the Community Development Block Grant (CDBG) Citizen Advisory Committee and authorize advertising for three committee vacancies.

BACKGROUND:

The Planning and Community Development Department facilitates the CDBG Citizen Advisory Committee (Committee). This is a nineteen (19) member committee which meets annually to review applications for CDBG funding and provide a recommendation to the St. Louis County Board of Commissioners. The Committee is a required component of the CDBG Program Citizen Participation Plan. A map of current members is attached.

The Committee has one current member whose first term expired April 30, 2020, who wishes to be reappointed to a three (3) year term ending April 30, 2023:

- Britt See-Benes – Virginia.

One member's second term expired April 30, 2020, who is not eligible for reappointment: John Werner – Rice Lake. The Committee also has two unfilled vacancies: One Southern Townships representative and one Hermantown representative.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the reappointment of Britt See-Benes – Virginia representative to the CDBG Citizen Advisory Committee for a three (3) year term ending April 30, 2023; and authorize the County Auditor to advertise and accept applications for vacant positions representing the City of Rice Lake, City of Hermantown, and Southern Townships.

Reappointment and Advertisement of Positions to the CDBG Citizen Advisory Committee

BY COMMISSIONER _____

WHEREAS, The St. Louis County Board of Commissioners appoints citizens to serve on the Community Development Block Grant (CDBG) Citizen Advisory Committee; and

WHEREAS, One citizen member is eligible to serve another term on the CDBG Citizen Advisory Committee and has requested reappointment; and

WHEREAS, There are three (3) vacancies on this committee to be filled through an advertised application process;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board of Commissioners reappoints Britt See-Benes – Virginia representative to the CDBG Citizen Advisory Committee for a term ending April 30, 2023.

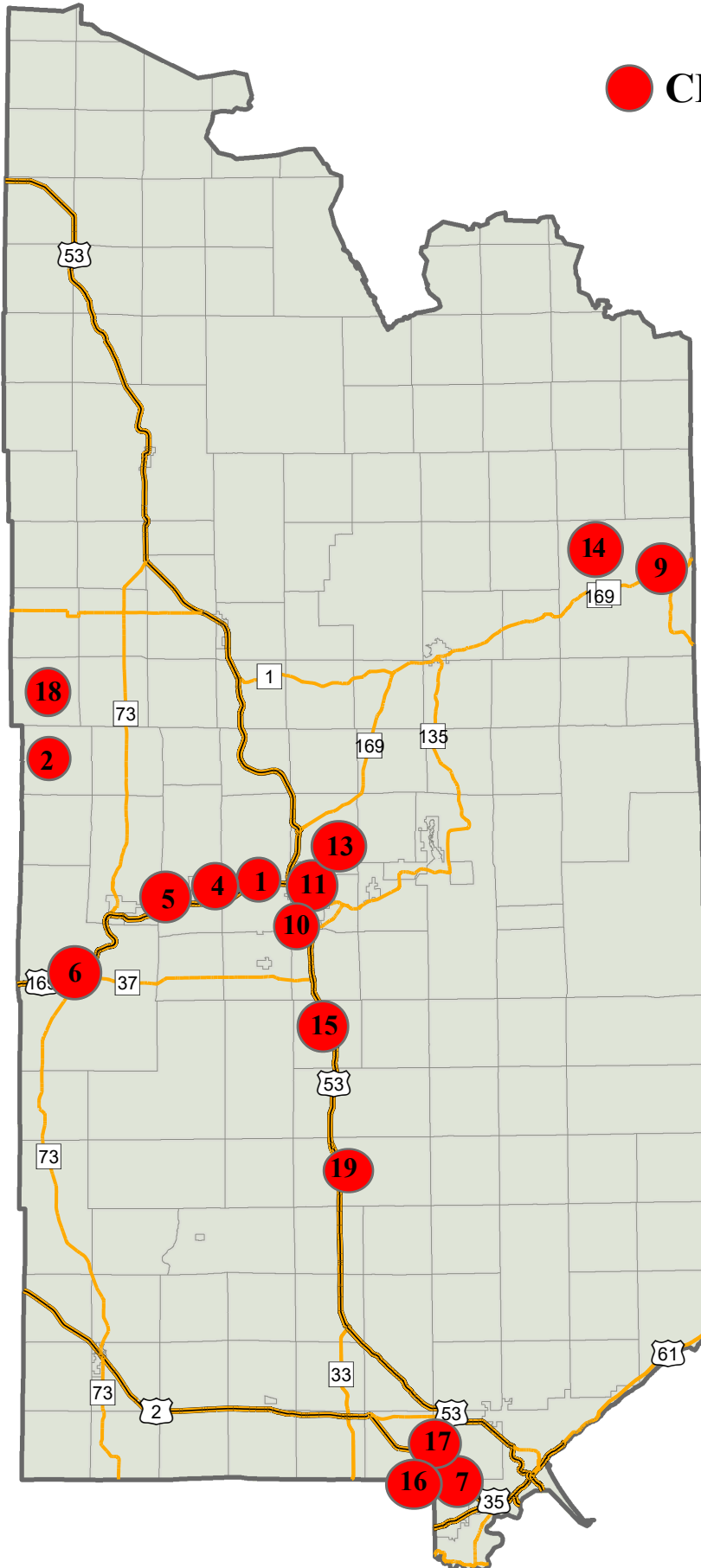
RESOLVED FURTHER, That the St. Louis County Board authorize the County Auditor to advertise and accept applications through September 30, 2020, for three (3) vacant positions on the CDBG Citizen Advisory Committee representing the City of Rice Lake, City of Hermantown, and Southern Townships with a term to expire April 30, 2023.

CDBG Advisory Board Members

St. Louis County



CDBG Avisory Board Members



1. Steve Giorgi, Executive Director R.A.M.S.

2. Reed Erickson
(French Township)


 3. Open
(Southern Townships)

4. John Clarich
(Buhl)

5. Terry Samsa
(Chisholm)

6. Jennifer Hoffman Saccoman
(Hibbing)


7. Stephen Anderson
(At-Large)

 8. Open
(Rice Lake)

9. Robert Wilmunen
(Ely)

10. John Rauzi
(Eveleth)

11. Britt See-Benes
(Virginia)

 12. Open
(Hermantown)

13. James Glancy
(At-Large)

14. Timothy Riley
(At-Large)

15. James McKenzie
(At-Large)

16. Rory Johnson
(At-Large)

17. Margaret Taylor
(At-Large)

18. Sasha Lehto
(At-Large)

19. Marcia Hage
(Twp Association)

Prepared By: **Planning & Community Development**
(218) 725-5000
www.stlouiscountymn.gov

Team Credits: Planning, Land, Public Works, 911

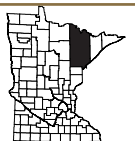
Source: St. Louis County

Map Created: 7/01/2020

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.

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St. Louis County MN

BOARD LETTER NO. 20 - 258

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 2

BOARD AGENDA NO.

DATE: July 14, 2020

RE: Deputy Sheriff Supervisory
Unit: 2020 - 2022

FROM: Kevin Z. Gray
County Administrator

James R. Gottschald, Director
Human Resources and Administration

RELATED DEPARTMENT GOAL:

To assist the county to meet and negotiate with employees in appropriate bargaining units and reduce the negotiations to a written agreement.

ACTION REQUESTED:

It is requested that the St. Louis County Board approve the 2020-2022 Deputy Sheriff Supervisory contract and authorize execution of the agreement with the Minnesota Public Employees Association, Inc. (MNPEA).

BACKGROUND:

The Deputy Sheriff Supervisory unit is comprised of 26 employees who work in the Sheriff's Office. The county's labor agreement with the Deputy Sheriff Supervisory unit expired December 31, 2019. St. Louis County and MNPEA reached agreement on terms of a new collective bargaining agreement effective January 1, 2020 through December 31, 2022.

The 2020-2022 wage settlement includes across the board increases of: 2.00% effective December 21, 2019; 2.25% effective December 19, 2020 and 2.25% effective December 18, 2021.

Effective January 1, 2020, a change in the cost sharing premium structure for St. Louis County's self-insured health plan. The cost sharing arrangement for single coverage includes the employee paying 91% of the premium and the employer paying 9%. For family coverage the cost sharing arrangement includes the employer paying 82% of the premium and the employee paying 18%.

Other economic items include: Sheriff Office supervisors will receive an increase to their shoe allowance to \$125.00 dollars annually; Deputy Sheriff Sergeant's will continue to

receive Field Office Training Pay; Shift Differentials were increased to \$.50 per hour for the evening shift and \$.60 per hour for the overnight shift; effective December 18, 2021, a change in the length of service to receive longevity pay, this will be implemented with a phased-in approach.

Other leave changes include: sick leave has been expanded to Sick and Parental Leave, where employees are allowed to use up to 3 weeks of paid sick leave for bonding purposes for the birth or adoption of a child(ren); effective January 1, 2021 employees hired after January 1, 2014 will have four (4) days of Personal leave to use annually after their second year of employment;

The adoption of a twelve (12) hour work schedule agreement for the Deputy Sheriff Sergeants.

Additionally, there were a number of minor housekeeping changes such as removing obsolete references, updating dates, incorporating Deputy Sheriff Sergeant Job class references where appropriate and memorializing past practices.

RECOMMENDATION:

It is recommended that the St. Louis County Board ratify the 2020-2022 Deputy Sheriff Supervisory Unit collective bargaining agreement and authorize county officials to execute a written agreement consistent with negotiations.

Deputy Sheriff Supervisory Unit: 2020 – 2022

BY COMMISSIONER_____

RESOLVED, That the 2020-2022 Deputy Sheriff Supervisory unit contract is ratified and county officials are authorized to execute the Collective Bargaining Unit Agreement, a copy of which is on file in County Board File No. _____.