



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

**September 1, 2020**  
**Immediately following the Board Meeting, which begins at 9:30 A.M.**  
**St. Louis River Room, Government Services Center, Duluth, MN**

---

**NOTE:** *Due to the COVID-19 pandemic, this meeting is being conducted in accordance with Minnesota Statutes § 13D.021. Members of the St. Louis County Board may attend the meeting by telephone or other electronic means. For information on how to view or participate in the County Board meeting, please visit the county website at [www.stlouiscountymn.gov](http://www.stlouiscountymn.gov), scroll to the County Board Meeting section, and click on the meeting date. Remote attendance by the public is not practical, so the only way the public can monitor is in person or after the fact by Duluth PACTv.*

*Subd. 3. Monitoring from remote site; costs. If telephone or another electronic means is used to conduct a meeting, to the extent practical, the body shall allow a person to monitor the meeting electronically from a remote location. The body may require the person making a connection to pay for the documented additional cost that the body incurs as a result of the additional connection.*

**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 August 11, 2020**

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

1. Subgrant Agreement with South St. Louis Soil and Water Conservation District for Culbertson Road Project [20-310]
2. Professional Services Agreement with WSB & Associates, Inc. for Intersection Improvements at Woodland Avenue and Snively Road [20-311]
3. Acquisition of Right of Way – Replacement of County Bridge 785 Over the East Swan River (Hibbing) [20-312]

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

4. Abatement List for Board Approval [20-313]

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

5. Reschedule Location for September 22, October 6, November 3, November 10, December 1 and December 15 County Board Meetings [20-314]

**Public Safety & Corrections Committee, Commissioner Olson, Chair**

6. Request for Additional One-Year Contract Extension with Dovetail Partners, Inc. [20-315]
7. Memorandum of Understanding with the City of Duluth for the 2020 Justice Assistance Grant [20-316]

**Environment & Natural Resources Committee, Commissioner Musolf, Chair**

8. Request to Amend Resolution for Sponsorship of Ashawa Ski Trail Grooming Equipment Purchase – Ashawa Trail Ski Club [20-060R]

---

**ESTABLISHMENT OF PUBLIC HEARINGS:****Finance & Budget Committee, Commissioner Nelson, Chair**

1. Establish a Public Hearing to Consider Adoption of the 2021 Fee Schedule (Tuesday, November 10, 2020 at 9:40 a.m.) *[20-317]*

---

**TIME SPECIFIC PRESENTATION:**

**11:00 A.M. Minnesota Inter-County Association End of Session Report – Matt Massman, MICA**

---

**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.*

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

1. **Approval of Terms of Offering for Issuance of Capital Improvement Refunding Bonds, Series 2020 B** *[20-318]*  
Resolution approving the Official Terms of Offering for the Issuance of General Obligation Capital Improvement Refunding Bonds, Series 2020B

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

1. **County Assessor Reappointment** *[20-319]*  
Resolution reappointing David L. Sipila as the St. Louis County Assessor.

**Environment & Natural Resources Committee, Commissioner Musolf, Chair**

1. **County Support of the Enbridge Line 3 Replacement Project** *[20-320]*  
Resolution to support the Enbridge Line 3 replacement project.

---

**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:**

<b>September 8, 2020</b>	<b>St. Louis County Courthouse, Duluth</b>
<b>September 22, 2020</b>	<b>Aurora City Hall, 16 W. 2<sup>nd</sup> Avenue North, Aurora</b>
<b>October 6, 2020</b>	<b>St. Louis County Courthouse, Duluth</b>

**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**

August 11, 2020

Location: Jury Lounge, St. Louis County Courthouse, Hibbing, Minnesota

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

Absent: None

Convened: Chair Jugovich called the meeting to order at 9:45 a.m.

Commissioners Frank Jewell, Patrick Boyle, and Beth Olson participated telephonically.

---

## **CONSENT AGENDA**

Nelson/Musolf moved to approve the consent agenda. A roll call vote was taken, the motion passed. (7-0)

- Minutes of August 4, 2020
- Acquisition of Right of Way – Replacement of County Bridge 26 Over Talmadge River (Lakewood Township) [20-281]
- Sale of Surplus Fee Land – That Part of the NW ¼ of NE ¼ and Government Lot 3, Section 23, T50N, R18W (Stoney Brook Township) [20-282]
- Adjoining Owner Sales [20-283]
- Proposed Land Exchange Between the Department of Natural Resources and St. Louis County [20-284]
- Cancellation of Contract for Purchase of State Tax Forfeited Land – Babb [20-285]
- Cancellation of Contract for Purchase of State Tax Forfeited Land – Holmes (Parcel 010-1800-00870) [20-286]
- Cancellation of Contract for Purchase of State Tax Forfeited Land – Holmes (Parcel 010-1820-00140) [20-287]
- Cancellation of Contract for Purchase of State Tax Forfeited Land – Nordlund [20-288]
- Public Sale of a Shoreland Lease Lot [20-289]
- Roadway Easement Across State Tax Forfeited Land [20-290]

St. Louis County Administrator Kevin Gray noted that there was an amended agenda and numerous items were added to the amended agenda; an asterisk denotes additional items.

---

## **Central Management & Intergovernmental Committee**

Jewell/Musolf moved that the St. Louis County Board will adjust its 2020 Board meeting schedule to reschedule the meeting location of its September 1, 2020 meeting from the St. Louis County Board Room to the St. Louis River Room in the Government Services Center, Duluth, MN. All public hearings scheduled for September 1, 2020, will be held in the St. Louis River Room in the Government Services Center, Duluth, MN. [20-303]. Commissioners held a discussion regarding the accessibility of

the Government Services Center to the public, transparency of Board meetings, and the use of virtual technology for future Board meetings. Deputy Administrator Brian Fritsinger commented that the public would have access to the Government Services Center; however, access would be limited due to size constraints of the meeting room. After further discussion, a roll call vote was taken, the motion passed. (7-0)

A Point of Personal Privilege was requested at 10:15 a.m. At 10:24 a.m., the Board reconvened with all members present.

---

### **Establishment of Public Hearings**

Nelson/Jugovich moved to establish a public hearing at 9:45 a.m. on Tuesday, September 1, 2020, in the County Board Room of the St. Louis County Courthouse, 100 North Fifth Avenue West in Duluth, Minnesota, for the purpose of obtaining input from the general public on the amendment to the Transportation Improvement Plan. The County Auditor shall publish a notice of public hearing on the amendment to the Transportation Improvement Plan on a date, which is at least 14 days, but not more than 28 days, before the hearing in the official newspaper of the County. [20-291]. Boyle/Olson moved to amend the motion and change the location of the public hearing from the St. Louis County Board Room to the St. Louis River Room in the Government Services Center. A roll call vote was taken, the amendment passed. (6-1, Nelson). A roll call vote was taken, the amended motion passed. (7-0)

Nelson/Jugovich moved to establish a public hearing at 9:50 a.m. on Tuesday, September 1, 2020, in the County Board Room of the St. Louis County Courthouse, 100 North Fifth Avenue West in Duluth, Minnesota, for the purpose of obtaining input from the general public on the 2020-2024 Amendment to the Capital Improvement Plan, and on the intent to Issue Capital Improvement Bonds. The County Auditor shall publish a notice of public hearings on the capital improvement plan and on the intent to issue the Bonds on a date, which is at least 14 days, but not more than 28 days, before the hearing in the official newspaper of the County. [20-292]. Boyle/Olson moved to amend the motion and change the location of the public hearing from the St. Louis County Board Room to the St. Louis River Room in the Government Services Center. A roll call vote was taken, the amendment passed. (6-1, Nelson). A roll call vote was taken, the amended motion passed. (7-0)

Nelson/McDonald moved to establish a public hearing on Tuesday, September 1, 2020, at 9:55 a.m., in the St. Louis County Courthouse, Duluth, MN, regarding the application for an Off-Sale Intoxicating Liquor License by AKN, LLC d/b/a Ash-Ka-Nam Resort & Lodge. [20-293]. Boyle/Olson moved to amend the motion and change the location of the public hearing from the St. Louis County Board Room to the St. Louis River Room in the Government Services Center. A roll call vote was taken, the amendment passed. (6-1, Nelson). A roll call vote was taken, the amended motion passed. (7-0)

Musolf/Nelson moved that pursuant to Minn. Stat. § 94.344, Subdivision 7, a public hearing shall be scheduled on Tuesday, September 8, 2020, at 9:40 a.m. at the St. Louis County Courthouse, County Board Room 2nd Floor, Duluth, MN to consider a land exchange involving certain Class B Lands owned by the State of Minnesota for certain lands owned by William and Deena Congdon. The County Auditor shall post in the Auditor's Office a notice of hearing containing a description of the lands affected. [20-294]. A roll call vote was taken, the motion passed. (7-0)

---

## **Health & Human Services Committee**

Boyle/Jewell moved to authorize the Public Health and Human Services Department to apply for and accept a grant award in the amount of \$3,283,200 for the COVID-19 Housing Assistance Program for emergencies/costs incurred by individuals and families between the time period of March 1, 2020, through December 30, 2020. The St. Louis County Board authorizes the Public Health and Human Services Department to execute agreements with various community agencies to deliver services by additional the funding. [20-301]. St. Louis County Public Health and Human Services Director Linnea Mirsch noted that the grant funds must be spent by December 30, 2020. A roll call vote was taken, the motion passed. (7-0)

---

## **Public Works & Transportation Committee**

McDonald/Nelson moved to award a bid to Mesabi Bituminous, Inc., Gilbert, MN, in the amount of \$767,330.60, for project CP 0000-297890/SP 069-090-033, Trail Construction, located on Highway 169 Underpass to County State Aid Highway 88. [20-295]. St. Louis County Public Works Director Jim Foldesi commented that St. Louis County is sponsoring the project; the project is a federal project in partnership with the Regional Rail Authority. A roll call vote was taken, the motion passed. (7-0)

McDonald/Nelson moved to authorize the purchase of ten (10) 2020 Mack Granite tandem axle diesel trucks from Twin Cities Mack and Volvo Trucks of Roseville, MN, for a total cost of \$1,357,063.00. [20-296]. St. Louis County Public Works Director Jim Foldesi said that the lead time for these trucks is 9-12 months and the will be purchased using 2021 funds. Commissioner Nelson commented the county should not be required to pay state sales tax because these are essential vehicles that keep roads open for emergency vehicles. After further discussion, a roll call vote was taken, the motion passed. (7-0)

---

## **Finance & Budget Committee**

Nelson/McDonald moved that the St. Louis County Board approves the CARES Act plan and establishes programs dedicated to the expenditure of CARES Act monies and approves the following distribution of \$24,542,394 of CARES funding: Dedicated Allocation to Cities and Townships: \$255,211; Small Business Assistance: \$6,000,000; Community Assistance: \$6,000,000; Public Works Timber Industry Project: \$1,250,000, COVID Roadside Right-of-Way Clearing - \$750,000, Logging Community Program - \$500,000; SLC Direct COVID Response Reimbursement: \$10,000,000; Reserve: \$1,000,000; that the County Board directs the County Administrator to manage these funds within the Broad parameters set forth by the County Board with flexibility to move funds within these categories based upon applicant requests and review; that any monies received from underutilized allocations to cities and townships be used to compliment COVID-19 relief programs in the area of community and small business assistance, including support to health care providers including hospitals; and further, that the County Auditor and County Administrator will provide an accounting of the CARES Act utilization at the conclusion of the program to the County Board. [20-297]. St. Louis County Planning and Community Development Director Matthew Johnson provided a brief overview regarding small business assistance, including both phase one and phase two. Director Johnson said that any money left over from phase one would be rolled into phase two. Director Mirsch provided an overview of the Community Assistance program and said that criteria will be based on the number of people served. St. Louis County Deputy Land and Minerals Director Jason Meyer touched on the negative impacts that the closing of Verso Paper and the COVID-19 pandemic has had on the timber industry and briefly discussed programs designed to assist the timber industry. Deputy Administrator Fritsinger commented

that CARES ACT administration is challenging because the guidelines continue to change. After further discussion, a roll call vote was taken, the motion passed. (7-0)

Nelson/Jugovich moved that the St. Louis County Board authorize the appropriate county officials to execute an agreement with UHL/ABE Company of Duluth and Maple Grove, MN, in the amount of \$580,900.00 for the installation of GPS Ionization equipment to heating, ventilation and air conditioning (HVAC) systems and integration with building automation control systems at multiple county facilities. [20-298]. St. Louis County Director of Property Management Jerry Hall commented that this system is used in hospitals and schools. After further discussion, a roll call vote was taken, the motion passed. (7-0)

---

## **Environment and Natural Resources Committee**

Nelson/Jugovich moved to approve an application to the State of Minnesota Department of Iron Range Resources and Rehabilitation in the amount of up to \$350,000 for the OddLogs Timber, LLC development project; that the County agrees to accept funding and act as a fiscal agent for the underlying project if approved by the IRRR, funds to be deposited and distributed as determined by the County Auditor; that the County Auditor and County Attorney are authorized to negotiate and execute an agreement with IRRR for the OddLogs Timber, LLC development project; and further, that the County Auditor and County Attorney are authorized to negotiate and execute an agreement with OddLogs Timber, LLC for the development project. [20-302]. Chris Ismil, of the Iron Range Resources and Rehabilitation (IRRR), said that the grant would cover half of the development cost and the request is before the Board because the development area is located in an unorganized township. In response to Commissioner Nelson, Mr. Ismil said that St. Louis County would not be reimbursed for administrative costs of the program. Commissioner Nelson moved to amend the motion to add language that St. Louis County will be reimbursed for any administrative costs incurred because of grant process. The amendment failed due to lack of a second. After further discussion, a roll call vote was taken, the original motion passed. (7-0)

Musolf/McDonald moved to authorize the appropriate County officials to execute a contract with Champion Forestry Service of Bemidji, MN, for \$147,795.03 for Bud Capping Application on state tax forfeited lands during the fall of 2020. [20-299]. Deputy Director Myers commented that they are trying to create additional opportunities in an effort to get additional bidders. A roll call vote was taken, the motion passed. (7-0)

Musolf/Nelson moved to authorize the County Auditor to offer the state tax forfeited lands for sale at public or online auction with prohibited purchaser and bidder conditions, starting at the fair market value in accordance with terms set forth in the Land and Minerals Department policy, and in a manner provided for by law. Funds from the auction are to be deposited into Fund 240 (Forfeited Tax Fund). The St. Louis County Board authorizes the County Auditor to continue to reoffer individual unsold parcels at periodically adjusted prices based on market conditions to the general public through an over-the-counter listing rather than a public sale, or through an online auction until the parcels are sold or withdrawn by the county auditor. [20-300]. A roll call vote was taken, the motion passed. (7-0)

---

## **COMMISSIONER DISCUSSION ITEMS AND REPORTS**

Commissioner Boyle thanked election judges throughout county for their commitment to working elections during the pandemic.

Commissioner Jugovich said that he felt the polling place in Chisholm was well run and there were multiple safety precautions in place.

Auditor Nancy Nilsen commented that as of today, 25,587 mail and absentee ballots were sent out to voters; 15,326 were accepted. In comparison, 3,211 mail and absentee ballots were sent out to voters and 2,659 were accepted for the 2018 primary election. Auditor Nilsen thanked the elections staff for the significant amount of work it has taken to process the ballots.

Commissioner McDonald urged boaters to be aware of excessive speed and to practice safe boating. Commissioner McDonald highlighted the success of the Extension internship program and asked that consideration be given to expand the program.

Commissioner Nelson mentioned that there is a policy in place to recoup costs when the county administers grants. Approving the resolution to act as the fiscal agent for the IRRR project and not being reimbursed for administrative costs is an exception to county policy.

Commissioner Jewell commented that the Extension intern program is through the University of Minnesota - Duluth and it has been challenging due to the pandemic.

At 12:25 p.m., Commissioner Nelson, supported by Commissioner McDonald, moved to adjourn the Committee of the Whole meeting. A roll call vote was taken, the motion passed. (7-0)

---

Mike Jugovich, Chair of the County Board

---

Phil Chapman, Clerk of the County Board

# **BOARD LETTER NO. 20 – 310**

## **PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 1**

### **BOARD AGENDA NO.**

**DATE:** September 1, 2020

**RE:** Subgrant Agreement with  
South St. Louis Soil and Water  
Conservation District for  
Culbertson Road 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 Subgrant Agreement with the South St. Louis Soil and Water Conservation District for the replacement of the culvert on Captain Jacobson Creek crossing Culbertson Road as part of the reclaim and overlay construction project known as CP 0041-368455/SAP 069-641-005.

#### **BACKGROUND:**

The South St. Louis Soil and Water Conservation District in concert with St. Louis County Public Works submitted an application and was awarded \$330,000 from the Department of Natural Resources for a project that will use Conservation Partners Legacy Grant Program fund for the replacement of the culvert on Captain Jacobson Creek crossing Culbertson Road. The South St. Louis Soil and Water Conservation District will retain \$5,000 of the grant for administration of the grant. St. Louis County is required to provide a 10% match and cover all overages. The grant was entitled "Restoring Trout Passage on Captain Jacobson Creek."

The Parties desire to enter into a Subgrant Agreement for the project.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize a Subgrant Agreement with the South St. Louis Soil and Water Conservation District for the replacement of the culvert on Captain Jacobson Creek crossing Culbertson Road as part of the reclaim and overlay construction project known as CP 0041-368455/SAP 069-641-005. The funds received from the South St. Louis Soil and Water Conservation District will be receipted into Fund 220, Agency 220594, Object 583100.



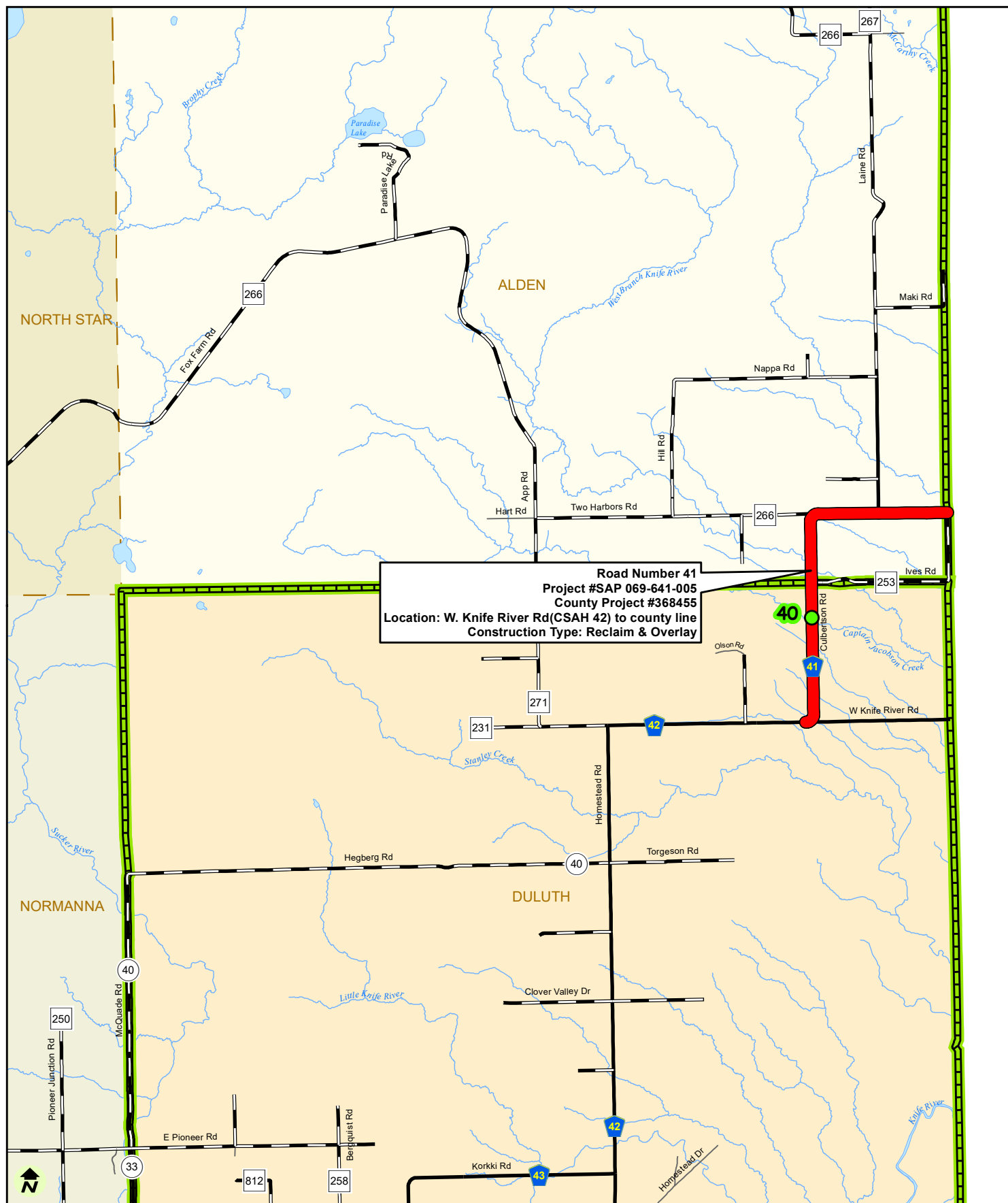
**Subgrant Agreement with South St. Louis Soil and Water Conservation District  
for Culbertson Road Project**

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

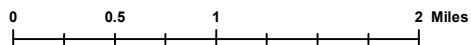
WHEREAS, South St. Louis Soil and Water Conservation District in concert with the St. Louis County Public Works submitted an application for a grant from Department of Natural Resources for the replacement of the culvert on Captain Jacobson Creek crossing Culbertson Road and was awarded the grant; and

WHEREAS, The amount of the grant has been determined to be \$330,000, of which, the South St. Louis Soil and Water Conservation District will retain \$5,000 of the grant for administration of the grant and St. Louis County is required to provide a 10% match and cover all overages.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with the South St. Louis Soil and Water Conservation District for the replacement of the culvert on Captain Jacobson Creek crossing Culbertson Road as part of the reclaim and overlay construction project known as CP 0041-368455/SAP 069-641-005. The funds from the Grant will be receipted into Fund 220, Agency 220594, Object 583100.



St. Louis County 2022 Road & Bridge Construction



# **BOARD LETTER NO. 20 – 311**

## **PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 2**

### **BOARD AGENDA NO.**

**DATE:** September 1, 2020

**RE:** Professional Services  
Agreement with WSB &  
Associates, Inc. for  
Intersection Improvements at  
Woodland Avenue and Snively  
Road

**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 professional services agreement with WSB & Associates, Inc. to perform design services for intersection improvements at the intersection of County State Aid Highway (CSAH) 9 (Woodland Avenue) and CSAH 37 (Snively Road) located in the City of Duluth. The project is further identified as CP 0009-382898.

#### **BACKGROUND:**

The intersection of CSAH 9 (Woodland Avenue) and CSAH 37 (Snively Road) experiences significant traffic delay and congestion, along with the traffic signal system being at the end of its serviceable life, and a construction project is in Public Works Capital Improvement Plan for construction in 2022 to perform improvements at this intersection.

The Public Works Department identified the need to secure an engineering consultant to assist with the project engineering design due to its complexity and timeliness of the project. WSB & Associates, Inc. was chosen to perform design services in the amount of \$85,608. The construction and engineering services for this project will be funded through State Aid funds.

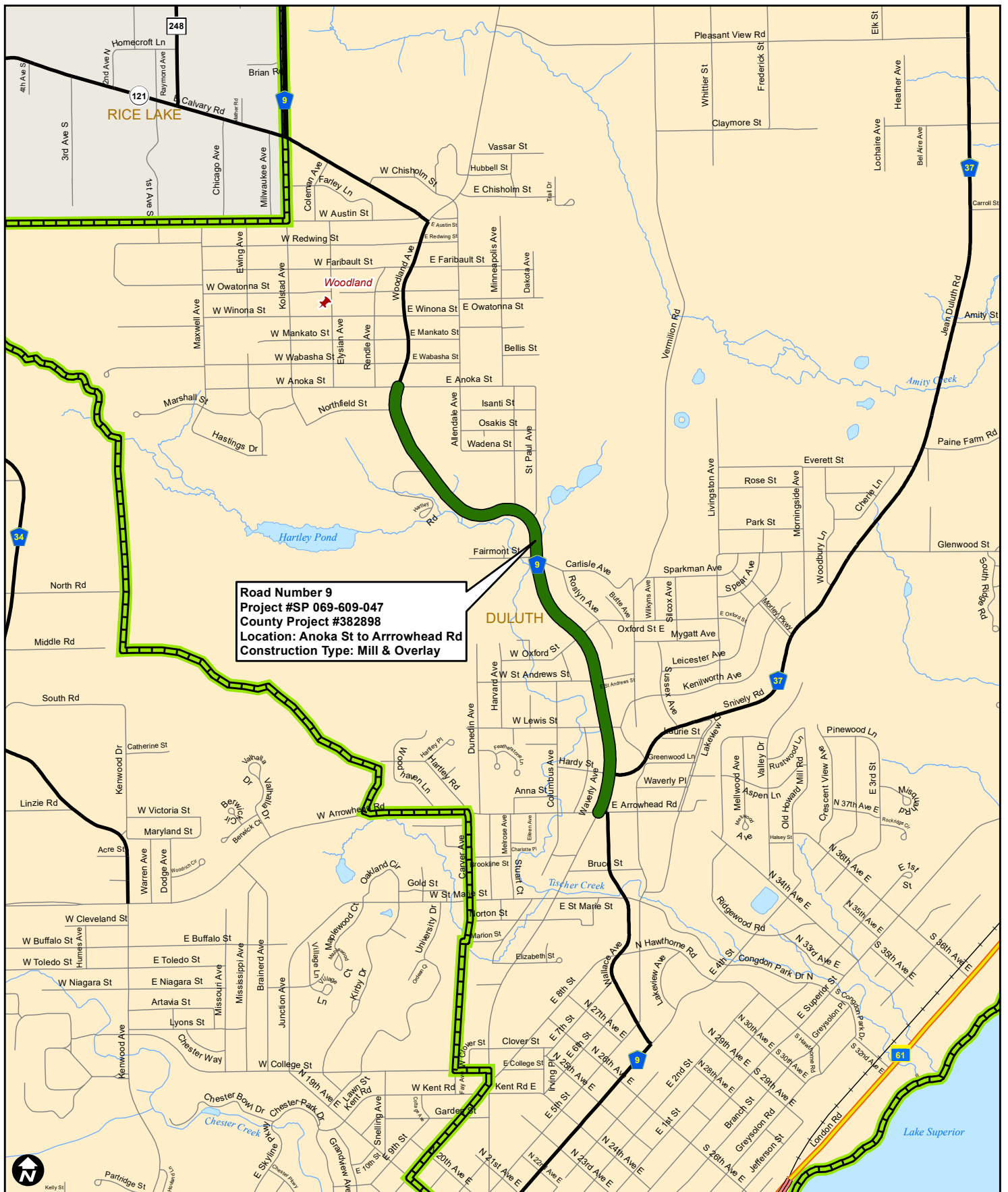
#### **RECOMMENDATION:**

The St. Louis County Board is requested to authorize a professional services agreement with WSB & Associates, Inc. for \$85,608 to perform design services for intersection improvements at the intersection of CSAH 9 (Woodland Avenue) and CSAH 37 (Snively Road), payable from Fund 220, Agency 220590, Object 626600.

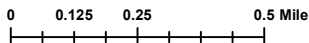
**Professional Services Agreement with WSB & Associates, Inc for Intersection  
Improvements at Woodland Avenue and Snively Road**

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate County Officials to enter into an agreement, and approve any amendments authorized by the County Attorney, with WSB & Associates, Inc. for \$85,608 to perform design services for intersection improvements at the intersection of CSAH 9 (Woodland Avenue) and CSAH 37 (Snively Road) in the City of Duluth identified as CP 0009-382898, payable from Fund 220, Agency 220590, Object 626600.



# St. Louis County 2022 Road & Bridge Construction



# **BOARD LETTER NO. 20 – 312**

## **PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 3**

### **BOARD AGENDA NO.**

**DATE:** September 1, 2020

**RE:** Acquisition of Right of Way –  
Replacement of County Bridge  
785 Over the East Swan River  
(Hibbing)

**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 the acquisition of right of way for County Project (CP) 0444-529528.

#### **BACKGROUND:**

The St. Louis County Public Works Department plans to reconstruct a short segment of County Road (CR) 444 and to replace the existing bridge (County Bridge 785, State Bridge 69581) over the East Swan River in the City of Hibbing. Additional Right of Way will be needed from adjacent parcels of private property.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the acquisition of right of way necessary for the reconstruction of CR 444 and the replacement of County Bridge 785. Right of Way acquisition is payable from Fund 200, Agency 203001.

**Acquisition of Right of Way - Replacement of County Bridge 785  
Over the East Swan River (Hibbing)**

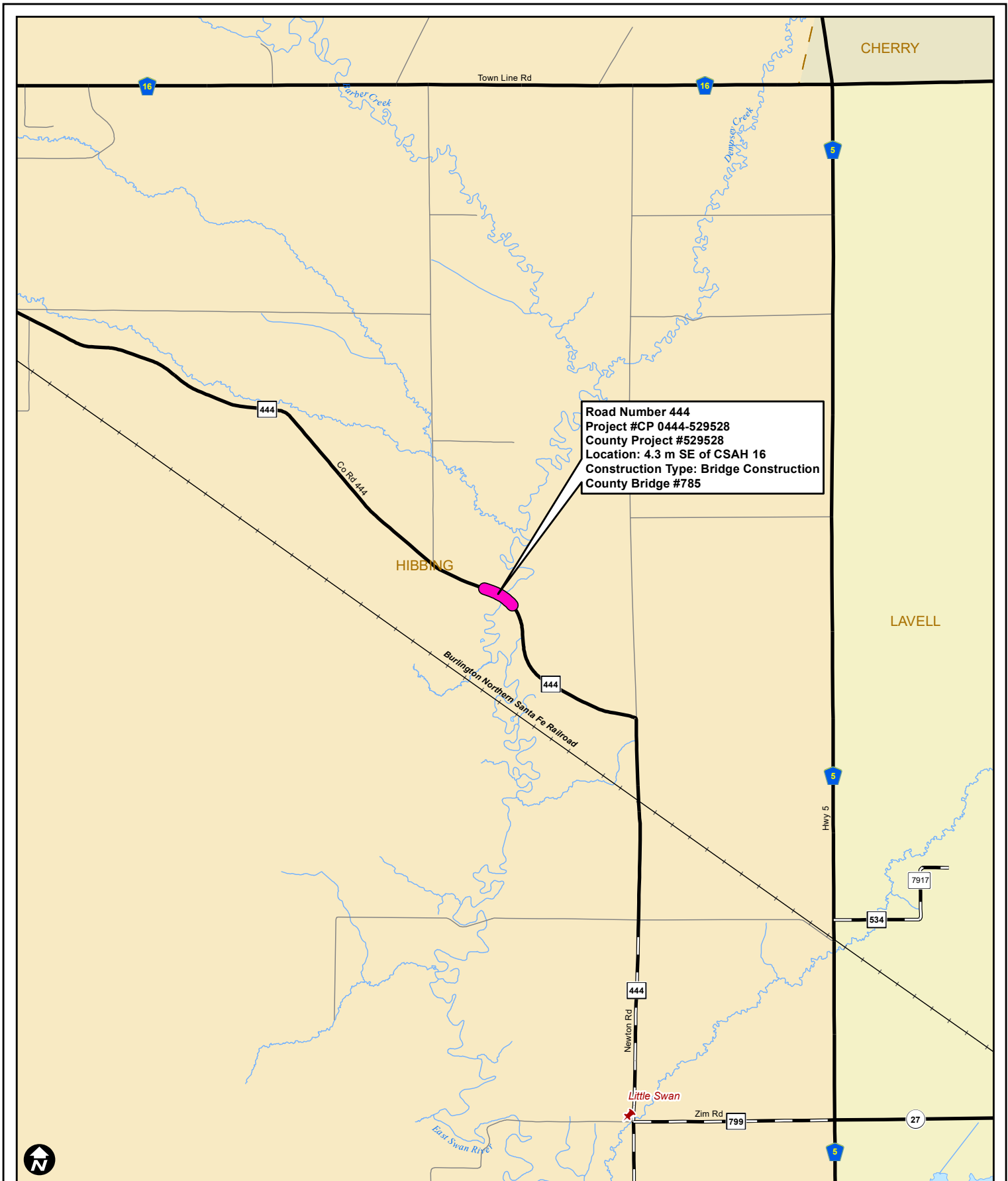
BY COMMISSIONER \_\_\_\_\_

WHEREAS, The St. Louis County Public Works Department plans to reconstruct a small segment of County Road 444 and to replace the existing bridge (County Bridge 785, State Bridge 69581) over the East Swan River in the City of Hibbing, CP 0444-529528; and

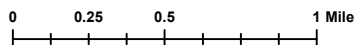
WHEREAS, These improvements consist of replacing the existing bridge with a new bridge at the same location and reconstructing the roadway as determined necessary to provide for the safety and convenience of the public; and

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate County Officials to proceed with the acquisition of the necessary lands and temporary easements for this project, payable from Fund 200, Agency 203001.



St. Louis County 2021 Road & Bridge Construction



Map Components

2021 Road & Bridge Construction

- Bridge Construction
- 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 - 313**

## **FINANCE & BUDGET COMMITTEE CONSENT NO. 4**

### **BOARD AGENDA NO.**

**DATE:** September 1, 2020                      **RE:** Abatement List for Board Approval

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

Mary Garness, Director  
Public Records & Property Valuation

David L. Sipila  
County Assessor

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

The County Assessor will meet all state mandates for classifying and valuing taxable parcels for property tax purposes as outlined in Minn. Stat. § 270 through 273.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to approve the attached abatements.

#### **BACKGROUND:**

The intent of abatements is to provide equitable treatment to individual taxpayers while at the same time exercising prudence with the tax monies due to the taxing authorities within St. Louis County. Abatements are processed in conformance with St. Louis County Board Resolution No. 16-82, dated January 26, 2016, outlining the Board's policy on abatement of ad valorem taxes. This Policy provides direction for the abatement of: 1) Current year taxes; 2) Current year penalty and costs; 3) Past year taxes; and 4) Past year penalty, interest, and costs.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board approve the attached list of applications for abatement.

## **Abatement List for Board Approval**

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

RESOLVED, That the St. Louis County Board approves the applications for abatement, correction of assessed valuations and taxes plus penalty and interest, and any additional accrual, identified in County Board File No. 61214.

Abatements Submitted for Approval by the St. Louis County Board  
on 9/8/2020

PARCEL CODE			AUD NBR	NAME	TYPE	LOCATION	APPRAISER	REASON	YEAR	REDUCTION	
10	2741	720	0	272	BENSON, KAITLYNN	R	City of Duluth	Anne Sims	VALUATION	2019	958.00
10	2741	720	0	273	BENSON, KAITLYNN	R	City of Duluth	Anne Sims	VALUATION	2020	982.00
10	267	200	0	285	CARLSON, DONALD	R	City of Duluth	Steve Birman	HOMESTEAD	2020	296.00
10	760	2240	0	286	COFFIN, SARAH	R	City of Duluth	Steve Birman	HOMESTEAD	2020	258.00
10	2110	5380	0	274	COOPER, CATHERINE	R	City of Duluth	Jason Borman	HOMESTEAD	2020	394.00
690	45	50	0	281	COZ, FRANCIS	R	56-17	Todd Manninen	HOMESTEAD	2020	392.00
10	4570	1500	0	277	EYTCHISON, ARTHER	R	City of Duluth	Anne Sims	HOMESTEAD	2020	428.00
10	0	0	00441	283	GANEM, JULIANNE	M	City of Duluth	Anne Sims	HOMESTEAD	2020	280.00
530	10	5160	0	290	HELLAND, FREDERICK	R	Solway	Sean Worthington	HOMESTEAD	2020	252.00
10	1180	3720	0	287	IDRIL, FAITH	R	City of Duluth	Steve Birman	HOMESTEAD	2020	428.00
10	2690	520	0	275	LEGG, ARTHUR	R	City of Duluth	Molly Floen	VALUATION	2020	2,486.00
10	2690	521	0	276	LEGG, ARTHUR	R	City of Duluth	Molly Floen	VALUATION	2020	2,702.00
10	1220	460	0	288	LUKKONEN, DAVID	R	City of Duluth	Steve Birman	HOMESTEAD	2020	436.00
642	80	180	0	280	MCDONALD, RICHARD	R	56-14	Paul Cherry	HOMESTEAD	2020	632.00
10	4430	3100	0	289	NELSON, TERRY	R	City of Duluth	Anne Sims	HOMESTEAD	2020	912.00
60	10	3080	0	279	PICEK, BENNETT	R	Gilbert	Todd Manninen	HOMESTEAD	2020	764.00
40	5010	20	0	271	RICH, AMBER	P	Eveleth	Patrick Orent	PP CANCEL	2020	18,214.00
30	10	2320	0	278	STARKOVICH, PAUL	R	Ely	Andrew Olson	HOMESTEAD	2020	504.00
10	0	0	00094	282	TIBODEAU, LAWRENCE	M	City of Duluth	Anne Sims	HOMESTEAD	2020	242.00
10	0	0	00987	284	VANLITH, SHANDELL	M	City of Duluth	Steve Birman	HOMESTEAD	2019	226.00

# **BOARD LETTER NO. 20 - 314**

## **CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE CONSENT NO. 5**

### **BOARD AGENDA NO.**

**DATE:** September 1, 2020

**RE:** Reschedule Location for  
September 22, October 6,  
November 3, November 10,  
December 1 and December 15,  
2020 County Board Meetings

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

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

To provide effective and efficient government.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to reschedule the locations of the September 22, October 6, November 3, November 10, December 1 and December 15, 2020 County Board meetings.

#### **BACKGROUND:**

Due to pandemic-related concerns and technology constraints, it is proposed that the September 22, October 6, November 3, November 10, December 1 and December 15, 2020 County Board meetings, including all public hearings scheduled on those days, be changed to a location better suited to accommodate those concerns and constraints. The meetings will begin at 9:30 a.m. as previously scheduled.

#### **RECOMMENDATION:**

Should the Board concur, Administration will take the necessary steps to reschedule the location of its September 22, 2020 Board Meeting to the Aurora Community Center in Aurora, the October 6, October 3, November 10 and December 1, 2020 Board Meetings to the Government Services Center in Duluth and the December 15, 2020 Board Meeting to the Government Services Center in Virginia.

**Reschedule Location for September 22, October 6, November 3, November 10,  
December 1 and December 15, 2020 County Board Meetings**

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

RESOLVED, That the St. Louis County Board will adjust its 2020 Board Meeting Schedule to reschedule the meeting location of its September 22, 2020 meeting from the Aurora City Hall in Aurora to the Aurora Community Center in Aurora.

RESOLVED FURTHER, That the St. Louis County Board will adjust its 2020 Board Meeting Schedule to reschedule the meeting locations of its October 6, November 3, November 10 and December 1, 2020 meetings from the Courthouse in Duluth to the Government Services Center in Duluth.

RESOLVED FURTHER, That the St. Louis County Board will adjust its 2020 Board Meeting Schedule to reschedule the meeting location of its December 15, 2020 meeting from the Ault Town Hall in Brimson to the Government Services Center in Virginia.

RESOLVED FURTHER, That all public hearings scheduled for September 22, October 6, November 3, November 10, December 1 and December 15, 2020 will be held at their rescheduled locations.

**ST. LOUIS COUNTY BOARD  
2020 BOARD MEETING SCHEDULE  
All meetings begin at 9:30 a.m.**

<b>BOARD MEETING DATE</b>	<b>MEETING LOCATION</b>
January 7	Courthouse-Duluth
January 14	Midway Town Hall, 3230 Midway Road, Duluth
January 28	Gilbert City Hall, 16 S. Broadway, Gilbert
February 11	Courthouse-Duluth
February 25	Hibbing City Hall, 401 E. 21 <sup>st</sup> Street, Hibbing
March 10	Courthouse - Duluth
March 24	Courthouse - Duluth
April 14	Duluth Government Services Center, 320 W 2 <sup>nd</sup> Street, Duluth
April 28	Duluth Government Services Center, 320 W 2 <sup>nd</sup> Street, Duluth
May 5	Duluth Government Services Center, 320 W 2 <sup>nd</sup> Street, Duluth
May 12	Duluth Government Services Center, 320 W 2 <sup>nd</sup> Street, Duluth
May 26	GSC-Virginia, 201 S. 3 <sup>rd</sup> Avenue West, Virginia
June 2	Duluth Government Services Center, 320 W 2 <sup>nd</sup> Street, Duluth
June 9	GSC-Virginia, 201 S. 3 <sup>rd</sup> Avenue West, Virginia
June 23	Voyagaire Lodge, 7576 Gold Coast Road, Crane Lake
July 7	Courthouse-Duluth
July 14	Courthouse-Duluth
July 28	GSC-Virginia, 201 S. 3 <sup>rd</sup> Avenue West, Virginia
August 4	Courthouse-Duluth
August 11	St. Louis County Courthouse Jury Lounge, 1810 12 <sup>th</sup> Ave E, Hibbing
September 1	Duluth Government Services Center, 320 W 2 <sup>nd</sup> Street, Duluth
September 8	Duluth Government Services Center, 320 W 2 <sup>nd</sup> Street, Duluth
September 22	Aurora Community Center, 15 W. 1 <sup>st</sup> Ave. N., Aurora
October 6	Duluth Government Services Center, 320 W 2 <sup>nd</sup> Street, Duluth
October 13	Solway Town Hall, 4029 Munger Shaw Road, Cloquet
October 27	Mt. Iron City Hall, 8586 Enterprise Drive South, Mt. Iron
November 3	Duluth Government Services Center, 320 W 2 <sup>nd</sup> Street, Duluth
November 10	Duluth Government Services Center, 320 W 2 <sup>nd</sup> Street, Duluth
November 24	Meadowlands Community Center, 7758 Western Avenue, Meadowlands
December 1	Duluth Government Services Center, 320 W 2 <sup>nd</sup> Street, Duluth
December 15	GSC-Virginia, 201 S. 3 <sup>rd</sup> Avenue West, Virginia

**AMC Legislative Conference  
NACo Legislative Conference  
Duluth & SLC at the Capitol  
NACo Annual Conference  
AMC Annual Conference**

**Feb. 26-27, 2020, St. Paul  
Feb. 29-March 4, 2020, Washington, DC  
March 18-19, 2020, St. Paul  
July 17-20, 2020, Orlando, FL  
December 7-9, 2020, Minneapolis, MN**

# **BOARD LETTER NO. 20 - 315**

## **PUBLIC SAFETY & CORRECTIONS COMMITTEE CONSENT NO. 6**

### **BOARD AGENDA NO.**

**DATE:** September 1, 2020

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

**RE:** Request for Additional One-  
Year Contract Extension with  
Dovetail Partners, Inc.

Ross Litman  
Sheriff

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

To enhance public safety.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize an additional one-year extension to the contract with Dovetail Partners, Inc. for Firewise Coordinator services.

#### **BACKGROUND:**

On September 26, 2017, the St. Louis County Board adopted Resolution No. 17-584 authorizing a one-year agreement, with the option for three (3) one-year extensions, with Dovetail Partners, Inc., Minneapolis, MN, for Firewise Coordinator services not to exceed \$75,000 annually.

Dovetail Partners, Inc. has the time, expertise and desire to manage Firewise projects on behalf of the Sheriff's office including but not limited to updating the Community Wildfire Protection Plan, manage projects to use the Firewise grant monies, and other Firewise tasks such as wood chipping, brush burning, and homeowner education. The Sheriff's Office is requesting an additional one-year extension to the contract for these services.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize an additional one-year extension to the contract with Dovetail, Inc., Minneapolis, MN, for Firewise Coordinator services, not to exceed \$68,544.32, to be accounted for as follows:

- \$37,500.00 - Fund 100, Agency 132999, Object 629900, Grant 13210, Year 2020
- \$31,044.32 - Fund 100, Agency 135999, Object 629900, Grant 13503, Year 2020

## **Request for Additional One-Year Contract Extension with Dovetail Partners, Inc.**

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

WHEREAS, On September 26, 2017, the St. Louis County Board adopted Resolution No. 17-584 authorizing a one-year agreement, with the option for three (3) one-year extensions, with Dovetail Partners, Inc., Minneapolis, MN, for Firewise Coordinator services not to exceed \$75,000 annually; and

WHEREAS, The Firewise grant allows for the hiring of a Firewise Coordinator; and

WHEREAS, Dovetail Partners, Inc., has the time, expertise and desire to continue to manage the Firewise projects on behalf of the Sheriff's Office;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an additional one-year extension to the contract with Dovetail, Inc., Minneapolis, MN, for Firewise Coordinator services, not to exceed \$68,544.32, to be accounted for as follows:

- \$37,500.00 - Fund 100, Agency 132999, Object 629900, Grant 13210, Year 2020
- \$31,044.32 - Fund 100, Agency 135999, Object 629900, Grant 13503, Year 2020



# **BOARD LETTER NO. 20 - 316**

## **PUBLIC SAFETY & CORRECTIONS COMMITTEE**

### **CONSENT NO. 7**

#### **BOARD AGENDA NO.**

**DATE:** September 1, 2020

**RE:** Memorandum of  
Understanding with the City of  
Duluth for the 2020 Justice  
Assistance Grant

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

Ross Litman  
Sheriff

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

To enhance public safety.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize a Memorandum of Understanding with the City of Duluth for the 2020 Justice Assistance Grant.

#### **BACKGROUND:**

The St. Louis County Sheriff's Office is seeking authorization to enter into a Memorandum of Understanding (MOU) with the City of Duluth and accept funding from the 2020 Justice Assistance Grant (JAG). The grant is part of a Bureau of Justice Assistance program which allows local law enforcement agencies to support a broad range of activities to prevent and control crime. The JAG allocation formula is based on population and violent crime statistics. St. Louis County and the City of Duluth have participated in similar grant initiatives in the past, and this grant requires no match.

The 2020 JAG application requires a MOU to be signed by both jurisdictions outlining this cooperative agreement and allocation of funds. The total grant amount is \$32,379. The St. Louis County Sheriff's Office will appropriate \$10,000 to the First Witness Child Advocacy Center and the Duluth Police Department will appropriate \$22,379 to Avon C50 Respirators and filters to support first responder safety.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize a Memorandum of Understanding with the City of Duluth and accept the 2020 Bureau of Justice Assistance Grant in the amount of \$32,379.

**Memorandum of Understanding with the City of Duluth  
for 2020 Justice Assistance Grant**

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

WHEREAS, The federal government, through the Bureau of Justice Assistance, has made available \$32,279 in funding from the Justice Assistance Grant for approved prevention and controlling of crime; and

WHEREAS, The Bureau of Justice Assistance requires a Memorandum of Understanding between St. Louis County and the City of Duluth for purposes of outlining the cooperative agreement and allocation of funds; and

WHEREAS, The St. Louis County Sheriff's Office will appropriate \$10,000 to the First Witness Child Advocacy Center and the Duluth Police Department will appropriate the remaining \$22,379 to Avon C50 Respirators and filters to support first responder safety;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a Memorandum of Understanding with the City of Duluth and accepts the 2020 Justice Assistance Grant in the amount of \$32,379.

**BOARD LETTER NO. 20 - 60R**  
**CENTRAL MANAGEMENT & INTERGOVERNMENTAL**  
**COMMITTEE CONSENT NO. 8**  
**BOARD AGENDA NO.**

**DATE:** September 1, 2020

**RE:** Request to Amend Resolution  
for Sponsorship of Ashawa Ski  
Trail Grooming Equipment  
Purchase – Ashawa Trail Ski  
Club

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

Nancy J. Nilsen  
County Auditor/Treasurer

**RELATED DEPARTMENTAL GOAL:**

To perform public services.

**ACTION REQUESTED:**

The St. Louis County Board is requested to provide sponsorship of Ashawa Ski Trail grooming equipment purchase by the Ashawa Trail Ski Club.

**BACKGROUND:**

The Ashawa Trail Ski Club maintains 10.8 miles (17.33 km) of cross country ski trails north of Cook, MN. Funding for ski trail grooming equipment was previously applied for through the Minnesota Department of Natural Resources (DNR) Grant in Aid program and the Federal Recreational Trails Program by the Ashawa Trail Ski Club. The equipment is expected to cost less than \$75,000, which requires a 25% cash match under the program. The program also requires that it be sponsored by a local government. St. Louis County is the Grant-in-Aid sponsor for this club. The cost of the equipment is estimated at \$3,952. Under the terms of the program, if successful, the Federal grant would be in the amount of \$2,964. The Club would be responsible for a match in the amount of \$988. There would be no direct financial cost to the County.

The County has received notice from the Club and DNR that several changes are required to the County's resolution of sponsorship. Specifically these changes include authorization into a grant agreement, correction in compliancy requirements and authorizing Auditor Nelson to act as the County's Fiscal Agent.

If St. Louis County is awarded a grant by the DNR, St. Louis County agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the

above referenced project. St. Louis County will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board agree to accept grant award funds on behalf of the Ashawa Trail Ski Club for ski trail grooming equipment.

**Request to Amend Resolution for Sponsorship of Ashawa Ski Trail Grooming  
Equipment Purchase – Ashawa Trail Ski Club**

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

WHEREAS, St. Louis County serves as the sponsor of various winter recreational trails that are part of the State of Minnesota Grant-in-Aid Trail System; and

WHEREAS, The construction and maintenance of these trails are funded through the Minnesota Trail Assistance Program Grants issued with the approval of the Minnesota Department of Natural Resources; and

WHEREAS, The Ashawa Trail Ski Club will make application to the Minnesota Department of Natural Resources for the Federal Recreation Trail Program, and has requested that St. Louis County serve as the local government sponsor for the purchase of ski trail grooming equipment, to be funded by the Minnesota Department of Natural Resources for the Federal Recreational Trail Program.

THEREFORE, BE IT RESOLVED, That St. Louis County agrees to sponsor said purchase of ski trail grooming equipment on behalf of the Ashawa Trail Ski Club at no cost to the County.

RESOLVED FURTHER, That the appropriate county officials are authorized to sign grant applications, agreements, and reimbursement claims to the Minnesota Department of Natural Resources for purchase of the ski trail grooming equipment.

RESOLVED FURTHER, That if St. Louis County is awarded a grant by the Minnesota Department of Natural Resources, St. Louis County agrees to accept the grand award, and may enter into an agreement with the State of Minnesota for the above referenced project.

RESOLVED FURTHER, That St. Louis County and/or Ashawa Trail Ski Club will comply with the Federal Purchasing Requirements as set forth in the 2020 Manual for Equipment Grants of the Federal Recreational Trails Program published by the Minnesota Department of Natural Resources.

RESOLVED FURTHER, That the St. Louis County Board names the fiscal agent, authorized to sign all easements, licenses, or other instruments associated with the purchase, subject to the approval of the County Attorney, for St. Louis County for this project as: Nancy J. Nilsen, County Auditor, 100 N. 5<sup>th</sup> Ave. W. #214, Duluth, MN, 55802.

RESOLVED FURTHER, That this Resolution is contingent upon the Ashawa Trail Ski Club remaining individually named as an insured on the general liability policy covering St. Louis County sponsored State Grant-in-Aid Trails.

RESOLVED FURTHER, That St. Louis County assures the grooming equipment acquired through this grant will be maintained for no less than twenty (20) years as required by the Federal Recreational Trail Grant Program or until such time as appropriate disposition actions are approved by the Minnesota Department of Natural Resources.

# **BOARD LETTER NO. 20 - 317**

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

### **BOARD AGENDA NO.**

**DATE:** September 1, 2020

**RE:** Establish a Public Hearing to  
Consider Adoption of the 2021  
Fee Schedule

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

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

To manage the preparation of the County Budget and make budget recommendations to the County Board.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to establish a public hearing to receive comment on and adopt the 2021 Fee Schedule.

#### **BACKGROUND:**

County departments were asked to review current fees and submit to Administration fees reflecting increased costs due to inflationary pressures or specific products necessary to perform services. Some departments determined that current fees adequately covered the cost of services, and justification for this decision was included in their submittals. Administration reviewed revisions and compiled a proposed fee schedule for various county services which are being presented to the County Board as part of the individual budget meetings being held with each commissioner. It is necessary to hold a public hearing on these fees, which have been included in the projected revenues proposed for the 2021 budget.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board establish a public hearing for Tuesday, November 10, 2020 at 9:40 a.m., St. Louis County Courthouse, Duluth, MN, for the purpose of obtaining public comment and adopting the 2021 fee schedule.

**Establish a Public Hearing to Consider Adoption of the 2021 Fee Schedule**

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

RESOLVED, That the St. Louis County Board will convene a public hearing on Tuesday, November 10, at 9:40 a.m., St. Louis County Courthouse, Duluth, MN, to consider the adoption of the fee schedule for various county services for the year 2021.



# **BOARD LETTER NO. 20 - 318**

## **FINANCE AND BUDGET COMMITTEE NO. 1**

### **BOARD AGENDA NO.**

**DATE:** September 1, 2020

**RE:** Approval of Terms of Offering  
for Issuance of Capital  
Improvement Refunding  
Bonds, Series 2020 B

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

Nancy J. Nilsen  
County Auditor/Treasurer

Cristen Christensen  
Finance Director

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

To provide effective and efficient government.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to approve the official terms of offering for the issuance of general obligation capital improvement refunding bonds, series 2020B.

#### **BACKGROUND:**

St. Louis County issued \$5,470,000 General Obligation Capital Improvement Bonds, Series 2014A. In order to further reduce debt service of the county, this regular refunding of the Series 2014A bonds is proposed. The County also issued \$7,135,000 General Obligation Capital Improvement Bonds, Series 2010A. The issue was subsequently advance refunded in order to reduce debt service of the county in 2014 through issuance of the General Obligation Capital Improvement Crossover Refunding Bonds, Series 2013D. In order to further reduce debt service of the county, this regular refunding of the Series 2013D and 2014A bonds is proposed.

Baker Tilly, the County's financial advisor monitors the County's debt and makes recommendations on when it would be advantageous to refinance debt. Since the County is going to issue 2020A, it will save on the refinancing costs and allow the County to realize further savings from the refinancing. The estimate combined savings are \$250,000 based on the pre-sale document.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board approve the Official Terms of Offering for the Issuance of General Obligation Capital Improvement Refunding Bonds, Series 2020B.

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ST. LOUIS COUNTY, MINNESOTA PROVIDING FOR THE ISSUANCE, SALE AND DELIVERY OF TAXABLE GENERAL OBLIGATION CAPITAL IMPROVEMENT REFUNDING BONDS, SERIES 2020B; ESTABLISHING THE TERMS AND FORM THEREOF; CREATING A DEBT SERVICE FUND THEREFOR; AND PROVIDING FOR AWARDDING THE SALE THEREOF**

BE IT RESOLVED, by the Board of Commissioners (the “Board”) of St. Louis County, Minnesota (the “County”), as follows:

Section 1. Purpose and Authorization.

1.01 Under and pursuant to the authority contained in Minnesota Statutes, Chapter 475 (the “Act”), specifically, Section 475.67, Subd. 1 through 4 of the Act, the County previously issued its \$5,495,000 General Obligation Capital Improvement Refunding Bonds, Series 2013D, dated September 5, 2013 (the “2013D Bonds”), the proceeds of which prepaid and redeemed the County’s Taxable General Obligation Capital Improvement Bonds, Series 2010A (Build America Bonds – Direct Pay), dated December 9, 2010 (the “2010 Bonds”). The 2010 Bonds were issued to finance capital improvements under the County’s 2010 through 2014 Capital Improvement Plan.

1.02 Under and pursuant to the authority contained in Minnesota Statutes, Section 373.40 and the Act, the County previously issued its \$5,470,000 General Obligation Capital Improvement Bonds, Series 2014A, dated January 6, 2014 (the “2014A Bonds”), the proceeds of which financed correctional facility improvements to the Northeast Regional Corrections Center.

1.03 The County is authorized under Section 475.67, Subdivisions 1 through 3 and 13 to issue general obligations refunding bonds to refinance bonds previously issued under the Act, including to refund certain maturities of the 2013D Bonds and the 2014A Bonds, in advance of their scheduled maturities on an advance refunding basis, if consistent with covenants made with the holders of the 2013D Bonds and the 2014A Bonds, when determined by the Board to be necessary or desirable for the reduction of debt service costs to the County and that the terms of such refunding satisfy the conditions of the Act for advance refundings.

1.04 The Board hereby finds and determines that it is necessary and desirable that in order to reduce debt service costs, the County issue, sell and deliver its Taxable General Obligation Capital Improvement Refunding Bonds, Series 2020B (the “Bonds”) in the approximate amount of \$5,135,000, to provide for the refunding of (i) the 2022 through 2025 maturities of the 2013D Bonds of which \$2,125,000 in principal amount is outstanding and subject to redemption and prepayment on December 1, 2021 (the “2013D Redemption Date”); and (ii) the 2023 through 2029 maturities of the 2014A Bonds of which \$2,855,000 in principal amount is outstanding and subject to redemption and prepayment on December 1, 2022 (the “2014A Redemption Date”), and to provide for the costs of issuance of the Bonds. The sale of the Bonds shall be contingent upon favorable market conditions, as determined by the County Auditor or the Finance Director, as further described below.

1.05 The Board hereby finds and determines as follows:

A. The Bonds shall be dated the date of issuance and shall bear interest at the rates determined by the successful bidder. Interest shall be payable on June 1 and December 1 (each an "Interest Payment Date") commencing on June 1, 2021.

B. The Bonds shall mature on the dates and in the amounts set forth in the Terms of Proposal attached hereto as Exhibit A (as may be adjusted) and as described in a Certificate as to Terms of Bond Sale to be executed by any two of the following: the County Auditor, the Finance Director or the Administrator; provided, however, the final maturity of the Bonds shall not be later than December 1, 2029. The County, through the County Auditor or the Finance Director, reserves the right to issue or to not issue the Bonds based on applicable market conditions.

1.06 The Terms of Proposal as set forth on Exhibit A hereto are approved, subject to the changes permitted below. Bids or proposals for the Bonds will be received on a date and time determined by the County Auditor or the Finance Director on the terms and conditions set forth in the Terms of Proposal, which terms and conditions may be modified by the County Auditor or the Finance Director after consulting with the County's municipal advisor, based on market conditions, so long as the sale of the Bonds occurs on or before December 31, 2020, so long as the true interest cost of the Bonds does not exceed 2.50% and so long as the savings test under Section 475.67, Subd. 13 of the Act is satisfied for the refunding described in Section 1.04 hereof. As authorized by Section 475.60 of the Act, the Board hereby delegates to the County Auditor, the Finance Director and the Administrator, or any two of them, authority to consider the bids or proposals and award the sale of the Bonds, and upon acceptance of the best bid or proposal meeting the requirements of this resolution, the County Auditor, the Finance Director and the Administrator, or any two of them, shall execute on behalf of the County an agreement to sell the Bonds to the successful bidder.

1.07 The County has retained Baker Tilly Municipal Advisors, LLC, St. Paul, Minnesota ("Baker Tilly MA"), as an independent municipal advisor to the County, and pursuant to Section 475.60, Subd. 2, paragraph (9) of the Act, Baker Tilly MA is hereby authorized to solicit bids or proposals for the sale of the Bonds on behalf of the County in accordance with the directions of the County Auditor or the Finance Director.

1.08 The County staff, in cooperation with Baker Tilly MA, is authorized and directed to prepare on behalf of the County an official statement for the sale of the Bonds and to obtain ratings of the Bonds.

Section 2. Additional Terms. The resolution to be considered at the Board meeting on September 8, 2020, will contain additional terms for the Bonds, including the form of the Bonds, the funds and accounts for payment of the Bonds and the refunded bonds, and related matters concerning an escrow agreement.

Adopted: September \_\_, 2020

## EXHIBIT A

THE COUNTY HAS AUTHORIZED BAKER TILLY MUNICIPAL ADVISORS, LLC TO NEGOTIATE THIS ISSUE ON ITS BEHALF. PROPOSALS WILL BE RECEIVED ON THE FOLLOWING BASIS:

### TERMS OF PROPOSAL

\$5,135,000\*

ST. LOUIS COUNTY, MINNESOTA

TAXABLE GENERAL OBLIGATION CAPITAL IMPROVEMENT REFUNDING BONDS,  
SERIES 2020B

(BOOK ENTRY ONLY)

Proposals for the above-referenced obligations (the "Series 2020B Bonds") will be received by St. Louis County, Minnesota (the "County") on Monday, October 5, 2020 (the "Sale Date") until 1:00 P.M., Central Time (the "Sale Time") at the offices of Baker Tilly Municipal Advisors, LLC ("Baker Tilly MA"), 380 Jackson Street, Suite 300, Saint Paul, Minnesota, 55101, after which time proposals will be opened and tabulated. Consideration for award of the Series 2020B Bonds will immediately follow the opening of proposals.

### SUBMISSION OF PROPOSALS

Baker Tilly MA will assume no liability for the inability of a bidder or its proposal to reach Baker Tilly MA prior to the Sale Time, and neither the County nor Baker Tilly MA shall be responsible for any failure, misdirection or error in the means of transmission selected by any bidder. All bidders are advised that each proposal shall be deemed to constitute a contract between the bidder and the County to purchase the Series 2020B Bonds regardless of the manner in which the proposal is submitted.

(a) **Sealed Bidding.** Completed, signed proposals may be submitted to Baker Tilly MA by email to [bondservice@bakertilly.com](mailto:bondservice@bakertilly.com) or by fax (651) 223-3046, and must be received prior to the Sale Time.

***OR***

(b) **Electronic Bidding.** Proposals may also be received via PARITY<sup>®</sup>. For purposes of the electronic bidding process, the time as maintained by PARITY<sup>®</sup> shall constitute the official time with respect to all proposals submitted to PARITY<sup>®</sup>. *Each bidder shall be solely responsible for making necessary arrangements to access PARITY<sup>®</sup> for purposes of submitting its electronic proposal in a timely manner and in compliance with the requirements of the Terms of Proposal.* Neither the County, its agents, nor PARITY<sup>®</sup> shall have any duty or obligation to undertake registration to bid for any prospective bidder or to

provide or ensure electronic access to any qualified prospective bidder, and neither the County, its agents, nor PARITY<sup>®</sup> shall be responsible for a bidder's failure to register to bid or for any failure in the proper operation of, or have any liability for any delays or interruptions of or any damages caused by the services of PARITY<sup>®</sup>. The County is using the services of PARITY<sup>®</sup> solely as a communication mechanism to conduct the electronic bidding for the Series 2020B Bonds, and PARITY<sup>®</sup> is not an agent of the County.

If any provisions of this Terms of Proposal conflict with information provided by PARITY<sup>®</sup>, this Terms of Proposal shall control. Further information about PARITY<sup>®</sup>, including any fee charged, may be obtained from:

PARITY<sup>®</sup>, 1359 Broadway, 2<sup>nd</sup> Floor, New York, New York 10018  
Customer Support: (212) 849-5000

### DETAILS OF THE SERIES 2020B BONDS

The Series 2020B Bonds will be dated as of the date of delivery and will bear interest payable on June 1 and December 1 of each year, commencing June 1, 2021. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Series 2020B Bonds will mature December 1 in the years and amounts\* as follows:

2022	\$545,000	2024	\$960,000	2026	\$420,000	2028	\$425,000
2023	\$960,000	2025	\$965,000	2027	\$420,000	2029	\$440,000

\* *The County reserves the right, after proposals are opened and prior to award, to increase or reduce the principal amount of the Series 2020B Bonds or the amount of any maturity or maturities in multiples of \$5,000. In the event the amount of any maturity is modified, the aggregate purchase price will be adjusted to result in the same gross spread per \$1,000 of Series 2020B Bonds as that of the original proposal. Gross spread for this purpose is the differential between the price paid to the County for the new issue and the prices at which the proposal indicates the securities will be initially offered to the investing public.*

Proposals for the Series 2020B Bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption at a price of par plus accrued interest to the date of redemption scheduled to conform to the maturity schedule set forth above. In order to designate term bonds, the proposal must specify "Years of Term Maturities" in the spaces provided on the proposal form.

### BOOK ENTRY SYSTEM

The Series 2020B Bonds will be issued by means of a book entry system with no physical distribution of Series 2020B Bonds made to the public. The Series 2020B Bonds will be issued in fully registered form and one Series 2020B Bond, representing the aggregate principal amount of the Series 2020B Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository for the Series 2020B Bonds. Individual

purchases of the Series 2020B Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Series 2020B Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The lowest bidder (the "Purchaser"), as a condition of delivery of the Series 2020B Bonds, will be required to deposit the Series 2020B Bonds with DTC.

#### REGISTRAR

The County will name the registrar, which may be the County Auditor of the County, and shall be subject to applicable regulations of the Securities and Exchange Commission. The County will pay for the services of the registrar.

#### OPTIONAL REDEMPTION

The Series 2020B Bonds will not be subject to optional redemption in advance of their respective stated maturity dates.

#### SECURITY AND PURPOSE

The Series 2020B Bonds will be general obligations of the County for which the County will pledge its full faith and credit and power to levy direct general ad valorem taxes. The proceeds of the Series 2020B Bonds will be used to refund (i) the December 1, 2022 through December 1, 2025 maturities of the County's General Obligation Capital Improvement Refunding Bonds, Series 2013D, dated September 5, 2013; and (ii) the December 1, 2023 through December 1, 2029 maturities of the County's General Obligation Capital Improvement Bonds, Series 2014 (Northeast Regional Corrections Center Project), dated January 6, 2014.

#### TAXABILITY OF INTEREST

The interest to be paid on the Series 2020B Bonds is includable in the income of the recipient for purposes of the United States and State of Minnesota income taxation.

#### BIDDING PARAMETERS

Proposals shall be for not less than \$5,083,650 plus accrued interest, if any, on the total principal amount of the Series 2020B Bonds. No proposal can be withdrawn or amended after the time set for receiving proposals on the Sale Date unless the meeting of the County scheduled for award of the Series 2020B Bonds is adjourned, recessed, or continued to another date without award of the Series 2020B Bonds having been made. Rates shall be in integral multiples of 1/100 or 1/8 of 1%. The initial price to the public for

each maturity as stated on the proposal must be 98.0% or greater. Series 2020B Bonds of the same maturity shall bear a single rate from the date of the Series 2020B Bonds to the date of maturity. No conditional proposals will be accepted.

### GOOD FAITH DEPOSIT

To have its proposal considered for award, the Purchaser is required to submit a good faith deposit via wire transfer to the County in the amount of \$51,350 (the "Deposit") no later than 3:00 P.M., Central Time on the Sale Date. The Purchaser shall be solely responsible for the timely delivery of its Deposit, and neither the County nor Baker Tilly MA have any liability for delays in the receipt of the Deposit. If the Deposit is not received by the specified time, the County may, at its sole discretion, reject the proposal of the lowest bidder, direct the second lowest bidder to submit a Deposit, and thereafter award the sale to such bidder.

A Deposit will be considered timely delivered to the County upon submission of a federal wire reference number by the specified time. Wire transfer instructions will be available from Baker Tilly MA following the receipt and tabulation of proposals. The successful bidder must send an e-mail including the following information: (i) the federal reference number and time released; (ii) the amount of the wire transfer; and (iii) the issue to which it applies.

Once an award has been made, the Deposit received from the Purchaser will be retained by the County and no interest will accrue to the Purchaser. The amount of the Deposit will be deducted at settlement from the purchase price. In the event the Purchaser fails to comply with the accepted proposal, said amount will be retained by the County.

### AWARD

The Series 2020B Bonds will be awarded on the basis of the lowest interest rate to be determined on a true interest cost (TIC) basis calculated on the proposal prior to any adjustment made by the County. The County's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling.

The County will reserve the right to: (i) waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Series 2020B Bonds, (ii) reject all proposals without cause, and (iii) reject any proposal that the County determines to have failed to comply with the terms herein.

### BOND INSURANCE AT PURCHASER'S OPTION

The County has **not** applied for or pre-approved a commitment for any policy of municipal bond insurance with respect to the Series 2020B Bonds. If the Series 2020B Bonds qualify for municipal bond insurance and a bidder desires to purchase a policy, such indication, the maturities to be insured, and the name of the desired insurer must be set forth on the



bidder's proposal. The County specifically reserves the right to reject any bid specifying municipal bond insurance, even though such bid may result in the lowest TIC to the County. All costs associated with the issuance and administration of such policy and associated ratings and expenses (other than any independent rating requested by the County) shall be paid by the successful bidder. Failure of the municipal bond insurer to issue the policy after the award of the Series 2020B Bonds shall not constitute cause for failure or refusal by the successful bidder to accept delivery of the Series 2020B Bonds.

### CUSIP NUMBERS

If the Series 2020B Bonds qualify for the assignment of CUSIP numbers such numbers will be printed on the Series 2020B Bonds; however, neither the failure to print such numbers on any Series 2020B Bond nor any error with respect thereto will constitute cause for failure or refusal by the Purchaser to accept delivery of the Series 2020B Bonds. Baker Tilly MA will apply for CUSIP numbers pursuant to Rule G-34 implemented by the Municipal Securities Rulemaking Board. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the Purchaser.

### SETTLEMENT

On or about November 5, 2020, the Series 2020B Bonds will be delivered without cost to the Purchaser through DTC in New York, New York. Delivery will be subject to receipt by the Purchaser of an approving legal opinion of Fryberger, Buchanan, Smith & Frederick P.A., Duluth, Minnesota and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Series 2020B Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the County or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Series 2020B Bonds has been made impossible by action of the County, or its agents, the Purchaser shall be liable to the County for any loss suffered by the County by reason of the Purchaser's non-compliance with said terms for payment.

### CONTINUING DISCLOSURE

In accordance with SEC Rule 15c2-12(b)(5), the County will undertake, pursuant to the resolution awarding sale of the Series 2020B Bonds, to provide annual reports and notices of certain events. A description of this undertaking is set forth in the Official Statement. The Purchaser's obligation to purchase the Series 2020B Bonds will be conditioned upon receiving evidence of this undertaking at or prior to delivery of the Series 2020B Bonds.

### OFFICIAL STATEMENT

The County has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Series 2020B Bonds, and said Preliminary Official Statement has been deemed final by the County as of the date thereof within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For an electronic copy of

the Preliminary Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the County, Baker Tilly Municipal Advisors, LLC, by telephone (651) 223-3000, or by email [bondservice@bakertilly.com](mailto:bondservice@bakertilly.com). The Preliminary Official Statement will also be made available at <https://go.bakertilly.com/bond-sales-calendar>.

A Final Official Statement (as that term is defined in Rule 15c2-12) will be prepared, specifying the maturity dates, principal amounts, and interest rates of the Series 2020B Bonds, together with any other information required by law. By awarding the Series 2020B Bonds to the Purchaser, the County agrees that, no more than seven business days after the date of such award, it shall provide to the Purchaser an electronic copy of the Final Official Statement. The County designates the Purchaser as its agent for purposes of distributing the Final Official Statement to each syndicate member, if applicable. The Purchaser agrees that if its proposal is accepted by the County, (i) it shall accept designation and (ii) it shall enter into a contractual relationship with its syndicate members for purposes of assuring the receipt of the Final Official Statement by each such syndicate member.

Dated September 8, 2020

BY ORDER OF THE COUNTY BOARD

/s/ Kevin Gray  
County Administrator

---

\* *Preliminary; subject to change*

---

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and wholly-owned subsidiary of Baker Tilly US, LLP, an accounting firm. Baker Tilly US, LLP, trading as Baker Tilly is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. © 2020 Baker Tilly Municipal Advisors, LLC.

# **BOARD LETTER NO. 20 - 319**

## **CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 1**

### **BOARD AGENDA NO.**

**DATE:** September 1, 2020                      **RE:** County Assessor  
Reappointment

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

Mary Garness, Director  
Public Records and Property Valuation

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

To ensure that County Board directives are followed and are in full compliance with state laws and regulations.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to reappoint David L. Sipila, County Assessor, to a four-year term from January 1, 2021 through December 31, 2024.

#### **BACKGROUND:**

Minn. Stat. § 273.061 declares that the term of office as county assessor shall begin on January 1 of every year after 1973. January 1, 2021 will begin the new term of office for county assessors statewide. Statute also requires the Commissioner of Revenue to approve the reappointment of all county assessors. The Department of Revenue (DOR) requires the following forms must be completed by every county assessor who has been reappointed to the position by the County Board no later than October 1, 2020:

- Request of Information for County Assessor Reappointment
- Notice of Intent to Collect Private Data
- Acknowledgement and Authorization for Background Check
- Authorization for Income Tax Check

The Commissioner of Revenue must confirm the assessor's reappointment before it becomes effective. The DOR will work directly with the county assessor to prepare reconfirmation by the Commissioner of Revenue. In addition, the Commissioner will ensure that all appropriate licensure is in place at the time of reappointment.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board reappoint David L. Sipila, County Assessor, to a four-year term beginning January 1, 2021 through December 31, 2024, subject to the approval of the Commissioner of Revenue.

## **County Assessor Reappointment**

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

WHEREAS, Minn. Stat. § 273.061 declares that the term of office as County Assessor shall begin on January 1 of every fourth year after 1973; and

WHEREAS, January 1, 2021 will begin a new term of office for county assessors statewide;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board reappoints David L. Sipilia, St. Louis County Assessor, to a four-year term beginning on January 1, 2021 through December 31, 2024, pursuant to the provisions of Minn. Stat. § 273.061, subject to the approval of the Commissioner of Revenue.

# **BOARD LETTER NO. 20 - 320**

## **ENVIRONMENTAL & NATURAL RESOURCES COMMITTEE NO. 1**

### **BOARD AGENDA NO.**

**DATE:** September 1, 2020

**RE:** County Support of the  
Enbridge Line 3 Replacement  
Project

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

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

To provide effective and efficient government.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to consider a resolution by which the County supports the Enbridge Line 3 replacement project.

#### **BACKGROUND:**

Enbridge has proposed to replace its Line 3 Crude Oil Pipeline System. This system is a 1,097 mile pipeline from Edmonton, Alberta to Superior, WI. The company is proposing to replace the pipeline generally along the same corridor that it currently resides. The replaced pipeline will be permanently removed from operation once the replacement pipeline is installed. A portion of the pipeline to be replaced resides within St. Louis County.

In June 2018, the Minnesota Public Utilities Commission (MPUC) initially granted a certificate of need and approved the preferred route with minor modifications. Agreements were reached with the Fond du Lac Band of Lake Superior Chippewa permitting the replacement within the tribal reservation. Enbridge continues to work with appropriate agencies to secure the permits necessary to start the project. Recently the Minnesota Department of Commerce has asked the Minnesota County Appeals to review the project.

The Enbridge pipeline provides a significant tax impact to St. Louis County, several townships and school districts. As this pipeline has aged and as a result of tax appeals, the valuations and resulting property taxes have generally decreased since 2016. The townships most directly impacted include Arrowhead, Fine Lakes, Floodwood, Halden and UT52-21 along with Independent School Districts #698 and 2142.

The purpose of the project is twofold:

- Reduce future repair activities and resulting disruption to land owners and environment; and
- Restore the historical operating capabilities of Line 3.

Installing new facilities will bring added property tax value to the County and other governing jurisdictions. The project will require significant numbers of skilled workers and laborers providing increased local employment opportunities and influx of wages into the economy.

Given the high profile impact of this project on various County Communities and financial impacts on our work force and economy, Commissioner Jugovich has offered this resolution for Board consideration.

**RECOMMENDATION:**

Should the Board desire to support the Enbridge Line 3 Replacement Project, a resolution of support is attached.

## **County Support of the Enbridge Line 3 Replacement Project**

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

WHEREAS, For more than five years, Enbridge has been working through the process to replace Line 3, a project that would not only better protect our environment – it would also invest private sector dollars in Minnesota and create needed jobs; and

WHEREAS, More than 20 miles of Line 3 will be built in St. Louis County, bringing approximately \$2.5 million in new tax revenue for our county when the replaced line is in operation; and

WHEREAS, In terms of direct investment, Line 3 is bigger than even the largest proposed list of bonding projects, yet it does not need legislative approval; and

WHEREAS, The Enbridge Line 3 is the most studied pipeline project in Minnesota history and will invest more than 4,000 union jobs to communities in St. Louis County, as well as across Northern Minnesota; and

WHEREAS, The Enbridge Line 3 project has passed every key regulatory test and Enbridge has repeatedly proved that Minnesota needs Line 3 and the energy it brings to our state and region; and

WHEREAS, While regulators have repeatedly approved the project, Governor Dayton and now Governor Walz have each worked to oppose it or challenge or delay Minnesota's rigorous review process; and

WHEREAS, Since March of this year, 30% of the available labor force in St. Louis County have filed applications for unemployment insurance with the State of Minnesota; and

WHEREAS, Key industries on which our region depends upon have been forced to close or are struggling to stay alive with little immediate hope that things will change.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board hereby supports the replacement and construction of the Enbridge Line 3 project.