

COMMITTEE OF THE WHOLE ST. LOUIS COUNTY BOARD OF COMMISSIONERS

August 8, 2023

Location: Mt. Iron Community Center, Mt. Iron, Minnesota

Present: Commissioners Harala, Grimm, McDonald, Nelson, Jugovich and Chair Boyle

Absent: Commissioner Musolf

Convened: Chair Boyle called the meeting to order at 9:51 a.m.

CONSENT AGENDA

McDonald/Jugovich moved to approve the consent agenda. Item #4, Determining that Elected Officials are Employees for Purposes of the Minnesota Government Data Practices Act [23-327] was removed from the consent agenda for separate consideration. The motion passed. (6-0, Musolf absent)

- Minutes of August 1, 2023
- Cooperative Agreement with the City of Biwabik to Receive and Administer Local Road
- Improvement Program (LRIP) Funding for Phase 6 Infrastructure Improvements – CP 0000-807356, SAP 069-594-002 [23-324]
- Abatement List for Board Approval [23-325]
- Request for St. Louis County to Act as Fiscal Agent for Crane Lake Township – State of Minnesota Direct Appropriation [23-326]
- Gift of Severed Minerals to St. Louis County (Parcel ID Nos. 385-7020-02460, 02512, 02516, 02740, 02771, and 02781) [23-328]
- State Tax-Forfeited Land Use Lease – Dock and Shoreland Access [23-329]
- Right-of-Way Easement Across State Tax-Forfeited Land to Brendan Berthold and Holly Hendrick (Unorganized Twp. 66-20) [23-330]

Public Works & Transportation Committee

McDonald/Jugovich moved that the St. Louis County Board approves eight (8) 0.5 FTE Heavy Equipment Mechanic (HEM) Apprentice positions to be used for a proposed HEM apprentice program. The positions will be paid out of Fund 200, Agency 202022, Object 610100. No additional personnel budget is authorized. [23-331]. Jim Gottschald, St. Louis County Director of Human Resources and Administration, said that over the past five years Public Works has had 22 vacancies for mechanic positions; the program will help grow the job pool. Jessalyn Sabin, Academic Dean, Career and Technical Programs Minnesota North College, commented that this is a learn and earn program and will benefit many students who have families. Forrest Brownlee, Diesel Mechanic Instructor, Minnesota North College, said the program will give students a higher sense of what they are learning; the apprentice positions will be filled through an interview process. After further discussion, the motion passed. (6-0, Musolf absent)

Finance & Budget Committee

Nelson/McDonald moved that the St. Louis County Board authorizes the appropriate County officials to enter into an agreement with the Biosolids Disposal Site Authority (BDSA) for the acquisition of 101.2 acres of BDSA land located directly north of, and contiguous to, the current Regional Landfill leachate spray field, for the official bid proposal price of \$851,281.25, funded by American Rescue Plan Act funds; and further, that BDSA shall comply and submit all necessary information, documentation and reporting materials required by the County, State or US Treasury to ensure that the project meets any and all conditions as required under the American Rescue Plan Act. [23-334]. Dave Fink, St. Louis County Environmental Services Director, commented that acquisition will enable future expansion and extend the life of the landfill. Tim Satrang, Mt. Iron Public Works Director, said future discussions will take place regarding potential shared use of a portable biosolids press. Director Fink introduced Rick Crum, of Northeast Technical Services, and Brett Ballavance, Senior Associate of Stantec Engineering; both have been instrumental to the project. The motion passed. (6-0, Musolf absent)

McDonald/Jugovich moved that the St. Louis County Board authorizes the appropriate County officials to amend Contract 5832 to provide environmental engineering that satisfies all Minnesota Pollution Control Agency major modification permit requirements, for an additional \$162,340, bringing the new contract value to an amount of \$630,622 funded by 2021-2024 American Rescue Plan Act funds, payable from Fund 239, Agency 239200; and further, Northeast Technical Services, Inc. shall comply and submit all necessary information, documentation and reporting materials required by the County, State or US Treasury to ensure that the project meets any and all conditions as required under the American Rescue Plan Act. [23-335]. The motion passed. (6-0, Musolf absent)

Jugovich/Nelson moved that the St. Louis County Assessor's office in collaboration with Administration and the County Attorney's office have negotiated terms to continue lease of space at the Hibbing facility to include clerical support services; and further, approves the City Office Space and Lease Agreement and the Services Agreement for Non-Exempt Employee Clerical Services between the St. Louis County Assessor's Office and the City of Hibbing with an effective date of July 1, 2023. [23-341]. Mary Garness, Director of Public Records & Property Valuation, said that as part of establishing the "True County" Assessor System, a five-year lease was agreed to in 2018. In February of 2023, the city provided a 120-day written notice to terminate the agreement and gave the county a proposal to continue to provide office space and support. Director Garness said with the new agreement, the county will pay \$.97 per square foot per month, subject to an annual escalator of 3%, and the county will reimburse the city for clerical services. In addition, rent is waived from July 1, 2023, through December 31, 2023. The motion passed. (6-0, Musolf absent)

Grimm/Harala moved that the St. Louis County Board approves the use of up to \$100,000 of American Rescue Plan Act Revenue Loss funding for the Lincoln Park Children and Families Collaborative (LPCFC) as part of the \$500,000 capital campaign to purchase their own property in 2024; further, that the LPCFC shall comply and submit all necessary information, documentation and reporting materials required by the County to ensure that the project meets any and all conditions as required under the program; and further, that the appropriate County officials are authorized to enter into an agreement with LPCFC for this project with funds for the above project payable from Fund 239, American Rescue Plan Action Revenue Loss. [23-339]. Linnea Mirsch, St. Louis County Director of Public Health and Human Services, said Lincoln Park Children and Families Collaborative is an invaluable partner to Public Health and Human Services because they provide supervised visitation services and other support related to child welfare programming. Jodi Broadwell, Executive Director of Lincoln Park Children and

Families Collaborative, commented that January of 2025 is the deadline for LPCFC to vacate their current building and they hope to purchase a building in the fall of 2023 or early 2024. Ms. Broadwell said they are in the early stages of securing funding and the county contribution would cover approximately 20% to 25% of what they need for the purchase. Commissioner McDonald commented that he was not fully aware of this program prior to the agenda coming out and suggested that the project could be discussed at the September 12, 2023 Board Workshop. Commissioner Grimm commented that she put this request in now because this is a key partnership that should be supported. In addition, purchase of a new building will be a long process. Commissioner Nelson commented that the other two American Rescue Plan Act projects on the agenda have been discussed previously and noted that the City of Duluth has not committed any American Rescue Plan Act funding to the project. Commissioner Nelson said it would be appropriate to discuss this project further during September 12, 2023 Board Workshop and asked the maker and supporter if they were willing to consider delaying action on the project until after the September 12, 2023 Board Workshop. Commissioner Grimm responded that she could potentially be open to considering action after the Board Workshop; however, she said did not believe there would be any changes by the City of Duluth to commit American Rescue Plan Act funds to the project. Commissioner Harala commented that she would support delaying action until after the September 12, 2023 Board Workshop. Commissioner Nelson noted that items typically are not tabled at the Committee of the Whole meetings and asked County Attorney Kim Maki for guidance. Attorney Maki commented that the Standing Rules of the Board outlined that if commissioners do not want to act on an item that has been moved and seconded during the Committee of the Whole meeting, a motion can be made, supported, and voted on to send the item back to county administration. Nelson/Harala moved to remove the item from the agenda and send the item to Administration for consideration after the September 12, 2023, Board Workshop. The motion passed. (6-0, Musolf absent)

Time Specific Presentation

At 10:47 a.m., the Board recessed the meeting to attend the Range Transitional Housing Groundbreaking event at 220 5th Street North, Virginia. At 1:37 p.m., the Board reconvened with all members present except Commissioner Musolf.

McDonald/Nelson moved that the County Auditor is hereby authorized to levy for the furnishing of fire protection and/or first responder services in unorganized townships during the period January 1, 2024, through December 31, 2024, to be accounted for in Fund 148, Agency 148001, Object 699100. [23-333]. The motion passed. (6-0, Musolf absent)

Nelson/Harala moved that the St. Louis County Board approve the 2023 second quarter budget changes. [23-336]. The motion passed. (6-0, Musolf absent)

Harala/Boyle moved that the St. Louis County Board approves the use of \$125,000 of American Rescue Plan Act Revenue Loss funding for the CHUM Shelter-Next Youth Services project at Peace Church, which will serve as the local match for the \$1,250,000 estimated project seeking funding from the State's new Emergency Shelter funding this fall; further, that CHUM, as fiscal agent shall comply and submit all necessary information, documentation and reporting materials required by the County to ensure that the project meets any and all conditions as required under the program; and further, that the appropriate County officials are authorized to enter into an agreement with CHUM for this project with funds for the above project payable from Fund 239, American Rescue Plan Act Revenue Loss. [23-337]. County Administrator Kevin Gray noted that last year almost 100 youth stayed at the CHUM shelter, more than 40 youth stayed at the winter warming shelter, and there was an overrepresentation of people of color. After further discussion, the motion passed. (6-0, Musolf absent)

Boyle/Grimm moved that the St. Louis County Board approve a lump sum payment of \$2,000,000 of American Rescue Plan Act Revenue Loss funding for the Urgent Care Behavioral Health Center (Clarity); that the Human Development Center (HDC) shall comply and submit all necessary information, documentation and reporting materials required by the County to ensure that the project meets any and all conditions as required under the program; and further, that the appropriate County officials are authorized to enter into an agreement with HDC for this project with funds for the above project payable from Fund 239, American Rescue Plan Act Revenue Loss. [23-338]. The motion passed. (6-0, Musolf absent)

Nelson/Harala moved that the St. Louis County Board authorizes the Information Technology Department, with use of cooperative purchasing Contract #081419-CDW accessible through Sourcewell, to renew the County's enrollment in the Microsoft 365 Enterprise Agreement, with certain amendments to the agreement to cover the purchase of additional needed items, for the three-year period beginning on September 1, 2023, and ending August 31, 2026, with an annual cost of \$964,624.70 and a total cost of \$2,893,874.10 payable from Fund 100, Agency 117001, Object 634800; and further authorizes the Information Technology Department to renew the County's enrollment for one or more additional terms in the future, provided that the total cost associated with the renewal is not \$150,000 more than the total cost stated above. [23-340]. Jeremy Craker, St. Louis County Information Technology Director, said that in 2020 the county invested in Microsoft 365, which has allowed standardization of the Microsoft Operating System, migration of all employee unstructured files to Microsoft One Drive, implementation of Microsoft Teams for project and committee collaboration, and implementation of a record retention module. In addition, the Information Technology Department is in the planning stages of a potential future deployment of Microsoft SharePoint. The motion passed. (6-0, Musolf absent)

Health & Human Services Committee

McDonald/Harala moved that the St. Louis County Board authorizes the reallocation of a 1.0 FTE Child Support Officer position (Position code F0134-005, Pay Grade B18, Step 1) to a 1.0 FTE Financial Worker position (Pay Grade B13 Step 1) in the Public Health and Human Services Department, resulting in an annual decrease of \$5,844, to be accounted for in Fund 230, Agency 231014, Object 610100. [23-332]. The motion passed. (6-0, Musolf absent)

Central Management & Intergovernmental Committee

Grimm/Harala moved that the St. Louis County Board ratifies the 2023-2025 County Attorney Investigator unit collective bargaining agreement and authorizes county officials to execute a written agreement consistent with negotiations. [23-342]. Human Resources and Administration Director Jim Gottschald said the agreement is consistent with previously negotiated agreements. The motion passed. (6-0, Musolf absent)

McDonald/Harala moved that the St. Louis County Board appoints Barbara Hart as a regular member of the Civil Service Commission for a three-year term ending August 7, 2026. [23-343]. The motion passed. (6-0, Musolf absent)

Grimm/Boyle moved that the St. Louis County Board authorizes the necessary steps to schedule a Board Workshop on September 12, 2023, in the Duluth Courthouse, Commissioners Conference Room, immediately following the County Board meeting. [23-344]. The motion passed. (6-0, Musolf absent)

Grimm/Nelson moved that, to the fullest extent permitted by law, the St. Louis County Board determines that St. Louis County's elected officials—that is, the St. Louis County Attorney, the St. Louis County Auditor, each St. Louis County Commissioner, and the St. Louis County Sheriff—are employees of St. Louis County for purposes of the Minnesota Government Data Practices Act (MGDPA); and further, that, for the avoidance of doubt, this determination does not constitute a determination that St. Louis County's elected officials are employees of St. Louis County for any purpose other than for purposes of the MGDPA. [23-327]. County Attorney Kim Maki said the Minnesota Department of Administration has taken the position that it is up to each government entity to determine how to treat elected officials' personal data, either as employees or non-employees. If they are treated as employees, they are governed by Minnesota Statute 13.43, subdivision 4, the same as county employees. Attorney Maki noted that if the resolution is approved by the Board, it will change the personal data of elected officials from public to private. After further discussion, the motion passed. (6-0, Musolf absent)

Public Safety & Corrections Committee

Harala/Grimm moved that the St. Louis County Board hereby approves the creation of the Deputy County Attorney class at Grade A32 of the Management Compensation Plan; approves the addition of a 1.0 FTE position allocated to the new Deputy County Attorney class; and further, approves an additional 1.0 FTE Assistant County Attorney position. Both positions will be funded from Fund 100, Agency 113001, Object Code 610100. [23-345]. Attorney Maki provided the Board with an overview of the need for additional staffing in the Attorney's Office. The motion passed. (6-0, Musolf absent)

COMMISSIONER DISCUSSION ITEMS AND REPORTS

Commissioner Jugovich said that over 30,000 people attended the St. Louis County Fair; over 3,000 kids attended the fair on Kids' Day. Commissioner Jugovich commented that St. Louis County has the nicest fairgrounds in the state due to the investments made by the St. Louis County Board.

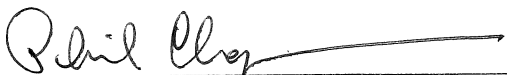
Commissioner McDonald provided the Board with an update regarding Camp Esquagama; over 560 kids attended the camp; total capacity is 600. Commissioner McDonald commented that the camp is looking at adding another week next year to accommodate additional kids. In addition, Out of Home Placement kids enjoyed the camp and the Sensory Camp was a success.

Commissioner Grimm noted that it was Primary Election Day in the City of Duluth and encouraged citizens to vote.

At 2:35 p.m., Commissioner Jugovich, supported by Commissioner McDonald, moved to adjourn the Committee of the Whole meeting. The motion passed. (6-0, Musolf absent)



Patrick Boyle, Chair of the County Board



Phil Chapman, Clerk of the County Board