

AGENDA



**REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
ST. LOUIS COUNTY, MINNESOTA**

Tuesday, April 9, 2024, 10:00 A.M

**St. Louis County Courthouse
County Board Room, Second Floor
100 N. 5th Avenue West
Duluth, Minnesota**

**ANNIE HARALA - Vice Chair
First District**

**PATRICK BOYLE
Second District**

**ASHLEY GRIMM
Third District**

**PAUL McDONALD
Fourth District**

**KEITH MUSOLF
Fifth District**

**KEITH NELSON - Chair
Sixth District**

**MIKE JUGOVICH
Seventh District**

County Auditor
Nancy Nilsen

County Administrator
Kevin Gray

County Attorney
Kimberly Maki

Clerk of the Board
Phil Chapman

Citizens can appear at the meeting in person or submit comments for public comment or for specific Board agenda items prior to the meeting by e-mailing them to publiccomment@stlouiscountymn.gov.

The public comment period will begin at 9:30 a.m. and continue until 10:00 a.m. before all regularly scheduled Board meetings. Speakers will be provided three (3) minutes for public comment. If there is not sufficient time to conclude public comment prior to the commencement of the Board meeting at 10:00 a.m., public comment will resume after the conclusion of all County business conducted on that day. Citizens desiring to be heard on an item listed on the agenda will be allowed to address the Board at a time a motion is on the floor.

Comments to individual Commissioners or staff are not permitted. The St. Louis County Board promotes adherence to civility in conducting the business of the County. Civility will provide increased opportunities for civil discourse in order to find positive resolutions to the issue before the Board. Tools of civility include: pay attention, listen, be inclusive, do not gossip, show respect, be agreeable, apologize, give constructive criticism and take responsibility [County Board Resolution No. 560, adopted on September 9, 2003].

****In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the Administration Department 72 hours prior to the meeting at (218) 726-2450.****

All supporting documentation is available for public review in the County Auditor's Office, 100 North 5th Avenue West - Room No. 214, St. Louis County Courthouse, Duluth, MN, during regular business hours 8:00 A.M. - 4:30 P.M., Monday through Friday. Agenda is also available on our website at <http://www.stlouiscountymn.gov/GOVERNMENT/BoardofCommissioners.aspx>

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10:00 A.M. Moment of Silence
Pledge of Allegiance
Roll Call

Proclamation: Telecommunicators Week – April 14-20, 2024

CITIZEN RECOGNITION:

PUBLIC HEARINGS:

10:05 A.M. PUBLIC HEARING, pursuant to Resolution No. 24-150, adopted March 12, 2024, to obtain public comment to further amend the 2024 Fee Schedule. {24-156}

10:10 A.M. PUBLIC HEARING, pursuant to Resolution No. 24-170, adopted March 26, 2024, to consider the issuance of an Off-Sale Intoxicating Liquor License to DRRY, LLC dba Sportsmen’s Inn, Gnesen Township. {24-157}

CONSENT AGENDA:

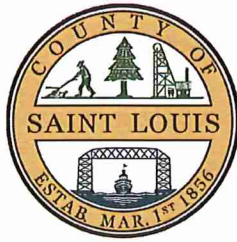
Approval of business submitted on the consent agenda.

REGULAR AGENDA:

COMMISSIONER REPORTS:

NOTE: The Board will recess and reconvene to consider items passed at the Committee of the Whole meeting.

ADJOURNED:



S A I N T
LOUIS ♦
COUNTY
M I N N E S O T A

-Proclamation-

Telecommunicators Week

April 14-20, 2024

WHEREAS, The week of April 14-20 is National Telecommunicators Week, which honors those people who perform call-taking, dispatching, wireless infrastructure design and maintenance and other support duties for public safety communications departments; and

WHEREAS, 9-1-1 Telecommunicators are the link between citizens who phone for help and the public safety agencies providing that help; and

WHEREAS, The St. Louis County Sheriff's Office 9-1-1 Emergency Communications Division's men and women served our area's more than 200,000 residents and visitors by answering 200,592 calls for help in 2023; and

WHEREAS, The St. Louis County Public Safety Answering Point in Duluth covers all of the county's 7,092 square miles, providing the crucial link between more than 180 public safety agencies and the people who need them;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board of Commissioners hereby honors its Emergency Communications Specialists, Technical Staff and Administrative and Support Staff for their dedication and courage in performing one of the most important jobs in our society by proclaiming the week of April 14-20, 2024, as **TELECOMMUNICATORS WEEK** in St. Louis County, Minnesota.



St. Louis County Board of Commissioners
Request for Board Action 24 - 156
Public Hearing 10:05 A.M.

Committee: **Finance & Budget**

Date: April 9, 2024

From: Nancy J. Nilsen, County Auditor/Treasurer

Attachments: yes no

Reviewed by: Kevin Z. Gray, County Administrator

Consent: yes no

ITEM: Public Hearing to Amend the 2024 Fee Schedule

Background/Overview:

On June 27, 2023, via Board Resolution No. 23-352, the St. Louis County Board amended the 2023 Fee Schedule to incorporate fees associated with the operation of the St. Louis County Heritage and Arts Center (The Depot). The County Board adopted the 2024 Fee Schedule at its November 28, 2023 meeting.

Unfortunately, at the time the 2024 Fee Schedule was adopted, those amendments included under Resolution No. 23-356 were inadvertently excluded. Those fees were specific to the operation and leases associated with the Theater and the intent to have those fees in alignment with competitive market conditions and operating costs. Those fees have been updated for Board consideration, are still appropriate, and are being used for any activity associated with the Theater.

Policy Objectives:

Per Minn. Stat. §373.41, a county may charge a fee for service(s) provided by any county office, therefore it is necessary to hold a public hearing to propose additional fees and amend the 2024 St. Louis County Fee Schedule.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

There is no direct cost associated with the holding of the public hearing. The specific changes and budgetary impacts will be reviewed at the public hearing.

Recommendation:

It is recommended that the St. Louis County Board approve the amended 2024 Fee Schedule.

Public Hearing to Amend the 2024 Fee Schedule

BY COMMISSIONER _____

WHEREAS, The St. Louis County Board held a public hearing at 10:05 a.m. on Tuesday, April 9, 2024, at the Duluth Courthouse, Duluth, MN, to receive comment and consider the adoption of the amended Fee Schedule for various county services for the year 2024.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board adopts the amended 2024 Fee Schedule on file in County Board File No. _____ .

DEPARTMENT/SERVICE DEPOT	APPLICABLE STATUTE	LAST CHANGE	2021 FEE/CHRG	2022 FEE/CHRG	2023 FEE/CHRG	2024 FEE/CHRG	NOTES
Special Events							
- Chairs per chair (non-tenant)			\$5.00	\$5.00	\$5.00	\$5.00	
- Tables per table (non-tenant)			\$10.00	\$10.00	\$10.00	\$10.00	
- Chair Damage Replacement			\$50.00	\$50.00	\$50.00	\$50.00	
- Table Damage Replacement			\$75.00	\$75.00	\$75.00	\$75.00	
- Extra Trash per 6 yard dumpster			\$500.00	\$500.00	\$350.00	\$350.00	
- Evening Rental: Great Hall (non-tenant) (5-11 pm)			\$800.00	\$800.00	\$800.00	\$800.00	Nominal fee for staff support for qualifying events. Evening = 5-11 PM New Fee New Fee Late night = after 11 PM Up to 12 hour period For qualifying events, fee for staff and cleanup
- Evening Rental Great Hall partner (5-11 pm)						\$150.00	
- Evening Rental Great Hall, non-profit (5-11 pm)						\$300.00	
- Late Night Rental per hour (non-tenant) (after 11pm)			\$150.00	\$150.00	\$200.00	\$200.00	
- Day Rental: Great Hall (non-tenant) (up to 12 hour period)			\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
- Day Rental: Great Hall (non-profit, public event)						\$300.00	
- Board Room Rental per hour (non-tenant)			\$50.00	\$50.00	\$50.00	\$50.00	
- Board Room Rental per half day (non-tenant) (half day = 3.5 hrs)						\$75.00	
- Rehearsal Room Rental per half day (non-tenant) (half day = 3.5 hrs)						\$75.00	
- Classroom Rental per hour (non-tenant)					\$50.00	\$50.00	
- Classroom Rental per half day (non-tenant)						\$75.00	
- Extra key cards for event personnel			\$10.00	\$10.00	\$10.00	\$10.00	half day = 3.5 hours half day = 3.5 hours half day = 3.5 hours
- Full Facility Rental per evening includes: The Great Hall, Classroom, rehearsal room, boardroom, lounge area, Performing Arts wing, and restrooms (from 5 -11 pm)			\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	This includes The Great Hall, Classroom, rehearsal room, boardroom, lounge area, Performing Arts Wing, and restrooms
- Full Facility Rental per day			\$10,000.00	\$10,000.00	\$10,000.00		This price is dependant on spaces rented and nature of event. Will add up fees based on needs.
- Full Facility Rental Late Night per hour			\$500.00	\$500.00	\$500.00		This price is dependant on spaces rented and nature of event. Will add up fees based on needs.
- Farmer's Market Stall 10X10			\$50.00	\$50.00			
- Electrical for Farmer's Market Stall			\$25.00	\$25.00			
- Vendor's: regular per day			\$75.00	\$75.00			
- Vendors: special per day			\$25.00	\$25.00			
- Vendors Small (6 x6)					\$60.00	\$75.00	6 x 6
- Vendors Medium (8 x 8)					\$80.00	\$100.00	8 x 8
- Vendors Large (10 x 10)					\$100.00	\$125.00	10 x 10
- Vendors Enrichment Collaborator					\$25.00	\$50.00	Enhancements to Depot hosted events (educational, instructional, or program amplification)
- Vendors Multiple Day					\$60.00		
- Long Term pop-up per month			\$300.00	\$300.00	\$300.00	\$300.00	
- Long Term pop-up per month, peak season			\$600.00	\$600.00	\$600.00	\$600.00	
- Long Term pop-up per month, Non-profit				\$100.00	\$100.00	\$100.00	
- Exhibit Equipment/Support						Various	
- Extra Cleaning per hour			\$45.00	\$45.00	\$100.00	\$100.00	
- Special Cleaning			\$60.00	\$60.00	\$200.00	\$200.00	
- Non Emergency work requests, off hours					\$50.00	\$50.00	
- Special Property Management requests per hour (minimum one hour)					\$100.00	\$100.00	
- Moving Fee, per hour					\$100.00	\$100.00	
- Late Fee, event request form					\$50.00	\$50.00	
- False Alarms			\$250.00	\$250.00	\$250.00	\$250.00	
- Visitor's Desk After hours employee			\$20.00	\$20.00			
Theatre							
- Depot Theatre - Weekly Rental (Tenant) (7 day period, 7 am - 11 pm)					\$750.00	\$750.00	7 Day Period, 7 AM - 11 PM
- Depot Theatre - Weekly Rental (Non Profit/Independent artist)					\$2,200.00	\$2,200.00	
- Depot Theatre - Weekly Rental (For Profit) (any period of 7 days)					\$3,225.00	\$3,225.00	Any period of seven days.

- Depot Theatre - Daily Performance (Tenant) (up to 3 hour performance, theatre can be booked from 7 am - 11 pm)			\$175.00	\$175.00	Up to 3 hour performance, theatre can be booked from 7 AM - 11 PM
- Depot Theatre - Daily Performance (Non Profit/Independent artist)			\$500.00	\$550.00	
- Depot Theatre - Daily Performance (For Profit)			\$825.00	\$825.00	
- Depot Theatre - Daily Rehearsal (Tenant)			\$100.00	\$100.00	
- Depot Theatre - Daily Rehearsal (Non Profit) (7 am - 11 pm)			\$275.00	\$275.00	7 AM - 11 PM
- Depot Theatre - Daily Rehearsal (For Profit)			\$400.00	\$400.00	
- Sound Board Per Event (Tenant)			\$150.00	\$150.00	
- Sound Board Per Event (Non Profit)			\$150.00	\$150.00	
- Sound Board Per Event (For Profit)			\$225.00	\$225.00	
- Podium Per Event (Non Profit)			\$50.00	\$50.00	
- Podium Per Event (For Profit)			\$50.00	\$50.00	
- Light Board Per Event (Tenant)			\$150.00	\$150.00	
- Light Board Per Event (Non Profit)			\$150.00	\$150.00	
- Light Board Per Event (For Profit)			\$225.00	\$225.00	
- Box Office Per Hour (Non Profit)			\$50.00	\$50.00	
- Box Office Per Hour (For Profit)			\$50.00	\$50.00	
- Microphones Per Channel (Tenant)			\$30.00	\$30.00	
- Microphones Per Channel (Non Profit)			\$30.00	\$30.00	
- Microphones Per Channel (For Profit)			\$30.00	\$30.00	
- Microphones/Wireless Per Channel (Tenant)			\$65.00	\$65.00	
- Microphones/Wireless Per Channel (Non Profit)			\$65.00	\$65.00	
- Microphones/Wireless Per Channel (For Profit)			\$65.00	\$65.00	
- Equipment Storage (Non Profit)			\$50.00	\$50.00	
- Equipment Storage (For Profit)			\$50.00	\$50.00	
- Security Damage (Tenant)			\$175.00	\$175.00	
- Security Damage (Non Profit)			\$175.00	\$175.00	
- Security Damage (For Profit)			\$175.00	\$175.00	
- Change in Rep Plot (Tenant)			\$600.00	\$600.00	
- Change in Rep Plot (Non Profit)			\$600.00	\$600.00	
- Change in Rep Plot (For Profit)			\$600.00	\$600.00	
- Change in Rigging (Tenant) includes cyc (screen) for projector			\$275.00	\$275.00	
- Change in Rigging (Non Profit) includes cyc (screen) for projector			\$275.00	\$275.00	
- Change in Rigging (For Profit) includes cyc (screen) for projector			\$275.00	\$275.00	
- Projector (Tenant)			\$150.00	\$150.00	
- Projector (Non Profit)			\$150.00	\$150.00	
- Projector (For Profit)			\$225.00	\$225.00	
- Additional Tech Support Per Hour Minimum (Tenant)			\$100.00	\$100.00	
- Additional Tech Support Per Hour Minimum (Non Profit)			\$100.00	\$100.00	
- Additional Tech Support Per Hour Minimum (For Profit)			\$175.00	\$175.00	
Tours					
- General Tours, per adult	\$8.00	\$8.00	\$8.00	\$8.00	
- General Tours, per child	\$5.00	\$5.00	\$5.00	\$5.00	Cost of guiding tours has gone up according to wages, COLA, etc
- Specialty Tours, per adult	\$10.00	\$10.00	\$10.00	\$18.00	
- Specialty Tours, per child	\$8.00	\$8.00	\$8.00	\$10.00	
- School Tours, per child K-5	\$4.00	\$4.00	\$4.00	\$4.00	
- School Tours, per child 6-12	\$5.00	\$5.00	\$5.00	\$5.00	
- Chaperone Rate	\$0.00	\$0.00	\$0.00	\$0.00	
- General Admission	\$14.00				
- Donations					
- Luxury Tours	\$25.00	\$25.00	\$25.00	\$25.00	
Damages					
- Other Damages		Cost of Repair/Replacement	Cost of Repair/Replacement	Cost of Repair/Replacement	Cost of Repair/Replacement
- Locks, Lock Repair				Cost of Repair/Replacement	Cost of Repair/Replacement
- Early Setup				\$50.00	\$50.00
- Late Requests				\$50.00	\$50.00
- Late Event/Exhibit Forms				\$50.00	\$50.00



St. Louis County Board of Commissioners
Request for Board Action 24 - 157
Public Hearing 10:10 A.M.

Committee: **Finance & Budget**

Date: April 9, 2024

From: Nancy J. Nilsen, County Auditor/Treasurer

Attachments: yes no

Reviewed by: Kevin Z. Gray, County Administrator

Consent: yes no

**ITEM: Public Hearing to Consider Off-Sale Intoxicating Liquor License
(Gnesen Township)**

Background/Overview:

The County has received an application for an Off-Sale Intoxicating Liquor License for the establishment known as:

DRRY Ventures, LLC dba Sportsmen's Inn, Gnesen Township.

The St. Louis County Board is requested to consider an Off-Sale Intoxicating Liquor License. The County Liquor Licensing Committee has considered this application and has recommended its approval to the County Board.

Policy Objectives:

Minn. Stat. § 340A.405, Subd. 2(d), relating to the issuance of off-sale intoxicating liquor licenses provides that "No license may be issued under this subdivision unless a public hearing is held on the issuance of the license. Notice must be given to all interested parties and to any city located within three miles of the premises to be licensed. At the hearing the county board shall consider testimony and exhibits presented by interested parties and may base its decision to issue or deny a license upon the nature of the business to be conducted and its impact upon any municipality, and the character and reputation of the applicant, and the propriety of the location."

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

According to the St. Louis County Fee Schedule, this establishment is applying for an Off-Sale Intoxicating Liquor License located in Area 3 and the annual license fee is \$150.

Recommendation:

It is recommended that the St. Louis County Board consider the testimony at the public hearing and barring any valid objection, approve the issuance of the off-sale license.

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

BY COMMISSIONER _____

WHEREAS, DRRY Ventures, LLC dba Sportsmen's Inn, Gnesen Township, St. Louis County, Minnesota, has applied for an Off-Sale Intoxicating Liquor License; and

WHEREAS, Minn. Stat. § 340A.405, Subd. 2(d), requires that a public hearing be held prior to the issuance of an Off-Sale Intoxicating Liquor License; and

WHEREAS, A public hearing was held on Tuesday, April 9, 2024, at 10:10 a.m. at the Duluth Courthouse, County Board Room, 100 N. 5th Avenue West, Duluth, MN, for the purpose of considering the granting of the Off-Sale Intoxicating Liquor License; and

WHEREAS, With regard to the application for said license, DRRY Ventures, LLC has complied in all respects with the requirements of Minnesota Law and St. Louis County Ordinance No. 28; and

WHEREAS, The Liquor Licensing Committee of the St. Louis County Board of Commissioners has considered the nature of the business to be conducted and the propriety of the location and has recommended approval of the application.

THEREFORE, BE IT RESOLVED, That an Off-Sale Intoxicating Liquor License shall be issued to DRRY Ventures, LLC dba Sportsmen's Inn, Gnesen Township, located in Area 3, and in accordance with the St. Louis County Fee Schedule the annual fee is \$150.

RESOLVED FURTHER, That said liquor license shall be effective through June 30, 2024.

RESOLVED FURTHER, That said license is approved contingent upon payment of real estate taxes when due.

RESOLVED FURTHER, That if the named license holder sells the licensed place of business, the County Board may, at its discretion, and after an investigation, transfer the license to a new owner, but without pro-rated refund of license fee to the license holder.