



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

June 9, 2020

Immediately following the Board Meeting, which begins at 9:30 A.M.
Liz Prebich Room, Government Services Center, Virginia, MN

CONSENT AGENDA:

All matters listed under the consent agenda are considered routine and/or non-controversial and will be enacted by one unanimous motion. If a commissioner requests, or a citizen wishes to speak on an item on the consent agenda, it will be removed and handled separately.

Minutes of June 2, 2020

Public Works & Transportation Committee, Commissioner McDonald, Chair

1. Professional Services Agreement with C2Logix for Snow Plow Route Optimization Services [20-214]

Finance & Budget Committee, Commissioner Nelson, Chair

2. Dedication of Permanent Highway Easement Over County Fee Owned Property (Solway Road – Hermantown) [20-215]
3. OnBase Financial Document Management Software Development [20-216]
4. Cybersecurity Insurance [20-217]

Central Management & Intergovernmental Committee, Commissioner Jewell, Chair

5. Minnesota State Auditor's 2020 Performance Measurement Program Report [20-218]

ESTABLISHMENT OF PUBLIC HEARINGS:

Finance & Budget Committee, Commissioner Nelson, Chair

1. Establish a Public Hearing for Proposed Use of the CDBG-CV and ESG-CV CARES Act Funding and Amendment of the 2020 Action Plan – Tuesday, July 28, 2020, 9:40 a.m., St. Louis County Courthouse, Virginia, MN [20-219]

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.

Health & Human Services Committee, Commissioner Boyle, Chair

1. **Reallocation of Information Specialist II to Information Specialist III [20-220]**
Resolution approving the reallocation of a 1.0 FTE Information Specialist II position to a 1.0 FTE Information Specialist III position in the Public Health and Human Services Department.

Central Management & Intergovernmental Committee, Commissioner Jewell, Chair

1. **Appointments to the St. Louis County Cooperative Extension Committee [20-221]**
Resolution authorizing four appointments to the St. Louis County Cooperative Extension Committee.
2. **Assistant County Attorneys Unit: 2020 – 2022 [20-222]**
Resolution approving a labor contract with the Assistant County Attorneys Unit.

3. **County Attorneys Investigators Unit: 2020 – 2022 [20-223]**
Resolution approving a labor contract with the County Attorneys Investigators Unit.
4. **Confidential Public Employees Association Agreement: 2020 – 2022 [20-224]**
Resolution approving a labor contract with the Confidential Public Employees Association.
5. **Jail/911 Bargaining Agreement: 2020 – 2022 [20-225]**
Resolution approving a labor contract with the Jail/911 bargaining unit.
6. **Civil Service Supervisory Unit: 2020 – 2022 [20-226]**
Resolution approving a labor contract with the Civil Service Supervisory Unit.

Environment & Natural Resources Committee, Commissioner Musolf, Chair

1. **Repurchase of State Tax Forfeited Land – Donahue (Homestead) [20-227]**
Resolution to approve the repurchase application of James Donahue.

COMMISSIONER DISCUSSION ITEMS AND REPORTS:

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

ADJOURNED:

Because the next scheduled Board Meeting will not be held until June 23, 2020, the County Board may reconvene to address these agenda items.

NEXT COMMITTEE OF THE WHOLE MEETING DATES:

June 23, 2020	Voyagaire Lodge, 7576 Gold Coast Road, Crane Lake
July 7, 2020	St. Louis County Courthouse, Duluth
July 14, 2020	Brevator Town Hall, 7246 Morris Thomas Road W., Cloquet

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

June 2, 2020

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

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

Absent: None

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

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

CONSENT AGENDA

Jewell/Olson moved to approve the consent agenda. A roll call vote was taken and the motion passed. (7-0)

- Minutes of May 26, 2020
- Cooperative Agreement with the United States Forest Service for Dual Designation Roads [20-206]
- Cooperative Agreement with Carlton County and Itasca County for the 2021 Joint 6-inch Wet
- Reflective Edgeline Pavement Marking Project [20-207]
- Contracts and Cooperative Agreement for Court Appointed Attorneys in Civil Commitment Proceedings [20-208]
- Section 125 Flexible Spending Program Plan Document Amendment [20-209]
- Cancellation of Contract for Purchase of State Tax Forfeited land – Beltramo [20-210]
- Repurchase of State Tax Forfeited Land – Bradley (Non-Homestead) [20-211]

Environment & Natural Resources Committee

Jugovich/Jewell moved that the St. Louis County Board shall add parcel 040-0206-00075 to a list of tax forfeited lands to be filed with the County Auditor to be withheld from repurchase for one year because the Board is of the opinion that the property may be acquired by the City of Eveleth. [20-212]. The following citizen was given the opportunity to address the Board using a phone line set up due to the COVID-19 pandemic: Deja Weber, of Hutchinson, commented that the children of Mr. Zuponcic have committed to paying all taxes and fees and asked the Board to allow the owner to repurchase. Herman Zuponcic, of Cook, said that the building would be shut down and indicated that he had two buyers lined up to purchase the building. City of Eveleth Mayor Vlaisavljevich expressed concern regarding the type of business located in Industrial Park and safety of the business in relation to the school. Administrator Kevin Gray suggested that the Board return the resolution to Administration for additional information. After further discussion, Commissioner Jugovich withdrew his motion and the resolution was sent to Administration for further review.

COMMISSIONER DISCUSSION ITEMS AND REPORTS

Commissioner Boyle wished Commissioner Olson a happy belated birthday.

Commissioner Jewell commented on a letter of response from the Minnesota Pollution Control Agency (MPCA) and noted that that drinking water was safe.

Commissioner McDonald wished a happy birthday to Commissioner Olson and Commissioner Jugovich's dad, who turned 83 today.

Commissioner Nelson urged Commissioners to read the letter of response from the MPCA and commented on regarding concerns of per- and polyfluoroalkyl substances (PFAS) in drinking water.

Commissioner Musolf thanked the 911 Emergency Response Team, Cotton First Responders, and the Meadowlands Ambulance Service; all assisted his dad who recently had complications due to a major surgery.

At 10:41 a.m., Chair Jugovich adjourned the Committee of the Whole meeting.

Mike Jugovich, Chair of the County Board

Phil Chapman, Clerk of the County Board

BOARD LETTER NO. 20 – 214

PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 1

BOARD AGENDA NO.

DATE: June 9, 2020 **RE:** Professional Services Agreement
with C2Logix for Snow Plow Route
Optimization Services

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 C2Logix for snow plow route optimization services.

BACKGROUND:

The St. Louis County Public Works Department performs winter maintenance and plowing as the road authority for approximately 3000 miles of roadway and provides contract services on another 525 miles for townships, road associations and private driveways. The services are initiated from 16 garages located throughout the county.

Over the years, plow routes have evolved as equipment has improved and staffing levels have changed. Both of these variables have changed significantly in the last 5-10 years. In addition, snow plowing and winter maintenance practices/procedures have evolved to more science based decision making. The overall goals are to reduce the time to clear routes, increase the level of service to the driving public and increase safety.

The proposed route optimization process will evaluate for:

- reducing travel time and distance: optimize the routes in regard to the location of existing facilities by selecting the facilities (for chemical reload) to each route if needed.
- more evenly distributing the workload: the process will minimize travel time and distance to and from facilities by choosing the optimal point(s) in the route to reload chemicals.

- routing that accommodates individual specifications for each vehicle: the process will optimize and/or balance route times while taking into consideration the unique variables for individual vehicles.
- route development that closely mimic reality, the process will calculate truck chemical load and spread rates.
- assignment of drivers to areas that they are familiar with or create new routes in the same general area as existing routes: the process will position individuals and vehicles to the area for which the vehicle should be utilized.
- controlling the amount of U-turns and left turns on routes: this functionality will limit U-turns by street classification, e.g., only allowing U-turns and left turns on local roads or not at all. This is a critical functionality for snow plow routing, because large trucks have maneuvering issues. Turn preferences can be set for all types of turns: straight-throughs, U-turns, dead-end U-turns, right turns, and left turns.

The Public Works Department identified the need to secure a route consultant to assist with the project. Based upon previous partnerships and projects with Clearroads.org, C2Logix was selected as a Single Source consultant because of their expertise in a niche industry of snow plow route optimization. Clearroads.org is an organization comprised of state DOTs that pool resources to research and develop winter maintenance and snow fighting strategies. Counties and cities are not allowed membership. C2Logix is a critical team member of Clearroads.org as the third party consultant responsible for evaluating the technical and data components of research projects to enhance snow fighting endeavors as well as route optimization.

C2Logix will conduct an evaluation of the existing snow plow routes for the level of service (LOS) and time to complete. C2Logix will also analyze the road network to produce optimized plow route scenarios for the level of service, available equipment, staffing levels, material stockpiles and garage locations.

Phase 1 of the project will review the existing snow plow routes and will develop drafts of the optimized routing for the amount of \$69,326.00. If executed, Phase 2 of the project will develop a transition plan from the existing routes to the optimized routes for the amount of \$41,600. The total fee of the professional services agreement is \$110,926.00

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a professional services agreement with C2Logix to perform a snow plow route optimization study. Payment for this agreement will be from Fund 200, Agency 200008, Object 626600.

**Professional Services Agreement with C2Logix for Snow Plow Route
Optimization Services**

BY COMMISSIONER _____

WHEREAS, The Public Works Department has identified the need to perform a comprehensive review of the winter maintenance and snow plowing strategies to improve the level of service provided to citizens of the county; and

WHEREAS, The evaluation of the existing snow plow routes and the development of optimized routes is a critical component in winter maintenance.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate County Officials to enter into a professional services agreement, and approve any amendments authorized by the County Attorney, with C2Logix to perform a snow plow route optimization study. The total cost of these services is not to exceed \$110,926.00, payable from Fund 200, Agency 200008, Object 626600.

BOARD LETTER NO. 20 – 215

FINANCE & BUDGET COMMITTEE CONSENT NO. 2

BOARD AGENDA NO.

DATE: June 9, 2020

RE: Dedication of Permanent
Highway Easement Over County
Fee Owned Property
(Solway Road - Hermantown)

FROM: Kevin Z. Gray
County Administrator

Jerry Hall, Director
Property Management

RELATED DEPARTMENT GOAL:

To facilitate county fee land purchase, sale and easement activities.

ACTION REQUESTED:

The St. Louis County Board is requested to dedicate to the public, a permanent highway easement over county fee owned property prior to the sale of this property.

BACKGROUND:

The St. Louis County Board previously approved the sale of a parcel of fee owned property on February 19, 2019 under Resolution No. 19-141. After consultation with the St. Louis County Public Works Department, additional right of way is requested for future construction of a plow turnaround. The Department is seeking additional right of way consisting of a 50' by 100' on the parcel of property.

RECOMMENDATION:

It is recommended that the St. Louis County Board, pursuant to Minn. Stat. § 163.11, dedicate to the public the permanent highway easements described in County Board File No. _____ and record a certified copy of the resolution in the Office of the County Recorder.

**Dedication of Permanent Highway Easement Over County Fee Owned Property
(Solway Road - Hermantown)**

BY COMMISSIONER_____

WHEREAS, St. Louis County owns property which has been approved for sale;
and

WHEREAS, St. Louis County desires to preserve highway right of way necessary
to construct and maintain its road system when county owned parcels are sold or
transferred.

THEREFORE, BE IT RESOLVED, That pursuant to Minn. Stat. § 163.11, the St.
Louis County Board hereby dedicates to the public the permanent highway easement
as described in County Board File No_____.

County Board File No. _____

EXHIBIT A

Parcel 1

County Road 889 (Solway Road)

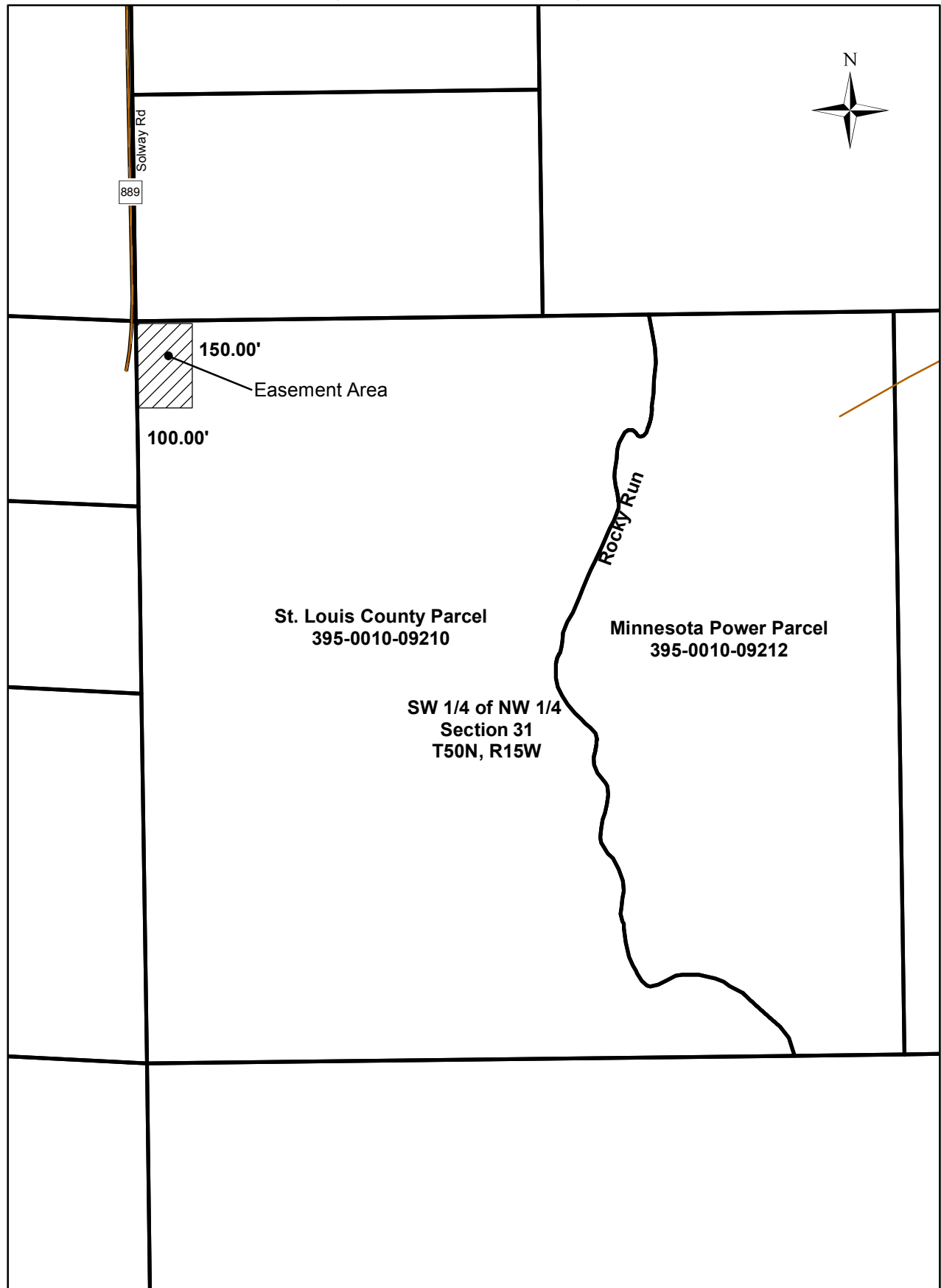
Property Legal Description

Southwest Quarter of the Northwest Quarter of Section 31, Township 50 North, Range 15 West lying west of Rocky Run Creek.

Rights to be acquired:

A PERMANENT EASEMENT for highway purposes over, under and across the northerly 150.00 feet of the westerly 100.00 feet.

Exhibit B
Parcel 1
County Road 889 (Solway Road)





Proposed Fee Land Sale Location Map

35XX County Road 889 (Solway Road) Sec. 31, Township 50 Range 15

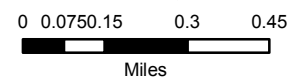
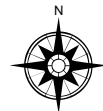


**Saint Louis County
Planning Department
GIS Division**

Road Surface Class. Twp

SURF_TYPE

- Paved Road
- Gravel Road
- sde.STLOUIS.ENVIRO_Lakes
- sde.STLOUIS.CDSTRL_ParcellInfo
- mcd polygon



Property Management

(218) 725-5085
www.stlouiscountymn.gov

Source: St. Louis County, DNR

Map Created: 6/4/2019

Disclaimer

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

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BOARD LETTER NO. 20 – 216

FINANCE & BUDGET COMMITTEE CONSENT NO. 3

BOARD AGENDA NO.

DATE: June 9, 2020 **RE:** OnBase Financial Document
Management Software
Development

FROM: Kevin Z. Gray
County Administrator

Jeremy Craker
Information Technology Director

Donna Viskoe
Procurement Manager

RELATED DEPARTMENT GOAL:

Ensure cost effective and efficient processing of St. Louis County procurement to payment lifecycles.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the Information Technology (IT) Department, in coordination with the Purchasing and Auditor's Departments, to acquire consulting services to complete the implementation of the new Contract Lifecycle management system, and to further enhance the Accounts Payable Automation system.

BACKGROUND:

The St. Louis County (SLC) Information Technology department in coordination with Purchasing office began the software development of the new Contract Lifecycle Management system with vendor partner Databank in October of 2019. This project is intended to streamline the solicitation, and contract intake process including contract creation, red-lining, approvals, and digital signatures. This project has followed an Agile software development approach which follows a streamlined process including:

- Business requirements gathering and process design
- Software Development
- End user demos and feedback

These three steps are repeated in two-week durations called sprints. This is a much more efficient process for both the business units and software development teams as the development team receives feedback on progress of the development effort in real-time. This helps ensure that the customer is satisfied with the product that is in

development.

In addition, our vendor partner Databank is currently working on a parallel project to further enhance the Accounts Payable Automation system that was implemented and is utilized by 90% of St. Louis County departments to electronically approve and process invoices from our vendors throughout St. Louis County. The Information Technology department in coordination with the Auditors has a vision of further enhancing the Accounts Payable Automation system to include the following paperless workflow services:

- Expense Report Approval Process
- P-Card Approval Process
- Intra-County Transfer Approval Process
- Mobile Approvals

Both the Contract Lifecycle Management system and the Accounts Payable Automation system are part of a larger vision of creating a holistic system that will handle all of the workflow in the procure to pay process within St. Louis County. Over the past several months new implementation requirements have surfaced based on stakeholder feedback which will require additional investment in order to finalize and implement both the Contract Lifecycle Management system and further enhancements to the Accounts Payable Automation system. There are two contracts with Databank that would be implemented as part of these projects including:

- Contract Lifecycle Management change order in the amount of \$68,075. During the initial contract the St. Louis County Board approved the purchase of services with vendor partner Databank in the amount of \$158,575 per board resolution #19-250.
- Accounts Payable Automation change order in the amount of \$68,640.

Databank, a software solutions provider headquartered in Minnetonka, MN will complete the software development with a total combined cost of \$136,715.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the IT Department, in coordination with the Purchasing and Auditor's Departments, to acquire consulting services to complete the implementation of the new Contract Lifecycle management system, and to further enhance the Accounts Payable Automation system. The total one-time cost of the project will be \$136,715.

OnBase Financial Document Management Software Development

BY COMMISSIONER _____

WHEREAS, The Information Technology department, in coordination with the Purchasing and Auditor's Departments, are implementing a larger vision of creating a holistic electronic procure to pay process within St. Louis County; and

WHEREAS, Over the past several months new implementation requirements have surfaced based on stakeholder feedback which will require additional investment in order to finalize and implement both the Contract Lifecycle Management system and further enhancements to the Accounts Payable Automation system as part of this vision; and

WHEREAS, The Information Technology department, in coordination with Purchasing and the Auditor's Departments, would like to initiate a services agreement with vendor partner Databank in the amount of \$136,715 to complete the implementation of the Contract Lifecycle Management system software and to complete enhancements to the Accounts Payable Automation system; and

WHEREAS, St. Louis County is currently exploring the possibility of receiving partial reimbursement of these consulting services via state or federal funding sources due to the need to expedite paperless approval systems due to Covid-19.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Information Technology Department (IT) to execute professional services agreements in the amount of \$136,715 utilizing Fund 100, Agency 117001, Object 629900, with funds transferred from the Information Technology assigned fund balance, Fund 100, Object 311139.

BOARD LETTER NO. 20 – 217

FINANCE & BUDGET COMMITTEE CONSENT NO. 4

BOARD AGENDA NO.

DATE: June 9, 2020 **RE:** Cybersecurity Insurance

FROM: Kevin Z. Gray
County Administrator

Joe Austin
Safety & Risk Management Director

Jeremy Craker
Information Technology Director

RELATED DEPARTMENT GOAL:

To exercise responsible stewardship of county resources.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the Information Technology (IT) Department, in coordination with Safety and Risk Management Department, to purchase cybersecurity insurance for the purposes of protecting county digital interests in the event of a breach.

BACKGROUND:

The St. Louis County IT Department, in coordination with Safety and Risk Management Department, have been assessing cybersecurity insurance carriers for the purposes of protecting the digital interests of St. Louis County in the event of a breach. St. Louis County currently stores over 17 million documents equating to over 26 Terabytes with over 220 unique database systems, and well over 100 applications. The sheer volume of records coupled with the large-scale infrastructure built out to support these systems increases the overall risk of these digital assets to St. Louis County.

As a part of the vetting process for a new cybersecurity insurance carrier, St. Louis County relied on Marsh & McLennan Agency, Inc. During the discovery process Marsh & McLennan educated St. Louis County on the different cybersecurity insurance options, and what various carriers had to offer.

After careful consideration, it was determined that the cybersecurity insurance carrier that would best meet the needs of St. Louis County was ACE American Insurance Company – Chubb. The decision to utilize Chubb was based on the excellent integration of their insurance coverage with their commitment to mitigating threats. They partner with Information Security consulting firms to provide their customers with

assessments, findings, and mitigation steps that will aid agencies like St. Louis County in their fight against cybersecurity threats. This is a critical service as it provides the insurance company with insight into the cybersecurity mitigation strategies that are in use by St. Louis County and will better understand our capabilities.

The following services will be covered under this policy including:

- Cyber Incident Response Team
- Non-Panel Response Provider
- Business Interruption Loss and Extra Expenses
- Contingent Business Interruption Loss and Extra Expenses
- Digital Data Recovery
- Network Extortion
- Cyber, Privacy, and Network Security Liability
- Payment Card Loss
- Regulatory Proceeding
- Electronic, Social, and Printed Media Liability
- Network Security & Privacy Liability

The policy will cost \$53,998 annually and will provide up to 5 million in cybersecurity related coverage dependent on the event being covered.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the Information Technology department, in coordination with Safety and Risk Management Department, to purchase cybersecurity insurance from ACE American Insurance Company – Chubb headquartered in Warren, New Jersey. The annual cost of the insurance will be \$53,998 and will be made payable to Marsh & McLennan Agency with Regional Headquarters in Minneapolis, Minnesota which will provide up to 5 million in cybersecurity related coverage.

Cybersecurity Insurance

BY COMMISSIONER _____

WHEREAS, It was determined that the cybersecurity insurance carrier that would best meet the needs of St. Louis County was ACE American Insurance Company – Chubb; and

WHEREAS, Chubb partners with Information Security consulting firms to provide their customers with assessments, findings, and mitigation steps that will aid agencies like St. Louis County in their fight against cybersecurity threats; and

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Information Technology Department, in coordination with Safety and Risk Management Department, to purchase cybersecurity insurance from Marsh & McLennan Agency, utilizing cybersecurity insurance carrier ACE American Insurance Company – Chubb at the annual cost of \$53,998, payable from Fund 720, Agency 720001, Object 635104 Project 23601001 transferred from Tort Fund Balance, Fund 720, Object 311500.

BOARD LETTER NO. 20 - 218

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE CONSENT NO. 5

BOARD AGENDA NO.

DATE: June 9, 2020

RE: Minnesota State Auditor's 2020
Performance Measurement
Program Report

FROM: Kevin Z. Gray
County Administrator

Nancy J. Nilsen
County Auditor/Treasurer

RELATED DEPARTMENT GOAL:

To exercise responsible stewardship of county resources, to manage the overall county budget; and make budget recommendations to the County Board.

ACTION REQUESTED:

The St. Louis County Board is requested to certify that it has adopted and implemented ten performance measures developed by the Council on Local Results and Innovation, that the county is implementing a local performance measurement system that will meet the requirements developed by the Council; and certifies specific performance measurement-related actions, including the reporting of ten adopted measures to its residents.

BACKGROUND:

In 2010, the Legislature created the Council on Local Results and Innovation. St. Louis County has participated in this program since its inception. Cities and counties that choose to participate in the program may be eligible for a reimbursement in Local Government Aid, and exemption from levy limits (if applicable). Participation in the Minnesota State Auditor's Performance Measurement Program is voluntary. However, St. Louis County is well positioned to participate by virtue of its continued efforts in performance measurement and citizen surveys. Counties that choose to participate must file a report with the Office of the State Auditor by July 1, 2020.

St. Louis County receives an annual payment of \$25,000 from the Performance Measurement State Aid category for participation in this program. To be eligible to

continue in this voluntary program and receive the State Aid, the County Board must certify the following requirements have been met:

- The county has adopted and implemented a minimum of ten of the performance measures covering each applicable service category, as developed by the Council on Local Results and Innovation;
- The county has developed a system to use this information to help plan, budget, manage and evaluate programs and processes for optimal future outcomes; and
- The county is committed to reporting these measures to its residents.

Attached are the various performance indicators utilized by the County and the 2019 results related to efforts to measure these categories.

RECOMMENDATION:

It is recommended that the St. Louis County Board continue to participate in the “Model Performance Measures for Counties” and program requirements, as identified in the Minnesota State Auditor’s Performance Measurement Program and submit the 2020 St. Louis County Performance Measures Report.

Minnesota State Auditor's 2020 Performance Measurement Program Report

BY COMMISSIONER _____

WHEREAS, Benefits to St. Louis County for participation in the Minnesota Council on Local Results and Innovation comprehensive performance measurement program are outlined in Minn. Stat. § 6.91 and include eligibility for a reimbursement as set by state statute; and

WHEREAS, Any city/county participating in the comprehensive performance measurement program is also exempt from levy limits for taxes, if levy limits are in effect; and

WHEREAS, The St. Louis County Board has adopted and implemented ten of the performance measures, as developed by the Council on Local Results and Innovation, and a system to use this information to help plan, budget, manage and evaluate programs and processes for optimal future outcomes;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board supports continued participation in the Minnesota State Auditor's Performance Measurement Program.

RESOLVED FURTHER, That St. Louis County will continue to report the results of the performance measures to its citizenry by the end of the year through publication, direct mailing, posting on the city's/county's website, or through a public hearing at which the budget and levy will be discussed and public input allowed.

RESOLVED FURTHER, That the St. Louis County Board approves submission of the 2020 St. Louis County Performance Measures Report found in County Board File No. _____.

Measures for Counties

St. Louis County Departmental Key Performance Indicators:

2020 Submission (2019 data, *unless noted*)

St. Louis County utilizes best practices in performance management and measurement. Annually, the County Board adopts the standard set of county performance measures proposed by the Minnesota State Auditor's Performance Measurement Program. Created by the Minnesota State Legislature's Council on Local Results and Innovation, this began as a standard set of ten performance measures for counties and ten performance measures for cities that would aid residents, taxpayers, and state and local officials in determining the efficacy of counties and cities in providing services, and measure residents' opinions of those services. Cities and counties that choose to participate in the new standards measure program may be eligible for a reimbursement in Local Government Aid, and exemption from levy limits.

Participation in the Minnesota State Auditor's Performance Measures Program is voluntary; however, St. Louis County is well positioned to participate by virtue of its continued efforts in performance measurement and citizen surveys. Counties that choose to participate must officially adopt the corresponding performance benchmarks developed by the Council, and report on them in order to receive a new local government performance aid, reimbursed at \$0.14 per capita, not to exceed \$25,000.

St. Louis County incorporates performance data in budget and business planning discussions and efforts. Each department does a budget analysis, establishes goals, identifies continuous improvement projects, and develops strategies that guide them for the next three to five years. As part of the budgeting process, Administration's discussions with departments include (but are not limited) to the following:

- **Who Are You?** This includes mission statement, primary lines of business (programs), organizational chart and significant trends and changes impacting the department.
- **What Do You Want To Achieve?** This includes a vision for the department and key initiatives aligned with St. Louis County's Strategic Plan.
- **What Resources Are You Going To Use?** Resource plans such as Finance Plan, Workforce Plan, Technology Plan, Purchasing Plan, and Space Plan.

St. Louis County continues to operation under its adopted 2016 Strategic Plan. The broader county-wide goals for a sustained business planning focus by departments' center on consolidating core organizational efforts and services in support of the following goals as defined by the St. Louis County Board of Commissioners:

1. Public Health and Safety
2. Sound County Infrastructure
3. Natural Resources Management
4. Community Growth and Prosperity

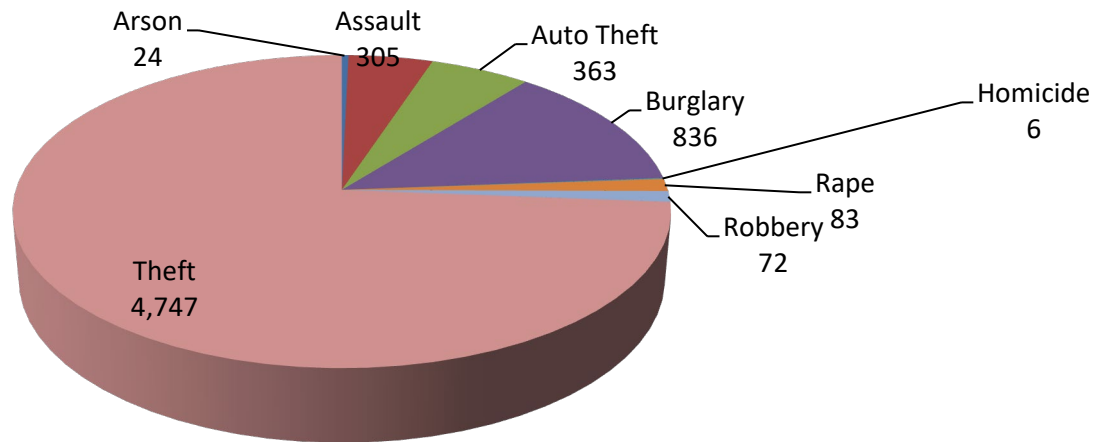
As the county strives for organizational excellence it is of paramount importance to continue to progress in linking departmental program and service initiatives to key organizational priorities and strategies.

Public Safety – County Sheriff	
Department Goal:	To protect and serve the citizens of the county and region with professionalism and pride.
Commissioner	Public Health and Safety
Priority Area:	

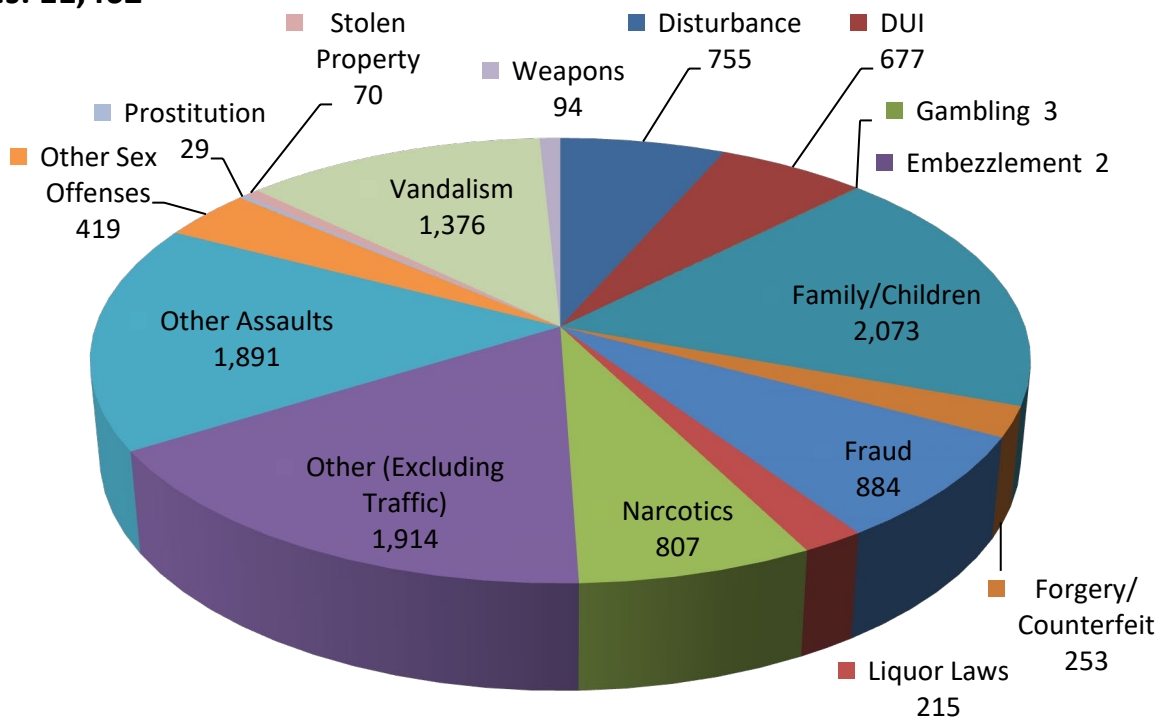
Measure 1. Public Safety –Crime Rates/Citizen Survey

Current Performance: In 2019, St. Louis County (population 200,949, US Census Bureau 2016 population estimate) had the following Part I & II offenses and crime rates—compared to 6,563 (for Part I crimes) and 11,128 (for Part II crimes) in 2018:

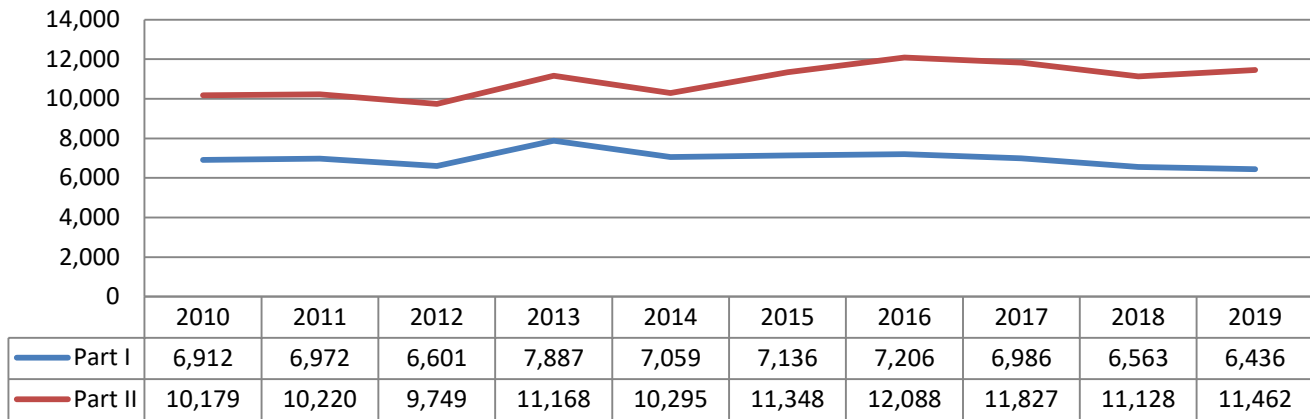
Part 1 Crimes: 6,436



Part 2 Crimes: 11,462



Part I and II Crime History



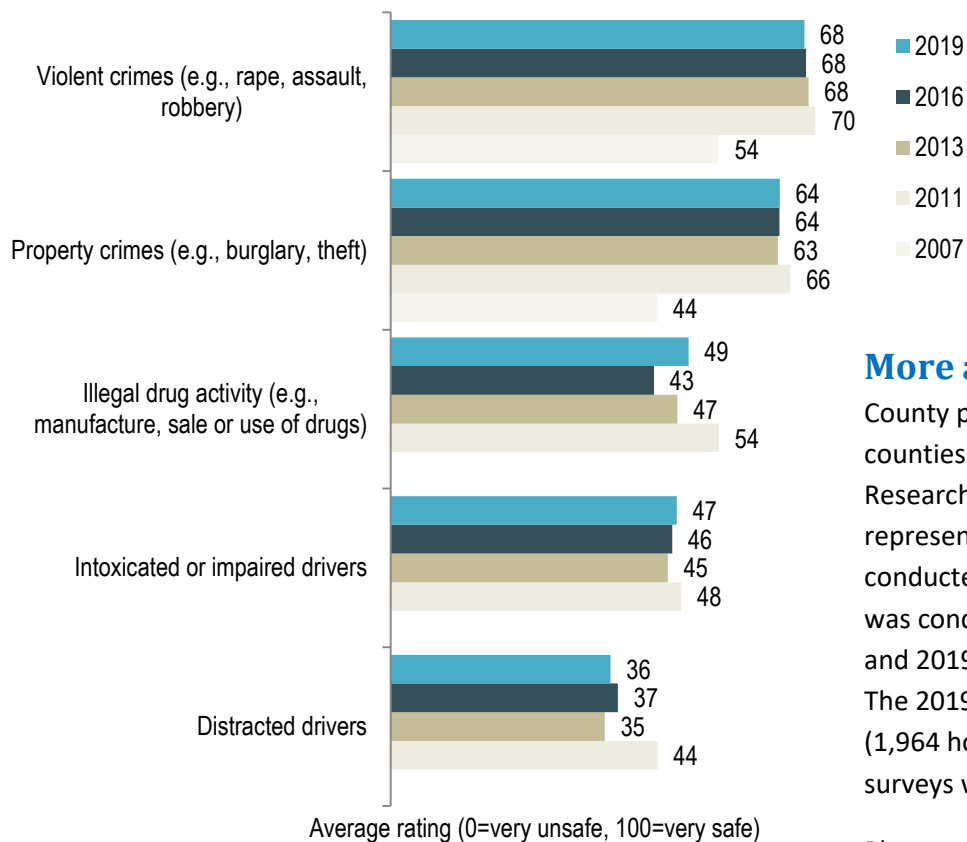
Data Source: MN BCA Uniform Crime Reports

Note: BCA stats are not final until July 1, 2020

Measure 2. Public Safety – Citizen Survey

Current Performance: Residents felt the safest from violent (68 points) and property crimes (64).

As shown below, ratings were similar to those given in past survey responses.



More about our survey: St. Louis County partners with other Minnesota counties to work with the National Research Center on a statistically valid and representative residential survey which is conducted every 2-3 years. This survey was conducted in 2007, 2011, 2013, 2016 and 2019. The data is summarized here. The 2019 survey response rate was 33% (1,964 households received a survey; 647 surveys were completed).

Please note: responses have been converted to a 100 point scale for ease of graphical comparison.

Measure 3. Public Safety – Deputy Response Time

Current Performance: The St. Louis County Sheriff's Office responded to 1,542 Priority One Level Incidents throughout St. Louis County between 1/1/19 and 12/31/19. The average response time from time of dispatch to first unit on scene computes to **13 minutes** and **17 seconds** (compared to 15 minutes). The number of calls is almost flat from 2018 (1,545 calls), while the average time to respond is down from last year (15 minutes). St. Louis County is unique compared to other Minnesota counties in that it is over 7,000 square miles in size, the type and quality of our roadways varies significantly throughout the county, and great distances between calls often requires extra time to respond, thus impacting the efficacy of this measure as a standard in St. Louis County as compared to other counties in the state.

Public Safety – Arrowhead Regional Corrections (ARC)	
Department Goal:	To use evidence-based practices to provide community corrections services in a five county area of Northeastern Minnesota (St. Louis, Carlton, Cook, Koochiching and Lake Counties). ARC operates the (1) Northeast Regional Corrections Center (NERCC), an institution for adult males, (2) Arrowhead Juvenile Center, a secure detention and treatment facility for juveniles, (3) Court and Field (probation and parole) services and (4) contracted services for adult female offenders.
Commissioner Priority Area:	Public Health and Safety

Measure 4. Public Safety – Recidivism

Current Performance: Arrowhead Regional Corrections' goal is to maintain its client recidivism rate at 30% or lower, as defined by the Minnesota Department of Corrections. The MN DOC defines recidivism as "a felony conviction within three years of discharge." In 2019, ARC's adult probation recidivism rate was **21%** (compared to 18% in 2018).

Data Source: 2019 Minnesota Statewide Probation & Supervised Release Outcomes Report (MN DOC)

Public Works	
Department Goal:	To provide a safe, well-maintained road and bridge system.
Commissioner	Sound County Infrastructure
Priority Area:	

Measure 5. Public Works –Total number of fatal/injury accidents

Current Performance: St. Louis County relies on MnDOT for the crash data used in this KPI. According to the latest available data (2018), St. Louis County experienced **16** fatal crashes (vs. 14 in 2017) and **664** major injury crashes (vs. 756 in 2017). State-wide, there were 106 (vs. 92 in 2017) fatal crashes on County State Aid Highways, 22 (vs. 16 in 2017) on County Roads, and 15 (vs. 18 in 2017) on Township Roads, while there were 5,035 (vs. 5,095 in 2017) injury crashes on County State Aid Highways, 401 (vs. 471 in 2017) on County Roads and 367 (vs. 482 in 2017) on Township Roads.

Measure 6. Public Works –Snow Plowing Time

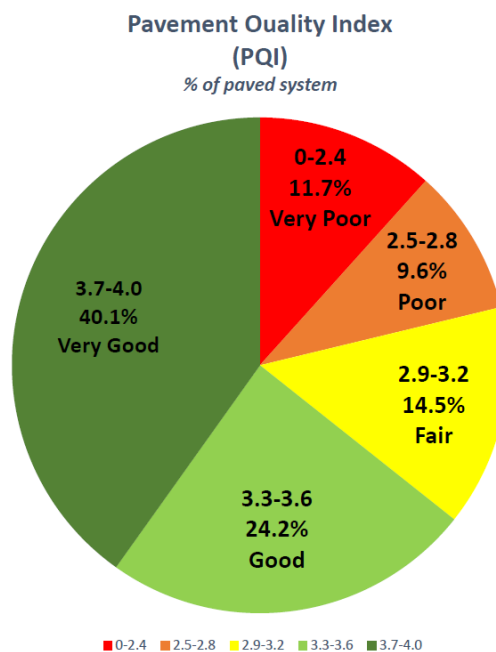
Current Performance: It takes the St. Louis County Public Works Department an average of **12 hours** to plow county roadways during an average snowfall event.

Data Source: Public Works. By using GPS/AVL software, we are able to track our truck fleet, and gather tabular data as to location, travel time (overall, and while plowing), travel distance (overall, and while plowing), and material application amounts. In addition, we are able to generate mapping showing the locations of our fleet and their movements at any given time.

Measure 7. Public Works –County Pavement Condition Rating (PCI/PQI)

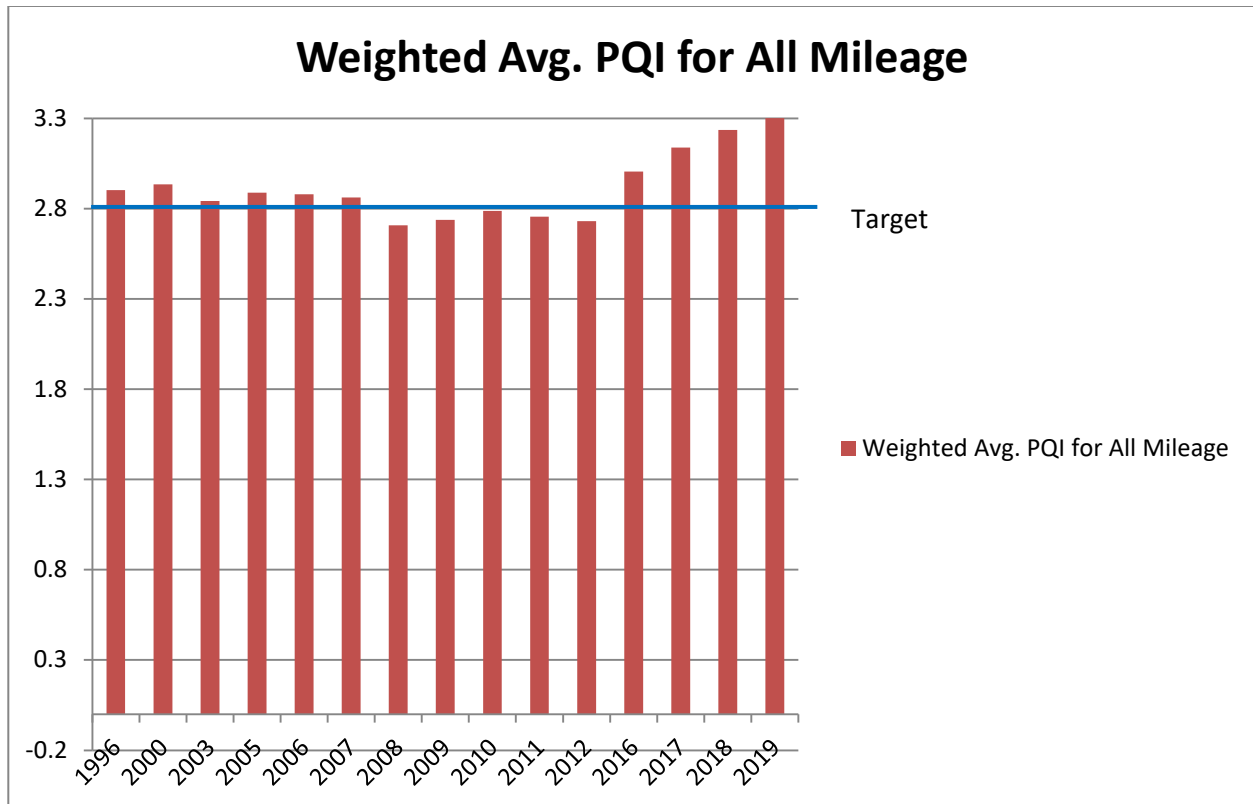
Current Performance: To improve the overall pavement quality of the roads of St. Louis County jurisdiction (unorganized townships, county roads, and county state aid highways) to a level acceptable to the public, Public Works strives to maintain 75% of roadway miles with a Pavement Quality Index (PQI) of 2.900 or higher and the weighted average PQI for all mileage at 3.100 or higher. Pavements having a PQI of 2.900 to 3.200 are defined as being in "fair" condition. PQI's range from 0.000 (worst) to 4.200 (best).

The percentage of roadway miles with a PQI of 2.900 or higher is 78.8% (compared to 75.3% in 2018), which is over the target of 75%. The weighted average PQI for all mileage is 3.304 (compared to 3.100 in 2018), which exceeds the target of 3.100.



Description	2018 Weighted Average PQI	Rating Description
All Roads	3.304 (2018=3.236)	Good*
CSAH Roads	3.387 (2018=3.324)	Good*
County Roads	2.999 (2018=2.945)	Fair
UT Roads	3.141 (2018=2.946)	Good*

**Exceeds KPI Target*

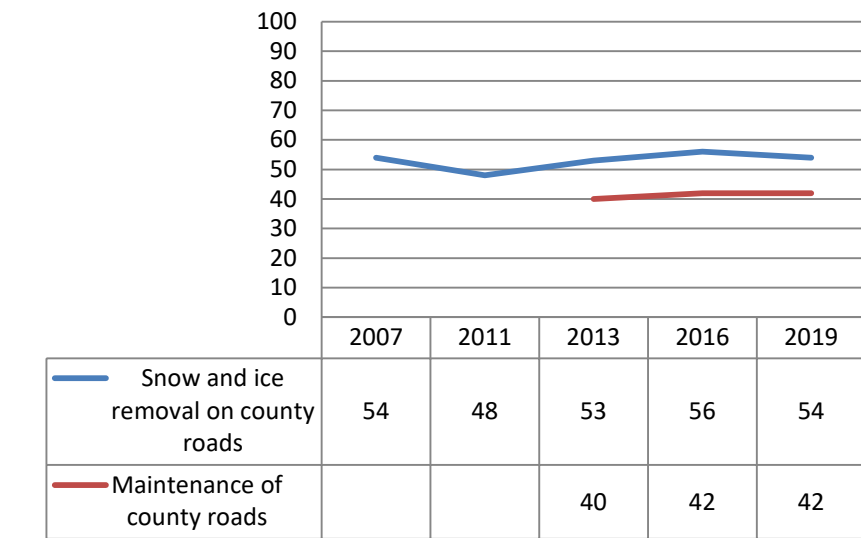


What was changed to meet this goal: The Department felt it was important to set targets that would reflect where the county's system should be. Since 2012, it has made significant progress toward its goal, and has now surpassed it. A shift toward doing more preservation projects (such as, mill and overlays, reclaim and overlays and bituminous overlays), along with more preventative maintenance (such as crack sealing, chip seals and micro-surfacing) has continued to push the numbers in the right direction. St. Louis County Public Works continues to implement a pavement management system and will further refine its use as well as continue to evaluate all potential sources of revenue and establish a new target.

Measure 8. Public Works –Citizen Survey Ratings

Current Performance: 40% of respondents indicated that the condition of county roads and bridges were a moderate problem, while 34% indicated they were a major problem. The 2019 survey continued to separate snow and ice removal from general maintenance, which is reflected in the following chart. While low, these scores are in line with national trends done by the National Research Center.

Please rate each of the following services provided by St. Louis County:



Snow and ice removal on county roads	54	48	53	56	54
Maintenance of county roads			40	42	42

More about our survey: St. Louis County partners with other Minnesota counties to work with the National Research Center on a statistically valid and representative residential survey which is conducted every 2-3 years. This survey was conducted in 2007, 2011, 2013, 2016 and 2019. The data is summarized here. The 2019 survey response rate was 33% (1,964 households received a survey; 647 surveys were completed).

Responses have been converted to a 100 point scale for ease of graphical comparison.

Please note: the “maintenance of county roads” was a new question in 2013.

Measure 9. Public Works –Average Bridge Sufficiency Rating

Current Performance: St. Louis County's average bridge sufficiency rating is **90.6**, up from 89.8 in 2018 and 89.4 in 2017.

There are several factors to consider when it comes to using the Sufficiency Rating (SR) and setting an annual goal as Sufficiency Rating is a risk-based number (not a condition-based number) and has many factors. It may take some serious thought to determine the best metric to measure our success.

Considerations include:

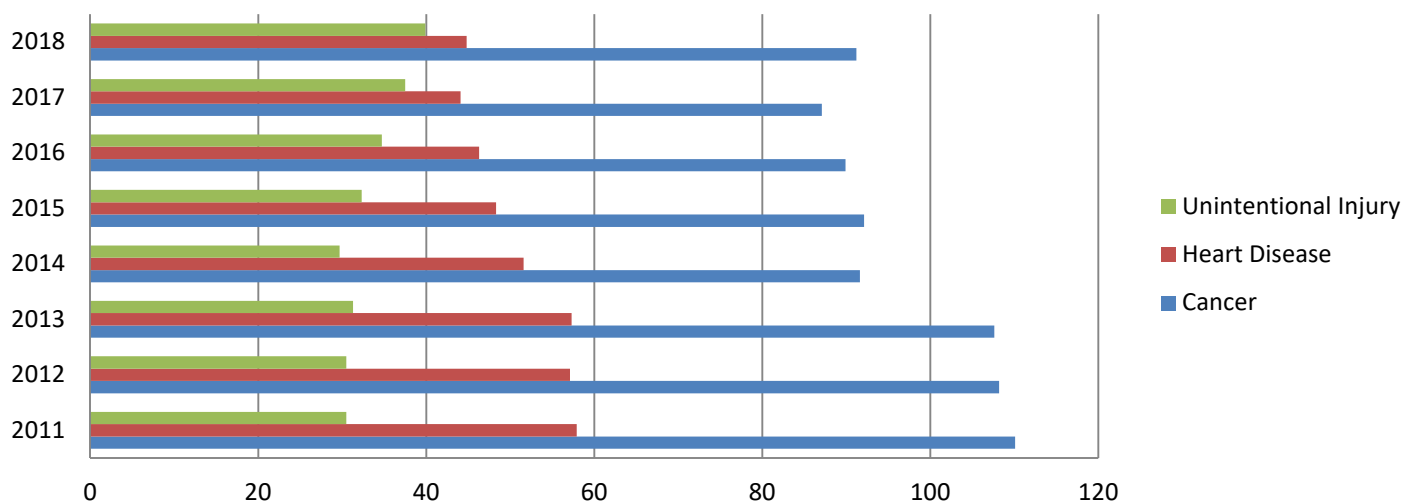
- Establish a clear definition of the Sufficiency Rating (SR).
- Consider using ratings. NBI ratings are the federal portion of the condition ratings of various parts of the bridge (superstructure, substructure, deck, etc.) and are determined by our safety inspectors in the field.
- St. Louis County is responsible for approximately 600 bridges with ever changing condition values. It can be difficult to track and calculate any meaningful information without significant effort. The SR data from the State's SIMS database is the only source for the current SR's and condition information that changes annually.

Public Health, Social Services	
Department Goal:	Children will be born healthy, live a life free from abuse and neglect, and will have a permanent living arrangement. Parents will be emotionally and financially able to provide for their children. Our community will make healthy life choices; have safe food, water, and air.
Commissioner Priority Area:	Public Health and Safety

Measure 10. Public Health & Human Services –General Life Expectancy

Current Performance: Potential life lost: the premature death rate (PDR) for those under age 75 is the number of deaths to residents under age 75 per 100,000 persons age-adjusted to the 2000 U.S. standard population. The rate is per the top three leading causes of premature death in 2108 is 91.2 for Cancer, 44.8 for Heart Disease and 39.9 for Unintentional Injury for St. Louis County.

Potential Life Lost Rate per leading causes of premature death (deaths under 75 yrs of age per 100,000):



Data source: Source: County Health Rankings & Roadmaps

<https://www.countyhealthrankings.org/app/minnesota/2018/rankings/st-louis/county/factors/overall/snapshot>

Measure 11. Public Health & Human Services –Tobacco & Alcohol Use

Current Performance: The County Health Rankings & Roadmaps program is a collaboration between the Robert Wood Johnson Foundation and the University of Wisconsin Population Health Institute. They believe America can become a nation where getting healthy, staying healthy, and making sure our children grow up healthy are top priorities. They have a vision of an America where we all strive together to build a national Culture of Health that enables all in our diverse society to lead healthy lives, now and for generations to come.

2016	Percentage of adults who are current smokers	18%
2017	Percentage of adults who are current smokers	18%
2018	Percentage of adults who are current smokers	18%
2019	Percentage of adults who are current smokers	18%
2016	Percentage of adults reporting binge or heavy drinking	23%
2017	Percentage of adults reporting binge or heavy drinking	22%
2018	Percentage of adults reporting binge or heavy drinking	23%
2019	Percentage of adults reporting binge or heavy drinking	23%
2016	Percentage of driving deaths with alcohol involvement	33%
2017	Percentage of driving deaths with alcohol involvement	35%
2018	Percentage of driving deaths with alcohol involvement	26%
2019	Percentage of driving deaths with alcohol involvement	26%

Data source: <http://www.countyhealthrankings.org/>

The information below was collected in the Bridge to Health Survey (from 2015). Data from the anticipated 2020 fall survey will be available in the first quarter of 2021:

Key: Green Highlighted cells are "better" than the NE Regional score
Red Highlighted cells are "worse" than the NE Regional score

Notes: Ratio: More than 1.00 indicates more good than bad, less than 1.00 indicates more bad than good
NA means that there was not enough data to accurately calculate a score.
All numbers in the tables are percentages

Definitions:

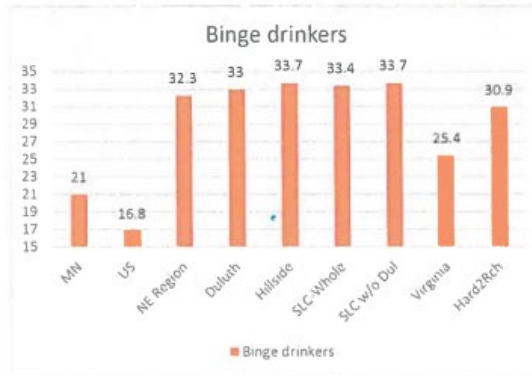
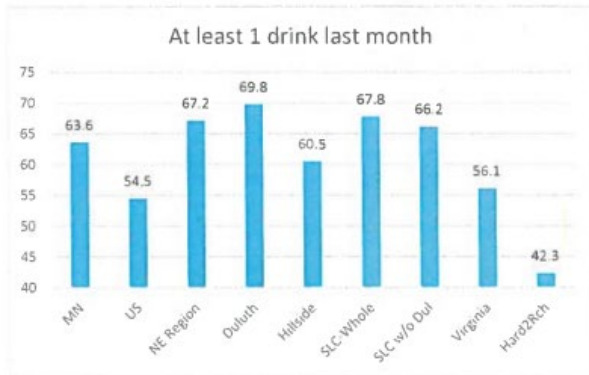
- NE Region:** The NE Region includes Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, Pine and St. Louis Counties in NE Minnesota and Douglas County in NW Wisconsin.
- Duluth:** The City of Duluth in its entirety.
- Hillside Neighborhood:** This is a neighborhood that includes downtown Duluth and surrounding residential areas.
- St. Louis County-Whole:** St. Louis County in its entirety.
- St. Louis County w/o Duluth:** This includes all of St. Louis County except the City of Duluth.
- Virginia:** The City of Virginia in its entirety.
- Hard to Reach Population:** These populations include, but are not limited to, those who are without a permanent address (i.e. transient or homeless), have low-literacy levels, have physical or mental health challenges, are low-income, are young adults, and/or have others barriers to responding to the survey.

Alcohol Use—

Alcohol Use	MN	US	NE Region	Duluth	Hillside	SLC-Whole	SLC w/o Dul	Virginia	Hard2Rch	Ratio	Better/Worse
At least 1 drink last month	63.6	54.5	67.2	69.8	60.5	67.8	66.2	56	42.3	2.00	2.00
Binge drinkers	21	16.8	32.3	33	33.7	33.4	33.7	25	30.9	0.50	0.50
Men = 5+ drinks											
Women = 4+ drinks											

Ratio: Better/Worse

0.01 1.00 0.01 1.00 ## 2.00

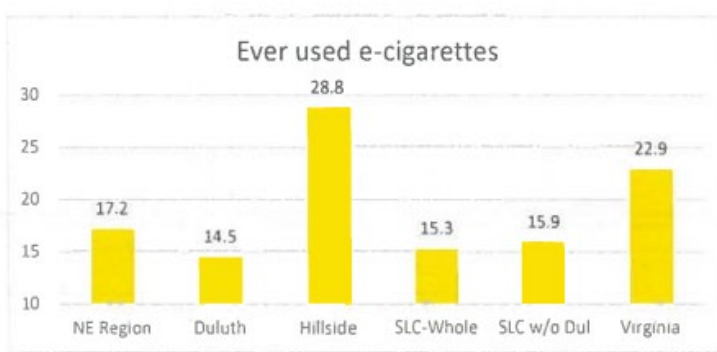
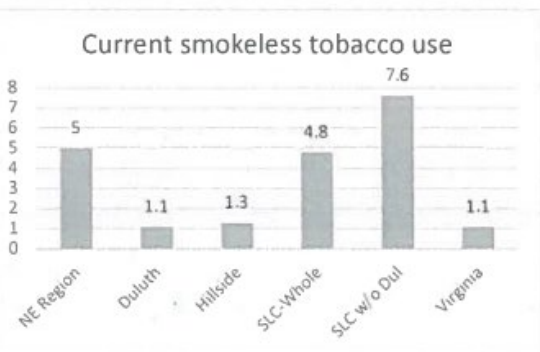
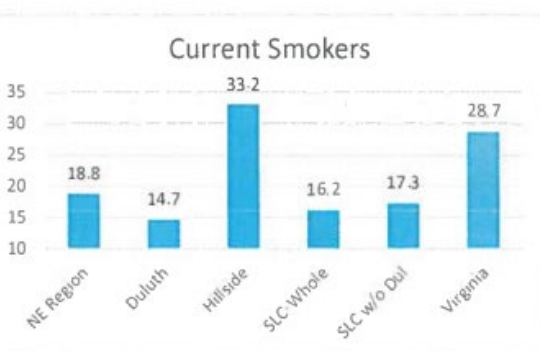


Tobacco Use—

Adult Tobacco Use	NE Region	Duluth	Hillside	SLC-Whole	SLC w/o Dul	Virginia	Hard2Rch	Ratio	Better/Worse
Current Smokers	18.8	14.7	33.2	16.2	17.3	28.7	NA	1.50	1.50
Attempted to quit in last year	43	36.1	45.5	40.1	42.8	47.9	NA	1.50	1.50
Current smokeless tobacco use	5	1.1	1.3	4.8	7.6	1.1	NA	4.00	4.00
Ever used e-cigarettes	17.2	14.5	28.8	15.3	15.9	22.9	NA	1.50	1.50

Ratio: Better/Worse

3.00 1.00 3.00 3.00 1.00



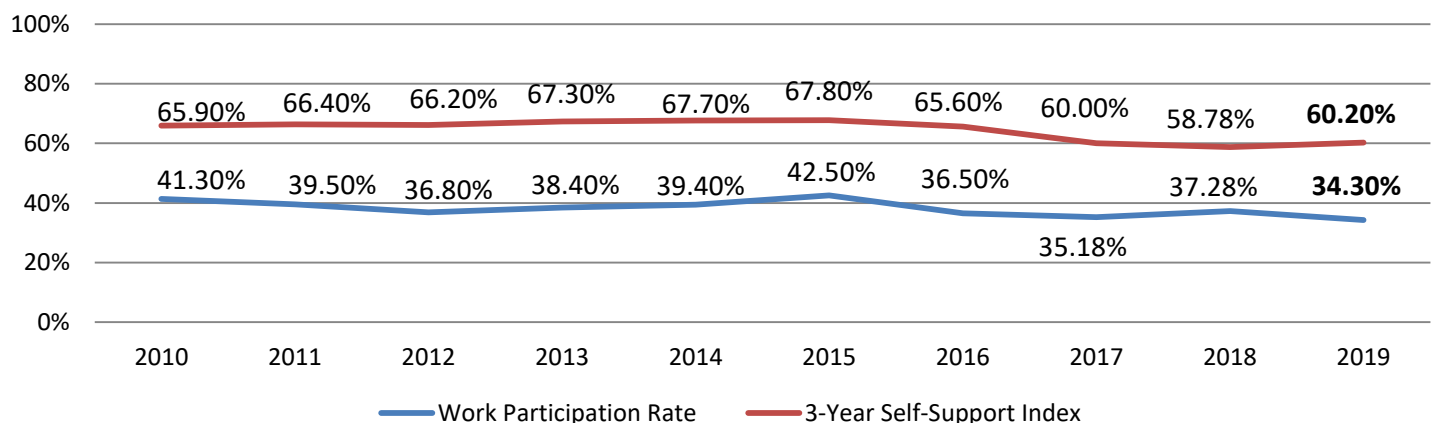
Data Source: Bridge to Health Survey—Completed surveys were received from 6,008 adult residents of the 10 geographic areas (Aitkin County, Carlton County, Cook County, Douglas County, City of Duluth, Itasca County, Koochiching County, Lake County, Pine County, St. Louis County-without Duluth); the overall response rate was 28.6 percent. The 95% confidence interval for the regional level data is approximately +3.3%, which is calculated taking into account the complex sampling design of the survey. 626 Surveys from St. Louis County were received. Additionally, 542 and 426 surveys were received from residents of the city of Virginia and the Hillside neighborhood of Duluth. These additional surveys were not included in the regional level data.

<http://bridgetohealthsurvey.com/index.php/reports>

Measure 12. Public Health & Human Services –Work Participation Rate

Current Performance: The department’s work participation rate measures how effectively people are able to enter the workforce and gain economic self-sufficiency. PHHS’ goal is that MFIP and DWP participants will meet or exceed the state’s expectation of a work participation rate of 38.9%. The 3-year Self-Support Index measures whether eligible adults are working an average of 30 or more hours per week or no longer receiving MFIP or DWP cash assistance during the quarter three years from a baseline quarter. The required performance range for St. Louis County is 63.9% to 69.1%

Work Participation Rate



Data source: 2019 Minnesota Family Investment Program Annualized Self-support index and Work Participation Report; 2019 WPR from 1/2019 – 12/2019, MN Department of Economic Development

Measure 13. Public Health & Human Services –Maltreatment

Current Performance: A key federal indicator of child safety by which states and counties are measured is the absence of child maltreatment recurrence. Maltreatment Recurrence federal performance measure (from DHS Child Welfare Dashboard): ***Of all children who were victims of a substantiated maltreatment report during the year prior, what percent were victims of another substantiated or indicated maltreatment report within 12 months of their initial report?***

County performance is 13.3%, compared to the state performance of 6.2% and compared to the federal performance standard of 9.1% or less.

Summary—

	2017	2018	2019
Minnesota	8.90%	9.00%	6.20%
St. Louis County	7.20%	5.80%	13.30%

St. Louis County Historical Performance—

2016: 5.3%

2015: 3.4%

2014: 6.8%

2013: 6.3%

Data source: SSIS Analysis and Charting – Federal Indicator – Department of Human Services Dashboard

Measure 14. Public Health & Human Services –Child Support Program Cost Effectiveness

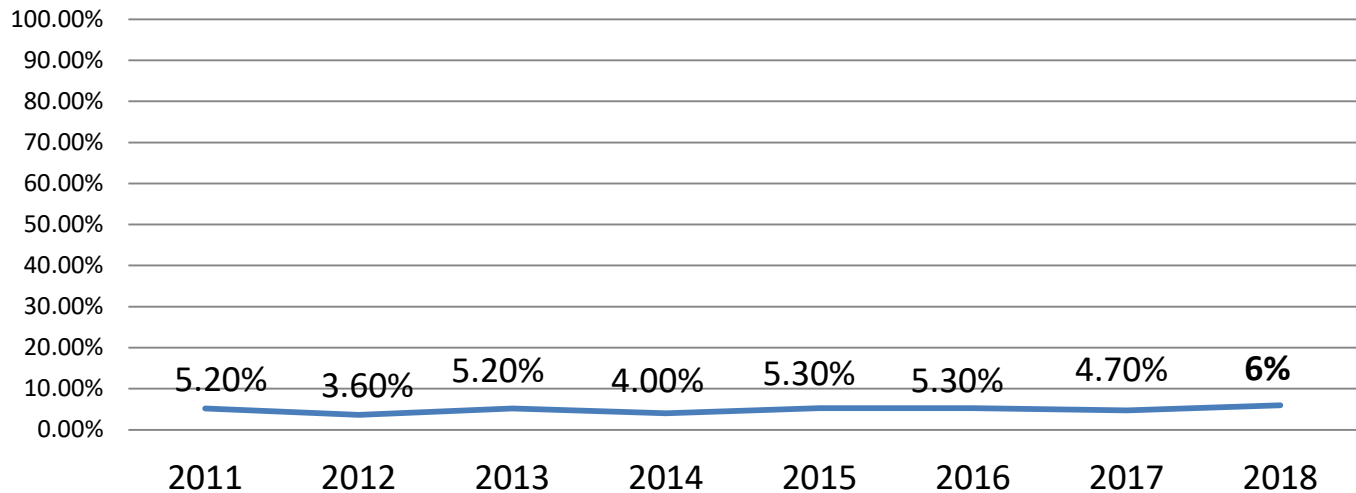
Current Performance: Child support is money a parent is court-ordered to pay to their child’s other parent or caregiver for the support of the child. The support may be part of an interim, temporary, permanent, or modified court order. Cost effectiveness is the Return on Investment realized as a result of this activity in our County; it is the total dollars collected during the federal fiscal year divided by the total dollars spent for providing child support services during the same year. It is also called the “CSPIA collections/expense ratio.”

St. Louis County CSPIA Collects/Expense Ratio	
2010	\$5.55
2011	\$4.84
2012	\$5.25
2013	\$5.19
2014	\$5.17
2015	\$4.86
2016	\$4.83
2017	\$4.50
2018	\$4.05
2019	\$4.03
Data source: 2019 Minnesota Child Support Performance Report	

Measure 15. Public Health & Human Services –Low Birth Weight Children

Current Performance: The Council on Local Results and Innovation recommended, as one measure of life expectancy, babies born with a low birth weight, as these children have an increased risk of dying. Approximately half of the St. Louis County public health nurses provide home visits to high risk maternal populations, seeing clients prenatally and post-partum, to provide support and education to prevent complications, including low birth weight.

Low-Birth Weight Births



Data Source: County Health Rankings & Roadmaps

<https://www.countyhealthrankings.org/app/minnesota/2018/rankings/st-louis/county/factors/overall/snapshot>

Note: 2018 is the most recent data available

Property Records, Valuation, Assessment	
Department Goal:	Inspect, value, and classify - for property tax purposes – all taxable parcels with new construction on an annual basis. Assessments meet Department of Revenue standards for level and consistency.
Commissioner Priority Area:	Effective and Efficient Government

Measure 16. County Assessor–Assessment Ratio

Current Performance: The median assessment level for all classes of property based on sales adjusted for local effort falls within the Department of Revenue’s acceptable range of 90% to 105% with a coefficient of dispersion less than 20 percent. This means that assessments should consistently fall within 90 to 105 percent of sales prices.

The following are statistics from the 2018 sales ratio report used for taxes payable in 2019 for St. Louis County provided by the Minnesota Department of Revenue. The current St. Louis County level of assessment ratio, median ratio, falls between 90-105% for 2018 (taxes payable 2019).

2018 St. Louis County Sales Ratio Report for Taxes Payable 2019		
PROPERTY TYPE	MEDIAN RATIO	DOR Acceptable Range of 90-105%
RESIDENTIAL	94.84%	acceptable
COMMERCIAL/INDUSTRIAL	92.46%	acceptable

Data Source: 2018 Assessment Sales Ratio Study Final Sales Analysis for the State Board of Equalization

<https://www.mndor.state.mn.us/ReportServer/Pages/ReportViewer.aspx?/Property+Tax/SalesRatio&rs:Command=Render&Report=SBE12>

Measure 17. County Recorder–Turn-around Time

Current Performance: MN Stat. 357.182 Subd. 3 requires a 10-day turnaround for paper documents and a 5-day turnaround for electronic documents. The average turnaround time for both paper and electronic was 2.20 days for Abstract and 2.74 days for Torrens. The department’s average was **2.47 days** turnaround time (down from 3.89 days in 2018), surpassing the requirement. The increase in electronic processing of documents allows the department a much faster turnaround time.

Elections	
Department Goal:	Maintain high election standards and public confidence in the election process in compliance with state and federal election laws (including the Help America Vote Act, HAVA).
Commissioner Priority Area:	Effective and Efficient Government

Measure 18. County Auditor – Accuracy

Current Performance: There were not any state or federal elections in 2019 so no post-election audits were performed. There were no election-related issues during the one special election for the St. Louis County District 5 Commissioner election.

Veterans Services	
Department Goal:	To annually increase the number of veterans we work with and to serve them in a timely and customer-oriented manner.
Commissioner Priority Area:	Public Health and Safety; Effective and Efficient Government

Measure 19. Veterans Service Office – Customer Service

Current Performance: Customer satisfaction surveys have been used by this office to assure customer satisfaction. There were a total of 51 customer comment cards collected, **98% were rated excellent** and 2% were rated good. In 2019, the following statistics were collected to measure engagement:

- Expanded outreach from 24 events in 2018 to 63 events in 2019 a 162% increase
- Grew Veterans Services Facebook page (154 individuals/organizations are following our content)
- Led District Three Veteran Service Officer Training for 11 counties which included: Aitkin, Carlton, Cook, Crow Wing, Itasca, Kanabec, Koochiching, Lake, Mille lacs, Pine, and St. Louis.

Note: 2017 customer satisfaction data

Measure 20. Veterans Service Office – Dollars for Veterans' Benefits

Current Performance: For 2018, Federal benefits totaled **\$111,697,000** (up from \$111,000,000 in 2017) and 2019 State benefits totaled **\$137,020** (down from 145,000 in 2018) in Veterans' benefits brought into St. Louis County.

Data Source: VA posted 2018-2019 expenditure data. 2019 federal data will be available mid-2020.

Measure 21. Veterans Service Office – Percentage of Veterans Receiving Benefits

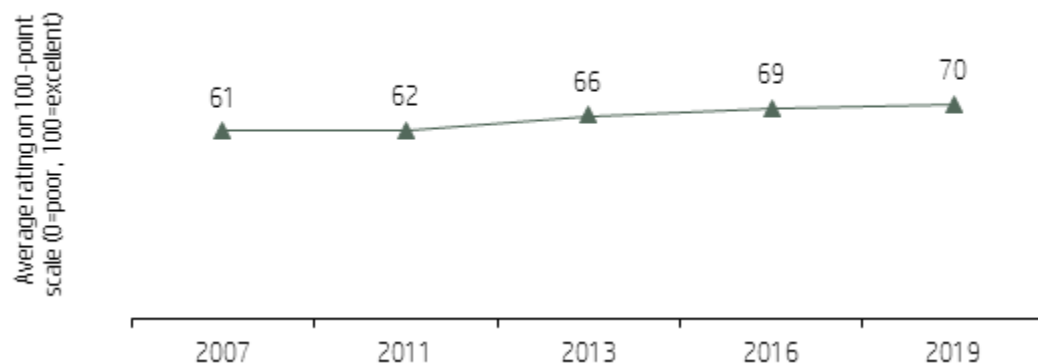
This measure was recommended by 2008 OLA report. There is currently no reliable data source for this measure. In 2018, the veteran population of St. Louis County was 15,384 (down 320 from 15,704 in 2017). There were 10,305 documented communications with veterans throughout 2019.

Parks, Libraries	
Department Goal:	N/A – St. Louis County does not provide parks or libraries.
Commissioner	Public Health and Safety; Community Growth and Prosperity
Priority Area:	

Measure 22. Parks/Libraries – (N/A No County Parks, Recreational Programs or County Facilities)

Current Performance: Although St. Louis County does not operate county parks, some of the 2019 Residential Survey Data speaks to general ratings in this area. The overall quality of life was given an average rating of 70 points, or “good,” a similar rating compared to 2016, although this rating has been trending up since this question was first asked. Quality of life ratings given to St. Louis County were higher than average ratings given to other counties across the nation.

Overall, how would you rate the quality of life in St. Louis County?



More about our survey: St. Louis County partners with other Minnesota counties to work with the National Research Center on a statistically valid and representative residential survey which is conducted every 2-3 years. This survey was conducted in 2007, 2011, 2013, 2016 and 2019. The data is summarized here. The 2019 survey response rate was 33% (1,964 households received a survey; 647 surveys were completed).

Measure 23. Arrowhead Library System (of which St. Louis County is a member) – Annual Visits

Current Performance: St. Louis County is a member of the Arrowhead Library System. As such, we do not have direct authority for their services. However, the Arrowhead Library System provided the following statistics for consideration:

Public Library	2010 Population	2018 Library Visits	2019 Library Visits	Visits Per Thousand
Aurora	1,709	14,599	13,858	8.11
Babbitt	1,475	17,640	14,956	10.14
Buhl	1,000	4,728	5,034	5.03
Chisholm	4,976	23,029	22,384	4.50
Cook	574	21,143	16,657	29.02
Duluth	86,265	426,082	437,668	5.07
Ely	3,460	74,642	71,271	20.60
Eveleth	3,718	17,329	17,503	4.71
Gilbert	1,799	9,860	8,514	4.73
Hibbing	16,361	83,079	85,068	5.20
Hoyt Lakes	2,017	13,962	13,663	6.77
Mountain Iron	2,869	24,107	13,955	4.86
Virginia	8,712	80,548	69,940	8.03
ALS Bookmobile	64,994	6,030	5,956	0.09
TOTAL	199,929	816,778	796,427	3.98

Budget, Financial Performance	
Department Goal:	Provide professional finance and accounting services in keeping with best practices, ensuring that public dollars are used exclusively for authorized public purposes.
Commissioner Priority Area:	Effective and Efficient Government

Measure 24. County Auditor – Bond Rating

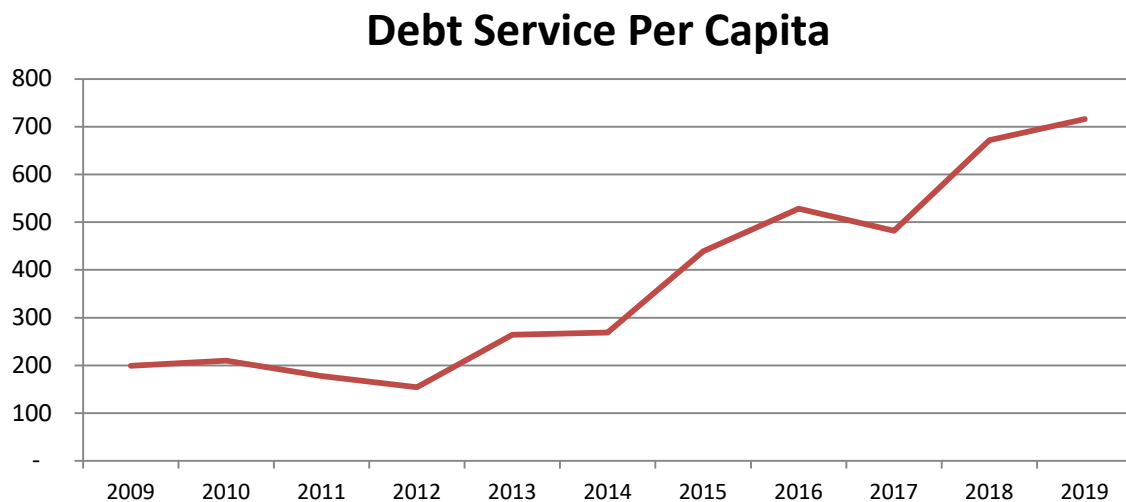
Current Performance: AA+ rating achieved in rating review as part of 2013 bond issuances. In 2018, the County retained an AA+ credit rating from Standard and Poor's. This rating is just one step below the highest possible rating of AAA. The rating makes the debt offerings of the County more attractive to investors and lowers the cost of borrowing. This rating was retained by the County having sound financial policies, strong management, and a broad and diverse economy.

Data source: Standard & Poor's Ratings Services

Measure 25. County Auditor – Debt Service per capita

Current Performance: \$716 per capita (vs. \$672 per capita in 2018)—St. Louis County's debt levels are well below all established limits.

Please note: the bond sale in 2015 is to accelerate the county's Transportation Improvement Plan and debt service payments are paid by the dedicated Transportation Sales Tax.



Data source: St. Louis County 2019 Comprehensive Annual Financial Report

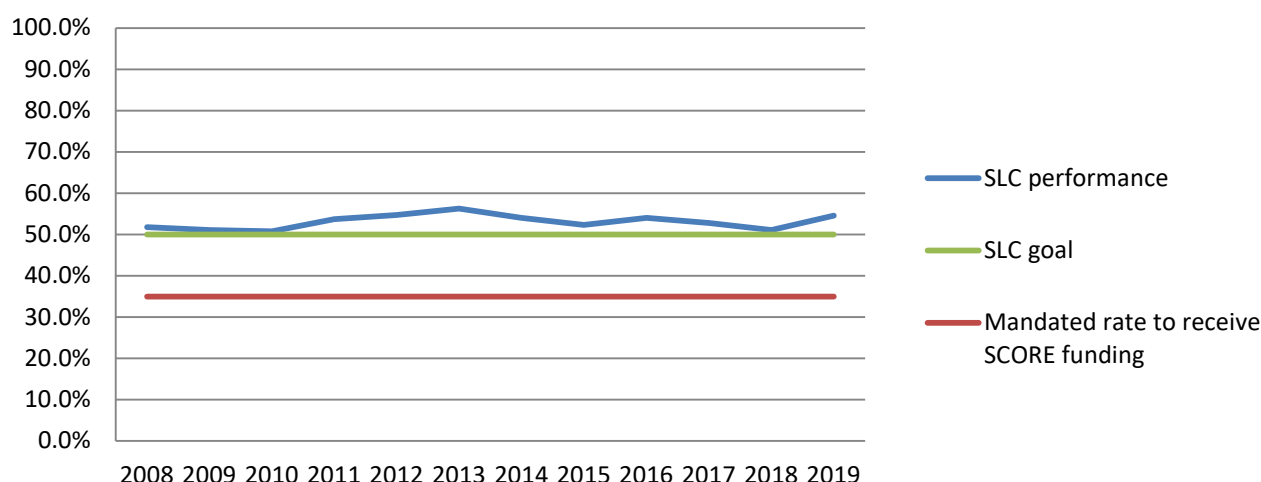
Environment	
Department Goal:	To act in a leadership capacity to ensure a sustainable integrated waste system. Further, to lead by developing public and private partnerships to focus resources on areas of greatest impact to the environment and economy of the County.
Commissioner Priority Area:	Public Health and Safety; Viable Natural Resources and Ecosystem

Measure 26. Environmental Services – Recycling Percentage

St. Louis County Environmental Services works to maintain State of Minnesota Select Committee on Recycling and the Environment (SCORE) recycling levels at or above 50% of the total waste stream. The Environmental Services Department has received funding from the State of Minnesota for recycling programs through this fund. SCORE funds are generated through the State Solid Waste Management tax on garbage disposal. SCORE recycling tonnages are calculated annually. The mandated rate to receive SCORE funding for non-metro counties is 35%; the Department goal is 50% or higher.

Current Performance: 54.55% (vs. 51.06% in 2018)

SCORE Recycling Percentages



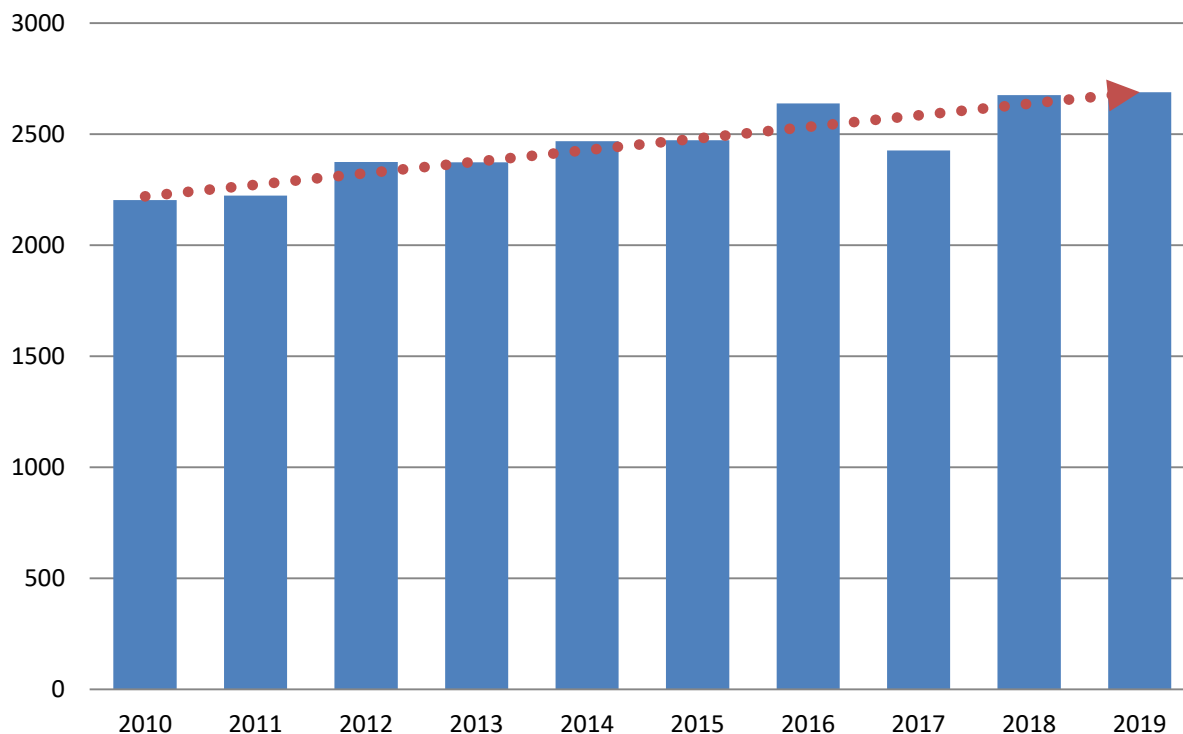
Factors or Outside Influences Affecting Results – The County has not adopted an ordinance for mandatory recycling within the SWMA. Current economic patterns influence the degree consumers manage their waste. Individual materials continue to get lighter as packaging industry standards evolve, thus reducing recordable weights. Score recycling percentage also dependent on number of respondents to County’s annual SCORE survey. 2019 survey responses were significantly better in for 2019 than for 2018, assume business slowdown during the COVID-19 pandemic provided time for businesses to respond.

Changes to Meet Target for 2020 – The ESD will continue public education efforts to encourage residents and businesses to recycle and reuse. Technical assistance was being provided to area schools to increase institutional recycling rates.

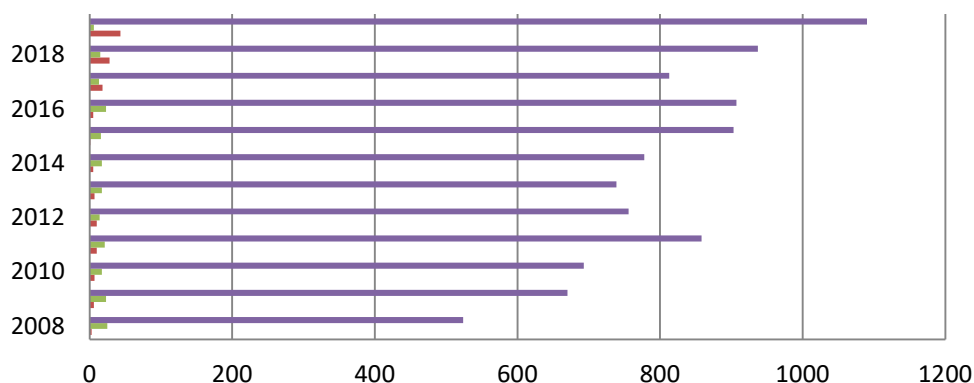
Measure 27. Environmental Services – HHW and Electronics

Current Performance: 95.12 tons of Household Hazardous Wastes were collected/managed in 2019 compared to 82.65 tons in 2018. This includes nickel-cadmium batteries, sealed lead acid batteries, fluorescent tubes, and Product Exchange materials collected at the St. Louis County HHW facilities and remote collection sites. The St. Louis County Environmental Services Department (ESD) provides a comprehensive solid waste management system for that part of St. Louis County outside of the Western Lake Superior Sanitary District. The ESD works to increase the number of customers utilizing free disposal at the thirteen HHW mobile collections and two year-round HHW collection facilities.

Households utilizing St. Louis County's HHW collection network



HHW Collection Network Statistics



	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
■ Number of Users of Product Exchange	524	670	693	858	756	739	778	903	907	813	937	1090
■ Number of Very Small Quantity Generators (VSQG)	25	23	17	21	14	17	17	16	23	13	15	6
■ Number of Minimum Quantity Generators (MQ)	3	6	7	10	10	7	5	1	5	18	28	43

Factors or Outside Influences Affecting Results – ESD’s HHW program is free to all residential property owners within the department’s Solid Waste Management Area. Businesses can participate in the HHW program as a direct paying customer, although many elect to contract with private contractors providing hazardous waste collection and disposal services. Since the County’s adoption of the Minnesota PaintCare Program, businesses and homeowners have been utilizing free paint disposal opportunities through the HHW program and other local commercial vendors participating in the PaintCare program. The now completed Highway 53 project is likely to have impacted the perceived ease of access to the HHW site, thus accounting for the potential decrease in homeowner participation.

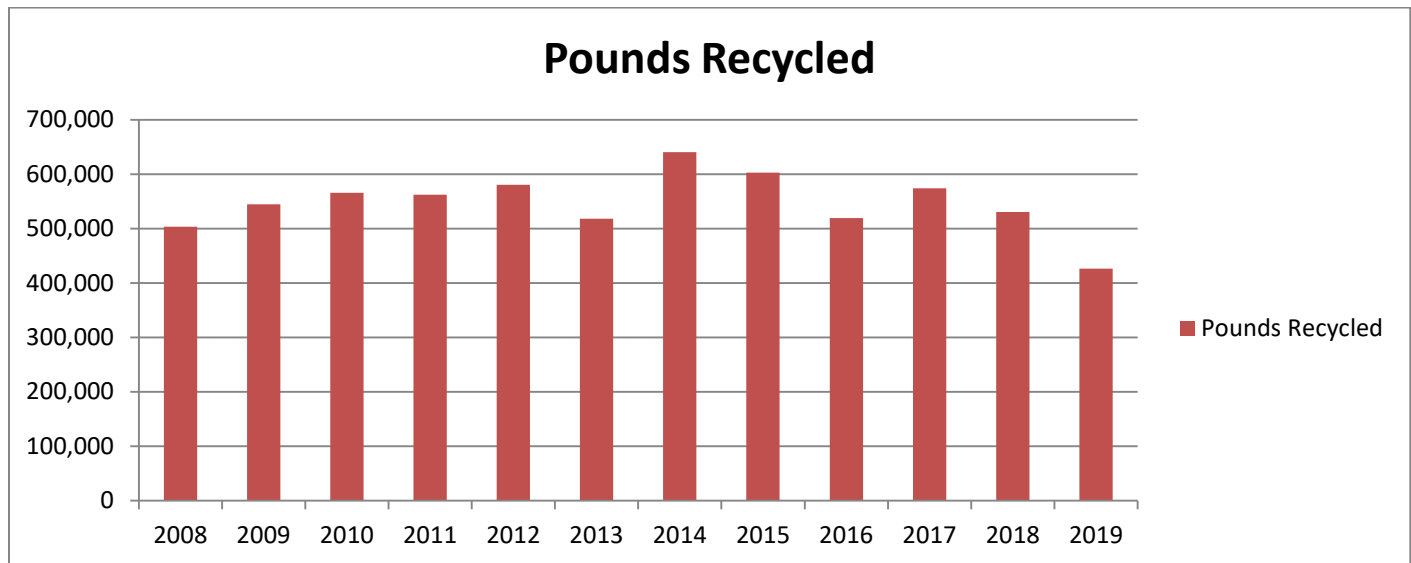
Changes to Meet Target for 2020 – The HHW collection facilities in Hibbing and Virginia were closed to the public on March 27, 2020 due to the COVID-19 pandemic. However, emergency drop off of household hazardous waste would be accepted on an appointment-only basis, based on staff availability. Additionally, the department’s remote HHW collection program has been postponed indefinitely at this time. Should the department decide to resume the remote collection program later in the year, the Department will notify citizens through the department’s webpage, Facebook and print and radio advertising. In 2019, the Department received reimbursement of \$40,585 from the PaintCare Program to help offset collection, haulage and disposal costs associated with the department’s participation in the program. The department anticipates continued public and business participation in the program.

Additionally, the department has successfully expanded its program to allow the acceptance of commercially-generated hazardous waste from any business identified as a Very Small Quantity Generator (VSQG), those businesses generating up to two hundred twenty pounds of hazardous waste per month. The Department will continue to conduct three summer VSQG remote collections in addition to year round scheduled appointments at the HHW facility located at the Regional Landfill. In 2019, the VSQG B-Clean Program disposed of approximately 9,156 pounds of hazardous waste materials compared to approximately 6,015 pounds of hazardous waste materials in 2018.

Measure: Make proper disposal of electronics an accepted practice by the general public.

Performance Target: Increase the capture of waste electronics from the municipal solid waste stream by 1%.

Date Source: LMS



Factors or Outside Influences Affecting Results – State law mandates that commercial waste electronic and residential video display devices (e-waste) are banned from landfills and must be processed for recycling. The only collection sites for residential e-waste within the Environmental Services Solid Waste Management Area are provided by the department. Fees charged for the collection of e-waste are kept low to encourage proper disposal, resulting in haulage and processing costs subsidized by other solid waste program revenues. Continued use of effective advertising will insure that electronics are recycled properly. E-waste manufacturers have made great progress in significantly reducing the weight of video display devices, which is starting to show up in program totals.

Changes to Meet for Target 2020 - The goal is to increase pounds recycled by 1% per year. The department is proposing to replace that metric with the number of loads (semi-trailers) shipped for recycling given newer electronic products are lighter in weight, but maintain the volume of older e-waste. While fluctuations will occur from year to year, the program should continue to see lower levels than the record pounds collected in 2014.

BOARD LETTER NO. 20 – 219

ESTABLISHMENT OF PUBLIC HEARINGS FINANCE & BUDGET COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: June 9, 2020 **RE:** Establish a Public Hearing for
Proposed Use of the CDBG-CV
and ESG-CV CARES Act
Funding and Amendment of
the 2020 Action Plan

FROM: Kevin Z. Gray
County Administrator

Matthew E. Johnson
Planning and Community Development Director

RELATED DEPARTMENT GOALS:

To assist communities in achieving housing, economic development, and community development objectives. To secure and administer federal, state and other funding which implement county policies and maximize local resources.

ACTION REQUESTED:

The St. Louis County Board is requested to set a public hearing, as required by the U.S. Department of Housing and Urban Development (HUD), for July 28, 2020 at 9:40 A.M. at the St. Louis County Courthouse in Virginia, Minnesota to receive public comment on the proposed use of Community Development Block Grant (CDBG-CV) and Emergency Solutions Grant (ESG-CV) awarded to St. Louis County through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and Amendment of the 2020 Action Plan to include the proposed use.

BACKGROUND:

St. Louis County is receiving a special allocation of funds from HUD to address the current coronavirus or COVID-19 pandemic. The special allocation flows through the CDBG-CV and ESG-CV programs. The funding was approved through passage of the CARES Act by the U.S. Congress to provide emergency assistance and health care response for individuals, families, and businesses affected by the 2020 coronavirus pandemic.

As an entitlement entity for CDBG and ESG funding, St. Louis County has been notified of CARES Act funding awards of \$1,164,632 in CDBG-CV and \$578,797 in ESG-CV. The city of Duluth will separately receive CDBG-CV and ESG-CV funding.

Use of the CDBG-CV and ESG-CV funding for activities is subject to the existing federal regulations for each program but must also address planning for, responding to, or preventing the coronavirus. St. Louis County must also conduct public process to award the funding and submit an amendment to its annual Action Plan for HUD approval. HUD has provided a waiver to some provisions of the public participation process to allow faster submission of the amendment and implementation of proposed activities.

The Planning and Community Development Department gathered public input to the coronavirus impacts through a public survey, strategic agency and group consultations, and County interdepartmental outreach. The public survey was made available from April 29 – May 22, 2020 and generated 386 responses. Compilation of this information was used to create a list of activities eligible for funding and solicitation of applications through existing public notification processes.

Applications received are reviewed by the St. Louis County Citizen Advisory Board for the CDBG program and the Rural Housing Coalition for the ESG program. These committees form funding recommendations that will be published for public comment over an abbreviated five-day period. The recommendations and any public comments will be presented to the St. Louis County Board of Commissioners for its action.

RECOMMENDATION:

It is recommended that the St. Louis County Board hold a public hearing on the proposed use of CDBG-CV and ESG-CV funding received under the CARES Act and Amendment of the 2020 Action Plan on Tuesday, July 28, 2020, at 9:40 A.M. at the St. Louis County Courthouse in Virginia, Minnesota.

**Establish a Public Hearing for Proposed Use of the CDBG-CV and ESG-CV
CARES Act Funding and Amendment of the 2020 Action Plan**

BY COMMISSIONER _____

WHEREAS, The U.S. Department of Housing and Urban Development (HUD) has notified St. Louis County of special allocations of funds flowing through the Community Development Block Grant (CDBG-CV) and Emergency Solutions Grant (ESG-CV) programs to address the current coronavirus or COVID-19 pandemic; and

WHEREAS, St. Louis County has conducted required citizen participation process to determine need, eligibility, and priority for use of the CDBG-CV and ESG-CV funding through public comment and citizen advisory committee review and recommendation; and

WHEREAS, HUD has provided an abbreviated public comment period on the proposed use of CDBG-CV and ESG-CV funding; and

WHEREAS, The comment period begins July 17, 2020 and will be completed July 27, 2020.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board will hold a public hearing on Tuesday, July 28, 2020, at 9:40 A.M., at the St. Louis County Courthouse in Virginia, Minnesota, for the purpose of receiving citizen comments on the established priorities and funding recommendations included in the Amendment to the 2020 Action Plan.

BOARD LETTER NO. 20 - 220

HEALTH & HUMAN SERVICES COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: June 9, 2020

RE: Reallocation of Information
Specialist II to Information
Specialist III

FROM: Kevin Z. Gray
County Administrator

Linnea Mirsch, Director
Public Health & Human Services

James R. Gottschald, Director
Human Resources

RELATED DEPARTMENT GOAL:

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

ACTION REQUESTED:

The St. Louis County Board is requested to approve the reallocation of a 1.0 FTE Information Specialist II position in the Public Health and Human Services Department to a 1.0 FTE Information Specialist III position.

BACKGROUND:

Whenever a vacancy occurs in the Public Health and Human Services Department (PHHS), a review is done to determine if that position should be filled as is or if it should be reallocated to a level more aligned with the needs of the Department and the customers it serves. PHHS conducted this review when an Information Specialist II position became vacant in the north Home and Community Based Services (HCBS) Division and determined that a reallocation to an Information Specialist III was appropriate.

Previously, HCBS had utilized an Information Specialist III that is no longer part of the division. HCBS needs an Information Specialist III for leadership, accountability, and flexibility in the division.

PHHS requested a position reallocation review by the Human Resources Department (HR). On April 27, 2020, HR reallocated the Information Specialist II position to the Information Specialist III. Because this reallocation is more than three pay grades, County Board approval is required.

RECOMMENDATION:

It is recommended that the St. Louis County Board reallocate a 1.0 FTE Information Specialist II position (Position code 0413-002, Civil Service Basic Unit Pay Plan, Pay Grade B10), to a 1.0 FTE Information Specialist III (Civil Service Basic Unit Pay Plan, Pay Grade B14), in the Public Health and Human Services Department, resulting in an increase of \$4,485, to be accounted for in Fund 230, Agency 232005, Object 610100.

Reallocation of Information Specialist II to Information Specialist III

BY COMMISSIONER_____

WHEREAS, When a vacancy occurs in the Public Health and Human Services Department (PHHS), a review is done to determine if that position should be filled as is or if it should be reallocated to a level more aligned with the needs of the Department and the customers it serves; and

WHEREAS, PHHS and the Human Resources Department conducted such a review when an Information Specialist II position became vacant serving the north Home and Community Based Services Division and determined that reallocation to an Information Specialist III was appropriate; and

WHEREAS, County Fiscal Policies specify that any position change greater than three pay grades must go to the County Board for approval;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the reallocation of a 1.0 FTE Information Specialist II position (Position code, Civil Service Basic Unit Pay Plan, Pay Grade B10), to a 1.0 FTE Information Specialist III (Civil Service Basic Unit Pay Plan, Pay Grade B14), in the Public Health and Human Services Department, resulting in an increase of \$4,485 to be accounted for in Fund 230, Agency 232005, Object 610100.

PHHS POSITION REALLOCATIONS YEAR-TO-DATE 2020
(*Required Board Action)

Former Job Title	New Job Title	Date of Reallocation	Position Code	Additional Cost	Decrease
IS II	IS III	6/9/2020	0413-002	\$4,485	

BOARD LETTER NO. 20 - 221

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: June 9, 2020

RE: Appointments to the St. Louis
County Cooperative Extension
Committee

FROM: Kevin Z. Gray
County Administrator

Patty Swedberg
County Extension Administrator

RELATED DEPARTMENT GOAL:

To connect community needs with County and University resources to address critical issues in St. Louis County by involving people in improving the quality of life and enhancing the economy and the environment through education and applied research.

ACTION REQUESTED:

The St. Louis County Board is requested to appoint four new members to the St. Louis County Cooperative Extension Committee.

BACKGROUND:

The St. Louis County Cooperative Extension Committee is comprised of eight citizens appointed at large pursuant to Minn. Stat. § 383C.074. Citizen appointees are expected to have knowledge of County Extension programs and be interested in the development of educational programs for the constituents of St. Louis County.

There are a total of four vacancies on this committee which were advertised in March and April. Pursuant to Board policy, the four applications received were previously provided to Commissioners on May 18, as part of Board Memo No. 20-18, to review and make recommendations prior to bringing appointments forward. The citizens making application are as follows:

Mark Baumann – Floodwood, MN: Mr. Baumann has farmed in St. Louis and Carlton Counties for more than 50 years and worked in the construction industry as a supervisor and project manager for more than 30 years, including construction of residential water & sewer infrastructure.

Karen Brodeen – Cook, MN: Ms. Brodeen attended agricultural college and has been self-employed her entire life as a farmer/rancher. She has served as a board member for both the Northeast MN Holstein Association and the St. Louis County American Dairy Association.

Jay Juten – Duluth, MN: Mr. Juten is the owner of a 350 acre beef and crop farm which has been operated in his family for more than a century and has farmed himself for over 50 years. He has also been in carpentry and the owner of a construction business for more than 35 years.

Jordy Sargent – Duluth, MN: Mr. Sargent holds a bachelor's degree from Oklahoma City University and has a variety of experiences including youth pastor, financial advisor, magazine publisher and has owned small business and worked at Google Headquarters as Google Maps Project Manager & Trainer.

Minn. Stat. § 383C.07 requires members of St. Louis County boards and commissions to be appointed for three-year terms.

RECOMMENDATION:

It is recommended that the St. Louis County Board appoint Mr. Baumann, Ms. Brodeen, Mr. Juten and Mr. Sargent to serve as members of the St. Louis County Cooperative Extension Committee for three-year terms ending June 23, 2023.

Appointments to the St. Louis County Cooperative Extension Committee

BY COMMISSIONER_____

WHEREAS, The St. Louis County Board appoints citizens to serve on the St. Louis County Cooperative Extension Committee;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board hereby appoints the following citizens to the St. Louis County Cooperative Extension Committee, for three-year terms ending June 23, 2023:

Mark Baumann, Floodwood, MN
Karen Brodeen, Cook, MN
Jay Juten, Duluth, MN
Jordy Sargent, Duluth, MN

BOARD LETTER NO. 20 - 222

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 2

BOARD AGENDA NO.

DATE: June 9, 2020

RE: Assistant County Attorneys
Unit: 2020 - 2022

FROM: Kevin Z. Gray
County Administrator

James R. Gottschald, Director
Human Resources and Administration

RELATED DEPARTMENT GOAL:

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

ACTION REQUESTED:

It is requested that the St. Louis County Board approve the 2020-2022 Assistant County Attorneys contract and authorize execution of the agreement with the American Federation of State, County and Municipal Employees (AFSCME).

BACKGROUND:

The Assistant County Attorneys unit is comprised of 30 employees who work in the County Attorney's office. The county's labor agreement with the Assistant County Attorneys unit expired December 31, 2019. St. Louis County and AFSCME have reached agreement on terms of a new collective bargaining agreement effective January 1, 2020 through December 31, 2022.

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

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

Other economic items include: effective December 18, 2021 a change in the length of service to receive longevity pay for employees in the Senior Attorney job classification, this will be implemented with a phased in approach; employees will be allowed the option to convert up to 37.5 hours of vacation leave time to their Deferred Compensation account once a year.

Other language changes include: employees' sick leave has been expanded to Sick and Parental Leave, where employees are allowed to use up to three (3) weeks of paid sick leave for bonding purposes for the birth or adoption of a child(ren); an employee's probationary period can be extended up to 24 months to accommodate approved leaves and work accommodations; effective January 1, 2021 employees hired after August 1, 2014 will have four (4) days of Personal leave to use annually after their second year of employment.

Additionally, there were a number of minor housekeeping changes such as removing obsolete references, updating dates and memorializing past practices.

RECOMMENDATION:

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

Assistant County Attorneys Unit: 2020 – 2022

BY COMMISSIONER_____

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

BOARD LETTER NO. 20 - 223

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 3

BOARD AGENDA NO.

DATE: June 9, 2020

RE: County Attorneys Investigators
Unit: 2020 - 2022

FROM: Kevin Z. Gray
County Administrator

James R. Gottschald, Director
Human Resources and Administration

RELATED DEPARTMENT GOAL:

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

ACTION REQUESTED:

It is requested that the St. Louis County Board approve the 2020-2022 County Attorneys Investigators contract and authorize execution of the agreement with the American Federation of State, County and Municipal Employees (AFSCME).

BACKGROUND:

The County Attorneys Investigators unit is comprised of 9 employees who work in the County Attorney's office. The county's labor agreement with the County Attorneys Investigators unit expired December 31, 2019. St. Louis County and AFSCME have reached agreement on terms of a new collective bargaining agreement effective January 1, 2020 through December 31, 2022.

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

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

Other economic items include: effective December 18, 2021 a change in the length of service to receive longevity pay, this will be implemented with a phased in approach; employees will be allowed the option to have their payouts of compensatory time paid to their Deferred Compensation accounts.

Other language changes include: employees' sick leave has been expanded to Sick and Parental Leave, where employees are allowed to use up to 3 weeks of paid sick leave for bonding purposes for the birth or adoption of a child(ren); an employee's probationary period can be extended up to 24 months to accommodate approved leaves and work accommodations; employees initial vacation accrual will increase after their first year of employment instead of after the second year; effective January 1, 2021 employees hired after August 1, 2014 will have four (4) days of Personal leave to use annually after their second year of employment.

Additionally, there were a number of minor housekeeping changes such as removing obsolete references, updating dates and memorializing past practices.

RECOMMENDATION:

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

County Attorneys Investigators Unit: 2020 – 2022

BY COMMISSIONER_____

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

BOARD LETTER NO. 20 - 224

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 4

BOARD AGENDA NO.

DATE: June 9, 2020

RE: Confidential Public Employees
Association Agreement: 2020 -
2022

FROM: Kevin Z. Gray
County Administrator

James R. Gottschald, Director
Human Resources and Administration

RELATED DEPARTMENT GOAL:

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

ACTION REQUESTED:

It is requested that the St. Louis County Board approve the 2020-2022 Confidential Unit contract and authorize execution of the agreement with the Confidential Public Employees Association (CPEA).

BACKGROUND:

The Confidential Public Employees Association is comprised of 25 employees who work in Human Resources, County Administration and County Auditor's. The county's labor agreement with CPEA expired on December 31, 2019. St. Louis County and CPEA have reached agreement on terms of a new collective bargaining agreement effective January 1, 2020 to December 31, 2022.

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

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

Other economic items include: effective December 18, 2021 a change in the length of service to receive longevity pay, this will be implemented with a phased in approach.

Other language changes include: employees' sick leave has been expanded to Sick and Parental Leave, where employees are allowed to use up to 3 weeks of paid sick leave for bonding purposes for the birth or adoption of a child(ren); effective January 1, 2021 employees hired after July 1, 2013 will have four (4) days of Personal leave to use annually after their second year of employment; vacation leave time will now be available for employee use after 3 months of employment; an employee's probationary period can be extended up to 24 months to accommodate approved leaves and work accommodations.

Additionally, there were a number of minor housekeeping changes such as removing obsolete references, updating dates and memorializing past practices.

RECOMMENDATION:

It is recommended that the St. Louis County Board ratify the 2020-2022 Confidential Public Employees Association collective bargaining agreement and authorize county officials to execute a written agreement consistent with negotiations.

Confidential Public Employees Association Agreement: 2020 - 2022

BY COMMISSIONER_____

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

BOARD LETTER NO. 20 - 225

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 5

BOARD AGENDA NO.

DATE: June 9, 2020

RE: Jail/911 Bargaining Agreement:
2020 - 2022

FROM: Kevin Z. Gray
County Administrator

James R. Gottschald, Director
Human Resources and Administration

RELATED DEPARTMENT GOAL:

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

ACTION REQUESTED:

It is requested that the St. Louis County Board approve the 2020-2022 Jail/911 contract and authorize execution of the agreement with the American Federation of State, County and Municipal Employees (AFSCME).

BACKGROUND:

The Jail/911 unit is comprised of 111 employees who work in the Sheriff's Office-Jail and 911 Communications work divisions. The county's labor agreement with the Jail/911 unit expired December 31, 2019. St. Louis County and AFSCME have reached agreement on terms of a new collective bargaining agreement effective January 1, 2020 through December 31, 2022.

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

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

Other economic items include: increasing the Deputy Sheriff Sergeant-Corrections Officer job class from grade P21 to P22 effective December 21, 2019; effective December 18, 2021 a change in the length of service to receive longevity pay, this will be implemented with a phased in approach.

Other leave changes include: employees' sick leave has been expanded to Sick and Parental Leave, where employees are allowed to use up to 3 weeks of paid sick leave for bonding purposes for the birth or adoption of a child(ren); for employees hired after July 1, 2013, their compensatory time leave bank is to be capped at 100 hours with the ability to earn and use up to that cap; effective January 1, 2020 employees hired after July 1, 2013 will have four (4) days of Personal leave to use annually after their second year of employment; employees first year vacation accrual will increase from 2.1 hours to 3.00 hours.

Other language changes include: eligibility for new part-time employees and their proration for benefits will be reevaluated at 489 hours in addition to the end of the year evaluation; an employee's probationary period can be extended up to 24 months to accommodate approved leaves and work accommodations; and the addition of Addendum 8 effective December 21, 2019 which addresses the administration of Holiday pay for Emergency Communication Specialists.

Additionally, there were a number of minor housekeeping changes such as removing obsolete references, updating dates, memorializing past practices, posting of the schedule quarterly instead of annually, and updates to Jail policies and procedures.

RECOMMENDATION:

It is recommended that the St. Louis County Board ratify the 2020-2022 Jail/911 unit collective bargaining agreement and authorize county officials to execute a written agreement consistent with negotiations.

Jail/911 Bargaining Agreement: 2020 – 2022

BY COMMISSIONER_____

RESOLVED, That the 2020-2022 Jail/911 unit bargaining agreement is ratified and county officials are authorized to execute the Collective Bargaining Unit Agreement, a copy of which is on file in County Board File No. _____.

BOARD LETTER NO. 20 - 226

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 6

BOARD AGENDA NO.

DATE: June 9, 2020

RE: Civil Service Supervisory Unit:
2020 - 2022

FROM: Kevin Z. Gray
County Administrator

James R. Gottschald, Director
Human Resources and Administration

RELATED DEPARTMENT GOAL:

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

ACTION REQUESTED:

It is requested that the St. Louis County Board approve the 2020-2022 Civil Service Supervisory contract and authorize execution of the agreement with the St. Louis County Employees Association (SLCEA).

BACKGROUND:

The Civil Service Supervisory unit is comprised of 116 employees who work in various departments throughout St. Louis County. The county's labor agreement with the Civil Service Supervisory unit expired December 31, 2019. St. Louis County and SLCEA have reached agreement on terms of a new collective bargaining agreement effective January 1, 2020 through December 31, 2022.

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

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

Other economic items include: Sheriff Office supervisors will receive a uniform allowance of \$54.00 dollars monthly; Sheriff Office supervisors required to appear in court outside of their regularly scheduled hours will receive overtime pay; Public Works supervisors who were required to perform snow removal and other strike coverage duties during the strike event in January 2020 will receive a one-time stipend of \$500.00; effective December 18, 2021 a change in the length of service to receive longevity pay, this will be implemented with a phased in approach.

Other leave changes include: sick leave has been expanded to Sick and Parental Leave, where employees are allowed to use up to 3 weeks of paid sick leave for bonding purposes for the birth or adoption of a child(ren); effective January 1, 2021 employees hired after January 1, 2013 will have four (4) days of Personal leave to use annually after their second year of employment;

Other language changes include: removal of Appendix A and incorporating some of those provisions into the main collective bargaining agreement; an employee's probationary period can be extended up to 24 months to accommodate approved leaves and work accommodations; an Election of Remedies section was added to the Grievance Article.

Additionally, there were a number of minor housekeeping changes such as removing obsolete references, updating dates and memorializing past practices.

RECOMMENDATION:

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

Civil Service Supervisory Unit: 2020 - 2022

BY COMMISSIONER_____

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

BOARD LETTER NO. 20 - 227

ENVIRONMENT & NATURAL RESOURCES COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: June 9, 2020

RE: Repurchase of State Tax
Forfeited Land – Donahue
(Homestead)

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Director
Land and Minerals

Nancy J. Nilsen
County Auditor/Treasurer

RELATED DEPARTMENT GOAL:

To perform public services while providing financial return to the county and taxing districts.

ACTION REQUESTED:

The St. Louis County Board is requested to approve an application to repurchase state tax forfeited land in the City of Winton.

BACKGROUND:

Minn. Stat. § 282.241 provides for state tax forfeited land to be repurchased by the previous owner subject to payment equivalent to the delinquent taxes and assessments, with penalties, interest, and maintenance costs. The homestead property to be repurchased forfeited to the State of Minnesota on November 7, 2019. James Donahue of Breckenridge, MI, has made application to repurchase this property and is eligible to repurchase the property.

If the County Board has good cause to believe that a repurchase installment payment plan for a particular parcel is unnecessary and not in the public interest, the County Board may require as a condition of repurchase that the entire repurchase price be paid at the time of repurchase.

The City of Winton has notified the former resident to clean up the property and comply with the City's blight ordinance. The property is considered a safety and health hazard,

and the Winton City Council is concerned that the former owner will not comply with the blight ordinance given the past history of ordinance violation.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the repurchase application of James Donahue of Breckenridge, MI, subject to payment in full and execution of a contract for deed to ensure site remediation actions and resolution of any county or municipal code violations are completed within 120 days. The repurchase is subject to the following payments: total taxes and assessments of \$3,397.20, deed tax of \$11.21, deed fee of \$25, recording fee of \$46, maintenance fee of \$81.90 for a total of \$4,061.31, to be deposited into Fund 240 (Forfeited Tax Fund); plus a service fee of \$500, to be deposited into Fund 100 (General Fund).

Repurchase of State Tax Forfeited Land – Donahue (Homestead)

BY COMMISSIONER: _____

WHEREAS, Minn. Stat. § 282.241 provides that state tax forfeited land may be repurchased by the previous owner subject to payment of delinquent taxes and assessments, with penalties, interest, and maintenance costs; and

WHEREAS, The applicant, James Donahue of Breckenridge, MI, has applied to repurchase state tax forfeited land legally described as:

CITY OF WINTON
Lot 33
ST CROIX PLAT WINTON
190-0040-00330

WHEREAS, The applicant was the owner of record at the time of forfeiture and is eligible to repurchase the property; and

WHEREAS, The City of Winton has provided documentation indicating this property has not been maintained and remediation actions are needed to comply with the local blight ordinance; and

WHEREAS, Resolution of homestead status and any county or municipal code violations ~~and~~ will become a condition of the repurchase; and

WHEREAS, It is in the public interest to require payment in full at the time of the repurchase and to enter into a contract for deed to ensure site remediation actions are completed within 120 days;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the repurchase application by James Donahue of Breckenridge, MI, on file in County Board File No.____, subject to payments including: total taxes and assessments of \$3,397.20, deed tax of \$11.21, deed fee of \$25, recording fee of \$46, maintenance fee of \$81.90, for a total of \$4,061.31, to be deposited into Fund 240 (Forfeited Tax Fund); plus a service fee of \$500, to be deposited into Fund 100 (General Fund).

RESOLVED FURTHER, That the St. Louis County Board requires payment in full at the time of the repurchase.

RESOLVED FURTHER, That the St. Louis County Board requires the applicant to enter into a contract for deed to ensure site remediation actions are completed, homestead status is correctly reported, and any county or municipal code violations are resolved within 120 days of executing the contract for deed.

Mark Weber

From: Kathy Brandau <brandauplumbing@midco.net>
Sent: Wednesday, April 22, 2020 10:22 AM
To: Mark Weber; Anne Jackson
Subject: Re: Property at 436 Main Street North In Winton

WARNING: External email. Please verify sender before opening attachments or clicking on links.

Dear Mr. Weber,

I am writing to you in regards to the property at 436 Main Street North in Winton. I understand this is a Tax Forfeit property. It was brought to my attention that Jamie Donahue was living at the residence and on April 21, 2020 Deputy Chris Anderson was on site and had her vacate the property. She stated she paid a portion of the back real estate taxes. St. Louis County Commissioner Paul McDonald did some searching and found that no such payments were received by the County.

I do not want to see this property revert back to the owner. They have done nothing to clean up the property over the past 3 years and it is a hazard to our community. I was told that since it is a Tax Forfeit property the County will begin cleanup this Spring.

My recommendation is to continue as a Tax Forfeit property and proceed as planned.

If you have any questions and would like to discuss this matter, I can be reached at 218-343-3008.

Sincerely,
Kathy Brandau
Mayor, City of Winton

Brandau Plumbing & Heating
1111 Highway 169
Ely, Mn 55731
218-365-3985
www.brandauplumbing.com

RECEIVED

JAN 21 2020

LAND COMMISSIONER

City of Winton
102 N. Main Street
Winton, MN 55796
wintoncityclerk@gmail.com
(218) 365-5941

January 15, 2020

Stacy Melcher, Senior Planner
St. Louis County Land and Minerals Department
320 W. 2nd Street, Room 302
Duluth, MN 55802

RE: Tax Forfeit parcel 190 40 330

Dear Stacy:

Enclosed is the City of Winton blight ordinance and correspondence between Josh Donohue and the City of Winton, as well as letters to Commissioner McDonald and the St. Louis Health Department regarding the terrible condition of the parcel. Josh Donohue is the grandson of the owner, James Donohue. Josh Donohue has been representing himself to the Winton Council as the new owner of this property for several years. He stated that his grandfather was giving the property to him. James Donohue currently lives in Michigan.

As you can see from the history of correspondence, several attempts have been made to Josh to clean this property and comply with the blight ordinance. The property remains a virtual junkyard, devaluing the residential area. Mayor Brandau had correspondence and calls to James Donohue, grandfather, at the time she sent the notices to Commissioner McDonald and the Health Department.

At the January 2020 Winton City Council meeting, a motion was made to reject any purchase of this parcel by the City and to refuse the current owner of the parcel a redemption of the parcel by payment of the back taxes. The Council feels the owner will not comply with the blight ordinance, given the past history.

Sincerely,



Anne Jackson
Winton City Clerk

CITY OF WINTON

Ordinance #46

AN ORDINANCE PROHIBITING CAUSES OF BLIGHT AND BLIGHTING FACTORS

The City Council of the City of Winton hereby ordains:

Section 1: FINDINGS AND PURPOSE

It is hereby determined that the uses, structures and activities, and causes of blight and blighting factors described herein, if allowed to exist, will tend to result in blighted and undesirable neighborhoods, so as to be harmful to the public welfare, health, and safety of residents. From the effective date of this ordinance, no person, firm, or corporation shall maintain or be permitted to maintain any causes of blight or blighting factors upon any property in the City of Winton that is owned, leased, rented, or occupied by such person, firm or corporation.

Section 2: DEFINITIONS

1. **"Junk automobile"** shall include any motor vehicle, part of a motor vehicle, or former motor vehicle, stored in the open, which is not currently licensed for use upon the highways of the State of Minnesota and is either
 - a) Unusable or inoperable because of lack of, or defects in, component parts; or
 - b) Unusable or inoperable because of damage from collision, deterioration alteration or other factors; or
 - c) Beyond repair and, therefore, not intended for future use as a motor vehicle; or
 - d) Being retained on property for possible salvageable parts.

A classic car or pioneer car, as defined pursuant to Minnesota Statutes 168.10 shall not be considered a junk automobile within the meaning of this ordinance. Vehicles on the premises of automobile graveyards, which are maintained and licensed pursuant to Minn. Stat. 161.242, or pursuant to the local zoning laws and regulations of the City of Winton, shall not be considered junk automobiles with the meaning of this ordinance.

2. **"Automobile graveyard"** means any establishment or place of business, which is maintained, used or operated for storing, keeping, buying or selling wrecked, scraped, ruined, or dismantled motor vehicles or motor vehicle parts.

3. **"Junk"** means old or scrap copper, brass, rope, rags, batteries, papers, synthetic or organic trash, rubber debris or tires; junked, dismantled, or wrecked automobiles; farm construction machinery or parts thereof; iron, steel and other old scrapped ferrous or non-ferrous materials; used stoves or other appliances stored in the open; discarded furniture; decayed, weathered, or broken construction materials which are no longer suitable for sale.
4. **"Abandoned motor vehicle"** means every vehicle which is self-propelled, not including a vehicle moved solely by human power, that has remained for a period of more than 48 hours upon public property illegally, or lacking vital component parts, or has remained for a period of more than 48 hours on private property without the prior consent of the person in control of such property, or in an inoperable condition such that it has no substantial potential of further use consistent with its usual functions.
5. **"Nuisance"** means anything injurious to health, or indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property.

The following are declared Public Nuisances affecting Public Peace and Safety:

- a) All snow and ice not removed from public right of ways within 48 hours after the snow or other precipitation causing the condition has ceased to fall;
- b) All trees, hedges, signs, or other obstructions which prevent persons from having a clear view of all traffic approaching an intersection;
- c) All hanging signs, awnings and other similar structures over streets and sidewalks, or so situated so as to endanger public safety, or not constructed and maintained as provided by Ordinance;
- d) All obnoxious and unnecessary noises in violation of Minnesota Statute 116.07 Subd. 2-4 or Minnesota Pollution Control Rules Section 7010.0010-7010.0080;
- e) Unauthorized obstructions and excavations affecting the ordinary use by the public streets, alleys, or public grounds.
- f) Any wire fence less than four feet above ground and within three feet of a public sidewalk or way or any limbs of trees which are so close to the surface of the street or sidewalk as to constitute a danger to pedestrians or vehicles;

- g) Any well, hole, or similar excavation which is left uncovered or in such other condition as to constitute hazard to any child or other person coming on the premises where it is located;
- h) Obstruction to the free flow of water in a natural waterway or a public street drain, gutter, or ditch;
- i) The placing or throwing on any public right of way, or other public property of any glass, tacks, nails, bottles, or other substance which may injure any person or animal or damage any tire when passing over such substances;
- j) The depositing of garbage or refuse on a public right-of-way or on adjacent private property;
- k) The depositing of all household garbage in all City park containers;
- l) Accumulations in the open of discarded or disused machinery, household appliances, automobile bodies, or other materials, in a manner conducive to the harboring of rats, mice, or vermin; or the rank growth of vegetation in a manner creating fire, health or safety hazards from such accumulation;
- m) All other conditions or things which are likely to cause injury to the person or property of anyone.

Section 3: PROHIBITED BUSINESSES

No person, firm, or corporations shall operate a junkyard or an automobile graveyard in the City of Winton, except where expressly permitted by the City of Winton zoning law and regulations.

Section 4: STORAGE OR ACCUMULATION OF JUNK OR JUNK AUTOS

The storage or accumulation of junk or junk automobiles shall not be kept outside of an enclosed structure, and is hereby prohibited. Building materials may be kept outside or in an enclosed structure for a maximum of 30 days following the expiration of the building permit for which such material has been acquired.

Section 5: NUISANCES FROM STORAGE OR ACCUMULATION OF JUNK

The storage or accumulation of junk, trash, rubbish, or other refuse of any kind, which is stored or accumulated in such a manner as to create a nuisance for a period of more than 30 days, is hereby prohibited.

Section 6: PROHIBITED STRUCTURES

The existence of a structure which because of fire, wind, natural disaster, or physical deterioration is no longer suitable for dwelling, nor useful for any other purpose intended, is prohibited within the City of Winton if such existence occurs for a period of more than 30 days.

Section 7: VACANT BUILDINGS

The existence of any vacant building, garage, or other out-building, is prohibited within any area zoned for residential purposes within the City of Winton unless such building is kept securely locked, windows kept glazed, or neatly boarded up, and is otherwise protected to prevent entrance thereto by vandals.

Section 8: MANURE STORAGE

No person, firm, or corporation shall allow any manure to be kept or stored upon any property within the City of Winton except for agricultural or horticultural purposes except in areas where animals or fowl are permitted.

Section 9: STORAGE OF REFUSE AND DEBRIS

No person, firm, or corporation shall allow any tin cans, garbage, ashes, trash, rubbish, or other refuse or debris which is not contained in an odor and fly-tight covered receptacle, to accumulate on any privately owned premises or to dump or throw said materials on private or public property not set aside for such purposes within the City of Winton.

Section 10: ENFORCEMENT AND PENALTIES

Subd. 1. The owner and the occupant of any property upon which any of the causes of blight or blight factors set forth hereof are found to exist, shall be notified, in writing, by the City Clerk or other designated officer to remove or present a plan to eliminate such causes of blight or blighting factors from such property within ten (10) days after the receipt of notice of violation. Such notice may be served personally or by return receipt requested mail.

Subd. 2. Failure to comply with such notice within the time allowed shall constitute a violation of this Ordinance.

Subd. 3. Any person convicted of violating any provision of this ordinance is guilty of maintaining a public nuisance, which is a petty misdemeanor and shall be imposed of a fine not to exceed three hundred dollars (\$300.00).

Subd. 4. The property owner may appeal said order to the Winton City Council provided that any appeal must be submitted in writing to the City of Winton no later than ten (10) days following receipt of notice of violation.

Subd. 5. If the property owner requests an appeal in compliance with the provisions established by this Ordinance, a hearing before the City of Winton Council shall be scheduled. Following said hearing, the City Council shall by resolution determine whether the violation is evident. Upon finding of a violation, the City Council shall order that the cited conditions be removed, corrected, stored or eliminated within ten (10) days.

Subd. 6. Upon further non-compliance or non-payment of the fine; the City may authorize City personal or other authorized personal to correct the violation, including removal of junk cars or property deemed to be a hazard. The cost of correction or removal shall be assessed to the property owner's property tax levy.

Subd. 7. The minimum time periods required for compliance may be extended by the City Council if extraordinary or unusual conditions exist which preclude the property owner from complying with the provisions established by this Ordinance.

Section 11: PUBLIC COMPLAINTS

In order to assist the City in investigating the existence of a public nuisance as defined in Section 2 of this Ordinance, complaints to the City of the existence of conditions which are believed to be a public nuisance may be submitted to the City Clerk or other designated officer, in writing, and containing the following information:

1. The complete address of the property upon which the alleged public nuisance exists and the conditions which the complainant believe to be a public nuisance; and
6. Signatures of all persons who own property adjoining the property having the alleged condition, or signatures of a majority of persons who own property located within 100ft of the property having to alleged condition. For purposes of this Section, the signature of one person who owns a parcel of land jointly with other shall be deemed the signature of all joint owners of that parcel.

Section 12: EFFECTIVE DATE

This Ordinance shall become effective upon its passage and publication.

Passed By the City Council this 1 day of May, 2006.

Attest: Anne Jackson Lee Tessier
City Clerk Mayor

**City of Winton
PO Box 163
Winton, MN 55796
wintoncityclerk@gmail.com
(218) 365-5941**

September 6, 2018

Josh Donohue
350 W. Chapman St.
Ely, MN 55796

RE: removal of trailer and junk cars

Dear Josh:

At the September Winton City Council Meeting, the subject of your trailer and junk cars was discussed. You had told the Council last Spring that the trailer and cars would be removed by the end of this summer. You even indicated that you would be renting a large dumpster and clearing the yard around your house. It is now the end of summer and the trailer, junk automobiles and yard clean-up has not been done.

The City will be enforcing Ordinance 46, "An Ordinance prohibiting causes of blight and blighting factors" in the City of Winton. You will soon be sent a notice of violation. Enclosed is a copy of Ordinance 46.

Sincerely,

Anne Jackson
Winton City Clerk

**City of Winton
PO Box 163
Winton, MN 55796**

September 18, 2018

Josh Donohue
350 W. Chapman Street
Ely, MN 55731

RE: Notification to Proceed with Blight ordinance 46.

Dear Josh:

At the September 4, 2018 Winton City Council Meeting, the blight ordinance was discussed. Your residence at 436 N. Main Street is clearly in violation of the ordinance and has been discussed with you during this past year. You indicated that the abandoned trailer and cars would be removed this summer. You have not followed your plan of removal.

The blight is a health hazard as well as a devaluation of the property. There have been numerous complaints regarding your blight.

This letter is notification of the City's intent to proceed with Ordinance 46, Section 10, Subd. 1. You have 10 days to respond or appeal this notification in writing with your plan of removal, at which time a hearing on the violation will be scheduled with the City Council. Subd. 5.

If you have any questions regarding this notification, please contact the City Clerk at 365-5941 or Mayor at 218 (343) 3008.

Sincerely,

Kathy Brandau
Mayor

**City of Winton
102 N. Main Street
Winton, MN 55796
wintoncityclerk@gmail.com
365-5941**

April 15, 2019

Josh Donohue
436 N. Main Street
Winton, MN 55796

350 W. Chapman Street
Ely, MN 55731

RE: Blight at 436 N. Main Street, Winton, MN.

Dear Josh:

At the April Meeting of the Winton City Council, the condition of your property was discussed. It was noted that you did not do the clean-up of this property that you indicated would be done by the end of 2018. There still is the trailer, cars and junk on the property. You have been notified that this is a safety and health hazard in the City of Winton.

The Council needs a response and removal plan by the next Council Meeting, May 6, 2019. The Blight Ordinance has been sent to you several times, and includes an enforcement action. The Council is prepared to enforce the ordinance if no action is taken on removing your blight.

Please respond to this notice before the May 6, Council Meeting.

Sincerely,

Kathy Brandau
Mayor

CC: Paul McDonald, St. Louis County Commissioner
St. Louis Department of Public Health

City of Winton
P.O. Box 163
Winton, Mn 55796

May 3, 2019

Paul McDonald, St. Louis County Commissioner
320 Mners Drive East
Ely, Mn 55731

Re: Blight at 436 North Main Street in Winton

Dear Mr. McDonald,

Enclosed is the letter I wrote to one of our residents, Josh Donohue, who owns the home at 436 North Main Street in Winton.

The house is in very bad condition and is in violation of our current Blight Ordinance. Mr. Donohue has been given several months to complete the clean up of this property which has junk cars and a trailer in the rear of the property that is in ruins.

I would like for you to drive by this property and see for yourself what a disaster it is and what a hazard it is if children were to decide to play around there. I am looking for a recommendation on how the County can help the City of Winton with clearing and cleaning up this property.

I look forward to your reply.

Sincerely,

Kathy Brandau
Mayor, City of Winton

Cc: City of Winton Clerk, Anne Jackson
St. Louis Department of Health

City of Winton
P.O. Box 163
Winton, Mn 55796

May 3, 2019

St. Louis County Public Health Department
307 First Street South
Virginia, Mn 55792

Re: Blight at 436 North Main Street in Winton

To Whom it May Concern:

Enclosed is the letter I wrote to one of our residents, Josh Donohue, who owns the home at 436 North Main Street in Winton.

The house is in very bad condition and is in violation of our current Blight Ordinance. Mr. Donohue has been given several months to complete the clean up of this property which has junk cars and a trailer in the rear of the property that is in ruins.

It would be great if you could see this property and see for yourself what a disaster it is and what a hazard it is if children were to decide to play around there. I am looking for a recommendation on how the County can help the City of Winton with clearing and cleaning up this property.

I have also written to our St. Louis County Commissioner, Mr. Paul McDonald, so he is aware of this issue as well.

I look forward to your reply.

Sincerely,

Kathy Brandau
Mayor, City of Winton

Cc: City of Winton Clerk, Anne Jackson
Paul McDonald, St. Louis County Commissioner



REPURCHASE APPLICATION

Tax Forfeited Lands

St. Louis County, Minnesota

4000

PURSUANT TO MINNESOTA STATUTES, SECTION 282.241, the undersigned hereby makes application to repurchase from the State of Minnesota the following described land, pursuant to Minnesota Statutes, Section 282.241, as amended; said land is situated in St. Louis County, Minnesota, and more particularly described as follows:

PROPERTY

Parcel Identification Number(s) (PIN)			190-0040-00330			RECEIVED		
Physical Street Address			Legal Description			MAY 12 2020		
436 Main St N			Lot 33, ST CROIX PLAT WINTON					
City	State	ZIP						
Winton	MN	55796						

APPLICANT

LAND COMMISSIONER

Applicant Name (First, Middle, Last, Suffix)		Daytime Phone #		Mobile #	
James E. Donahue		989-272-6905			
Applicant Name (First, Middle, Last, Suffix)		Email			
Jamie L. Donahue		jimsbait436@hotmail.com			
Mailing Address		City	State	ZIP	
303 E. Sexton		Breckenridge	MI	48615	

Applicant states and shows that at the time of the forfeiture to the State, he/she was (please check one):

- ☒ Owner
☐ Heir(s) of the owner
☐ Representative or devisee of owner
☐ Person to whom the right to pay taxes is given by statute, mortgage or other agreement
 (Provide documentation with application)

REPURCHASE JUSTIFICATION

Based on the following information, the County Board will determine how undue hardship or injustice resulting from the tax forfeiture will be corrected by the repurchase; or how the repurchase will best serve the public interest.

1. List all individuals or entities that are eligible to repurchase the parcel(s). Must provide legal documentation.

James E. Donahue - owner (previous)

Jamie L. Donahue - Daughter

Who is Eligible to Repurchase: MN Statute 282.241, Subdivision 1. Repurchase requirements: The owner at the time of forfeiture, or the owner's heirs, devisees, or representatives, or any person to whom the right to pay taxes was given by statute, mortgage, or other agreement, may repurchase any parcel of land claimed by the state to be forfeited to the state for taxes unless before the time repurchase is made the parcel is sold under installment payments, or otherwise, by the state as provided by law, or is under mineral prospecting permit or lease, or proceedings have been commenced by the state or any of its political subdivisions or by the United States to condemn the parcel of land.

2. Describe when and how you first became aware of any tax delinquency and explain by each year, why the property taxes were not paid.

I always kept my Taxes paid until my wife was diagnosed with cancer and died in 2013.

I moved out in 2016 and Left The property in my daughter Jill's care, She had intentions of renovating The house for a family retreat. However her son was Born with severe life threatening medical problems - over

And The property was put out of mind.

My grandson then attempted To take over the property but proved to be unable to get anything accomplished and ultimately made it worse.

He had told us he was paying some of the taxes but failed to do so.

Now, My daughter Jamie has the money and the will to try and get the place livable and have a home.

3. Did the tax forfeiture create an undue hardship or injustice for you?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If no, skip to #5.
--	---	-----------------------------	--------------------

4. If your answer to question #3 is "Yes," please answer the following:

A. Explain how the tax forfeiture created an undue hardship or injustice for you.

It has left my daughter Jamie with no home to live in. The trailer out back was her home but it was destroyed by vandals and now needs demolished and removed.

B. If approved to repurchase, explain how the undue hardship or injustice will be corrected.

My daughter ^{Jamie} will have the main house as her permanent home.

5. Explain, in detail, how allowing you to repurchase the parcel will promote the use of the land that will best serve the public interest.

The property will be cleaned up of debris and junk and will add to the city as a home with citizens that will contribute to the community. My wife and I had a small bait shop there for many years, and we also had a lawn service. We were well respected and liked in Winton and Ely.

WELLS (Please check the appropriate box below)

<input checked="" type="checkbox"/> There are no wells on this property	<input type="checkbox"/> There are one or more wells on this property (See enclosed well disclosure information sheet)
<input type="checkbox"/> No change since last well certificate	<input type="checkbox"/> Well disclosure completed - \$50.00 enclosed (Check Payable to St. Louis County Auditor)

MILITARY SERVICE

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Are you currently in active military service?
------------------------------	--	---

If you have been discharged within the last 6 months, provide discharge date and attach documentation. Discharge Date:

DEED NAME(S)			
Applicant must be an eligible repurchaser and requests that repurchase be made in the name of: (If more than two, attach additional list.)			
Name (First, Middle, Last, Suffix) <i>James E. Donahue</i>			
Name (First, Middle, Last, Suffix) <i>Jamie L. Donahue</i>			
Mailing Address <small>Where to send deed, contract for deed, billings, tax statements, etc.</small> <i>303 E. Sexton</i>		City <i>Breckenridge</i>	State <i>MI</i>
		ZIP <i>48615</i>	
Ownership (For Deed Purposes) Check One <input type="checkbox"/> Single Ownership <input type="checkbox"/> Co-ownership: Joint Tenancy <input type="checkbox"/> Co-ownership: Tenancy in Common <input checked="" type="checkbox"/> Co-ownership: Other			
If more than one applicant, what is your relationship? <i>Father - Daughter</i>			
AGREEMENT AND SIGNATURE			
Applicant offers to pay upon such repurchase, by check or money order, as directed by the St. Louis County Board, the full price of repurchase as stated above, the terms of which will be stated by the contract and required by law.			
If I am allowed to repurchase the parcel, I understand that there will be conditions on the repurchase, including, but not limited to the following: A. To combine any split tax parcels across structure or property into common ownership. B. To pay all county-incurred maintenance costs and administrative fees related to the tax forfeiture of the parcel prior to the repurchase. C. To pay and keep current all taxes and assessments. D. To keep and maintain property insurance on structures for the life of the contract for deed. E. To comply with all state and local code requirements. F. To not remove any structure, minerals, sand, gravel, topsoil, subsoil, peat, timber or timber products until the contract for deed has been paid in full.			
In submitting this application, I understand that it will be disclosed to the County Board as part of a resolution, and that all of the contents of this application will become accessible to any member of the public, and that the County may use any data or information provided for communication and other uses as needed.			
Signature <i>James E. Donahue</i>		Date <i>5/7/2020</i>	
Signature <i>Jamie L. Donahue</i>		Date <i>5/7/2020</i>	
CONTACT			
St. Louis County Land and Minerals Department Government Services Center 320 West 2nd Street, Suite 302 Duluth, MN 55802		EMAIL: landdept@stlouiscountymn.gov PHONE: (218) 726-2606 FAX: (218) 726-2600 WEB: stlouiscountymn.gov	

Incomplete Applications: All application questions must be filled in for this repurchase application to be complete. All incomplete applications will be returned to applicant to be completed and resubmitted.

Contact our office at 218-726-2606 for the current amount due, which increases monthly.

OFFICE USE ONLY		
TAX DELINQUENCY		
Taxes became delinquent in (Year):	<i>2015</i>	
Taxes remained delinquent and unpaid for the subsequent years of:	<i>2016, 2017, 2018, + 2019</i>	
REPURCHASE COSTS (Check Payable to St. Louis County Auditor)		
That pursuant to Minnesota Statutes, the total cost of the repurchase is:	<i>\$4,061.31</i>	Thru: <i>5/15/2020</i>
This amount is the greater value of all delinquent taxes and assessments computed under Section 282.241 and 282.251, together with all accrued interest and penalties, including fees and maintenance costs.		



St. Louis County Land & Minerals Department Tax Forfeited Land Sales

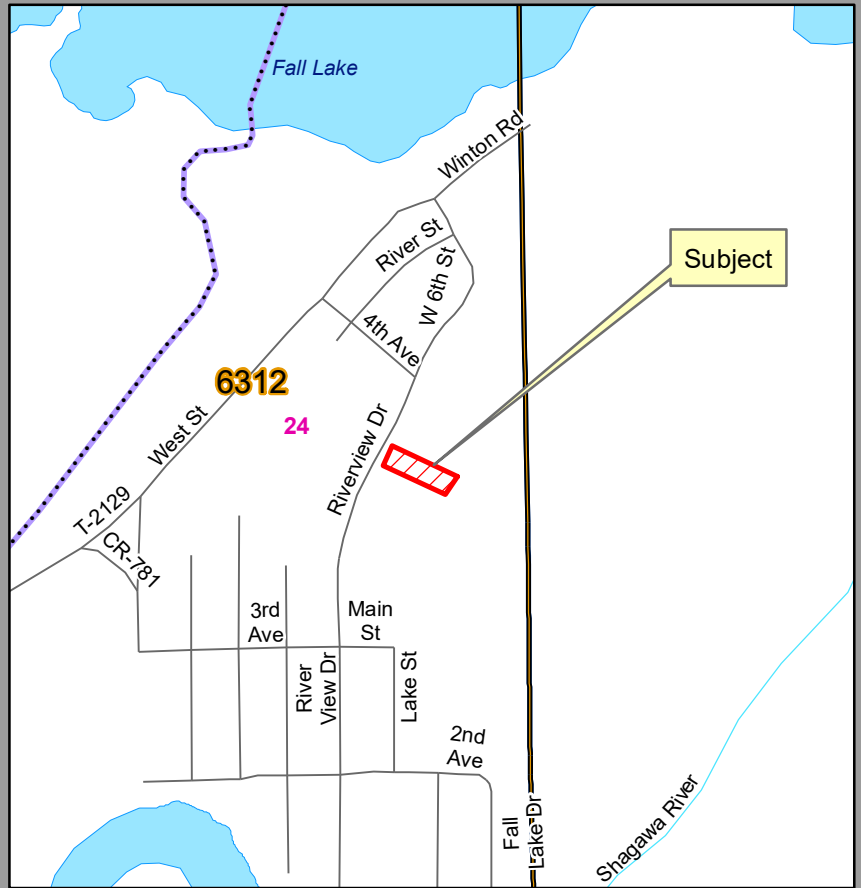
Repurchase of Property

Legal : CITY OF WINTON
Lot 33, ST CROIX PLAT WINTON

Parcel Code : 190-0040-00330






LDK: 124150

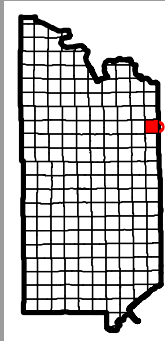
Address: 436 MAIN ST N
WINTON, MN 55796



City of Winton Sec: 24 Twp: 63 Rng: 12

Commissioner District # 4

-  State Tax Forfeited Land
-  Water
-  Road
-  Area of Interest
-  Tract



St. Louis County, Minnesota

This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. This drawing is a compilation of recorded information and data located in various city, county, state and federal offices. St. Louis County is not responsible for any incorrectness herein.

**St. Louis County
Land and Minerals Department**

2020

