



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

**December 1, 2020**

**Immediately following the Board Meeting, which begins at 9:30 A.M.**  
**Lak Superior Room, Government Services Center, Duluth, MN**

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***NOTE:** Due to the COVID-19 pandemic, this meeting is being conducted in accordance with Minnesota Statutes § 13D.021, which provides that members of the St. Louis County Board may attend the meeting by telephone or other electronic means. This statute also provides that, if telephone or other electronic means are used to conduct a meeting, to the extent practical, the county shall allow a person to monitor the meeting electronically from a remote location. For information on how to view or participate in the County Board meeting, please visit the county website at [www.stlouiscountymn.gov](http://www.stlouiscountymn.gov), scroll to the County Board Meeting section, and click on the meeting date.*

**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 November 24, 2020**

**Health & Human Services Committee, Commissioner Boyle, Chair**

1. CY 2021 Host County Contract for The Hills Youth and Family Services d/b/a Woodland Hills [20-432]
2. CY 2021 Host County Contract for Northwood Children's Home Society, Inc., d/b/a Northwood Children's Services [20-433]

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

3. Biwabik Reconstruction of the Streetscape and Downtown Revitalization Project Transportation Alternatives Program Grant Application [20-434]
4. Trezona & Semers Park Trail System Improvements Project Transportation Alternative Program Grant Application [20-435]
5. Trunk Highway 37 Bike Lane Connections Improvements Project Transportation Alternative Program Grant Application [20-436]
6. Mt. Iron Pedestrian/Bicycle Trail Improvements Project Transportation Alternatives Program Grant Application [20-437]
7. Professional Services Agreement for Engineering Design Services for Three Left Turn Lanes on Midway Road [20-438]

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

8. Approval of Funds for Mineral Royalties Scholarships [20-439]
9. Rescind County Board Resolution No. 20-481 and Support Upper Minnesota Film Office Transition to a 501(c)(3) Organization and Operating Support [20-440]

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

10. Reallocation of Two (2) Information Specialist II Positions to Information Specialist III [20-441]

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

11. Class I Demolition Waste Haulage Contract [20-442]
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**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. **Joint Powers Agreement and Contract for Services Cost Neutral Transfer [20-443]**  
Resolution authorizing Joint Powers Agreement between the Bois Forte Band of Chippewa and St. Louis County.

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

1. **2020 Third Quarter Budget Changes [20-444]**  
Resolution authorizing the budgetary revenue and expenditure changes incurred in the third quarter of 2020.
2. **St. Louis County Capital Improvement Plan (CIP) for 2021-2025 Amendment [20-445]**  
Resolution requesting to amend and approve the St. Louis County Capital Improvement plan for the years 2021 through 2025.
3. **2021 Budget Resolution and Narrative [20-446]**  
Review of the 2021 budget resolution draft to be considered at the December 15 County Board meeting.
4. **Establishment of a Film Production Incentive Program [20-447]**  
*Information to Follow.*

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

1. **2021 Proposed Legislative Priorities [20-448]**  
Resolution to confirm St. Louis County's Legislative Priorities for 2021.
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**COMMISSIONER DISCUSSION ITEMS AND REPORTS:**

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

**ADJOURNED:**

**NEXT COMMITTEE OF THE WHOLE MEETING DATES:**

<b>December 15, 2020</b>	<b>Government Services Center, 201 S. 3<sup>rd</sup> Avenue W., Virginia, MN</b>
<b>January 5, 2021</b>	<b>Government Services Center, 320 W. 2<sup>nd</sup> Street, Duluth, MN</b>
<b>January 12, 2021</b>	<b>Government Services Center, 320 W. 2<sup>nd</sup> Street, Duluth, MN</b>

**BARRIER FREE:** *All St. Louis County Board meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual needs for special services. Please contact St. Louis County Administration (218-726-2450) early so necessary arrangements can be made.*

# **COMMITTEE OF THE WHOLE ST. LOUIS COUNTY BOARD OF COMMISSIONERS**

November 24, 2020

Location: Government Services Center, Duluth, Minnesota

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

Absent: None

Convened: Chair Jugovich called the meeting to order at 9:49 a.m.

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

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## **CONSENT AGENDA**

McDonald/Jewell moved to approve the consent agenda. A roll call vote was taken; the motion passed. (6-0, Boyle temporarily absent)

- Minutes of November 10, 2020
- CY 2021-2022 Contract with General Security Services Corporation for Secure Transportation Services [20-403]
- SFY 2021 Mental Health Contract with Accend Services [20-404]
- SFY 2021 Mental Health Contract with Mental Health Resources [20-405]
- SFY 2021 Mental Health Contract with Human Development Center [20-406]
- SFY 2021 Mental Health Contract with Range Mental Health Center [20-407]
- CY 2021 Supervised Visitation and Related Services Agreements [20-408]
- CY 2021 Out-of-Home and Day Treatment Agreements for Services to Families and Children [20-409]
- Application of the Housing Fund for Individuals Experiencing or at Risk of Experiencing Homelessness Award [20-410]
- CY 2021 Life House, Inc. – Safe Harbor/Sol House Group Residential Services & The Loft Emergency Shelter Services [20-411]
- Authorization to Accept Funds from ZERO TO THREE as an ITCP Evaluation Site and Enter into Contracts [20-412]
- Acquisition of Right of Way - Replacement of County Bridge 214 over Bug Creek (Cotton Township) [20-413]
- Acquisition of Right of Way - Replacement of County Bridge 760 over Boulder Creek (Gnesen Township and Unorganized Township 54-14) [20-414]
- Acquisition of Right of Way - Replacement of County Bridge 828 over Bear Trap River (Industrial Township) [20-415]
- Stoney Point Wayside Transportation Alternatives Program Grant Application [20-416]
- CSAH 110 Sidewalk Improvements Transportation Alternatives Program Grant Application [20-417]
- St. Louis County Courthouse – Virginia Landscape Renewal and Site Improvements [20-418]

- Abatement List for Board Approval [20-419]
- Reclassification of State Tax Forfeited Lands to Non-Conservation [20-420]

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### **Establishment of Public Hearings**

Nelson/Jugovich moved to establish a public hearing at 9:50 a.m., on Tuesday, December 15, 2020, in the Virginia Government Services Center, Virginia, MN, for the purpose of considering the issuance of an Off-Sale Intoxicating Liquor License to The Highway 5 Company d/b/a The Highway 5, Unorganized Township 59-21. [20-421]. A roll call vote was taken; the motion passed. (7-0)

Nelson/McDonald moved to establish a public hearing at 9:55 a.m., on Tuesday, December 15, 2020, in the Virginia Government Services Center, Virginia, MN, for the purpose of considering the suspension/revocation of liquor license(s) for failure to pay real estate or personal property taxes when due, pursuant to St. Louis County Ordinance No. 28. [20-422]. A roll call vote was taken; the motion passed. (7-0)

Nelson/Jugovich moved to establish a public hearing on Tuesday, December 15, 2020, at 10:00 a.m., in the Virginia Government Services Center, Virginia, MN, for the purpose of receiving citizen input on a proposed exchange of County Fee owned land for property owned by Biosolids Disposal Site Authority. [20-423]. A roll call vote was taken; the motion passed. (7-0)

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### **Public Works & Transportation Committee**

Musolf/McDonald moved to award a bid to TNT Construction Group, LLC, Grand Rapids, MN, in the amount of \$1,164,000.00 for project CP 0004-366245 (Low); SAP 069-604-079 / CP 0004-366248 (Tied); SAP 069-604-080, Bridge Construction, County Bridge 76 on CSAH 4 & County Bridge 942 on CSAH 4 in Gnesen Township. [20-424]. A roll call vote was taken and the motion passed. (6-0, Boyle temporarily absent)

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### **Finance & Budget Committee**

Item #1, Delegate Authority to St. Louis County Administration to Appoint Hearing Officers to Adjudicate Alleged Violations of Ordinance 51 [20-425], was removed from the agenda at the request of St. Louis County Administration.

McDonald/Nelson moved that pursuant to Minn. Stat. § 373.01 Subdivision (i), the Chair of the County Board and the County Auditor are authorized to execute and deliver a quit claim deed conveying a parcel of non-conforming fee land in Alango Township to adjoining owners Richard Erickson and Jeffrey M. Erickson, for the amount of \$1,980, payable to Fund 100, Agency 128014, Object 583202, with the grantee responsible for deed tax and recording fees. [20-426R]. A roll call vote was taken; the motion passed. (7-0)

McDonald/Jugovich moved that the St. Louis County Board approves a financial one-time grant contribution in the amount of up to \$68,000 to the Town of Morse to acquire lands, subject to conditions determined by the appropriate County officials to protect the County investment in public lands. If necessary, appropriate County officials are authorized to execute appropriate funding agreement(s), payable from Fund 178, Object 311008 or its designated fund. The funding is contingent upon Minnesota Department of Iron Range Resources and Rehabilitation (IRRR) or other matching funding.

Acquired land is to remain in public use for recreational purposes, and easements are to be provided to the DNR. The St. Louis County Board directs Administration to develop policies related to county involvement in trail development and funding be presented to the County Board for approval at a future meeting. [20-427]. Deputy Administrator Brian Fritsinger said that the grant funding will be used by Morse Township to acquire four (4) parcels that will be used to continue the Taconite State Trail; easements will be provided to the Minnesota Department of Natural Resources (DNR). A roll call vote was taken; the motion passed. (7-0)

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### **Environment & Natural Resources Committee**

Nelson/McDonald moved that the St. Louis County Board authorizes the appropriate County Officials to execute and enter into a negotiated 5-year agreement for continuation of services with G-Men Environmental Services for recyclable materials haulage, processing, and marketing and facility operations for the St. Louis County recycling facility in Virginia from January 1, 2021, through December 31, 2025, for an estimated cost of \$957,500.00. [20-428]. A roll call vote was taken and the motion passed. (7-0)

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### **Central Management & Intergovernmental Committee**

Jewell/Jugovich moved to appoint the following individuals to the Community Development Block Grant (CDBG) Citizen Advisory Committee with terms expiring April 30, 2023: City of Hermantown Representative, Mr. Jim Rich; City of Rice Lake Representative, Ms. Jayme Heim; Southern Townships Representative, Mr. Paul Buckentin (Midway Township). [20-429]. A roll call vote was taken and the motion passed. (7-0)

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### **COMMISSIONER DISCUSSION ITEMS AND REPORTS**

Commissioner Nelson congratulated residents of St. Louis County for voter turnout in the 2020 General election. Commissioner Nelson commented that St. Louis County voter turnout was 84.67% and noted that voter turnout for Fayal Township was over 90%.

At 10:10 a.m., McDonald/Jewell moved to adjourn the Committee of the Whole meeting. A roll call vote was taken; the motion passed. (7-0)

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Mike Jugovich, Chair of the County Board

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Phil Chapman, Clerk of the County Board

# **BOARD LETTER NO. 20 - 432**

## **HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 1**

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020

**RE:** CY 2021 Host County Contract  
for The Hills Youth and Family  
Services d/b/a Woodland Hills

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

Linnea B. Mirsch, Director  
Public Health & Human Services

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

Children will be born healthy, live a life free from abuse and neglect, and will have a permanent living arrangement.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize a host county contract with The Hills Youth and Family Services d/b/a Woodland Hills for the purchase of Residential Treatment services for children during Calendar Year (CY) 2021.

#### **BACKGROUND:**

Each year, the Public Health and Human Services Department (PHHS) brings forward multiple agreements for the Children and Family Services Division. These are services that are used by PHHS, as well as services where the department serves as host county enabling other counties to use the services through the host county contract.

The County has negotiated a host county contract for The Hills Youth and Family Services d/b/a Woodland Hills (The Hills) for Residential Treatment services for children. The Hills provides on-site education through agreements with the Duluth School District, ISD #709.

Residential Treatment Centers provide 24-hour care, on-site special education services, individual and group therapy, family counseling, and other support services for seriously emotionally and behaviorally disturbed children who are unable to function at home, at school, or within the community.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the host county contract for The Hills Youth and Family Services d/b/a Woodland Hills for the purchase of Residential Treatment services for children, for the period January 1, 2021 through December 31, 2021, at the following per diem rates, payable from Fund 230, Agency 232008, Objects 601200 and 601600:

<u>PROGRAM</u>	<u>RATE</u>	<u>INCREASE</u>
Cambia Hills Residential Mental Health	\$354.23 /day	4.5%
Woodland Hills Juvenile Justice Program	\$316.19 /day	9%

**CY 2021 Host County Contract for  
The Hills Youth and Family Services d/b/a Woodland Hills**

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

WHEREAS, St. Louis County has a variety of children's services available in the community that are Federal Title IV-E eligible, with the county paying the entire cost for any child who does not have private insurance coverage or is not eligible for Medical Assistance; and

WHEREAS, The Public Health and Human Services Department has historically contracted with the provider listed below to provide needed Residential Treatment services for children on behalf of the county and wishes to renew this contract;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorize the host county contract for The Hills Youth and Family Services d/b/a Woodland Hills, for the purchase of Residential Treatment services for children, for the period January 1, 2021 through December 31, 2021, at the following per diem rates, payable from Fund 230, Agency 232008, Objects 601200 and 601600:

<u>PROGRAM</u>	<u>RATE</u>
Cambia Hills Residential Mental Health	\$354.23 /day
Woodland Hills Juvenile Justice Program	\$316.19 /day



# **BOARD LETTER NO. 20 – 433**

## **HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 2**

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020

**RE:** CY 2021 Host County Contract  
for Northwood Children's  
Home Society, Inc., d/b/a  
Northwood Children's Services

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

Linnea B. Mirsch, Director  
Public Health & Human Services

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

Children will be born healthy, live a life free from abuse and neglect, and will have a permanent living arrangement.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize a host county contract with Northwood Children's Home Society, Inc., d/b/a Northwood Children's Services for the purchase of Residential Treatment and Foster Care services for children during Calendar Year (CY) 2021.

#### **BACKGROUND:**

Each year, the Public Health and Human Services Department (PHHS) brings forward multiple agreements for the Children and Family Services Division. These are services that are used by PHHS, as well as services where the department serves as host county enabling other counties to use the services through the host county contract.

The County has negotiated a host county contract for Northwood Children's Home Society, Inc., d/b/a Northwood Children's Services for Residential Treatment and Foster Care services for children. Northwood Children's Services provides on-site education through agreements with the Duluth School District, ISD #709.

Residential Treatment Centers provide 24-hour care, on-site special education services, individual and group therapy, family counseling, and other support services for seriously emotionally and behaviorally disturbed children who are unable to function at home, at school, or within the community.

The Minnesota Department of Human Services sets daily basic maintenance foster care plus supplemental difficulty of care rates via the new Northstar Care for Children rate structure. Rates vary based on children's ages and specific needs, which are assessed through the comprehensive Minnesota Assessment of Parenting for Children and Youth tool. The assessed rates apply to daily foster care for children placed in homes licensed by St. Louis County and by other agencies.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the host county contract for Northwood Children's Home Society, Inc., d/b/a Northwood Children's Services for the purchase of Residential Treatment and Foster Care services for children, for the period January 1, 2021 through December 31, 2021, at the following per diem rates, payable from Fund 230, Agency 232008, Objects 601200 and 601600:

<u>PROGRAM</u>	<u>RATE</u>	<u>INCREASE</u>
Main Residential	\$324.44/day	2%
Diagnostic and Assessment Center	\$372.81/day	10%
Foster Care	\$ 44.00/day	10%

**CY 2021 Host County Contract for Northwood Children's Home Society, Inc.,  
d/b/a Northwood Children's Services**

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

WHEREAS, St. Louis County has a variety of children's services available in the community that are Federal Title IV-E eligible, with the county paying the entire cost for any child who does not have private insurance coverage or is not eligible for Medical Assistance; and

WHEREAS, The Public Health and Human Services Department has historically contracted with the provider listed below to provide needed Residential Treatment and Foster Care services for children on behalf of the county and wishes to renew this contract;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorize the host county contract for Northwood Children's Home Society, Inc., d/b/a Northwood Children's Services, for the purchase of Residential Treatment and Foster Care services for children, for the period January 1, 2021 through December 31, 2021, at the following per diem rates, payable from Fund 230, Agency 232008, Objects 601200 and 601600:

<u>PROGRAM</u>	<u>RATE</u>
Main Residential	\$324.44/day
Diagnostic and Assessment Center	\$372.81/day
Foster Care	\$ 44.00/day

# **BOARD LETTER NO. 20 – 434**

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

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020

**RE:** Biwabik Reconstruction of the  
Streetscape and Downtown  
Revitalization Project  
Transportation Alternatives  
Program Grant Application

**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 sponsorship of the Federally Funded Transportation Alternatives Program (TAP) Application to perform the reconstruction of the streetscape and downtown revitalization project located on Main Street/Trunk Highway (TH) 135 in the City of Biwabik.

#### **BACKGROUND INFORMATION:**

The Minnesota Department of Transportation administers federally funded Highway and other projects through the Transportation Alternatives Program (TAP). The recipient of the Federal funds in this program must submit a resolution for sponsoring each project.

The City of Biwabik is working in cooperation with the Arrowhead Regional Development Commission (ARDC) to submit a TAP grant application for the reconstruction of the streetscape and downtown revitalization project along Main Street/TH 135 in Biwabik. The total project cost is estimated at \$1,870,280. Funding is anticipated to be 27% Federal (\$500,000), 27% Minnesota Department of Transportation (\$496,670), and 46% City of Biwabik local match (\$873,610), payable from Fund 220, Object 652700 in an Agency to be determined upon project set up.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize sponsorship of the Transportation Alternative Program (TAP) application to perform the reconstruction of the streetscape and downtown revitalization project located on Main Street/TH 135 in the City of Biwabik.

**Biwabik Reconstruction of the Streetscape and Downtown Revitalization Project  
Transportation Alternatives Program Grant Application**

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

WHEREAS, St. Louis County has in the past sponsored Federally funded projects for various cities, townships and organized groups; and

WHEREAS, Cities under 5000 in population, townships, and organized groups require a sponsor; and

WHEREAS, The listed project merits sponsorship by St. Louis County; and

WHEREAS, The project listed below does not require funding or maintenance by St. Louis County; and

WHEREAS, Funding is anticipated to be 27% Federal (\$500,000), 27% Minnesota Department of Transportation (\$496,670), and 46% City of Biwabik local match (\$873,610), payable from Fund 220, Object 652700 in an Agency to be determined upon project set up.

THEREFORE, BE IT RESOLVED, That St. Louis County shall agree to sponsor the listed project for the purpose of securing Federal Transportation Alternatives Program (TAP) funding; and

RESOLVED FURTHER, That St. Louis County shall provide assistance on a limited basis to assure the success of the following project:

Reconstruction of the streetscape and downtown revitalization project located on Main Street/TH 135 located in the City of Biwabik.

# **BOARD LETTER NO. 20 – 435**

## **PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 4**

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020

**RE:** Trezona & Semers Park Trail  
System Improvements Project  
Transportation Alternative  
Program Grant Application

**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 sponsorship of the Federally Funded Transportation Alternatives Program (TAP) Application to perform the improvements to the Trezona & Semers Park Trail System in the City of Ely.

#### **BACKGROUND INFORMATION:**

The Minnesota Department of Transportation administers federally funded Highway and other projects through the Transportation Alternatives Program (TAP). The recipient of the Federal funds in this program must submit a resolution for sponsoring each project.

The City of Ely is working in cooperation with the Arrowhead Regional Development Commission (ARDC) to submit a TAP grant application for the construction of improvements to the Trezona and Semers Park Trail System which includes a trail connection, paving and retaining wall reconstruction in the City of Ely. The total project cost is estimated at \$304,000. Funding is anticipated to be 80% Federal (\$243,200) and 20% City of Ely local match (\$60,800), payable from Fund 220, Object 652700 in an Agency to be determined upon project set up.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize sponsorship of the Transportation Alternative Program (TAP) application to perform the improvements to the Trezona & Semers Park Trail System in the City of Ely.

**Trezona & Semers Park Trail System Improvements Project Transportation  
Alternative Program Grant Application**

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

WHEREAS, St. Louis County has in the past sponsored Federally funded projects for various cities, townships and organized groups; and

WHEREAS, Cities under 5000 in population, townships, and organized groups require a sponsor; and

WHEREAS, The listed project merits sponsorship by St. Louis County; and

WHEREAS, The project listed below does not require funding or maintenance by St. Louis County; and

WHEREAS, Funding is anticipated to be 80% Federal (\$243,200) and 20% City of Ely local match (\$60,800), payable from Fund 220, Object 652700 in an Agency to be determined upon project set up.

THEREFORE, BE IT RESOLVED, That St. Louis County shall agree to sponsor the listed project for the purpose of securing Federal Transportation Alternatives Program (TAP) funding; and

RESOLVED FURTHER, That St. Louis County shall provide assistance on a limited basis to assure the success of the following project:

Trezona & Semers Park Trail System Improvements project within the City of Ely.



# **BOARD LETTER NO. 20 – 436**

## **PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 5**

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020

**RE:** Trunk Highway 37 Bike Lane  
Connections Improvements  
Project Transportation  
Alternative Program Grant  
Application

**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 sponsorship of the Federally Funded Transportation Alternatives Program (TAP) Application to perform the improvements for a Trunk Highway (TH) 37 Bike Lane connection to the Mesabi Trail System in the City of Gilbert.

#### **BACKGROUND INFORMATION:**

The Minnesota Department of Transportation administers federally funded Highway and other projects through the Transportation Alternatives Program (TAP). The recipient of the Federal funds in this program must submit a resolution for sponsoring each project.

The City of Gilbert is working in cooperation with the Arrowhead Regional Development Commission (ARDC) to submit a TAP grant application for the improvements for a TH 37 Bike Lane connection to the Mesabi Trail System in the City of Gilbert. The total project cost is estimated at \$300,000. Funding is anticipated to be 70% Federal (\$210,000) and 30% City of Gilbert local match (\$90,000), payable from Fund 220, Object 652700 in an Agency to be determined upon project set up.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize sponsorship of the Transportation Alternative Program (TAP) application for the improvements for a TH 37 Bike Lane connection to the Mesabi Trail System in the City of Gilbert.

**Trunk Highway 37 Bike Lane Connections Improvements Project Transportation  
Alternative Program Grant Application**

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

WHEREAS, St. Louis County has in the past sponsored Federally funded projects for various cities, townships and organized groups; and

WHEREAS, Cities under 5000 in population, townships, and organized groups require a sponsor; and

WHEREAS, The listed project merits sponsorship by St. Louis County; and

WHEREAS, The project listed below does not require funding or maintenance by St. Louis County; and

WHEREAS, Funding is anticipated to be 70% Federal (\$210,000) and 30% City of Gilbert local match (\$90,000), payable from Fund 220, Object 652700 in an Agency to be determined upon project set up.

THEREFORE, BE IT RESOLVED, That St. Louis County shall agree to sponsor the listed project for the purpose of securing Federal Transportation Alternatives Program (TAP) funding; and

RESOLVED FURTHER, That St. Louis County shall provide assistance on a limited basis to assure the success of the following project:

MN TH 37 Bike Lane connection to the Mesabi Trail System located within the City of Gilbert.

# **BOARD LETTER NO. 20 – 437**

## **PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 6**

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020

**RE:** Mt. Iron Pedestrian/Bicycle  
Trail Improvements Project  
Transportation Alternatives  
Program Grant Application

**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 sponsorship of the Federally Funded Transportation Alternatives Program (TAP) Application to perform the construction of a pedestrian/bicycle trail improvements project located on County State Aid Highway (CSAH) 109 and North Enterprise Drive in the City of Mountain Iron.

#### **BACKGROUND INFORMATION:**

The Minnesota Department of Transportation administers federally funded Highway and other projects through the Transportation Alternatives Program (TAP). The recipient of the Federal funds in this program must submit a resolution for sponsoring each project.

The City of Mountain Iron is working in cooperation with the Arrowhead Regional Development Commission (ARDC) to submit a TAP grant application for the construction of a pedestrian/bicycle trail from the intersection of CSAH 7 and Trunk Highway (TH) 169 to the existing Mesabi Trail crossing located on CSAH 109 in Parkville. The total project cost is estimated at \$612,000. Funding is anticipated to be 80% Federal (\$489,600) and 20% City of Mountain Iron local match (\$122,400) payable from Fund 220, Object 652700 in an Agency to be determined upon project set up.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize sponsorship of the Transportation Alternative Program (TAP) application to perform the construction of a pedestrian/bicycle trail improvements project located on North Enterprise Drive and CSAH 109 in the City of Mountain Iron.

**Mt. Iron Pedestrian/Bicycle Trail Improvements Project Transportation  
Alternatives Program Grant Application**

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

WHEREAS, St. Louis County has in the past sponsored Federally funded projects for various cities, townships and organized groups; and

WHEREAS, Cities under 5000 in population, townships, and organized groups require a sponsor; and

WHEREAS, The listed project merits sponsorship by St. Louis County; and

WHEREAS, The project listed below does not require funding or maintenance by St. Louis County; and

WHEREAS, Funding is anticipated to be 80% Federal (\$489,600) and 20% City of Mountain Iron local match (\$122,400) payable from Fund 220, Object 652700 in an Agency to be determined upon project set up.

THEREFORE, BE IT RESOLVED, That St. Louis County shall agree to sponsor the listed project for the purpose of securing Federal Transportation Alternatives Program (TAP) funding; and

RESOLVED FURTHER, That St. Louis County shall provide assistance on a limited basis to assure the success of the following project:

Pedestrian/Bicycle Trail Improvements project from CSAH 7 & TH 169 intersection to the existing Mesabi Trail crossing located on CSAH 109 within the City of Mountain Iron.

# **BOARD LETTER NO. 20 – 438**

## **PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 7**

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020      **RE:** Professional Services Agreement for  
Engineering Design Services for  
Three Left Turn Lanes on Midway  
Road

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

James T. Foldesi  
Public Works Director/Highway Engineer

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

To provide a safe, well maintained road and bridge system.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize a professional services agreement with Bolton & Menk, Inc. of Hermantown, Minnesota, to perform the design of left turn lanes at three intersections on Midway Road.

#### **BACKGROUND:**

St. Louis County was awarded \$1,000,000 in Federal funding, through the Highway Safety Improvement Program, for the year 2023 to construct left turn lanes at the following intersections:

- Midway Road/North Cloquet Road (CP 0013-458864 / SP 069-070-052)
- Midway Road/ Stark Road (CP 0013-458865 / SP 069-070-053)
- Midway Road/Arrowhead Road (CP 0013-533028 / SP 069-070-057).

St. Louis County will be expected to provide a 10% local match and be responsible for all additional costs required for construction.

The Public Works Department identified the need to secure an engineering consultant to assist with the project engineering design. A request for proposals was sent to five engineering consultants:

<b>Engineering Consultant</b>	<b>Address</b>	<b>Response</b>
Bolton & Menk, Inc.	Hermantown, MN	Submitted Proposal

HDR Engineering, Inc.	Minneapolis, MN	Submitted Proposal
Short Elliott Hendrickson, Inc. (SEH)	Duluth, MN	Submitted Proposal
LHB, Inc.	Duluth, MN	Submitted Proposal
WSB & Associates, Inc.	Minneapolis, MN	Submitted Proposal

Through the quality based selection method, Bolton & Menk, Inc. was selected as the engineering consultant. The total fee of the professional services agreement is \$91,065.00.

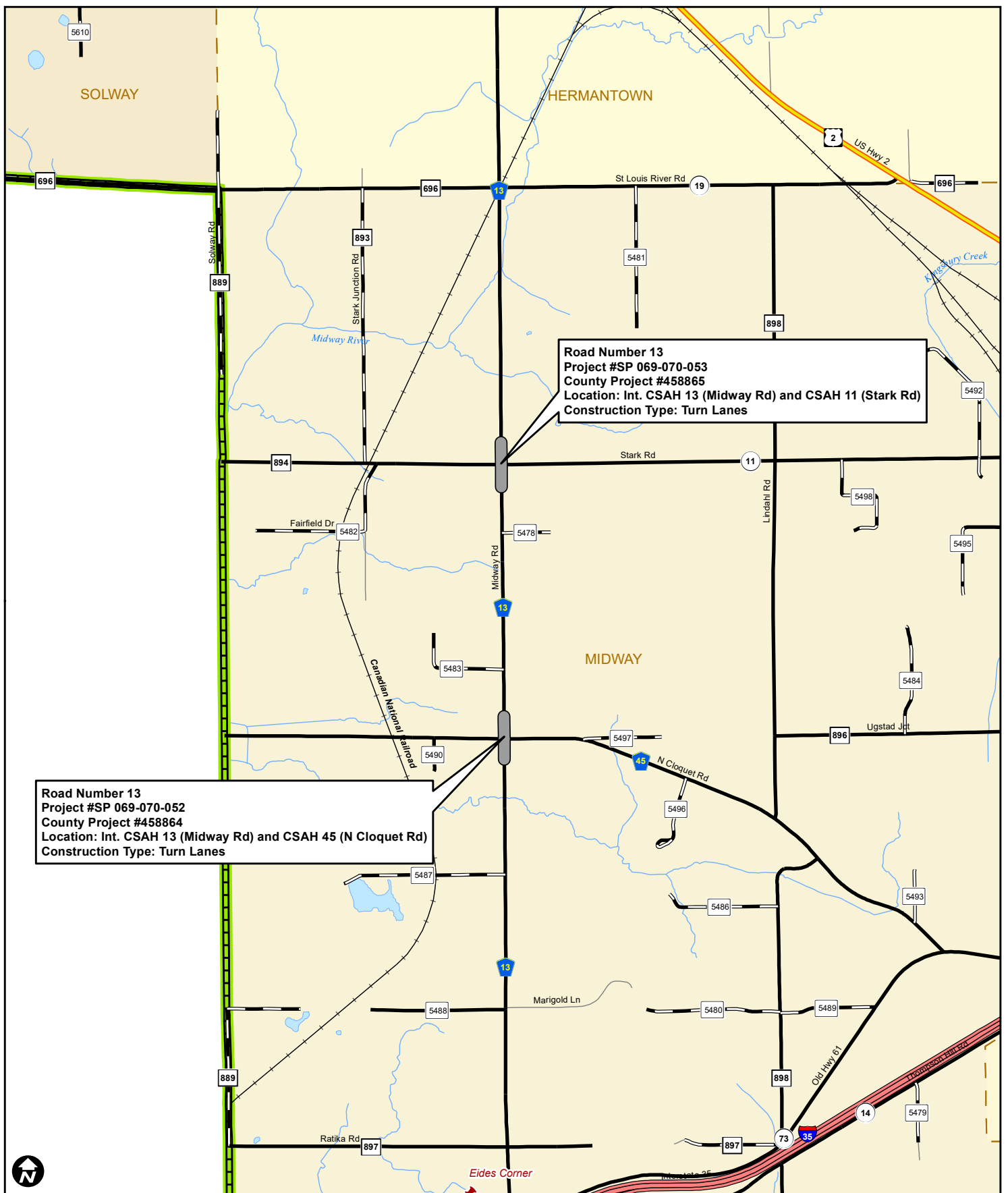
**RECOMMENDATION:**

It is recommended the St. Louis County Board authorize a professional services agreement with Bolton & Menk, Inc. to perform the design of left turn lanes at the intersection of Midway Road/North Cloquet Road (CP 0013-458864 / SP 069-070-052), Midway Road/Stark Road (CP 0013-458865 / SP 069-070-053) and Midway Road/Arrowhead Road (CP 0013-533028 / SP 069-070-057). Payment for this agreement will be from Fund 220, Agencies 220600/220601/220602, Object 626600.

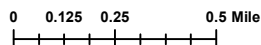
**Professional Services Agreement for Engineering Design Services for Three Left  
Turn Lanes on Midway Road**

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

RESOLVED, That the Public Works Department is hereby authorized to enter into an agreement, and approve any amendments authorized by the County Attorney, whereby the County will purchase the services of Bolton & Menk, Inc. of Hermantown, Minnesota, for the design of left turn lanes at the intersection of Midway Road/North Cloquet Road (CP 0013-458864 / SP 069-070-052), Midway Road/Stark Road (CP 0013-458865 / SP 069-070-053) and Midway Road/Arrowhead Road (CP 0013-533028 / SP 069-070-057). The cost of these services is \$91,065, payable from Fund 220, Agencies 220600/220601/220602, Object 626600.



# St. Louis County 2023 Road & Bridge Construction



## Map Components

### 2023 Road & Bridge Construction

Turn Lanes

County/Unorg. Twp. Road - Paved

County/Unorg. Twp. Road - Gravel

Local Road/City Street

Railroad

Commissioner District

County/Unorg. Twp. Road - Paved

County/Unorg. Twp. Road - Gravel

Local Road/City Street

Railroad

Commissioner District

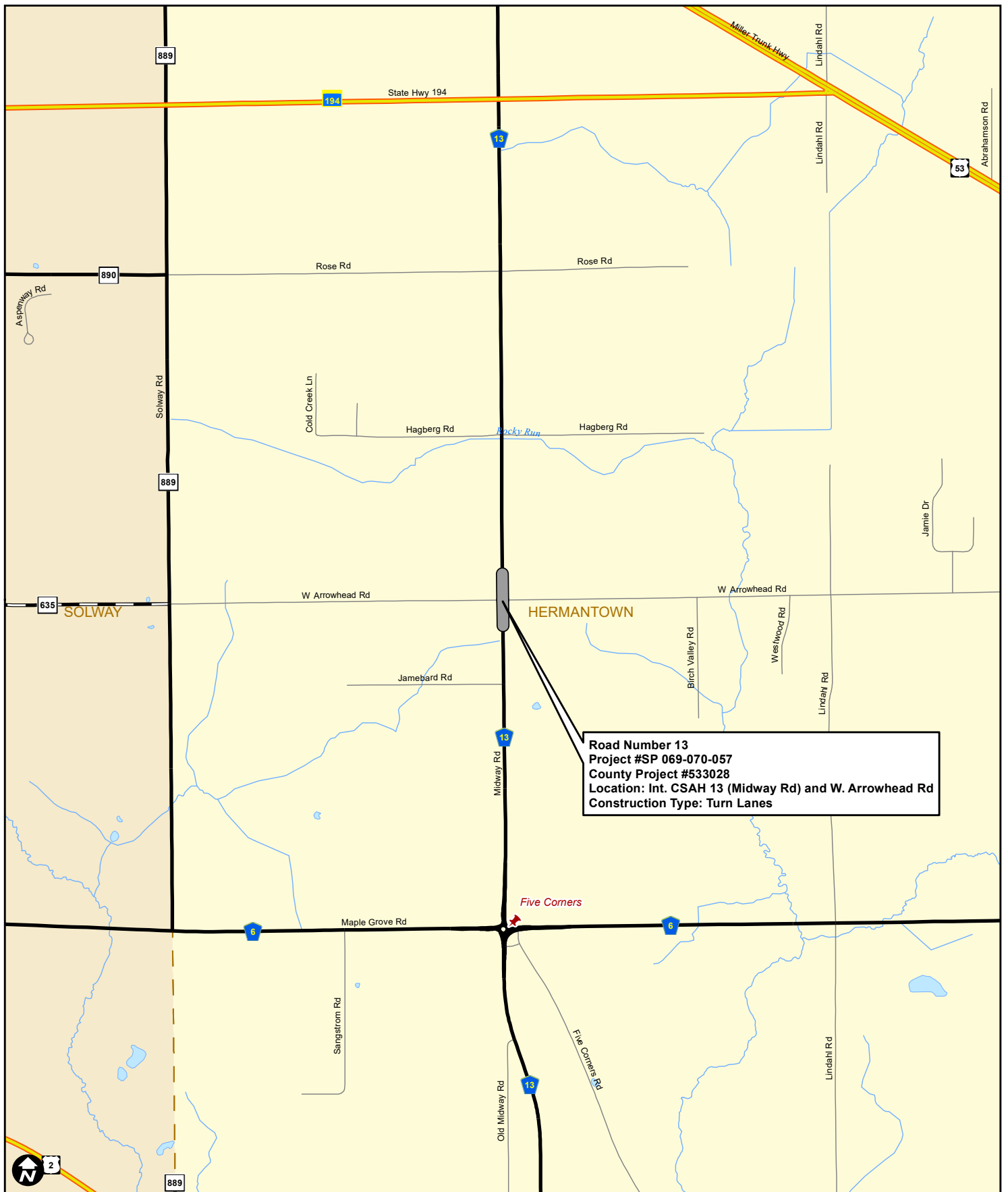
Township Boundary

City/Town

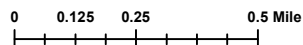
Lake

River/Stream





# St. Louis County 2023 Road & Bridge Construction



## Map Components

### 2023 Road & Bridge Construction

Turn Lanes

Interstate Highway

U.S./State Highway

County/Unorg. Twp. Road - Paved

County/Unorg. Twp. Road - Gravel

Local Road/City Street

Railroad

Commissioner District

Township Boundary

City/Town

Lake

River/Stream

# **BOARD LETTER NO. 20 - 439**

## **FINANCE & BUDGET COMMITTEE CONSENT NO. 8**

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020

**RE:** Approval of Funds for Mineral  
Royalties Scholarships

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

James R. Gottschald, Director  
Human Resources and Administration

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

To exercise responsible stewardship of county resources.

#### **ACTION REQUESTED:**

The mineral royalties scholarship program special committee is requesting that the St. Louis County Board direct County Administration to authorize funds for the 2021 mineral royalties scholarship program.

#### **BACKGROUND:**

St. Louis County receives iron ore royalties from tax forfeited minerals. Minnesota Statute §298.2215 permits a county to establish a scholarship fund from any unencumbered revenue received pursuant to those sections of statute addressing mineral royalties and severed mineral values. Specifically, this statute allows for such scholarships to be used at a two-year Minnesota State College and University institution within St. Louis County. Only individuals that are residents of the county at the time of the applicant's high school graduation are eligible for this scholarship.

In December 2017 and January 2018, the County Board adopted resolutions establishing a scholarship program with first year funding in the amount of \$150,000 (Resolution No. 17-711) and established a special committee to propose scholarship program guidelines and oversee the program (Resolution No. 17-760).

The County Board approved disbursement of \$150,000 for St. Louis County Mineral Royalties Scholarships in 2018 (Resolution 18-81), 2019 (including an additional \$200,000 to begin funding a corpus - Resolution No.18-583), and 2020 (Resolution 19-645). Projected mineral royalties in 2021 do not support additional funding to support the corpus, unfortunately. This will be reviewed again for 2022.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board approve allocation and distribution, in 2021, the amount of \$150,000 to the Mineral Royalties Scholarship fund for 2021 – 2022 scholarships.

## **Approval of Funds for Mineral Royalties Scholarships**

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

WHEREAS, St. Louis County receives iron ore royalties from tax forfeited minerals; and

WHEREAS, Minn. Stat. § 298.2215 allows a county to establish a scholarship program for local high school graduates.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board directs County Administration to fund the 2021-2022 scholarship program through the use of mineral royalties in the amount of \$150,000.

RESOLVED FURTHER, That the Board approves the disbursement of scholarship funds for the 2021-2022 school year as follows:

- Mesabi Range College Foundation: \$37,500
- Hibbing Community College Foundation: \$37,500
- Vermilion Community College Foundation: \$37,500
- Lake Superior College Foundation: \$37,500

# **BOARD LETTER NO. 20 – 440**

## **FINANCE & BUDGET COMMITTEE NO CONSENT NO. 9**

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020

**RE:** Rescind County Board  
Resolution No. 20-481 and  
Support Upper Minnesota Film  
Office Transition to a 501(c)(3)  
Organization and Operating  
Support

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

Brian Fritsinger  
Deputy Administrator

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

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

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to rescind County Board Resolution No. 20-481 and to approve funding to Independent Television Festival, Inc. dba Catalyst Story Institute, as a fiscal agent for the Upper Minnesota Film Office (UMFO) to assist the UMFO's transition to an independent 501(c)(3) organization and to provide operating support for this new 501(c)(3) organization.

#### **BACKGROUND:**

Representatives of the UMFO have approached St. Louis County for financial assistance in transitioning the UMFO to an independent 501(c)(3) organization and operating support for this new independent organization. Currently, UMFO is part of and was established by the Northspan Group, Inc. in 1996 and receives support from the Minnesota Film and TV Board, Visit Duluth, and the Department of Iron Range Resources and Rehabilitation.

The Upper Minnesota Film Office (UMFO) promotes Northeast Minnesota as a location for contract filming of movies, documentaries, commercials, and related video media productions. It serves as the single point of contact for coordinated professional responses to prospect needs and expectations and film production across northeastern Minnesota and supports projects throughout their development.

UMFO provides location scouting for feature films, television commercials, national print campaigns, and documentaries. UMFO also assists with crew referrals, lodging assistance, press and public relations, and introductions to key officials. UMFO works collaboratively with the Minnesota Film and TV Board and other regional, national, and international interests to attract video production opportunities.

If successful, UMFO feels that it could further accelerate the region for the filming of movies, documentaries, commercials, and related video media productions as a year-round destination and thus providing additional jobs, wages, benefits, and peripheral growth in the County and region.

Specifically, the UMFO has asked the County for initial seed monies/financial support to help it transition from under Northspan Group to an independent 501(c)(3) organization and then operating support for this new organization during the first year of the transition. The funding will be used for a variety of purposes including but not limited to: legal fees, personnel and operating costs. The Northspan Group has indicated its support for this move to an independent organization. Independent Television Festival, Inc. dba Catalyst Story Institute, will act as a fiscal agent for UMFO.

The previously passed resolution was for this purpose (Resolution No. 20-481, dated October 13, 2020), but needs to be rescinded for the following reasons: a fiscal agent has been identified; to allow immediate financial assistance to the UMFO so it may incorporate as a legal Minnesota nonprofit 501(c)(3); and to provide operating support for the new organization.

The County has previously provided financial assistance to support this organization. In 2006, St. Louis County provided Northspan funding to support UMFO in the amount of \$20,000. The current available Economic Development Fund balance is \$511,928.

**RECOMMENDATION:**

Should the Commissioners support this request, it is recommended the St. Louis County Board rescind County Board Resolution No. 20-481 and approve \$150,000 in one-time grant funding to Independent Television Festival, Inc. dba Catalyst Story Institute, as a fiscal agent for the Upper Minnesota Film Office (UMFO), to assist the UMFO's transition to an independent 501(c)(3) organization, and to provide operating support for the new organization, and further authorize the County Administrator and County Attorney to execute appropriate agreements for this transition.

**Rescind County Board Resolution No. 20-481 and Support Upper Minnesota Film Office Transition to a 501(c)(3) Organization and Operating Support**

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

WHEREAS, The Northspan Group, Inc. was established in 1985 as a non-profit organization to offer professional business and community development services; and

WHEREAS, The Upper Minnesota Film Office (UMFO) was established in 1996 by the Northspan Group, Inc. to promote Northeast Minnesota as a location for contract filming of movies, documentaries, commercials, and related video media productions; and

WHEREAS, The UMFO has asked the County to consider funding its transition to an independent 501(c)(3) organization and for operating support for the new organization; and

WHEREAS, The UMFO states that it can provide economic resources in the form of additional jobs, wages, benefits, and peripheral growth in the County and region as an independent organization; and

WHEREAS, The County has previously identified economic development as a strategic priority; and

WHEREAS, Under Minn. Stat. § 375.83 the County may appropriate money to be paid to an organization that will use the money to promote, advertise, improve, or develop the economic resources of the county; and

WHEREAS, Funding is available through Economic Development funds;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves a one-time grant contribution in the amount of \$150,000, payable in installments, to Independent Television Festival, Inc. dba Catalyst Story Institute, as a fiscal agent for the UMFO, to assist the UMFO in its incorporation as a legal Minnesota nonprofit 501(c)(3) and to provide operating support for the new organization;

RESOLVED FURTHER, That County staff develop and identify special performance measures to be accomplished by UMFO to be included in the grant/funding agreement;

RESOLVED FURTHER, That if necessary, appropriate County officials are authorized to negotiate the terms and conditions and execute appropriate grant/funding agreement(s) with the UMFO and/or its fiscal agents on behalf of the UMFO, payable from Fund 178, Object 311008 or its designated fund.

RESOLVED FURTHER, That St. Louis County Board Resolution No. 20-481 is rescinded.

# **BOARD LETTER NO. 20 – 441**

## **PUBLIC SAFETY & CORRECTIONS COMMITTEE CONSENT NO. 10**

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020                      **RE:** Reallocation of Two (2)  
Information Specialist II  
Positions to Information  
Specialist III

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

Ross Litman  
Sheriff

James R. Gottschald, Director  
Human Resources and Administration

**RELATED DEPARTMENT GOAL:**  
To enhance operational efficiency.

**ACTION REQUESTED:**  
The St. Louis County Board is requested to approve the reallocation of two 1.0 FTE Information Specialist II positions in the St. Louis County Sheriff's Office to two 1.0 FTE Information Specialist III positions.

**BACKGROUND:**  
When vacancies occur in the St. Louis County Sheriff's Office, a review is done to determine if those positions should be filled as is or if they should be reallocated to a level more aligned with the needs of the Office and the customers served. The Sheriff's Office conducted this review when two Information Specialist II positions became vacant. Due to the previous reduction of clerical FTE's and need to cross train current staff in all functions of the clerical positions, it was apparent these positions are performing at a higher level of administrative support due to a sustained increase in workload and most importantly, job duties.

The Sheriff's Office requested position reallocation reviews by Human Resources. On November 9, 2020 and November 20, 2020, Human Resources reallocated the vacant Information Specialist II positions to the Information Specialist III class. Because these reallocations are more than three pay grades, County Board approval is required.



**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the reallocation of two vacant 1.0 FTE Information Specialist II positions (Position codes 0421-053 & 0420-016, 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 St. Louis County Sheriff's Office, resulting in an annual increase of approximately \$4,485 for each position, for a total of \$8,970, dependent upon the starting salary of a successful candidate, to be accounted for in Fund 100, Agency 129003, Object 610100.

**Reallocation of Two (2) Information Specialist II Positions  
to Information Specialist III**

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

WHEREAS, When a vacancy occurs in the Sheriff's Office, a review is done to determine if the positions should be filled as is or if they should be reallocated to a level more aligned with the needs of the Office and the customers it serves; and

WHEREAS, The Sheriff's Office and Human Resources Department conducted such a review when these Information Specialist II positions became vacant and determined that reallocation to the Information Specialist III class 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 two 1.0 FTE Information Specialist II positions (Position codes 0421-053 & 0420-016, Civil Service Basic Unit Pay Plan, Pay Grade B10), to 1.0 FTE Information Specialist III (Civil Service Basic Unit Pay Plan, Pay Grade B14), in the Sheriff's Office, resulting in a total increase of approximately \$8,970, dependent upon the starting salary of a successful candidate, to be accounted for in Fund 100, Agency 129003, Object 610100.

# **BOARD LETTER NO. 20 - 442**

## **ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 11**

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020

**RE:** Class I Demolition Waste  
Haulage Contract

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

Mark St. Lawrence, Director  
Environmental Services

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

To pursue efficient and effective waste management programs to enhance services to residents and businesses.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize a three-year contract to Carleton Companies, Inc., with offices in Bemidji and Virginia, MN, to provide the haulage of Class I demolition waste collected at County solid waste transfer facilities.

#### **BACKGROUND:**

The Environmental Services Department provides a comprehensive system of solid waste management for residents and businesses within its Solid Waste Management Area (SWMA) through a network of solid waste transfer facilities. Eleven (11) facilities collect demolition waste for eventual transport and ultimate disposal at a Minnesota Pollution Control Agency (MPCA) permitted demolition landfill. In July of 2010, the department closed its last remaining permitted demolition landfill as it reached its capacity. Since that time demolition waste has been hauled by several different companies to local MPCA permitted demolition landfills.

The department has recently designated and contracted with two (2) MPCA permitted demolition landfills in the area to receive the majority of the demolition waste collected. Most of this waste is collected at five (5) locations including the Aurora, Cook, Ely and Hibbing transfer stations and the Regional Landfill in Virginia. The service for the haulage of the waste from each of these locations was competitively bid through a Request for Bids (RFB) that was issued on July 27, 2017. The bids included the loading and hauling of the waste on a per ton basis from each site to the designated location. To ensure that bid prices weren't inflated due to anticipated future fuel price increases, the county included a fuel adjustment clause in the request for bids. The fuel price was

set on July 31, 2017, and compensation or reimbursement were calculated each month according to a prescribed formula.

Based on bid prices received, the department entered into individual contracts with the vendor that supplied the lowest bid for the respective locations. The contract term began on November 15, 2017 and was proposed to end on December 31, 2019. However, the Mahkahta Trucking, Inc. contracts were terminated by mutual agreement on May 30, 2019. The original bid tabulation sheet was utilized to contact the next closest responsible bidder to offer contracts to fulfill the original terms at the prices submitted. Carleton Companies Inc. agreed to provide the service at the Aurora, Cook, Ely, and Hibbing Transfer Stations. Kangas Excavating agreed to provide the service at Regional Landfill in Virginia. The contracts with the new vendors were executed on July 15, 2019 for the remainder of the original term through December 31, 2019. The respective contracts were amended by mutual agreement under the original terms to be extended through December 31, 2020.

With past contractor issues and current contractor performance, the department chose to exercise statutory language which allows for contracting of solid waste management services upon terms and conditions determined by the board, with or without advertisement for bids. However, if formal bidding is used, all rules applicable to formal bidding will apply. (*Minn. Stat. § 400.04, Subd. 4*).

Consequently, in September 2020, Carleton Companies, Inc. was contacted and asked to continue the current contracts beginning in 2021. Carleton Companies Inc. supplied their proposal to continue the contracts at an additional \$1.00 per ton at each location over the current contract. In addition, a new fuel price will be set on the date that the board approves the recommendation. Compensation or reimbursement for fuel will be calculated each month according to a prescribed formula. Annual contract cost is estimated at \$95,180.

The negotiated prices are as follows:

<b><u>Carleton Companies Inc.:</u></b>	<b><u>Location</u></b>	<b><u>Cost Per Ton</u></b>	<b><u>Annual Estimate</u></b>
	Aurora	\$26.00	\$17,524.00
	Cook	\$27.00	\$18,279.00
	Ely	\$31.00	\$38,533.00
	Hibbing	\$16.00	\$17,344.00
Fuel Adjustments:			<u>\$ 3,500.00</u>
<b>Total</b>			<b>\$95,180.00</b>

### **RECOMMENDATION**

It is recommended that the St. Louis County Board approve a three-year haulage contract with Carleton Companies, Inc., Bemidji & Virginia Minnesota, for the Aurora, Cook, Ely, and Hibbing transfer stations, plus a fuel adjustment clause, for an estimated annual cost of \$95,180 payable from Fund 600, Agency 605001, Object 629901.

## **Class I Demolition Waste Haulage Contract**

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

WHEREAS, St. Louis County believes in efficient and effective waste management programs to enhance services to residents and businesses while protecting the environment; and

WHEREAS, St. Louis County requires the services of a contractor to load and haul Class I demolition waste from four (4) county specified transfer locations to designated MPCA permitted landfills for disposal; and

WHEREAS, The haulage service was competitively bid in July 2017, with several bids received; and

WHEREAS, The haulage contracts held by Mahkahta Trucking, Inc. were terminated by mutual agreement on May 30, 2019; and

WHEREAS, The original bid tabulation sheet of July 31, 2017 was utilized to offer the next closest responsible bidder the opportunity to fulfill the terms of the terminated Mahkahta contracts; and

WHEREAS, Carleton Companies, Inc. agreed to fulfill the remaining contract terms through December 31, 2020 at their respective bid prices; and

WHEREAS, In September 2020, Environmental Services Department exercised statutory language under Minn. Stat. § 400.04, Subd. 4 to negotiate a three year haulage contract for the Aurora, Cook, Ely, and Hibbing transfer stations with the current vendor starting on January 1, 2021;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a three-year demolition waste haulage contract with Carleton Companies, Inc., Bemidji and Virginia, Minnesota, for the Aurora, Cook, Ely, and Hibbing transfer stations plus a fuel adjustment clause beginning January 1, 2021, at an estimated annual cost of \$95,180.00, payable from Fund 600, Agency 605001, Object 629901.

# **BOARD LETTER NO. 20 - 443**

## **HEALTH & HUMAN SERVICES COMMITTEE NO. 1**

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020      **RE:** Joint Powers Agreement and  
Contract for Services Cost  
Neutral Transfer

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

Linnea Mirsch, Director  
Public Health & Human Services

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

Children will be born healthy, live a life free from abuse and neglect, and will have a permanent living arrangement. Adults will live in the least restrictive living arrangement that meets their health and safety needs.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to approve a Joint Powers Agreement for purposes of participating in a contract for use of cost neutral transfer funds to be used for hotel vouchers for people experiencing homelessness that are served by Bois Forte.

#### **BACKGROUND:**

On November 30, 2020, the St. Louis County Board adopted Resolution No. 20-500 which authorized the St. Louis County Public Health and Human Services Department (PHHS) to accept cost neutral transfer funding from the Minnesota Department of Human Services (DHS) through the Housing and Support Services Division in the amount up to \$1,760,218 for the period starting when the contract with DHS is signed through June 30, 2021, and to continue every year thereafter with the amounts and contracts adjusted based on the DHS award amount each State Fiscal Year. The resolution further authorized PHHS to distribute the funds to community partners that are licensed housing support providers and who provide services to those who are homeless or victims of domestic violence.

Specifically included in the list of community partners is the Bois Forte Band of Chippewa (Bois Forte) who intends to use the funds to provide assistance to qualified band members residing in St. Louis County but outside of the Bois Forte Reservation. Because only counties are statutorily allowed to apply for these funds, Bois Forte was not able to apply for the funds directly.

Minnesota Statutes § 471.59, subd. 10 empowers counties to enter into agreements with other governmental units, including federally recognized Indian tribes, to perform services or functions counties are authorized to provide such as homelessness prevention.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize a Joint Powers Agreement between the Bois Forte Band of Chippewa and St. Louis County to facilitate the provision of services to Bois Forte members experiencing homelessness who are residing in St. Louis County but outside of reservation boundaries.

## **Joint Powers Agreement and Contract for Services Cost Neutral Transfer**

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

WHEREAS, Board Resolution No. 20-500 authorized the acceptance of the cost neutral transfer funding from the Department of Human Services (DHS) through the Housing and Support Services Division in the amount up to \$1,760,218 for the period starting when the contract with DHS is signed through June 30 2021, and to continue each year with the amounts and contracts adjusted based on the DHS award amount each State Fiscal Year; and

WHEREAS, St. Louis County has authorized \$21,136.47 for Bois Forte Band of Chippewa (Bois Forte) to use for hotel vouchers for members who are experiencing homelessness; and

WHEREAS, Minnesota Statutes § 471.59, subd. 10 empowers counties to enter into agreements with other governmental units, including federally recognized Indian tribes such as the Bois Forte Band of Chippewa, to perform services or functions counties are authorized to provide such as homelessness prevention;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorize a Joint Powers Agreement between the Bois Forte Band of Chippewa and St. Louis County to facilitate the provision of services to Bois Forte members experiencing homelessness who are residing in St. Louis County but outside of reservation boundaries.



# **BOARD LETTER NO. 20 - 444**

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

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020

**RE:** 2020 Third Quarter Budget  
Changes

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

Nancy J. Nilsen  
County Auditor/Treasurer

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

To provide professional finance and accounting services in keeping with best practices, ensuring that public dollars are used exclusively for authorized public purposes.

#### **ACTION REQUESTED:**

It is requested that the St. Louis County Board authorize the budgetary revenue and expenditure changes incurred in the third quarter of 2020.

#### **BACKGROUND:**

Each year, the County Board adopts a resolution which allows for transfers and appropriations within funds for the current budget year. In addition, the 2020 Budget Resolution (No. 720, dated Dec. 17, 2019) requires that increases to the original governmental funds revenue and expenditure budgets cannot be made without County Board approval. The following represent the transfers and budgetary changes requested during the third quarter of 2020.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board approve the 2020 third quarter budget changes.

## 2020 Third Quarter Budget Changes

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

WHEREAS, All increases in original governmental funds revenue and expenditure budgets require County Board approval; and

WHEREAS, Departments anticipate being notified of additional revenues throughout the year and need approval to increase revenue and expenditure budgets; and

WHEREAS, Proposed budget adjustments are levy neutral;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board of Commissioners authorizes the following budget changes:

### GRANT BUDGET CHANGE

1. Increase Sheriff revenue and expense budget to include the awarded amount for the Title III grant award, which was omitted from Resolution 20-261 (\$36,044.32).
2. Increase Public Health and Human Services revenue and expense budget to include an increase in the Public Health Preparedness grant award (Resolution 19-720) (\$137.00).

### USE OF AN EXISTING FUND BALANCE

3. Use of general fund cash flow fund balance to purchase backup VIPER software and equipment; this purchase was authorized on Resolution 19-578 in 2019 and Public Safety Innovation fund balance was reduced at that time, but it was not spent or encumbered by the end of the year (\$117,480.72).
4. Use of missing heirs fund balance to write off an investment that was held in our possession for twenty-one years and can no longer be claimed by the beneficiary (\$28,578.62), and for payment to the heir of an estate that was being held in the County's possession (\$34,978.65).
5. Use of Sheriff's controlled substances fund balance to cover annual DARE (Drug Abuse Resistance Education) reimbursements (\$2,000.00).
6. Use of Sheriff's Enhanced 911 fund balance to cover ARMER upgrade software and licensing (\$15,874.00), and the uninterruptible power supply replacement battery at the Public Safety Building (\$13,551.00).

### REVENUE AND EXPENSE BUDGET INCREASE

7. Increase the Sheriff revenue and expense budget to include a donation from Amsoil for the unbudgeted purchase of K9 "Donny" (\$10,000.00).
8. Increase the Sheriff revenue and expense budget to include Toward Zero Deaths grant funds outlined in a Memorandum of Understanding with the City of Virginia (\$18,800.00).
9. Increase the Public Works revenue and expense budget to include the City of Duluth's share of overrun on SAP 069-609-043, Res. 19-271, Eight (8) Tied Grading and Bituminous Paving Projects, Duluth and Rice Lake (\$499,520.32).

10. Increase the Public Health and Human Services revenue and expense budget for additional Supplemental Nutrition Assistance Program (SNAP) employment and training funds (\$102,781.00).
11. Increase the Public Health and Human Services revenue and expense budget due to an increase in Minnesota Department of Human Services COVID relief funds (\$113,220.00).
12. Increase the Public Health and Human Services revenue and expense budget for isolation and quarantine for people who are homeless, funded by the Minnesota Department of Human Services (\$224,743.44).
13. Increase the Public Health and Human Services budget to include a Good Foods grant, awarded through the Community Health Board, to cover contractual services and supplies (\$10,000.00).
14. Increase the Land and Minerals revenue and expense budget to reflect additional fees for the online auction buyer's premium (\$23,248.31).
15. Reclassify Land and Minerals timber refunds from a revenue code to an expense code to account for them properly in the new paperless Accounts Payable process (\$300,000.00).
16. Increase capital projects revenue and expense budget to include an energy conservation rebate received from Virginia Public Utilities (\$24,112.44).
17. Increase the revenue and expense budget in 2018A Capital Improvement Bond (\$1,988.26) and 2018B Capital Improvement Bond (\$51.88) to match actual year-to-date investment earnings.

#### CONTRIBUTION TO FUND BALANCE

18. Reverse a previously authorized (Resolution 20-294, #3) use of general fund cash flow fund balance for costs associated with COVID-19, as the availability of CARES funding has made this transfer unnecessary (\$125,000.00).
19. Increase Septic Loans budget to include loan default revenue (\$17,611.00), with a corresponding increase in expense, and a contribution to fund balance for the portion that will not be spent in 2020 (\$832.00).
20. Establish a COVID-19 pandemic fund balance assignment in the general fund using 2020 general fund budgetary savings (\$3,000,000.00).

#### BUDGET TRANSFER

21. Reverse a previously authorized (Resolution 20-294, #22) transfer from Administration to Sheriff to cover the purchase of masks, as the availability of CARES funding has made this transfer unnecessary (\$132,500.00).
22. Transfer funds from the general fund COVID-19 pandemic fund balance assignment to the HRA to complete the Community Assistance Awards based on evolving US Treasury guidance around capital acquisition (\$1,000,000.00).
23. Transfer from general fund salary contingency to Public Health and Human Services to cover health insurance budget shortfalls (\$325,261.00).
24. Transfer Elections budget from personnel to operating to align with actual costs (\$365.29).
25. Transfer a portion of Public Health and Human Services personnel budget savings to operating to cover a contract for a consultant as the interim Continuum of Care Coordinator (\$5,000.00).

26. Reverse a previously authorized (Resolution 20-294, #25) transfer from the Public Works capital equipment fund to the general fund for costs associated with COVID-19, as the availability of CARES funding has made this transfer unnecessary (\$1,250,000.00).
27. Reverse a previously authorized (Resolution 20-294, #24) transfer from capital projects to the general fund for costs associated with COVID-19, as the availability of CARES funding has made this transfer unnecessary (\$600,000.00).
28. Transfer unspent furniture budget from capital projects back to Public Health and Human Services, due to a decrease in the vendor's quote (\$1,663.50).

	Fund	Agency	Object	Grant	Year	Expense Budget	Transfer Out	Accumulation of Fund Balance	Revenue Budget	Transfers In	Use of Fund Balance
<b>GRANT BUDGET CHANGE</b>											
1	100	135999	540106	13503	2020				(36,044.32)		
	100	135999	629900	13503	2020	36,044.32					
2	230	233999	540241	23601	2020				(137.00)		
	230	999999	311200					137.00			
<b>USE OF AN EXISTING FUND BALANCE</b>											
3	100	999999	311107								(117,480.72)
	100	135001	665900			117,480.72					
4	161	161001	653000			63,557.27					(63,557.27)
	161	999999	311200								
5	171	999999	311200								(2,000.00)
	171	171001	695100			2,000.00					
6	179	179001	634801			15,874.00					
	179	179001	634802			13,551.00					
	179	999999	311200								(29,425.00)
<b>REVENUE AND EXPENSE BUDGET INCREASE</b>											
7	100	129008	583100						(10,000.00)		
	100	129008	642900			10,000.00					
8	100	129999	551505	12917	2020				(5,000.00)		
	100	129999	610300	12917	2020	5,000.00					
	100	129999	540709	12952	2020				(4,500.00)		
	100	129999	610300	12952	2020	4,500.00					
	100	129999	540710	12953	2020				(9,300.00)		
	100	129999	610300	12953	2020	9,300.00					
9	220	220451	652700			499,520.32					
	220	220451	551501						(499,520.32)		
10	230	231007	628200			102,781.00					
	230	231007	540101						(102,781.00)		
11	230	233010	540279						(113,220.00)		
	230	233010	629900			113,220.00					
12	230	233010	629900			224,743.44					
	230	233010	530720						(224,743.44)		
13	230	230040	590500							(500.00)	
	230	233999	540276						(10,000.00)		
	230	233999	629900			8,500.00					
	230	233999	640900			1,000.00					
	230	233999	697700				500.00				
	230	999999	311200					500.00			
14	240	240001	583100						(23,248.31)		
	240	241003	629905			23,248.31					
15	240	240001	638000			300,000.00					
	240	241001	580100						(300,000.00)		
16	400	400015	545117						(24,112.44)		
	400	400015	663100			24,112.44					
17	448	448001	571000						(51.88)		
	448	448001	629900			51.88					
	445	445001	629900			1,988.26					

445	445001	571000							(1,988.26)
<b>CONTRIBUTION TO FUND BALANCE</b>									
18	100	104019	629900			(125,000.00)			
	100	999999	311107					125,000.00	
19	286	999999	311200					832.00	
	286	286999	629900	28601	2016	16,779.00			
	286	286999	530102	28601	2016				(17,611.00)
20	100	129003	610000			(750,000.00)			
	100	129004	610000			(350,000.00)			
	100	129007	610000			(400,000.00)			
	100	135001	610000			(500,000.00)			
	100	137002	610000			(1,000,000.00)			
	100	999999	311449					3,000,000.00	
<b>BUDGET TRANSFER</b>									
21	100	104019	629900			132,500.00			
	100	129003	642700			(132,500.00)			
22	100	999999	311449						(1,000,000.00)
	100	100001	67600				1,000,000.00		
	250	251001	590100						(1,000,000.00)
	250	251001	629900			1,000,000.00			
23	100	104006	619900			(325,261.00)			
	100	104006	697600				325,261.00		
	230	230006	615100			30,000.00			
	230	230006	590100						(30,000.00)
	230	231014	590100						(44,000.00)
	230	231014	615100			44,000.00			
	230	233001	590100						(21,261.00)
	230	232008	590100						(230,000.00)
	230	233001	615100			21,261.00			
	230	232008	615100			230,000.00			
24	100	127003	634800			365.29			
	100	127003	610000			(365.29)			
25	230	232001	610100			(5,000.00)			
	230	232001	629900			5,000.00			
26	100	104019	590100					1,250,000.00	
	100	104019	629900			(1,250,000.00)			
	407	407001	697600				(1,250,000.00)		
	407	407001	666300			1,250,000.00			
27	100	104019	590100					600,000.00	
	100	104019	629900			(600,000.00)			
	400	400023	697600				(600,000.00)		
	400	400023	663100			600,000.00			
28	230	230011	590100						(1,663.50)
	230	230011	640300			1,663.50			
	400	400012	640300			(1,663.50)			
	400	400012	697600				1,663.50		

# **BOARD LETTER NO. 20 - 445**

## **FINANCE & BUDGET COMMITTEE NO. 2**

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020

**RE:** St. Louis County Capital  
Improvement Plan (CIP) for  
2021-2025 Amendment

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

Nancy J. Nilsen  
County Auditor/Treasurer

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

To provide effective and efficient government.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to amend and approve the Capital Improvement Plan for the years 2021 through 2025.

#### **BACKGROUND:**

Each year, as an integral part of its annual budget process, St. Louis County updates its Capital Improvement Plan (CIP). The CIP is a plan that matches the county's major capital needs regarding long-term physical asset development with the financial ability to meet these needs in a manner that attempts to better ensure the effective and efficient provision of government services and operations while maintaining a strong county infrastructure. The county's CIP identifies projects that have been designed to support existing or projected needs in the following areas: transportation infrastructure (roads and bridges), county facilities, land improvement/development/acquisition, equipment purchases, and information technology. CIP projects require a total expenditure of at least \$100,000 and must provide for or extend the useful life of the asset for at least 5 years.

The CIP is vital to the county because it is the principal planning tool designed, and utilized strategically, to achieve growth and development as envisioned in the county's Departmental Business Plans. The county strives to balance debt issuance with current property tax levels for capital projects in a concerted effort to minimize tax burden while at the same time better aligning the organization to meet the ever changing demands placed upon local governments. Historically, the County has

amended the plan per Minn. Stat. § 373.40, subd. 3 under which when a CIP is amended with the intent to issue capital bonds a public hearing is required. While the 2020-2024 CIP was recently amended due to bonding, this amendment is not associated with the issuance of any Capital Improvement bonds a public hearing has not been scheduled. Under a situation where the issuance of bonds were to be considered in 2021, a public hearing will be held at that time.

An annual amendment covering the period from 2021-2025 has been prepared by County Administration and Property Management. The proposed 2021-2025 Capital Improvement Plan has been distributed to the County Board electronically and posted on the St. Louis County website.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board approve the amended 2021-2025 Capital Improvement Plan.

## **St. Louis County Capital Improvement Plan (CIP) 2021-2025 Amendment**

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

WHEREAS, The St. Louis County Board, pursuant to Minn. Stat. § 373.40, has previously approved a Capital Improvement Plan; and

WHEREAS, The County has identified a goal of reviewing and updating its Capital Improvement Plan as part of its annual budget process; and

WHEREAS, The Board has reviewed the Capital Improvement Plan and has considered the following for each project described in the proposed amendment and the overall plan:

1. The condition of the county's existing infrastructure, including the projected need for repair or replacement;
2. The likely demand for the improvement;
3. The estimated cost of the improvement;
4. The available public resources;
5. The level of overlapping debt in the county;
6. The relative benefits and costs of alternative uses of the funds;  
Operating costs of the proposed improvements; and
7. The alternatives for providing services more efficiently through shared facilities with other cities or local government units.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board, based on the considerations set forth in the amendment and overall plan and as set forth herein, approves the Capital Improvement Plan, as amended for the years 2021 through 2025, on file with the County Auditor as County Board File No. \_\_\_\_\_.





# Five-Year Capital Improvement Plan 2021-2025

December 1, 2020

## SAINT LOUIS COUNTY Board of Commissioners

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District 1	Frank Jewell
District 2	Patrick Boyle
District 3	Beth Olson
District 4	Paul McDonald
District 5	Keith Musolf
District 6	Keith Nelson
District 7	Mike Jugovich



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County Administrator, Kevin Z. Gray

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## **Introduction - St. Louis County Capital Improvement Program Fiscal Years 2021 – 2025**

Each year, as an integral part of its annual budget process, St. Louis County updates its Capital Improvement Program plan. The Capital Improvement Program (CIP) is a plan that matches the county's major capital needs regarding long-term physical asset development with the financial ability to meet these needs in a manner that attempts to better ensure the effective and efficient provision of government services and operations while maintaining a strong county infrastructure. The county's CIP identifies projects that have been designed to support existing or projected needs in the following areas: transportation infrastructure (roads and bridges), county facilities, land improvement/development/acquisition, equipment purchases, and information technology. CIP projects require a total expenditure of at least \$100,000 and must provide for or extend the useful life of the asset for at least 5 years.

The CIP is vital to the county because it is the principal planning tool designed, and utilized strategically, to achieve growth and development as envisioned in the county's Departmental Business Plans. The county strives to balance debt issuance with current property tax levels for capital projects in a concerted effort to minimize tax burden while at the same time better aligning the organization to meet the ever changing demands placed upon local governments.

In so doing, the county maintains its strong financial standing, achieving an AA+ rating from Standard and Poor's rating services from 2013 - 2020. Further, the county continually strives to more effectively and completely integrate its capital and operating budgets; as such it is a tool to balance capital needs and associated operating cost implications.

Through a detailed process of prioritization, project selection, and implementation detail, the CIP serves to guide the use of the limited resources that are available for capital projects. By providing a planned schedule, cost estimates, location of public sector improvements, project rationale, operating budget implications, and energy conservation considerations, the CIP provides local elected officials and the public with valuable information concerning proposed public facilities, transportation infrastructure, technology and capital equipment needs and their associated costs; while at the same time providing private sector decision makers with valuable information upon which to base investment decisions. Ultimately, the county will benefit from the coordination of orderly and efficient programs of private and public investment intended to maximize outside revenue sources and effectively plan for the growth and maintenance of the county's infrastructure.

### **Goals of the CIP**

The CIP is prepared in consideration of two major goals:

1. To address the county's immediate and long-term capital needs, the CIP is guided by the following priorities, which were adopted by the County Board of Commissioners in 2007:

- Maintaining a strong county infrastructure (roads, bridges, buildings, equipment, information infrastructure and personnel) in order to protect the county's investment.
- Expanding the tax base in a way that will benefit the health and well-being of citizens.
- Managing and encouraging orderly growth in coordination with other units of government and the private sector to promote a healthy local economy.
- Providing county services in the most efficient, effective and safe manner.

- Maintaining and improving a healthy, viable ecosystem and the community's quality of life.

2. To explore all feasible funding sources (as time and resources permit) in order to finance the county's capital needs.

Funding Priorities: Projects with the following characteristics are given priority for funding:

- Maintenance and/or improvement of the county's infrastructure.
- Enhancement of county service delivery.
- Public health and public safety – prevents or corrects a major health or safety hazard.
- Legal requirements – clearly demonstrates a mandate by State or Federal law.
- Economic development – directly increases net annual revenues and creates indirect community wealth, i.e. jobs, business retention, etc.
- Budget impact – reduces operating costs or is eligible for available funding sources.
- Relationship to other projects – completes a project that is underway or advances the effectiveness of another project.
- Implementation of Business Plans or governing body policies – directly referenced in existing plan or policy or is essential to the implementation of programs adopted by the Board of Commissioners.
- Joint use – combines two or more projects resulting in immediate or future savings.

### **Relationship of the CIP to the Operating Budget**

The operating budget and the CIP are closely related. The CIP is a plan that matches the county's major capital needs with the financial ability to meet them. As a plan, it is subject to change, however, a sound and reliable CIP is an invaluable planning tool that serves to aid the process of maintaining the good financial health of the county. That said, the CIP remains a living document that provides a constant reference point for broad ranging organizational discussions relating to the intrinsic relationship of capital infrastructure to the operation and mission of the county as expressed in the exploration of program and service delivery modalities, the increasing need for organizational efficiencies, downward budgetary pressures from state and federal sources, and increased burdens on taxpayers. As local governments are forced to evolve in a climate trending toward increasing budgetary restriction, the continued refinement of strategies that integrate all elements of an organization into any decision-making matrix is paramount to the effective provision of government services in this day and age.

CIP projects that are proposed to be funded by General Fund revenues are intended to be included in the budget in the appropriate year(s). Even so, because circumstances may change between the adoption of the CIP and the Budget, CIP projects must be resubmitted as part of each department's annual budget request, a step which promotes additional review of project details in light of new budget realities. Funds for such projects are not available unless and until they are included in the budget approved by the County Board of Commissioners.

The completion of capital projects directly impacts a department's operating budget as projects are completed and require maintenance and upkeep. Also, some facilities may require additional staffing and utilities, such as electricity and water, above current levels. Or, conversely, some departments may find that capital investments will positively impact their operating budget through energy conservation, strategic co-locations, and other operational impacts that influence how departmental resources are utilized. County-wide strategies which are moving the organization toward energy efficiency, co-located departments, consolidated

customer service centers, and the like are continually influencing CIP decision-making in a manner that seeks to improve rather than detract from operational budgets. Said impacts may not be readily evident when projects are funded and are constructed over several years. Consequently, the impacts of capital projects on the annual operating budget are estimated when available. Most projects will not have an operating impact in the year during which they are funded, thus continual tracking of associated costs on operations due to completed CIP projects feeds back into the decision-making process on CIP projects under consideration. Efforts in the area of tracking project cost payback due to energy efficiencies or other cost saving measures, which have been engineered into a CIP project, can prove to be a cost-saving measure for the county over time. Additionally, over the past four years the county has been implementing an asset management system to define and provide estimates for infrastructure needs to further aid in the development of a capital investment strategy that reduces operating costs over time while maximizing the direct impact of project funding.

### **CIP Strategy, Review & Adjustment**

In an effort to further the integration of capital and operating budgets while defining appropriate levels of capital infrastructure investment, St. Louis County Administration Department has worked together with the Auditor's Office, Sheriff's Office, Public Works, Property Management, Information Technology, Land and Minerals, Environmental Services and the Planning & Community Development departments to strategically improve the CIP process by bringing it into closer alignment with overall county strategies as represented in the Board of Commissioner's key priority areas as stated above.

Strategic CIP efforts have included:

- Working with Public Works to streamline its CIP submission process by building on their 10-year State Transportation Improvement Plan, developing a new project submission form that aligns with their road and bridge asset management system, and implementing a common asset management system for facilities that includes Facility Condition Index ratings for each facility as a key facility performance indicator county-wide.
- Working with Property Management more closely on submissions so that prioritization, energy efficiency, building life cycle management, facility integrity, departmental lease costs (for office space), co-locations of departments/functions, safety/security, and project decision-making happen in advance of bonding cycles and in-line with broad county facility goals. As mentioned above, the county purchased and implemented an asset management system that assists the Property Management Department (and other participating county departments with facilities) to more effectively track and measure facility and system life cycles, manage energy consumption and measure facility efficiency, replacement and/or improvement cost. This system will in turn promote more effective alignment of capital improvement needs with operating budget realities by providing a tool to measure the impact of capital investment on facility integrity and departmental operational budgets.
- Working with the Auditor's Office to continue to improve the information collected as part of the annual update to the CIP so as to provide the most solid basis for bond work possible.

- Working with the Information Technology Department to include a technology section in the CIP. This inclusion provides for large-scale infrastructure projects and systems such as our Microsoft Office 365 deployment and expansion of video-conferencing capability.
- Working with all departments on CIP submission to enhance the information provided.
- County Administration has been working closely with departments to identify more customer-friendly interface options for county facilities, which would serve to ensure public and employee safety, create a welcoming center for the delivery of county services, promote inter-departmental synergies across like or complementary service areas, and provide for more effective and efficient utilization of current county facilities. Such projects include the Public Health and Human Services Department's centralized client intake centers (Duluth, Ely, Hibbing and Virginia) and other projects that encourage collaboration and enhance customer service.
- Additional strategic CIP submission form changes include the requirement to provide the date of the last project cost estimate update to ensure more accurate cost estimation or to trigger the cost estimate updates; and guidance to county departments to select "other" as the funding sources on the form to trigger discussion on potential funding sources, strategies, and other considerations at present undefined.

## **Financial Assumptions**

The FY 2021-2025 CIP has been prepared with the following major financial assumptions:

- Road and bridge project investments totaling over \$220 million from 2021 to 2025 are planned to be funded by a combination of federal, state and local sources, including use of transportation sales taxes, to keep county transportation infrastructure well-maintained and safe for county residents and visitors.
- All contributions from the General Fund have been incorporated into actual 2021 and proposed 2022-2025 forecasted budgets for this update. Projects funded through contributions from the General Fund include transportation and operations infrastructure (buildings, roads and bridges). The planned contributions are included in the five year projection for financial planning purposes. However, funds for such projects will not be available unless and until they are approved by the Board of Commissioners. As such, contributions to specific projects in later years are subject to change.
- Plans for three new Public Works facilities in Districts 4, 5 and 6, Environmental Services landfill-related capital improvements, Jail prisoner area remodeling and the county's share of asset preservation improvements at the St. Louis County Heritage and Arts Center (Depot) will require consideration of the issuance of county general obligation bonds in 2024-2025 to finance these projects.

## **Criteria for Inclusion in the CIP**

### **Conformance with Chapter 383C**

Chapter 383C of the Minnesota State Statutes contains laws that are specific to St. Louis County. In 1989, the legislature amended this chapter by including a provision allowing St.

Louis County to develop and implement a capital improvement program. The 2021-2025 Capital Improvement Program is intended to fulfill this statutory authority.

#### **Conformance with Chapter 373.40 Criteria**

Chapter 373.40 requires the county to prepare its capital improvement program (CIP) consistent with the eight criteria contained in Section 2, Subdivision 3 of Chapter 373.40. The information required is summarized below for each of the eight criteria.

#### **Condition of the County's Infrastructure**

St. Louis County's infrastructure includes roads and bridges, three court houses, office buildings, highway maintenance facilities, and landfill service stations and the like totaling 170 structures, 3,000 miles of road and 601 bridges. The condition of the infrastructure is reviewed on an annual basis. The CIP contains several projects that are intended to upgrade and preserve these facilities in-line with the Board of Commissioner's strategic focus area *Strong County Infrastructure*. Additionally, proactive management, upgrade and maintenance of county facilities directly translates to cost-savings overall when facilities and infrastructure investments are planned and implemented as part of an overall county asset management strategy.

#### **The Likely Demand for the Improvement**

All the improvements proposed in the CIP have been evaluated for alternative actions including the "do nothing" alternative. Also, the CIP projects for each department are reviewed by the County Administrator's Office to ensure that each project is designed to meet a future demand of the public and the county. County efforts to develop and implement broad infrastructure improvements are continually refined in light of overall budget strategies, staffing and service efficiencies, asset condition/life cycle, energy efficiency, existing long-range plans, present cost-effectiveness, projected financial implications, and Board of Commissioner's key priority areas.

#### **Estimated Costs of the Improvements**

The county's CIP process requires each project's cost estimate to be as accurate as possible at the time the project is proposed and, additionally, that a project description form be submitted with each project estimate. The process requires annual review and updating of each non-capital budget item. The continual review of project cost estimates, as a practice, is a critical component of the county's strategy for CIP decision-making and implementation. On-going collaborative planning between Administration and other county departments will be further enhanced by the integration of the county's new facility asset management system into the cost estimation process made possible by virtue of system tools and data informed by continually updated *RS Means* construction cost estimation matrix (market based national construction cost index).

#### **Available Public Resources**

St. Louis County has examined all potential funding alternatives to each proposed project, and has carefully protected its ability to borrow funds for infrastructure projects. The county's low level of direct debt is evidence of the success of this policy. The County Board reviews the level of direct debt on a regular basis and strives to maintain direct debt at a consistently low level. Additional consideration has been and will continue to be given to expanded bonding opportunities and strategies, which may, in turn, provide for accelerated project implementation in cases where current market conditions matched with internal county operational strategies and infrastructure requirements may indicate a favorable congruence for such investment initiatives. The transportation sales tax approved by the County Board in December 2014 is an example of a new revenue source directed to critical transportation projects.

### **The Level of Overlapping Debt in St. Louis County**

The CIP contains information required by Subdivision 3 of Chapter 373.40, and the process is mindful of the impacts of overlapping debt. The CIP process includes an analysis of the financial and property tax ramifications for all projects proposed for general obligation bond funding.

### **Relative Costs and Benefits of Alternative Uses of Funds**

The CIP process requires each department to evaluate alternatives to the proposed project, as well as alternative funding for each identified project option. The CIP process further requires that the County Administrator's Office review all proposed projects to ensure that the financing options are viable and all encompassing. All projects are evaluated for lease financing versus other financing options. The county's capital infrastructure needs exceed available resources, and the county is always forced to make choices among numerous projects. Thus, careful consideration of county-wide as well as departmental priorities and strategies are a must, and as currently expressed, the CIP process allows for an open debate of the relative costs and merits of each major project. During said debates, alternative means of producing the resources necessary to complete a given project may emerge as a viable alternative to the use of bond proceeds for capital improvements.

### **Operating Costs of the Proposed Improvements**

The CIP process requires that each department and the County Administrator's Office examine the estimated annual operating cost for each proposed project. Projects are reviewed for their impacts on utility costs, employee safety and productivity, number of employees, and any other factor that would have a negative impact on the county's general fund or require substantial increases in fees charged to facility users. County Administration continually strives to align capital improvement needs with the regular operations of the county as an organization. The impact of capital projects on the operating budget can be severe and as such Administration works to thoroughly examine all impact areas and to develop viable methods to provide for the impact of said projects; and, in some case, to eliminate projects from the CIP due to adverse and/or cost-ineffective project proposals. Throughout the project review process, deference is given to the tempering impacts of current budgetary realities, overarching strategies and priorities of elected officials, current departmental business plans, and defined needs in light of all of the preceding elements.

### **Alternatives for Providing Services More Efficiently Through Shared Facilities with Other Counties or Local Units of Government**

The CIP process requires each department to examine alternatives that involve the use of shared facilities. The County Administrators' Office provides a final review to ensure that each CIP and annual capital budget item has been thoroughly reviewed for use with existing facilities in other governmental jurisdictions, and for opportunities for sharing new facilities.

As a policy, the St. Louis County Board of Commissioners has directed the county Property Manager to work toward housing all county departments in county facilities. The cost-benefit analysis of using external leases versus housing county departments in county facilities has shown that the latter is more cost-effective for the taxpayers of St. Louis County. With the completed Virginia Government Service Center, the goal of eliminating leases and centrally locating county services has largely been accomplished for offices/services in the county.



## **St. Louis County FY 2021-2025 Capital Improvement Program**

### **Procedures**

For each proposed capital improvement project, departments are required to complete a CIP inventory form. These forms provide both general background information pertaining to the projects and detailed information, which are then used to evaluate the projects. Using the inventory forms as a basis for its review, a preliminary list of items is produced. Final approval and authorization comes from the County Board.

In order to provide direction and conformity in compiling the CIP, it is essential that policies and guidelines are identified to direct county decisions regarding physical improvements and the sources of funding to be utilized. In prior budgets and related documents, the St. Louis County Board has identified the following policies regarding capital budgeting:

### **Capital Improvement Budget Policies**

- The county makes all capital improvements in accordance with an adopted capital improvement program.
- The county develops a multi-year plan for capital improvements and updates it annually.
- The county enacts an annual capital budget based on the multi-year capital improvement plan. Future capital expenditures necessitated by changes in population, real estate development, or economic base are reviewed and included in capital budget projections.
- The county coordinates development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvements are projected and included in operating budget forecasts.
- The county uses intergovernmental assistance to finance only those capital improvements that are consistent with the adopted capital improvement plan and county priorities in which operating and maintenance costs have been included in operating budget forecasts.
- The county maintains its assets at a level adequate to protect its capital investment and minimize future maintenance and replacement costs.
- County staff identifies the estimated costs and potential funding sources for each capital project proposal before it is submitted to the county board for approval.
- Expenditures must be a minimum of \$100,000.
- Equipment purchases must have a minimum life of five years.
- The county determines the least costly financing method for all new county projects.
- Each capital project should be fully justified in terms of reducing operating costs, improving quality or quantity of service, adhering to appropriate regulations, protecting the health and safety of employees or clients, or meeting a clearly demonstrated demand for a service.
- There should be a thorough review of alternative actions to the proposed project including the development of shared facilities, the use of non-county services or methods to meet the need, or the use of non-capital alternatives.
- Each capital project should be reviewed to determine the amount of coordination required between county departments and with non-county agencies to implement the project.
- Projects should be evaluated regarding possible deferment to a later date if such action would not adversely affect the program.
- All auxiliary costs, such as site development, utilities, or parking, must be considered as part of the capital project.

- With the exception of the Land & Minerals, Environmental Services, and Public Works departments, the Property Management Department will serve as the Capital Improvement Construction Management Unit for county facilities in St. Louis County. All Department of Public Works road and bridge projects will be managed by the Department of Public Works in coordination with the Administrator's Office. All departments are instructed to coordinate capital improvement projects with the Director of Property Management.

## **Debt Policies**

- The county maintains its ability to support current debt and incur additional debt at minimal interest rates and in the amounts required for infrastructure and other capital assets without endangering the ability of the county to finance essential services.
- Projects should be evaluated regarding possible deferment to a later date if such action would not adversely affect the program.
- Debt is used sparingly and only after other means of financing are fully investigated.
- No debt which becomes an obligation of the county or any of its agencies may be issued for a term longer than the reasonably expected useful life of the asset being funded, but in no event for longer than 25 years for real property or 10 years for equipment.
- The proceeds of all debt issues must be expended in compliance with all applicable state and federal laws and rules and in conformity with all covenants of the issue. Such laws, rules, and covenants must be strictly construed.
- No debt may be issued to fund normal operations of the county or any of its agencies. This does not exclude the possibility of issuing Tax Anticipation Notes as a financial and investment strategy.
- Debt must not be issued in excess of any statutory limit. The county must strive to keep the total debt burden of the county when measured as a percent of taxable market value from exceeding the median of similarly sized counties in the nation based upon figures available at the time of authorizing the issuance.
- Property tax supported debt including capital notes must not be issued beyond the point where annual debt service levy demands exceed 10% of the property tax levy (including HACA and disparity aid).
- The county must avoid, where possible, the issuance of general obligation debt by utilizing available funds, reserves, and revenue or other types of issues.

## **CIP Process**

The CIP process begins at the beginning of the year (January) with a request to county departments for modifications, updates, additions or deletions from the previous CIP as part of the budget process. Detailed instructions for submission are provided by the Administration Department to guide the preliminary submission process, and, once complete, are followed up by in-depth project discussions, board workshop(s), public hearings (if county bonding is contemplated) and formal adoption of the CIP (updated amendment) each year.

## **Implementation Rate**

Not all projects included in the 2021 capital budget will be completed during the budget year. Many projects require coordination with other agencies and businesses. St. Louis County accounting policies allow for carry forward of encumbered funds to allow for completion of projects started in one year but not finalized.

## CIP Format

The 2021-2025 Capital Improvement Program comprises four major areas for capital improvement: roads and bridges, equipment, facilities, and technology. The project inventory form provides a brief description of the project and its location, the underlying purpose and justification for the project, estimated impacts on the operating budget, energy conservation considerations (if applicable), implementation details (date), funding source, cost breakdown and total project cost (estimates).

## 2021-2025 CIP by Category

### Environmental Services

The Solid Waste Fund accounts for the management and operations of solid waste activities in St. Louis County outside of the Western Lake Superior Sanitary District Service area. The fund includes general management of solid waste activities, recycling, canister sites, transfer stations, demolition facilities, household hazardous waste, and landfill operations.

The CIP projects for this department include:

Environmental Services	2021	2022	2023	2024	2025	TOTAL
Leachate Treatment Facility		\$200,000	\$2,250,000			\$2,450,000
Landfill Gas Collection and Utilization	\$175,000	\$50,000				\$225,000
Landfill Cell Closure	\$75,000	\$800,000				\$875,000
Capital Improvement Projects (TBD)					\$5,000,000	\$5,000,000
<b>Total Environmental Services</b>	<b>\$250,000</b>	<b>\$1,050,000</b>	<b>\$2,250,000</b>	<b>\$0</b>	<b>\$5,000,000</b>	<b>\$8,550,000</b>

Adequate cash flows are available in the Solid Waste Fund accounts to deliver the projects shown in 2021-2023. The Environmental Services Department has provided cash flow analyses for the revenue that tie to each project. In 2025, it is anticipated that county bond funding may be required to fund activities associated with landfill closure and planning for the site selection, site improvements and facilities for a new landfill.

### Land and Minerals

Land and Minerals has proposed renovation of its Virginia and Pike Lake office spaces and adjacent grounds improvements with funding to be provided by department enterprise funds derived from land and timber sales. Property Management will collaborate with the department on design and construction management.

Land and Minerals	2021	2022	2023	2024	2025	TOTAL
Grounds Renovation Phases II & III - Virginia Office	\$35,225					\$35,225
Entrance Align and Sewer Connection - Virginia Office	\$110,775	\$5,000	\$25,000			\$140,775
Pike Lake Office Remodel	\$20,000		\$120,000			\$140,000
<b>Total Land and Minerals</b>	<b>\$166,000</b>	<b>\$5,000</b>	<b>\$145,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$316,000</b>

### Information Technology

This section includes planned technology investments submitted by the Information Technology (IT) Department. These investments are required to support continued improvements in client service and employee productivity for both on-site and remote workers.

<b>Information Technology</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>TOTAL</b>
Countywide Cisco Room Based Video Conferencing	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Information Technology Infrastructure Maintenance	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Netapp SAN Hardware Upgrade		\$210,000				\$210,000
Pure Storage SAN Hardware Upgrade	\$297,000					\$297,000
<b>Total Information Technology</b>	<b>\$497,000</b>	<b>\$410,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$1,507,000</b>

## Property Management Facilities

Projects initiated under this category include improvements aimed at maintaining the life cycle and integrity of all county-owned facilities, reducing operating or maintenance costs through initiatives such as renewable solar energy production, energy efficiency projects, acquiring new/additional office space, providing a safe and productive work environment, and ensuring safe and efficient access for the public.

Sources of revenue include property tax, fees, interest earnings, unrestricted grants and aids, state capital appropriations (general obligation bond proceeds with grant agreements) and other forms of unrestricted local income. Actual expenditures are based on the costs of the projects and the use of carry-over balances.

There are three projects on this list that require additional explanation of funding sources.

- The Clarity Behavioral Health Crisis Center has received \$5 million total in state capital appropriations grant funding in 2018 and 2020 to construct a new facility serving the region. An estimated \$2.1 million in additional funding may be required from other sources to complete this project; predesign plans are incomplete at this time. Potential funding sources include community partner contributions for furniture and fixtures and county capital improvement funds.
- The Depot Asset Preservation/Exhibit Enhancement project received \$1.5 million in 2020 state capital appropriations funding to address life/safety and building exterior needs. An estimated \$11 million in additional funding will be required to address asset preservation and exhibit enhancement investments from 2022-2025. The county anticipates requesting additional state funding in biennial applications for 2022 and 2024.
- The county jail will be in need of prisoner area remodeling in 2024-2025. It is anticipated that \$10 million in county bonding will be required to implement this project

<b>Property Management Facilities</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>TOTAL</b>
Duluth Courthouse Probation Office Remodel		\$40,000	\$400,000			\$440,000
Duluth Courthouse Boiler/Chiller	\$420,000	\$100,000	\$550,000			\$1,070,000
Duluth GSC Chiller	\$450,000					\$450,000
Clarity Project - Behavioral Health Crisis Center	\$600,000	\$6,500,000				\$7,100,000
Depot Asset Preservation/Exhibit Enhancement	\$500,000	\$2,000,000	\$2,000,000	\$4,000,000	\$4,000,000	\$12,500,000
Sheriff South Impound Lot	\$30,000	\$300,000				\$330,000
Jail Intake Area Improvements	\$80,000	\$1,340,500				\$1,420,500
Jail Prisoner Area Remodel				\$3,000,000	\$7,000,000	\$10,000,000
Jail Solar Power Installation				\$210,000	\$950,000	\$1,160,000
Hibbing Courthouse Roof Replacement	\$40,000	\$450,000				\$490,000
Hibbing Boiler Replacements	\$70,000	\$700,000				\$770,000
Virginia Courthouse Site Improvements	\$250,000					\$250,000
Duluth Downtown Parking Lot and Ramp Repairs	\$30,000	\$270,000	\$30,000	\$270,000	\$30,000	\$630,000
Facility Asset Management Requirements			\$500,000	\$525,000	\$550,000	\$1,575,000
<b>Total Property Management Facilities</b>	<b>\$2,470,000</b>	<b>\$11,700,500</b>	<b>\$3,480,000</b>	<b>\$8,005,000</b>	<b>\$12,530,000</b>	<b>\$38,185,500</b>

## Public Works Facilities

These projects consist of constructing or maintaining the garages, shops and support facilities used by the Public Works Department in performing road and bridge construction and maintenance activities. They are aimed at reducing the operating and maintenance costs through energy savings, extending the lives of the facilities, compliance with environmental requirements and improving the functionality of facilities.

It is anticipated that approximately \$21 million in county bond financing in 2024-2025 will be required to invest in three new facilities in Districts 4, 5 and 6 in 2025. These facilities will replace buildings that have reached the end of their lifecycle and will promote operational efficiencies (logistics, energy, supplies, etc.).

Public Works Facilities	2021	2022	2023	2024	2025	TOTAL
7th Dist - Meadowlands Salt/Sand/Brine		\$500,000				\$500,000
7th Dist - Meadowlands Cold Storage		\$300,000				\$300,000
4th Dist - Tower/Embarrass Replacement			\$500,000		\$7,800,000	\$8,300,000
6th Dist - Brimson/TOW Replacement			\$500,000		\$6,550,000	\$7,050,000
5th Dist - Brookston Replacement			\$500,000		\$6,200,000	\$6,700,000
7th Dist - Hibbing Salt/Sand				\$750,000		\$750,000
Capital Improvement Projects (TBD)	\$300,000		\$300,000		\$300,000	\$900,000
Facility Asset Management Requirements	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
<b>Total Public Works Facilities</b>	<b>\$500,000</b>	<b>\$1,000,000</b>	<b>\$2,000,000</b>	<b>\$950,000</b>	<b>\$21,050,000</b>	<b>\$25,500,000</b>

## Public Works Road and Bridge

Projects under this category are road construction, maintenance overlays, and bridge construction and repairs financed through various sources including local funds, transportation sales taxes, state and federal aid.

St. Louis County is responsible for over 3,000 miles of road and 601 bridges over ten feet in length. The St. Louis County Public Works Department annually updates their 10-Year Project Plan of all construction and repairs projects. Projects are completed either by county Road and Bridge Maintenance crews or through a competitive bidding process.

Local, state and federal funding for St. Louis County averages over \$40,000,000 per year. Application of transportation sales tax funding in 2019 and 2020 allowed an accelerated schedule for road condition improvements throughout the county.

Public Works Roads and Bridges	2021	2022	2023	2024*	2025*	TOTAL
Road and Bridge Projects Summary	\$52,676,890	\$49,888,500	\$40,145,400	\$40,000,000	\$40,000,000	\$222,710,790
<b>Total Public Works Roads and Bridges</b>	<b>\$52,676,890</b>	<b>\$49,888,500</b>	<b>\$40,145,400</b>	<b>\$40,000,000</b>	<b>\$40,000,000</b>	<b>\$222,710,790</b>

Note: \*All projects not shown in detailed project sheets.

Projects open for bid, under construction, or completed in the current year can be reviewed on the Public Works Department home page at:

<http://www.stlouiscountymn.gov/GOVERNMENT/DepartmentsAgencies/PublicWorks.aspx>.

## 2021-2025 Capital Improvements Program Summary

Department	2021	2022	2023	2024	2025	TOTAL
<b>Environmental Services</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>TOTAL</b>
Leachate Treatment Facility		\$200,000	\$2,250,000			\$2,450,000
Landfill Gas Collection and Utilization	\$175,000	\$50,000				\$225,000
Landfill Cell Closure	\$75,000	\$800,000				\$875,000
Capital Improvement Projects (TBD)					\$5,000,000	\$5,000,000
<b>Total Environmental Services</b>	<b>\$250,000</b>	<b>\$1,050,000</b>	<b>\$2,250,000</b>	<b>\$0</b>	<b>\$5,000,000</b>	<b>\$8,550,000</b>
<b>Land and Minerals</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>TOTAL</b>
Grounds Renovation Phases II & III - Virginia Office	\$35,225					\$35,225
Entrance Align and Sewer Connection - Virginia Office	\$110,775	\$5,000	\$25,000			\$140,775
Pike Lake Office Remodel	\$20,000		\$120,000			\$140,000
<b>Total Land and Minerals</b>	<b>\$166,000</b>	<b>\$5,000</b>	<b>\$145,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$316,000</b>
<b>Information Technology</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>TOTAL</b>
Countywide Cisco Room Based Video Conferencing	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Information Technology Infrastructure Maintenance	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Netapp SAN Hardware Upgrade		\$210,000				\$210,000
Pure Storage SAN Hardware Upgrade	\$297,000					\$297,000
<b>Total Information Technology</b>	<b>\$497,000</b>	<b>\$410,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$1,507,000</b>
<b>Property Management Facilities</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>TOTAL</b>
Duluth Courthouse Probation Office Remodel		\$40,000	\$400,000			\$440,000
Duluth Courthouse Boiler/Chiller	\$420,000	\$100,000	\$550,000			\$1,070,000
Duluth GSC Chiller	\$450,000					\$450,000
Clarity Project - Behavioral Health Crisis Center	\$600,000	\$6,500,000				\$7,100,000
Depot Asset Preservation/Exhibit Enhancement	\$500,000	\$2,000,000	\$2,000,000	\$4,000,000	\$4,000,000	\$12,500,000
Sheriff South Impound Lot	\$30,000	\$300,000				\$330,000
Jail Intake Area Improvements	\$80,000	\$1,340,500				\$1,420,500
Jail Prisoner Area Remodel				\$3,000,000	\$7,000,000	\$10,000,000
Jail Solar Power Installation				\$210,000	\$950,000	\$1,160,000
Hibbing Courthouse Roof Replacement	\$40,000	\$450,000				\$490,000
Hibbing Boiler Replacements	\$70,000	\$700,000				\$770,000
Virginia Courthouse Site Improvements	\$250,000					\$250,000
Duluth Downtown Parking Lot and Ramp Repairs	\$30,000	\$270,000	\$30,000	\$270,000	\$30,000	\$630,000
Facility Asset Management Requirements			\$500,000	\$525,000	\$550,000	\$1,575,000
<b>Total Property Management Facilities</b>	<b>\$2,470,000</b>	<b>\$11,700,500</b>	<b>\$3,480,000</b>	<b>\$8,005,000</b>	<b>\$12,530,000</b>	<b>\$38,185,500</b>
<b>Public Works Facilities</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>TOTAL</b>
7th Dist - Meadowlands Salt/Sand/Brine		\$500,000				\$500,000
7th Dist - Meadowlands Cold Storage		\$300,000				\$300,000
4th Dist - Tower/Embarrass Replacement			\$500,000		\$7,800,000	\$8,300,000
6th Dist - Brimson/TOW Replacement			\$500,000		\$6,550,000	\$7,050,000
5th Dist - Brookston Replacement			\$500,000		\$6,200,000	\$6,700,000
7th Dist - Hibbing Salt/Sand				\$750,000		\$750,000
Capital Improvement Projects (TBD)	\$300,000		\$300,000		\$300,000	\$900,000
Facility Asset Management Requirements	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
<b>Total Public Works Facilities</b>	<b>\$500,000</b>	<b>\$1,000,000</b>	<b>\$2,000,000</b>	<b>\$950,000</b>	<b>\$21,050,000</b>	<b>\$25,500,000</b>
<b>Public Works Roads and Bridges</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024*</b>	<b>2025*</b>	<b>TOTAL</b>
Road and Bridge Projects Summary	\$52,676,890	\$49,888,500	\$40,145,400	\$40,000,000	\$40,000,000	\$222,710,790
<b>Total Public Works Roads and Bridges</b>	<b>\$52,676,890</b>	<b>\$49,888,500</b>	<b>\$40,145,400</b>	<b>\$40,000,000</b>	<b>\$40,000,000</b>	<b>\$222,710,790</b>
<b>Note: *All projects not shown in detailed project sheets.</b>						
<b>Total Capital Improvement Projects</b>	<b>\$56,559,890</b>	<b>\$64,054,000</b>	<b>\$48,220,400</b>	<b>\$49,155,000</b>	<b>\$78,780,000</b>	<b>\$296,769,290</b>

## 2021-2025 CIP Funding Source Summary

Department	2021	2022	2023	2024	2025
<b>Environmental Services</b>					
Property Tax					
Bonding					\$5,000,000
Federal/State					
Other	\$250,000	\$1,050,000	\$2,250,000		
<b>Total Environmental Services</b>	<b>\$250,000</b>	<b>\$1,050,000</b>	<b>\$2,250,000</b>		<b>\$5,000,000</b>
<b>Land and Minerals</b>					
Property Tax					
Bonding					
Federal/State					
Other	\$166,000	\$5,000	\$145,000		
<b>Total Land and Minerals</b>	<b>\$166,000</b>	<b>\$5,000</b>	<b>\$145,000</b>		
<b>Information Technology</b>					
Property Tax	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Bonding					
Federal/State					
Other	\$397,000	\$310,000	\$100,000	\$100,000	\$100,000
<b>Total Information Technology</b>	<b>\$497,000</b>	<b>\$410,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>
<b>Property Management Facilities</b>					
Property Tax	\$1,340,000	\$2,930,500	\$1,450,000	\$525,000	\$550,000
Bonding				\$3,210,000	\$11,950,000
Federal/State	\$1,100,000	\$5,400,000	\$2,000,000	\$4,000,000	
Other	\$30,000	\$3,370,000	\$30,000	\$270,000	\$30,000
<b>Total Property Management Facilities</b>	<b>\$2,470,000</b>	<b>\$11,700,500</b>	<b>\$3,480,000</b>	<b>\$8,005,000</b>	<b>\$12,530,000</b>
<b>Public Works Facilities</b>					
Property Tax	\$500,000	\$200,000	\$500,000	\$200,000	\$500,000
Bonding					\$20,550,000
Federal/State					
Other		\$800,000	\$1,500,000	\$750,000	
<b>Total Public Works Facilities</b>	<b>\$500,000</b>	<b>\$1,000,000</b>	<b>\$2,000,000</b>	<b>\$950,000</b>	<b>\$21,050,000</b>
<b>Public Works Road &amp; Bridge</b>					
Property Tax	\$5,526,000	\$4,673,000	\$3,992,000	\$4,467,000	\$2,547,000
Bonding *	\$25,780,000				
Transportation Sales Tax *	\$3,735,000	\$14,680,000	\$7,875,000	\$8,450,000	\$11,000,000
Federal/State	\$14,586,000	\$25,114,200	\$28,278,400	\$17,690,000	\$12,700,000
Other	\$3,049,890	\$5,421,300		\$9,393,000	\$13,753,000
<b>Total Public Works Road &amp; Bridge</b>	<b>\$52,676,890</b>	<b>\$49,888,500</b>	<b>\$40,145,400</b>	<b>\$40,000,000</b>	<b>\$40,000,000</b>

**Note:** \* On the individual project forms where Transportation Sales Tax is indicated as the funding source, it is a combination of Transportation Sales Tax bonding and Transportation Sales Tax cash revenue (pay-as-you-go).



**ST. LOUIS COUNTY  
Debt Service Levies**

	TIC %	2017	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
<b>Debt Service Funds</b>														
316 2008B CAPITAL IMPROVEMENT BONDS	4.445%	1,113,116												Last Levy 2023
317 *REFUNDING* 2010A CAPITAL IMPROVEMENT BONDS	2.403%													Last Levy 2025
318 2013A CAPITAL IMPROVEMENT BONDS	3.672%	1,642,079	1,638,614	1,638,614										Last Levy 2021 then cross over refunding to 2016B
319 2013B CAPITAL EQUIPMENT NOTES 2013C - 2004A and 2005A Refunded Bonds will be refunded on 321 10/15/13	1.581%	806,768	804,825											Last Levy 2020
322 2013D - 2010A BABs Refunding will be refunded on 12/1/13 - Updated on 8/5/13 - CALLED 12/1/2021	1.433%	1,748,933	556,763											Last Levy 2020
323 2015A REFUNDING BOND (refunds 2006A)	2.579%	604,406	604,826	607,189										Last Levy 2025
324 2015B REFUNDING BOND (refunds 2008B on 3/4/15)	0.682%	683,550												Last Levy 2017
325 2015C REFUNDING BOND (refunds 2008B on 3/4/15)	1.446%	-	1,029,735	1,027,005	1,030,313	1,027,425								Last Levy 2023
327 2016B REFUNDING BOND (refunds 2013A on 12/1/2021)	2.240%	-			1,573,688	1,571,588	1,572,113	1,571,273	1,568,543	1,571,640	1,571,115	1,570,065	1,566,751	Last Levy 2033
328 2018A CAPITAL IMPROVEMENT BOND-GSC NORTH AND PW COOK	3.078%		2,139,198	2,107,698	2,102,448	2,100,978	2,102,290	2,100,715	2,101,503	2,099,140	2,104,128	2,098,878	2,102,028	Last Levy 2038
329 2018B CAPITAL IMPROVEMENT BOND - PW COOK	3.203%		1,115,205	1,148,543	1,147,493	1,145,130	1,146,705	1,146,705	1,150,380	1,146,968	1,147,230	1,145,235	1,147,860	Last Levy 2039
331 2020B REFUNDING (refunds 2013D&2014A)	0.842%				621,923	1,031,318	1,028,083	1,034,993	453,398	455,288	456,128	456,692		Last Levy 2029
<b>SLC TOTAL LEVY SUPPORTED DEBT without ARC</b>		<b>6,598,851</b>	<b>7,889,166</b>	<b>6,529,048</b>	<b>6,475,863</b>	<b>6,876,438</b>	<b>5,849,171</b>	<b>5,853,686</b>	<b>5,273,823</b>	<b>5,273,036</b>	<b>5,278,601</b>	<b>5,270,870</b>	<b>4,816,639</b>	
325 2015C CAPITAL IMPROVEMENT BONDS-Paid by Fund 204	2.740%	3,507,217	3,338,206	3,337,406	3,340,656	3,342,006	3,340,506	3,337,756	3,339,206	3,338,106	3,339,456	3,338,106	3,340,138	Last Levy 2030
326 2016A CAPITAL IMPROVEMENT BONDS-Paid by Fund 204	1.950%	2,083,630	1,984,538	1,984,288	1,985,788	1,983,788	1,978,288	1,989,288	1,987,488	1,990,438	1,984,638	1,988,238	1,983,713	Last Levy 2031
330 2020A CAPITAL IMPROVEMENT BONDS-Paid by Fund 204	1.673%			1,611,937	1,531,138	1,534,638	1,532,638	1,535,238	1,532,338	1,534,038	1,535,238	1,535,938	1,536,138	Last Levy 2040
<b>SLC TOTAL SALES TAX SUPPORTED DEBT</b>		<b>5,590,846</b>	<b>5,322,744</b>	<b>6,933,631</b>	<b>6,857,581</b>	<b>6,860,431</b>	<b>6,851,431</b>	<b>6,862,281</b>	<b>6,859,031</b>	<b>6,862,581</b>	<b>6,859,331</b>	<b>6,862,281</b>	<b>6,859,988</b>	
320 2014A ARC CAPITAL IMPROVEMENT BONDS - CALLED 12/1/2022		484,647	480,500	480,290	479,765									Last Levy 2029
<b>SLC TOTAL DEBT WITH ARC AND SALES TAX SUPPORTED DEBT</b>		<b>12,674,345</b>	<b>12,192,409</b>	<b>13,742,969</b>	<b>13,713,209</b>	<b>13,836,869</b>	<b>12,700,602</b>	<b>12,715,967</b>	<b>12,132,854</b>	<b>12,135,617</b>	<b>12,137,932</b>	<b>12,133,151</b>	<b>11,676,626</b>	

## USE OF RESERVES FOR 2018A

## USE OF RESERVES FOR 2018B

## SLC LEVY

## CHANGE IN LEVY

400,000	0	0	0	0	0	0	0	0	0	0	0	\$	2,858,991.11
1,100,000	200,000	100,000	100,000									\$	2,306,085.00
7,083,498	6,869,666	6,809,338	6,855,628	6,776,438	5,849,171	5,853,686	5,273,823	5,273,036	5,278,601	5,270,870	4,816,639		
\$ 37,432	\$ 61,978	\$ (60,328)	\$ 46,290	\$ (79,190)	\$ (927,268)	\$ 4,515	\$ (579,863)	\$ (788)	\$ 5,565	\$ (7,731)			



Debt service levy as a percent of taxable market value

Debt service levy as a percent of debt limit (3% of market value \*)

Total Net Debt as a percent of debt limit

\* Prior to 2008 (2% of market value)

The 2015A Bond will be paid for with the levy that was established for 2006A - The 2006A bonds are going to be paid off on 4/15/15. The Levy 2015A Levy highlighted is excluded and is excluded from the 2015 total.



# **BOARD LETTER NO. 19 – 446**

## **FINANCE & BUDGET COMMITTEE NO. 3**

### **BOARD AGENDA NO.**

**DATE:** December 1, 2020

**RE:** 2021 Budget Resolution and  
Narrative

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

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

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

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to review the proposed 2021 Budget Resolution and narrative prior to adoption at the December 15, 2020 County Board meeting.

#### **BACKGROUND:**

The St. Louis County Board adopted a maximum proposed property tax levy for taxes payable in 2021 on September 22, 2020 (Resolution No. 20-449). The attached proposed 2020 Budget Resolution and narrative reflect the maximum proposed property tax levy adopted in September and are provided for review by the County Board.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board review the 2021 Budget Resolution and narrative for eventual adoption at the December 15, 2020 County Board meeting.

**BUDGET AND LEVY RESOLUTION  
FISCAL YEAR 2021**

**A. County-wide Levy (Non-debt)**

Fund 100 General Fund	62,708,125	
Fund 155 Depot	326,405	
Fund 184 County Extension	1,237,662	
Fund 200 Road & Bridge Fund	20,611,558	
Fund 230 Public Health & Human Services	49,241,284	
Fund 400 Capital Projects - County Facilities	953,451	
Fund 405 Capital Projects - Road & Bridge	502,950	
Fund 407 Capital Projects - Road & Bridge Equipment	4,631,576	
		<b><u>\$140,213,011</u></b>

**B. Regional Levy (Non-debt)**

Fund 100 General Fund - Arrowhead Regional Library	699,504	
		<b><u>\$699,504</u></b>

**C. Debt Service Funds (County-wide)**

Fund 318 Capital Improvement Bond 2013A	1,638,614	
Fund 320 ARC Capital Improvement Bond 2013	480,290	
Fund 322 Refunding Bond 2010A	607,189	
Fund 324 Refunding Bond 2008B	1,027,005	
Fund 328 Capital Improvement Bond 2018A	2,107,698	
Fund 329 Capital Improvement Bond 2018B	948,543	
		<b><u>\$6,809,339</u></b>
		<b><u><u>\$147,721,854</u></u></b>

			Total Use of Assets				Total Source of Assets				
			Adopted Expenditures	697600 Transfers Out	311201 Accumulation of Fund Balance	Total	500100 Property Tax Levy	Other Revenue	590100 Transfers In	311202 Use of Fund Balance	Total
GENERAL FUND	100	General Fund	116,226,885	3,337,474	230,977	119,795,336	(63,407,630)	(52,729,279)	(1,999,514)	(1,658,914)	(119,795,336)
	148	Volunteer Fire Departments	638,088	-	-	638,088	-	(638,088)	-	-	(638,088)
	149	Personnel Service Fund	5,000	-	-	5,000	-	(5,000)	-	-	(5,000)
	155	Depot	710,551	-	-	710,551	(326,405)	(384,146)	-	-	(710,551)
	159	Attorney-CS-Mod Filing Fee	9,000	-	-	9,000	-	(1,500)	-	(7,500)	(9,000)
	160	MN Trail Assistance	500,000	-	-	500,000	-	(500,000)	-	-	(500,000)
	161	Missing Heirs	-	-	120	120	-	(120)	-	-	(120)
	166	Sheriff Fine Contingency	13,000	-	-	13,000	-	(13,000)	-	-	(13,000)
	167	Attorney's Forfeitures	110,000	-	-	110,000	-	(45,000)	-	(65,000)	(110,000)
	168	Sheriff's State Forfeitures	15,000	-	-	15,000	-	(15,000)	-	-	(15,000)
	169	Attorney Trust Accounts-VW	21,738	-	-	21,738	-	(6,000)	-	(15,738)	(21,738)
	171	Controlled Substances	5,000	-	-	5,000	-	(5,000)	-	-	(5,000)
	172	Sheriff Federal Forfeitures	10,000	-	-	10,000	-	(10,000)	-	-	(10,000)
	173	Emergency Shelter Grant	207,000	-	-	207,000	-	(207,000)	-	-	(207,000)
	178	Economic Development-Tax Forf	250,000	-	-	250,000	-	415,358	(250,000)	(415,358)	(250,000)
	179	Enhanced 9-1-1	376,503	30,000	-	406,503	-	(325,250)	-	(81,253)	(406,503)
	180	Law Library	375,010	-	-	375,010	-	(222,500)	-	(152,510)	(375,010)
	183	City/County Communications	8,241	-	-	8,241	-	(6,000)	-	(2,241)	(8,241)
	184	Extension Service	1,261,267	-	-	1,261,267	(1,237,662)	(23,605)	-	-	(1,261,267)
	187	Drug Buy Money	25,000	-	-	25,000	-	(25,000)	-	-	(25,000)
	192	Permit to Carry	302,626	-	-	302,626	-	(298,417)	-	(4,209)	(302,626)
			121,069,909	3,367,474	231,097	124,668,480	(64,971,696)	(55,044,547)	(2,249,514)	(2,402,723)	(124,668,480)
SPECIAL REVENUE FUNDS	200	Public Works	43,125,486	30,000	-	43,155,486	(20,611,558)	(22,203,928)	(80,000)	(260,000)	(43,155,486)
	204	Local Option Transit Sales Tax	8,166,369	6,933,631	-	15,100,000	-	(15,100,000)	-	-	(15,100,000)
	210	Road Maint - Unorg Townships	1,903,228	-	-	1,903,228	-	(1,903,228)	-	-	(1,903,228)
	220	State Road Aid	33,657,902	-	-	33,657,902	-	(33,657,902)	-	-	(33,657,902)
	230	Public Health & Human Services	109,683,353	397,505	-	110,080,859	(49,241,284)	(60,194,964)	(494,878)	(149,733)	(110,080,859)

		Total Use of Assets				Total Source of Assets				
		Adopted Expenditures	697600 Transfers Out	311201 Accumulation of Fund Balance	Total	500100 Property Tax Levy	Other Revenue	590100 Transfers In	311202 Use of Fund Balance	Total
238	HHS Conference	207,644	-	-	207,644	-	(207,644)	-	-	(207,644)
240	Forfeited Tax	7,290,174	250,000	28,625	7,568,798	-	(7,568,798)	-	-	(7,568,798)
250	St. Louis County HRA	417,376	-	-	417,376	-	(217,376)	-	(200,000)	(417,376)
260	CDBG Grant	2,055,000	-	-	2,055,000	-	(2,055,000)	-	-	(2,055,000)
261	CDBG Program Income	50,000	-	-	50,000	-	(50,000)	-	-	(50,000)
270	Home Grant	450,200	-	-	450,200	-	(450,200)	-	-	(450,200)
280	Federal Septic Loan - EPA Fund	75,000	-	-	75,000	-	(5,000)	-	(70,000)	(75,000)
281	SLC Septic Loans	-	-	6,000	6,000	-	(6,000)	-	-	(6,000)
285	Septic Loans - MPCA	17,395	-	-	17,395	-	-	-	(17,395)	(17,395)
286	Septic Loans - SSTS/BWSR	76,018	-	-	76,018	-	-	-	(76,018)	(76,018)
287	Septic Loans - HRA	9,242	-	-	9,242	-	-	-	(9,242)	(9,242)
288	Septic Loans - Env Trust Fund	105,000	-	-	105,000	-	-	(105,000)	-	(105,000)
289	ISTS	907,047	30,000	-	937,047	-	(280,000)	(657,047)	-	(937,047)
290	Forest Resources	1,283,464	330,000	-	1,613,464	-	(734,649)	-	(878,815)	(1,613,464)
		<b>209,479,897</b>	<b>7,971,136</b>	<b>34,625</b>	<b>217,485,658</b>	<b>(69,852,842)</b>	<b>(144,634,688)</b>	<b>(1,336,925)</b>	<b>(1,661,203)</b>	<b>(217,485,658)</b>
<b>DEBT SERVICE FUNDS</b>										
318	Capital Improve Bond 2013A	1,560,585	-	78,029	1,638,614	(1,638,614)	-	-	-	(1,638,614)
320	ARC Capital Improve Bond 2014A	457,419	-	22,871	480,290	(480,290)	-	-	-	(480,290)
322	Refunding Bond 2013D	578,275	-	28,914	607,189	(607,189)	-	-	-	(607,189)
324	Refunding Bond 2015B	978,100	-	48,905	1,027,005	(1,027,005)	-	-	-	(1,027,005)
325	Capital Improve Bond 2015C	3,337,406	-	-	3,337,406	-	-	(3,337,406)	-	(3,337,406)
326	Capital Improve Bond 2016A	1,984,288	-	-	1,984,288	-	-	(1,984,288)	-	(1,984,288)
327	Refunding Bond 2016B	458,750	-	-	458,750	-	-	-	(458,750)	(458,750)
328	Capital Improve Bond 2018A	2,007,331	-	100,367	2,107,698	(2,107,698)	-	-	-	(2,107,698)
329	Capital Improve Bond 2018B	1,093,850	-	54,693	1,148,543	(948,543)	-	-	(200,000)	(1,148,543)
330	Capital Improve Bond 2020A	1,535,178	-	76,759	1,611,937	-	-	(1,611,937)	-	(1,611,937)
331	Refunding Bond 2020B	93,613	-	-	93,613	-	-	-	(93,613)	(93,613)
		<b>14,084,795</b>	<b>-</b>	<b>410,537</b>	<b>14,495,332</b>	<b>(6,809,338)</b>	<b>-</b>	<b>(6,933,631)</b>	<b>(752,363)</b>	<b>(14,495,332)</b>
<b>CAPITAL PROJECTS FUNDS</b>										

		Total Use of Assets				Total Source of Assets				
		Adopted Expenditures	697600 Transfers Out	311201 Accumulation of Fund Balance	Total	500100 Property Tax Levy	Other Revenue	590100 Transfers In	311202 Use of Fund Balance	Total
400	County Facilities	960,000	-	-	960,000	(953,451)	(6,549)	-	-	(960,000)
402	Depreciation Reserve Fund	116,123	-	-	116,123	-	-	(116,123)	-	(116,123)
403	Emergency Repairs	2,000,000	-	-	2,000,000	-	-	(2,000,000)	-	(2,000,000)
405	Public Works Building Constr	503,681	-	-	503,681	(502,950)	(731)	-	-	(503,681)
407	Public Works - Equipment	4,835,534	-	-	4,835,534	(4,631,576)	(103,958)	(100,000)	-	(4,835,534)
		<b>8,415,339</b>	<b>-</b>	<b>-</b>	<b>8,415,339</b>	<b>(6,087,978)</b>	<b>(111,238)</b>	<b>(2,216,123)</b>	<b>-</b>	<b>(8,415,339)</b>
<b>PERMANENT FUND</b>										
500	Shoreline Sales	26,500	1,013,755	-	1,040,255	-	-	-	(1,040,255)	(1,040,255)
		<b>26,500</b>	<b>1,013,755</b>	<b>-</b>	<b>1,040,255</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,040,255)</b>	<b>(1,040,255)</b>
<b>ENTERPRISE FUNDS</b>										
600	Environmental Services	9,262,655	25,000	52,945	9,340,600	-	(9,340,600)	-	-	(9,340,600)
610	Regional Landfill Trust	-	-	137,506	137,506	-	(112,506)	(25,000)	-	(137,506)
615	919 Fees	-	-	375,000	375,000	-	(375,000)	-	-	(375,000)
640	Plat Books	20,300	-	-	20,300	-	(20,300)	-	-	(20,300)
		<b>9,282,955</b>	<b>25,000</b>	<b>565,450</b>	<b>9,873,406</b>	<b>-</b>	<b>(9,848,406)</b>	<b>(25,000)</b>	<b>-</b>	<b>(9,873,406)</b>
<b>INTERNAL SERVICE FUNDS</b>										
715	County Garage	1,761,791	-	-	1,761,791	-	(1,675,697)	-	(86,093)	(1,761,791)
720	Property Casualty Liability	586,248	-	-	586,248	-	(427,791)	-	(158,457)	(586,248)
730	Workers Compensation	3,496,435	-	-	3,496,435	-	(3,497,656)	-	1,221	(3,496,435)
740	Medical Dental Insur	39,315,000	383,828	595,322	40,294,150	-	(40,294,150)	-	-	(40,294,150)
		<b>45,159,474</b>	<b>383,828</b>	<b>595,322</b>	<b>46,138,623</b>	<b>-</b>	<b>(45,895,294)</b>	<b>-</b>	<b>(243,329)</b>	<b>(46,138,623)</b>
		<b>407,518,869</b>	<b>12,761,193</b>	<b>1,837,031</b>	<b>422,117,093</b>	<b>(147,721,854)</b>	<b>(255,534,173)</b>	<b>(12,761,193)</b>	<b>(6,099,873)</b>	<b>(422,117,093)</b>

**2021  
Adopted  
Budget**

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**General Fund**

**Policy & Management**

Non-Departmental Revenue	2,647,769
Board of Commissioners	1,261,933
Aid to Other Agencies-Econ Dev	247,000
Aid to Other Agencies-Other	17,801,595
Administration	3,753,291
Intergovernmental Affairs	346,673
Labor Relations	152,107
	<hr/> 26,210,369 <hr/>

**Planning and Development**

Planning & Development	3,148,631
	<hr/> 3,148,631 <hr/>

**Administration**

IT	9,658,258
Purchasing	556,583
Veterans Service Officer	839,694
Property Management	9,577,850
Mine Inspector	290,415
Safety and Risk Management	869,503
	<hr/> 21,792,303 <hr/>

**Auditor**

Auditor	6,111,961
Elections	65,193
	<hr/> 6,177,154 <hr/>

**Human Resources**

Human Resources	1,978,664
Employee Development & Wellness	685,309
	<hr/> 2,663,973 <hr/>

**Attorney**

County Attorney	9,376,522
	<hr/> 9,376,522 <hr/>

**Assessor**

Assessor	5,221,543
	<hr/> 5,221,543 <hr/>

**Recorder**

Microfilming	45,028
Recorder	2,727,820
	<hr/> 2,772,848 <hr/>

**Communications**

Emergency Communications	5,051,840
Radio Maintenance	990,859
	<hr/> 6,042,698 <hr/>

**Commitment Representation**

Commitment Representation	132,500
	<hr/> 132,500 <hr/>

**Sheriff**

Sheriff	18,940,441
Boat & Water Safety	60,859
Medical Examiner	615,220
Emergency Management	313,181
Rescue Squad	274,631
Law Enforcement Services	708,411
Jail Prisoners	12,593,260
	<hr/> 33,506,003 <hr/>

**2021  
Adopted  
Budget**

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**General Fund**

**Courts**

Court Administrator/Law Library Rent	1,225,018
Examiner of Titles	162,062
	<hr/> 1,387,079

**Health Care Reform/Reserve for Retired Employees**

Health Care Reform/Retiree Pay	1,132,735
	<hr/> 1,132,735

***Total Expenses***

---

**119,564,359**

**Means of Financing**

Property Taxes	(63,407,630)
Other Taxes	(7,903,127)
Licenses and Permits	(322,994)
Intergovernmental Revenues	(16,820,834)
Charges for Services	(4,379,101)
Intra-County Revenues	(19,183,487)
Fines and Forfeitures	(1,725)
Investment Earnings	(3,000,000)
Miscellaneous	(1,093,010)
Transfers In	(1,999,514)
Other Financing Sources	(25,000)

***Total Revenues***

---

**(118,136,423)**

***Total General Fund***

***Use of (Contribute to) Fund Balance***

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**1,427,937**

**Depot**

**Fund 155 Depot**

Depot	710,551
	<hr/> 710,551

***Total Expenses***

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**710,551**

**Means of Financing**

Property Taxes	(326,405)
Charges for Services	(115,000)
Miscellaneous	(269,146)

***Total Revenues***

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**(710,551)**

***Total Depot***

***Use of (Contribute to) Fund Balance***

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**-**

**MN Extension Service**

MN Extension Services/S.L.C.	696,681
MN Extension Service - Grants	4,125
Youth Task Force	560,460

***Total Expenses***

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**1,261,267**

**Means of Financing**

Property Taxes	(1,237,662)
Other Taxes	(1,505)
Charges for Services	(16,200)
Gifts & Contributions	(5,300)
Miscellaneous	(600)

	2021 Adopted Budget
<b><u>MN Extension Service</u></b>	
<i>Total Revenues</i>	(1,261,267)
<i>Total MN Extension Service Use of (Contribute to) Fund Balance</i>	-
<b><u>Emergency Shelter Grant</u></b>	
SLC-Essential Service - ESG	207,000
<i>Total Expenses</i>	207,000
<b>Means of Financing</b>	
Intergovernmental Revenues	(207,000)
<i>Total Revenues</i>	(207,000)
<i>Total Emergency Shelter Grant Use of (Contribute to) Fund Balance</i>	-
<b><u>Other General Fund</u></b>	
<b>Fund 148 Volunteer Fire Departments</b>	
Volunteer Fire Departments	638,088
	638,088
<b>Fund 149 Personal Service Fund</b>	
Personal Service Fund	5,000
	5,000
<b>Fund 159 Attorney-Child Support-Mod Filing Fee</b>	
Attorney-Child Support-Mod Filing Fee	9,000
	9,000
<b>Fund 160 MN Trail Assistance</b>	
MN Trail Assistance	500,000
	500,000
<b>Fund 166 Sheriff's Fine Contingency</b>	
Sheriff Fine Contingency	13,000
	13,000
<b>Fund 167 Attorney Forfeitures</b>	
Attorney's Forfeitures	110,000
	110,000
<b>Fund 168 Sheriff's State Forfeitures</b>	
Sheriff's State Forfeitures	15,000
	15,000
<b>Fund 169 Attorney Trust Account</b>	
Attorney Trust Accounts	21,738
	21,738
<b>Fund 171 Controlled Substances</b>	
Controlled Substances	5,000
	5,000
<b>Fund 172 Sheriff Federal Forfeitures</b>	
Federal Forfeiture Fund	10,000
	10,000
<b>Fund 178 Economic Development-Tax Forf</b>	
Economic Dev - Forf Lands	250,000
	250,000
<b>Fund 179 Enhanced 911</b>	
Enhanced 9-1-1	406,503
	406,503



**2021  
Adopted  
Budget**

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**Other General Fund**

**Fund 180 Law Library**

Law Library	197,710
Hibbing Law Library	85,105
Virginia Law Library	92,195
	<hr/> 375,010

**Fund 183 City County Communications**

Emergency Communications	8,241
	<hr/> 8,241

**Fund 187 Drug Buy Money**

Drug Buy Money	25,000
	<hr/> 25,000

**Fund 192 Permit to Carry**

Permit to Carry	302,626
	<hr/> 302,626

<b>Total Expenses</b>	<hr/> <hr/> 2,694,206
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**Means of Financing**

Other Taxes	(222,730)
Licenses and Permits	(298,417)
Intergovernmental Revenues	(825,000)
Charges for Services	(26,500)
Fines and Forfeitures	(94,000)
Investment Earnings	(6,370)
Miscellaneous	(227,500)
Transfers In	(250,000)

<b>Total Revenues</b>	<hr/> (1,950,517)
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**Total Other General Fund**

<b>Use of (Contribute to) Fund Balance</b>	<hr/> <hr/> <b>743,690</b>
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**Public Works**

Non-Departmental Revenue	(483,250)
Administration & Engineering	7,235,385
Road Maintenance	14,767,486
Equipment & Shops	6,730,539
Road Construction - County	6,932,867
PW Inventory Control	7,972,458
Road Maint-Unorg Townships	1,903,228
Road Construction - State	33,657,902
County Transportation Sales Tax	15,100,000

<b>Total Expenses</b>	<hr/> 93,816,615
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**Means of Financing**

Property Taxes	(20,611,558)
Other Taxes	(22,652,495)
Licenses and Permits	(64,000)
Intergovernmental Revenues	(48,283,389)
Charges for Services	(852,868)
Intra-County Revenues	(39,310)
Miscellaneous	(947,995)
Transfers In	(80,000)
Other Financing Sources	(25,000)

<b>Total Revenues</b>	<hr/> (93,556,615)
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	<b>2021 Adopted Budget</b>
<b>Total Public Works</b>	
<b>Use of (Contribute to) Fund Balance</b>	<b>260,000</b>
<b>Public Health &amp; Human Services</b>	
Administration	14,696,677
Financial	18,844,321
Social Services	70,029,901
Public Health Nursing	5,783,015
Collaboratives	726,944
HHS Conference	207,644
<b>Total Expenses</b>	<b>110,288,502</b>
<b>Means of Financing</b>	
Property Taxes	(49,241,284)
Other Taxes	(70,908)
Intergovernmental Revenues	(55,471,575)
Charges for Services	(4,172,713)
Miscellaneous	(687,411)
Transfers In	(494,878)
<b>Total Revenues</b>	<b>(110,138,769)</b>
<b>Total Public Health &amp; Human Services</b>	
<b>Use of (Contribute to) Fund Balance</b>	<b>149,733</b>
<b>Land &amp; Minerals Department</b>	
Land/Urban Forfeited Tax	572,400
Land - Administration	4,537,370
290 Qualifying Expenses	2,430,404
<b>Total Expenses</b>	<b>7,540,174</b>
<b>Means of Financing</b>	
Timber & Land Sales	(7,489,294)
Miscellaneous	(79,505)
<b>Total Revenues</b>	<b>(7,568,798)</b>
<b>Total Land &amp; Minerals Department</b>	
<b>Use of (Contribute to) Fund Balance</b>	<b>(28,625)</b>
<b>Other Special Revenue Funds</b>	
HRA Administration	417,376
<b>Total Expenses</b>	<b>417,376</b>
<b>Means of Financing</b>	
Other Taxes	(217,376)
<b>Total Revenues</b>	<b>(217,376)</b>
<b>Total Other Special Revenue Funds</b>	
<b>Use of (Contribute to) Fund Balance</b>	<b>200,000</b>
<b>Comm Devel Block Grant</b>	
Planning and Development	
CDBG Administration	2,055,000
CDBG Projects	50,000
<b>Total Expenses</b>	<b>2,105,000</b>

	<b>2021 Adopted Budget</b>
<b><u>Comm Devel Block Grant</u></b>	
<b>Means of Financing</b>	
Intergovernmental Revenues	(2,105,000)
<b>Total Revenues</b>	<u>(2,105,000)</u>
 <b>Total Comm Devel Block Grant</b>	
<b>Use of (Contribute to) Fund Balance</b>	<u>-</u>
 <b><u>Home Grant</u></b>	
Home Projects	450,200
<b>Total Expenses</b>	<u>450,200</u>
 <b>Means of Financing</b>	
Intergovernmental Revenues	(450,000)
Miscellaneous	(200)
<b>Total Revenues</b>	<u>(450,200)</u>
 <b>Total Home Grant</b>	
<b>Use of (Contribute to) Fund Balance</b>	<u>-</u>
 <b><u>Septic Loans</u></b>	
Federal Septic Loan - EPA	75,000
ISTS	937,047
Septic Loans - MPCA	17,395
Septic Loans - ETF	105,000
Septic Loans - SSTS/BWSR	76,018
Septic Loans - HRA	9,242
<b>Total Expenses</b>	<u>1,219,702</u>
 <b>Means of Financing</b>	
Charges for Services	(280,000)
Investment Earnings	(11,000)
Transfers In	(762,047)
<b>Total Revenues</b>	<u>(1,053,047)</u>
 <b>Total Septic Loans</b>	
<b>Use of (Contribute to) Fund Balance</b>	<u>166,655</u>
 <b><u>Forest Resources</u></b>	
Memorial Forests	1,613,464
<b>Total Expenses</b>	<u>1,613,464</u>
 <b>Means of Financing</b>	
Other Taxes	(572,270)
Intergovernmental Revenues	(162,379)
<b>Total Revenues</b>	<u>(734,649)</u>
 <b>Total Forest Resources</b>	
<b>Use of (Contribute to) Fund Balance</b>	<u>878,815</u>
 <b><u>Debt Service Funds</u></b>	
2013A Capital Improvement Bond	1,560,585
2013 ARC Capital Improvement Bond	457,419
2013D Refunding 2010A	578,275

**2021  
Adopted  
Budget**

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**Debt Service Funds**

2015B Refunding 2008B	978,100
2015C Capital Improvement Bond	3,337,406
2016A Capital Improvement Bond	1,984,288
2016B Refunding 2013A	458,750
2018A Capital Improvement Bond	2,007,331
2018B Capital Improvement Bond	1,093,850
2020A Capital Improvement Bond	1,535,178
2020B Refunding 2013D & 2014A	93,613
<b>Total Expenses</b>	<b>14,084,795</b>

**Means of Financing**

Property Taxes	(6,809,338)
Transfers In	(6,933,631)
<b>Total Revenues</b>	<b>(13,742,969)</b>

**Total Debt Service Funds  
Use of (Contribute to) Fund Balance**

**341,826**

**Capital Projects Funds**

County Facilities	960,000
Depreciation Reserve	116,123
Road & Bridge Build Constr	503,681
Public Works-Equipment	4,835,534
Emergency Repairs	2,000,000
<b>Total Expenses</b>	<b>8,415,339</b>

**Means of Financing**

Property Taxes	(6,087,978)
Other Taxes	(6,238)
Miscellaneous	(5,000)
Transfers In	(2,216,123)
Other Financing Sources	(100,000)
<b>Total Revenues</b>	<b>(8,415,339)</b>

**Total Capital Projects Funds  
Use of (Contribute to) Fund Balance**

-

**Environmental Services**

Administration-Environmental Services	1,624,997
Recycling - Score	1,653,965
Canister	1,170,087
Transfer Stations	2,226,070
Demolition Fill	396,500
Household Hazardous Waste	374,378
Regional Landfill	1,841,659
<b>Total Expenses</b>	<b>9,287,655</b>

**Means of Financing**

Licenses and Permits	(6,400)
Intergovernmental Revenues	(285,000)
Charges for Services	(8,811,200)
Investment Earnings	(277,506)
Miscellaneous	(448,000)
Transfers In	(25,000)

	2021 Adopted Budget
<b><u>Environmental Services</u></b>	
<i>Total Revenues</i>	(9,853,106)
<i>Total Environmental Services Use of (Contribute to) Fund Balance</i>	(565,450)
<b><u>Plat Books</u></b>	
Plat Books	20,300
<i>Total Expenses</i>	20,300
<b>Means of Financing</b>	
Charges for Services	(20,000)
Miscellaneous	(300)
<i>Total Revenues</i>	(20,300)
<i>Total Plat Books Use of (Contribute to) Fund Balance</i>	-
<b><u>County Garage/Motor Pool</u></b>	
County Garage - Motor Pool	1,326,791
MP Inventory Control	435,000
<i>Total Expenses</i>	1,761,791
<b>Means of Financing</b>	
Charges for Services	(685,000)
Intra-County Revenues	(977,997)
Miscellaneous	(2,700)
Other Financing Sources	(10,000)
<i>Total Revenues</i>	(1,675,697)
<i>Total County Garage/Motor Pool Use of (Contribute to) Fund Balance</i>	86,093
<b><u>Property Casualty Liability</u></b>	
Property Casualty Liability	586,248
<i>Total Expenses</i>	586,248
<b>Means of Financing</b>	
Charges for Services	(12,000)
Intra-County Revenues	(385,791)
Investment Earnings	(30,000)
<i>Total Revenues</i>	(427,791)
<i>Total Property Casualty Liability Use of (Contribute to) Fund Balance</i>	158,457
<b><u>Workers Compensation</u></b>	
Workers Compensation	3,496,435
<i>Total Expenses</i>	3,496,435
<b>Means of Financing</b>	
Intergovernmental Revenues	(400,000)
Intra-County Revenues	(2,947,656)
Investment Earnings	(150,000)

	2021 Adopted Budget
<b><u>Workers Compensation</u></b>	
<i>Total Revenues</i>	<u>(3,497,656)</u>
<i>Total Workers Compensation Use of (Contribute to) Fund Balance</i>	<u>(1,221)</u>
<b><u>Medical Dental Insurance</u></b>	
Medical/Dental Self Insurance	39,698,828
<i>Total Expenses</i>	<u>39,698,828</u>
<b>Means of Financing</b>	
Charges for Services	(40,184,150)
Investment Earnings	(110,000)
<i>Total Revenues</i>	<u>(40,294,150)</u>
<i>Total Medical Dental Insurance Use of (Contribute to) Fund Balance</i>	<u>(595,322)</u>
<b><u>Permanent Fund</u></b>	
Shoreline Sales Trust	1,040,255
<i>Total Expenses</i>	<u>1,040,255</u>
<i>Total Permanent Fund Use of (Contribute to) Fund Balance</i>	<u>1,040,255</u>
<b>Total Expenses</b>	<b>420,280,062</b>
<b>Total Revenues</b>	<b>(416,017,220)</b>
<b>Total Use of Fund Balance</b>	<b><u>4,262,842</u></b>

## COUNTY-WIDE

1. RESOLVED FURTHER, that at year's end any unpaid 2020 encumbrances will be carried forward into the 2021 expenditure budget.
2. RESOLVED FURTHER, that each appropriation, except an appropriation within the Capital Project Fund, lapses at the close of the fiscal year to the extent that it has not been expended or encumbered.
3. RESOLVED FURTHER, that proceeds from the insurance fund for losses of covered property or proceeds from the sale by bid of damaged assets will be reimbursed to the department involved and the revenue and expenditure budget be increased accordingly.
4. RESOLVED FURTHER, that the county board authorizes the county auditor to continue to designate unassigned portions of fund balances for cash flow purposes in an amount up to 5/12 of the 2021 levy, plus the 2021 County Program Aid.
5. RESOLVED FURTHER, that the county board authorizes the county auditor to use the committed for Retiree Obligations portion of fund balance in the governmental funds to pay for any retiree obligations that are not budgeted.
6. RESOLVED FURTHER, that the county board hereby authorizes spending within departmental budgets on any line item within a department so long as the total budget is not overspent. However, no public aid assistance and/or personnel services budget authority may be used for any other purpose without prior board approval.
7. RESOLVED FURTHER, that personnel budget may be transferred to capital when personnel expense is capitalized as part of a new software implementation.
8. RESOLVED FURTHER, that in order to achieve consistent and accurate staffing levels for each department, the county board authorizes the county administrator to report the personnel complement as full-time equivalents. The county board also authorizes department heads, with the approval of the county administrator, to add and delete positions within their personnel complement so long as the total full-time equivalent personnel complement does not exceed the total number of authorized positions contained in their 2021 budget as approved by the county board. The county administrator shall give such approval only if he/she determines that there are no reasonable alternatives to filling the position.
9. RESOLVED FURTHER, that increases to the original governmental funds revenue and expenditure budgets cannot be made without County Board approval.
10. RESOLVED FURTHER, that asset trade in values recognized as revenue may be added to the budget by increasing both the expense and revenue budgets of the department making the purchase.
11. RESOLVED FURTHER, that proceeds from the sale by bid of equipment that would otherwise be used in trade against the purchase price of new equipment be added to the budget by increasing both the capital outlay and the revenue budgets of the owning department by the amount of the sale.

12. RESOLVED FURTHER, that asset transfers between County departments be added to the budget by increasing the transfer in revenue budget of the department that is selling the asset and increasing the transfer out expense budget of the department that is purchasing the asset.
13. RESOLVED FURTHER, that beginning January 1, 2021, all non-represented employees and elected officials who are enrolled in the County health insurance plan under single coverage will be responsible for \$88.40 per month of the total single premium cost. All non-represented employees and elected officials who are enrolled in the County health insurance plan under family coverage will be responsible for \$410.63 per month of the total family premium cost. In addition, any non-represented employees, who work on a part-time basis, will be required to contribute a pro-rated portion of the employer contribution, based on the full-time-equivalent percentage of the position to which they are appointed.

## **GENERAL FUND**

### **Fund Balance**

14. RESOLVED FURTHER, as required by GASB Statement 54, the priorities for the General Fund, Fund Balance for year end 2020 will be as follows;

**Committed** – the committed fund balance classification includes amounts that can be used only for the specific purposes determined by formal action of the County Board. Formal Board action to commit fund balance must occur prior to year-end, although the amount need not be determined at that time.

1. Ditching (shall be decreased by any approved uses during the year)
2. Retiree Obligations (vested) (eligible individuals at hourly rate times sick leave hours)
3. Vesting sick leave (eligible individuals at hourly rate times sick leave hours)

**Assigned** – the assigned fund balance classification includes amounts that are intended to be used by the County for specific purposes, but do not meet the criteria to be classified as restricted or committed.

1. Parking (net of Agencies 128010 and 128025 Parking)
2. Planning GIS (may be increased by net budget savings, calculated by comparing actual expense, open encumbrances, and revenue to current budget in agency 109003, to be offset by budgeted use of fund balance in Fund 100, Object 311122 throughout the year); the Planning and Development Department is authorized to expend this assigned fund balance to continue Geographic Information System (GIS) activities
3. Information Technology (may be increased by net budget savings, calculated by comparing actual expense, open encumbrances, and revenue to current budget in Agencies under 117000, to be offset by budgeted use of fund balance in Fund 100, Object 311139 throughout the year)
4. Encumbrances (open POs on accounting software, Mitchell Humphrey)
5. Minerals Management Program \$80,000, to be transferred to Public Works fund 200 in 2021 for the Surveyor's Office



6. Community & Economic Development Blight Program (net of agency 178005 Blight Removal); the Land and Minerals Department is authorized to expend this assigned fund balance for Blight activities
7. Elections (may be increased by net budget savings, calculated by comparing actual expense, open encumbrances, and revenue to current budget in non-grant agencies beginning with 127, to be offset by budgeted use of this fund balance throughout the year)
8. License Center (net of agency 115004); the Auditor is authorized to expend this assigned fund balance for unbudgeted costs associated with the license center
9. Other Post-Employment Benefits (will be funded by any unspent personnel budgets in all non-grant agencies in Fund 100 that are not otherwise authorized to be assigned or transferred)
10. Forest Management Activities (up to 30% of net income in agency 128014, County Fee Land, at year-end); the Land and Minerals Department is authorized to expend this assigned fund balance for Forest Management activities

Further assignments may be made by the County Board or the Administrator and Auditor acting together.

### **Non-Departmental Revenues**

15. RESOLVED FURTHER, whereas the county receives federal program revenues as reimbursement of indirect costs incurred by the General Fund, and whereas those revenues on future remittances may not always be separately identified from specific county department revenues at the time of payment, that when federal program revenues are earned jointly by the general government and a specific department, and earnings are not separately identified at the time of payment, revenues shall be allocated between the General Fund and the specific department in the same proportion as federal program costs. Such allocation shall be made at the time quarterly settlement payments are received.

### **Board of Commissioners**

16. RESOLVED FURTHER, pursuant to Minnesota Statutes 2006, Section 375.055, subdivision 1 notice is given that the county board sets the compensation for county commissioners on an annual basis at \$67,379.00 effective January 1, 2021. Any commissioner may choose a lesser amount upon written notification to the county auditor before December 31, 2020.
17. RESOLVED FURTHER, that the chair of the county board will continue to receive an additional payment as in the past; this amount is set at \$3,500 for 2021. The vice chair shall receive an additional payment of \$1,750 for 2021.
18. RESOLVED FURTHER, that the salaries of county commissioners shall be published in one newspaper in the county in a municipality to be determined by the county auditor, in addition to the official newspaper, as required by law.

## Administration

19. RESOLVED FURTHER, that the county administrator will hold county departments accountable for progress in designated priority areas through the regular monitoring of performance measures and outcomes.
20. RESOLVED FURTHER, that the county administrator is hereby authorized to enter into an agreement with the St. Louis County Historical Society for cataloging services in the amount of \$98,854.40, payable from Fund 100, Agency 104001, Object 629900, contingent upon the St. Louis County Historical Society's receipt of a Minnesota State Historical Legacy Grant of over \$100,000.

## Aid to Other Agencies

21. Arrowhead Regional Corrections  
RESOLVED FURTHER, St. Louis County's share of the Arrowhead Regional Correction's 2021 budget is the following:

2021 Budgeted Amount                      \$16,583,095

22. RESOLVED FURTHER, that the 2021 administrative budget includes funding allocations for FY 2021 for contracts with the following agencies within the Aid to Other Agencies Account:

Arrowhead Library System	103016-694500	\$699,504
St. Louis County Historical Society, including Historical Society/Range Affiliates and Veterans' Memorial Hall	103003-690200	431,498
Camp Esquagama	102006-690300	230,000
St. Louis County Agricultural Fair Association	103006-690500	20,000
South St. Louis County Fair Association	103007-690600	20,000
Community Fairs	103005-690400	2,000
County Fairs Youth Activities Program	103028-642200	25,000
State Fire Aid	103001-699100	20,499
Duluth Seaway Port Authority	102005-691600	12,000
North Shore Management Board	102008-695100	2,500
	TOTAL	\$1,463,001

23. RESOLVED FURTHER, that the County Administrator will be responsible for monitoring the results achieved by outside agencies through the use of performance measures.

## Human Resources

24. RESOLVED FURTHER, that the Health Insurance Fund (Fund 740, Agency 740002) will reimburse the Health Education Wellness Agency (Fund 100, Agency 126002) for actual eligible expenditures and encumbrances that occur in 2021 up to the budgeted amount of \$313,828.

25. RESOLVED FURTHER, that the Health Insurance Fund (Fund 740, Agency 740002) will reimburse Human Resources (Fund 100, Agency 123001) \$70,000 for staff time spent administering the self-insured health and dental programs and administrative support to the Health Insurance Committee.
26. RESOLVED FURTHER, that the St. Louis County Human Resources Department is hereby authorized to enter into an agreement with Arrowhead Regional Corrections for personnel services in the amount of \$270,795, and that said funds will be payable to the St. Louis County Human Resources Department, Fund 100, Agency 123001.

## **Public Records and Property Valuation**

### **Recorder's Office**

27. Integrated Fund

RESOLVED FURTHER, that a transfer of the following from the Recorder's Integrated Fund (121003) for Geographic Information Systems (GIS) activities is approved, contingent on adequate 2021 revenues, with the entire remaining balance transferred to Planning Department GIS (109003) Personnel Budget:

Planning Department GIS (109003) Personnel Budget (estimated)	\$285,058
Auditor's Office (115015) Personnel Budget	96,242
Total	\$381,300

### **Auditor**

28. RESOLVED FURTHER, that the county auditor is directed to make changes in departmental budgets to comply with this resolution.
29. RESOLVED FURTHER, that the St. Louis County Auditor is hereby authorized to enter into an agreement with Arrowhead Regional Corrections for fiscal services in the amount of \$249,934 plus the actual cost of a Financial Analyst, and that said funds will be payable to the St. Louis County Auditor's Office, Fund 100, Agencies 115001 and 115016.
30. RESOLVED FURTHER, that the St. Louis County Auditor is hereby authorized to enter into an agreement with the Carlton-Cook-Lake-St. Louis Community Health Board for fiscal services in the amount of \$15,000, and that said funds will be payable to the St. Louis County Auditor's Office, Fund 100, Agency 115001.
31. RESOLVED FURTHER, that the St. Louis County Auditor is hereby authorized to enter into an agreement with the Regional Rail Authority for fiscal services in the amount of \$6,000 plus \$1,000 for GASB #68 plus the actual cost of a .5 FTE Accountant, and that said funds will be payable to the St. Louis County Auditor's Office, Fund 100, Agency 115001.
32. RESOLVED FURTHER, that the St. Louis County Auditor is hereby authorized to enter into an agreement with the St. Louis County and Minneapolis-Duluth/Superior Passenger Rail Alliance for fiscal services in the amount of \$6,000, and that said funds will be payable to the St. Louis County Auditor's Office, Fund 100, Agency 115001.

33. RESOLVED FURTHER, that the St. Louis County Auditor is hereby authorized to enter into an agreement with the Greater Minnesota Regional Parks and Trails Commission (GMRPTC) for fiscal services in the amount of 3% of GMRPTC's state operating grants, and that said funds will be payable to the St. Louis County Auditor's Office, Fund 100, Agency 115001.
34. RESOLVED FURTHER, that the County Board authorizes the Auditor to determine the adequacy of controls and procedures relating to financial/accounting issues and order changes or corrective actions in any department or agency of the County.

### **Attorney**

35. RESOLVED FURTHER, that the St. Louis County Attorney is hereby authorized to enter into an agreement with the St. Louis County Housing and Redevelopment Authority for legal services in the amount of \$4,028 and with Arrowhead Regional Corrections in the amount of \$85,285 to be payable to the St. Louis County Attorney's Office, Fund 100, Agency 113002.
36. RESOLVED FURTHER, that the St. Louis County Attorney is hereby authorized to pay NEMESIS fees of \$17,250 in 2021.
37. RESOLVED FURTHER, that the salary range for elected County Attorney is reassigned from 33E to 34E of the elected department head's pay plan AE, effective the beginning of the 2021 payroll year.

### **Safety and Risk Management**

38. RESOLVED FURTHER, that St. Louis County Safety and Risk Management is hereby authorized to enter into an agreement with Arrowhead Regional Corrections for consulting and testing services in the amount of \$75,532, and that said funds will be payable to the St. Louis County Safety and Risk Management Department, Fund 100, Agency 139001.

### **Property Management**

39. RESOLVED FURTHER, that St. Louis County Property Management is hereby authorized to enter into an agreement with Arrowhead Regional Corrections for rent in the amount of \$479,840, and that said funds will be payable to the St. Louis County Property Management Department, Fund 100, Agency 128000.

### **Purchasing**

40. RESOLVED FURTHER, that St. Louis County Purchasing is hereby authorized to enter into an agreement with Arrowhead Regional Corrections for purchasing services in the amount of \$27,505, and that said funds will be payable to the St. Louis County Purchasing Department, Fund 100, Agency 119001.

### **Department of Information Technology**

41. RESOLVED FURTHER, that the St. Louis County Department of Information Technology is hereby authorized to enter into an agreement with Arrowhead Regional

Corrections for telephone services, computer network services, and data processing services in the amount of \$630,701 total for all services listed, and that said funds will be payable to St. Louis County Department of Information Technology, Fund 100, Agency 117001.

## **Sheriff**

42. RESOLVED FURTHER, that the St. Louis County Sheriff is hereby authorized to pay NEMESIS fees of \$180,487 in 2021, and receive reimbursement from NEMESIS for the actual cost of a 1.0 FTE Electronic Systems Technician, receipted into Agency 136004, Object 610000.

## **SPECIAL REVENUE FUNDS**

### **Public Health and Human Services**

#### **Fund Balance**

43. RESOLVED FURTHER, as required by GASB Statement 54, the priorities for the Public Health and Human Services Fund Balance for year end 2020 will be as follows;

**Committed** – the committed fund balance classification includes amounts that can be used only for the specific purposes determined by formal action of the County Board. Formal Board action to commit fund balance must occur prior to year-end, although the amount need not be determined at that time.

1. Retiree Obligations (vested) (eligible individuals at hourly rate times sick leave hours)
2. Vesting sick leave (eligible individuals at hourly rate times sick leave hours)

**Assigned** – the assigned fund balance classification includes amounts that are intended to be used by the County for specific purposes, but do not meet the criteria to be classified as restricted or committed.

1. Technology Improvements – Until the assigned fund balance reaches zero, Public Health and Human Services will seek approval from County Administration and the County Board to use this fund balance for technology related purchases.
2. Out of Home Placements - Until the assigned fund balance reaches zero, Public Health & Human Services is authorized to expend this assigned fund balance to cover the difference between budgeted Out of Home Placement expenditures and actual Out of Home Placement expenditures.
3. Prevention & Innovation – An amount determined by the Director of PHHS in coordination with the County Administrator which will be used to support pilot programs which focus on prevention services that will offset future costs. Use of funds will be approved by Administration and the County Board.
4. Periodic Data Match – The amount of state funds received during 2020 for this purpose will be added to the fund balance, which is intended to support periodic data match work related to State systems. Funds will be used to cover a board-authorized position.
5. Health Initiatives – The amount is determined by the total annual use of/contribution to fund balance for Health Division agencies, to support Public Health Initiatives as approved by the County Board.

Further assignments may be made by the County Board or the Administrator and Auditor acting together.

44. RESOLVED FURTHER, that the 2021 Public Health and Human Services budget (Fund 230, Agency 232044, Object 608000) includes funding for the following public service contracts. These total \$114,680 as listed below:

AEOA - RSVP (combined with Meals on Wheels)	\$20,000
Ely Community Resources	4,560
Indian Legal Assistance	9,120
Legal Aid of NE Minnesota	60,000
United Way	16,000
Salvation Army	5,000
TOTAL	\$114,680

## Public Works

### Fund Balance

45. RESOLVED FURTHER, as required by GASB Statement 54, the priorities for the Road and Bridge Fund Balance for year end 2020 will be as follows;

**Committed** – the committed fund balance classification includes amounts that can be used only for the specific purposes determined by formal action of the County Board. Formal Board action to commit fund balance must occur prior to year-end, although the amount need not be determined at that time.

1. Retiree obligations (vested) (eligible individuals at hourly rate times sick leave hours)
2. Vesting sick leave (eligible individuals at hourly rate times sick leave hours)

**Assigned** – the assigned fund balance classification includes amounts that are intended to be used by the County for specific purposes, but do not meet the criteria to be classified as restricted or committed.

1. State Aid Engineering Salary Reimbursement - difference between the Adopted Budget for State Aid Engineering Salary Reimbursement (currently Agency 200008, Object 610000) and actual reimbursements received in a year. The Public Works department is authorized to use this fund balance to fund shortfalls in subsequent years.
2. Major Emergency Road/Bridge Repairs – amount necessary to maintain a total of \$500,000 at the end of the year. Public Works is authorized to use this fund balance for repair and engineering costs associated with unanticipated road or bridge failure that they are unable to absorb in their annual operations budget.
3. Gas and diesel variability – an amount determined by the Public Works Department, County Auditor's Office, and County Administration after analysis of criteria including previous fuel usage vs. budget, the year end result of operations, the current balance in Gas and Diesel Variability, and expectations about future fuel prices and usage. Public Works will seek approval from County Administration and the County Board to spend this fund balance when actual expenses plus encumbrances are greater than adopted

budget in Agency 207001 Object 656200 (Diesel Fuel) or 656100 (Unleaded Fuel) and the purchase of additional fuel is necessary to continue normal operations.

4. Local road & bridge construction projects - an amount determined by Public Works and Administration analyzing the year end fund balance and anticipated local project needs for the following year. This fund balance will be transferred into the local levy road & bridge construction budget in the following year.
5. Salt – budget savings in 2070XX-651700, to be calculated by subtracting open encumbrances and actual expense from the current budget. This fund balance will be transferred into the salt budget in the following year.

Further assignments may be made by the County Board or the Administrator and Auditor acting together.

46. RESOLVED FURTHER, that the unspent balances of those Public Works projects that fall under agency 203000 Road Construction and 225000 June 2012 Storm/Public Works - County can be carried forward into the next calendar year.
47. RESOLVED FURTHER, the fund balance assigned for Local Levy Road & Bridge Construction (Fund 200, Object 311142) at the end of 2020 will be transferred into the Local Levy Road & Bridge Construction budget (Agency 203001) in 2021.
48. RESOLVED FURTHER, Minnesota Laws 1995, Chapter 47, authorizes the county to pool unorganized town road levies pursuant to Minn. Stat. §163.06 that the County Board, acting on behalf of unorganized townships for the purpose of furnishing road maintenance, adopts and certifies a levy of \$1,605,413.60 for the year 2021 to be levied only in such unorganized townships.
49. RESOLVED FURTHER, the fund balance restricted for Unorganized Town Roads (Fund 210, Object 311023) at the end of 2020 will be transferred into the Unorganized Town Road & Bridge Construction budget (Agency 210001, Object 652800) in 2021.
50. RESOLVED FURTHER, the fund balance restricted for Local Option Transportation Sales Tax (Fund 204, Object 311430) at the end of 2020 will be transferred into the Local Option Transportation Sales Tax budget (Agency 204001, Object 652806) in 2021.

## **Land and Minerals Department**

### **Fund Balance**

51. RESOLVED FURTHER, as required by GASB Statement 54, the priorities for the Forfeited Tax Sale Fund Balance for year end 2020 will be as follows;

**Committed** – the committed fund balance classification includes amounts that can be used only for the specific purposes determined by formal action of the County Board. Formal Board action to commit fund balance must occur prior to year-end, although the amount need not be determined at that time.

1. Retiree Obligations (vested) (eligible individuals at hourly rate times sick leave hours)
2. Vesting sick leave (eligible individuals at hourly rate times sick leave hours)

**Assigned** – the assigned fund balance classification includes amounts that are intended to be used by the County for specific purposes, but do not meet the criteria to be classified as restricted or committed. Assignments may be made by the County Board or by the Administrator and Auditor acting together.

52. RESOLVED FURTHER, that the auditor is authorized to bill the Land and Minerals Department (Fund 240) for 2021 services it will receive as follows:

Legal services from the Attorney's Office	\$135,834
Accounting services charges	65,409
Personnel services from the Human Resources	56,666
Purchasing services from the Purchasing Department	41,451
Rent	96,901
Information Technology	276,638
Employee Training	6,804
Safety and Risk Management	22,426
Administration	57,776
Tort	2,010
<b>TOTAL</b>	<b>\$761,915</b>

53. RESOLVED FURTHER, that the Land and Minerals Department is authorized to increase the timber refunds and timber revenue budget, as necessary, to make timber refund payments throughout the year.

## **CAPITAL PROJECTS FUNDS**

### **Fund Balance**

54. RESOLVED FURTHER, as required by GASB Statement 54, the priorities for the Capital Projects Fund, Fund Balance for year-end 2020 will be as follows;

**Assigned** – the assigned fund balance classification includes amounts that are intended to be used by the County for specific purposes, but do not meet the criteria to be classified as restricted or committed.

1. Depreciation Reserve/Leasehold Improvement (funded by rents charged to departments above the operating cost of the building). Use of funds will be approved by Administration and/or the County Board.

Further assignments may be made by the County Board or the Administrator and Auditor acting together.

55. RESOLVED FURTHER, that each Capital Projects Fund will have an appropriation which shall continue in force until the purpose for which it was made has been accomplished or abandoned. The purpose of a capital expenditure appropriation is abandoned if three years pass without a disbursement from or encumbrance of the appropriation, or earlier, at the discretion of the county administrator.
56. RESOLVED FURTHER, that at the end of 2021, any increase in net assets due from operations (net of revenues and expenditures) for each county-owned building will be transferred into Fund 402, Agency 402001 (Depreciation Reserve/Leasehold



Improvement Fund) and Fund 100, Agency 128010 (Parking). These funds will be utilized to fund capital improvements to county facilities.

57. RESOLVED FURTHER, that Fund 405 is for Public Works capital building projects and any balance can be carried forward each year.

58. RESOLVED FURTHER, that Fund 407 is for Public Works capital equipment and any balance can be carried forward each year.

## ENTERPRISE FUNDS

### Environmental Services

59. RESOLVED FURTHER, that the auditor is authorized to bill the Environmental Services Department (Fund 600) for 2021 services it will receive as follows:

Legal services from the Attorney's Office	\$121,449
Accounting services from the Auditor's Office	41,903
Personnel services from the Human Resources Department	35,203
Purchasing services from the Purchasing Department	62,298
Rent	37,249
Information Technology	60,273
Employee Training	2,793
Safety and Risk Management	14,385
Administration	37,012
Tort	1,290
<b>TOTAL</b>	<b>\$413,855</b>

## PERMANENT FUNDS

### Shoreline Sales/Environmental Trust Fund

60. RESOLVED FURTHER, that the following transfers of the available \$1,295,233 for 2021 in Shoreline Sales/Environmental Trust Fund (Fund 500, Agency 500001) are authorized:

Transfer to	Purpose	Amount
288-288999 Septic Loans	Create forgivable septic loans	\$75,000
288-288001 Septic Loans	AEOA fees for septic loans (\$2000 per loan)	Up to \$30,000
100-109010 General	Soil and Water Conservation District South	60,000
100-109011 General	Soil and Water Conservation District North	60,000
289-289001 Planning Onsite WW Program	Continued on-site wastewater operations	657,047
865-865001 Voyageurs National Park Joint Venture	Potential professional services contract under the Voyageur Park Joint Powers Board	26,500
100-129003 Sheriff	Environmental enforcement services	35,000
100-104500 Administration	Extension agriculture education services	96,708

TOTAL USE OF AVAILABLE SHORELINE SALES FUNDS	\$1,040,255
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61. RESOLVED FURTHER, that, the following budgeted transfers between funds be approved:

<b>From Object 697600/697602</b>	<b>To object 590100/590102</b>	<b>Purpose</b>	<b>Amount</b>
100-100001 Non-Departmental Revenue	200-200122 Land Survey	Fund Corner Certificate Program	80,000
100-100001 Non-Departmental Revenue	403-403001 Capital Projects Emergency Repairs	County Program Aid	2,000,000
100-128000 Property Management	402-402001 Depreciation Reserve Fund	Portion of rent payments that fund leasehold improvements/ depreciation reserve	116,123
100-137004 Jail – Team 25	230-232006 Public Health & Human Services	1.0 Team 25 Social Worker position	97,372
204-204001 Local Option Transportation Sales Tax	325-325001 Capital Improvement Bond 2015C	Annual bond payment	3,337,406
200-204001 Local Option Transportation Sales Tax	326-326001 Capital Improvement Bond 2016A	Annual bond payment	1,984,288
200-204001 Local Option Transportation Sales Tax	330-330001 Capital Improvement Bond 2020A	Annual bond payment	1,611,937
200-200001 Public Works	100-109003 Plan & GIS Research	Aerial imagery acquisition	30,000
290-290001 Forest Resources	100-109003 Plan & GIS Research	GIS Planning	200,000
290-290001 Forest Resources	100-109003 Plan & GIS Research	Aerial imagery acquisition	30,000
240-240002 Land and Minerals – Forfeited Tax	178-178005 Community and Economic Development Blight Program	Forfeited Lands Blight Removal Program funding	250,000
290-290004 Forest Resources	407-407001 Public Works Equipment	Estimated reimbursement for labor and asset use on various forest access roads, as needed	100,000
289-289001 Onsite WW Program	100-109003 Plan & GIS Research	Aerial imagery acquisition	30,000
740-740002 Health Insurance Admin	100-126002 Health Education Wellness	To reimburse Health Education Wellness	313,828

740-740002 Health Insurance Admin	100-123001 Human Resources	To reimburse Human Resources for staff time spent on the Health Insurance Fund	70,000
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62. RESOLVED FURTHER, that, the following budgeted transfers within funds be approved:

<b>From Object 697700</b>	<b>To object 590500</b>	<b>Purpose</b>	<b>Amount</b>
100-100001 Non-Departmental Revenue	100-115099 Auditor	Reimburse for staff time spent on investments	128,248
100-100001 Non-Departmental Revenue	100-104001 Administration	Scholarships	150,000
100-121002 Technology Fund	100-109003 Plan & GIS Research	Aerial imagery acquisition	30,000
100-121002 Technology Fund	100-120001 Microfilm	Fund microfilm operating budget	45,028
100-121003 Data Integration Fund	100-109003 Plan & GIS Research	GIS Planning	285,058
100-100001 Non-Departmental Revenue	100-138001 Mine Inspector	Cover budget with projected current year mineral royalty payment	289,521
100-128000 Property Management	100-128010 Parking fund	Portion of rent payments that fund parking projects	116,123
179-179001 Enhanced 9-1-1	100-109003 Plan & GIS Research	Aerial imagery acquisition	30,000
600-607001 Environmental Services	610-610001 Regional Landfill Trust	Financial assurance	25,000

63. RESOLVED FURTHER, that the following transfers of actual personnel expense between departments be approved:

<b>From Department</b>	<b>To Department</b>	<b>Position(s)</b>	<b>Budgeted Amount</b>
100-108001 Community Development	260-260999 CDBG	1.0 FTE Community Development Representative, 1.0 FTE Senior Planner, 1.0 FTE Planner, 1.0 FTE Planning Manager	373,006
100-113011 Attorney	169-169001 Attorney Trust Account – Victim/Witness	.2 FTE Victim/Witness Investigator	19,732
100-115002 Auditor	260-260999 CDBG	1.0 FTE Accounting Technician, .25 Accountant	96,632
100-115007 Auditor	600-600001 Environmental Services	1.0 FTE Financial Analyst, 1.0 FTE Information Specialist II	133,779

100-115008 Auditor	230-230033 Public Health & Human Services	1.0 FTE Fiscal Manager	127,802
100-115013 Auditor	100-129003 Sheriff	1.0 FTE Financial Analyst	99,898
100-115014 Auditor	200-200001 Public Works	1.0 FTE Financial Analyst	109,254
100-115017 Auditor	240-241005 Land & Minerals	1.0 FTE Financial Analyst	105,979
100-115019 Auditor	289-289001 ISTS	.25 FTE Accountant	14,746
100-123002 Human Resources	100-129003 Sheriff	.83 FTE Human Resources Manager	102,784
100-123003 Human Resources	200-200001 Public Works	1.0 FTE Human Resources Senior Advisor	97,063
100-123007 Human Resources	230-230006 Public Health & Human Services	1.0 FTE Human Resources Senior Advisor	123,836
100-123004 Human Resources	230-230004 Public Health & Human Services	.5 FTE Information Specialist II	30,455
100-129012 Sheriff	100-135001 Emergency Communications	1.0 FTE Deputy Sheriff Lieutenant, 1.0 FTE Supervising Deputy Sheriff	265.666
100-136005 Radio Maintenance	200-200001 Public Works	.5 FTE Electronic Systems Technician	38,025
100-139005 Safety & Risk Management	730-730001 Workers Compensation	.5 FTE Safety and Risk Manager, 1.0 FTE Loss Control Manager, 2.0 FTE Information Specialist III, 1.0 FTE Workers' Compensation Case Coordinator	427,992
100-139007 Safety & Risk Management	720-720002 Property Casualty Liability	1.0 FTE Insurance & Claims Specialist	101,949
200-200010 Public Works	100-128014 Property Management	1.0 FTE Right of Way Agent	111,306
200-200123 Public Works	240-241005 Land & Minerals	2.0 FTE Deputy County Surveyor	195,125

64. RESOLVED FURTHER, that, the following grants are adopted as part of this Resolution. The grant approval form is still required per the Grant Policy, including the required signatures specified on the grant approval form. Any change less than or equal to \$25,000 from the amount listed below must go on a quarterly budget resolution. Any change greater than \$25,000 must go back to the board as a separate resolution.

## **GENERAL FUND**

10902-2022 Natural Resources Block Grant \$103,687  
10910-2021 Aquatic Invasive Species Prevention Aid \$711,323  
11308-2021 Prosecutorial Services to Crime Victims \$36,732  
12919-2021 Federal Boat & Water Safety Grant \$22,350  
12921-2021 Snowmobile Safety Enforcement Grant \$19,000  
12927-2021 Off-Highway Vehicle Enforcement Grant \$67,778  
12931-2020 Operation Stonegarden Grant \$200,000  
12936-2021 Federal Boat & Water Safety Equipment Grant \$10,400  
13203-2020 Emergency Management Performance Grant \$78,000  
17302-2021 Shelter Plus Care \$47,000  
17303-2021 Emergency Shelter Grant Projects \$148,000  
17304-2021 Emergency Shelter Grant Administration \$12,000

## **PUBLIC HEALTH & HUMAN SERVICES**

23201-2021 Family Group Decision Making \$84,046  
23271-2021 Housing Support Services \$53,851 (Total Grant \$100,965)  
23301-2021 Child and Teen Check-Up \$492,856  
23302-2020 WIC (Women Infants and Children) \$427,268 (Total Grant \$569,936)  
23302-2021 WIC (Women Infants and Children) \$142,668 (Total Grant \$569,936)  
23303-2020 Maternal Child Health \$190,388 (Total Grant \$254,972)  
23303-2021 Maternal Child Health \$63,705 (Total Grant \$254,972)  
23304-2020 SHIP (Statewide Health Improvement Partnership) \$110,846 (Total Grant \$125,013)  
23304-2021 SHIP (Statewide Health Improvement Partnership) \$12,437 (Total Estimated Grant \$125,013)  
23314-2020 TANF (Temporary Assistance for Needy Families) \$173,398 (Total Grant \$346,796)  
23314-2021 TANF (Temporary Assistance for Needy Families) \$173,398 (Total Grant \$346,796)  
23325-2020 Follow Along Program \$3,228 (Total Grant \$4,200)  
23325-2021 Follow Along Program \$972 (Total Grant \$4,200)  
23329-2021 Minnesota Immunization Connection \$55,474  
23330-2020 Maternal Infant and Early Childhood Home Visiting \$179,493 (Total Grant \$258,658)  
23330-2021 Maternal Infant and Early Childhood Home Visiting \$59,165 (Total Grant \$109,774)  
23331-2020 Evidence Based Home Visiting \$155,195 (Total Grant \$295,843)  
23331-2021 Evidence Based Home Visiting \$152,624 (Total Grant \$456,517)  
23335-2021 SPAN - Good Food Guidelines \$5,000 (Total Grant \$10,000)

23601-2020 Public Health Preparedness \$44,704 (Total Grant \$94,723)

23601-2021 Public Health Preparedness \$49,882 (Total Grant \$94,723)

**CDBG/HOME**

26001-2021 CDBG Projects \$1,480,000

26002-2021 CDBG Administration \$575,000

27001-2021 Home HUD Projects \$405,000

27002-2021 Home HUD Administration \$45,000

65. RESOLVED FURTHER, that the 2020 unspent balances of grants which extend into 2021 will be carried forward into 2021 as increases to that revenue and expenditure budget.

66. RESOLVED FURTHER, that grants that flow through the Community Health Board (CHB) are allowed to increase or decrease their revenue and expenditure budgets during the year when actual grant awards differ from the budget estimates.

67. RESOLVED FURTHER, if the actual costs of planned FTEs in a grant are lower than the adopted budget, grants are allowed to move the unspent personnel budget into the capital or operating budget to fully utilize all grant funding.

It is recommended that the St. Louis County Board determine its legislative priorities for the 2021 Legislative Session and direct the Intergovernmental Relations Director to achieve these outcomes during the session.

## **2021 Proposed Legislative Priorities**

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

WHEREAS, The County Board was presented with a draft of legislative priorities for the 2021 Legislative Session at its Committee of the Whole meeting on December 1, 2020; and

WHEREAS, Intergovernmental Relations Director John Ongaro discussed each item with commissioners and received input in finalizing the list of priorities;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the "2021 St. Louis County Legislative Priorities" as found in County Board File No. \_\_\_\_\_, and directs its Intergovernmental Relations Director to work to achieve these outcomes and report progress on other initiatives during the 2021 Legislative Session.



## Recommended 2021 St. Louis County Legislative Priorities

### Taxes:

- **Protect major State Aid program funding to counties**
  - County Program Aid, Vulnerable Children & Adults Act, PILT, etc.
  - The projected State Budget deficit for the coming 2022-23 Biennium is \$4.7B. Every State program and expenditure will be subject to cuts.

### Human Services Reforms:

- **Remove the County Share of mistakenly-billed federal payments for Institutes of Mental Disease (IMD).**
  - Last year, DHS proposed this \$8.8 cost-shift onto counties. This year, Governor Walz proposed covering this cost in his Supplemental Appropriations Bill. Unfortunately, the sudden State Budget shortfall prevented this from passing. Counties need to preserve and remove this grave injustice.
  - St. Louis County's share of this statewide shift is \$700,000
- **Preserve Moose Lake RTC Mental Health funding for this region.**
  - In 1993, the Moose Lake State Hospital closed and so did its mental health services. These services were shifted to community-based settings. The Legislature recognized that counties would need to backfill these lost services, and passed special funding to assist. Twenty-seven (27) years later, our regional mental health needs have only grown.
  - DHS is considering a new Adult Mental Health Initiative (AMHI) funding formula. An option under review is to remove our region's special funding of \$2M/year for the entire Moose Lake catchment area and redirect it statewide. St. Louis County receives, \$1.5M of this funding.
  - MN's only region without a Community Behavioral Health Hospital (CBHH) is NE MN. CBH hospitals provide comprehensive 24 hour in-patient mental health services. But, since we don't have a CBHH, county governments instead shoulder this cost and responsibility.
- **Continue special COVID related HHS waivers and telehealth opportunities.**
  - These waivers have meant huge cost savings and efficiencies for counties.
  - Providing services via video to clients for programs like, targeted case management result in significantly enhanced flexibility and cost savings.
- **Other Issues**

### Environment & Natural Resource Initiatives:

- **Fund the expenses counties incur to cleanup and maintain blighted or environmentally contaminated tax forfeited properties.**
  - Through tax forfeiture, counties inherit many properties with complicated environmental problems and history. Counties are mostly left on our own to clean-up, maintain and market these problem properties. And, the revenue from their eventual sale doesn't cover county clean-up costs.
  - When the MPCA does help remediate polluted TF land, they do so only for an imminent threat. Their response is limited to only that specific threat and not the entire site. Once

- the emergency is resolved, the PCA leaves. Any empty barrels, storage tanks and other hazardous items still left on site, they're the county's responsibility. Likewise, any soil contamination not yet discovered or quantified, also becomes the county's problem.
- Abandoned schools are another significant TF land cost for counties. School districts sell these buildings for a minimal price for redevelopments which rarely succeed. Upon failure, they become tax forfeited property and counties get stuck with paying for their demolition.
  - **Create carbon and wetland credits on County Tax Forfeited Lands.**
    - Counties with an abundance of Tax Forfeited land are well positioned to generate new revenue on these lands, via carbon and wetland credits.
    - In the 2020 Legislative Session, the MN School Trust introduced legislation to allow granting leases and conservation easements on School Trust Lands for ecosystem services. These leases will allow developers (and counties) to claim wetland and carbon credits.
    - County Land Commissioners would like to follow the School Trust's lead with similar authorizing legislation. By maximizing the use of the hundreds of thousands of acres of productive TF lands which counties control, this could become a win-win situation: A win for the environment and a win for the taxpayers.

### Bonding:

- **Depot**
  - Phase 1 improvements (Exterior and Life/Safety projects) of \$1.5M were procured in the 2020 Bonding Bill
  - Phase 2 improvements (Lifecycle Renewal & Energy Efficiency) of \$6.75M, remain.
- **Other new projects/TBD**

### Remaining Initiatives:

- Community Corrections Act Funding
- Broad Band Funding
- Lands Bill
- Voyageur Country ATV Trail
- Gravel Pit Minnesota Statutes 373 Changes
- Others

