

**OFFICIAL PROCEEDINGS OF THE MEETING  
OF THE BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF ST. LOUIS, MINNESOTA,  
HELD ON DECEMBER 12, 2023**

The Board of County Commissioners of the County of St. Louis, Minnesota, met this 12<sup>th</sup> day of December 2023, at 9:32 a.m., at the Floodwood Fair Building, Floodwood, Minnesota, with the following members present: Commissioners Annie Harala, Ashley Grimm, Paul McDonald, Keith Musolf, Keith Nelson, Mike Jugovich and Chair Patrick Boyle - 7. Absent: None - 0.

Chair Boyle asked for a moment of silence in remembrance of all victims of violence, foreign and domestic; followed by the pledge of allegiance.

Commissioner Jugovich introduced City of Floodwood Mayor Tad Farrell . Mayor Farrell welcomed the Board to Floodwood and commented that it is nice to see that the Board holds meetings at locations throughout St. Louis County.

Chair Boyle opened the meeting to persons who wish to address the Board concerning issues not on the agenda. Chester Cullen, of Floodwood, provided the Board with a handout and commented on various road and property issues.

Commissioner Harala, supported by Commissioner Grimm, moved to approve the consent agenda. The motion passed; seven yeas, zero nays.

Commissioner Musolf, supported by Commissioner Jugovich, moved that the St. Louis County Board approves the accelerated phase-in of compressed longevity pay plans initially adopted in 2022 to fulfill implementation obligations for represented and unrepresented employees, effective December 16, 2023, and authorizes the appropriate County officials to execute Memorandums of Agreement with exclusive representatives of necessary collective bargaining units. The St. Louis County Board approves a 3.0% county-wide market adjustment to all pay grades and salary steps for represented and unrepresented employees and for individuals covered under the management compensation plan effective December 16, 2023, and authorizes the appropriate county officials to execute Memorandums of Agreement with exclusive representatives of necessary collective bargaining units. Director of Human Resources and Administration Jim Gottschald commented that the accelerated phase-in of compressed longevity pay plans will be effective December 16, 2023. The 3% pay adjustment was driven by changes in the market and will help departments retain good employees. After further discussion, the motion passed; seven yeas, zero nays. Resolution No. 21-641.

Commissioner Nelson, supported by Commissioner Jugovich, moved that the St. Louis County Board authorizes the appropriate County officials to enter into a contract with Northeast Technical Services, Inc., to provide the engineering, design documents, inspection reports, construction certification documents, and bid packet details that satisfy all MPCA requirements for a total amount of \$798,000 payable from 2021-2024 American Rescue Plan Act (\$598,357) Fund 239, Agency 239200 and Environmental Services Enterprise (\$199,923) Fund 600, Agency 607001. Northeast Technical Services, Inc., shall comply and submit all necessary information, documentation and reporting materials required by the County, State or US Treasury to ensure that the project meets any and all conditions as required under the American Rescue Plan Act. The motion passed; seven yeas, zero nays. Resolution No. 23-642.

Commissioner Grimm, supported by Commissioner McDonald, moved that the 2023-2025 Assistant County Attorney Unit contract is ratified, and that County officials are authorized to execute the Collective Bargaining Unit Agreement. County Administrator Kevin Gray noted that the agreement moves the unit to a 40-hour workweek and is the last unit to come to an agreement with the county. The motion passed; seven yeas, zero nays. Resolution No. 23-643.

Regular Agenda Item #4, bid award for partial demolition of the Jean Duluth Public Works facility was removed from the agenda. No Board action taken.

The following Board files were created from documents received by this Board:

Brian Fritsinger, Deputy Administrator, and Jim Foldesi, Public Works Director/Highway Engineer, submitting Request for Board Action No. 23-503, Request to Apply for National Oceanic and Atmospheric Administration (NOAA) Climate Resilience Regional Challenge.—62061

Brian Fritsinger, Deputy Administrator, submitting Request for Board Action No. 23-513, Provide Financial Grant Assistance to the Upper Midwest Film Office.—62062

Brian Fritsinger, Deputy Administrator, submitting Request for Board Action No. 23-514, Financial Support for the Film Production Incentive Program.—62063

Brian Fritsinger, Deputy Administrator, submitting Request for Board Action No. 23-505, 2024 Arrowhead Counties Association Lobbying Services Agreement.—62064

Darren Jablonsky, Planning and Zoning Interim Director, submitting Request for Board Action No. 23-509, Amend Zoning Ordinance 62 Zoning Map, Town of Fayal.—62065

James Gottschald, Human Resources and Administration Director, submitting Request for Board Action No. 23-515, Memorandums of Agreement to Accelerate Phase-in of 2022 Compressed Pay Plans and 3.0% Market Adjustments.—62066

David Fink, Environmental Services Director, submitting Request for Board Action No. 23-516, Proposal for the Completion of Design and Construction Documents for Major Permit Modification and Phased Expansion and Certification to the Virginia Regional Landfill, American Rescue Plan Act & Enterprise Funds.—62067

James Gottschald, Human Resources and Administration Director, submitting Request for Board Action No. 23-517, Assistant County Attorney Unit 2023-2025 Collective Bargaining Agreement.—62068

Nancy Nilsen, County Auditor-Treasurer, submitting Establishment of the 2024 Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) Board. 62069

Chester Cullen, Floodwood, MN, submitting handouts, a CD and driftwood.—62070

Upon motion by Commissioner Harala, supported by Commissioner Grimm, resolutions numbered 23-619 through 23-640, as submitted on the consent agenda, were unanimously adopted as follows:

**BY COMMISSIONER HARALA:**

RESOLVED, That the official proceedings of the St. Louis County Board of Commissioners for the meeting of November 28, 2023, are hereby approved.

Adopted December 12, 2023. No. 23-619

WHEREAS, The Minnesota Department of Human Services has awarded \$43,000 in grant funds to St. Louis County Public Health and Human Services (PHHS) to fund three individuals in the Transitions to Community Initiative; and

WHEREAS, PHHS has applied for Transitions to Community Initiatives to fund three individuals who have unique needs to live in the community in the least restrictive options possible.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes PHHS to accept Transitions to Community Initiatives grant funds in the amount of \$43,000 for three individuals and enter into contracts with community partners for the period of December 7, 2022, to June 30, 2024.

BUDGET REFERENCE:

230-232006-530670-23265-99999999-2023

230-232006-629900-23265-99999999-2023

Adopted December 12, 2023. No. 23-620

WHEREAS, Bids have been received electronically by the St. Louis County Public Works Department for CP 4598-710468, SAP 069-600-051; and

WHEREAS, Bids were opened in the Richard H. Hansen Transportation and Public Works Complex, Duluth, MN, on November 16, 2023, and the low responsible bid was determined.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the award on the above project to the low bidder:

<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Mesabi Bituminous, Inc.	PO Box 728 Gilbert, MN 55741	\$280,313.65

RESOLVED FURTHER, That the appropriate county officials are authorized to approve the contractor's performance bonds and to execute the bonds and contract for the above listed project payable from:

CP 4598-710468, SAP 069-600-051

Fund 220, Agency 220738, Object 652700 – State Park Road Account Funds

Adopted December 12, 2023. No. 23-621

WHEREAS, Bids have been received electronically by the St. Louis County Public Works Department for CP 0851-570567, SAP 069-598-075 (Br 257); and

WHEREAS, Bids were opened in the Richard H. Hansen Transportation and Public Works Complex, Duluth, MN, on November 16, 2023, and the low responsible bid was determined.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the award on the above project to the low bidder:

<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
TNT Construction Group, LLC	40 County Road 63 Grand Rapids, MN 55744	\$284,800.00

RESOLVED FURTHER, That the appropriate county officials are authorized to approve the contractor's performance bonds and to execute the bonds and contract for the above listed project payable from:

CP 0851-570567, SAP 069-598-075 (Br 257)

Fund 220, Agency 220756, Object 652700 – LBRP Bridge Bond Funds - \$152,479.93

Fund 200, Agency 203676, Object 652800 – Local Construction Funds - \$132,320.07

Adopted December 12, 2023. No. 23-622

RESOLVED, That pursuant to St. Louis County Ordinance No. 51, as amended, the applications for license to sell tobacco products at retail, on file in the office of the County Auditor, identified as County Board File No. 61857, are hereby approved and the County Auditor is authorized to issue the license to the following establishments:

Knutson & Son, Inc. dba Jim's Ash Trail Store, Unorganized Township 68-21;  
Holiday Stationstores, LLC dba Circle K #2746184, White Township;  
Holiday Stationstores, LLC dba Holiday Station Store #409, Canosia Township;  
Holiday Stationstores, LLC dba Holiday Station Store #85, City of Proctor;  
Gnesen Convenience Store, LLC dba Gnesen Convenience Store, LLC, Gnesen Township;  
Melrude Whistle Stop, LLC dba Melrude Whistle Stop, LLC, Cotton Township;  
Cooper's Gateway General Store, Corp. dba Gateway General Store, Unorganized Township 68-21.

The following license holders were issued a tobacco violation citation(s) on the dates(s) as stated:

K & E Enterprises, Inc. dba The Munger Tavern & Grill, Solway Township, October 3, 2020;

Sullivan's Mercantile, Inc. dba Twig General, Grand Lake Township, August 7, 2021, and August 10, 2023;

Side Lake Store, LLC dba R&B Side Lake Store, French Township, August 22, 2022, and August 29, 2023;

DM Stokke, Inc. dba Stokke's Lakewood Market, Lakewood Township, August 7, 2021.

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

Adopted December 12, 2023. No. 23-623

RESOLVED, That pursuant to St. Louis County Ordinance No. 51, as amended, the application for license to sell tobacco products at retail, on file in the office of the County Auditor, identified as County Board File No. 61857, is hereby approved and the County Auditor is authorized to issue the license to the following establishment:

Weed Wishes Company dba Weed Wishes Company, City of Cook, new.

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

Adopted December 12, 2023. No. 23-624

RESOLVED, That the recommendations of the Finance Committee for payment of claims and bills against the County of St. Louis, on file in the office of the County Auditor, identified as County Board File No. 61858, are hereby approved and the County Auditor shall issue checks in the following amounts:

**October 2023**

100	General Fund	\$8,948,407.05
149	Personal Service Fund	927.75
155	Depot	73,136.95
160	MN Trail Assistance	30,000.00
173	Emergency Shelter Grant	15,924.27
178	Economic Development – Tax Forfeit	40,373.00
179	Enhanced 9-1-1	55,381.90
180	Law Library	28,504.83
183	City/County Communications	205.34

184	Extension Service	130,149.33
190	Sheriff Explorers	355.00
192	Permit to Carry	19,631.95
200	Public Works	3,440,294.19
204	Local Option Transit Sales Tax	1,241,469.53
215	Ditching	26,758.35
220	State/Federal Road Aid	3,644,939.62
230	Public Health & Human Services	8,927,173.07
238	HHS Conference	11,282.75
239	Pandemic Response Fund	450,661.27
240	Forfeited Tax	482,998.85
250	St. Louis County HRA	29,620.41
260	CDBG Grant	255,091.85
270	Home Grant	4,192.37
289	On-Site Wastewater	74,225.07
290	Forest Resources	1,994.36
298	Opioid Remediation	20,513.42
400	County Facilities	96,170.21
402	Depreciation Reserve Fund	58,459.40
405	Public Works Building Construction	327,116.64
407	Public Works – Equipment	6,995.00
450	2021A – Capital Improvement	1,212,468.67
600	Environmental Services	673,320.01
715	County Garage	291,852.05
720	Property Casualty Liability	11,306.80
730	Workers Compensation	179,562.90
740	Medical Dental Insurance	2,841,377.69
770	Retired Employees Health Ins.	438.00
		<b><u>\$33,653,279.85</u></b>

Adopted December 12, 2023. No. 23-625

WHEREAS, On March 11, 2021, the President of the United States signed into law the \$1.9 Trillion American Rescue Plan Act (ARPA) to provide continued relief from the impact of COVID-19 pandemic; and

WHEREAS, Approximately \$350 billion of the ARPA funding was allotted to assist state, local tribal, and territory governments in responding to the COVID-19 pandemic; and

WHEREAS, Funds received are required to be used in accordance with the Coronavirus Local Fiscal Recovery Fund (CLFRF) requirements as provided within the guidance issued by the United States Treasury:

- To respond to the public health emergency
- To address its negative economic impacts
- To serve the hardest hit
- To make necessary investments in water, sewer, or broadband infrastructure; and

WHEREAS, St. Louis County has been awarded \$54,536,596 in ARPA funds to be used in accordance with the above requirements; and

WHEREAS, The County Board has allocated up to \$1,000,000 of ARPA funds to be used for youth recreation/park projects; and

WHEREAS, Albion Township has identified a project to improve its existing park and recreation facilities; and

WHEREAS, The Township has submitted documentation seeking funding assistance in the amount of \$15,000 from the County's American Rescue Plan Act Revenue Loss funds to support its project.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the use of up to \$15,000 of American Rescue Plan Act Revenue Loss funding for the Albion Township Playground Improvement Project.

RESOLVED FURTHER, That the Township shall comply and submit all necessary information, documentation and reporting materials required by the County to ensure that the project meets any and all conditions as required under the program.

RESOLVED FURTHER, That the appropriate County officials are authorized to enter into an agreement with the Township for this project with funds for the above project payable from Fund 239, American Rescue Plan Action Revenue Loss.

Adopted December 12, 2023. No. 23-626

WHEREAS, On March 11, 2021, the President of the United States signed into law the \$1.9 Trillion American Rescue Plan Act (ARPA) to provide continued relief from the impact of COVID-19 pandemic; and

WHEREAS, Approximately \$350 billion of the ARPA funding was allotted to assist state, local tribal, and territory governments in responding to the COVID-19 pandemic; and

WHEREAS, Funds received are required to be used in accordance with the Coronavirus Local Fiscal Recovery Fund (CLFRF) requirements as provided within the guidance issued by the United States Treasury:

- To respond to the public health emergency
- To address its negative economic impacts
- To serve the hardest hit
- To make necessary investments in water, sewer, or broadband infrastructure; and

WHEREAS, St. Louis County has been awarded \$54,536,596 in ARPA funds to be used in accordance with the above requirements; and

WHEREAS, The County Board has allocated up to \$1,000,000 of ARPA funds to be used for youth recreation/park projects; and

WHEREAS, The City of Meadowlands has identified a project to renovate and improve its community park; and

WHEREAS, The City has submitted documentation seeking funding assistance in the amount of \$15,000 from the County's American Rescue Plan Act Revenue Loss funds to support its project.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the use of up to \$15,000 of American Rescue Plan Act Revenue Loss funding for the Meadowlands Park Project.

RESOLVED FURTHER, That the City of Meadowlands shall comply and submit all necessary information, documentation and reporting materials required by the County to ensure that the project meets any and all conditions as required under the program.

RESOLVED FURTHER, That the appropriate County officials are authorized to enter into an agreement with the City for this project with funds for the above project payable from Fund 239, American Rescue Plan Action Revenue Loss.

Adopted December 12, 2023. No. 23-627

WHEREAS, On March 11, 2021, the President of the United States signed into law the \$1.9 Trillion American Rescue Plan Act (ARPA) to provide continued relief from the impact of COVID-19 pandemic; and

WHEREAS, Approximately \$350 billion of the ARPA funding was allotted to assist state, local tribal, and territory governments in responding to the COVID-19 pandemic; and

WHEREAS, Funds received are required to be used in accordance with the Coronavirus Local Fiscal Recovery Fund (CLFRF) requirements as provided within the guidance issued by the United States Treasury:

- To respond to the public health emergency
- To address its negative economic impacts
- To serve the hardest hit
- To make necessary investments in water, sewer, or broadband infrastructure; and

WHEREAS, St. Louis County has been awarded \$54,536,596 in ARPA funds to be used in accordance with the above requirements; and

WHEREAS, The County Board has allocated up to \$1,000,000 of ARPA funds to be used for youth recreation/park projects; and

WHEREAS, The City of Buhl has identified a project to establish a community youth center; and

WHEREAS, The City has submitted documentation seeking funding assistance in the amount of \$50,000 from the County's American Rescue Plan Act Revenue Loss funds to support its project; and

WHEREAS, The remaining allocation of ARPA Revenue Loss funds is not sufficient to cover all of the other youth outreach projects that will be submitting applications.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the use of up to \$20,000 of American Rescue Plan Act Revenue Loss funding for the City of Buhl Youth Center Project.

RESOLVED FURTHER, That the City of Buhl shall comply and submit all necessary information, documentation and reporting materials required by the County to ensure that the project meets any and all conditions as required under the program.

RESOLVED FURTHER, That the appropriate County officials are authorized to enter into an agreement with the City for this project with funds for the above project payable from Fund 239, American Rescue Plan Action Revenue Loss.

Adopted December 12, 2023. No. 23-628

WHEREAS, On March 11, 2021, the President of the United States signed into law the \$1.9 Trillion American Rescue Plan Act (ARPA) to provide continued relief from the impact of COVID-19 pandemic; and

WHEREAS, Approximately \$350 billion of the ARPA funding was allotted to assist state, local tribal, and territory governments in responding to the COVID-19 pandemic; and

WHEREAS, Funds received are required to be used in accordance with the Coronavirus Local Fiscal Recovery Fund (CLFRF) requirements as provided within the guidance issued by the United States Treasury:

- To respond to the public health emergency
- To address its negative economic impacts
- To serve the hardest hit
- To make necessary investments in water, sewer, or broadband infrastructure; and

WHEREAS, St. Louis County has been awarded \$54,536,596 in ARPA funds to be used in accordance with the above requirements; and

WHEREAS, Morcom Township submitted an application for funding to assist with the construction of a new Bear River Emergency Response Center.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves a grant to Morcom Township in the amount of \$34,080 for Bear River Emergency Response Center from American Rescue Plan Act Revenue Loss funding.

RESOLVED FURTHER, That Morcom Township shall comply and submit all necessary information, documentation and reporting materials required by the County to ensure that the program meets any and all conditions as required under the program.

RESOLVED FURTHER, That the appropriate County officials are authorized to enter into an agreement with Morcom Township for this program with funds for the above project payable from Fund 239, American Rescue Plan Act Revenue Loss.

Adopted December 12, 2023. No. 23-629

WHEREAS, On March 11, 2021, the President of the United States signed into law the \$1.9 Trillion American Rescue Plan Act (ARPA) to provide continued relief from the impact of COVID-19 pandemic; and

WHEREAS, Approximately \$350 billion of the ARPA funding was allotted to assist state, local tribal, and territory governments in responding to the COVID-19 pandemic; and

WHEREAS, Funds received are required to be used in accordance with the Coronavirus Local Fiscal Recovery Fund (CLFRF) requirements as provided within the guidance issued by the United States Treasury:

- To respond to the public health emergency
- To address its negative economic impacts
- To serve the hardest hit
- To make necessary investments in water, sewer, or broadband infrastructure; and

WHEREAS, St. Louis County has been awarded \$54,536,596 in ARPA funds to be used in accordance with the above requirements; and

WHEREAS, The Northland Foundation submitted an application on behalf of the Jump into Childcare project for funding to assist with the marketing and outreach efforts of this program.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves a grant to the Northland Foundation on behalf of the Jump into Childcare project in the amount of \$5,000 for the Jump into Childcare program from American Rescue Plan Act Revenue Loss funding.

RESOLVED FURTHER, That the Northland Foundation shall comply and submit all necessary information, documentation and reporting materials required by the County to ensure that the program meets any and all conditions as required under the program.

RESOLVED FURTHER, That the appropriate County officials are authorized to enter into an agreement with the Northland Foundation for this program with funds for the above project payable from Fund 239, American Rescue Plan Act Revenue Loss.

Adopted December 12, 2023. No. 23-630

RESOLVED, That the St. Louis County Board approves the applications for abatement, correction of assessed valuations and taxes plus penalty and interest, and any additional accrual, identified in County Board File No. 61875.

Adopted December 12, 2023. No. 23-631

WHEREAS, St. Louis County, in partnership with neighboring counties, tribes, municipalities, and state agencies would benefit from resiliency planning efforts; and



WHEREAS, The National Oceanic and Atmospheric Administration (NOAA) secured funds through the Inflation Reduction Act to establish the Climate Resilience Regional Challenge (CRRC); and

WHEREAS, St. Louis County was one of only 120 communities from across the country invited to apply for this grant program.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to apply for up to \$2,000,000 from NOAA's CRRC.

Adopted December 12, 2023. No. 23-632

WHEREAS, The Upper Midwest Film Office (UMFO) established itself as an independent non-profit organization in 2021 to promote Northeast Minnesota as a location for contract filming of movies, documentaries, commercials, and related video media productions; and

WHEREAS, UMFO has asked the County to consider providing continued operating support to promote Northeast Minnesota as a location for contract filming of movies, documentaries, commercials, and related video media productions, provide services to administer the County's Film Production Incentive Program, and foster the local film workforce; and

WHEREAS, UMFO is willing to administer a grant program to support local film festivals, media art schools, training, and workforce development initiatives; and

WHEREAS, UMFO asserts 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 financial grant contribution to UMFO in the amount of up to \$125,000 to administer the County's Film Program, promote Northeast Minnesota as a location for contract filming of movies, documentaries, commercials and related video media productions, and foster the local film workforce.

RESOLVED FURTHER, That the St. Louis County Board approves a financial grant of up to \$75,000 dedicated to funding film festivals, media art schools, training, and workforce development activities, to be transferred to and administered and distributed by UMFO, subject to County approval consistent with the current process utilized with the Film Production Incentive Program.

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, payable from Fund 178, Agency 178006, Object 311008 or its designated fund.

Adopted December 12, 2023. No. 23-633

WHEREAS, The television and film production industry is a multi-billion dollar global industry; and

WHEREAS, Northern Minnesota has attracted a growing interest in the creation of movies, documentaries, commercials, and related video media productions due to its rich history, landscapes, and locations; and

WHEREAS, Local talent exists and continues to grow in providing and supporting the film industry with local artists, blue-collar labor, and skilled trade workers; and

WHEREAS, St. Louis County seeks to support the growth of additional jobs, wages, benefits, and peripheral growth in the County and region; and

WHEREAS, St. Louis County has previously identified economic development as a strategic priority.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves a deposit of up to \$945,586 from Fund 178, Object 31008, to the Film Production Incentive Program, Fund 178, Agency 178007, Object 629900 or its designated fund and all program expenditures will be paid therefrom.

RESOLVED FURTHER, That the St. Louis County Board authorizes County officials to enter an agreement with an appropriate Minnesota development organization to act under the County's direction as the program administrator which will disburse such available funds in accordance with program requirements.

Adopted December 12, 2023. No. 23-634

RESOLVED, That the St. Louis County Board authorizes the appropriate County officials to execute the lobbying services agreement with Arrowhead Counties Association, on file in County Board File No. 62064, which would use the services of St. Louis County's Director of Intergovernmental Relations to further the Arrowhead Counties Association's lobbying activities at the State Legislature during the 2024 Legislative Session, not to exceed \$14,000 to be deposited into Fund 100, Agency 105001, Intergovernmental Affairs.

Adopted December 12, 2023. No. 23-635

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

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

WHEREAS, The Ranger Snowmobile/ATV Club requested sponsorship of the Bird Lake ATV Trail; and

WHEREAS, The County typically sponsors trails for a period of five (5) years.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes sponsorship of the Ranger Snowmobile/ATV Club Bird Lake ATV Trail for a period of five (5) years at no cost to the County, and authorizes the County Auditor to sign grant applications, agreements, and reimbursement claims to the Minnesota Department of Natural Resources for construction, maintenance, and administration of the trail.

RESOLVED FURTHER, That the St. Louis County Board Chair and/or the County Auditor are authorized to sign all easements, licenses, or other instruments associated with the trail, subject to the approval of the County Attorney.

RESOLVED FURTHER, That this resolution is contingent upon the Ranger Snowmobile/ATV Club being individually named as an insured on the general liability policy covering St. Louis County sponsored State Grant-in-Aid Trails, and the club naming the landowners over whose lands the trails travel as additional insureds on the general liability policy.

Adopted December 12, 2023. No. 23-636

WHEREAS, An Information Specialist I (#0411-054) position within the Assessor's office was vacated in early 2023; and

WHEREAS, When a vacancy occurs within the Public Records and Property Valuation Department, a review of the needs of the department are analyzed to determine if a vacant position/s should be filled or reallocated; and

WHEREAS, After the recent review of the need to fill the vacant Information Specialist I position, it was determined that reallocation of this position to an Information Specialist II position would better serve the office; and

WHEREAS, A request to reallocate the Information Specialist I position to an Information Specialist II position was approved by Human Resources; and

WHEREAS, County fiscal policies require that any position greater than three pay grades must go before the County Board for approval.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the reallocation of an Information Specialist I position (\$2,672 at Grade B04 Step 1) to an Information Specialist II position (\$3,128 at Grade B10 Step 1) within the Assessor's office.

Adopted December 12, 2023. No. 23-637

WHEREAS, Minnesota Statute § 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota counties to develop and implement a Comprehensive Local Water Management Plan; and

WHEREAS, St. Louis County currently has a state-approved Comprehensive Local Water Management Plan that covers the period of August 26, 2010, through December 31, 2023; and

WHEREAS, St. Louis County is currently updating the Comprehensive Local Water Management Plan in accordance with Minnesota Statute § 103B.301; and

WHEREAS, St. Louis County has adopted the St. Louis River Comprehensive Watershed Management Plan and is in the planning stage of the Rainy River-Headwaters Vermilion plan, and the Little Fork Watershed plan has not started the planning process; and

WHEREAS, St. Louis County assures continued effort towards completion of the Comprehensive Local Water Management Plan update; and

WHEREAS, The Minnesota Board of Water and Soil Resources has authority to grant extensions pursuant to Minnesota Statute § 103B.3367.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board requests from the Minnesota Board of Water and Soil Resources an extension of the effective date of the current county Comprehensive Local Water Management Plan until December 31, 2028, in order to complete the update process in accordance with Minnesota Statutes § 103B.301, et seq.

Adopted December 12, 2023. No. 23-638

WHEREAS, The St. Louis County Planning and Zoning Department received a citizen request for a zoning map amendment to extend Limited Industrial (LI)-10 zoning to parcel 340-0010-03592 within Section 20, T57N, R17W in the Town of Fayal; and

WHEREAS, The Town of Fayal, on October 17, 2023, adopted a resolution supporting the proposed zoning change; and

WHEREAS, The St. Louis County Planning Commission, on November 9, 2023, held a public hearing to consider amending the zoning map; and

WHEREAS, Following the public hearing, the Planning Commission recommended approval of the proposed amendment.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board amends Zoning Ordinance 62 zoning map to extend Limited Industrial zoning to rezone parcel 340-0010-03592 within Section 20, T57N, R17W in the Town of Fayal to Limited Industrial-10.

RESOLVED FURTHER, That the effective date of this zoning change is effective immediately upon County Board approval.

Adopted December 12, 2023. No. 23-639

WHEREAS, The Purchasing Division solicits annually for the purchase of tree planting services throughout the county; and

WHEREAS, The contract may be renewed upon agreement of the County and the contractor for four (4) optional one (1) year terms, provided that the contractor has satisfactorily performed the services as determined solely by the County; and

WHEREAS, Superior Forestry Services, Inc., of Russellville, Arkansas, submitted the low bid in the amount of \$58,166.65; and

WHEREAS, The bids submitted are considered reasonable by the Land and Minerals Department staff.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate County officials to execute a contract with Superior Forestry Services, Inc., in the amount of \$58,166.65 for tree planting services, with up to four (4) optional one (1) year terms, provided the contractor has satisfactorily performed the services determined solely by the County, and in accordance with the specifications of Bid No. 1000073, payable from Fund 290, Agency 290001, subject to approval by the County Attorney.

Adopted December 12, 2023. No. 23-640

**BY COMMISSIONER MUSOLF:**

RESOLVED, That the St. Louis County Board approves the accelerated phase-in of compressed longevity pay plans initially adopted in 2022 to fulfill implementation obligations for represented and unrepresented employees, effective December 16, 2023, and authorizes the appropriate county officials to execute Memorandums of Agreement with exclusive representatives of necessary collective bargaining units.

RESOLVED FURTHER, That the St. Louis County Board approves a 3.0% county-wide market adjustment to all pay grades and salary steps for represented and unrepresented employees and for individuals covered under the management compensation plan effective December 16, 2023, and authorizes the appropriate county officials to execute Memorandums of Agreement with exclusive representatives of necessary collective bargaining units.

Unanimously adopted December 12, 2023. No. 23-641

**BY COMMISSIONER NELSON:**

WHEREAS, Upgrades and expansion to the existing St. Louis County Regional Landfill (Landfill) leachate treatment system are required to meet new regulated parametric loading and groundwater standards and to operate efficiently and safely into the future; and

WHEREAS, The St. Louis County Regional Landfill is the only municipal solid waste (MSW) landfill in northeastern Minnesota, providing MSW disposal to the County's Solid Waste Management Area (SWMA); and

WHEREAS, Landfill capacity is projected to last another twenty-three years, based on current fill rates, and potentially an additional fifty based on Landfill expansion options currently being evaluated; and

WHEREAS, Leachate from the Landfill, approximately 5.5 million gallons annually, is currently collected, pumped, and stored in two lined ponds where it is settled, aerated, denitrified and land applied on a 60-acre spray field; and

WHEREAS, The Minnesota Pollution Control Agency (MPCA) issued a Landfill permit that requires extensive groundwater monitoring to ensure the leachate treatment system performs as intended, allowing the continuation of land application of leachate as the County's preferred leachate treatment option versus transport to a wastewater facility; and

WHEREAS, The MPCA and the Environmental Protection Agency has added Per – and polyfluoroalkyl substances (PFAS) as one of the emerging water contaminants of concern resulting in landfill leachate coming under increased scrutiny and management requirements; and

WHEREAS, To ensure continued onsite application of treated leachate, on November 16, 2021, the County Board adopted Resolution No. 21-642, for the design and construction of an upgraded leachate treatment system utilizing American Rescue Plan Act (ARPA) Funds; and

WHEREAS, On August 8, 2023, the County Board adopted Resolution No. 23-335 that approved an amount of \$162,340 for Northeast Technical Services (NTS) to provide additional services that included environmental engineering, hydrogeologic evaluation, and landfill permit major modification application preparation to comply with the 30% required design documents that were recently submitted to the MPCA; and

WHEREAS, The completion of all documents and bid package details are crucial to meet the stringent timelines associated with the MPCA approval process and ARPA funding requirements; and

WHEREAS, General operations of the landfill dictate that three new phases need to be constructed to ensure safe, efficient and compliant future operations; and

WHEREAS, The new phase(s) construction timelines and components correspond with the leachate upgrade project; and

WHEREAS, The Department requested and received a detailed proposal from NTS to complete the scope of work for both projects independently with the intent of combining the two into one Request for Bid (RFB); and

WHEREAS, The Department has evaluated the proposal and agreed that the additional work outlined is needed to complete both projects for a total amount of \$798,000.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorize the appropriate County officials to enter into a contract with Northeast Technical Services, Inc., to provide the engineering, design documents, inspection reports, construction certification documents, and bid packet details that satisfy all MPCA requirements for a total amount of \$798,000 payable from 2021-2024 American Rescue Plan Act (\$598,357) Fund 239, Agency 239200 and Environmental Services Enterprise (\$199,923) Fund 600, Agency 607001.

RESOLVED FURTHER, That Northeast Technical Services, Inc., shall comply and submit all necessary information, documentation and reporting materials required by the County, State or US Treasury to ensure that the project meets any and all conditions as required under the American Rescue Plan Act.

Unanimously adopted December 12, 2023. No. 23-642

**BY COMMISSIONER GRIMM:**

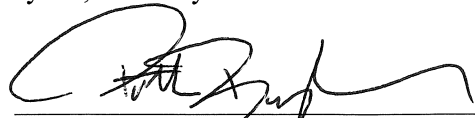
WHEREAS, The Assistant County Attorney unit bargaining agreement expired December 31, 2022; and

WHEREAS, St. Louis County and the American Federation of State, County and Municipal Employees (AFSCME) reached agreement on terms of a new collective bargaining agreement effective January 1, 2023, through December 31, 2025.

THEREFORE, BE IT RESOLVED, That the 2023-2025 Assistant County Attorney unit contract is ratified, and county officials are authorized to execute the Collective Bargaining Unit Agreement, a copy of which is on file in County Board File No. 62068.

Unanimously adopted December 12, 2023. No. 23-643

At 9:59 a.m., December 12, 2023, Commissioner Jugovich, supported by Commissioner Harala, moved to adjourn the meeting. The motion passed; seven yeas, zero nays.



Patrick Boyle, Chair of the Board  
of County Commissioners

Attest:



Nancy Nilsen, County Auditor  
and Ex-Officio Clerk of the Board  
of County Commissioners

(Seal of the County Auditor)