



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

September 24, 2013
Immediately following the Board Meeting, which begins at 9:30 A.M.
Historic Miner's Dry, 105 Miners Lake Landing Road, Ely, MN

Directions: Highway 53 North to Highway 169 into Ely. Turn left at first stop light on to Central Avenue and continue approximately 1.2 miles (Central Avenue becomes Pioneer Road). Turn right on Miner's Lake Landing Road (Grand Ely Lodge will be on your left). There is handicapped parking next to the building, and other parking areas along the road.

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 September 10, 2013

Environment & Natural Resources Committee – Commissioner Nelson, Chair

1. Repurchase of State Tax Forfeited Land – Nordlund [13-396]

Public Works & Transportation Committee – Commissioner Forsman, Chair

2. Pedestrian Underpass Lighting System on CSAH 91/Haines Road (Duluth) [13-397]
3. Agreement with St. Louis and Lake Counties Regional Railroad Authority – Mesabi Trail Project [13-398]

Finance & Budget Committee – Commissioner Raukar, Chair

4. Abatement List for Board Approval [13-399]
5. Lawful Gambling Application (Gnesen Township) [13-400]

Central Management & Inter-Governmental Committee – Commissioner Jewell, Chair

6. New Job Class – Loss Control Specialist [13-401]

Public Safety & Corrections Committee

7. Authorization to Apply for Minnesota Art Learning Grant [13-402]
8. Application and Acceptance of 2012 Operation Stonegarden Homeland Security Grant [13-403]
9. Correction of 2013 Hazardous Fuel Reduction Grant and Rescind Resolution No. 13-400 [13-404]

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.

Public Works & Transportation Committee – Commissioner Forsman, Chair

1. **Award of Bids – Storm Related Bridge Construction Project on CR 255 (Duluth Township)**
[13-405]
Resolution awarding a bid for bridge reconstruction on County Road 255 to low bidder Northland Constructors of Duluth.

Finance & Budget Committee – Commissioner Raukar, Chair

1. Cleaning Services – Northland Office Center (Virginia) [13-406]

Resolution authorizing a contract with Rouf's Property Maintenance of Hermantown, MN to provide cleaning services at the Northland Office Center in Virginia.

Central Management & Inter-Governmental Committee – Commissioner Jewell, Chair

1. Interim Second District Commissioner Appointments for 2013 [13-407]

Resolution appointing Commissioner Miller to serve on various boards, commissions and committees, and to chair the Public Safety & Corrections Standing Committee.

2. Appointment to Arrowhead Library System Board of Directors [13-408]

Resolution to appoint Patrick Layman to the Arrowhead Library System Board of Directors.

3. Reschedule Location for November 12, 2013 County Board Meeting [13-409]

Resolution to adjust the 2013 Board Meeting Schedule.

COMMISSIONER DISCUSSION ITEMS AND REPORTS:

At this time, Commissioners may introduce items for discussion or report on past and future activities.

ADJOURNED:

NEXT COMMITTEE OF THE WHOLE MEETING DATES:

October 1, 2013 Commissioners' Conference Room, Courthouse, Duluth, MN

October 8, 2013 Hermantown City Hall, 5105 Maple Grove Road, Hermantown, MN

October 22, 2013 McDavitt Town Hall, 9042 Zim Road, Zim, MN

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 Property Management (218-725-5085) early so necessary arrangements can be made.*

COMMITTEE OF THE WHOLE ST. LOUIS COUNTY BOARD OF COMMISSIONERS

Tuesday, September 10, 2013

Location: St. Louis County Courthouse, Duluth, Minnesota

Present: Commissioners Jewell, Miller, Forsman, Stauber, Nelson, Raukar, and Chair Dahlberg

Absent: None

Convened: Chair Dahlberg called the meeting to order at 11:02 p.m.

CONSENT AGENDA

Nelson/Forsman moved to approve the consent agenda. The motion passed. (7-0)

- Minutes of September 3, 2013
- Classification of November 30, 2012 Forfeitures (conservation) [13-386]
- Classification of November 30, 2012 Forfeitures (non-conservation) [13-387]
- GIS Web Application, Infrastructure and Data Maintenance, and Support Services [13-388]
- Reversion of Depleted Fee Owned Gravel Pit to Adjoining Owner (Field Township) [13-389]
- Reversion of Depleted Fee Owned Gravel Pit to Adjoining Owner (Solway Township) [13-390]
- Acceptance of County Veterans Service Office Operational Enhancement Grant [13-391]
- Purchase of Two Chevrolet Tahoes – Sheriff’s Office Canine Vehicles [13-392]

REGULAR AGENDA

Finance & Budget

Miller/Stauber moved that the St. Louis County Board authorizes the appropriate county officials to execute a contract for administrative services of the medical and dental plans for the time period covering January 1 – December 31, 2014, as set forth below.

- Health Insurance Committee’s recommendation for a 1.75% increase to its comprehensive major medical health plan premiums;
- Medical plan stop-loss insurance fee of \$6.74 per contract per month;
- BCBSM administrative service fee of \$31.66 per contract per month;
- Health Insurance Committee’s recommendation for a 0% increase in the \$37.01 per month premium for the self-insured dental plan; and
- Delta Dental of Minnesota’s administrative service fee of \$2.18 per contract per month (no increase).

St. Louis County Human Resources Director Jim Gottschald discussed cost information relating to the proposed contract. After further Commissioner discussion, the motion passed. (7-0)

Raukar/Jewell moved that the St. Louis County Board authorizes the appropriate county officials to amend the contract with Johnson Wilson Constructors of Duluth, MN, for Construction Management At-Risk services for the Duluth Government Services Center infrastructure replacement and general remodeling project in the amount of \$49,262. St. Louis County Property Management Director Tony Mancuso discussed the alternate work scope relating to the GSC remodeling project. After further Commissioner discussion, the motion passed. (7-0)

Raukar/Nelson moved that the St. Louis County Board authorizes the appropriate county officials to enter into an agreement with Election Systems and Software, LLC of Chicago, IL, in an amount not to exceed \$41,850 to provide software and hardware maintenance. St. Louis County will make payment to Election Systems and Software for services rendered and will invoice each participating township, city, and unorganized territory for its portion of the annual invoice. St. Louis County Auditor Don Dicklich explained details of the agreement. After further discussion, the motion passed without recommendation. (7-0)

COMMISSIONER DISCUSSION ITEMS

Commissioner Forsman said that he and Commissioner Dahlberg recently attended the AMC (Association of Minnesota Counties) policy committee meeting.

Commissioner Stauber said that tomorrow is the anniversary of 9/11 and thanked all of those who served and those who are currently serving their country. Commissioner Stauber asked that we pray for those who lost their lives due to the tragic event.

At 12:04 p.m., Jewell/Stauber moved to adjourn the Committee of the Whole meeting. (7-0)

Chris Dahlberg, Chair of the County Board

Phil Chapman, Clerk of the County Board

BOARD LETTER NO. 13 - 396

ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 1

BOARD AGENDA NO.

DATE: September 24, 2013

RE: Repurchase of State Tax
Forfeited Land - Nordlund

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Director
Land and Minerals

RELATED DEPARTMENT GOAL:

To provide financial return to the county and taxing districts.

ACTION REQUESTED:

The St. Louis County Board is requested to approve an application to repurchase state tax forfeited land.

BACKGROUND:

Minn. Stat. § 282.241 provides for state tax forfeited land to be repurchased by the previous owner subject to payment equivalent to the delinquent taxes and assessments, with penalties, costs, and interest. The property to be repurchased forfeited to the State of Minnesota on November 30, 2012. The repurchase deadline for this non-homestead property is November 29, 2013. James Nordlund Sr. of Hot Springs, AR, has made application and is eligible to repurchase the property.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the repurchase request of James Nordlund Sr. of Hot Springs, AR. The repurchase fees listed below are to be deposited into Fund 240 (Forfeited Tax Fund).

James Nordlund Sr., Hot Springs, AR

Parcel Code	200-0010-04960, 05010, 05080
Taxes and Assessments	\$7,721.83
Service Fees	\$114.00
Deed Tax	\$25.48
Deed Fee	\$25.00
Recording Fee	\$46.00
Total Consideration	\$7,932.31

Repurchase of State Tax Forfeited Land - Nordlund

BY COMMISSIONER: _____

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

WHEREAS, The applicant, James Nordlund Sr. of Hot Springs, AR, has applied to repurchase state tax forfeited land legally described as:

TOWN OF ALANGO

SW 1/4 OF NE 1/4 also SE 1/4 OF NW 1/4 also NW 1/4 OF SE 1/4

SEC 31 TWP 61 RGE 19

PARCEL: 200-0010-04960, 05010, 05080

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

WHEREAS, Approving the repurchase will correct undue hardship and promote the use of lands that will best serve the public interest;

THEREFORE, BE IT RESOLVED, That the St Louis County Board approves the repurchase application by James Nordlund Sr. of Hot Springs, AR, on file in County Board File No. _____, subject to payments including total taxes and assessments of \$7,721.83, service fee of \$114, deed tax of \$25.48, deed fee of \$25, and recording fee of \$46; for a total of \$7,932.31, to be deposited into Fund 240 (Forfeited Tax Fund).



St. Louis County Land Department Tax Forfeited Land Sales

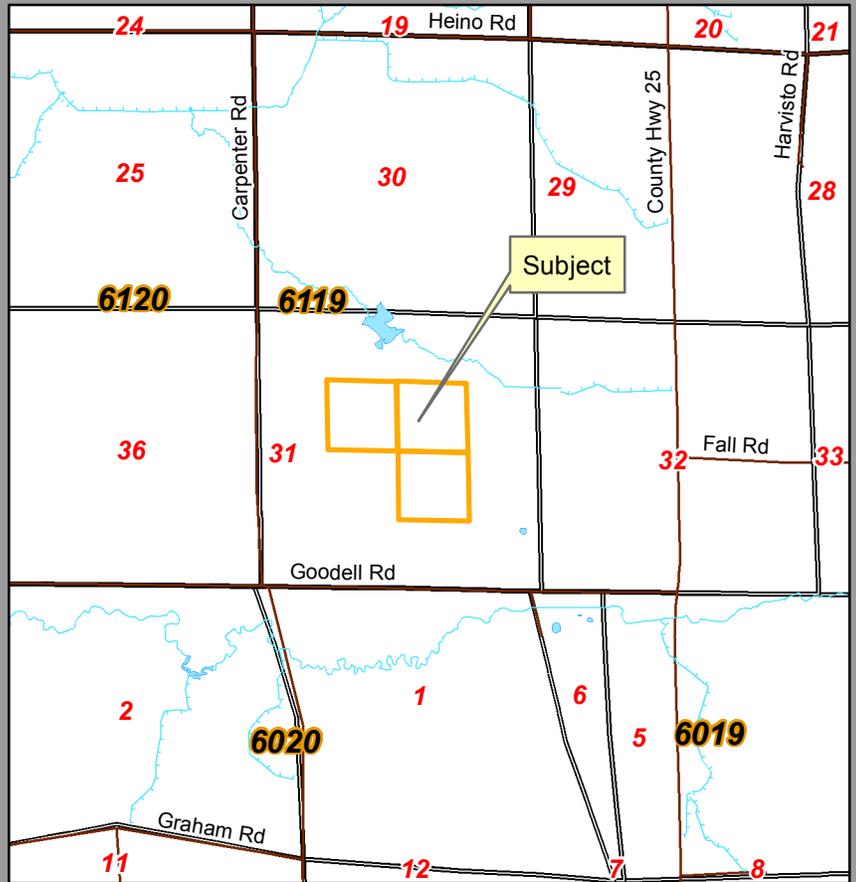
Repurchase of Property

Legal : TOWN OF ALANGO
SW 1/4 OF NE 1/4 and SE 1/4 OF NW 1/4
and NW 1/4 OF SE 1/4
Sec 31 Twp 61 Rge 19

Parcel Code : 200-10-4960,5010,5080

LDKEY : 117713,117714,117715

Acres: 120

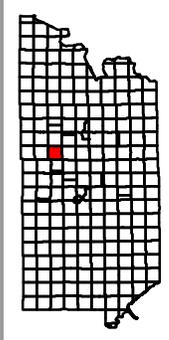


Town of Alango

Sec: 31 Twp: 61 Rng: 19

Commissioner District # 4

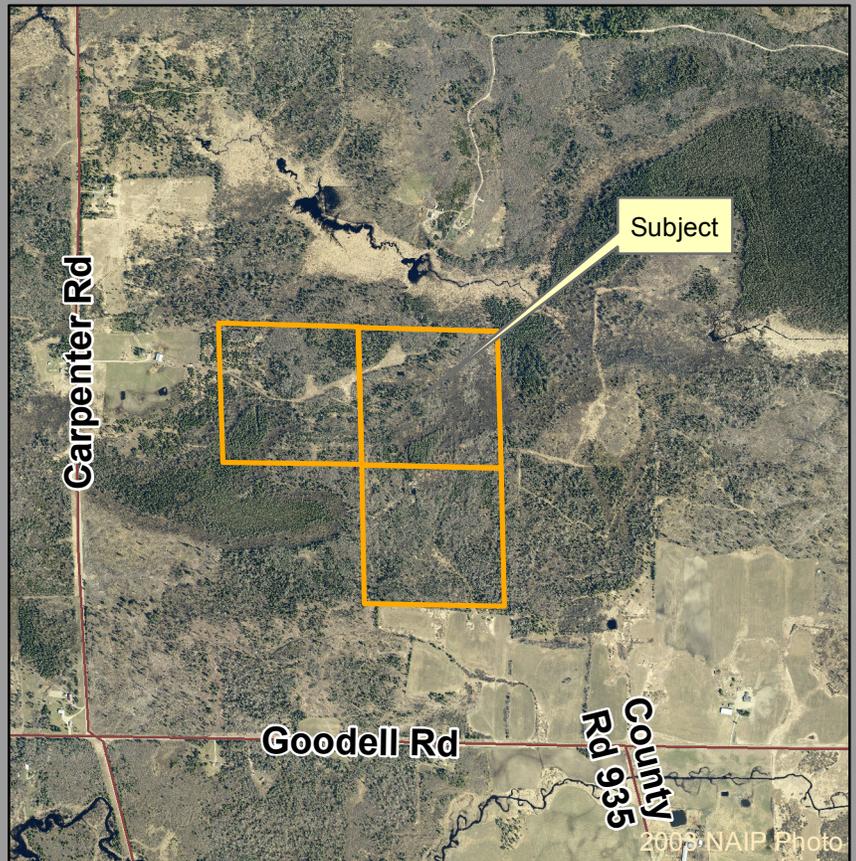
-  State Tax Forfeited Land
-  Water
-  Road
-  Area of Interest
-  Tract



St. Louis County, Minnesota

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

**St. Louis County
Land Department**
September 2013



Pedestrian Underpass Lighting System on CSAH 91/Haines Road (Duluth)

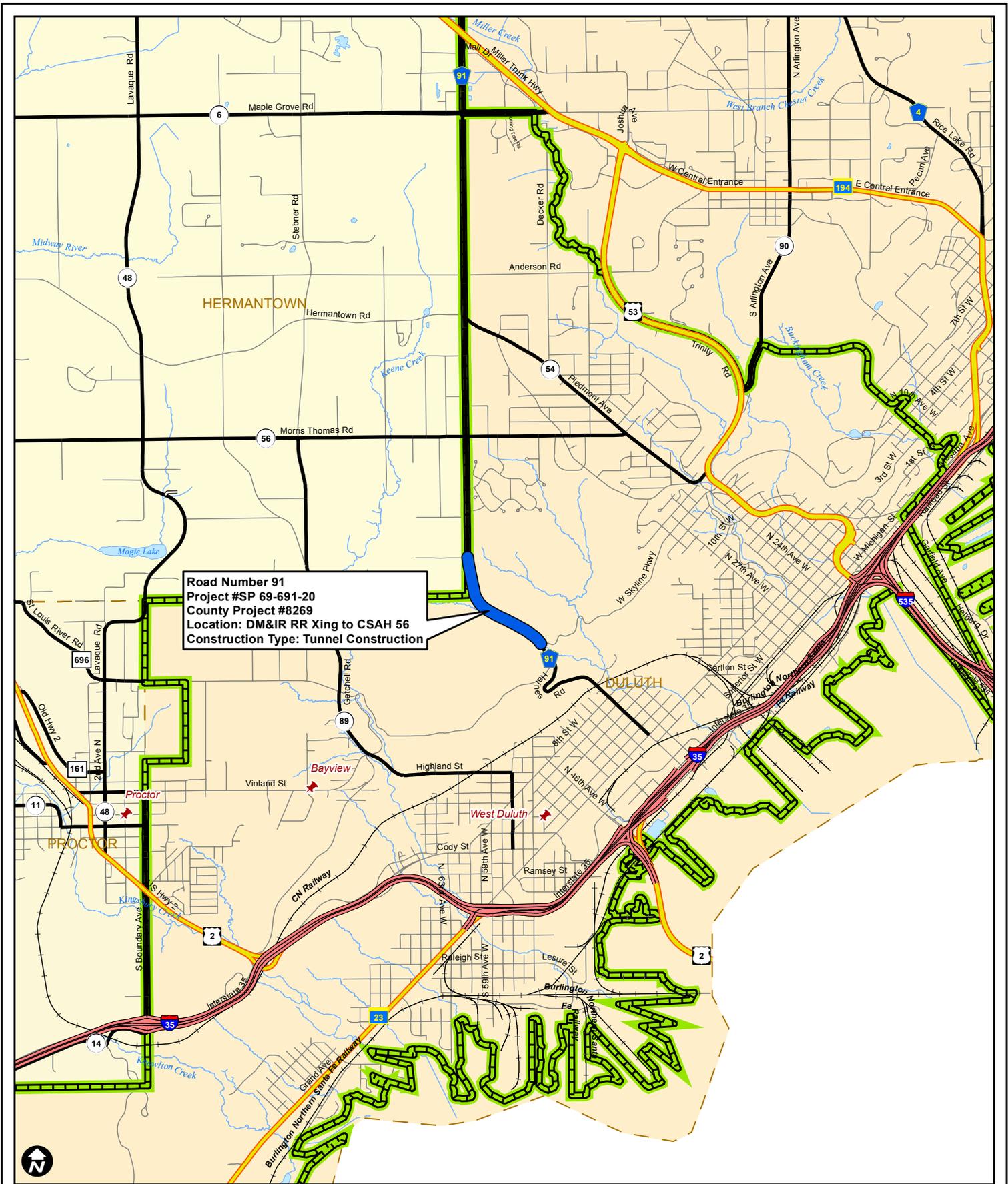
BY COMMISSIONER _____

WHEREAS, St. Louis County and the City of Duluth have determined it is in the public's interest to install a lighting system in the pedestrian underpass serving the Superior Hiking Trail on County State Aid Highway 91/Haines Road; and

WHEREAS, St. Louis County has prepared the necessary plan, specifications and proposal, and installed the lighting system in the pedestrian underpass as part of the CSAH 91/Haines Road reconstruction project, SP 069-691-020; and

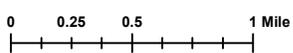
WHEREAS, The City of Duluth will provide maintenance and electrical energy for this underpass lighting system.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the proper county officials to enter into a cooperative agreement, and approve any amendments authorized by the County Attorney, with the City of Duluth to provide maintenance and electrical energy for the lighting system in the pedestrian underpass serving the Superior Hiking Trail located on CSAH 91/Haines Road in Duluth.



Road Number 91
Project #SP 69-691-20
County Project #8269
Location: DM&IR RR Xing to CSAH 56
Construction Type: Tunnel Construction

St. Louis County 2013 Road & Bridge Construction



Map Components	
2013 Road & Bridge Construction	County/Unorg. Twp. Road - Paved
Tunnel Construction	County/Unorg. Twp. Road - Gravel
Interstate Highway	Local Road/City Street
U.S./State Highway	Railroad
Commissioner District	City/Town
Township Boundary	Lake
	River/Stream

St. Louis County
City of Duluth
Pedestrian Underpass Lighting Agreement
CP 0091-8269, SP 069-691-020

ST. LOUIS COUNTY
LIGHTING MAINTENANCE AGREEMENT
BETWEEN
THE COUNTY OF ST. LOUIS
AND
THE CITY OF DULUTH
TO

Provide maintenance and electrical energy for the new lighting system in the pedestrian underpass serving the Superior Hiking Trail located on County State Aid Highway No. 91 (Haines Road) in Duluth, St. Louis County, Minnesota.

CP 0091-8269, SP 069-691-020

Prepared by the St. Louis County Traffic Engineering Division

St. Louis County
City of Duluth
Pedestrian Underpass Lighting Agreement
CP 0091-8269, SP 069-691-020

THIS AGREEMENT is between the COUNTY OF ST. LOUIS, a duly organized county within the State of Minnesota, hereinafter referred to as the “County”, and the CITY OF DULUTH, hereinafter referred to as the “City”, a municipal corporation of St. Louis County, Minnesota.

WITNESSETH:

WHEREAS, Minnesota Statute 162.17, subd. 1, provides for an agreement for the division of costs and responsibilities to be borne by the County and the City; and

WHEREAS, the County and the City have agreed that it is in the public’s best interest to install a new lighting system in the pedestrian underpass that serves the Superior Hiking Trail at the location set out in this agreement (the “Lighting System”); and

WHEREAS, the County and the City will participate in the installation, maintenance and provision of electrical energy to the Lighting System as set out in this agreement; and

WHEREAS, the County has prepared a plan to install the Lighting System as set out in this agreement, further identified as County Project Number CP 0091-8269, SP 06-691-020; and

WHEREAS, County State Aid Highway No. 91 is hereinafter referred to as “Haines Road”.

THEREFORE, IT IS MUTUALLY AGREED AND UNDERSTOOD, with regard to the aforementioned project that the parties hereby agree to the following:

1. The County has prepared the necessary plan, specifications and proposal (preliminary engineering) for the Lighting System in the pedestrian underpass. The County will also perform all construction engineering and inspection functions (construction engineering) in connection with the construction contract and perform all other acts and functions necessary to cause the construction contract to be completed in a satisfactory manner.
2. At its own expense, the County, with its own resources or by contract, will install the Lighting System.
3. At its own expense, the County will also secure an adequate power supply to the service pad or poles.
4. Upon completion and acceptance of the Lighting System by the County, the County will submit record drawings of the Lighting System to the City.

St. Louis County
City of Duluth
Pedestrian Underpass Lighting Agreement
CP 0091-8269, SP 069-691-020

5. Upon submission of the record drawings of the Lighting System to the City, the City will thereafter pay all monthly electrical service expenses necessary to operate the Lighting System. The City will, at its cost and expense: (1) maintain the luminaires and all its components, including replacing the luminaires when necessary; and (2) clean and relamp the luminaires; and (3) all other maintenance, including locating, to maintain and keep in repair said installation.
6. Each party designates an Authorized Representative for the purpose of administering this Agreement. A party's Authorized Representative has the authority to give and receive notices, and to make any other decision required or permitted by this Agreement.
 - a. The County's Authorized Representative is James T. Foldesi, County Highway Engineer/Public Works Director, or his successor. His current address, phone number and email are 4787 Midway Road, Duluth, MN 55811, 218-625-3830, foldesj@stlouiscountymn.gov.
 - b. The City's Authorized Representative is James J. Benning II, Public Works Director, or his successor. His current address, phone number and email are 411 West First Street, Room 211, Duluth, MN 55802, 218-730-5105, jbenning@duluthmn.gov.
7. This Agreement contains all negotiations and agreements between the parties. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party. Any amendment to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.
8. Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act of omission of the party, its agents, servants or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this Agreement. Any obligation on the part of the City or County to indemnify, hold harmless and defend the other, as set forth in this Section, shall be capped at and shall not exceed the respective statutory liability limits of the County or City. The provisions of Minn. Stat. § 471.59, Subd. 1a. shall apply to this Agreement.
9. This Agreement shall be construed under the laws of the state of Minnesota, and that any legal action involving the Agreement shall be venued in Duluth, Minnesota.

IT IS FURTHER MUTUALLY AGREED AS FOLLOWS:

10. That any and all employees of the County, while engaged in the performance of any work or service which the County is specifically required to perform under this Agreement, shall be considered employees of the County only and not of the City. Any and all claims that may or might arise under the Workers Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act of said employees shall be the sole obligation of the County.

11. That any and all employees of the City, while engaged in the performance of any work or service which the City is specifically required to perform under this Agreement, shall be considered employees of the City only and not of the County. Any and all claims that may or might arise under the Workers Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act, of said employees, shall be the sole obligation of the City.

St. Louis County
City of Duluth
Pedestrian Underpass Lighting Agreement
CP 0091-8269, SP 069-691-020

COUNTY OF ST. LOUIS

Chair of the County Board

By _____
Public Works Director/Highway Engineer

Date _____

Date _____

APPROVED AS TO FORM AND EXECUTION:

County Auditor

By _____
County Attorney

Date _____

Date _____

CITY OF DULUTH

Mayor

By _____
City Clerk

Date _____

Date _____

(City Seal)

APPROVED AS TO FORM:

City Auditor

By _____
City Attorney

Date _____

Date _____

BOARD LETTER NO. 13 - 398

PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 3

BOARD AGENDA NO.

DATE: September 24, 2013 **RE:** Agreement with St. Louis and
Lake Counties Regional Railroad
Authority – Mesabi Trail Project

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Public Works Director/ Highway Engineer

RELATED DEPARTMENT GOAL:

Provide a safe, well maintained road and bridge system.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize an agreement with the St. Louis and Lake Counties Regional Railroad Authority (RRA) outlining the responsibilities of St. Louis County and the RRA for construction of a portion of the Mesabi Trail from Bearhead State Park to Tower (SP 69-090-021).

BACKGROUND:

St. Louis County and the RRA support the construction of the Mesabi Trail at various locations including near Tower, MN. The county is required to act as the fiscal agent and contract administrator for the State of Minnesota in administering federal enhancement funds through the Delegated Contract Process. This cooperative agreement defines the cost participation and project responsibilities of this project.

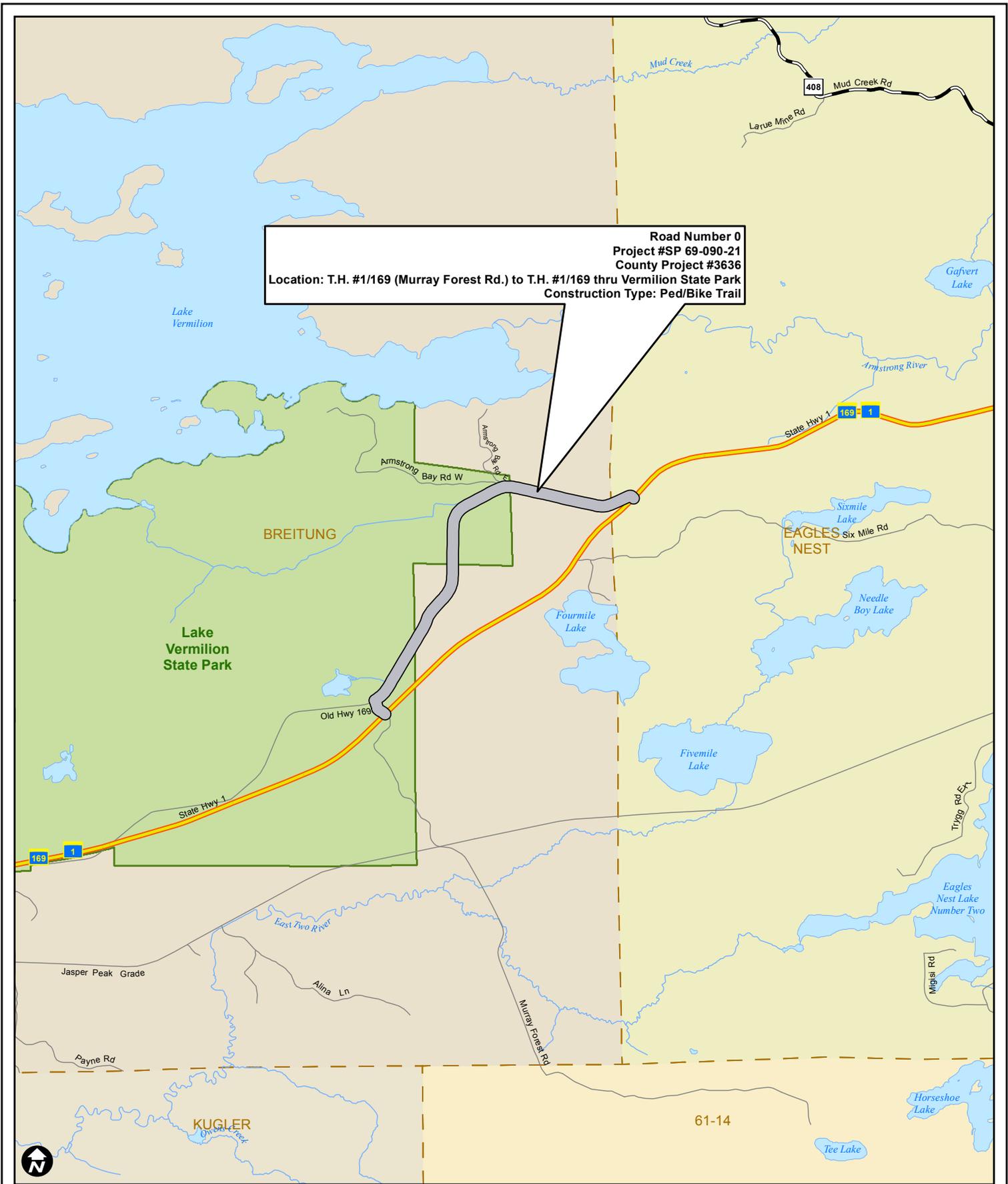
RECOMMENDATION:

It is recommended that the St. Louis County Board authorize an agreement for SP 69-090-021, County Project 3636, whereby the Regional Railroad Authority will pay the local dollar match of twenty percent (20%) of the actual project costs, and other costs including any expenses billed to the county by an outside entity. In addition, the Railroad Authority will be responsible for all costs for design, permits, right-of-way, and construction easements. Funds will be receipted into Fund 220, Agency 220164, Object 583101.

**Agreement with St. Louis and Lake Counties Regional Railroad Authority
– Mesabi Trail Project**

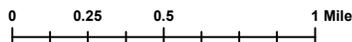
BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into an agreement with the St. Louis and Lake Counties Regional Railroad Authority, and any amendments approved by the County Attorney's office, for SP 69-090-021, County Project 3636, whereby the Railroad Authority will pay the local dollar match of twenty percent (20%) of the actual project costs, and other costs including any expenses billed to the county by an outside entity. Funds from the Railroad Authority will be receipted into Fund 220, Agency 220164, Object 583101.



Road Number 0
Project #SP 69-090-21
County Project #3636
Location: T.H. #1/169 (Murray Forest Rd.) to T.H. #1/169 thru Vermilion State Park
Construction Type: Ped/Bike Trail

St. Louis County 2013 Road & Bridge Construction



Map Components

- | | | |
|-----------------------------|----------------------------------|-------------------|
| Mesabi Bike Trail | County/Unorg. Twp. Road - Paved | Township Boundary |
| Ped/Bike Trail Construction | County/Unorg. Twp. Road - Gravel | City/Town |
| Interstate Highway | Local Road/City Street | Lake |
| U.S./State Highway | Railroad | River/Stream |
| | Commissioner District | |

BOARD LETTER NO. 13 - 399

FINANCE & BUDGET COMMITTEE CONSENT NO. 4

BOARD AGENDA NO.

DATE: September 24, 2013 **RE:** Abatement List for Board Approval

FROM: Kevin Z. Gray
County Administrator

Mark Monacelli, Director
Public Records & Property Valuation

David L. Sipila
County Assessor

RELATED DEPARTMENT GOAL:

The County Assessor will meet all state mandates for classifying and valuing taxable parcels for property tax purposes as outlined in Minn. Stat. § 270 through 273.

ACTION REQUESTED:

The St. Louis County Board is requested to approve the attached abatements.

BACKGROUND:

The intent of abatements is to provide equitable treatment to individual taxpayers while at the same time exercising prudence with the tax monies due to the taxing authorities within St Louis County. Abatements are processed in conformance with St. Louis County Board Resolution No. 861, dated November 30, 1993, outlining the Board's policy on abatement of ad valorem taxes. This Policy provides direction for the abatement of: 1) Current year taxes; 2) Current year penalty and costs; 3) Past year taxes; and 4) Past year penalty, interest, and costs.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the attached list of abatements.

Abatement List for Board Approval

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board approves the applications for abatements, correction of assessed valuations and taxes plus penalty and interest, and any additional accrual, identified in County Board File No. 59577.

Abatements Submitted for Approval by the St. Louis County Board
on 10/1/2013

<u>PARCEL CODE</u>			<u>AUD NBR</u>	<u>NAME</u>	<u>TYPE</u>	<u>LOCATION</u>	<u>APPRAISER</u>	<u>REASON</u>	<u>YEAR</u>	<u>REDUCTION</u>	
140	60	1935	0	14943	ASH, FRANCIS	R	Hibbing	Patrick Orent	HOMESTEAD	2013	584.62
250	20	1630	0	14929	CAIN, KENNETH	R	Beatty	Beth Sokoloski	VALUATION	2013	1,279.82
60	7030	188	0	14940	COUNTY AUDITOR	R	Gilbert	County Auditor	CANCEL FORFEITURE	1988	0.00
60	7030	562	0	14939	COUNTY AUDITORS	R	Gilbert	County Auditor	CANCEL FORFEITURE	1993	0.00
460	10	5120	0	14930	DILLA, TROY	R	Morcom	Doug Knoer	CODE CHANGE	2013	257.38
405	10	4120	0	14931	ERICKSON, KENNETH	R	Kelsey	Larry Jackson	VALUATION	2013	388.58
115	10	750	0	14941	FENNIMORE, TIMOTHY	R	Buhl	Brian Grahek	HOMESTEAD	2013	288.52
185	238	60	0	14932	JOHNSON, CHRISTIAN	R	Proctor	Lana Anderson	HOMESTEAD	2013	307.78
520	70	320	0	14942	KOBUS, TARA	R	Rice Lake	Dave Christensen	HOMESTEAD	2013	342.02
90	61	40	00043	14933	LEPPALA, NORMAN	M	Virginia	Rick Puhek	HOMESTEAD	2013	151.18
395	10	2952	02051	14934	LINDEVIG, MARGARET	M	Hermantown	Noah Mittlefehldt	HOMESTEAD	2013	302.10
380	10	904	0	14935	RADZAK, ANTHONY	R	Grand Lake	Noah Mittlefehldt	VALUATION	2013	250.74
140	80	1400	0	14944	SMOKROVICH, JACOB	R	Hibbing	Patrick Orent	HOMESTEAD	2013	749.82
260	16	207	0	14937	STANAWAY, GARV	R	Biwabik	Patrick Orent	VALUATION	2013	354.84
260	16	205	0	14936	STANAWAY, GARY	R	Biwabik	Patrick Orent	VALUATION	2013	225.30
510	13	577	00060	14938	THOMPSON, JEFFREY	M	Portage	Jan Jackson	PP CANCEL	2013	62.00

BOARD LETTER NO. 13 - 400

FINANCE & BUDGET COMMITTEE CONSENT NO. 5

BOARD AGENDA NO.

DATE: September 24, 2013

RE: Lawful Gambling Application
(Gnesen Township)

FROM: Kevin Z. Gray
County Administrator

Donald Dicklich
County Auditor

RELATED DEPARTMENT GOAL:

Provide mandated and discretionary licensing services in a timely manner.

BACKGROUND:

The following Lawful Gambling Application has been reviewed by the members of the Liquor Licensing Committee and is recommended for approval.

Gnesen Volunteer Fire Department, Gnesen Township, 4504 Datka Road,
Duluth, MN 55803

RECOMMENDATION:

It is recommended that the Board approve the above Lawful Gambling application.

Lawful Gambling Application (Gnesen Township)

BY COMMISSIONER _____

RESOLVED, That pursuant to Minn. Stat. 349.213, Subd. 2, the St. Louis County Board approves the following Lawful Gambling License Application (raffle) on file in the office of the County Auditor, identified as County Board File No. 59615, for the following organization:

Gnesen Volunteer Fire Department, 4504 Datka Road, Duluth, MN 55803, to conduct off-site gambling on October 19, 2013, raffle, at Gnesen Town Hall, 4011 West Pioneer Road, Duluth, MN 55803, Gnesen Township.

BOARD LETTER NO. 13 - 401

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE CONSENT NO. 6

BOARD AGENDA NO.

DATE: September 24, 2013 **RE:** New Job Class – Loss Control Specialist

FROM: Kevin Z. Gray
County Administrator

James R. Gottschald, Director
Human Resources

RELATED DEPARTMENT GOAL:

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

ACTION REQUESTED:

The St. Louis County Board is requested to approve the creation of a new class, Loss Control Specialist.

BACKGROUND:

The Safety and Risk Management Division of Administration has requested the creation of an entry-level loss control professional classification. The duties and responsibilities are described in the attached Loss Control Specialist job specification.

Over the years, the county has experienced difficulty in recruiting and retaining loss control professionals. The new entry-level Loss Control Specialist class will be responsible for planning, developing, coordinating and implementing effective loss control programs for the county. An employee hired in the Loss Control Specialist classification will perform at a lower level of responsibility and will have less freedom to act independently than employees in the existing Loss Control Specialist Senior class. The reduced minimum qualifications of the proposed class will enable the Safety and Risk Management Division to recruit recent graduates and provide for the development of loss control staff skills and abilities under the guidance of lead worker staff.

The addition of this entry-level class is designed to offer alternatives to the county to either source loss control professionals immediately upon graduation from Industrial Safety educational programs or seek experienced candidates at the existing senior

level. This should have a positive impact on the recruitment challenges the Safety and Risk Division has been experiencing.

The Civil Service Commission approved the creation of this job class at its August 26, 2013 meeting. AFSCME Council 5 has accepted the salary grade recommendation for the job class at Grade 23: \$44,246-\$62,030 (annual steps and longevities through twenty-four years of service – 2011 salary rates) in the Civil Service Basic Unit.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the creation of the new Loss Control Specialist class and its assignment to Grade 23 in the Civil Service Basic Unit pay plan.

New Job Class – Loss Control Specialist

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board approves the creation of the Loss Control Specialist class, and allocates it to Grade 23: \$44,246 - \$62,030 (annual steps and longevities through twenty-four years of service – 2011 pay rate) of the Civil Service Basic Unit Pay Plan.

LOSS CONTROL SPECIALIST

KIND OF WORK: Professional work planning, developing, coordinating and implementing loss control programs to protect and conserve the assets of St. Louis County.

DISTINGUISHING FEATURES OF WORK: An employee in this class is responsible for planning, developing, coordinating and implementing effective loss control programs to decrease the frequency and severity of employee injuries, to identify, evaluate and recommend means to control exposures to asset losses, and to minimize the regulatory exposure of St. Louis County. The work is performed in accordance with professional guidelines under the general supervision of assigned supervisory staff.

ILLUSTRATIVE EXAMPLES OF WORK: (*) indicates tasks which have been designated as essential job functions.

- * 1. Advises and guides the management, supervisors and staff of departments on maintaining compliance with applicable federal, state, and local laws, regulations, rules, codes, and standards.
- * 2. Assists in preparing and maintaining risk management databases and program information systems to identify and evaluate risk areas, analyze financial impact of losses and risk control measures, and to generate program accounting reports to aid management in policy and budget decisions.
- * 3. Represents the County during investigations conducted by the Occupational Safety and Health Administration, by any other federal or state safety and health officials, or by insurance underwriting representatives.
- * 4. Investigates accidents, fires, and hazardous incidents involving County employees, or occurring on County premises, and prepares the required reports.
- * 5. Facilitates the identification and implementation of risk control measures for staff, equipment, materials, facilities, financial and other intangible resources with department management.
- * 6. Reviews and analyzes new state and federal legislation and regulations and case law to determine implications for loss control initiatives and the risk management program.
- * 7. Conducts periodic safety and health inspections of working areas, machinery, equipment, and any County facilities recognized as potentially hazardous. Assists in developing and implementing written safety plans and/or programs as defined by federal, state, and local laws, regulations, rules, codes, and standards.
- * 8. Assists in creating emergency preparedness and fire prevention plans for departments and County buildings.
- * 9. Provides and assists in the development of employee safety related training for county departments in accordance with federal, state, and local regulations.
- *10. Evaluates, investigates, and monitors air quality complaints, recommends methodology and establishes plan of action to resolve identified problem areas.
- *11. Implements and aids in designing engineering and administrative controls to eliminate hazards in the workplace, including conducting workstation evaluations to ensure proper ergonomic design in order to prevent repetitive strain injuries.
- *12. Assists in reviewing plans, specifications and construction activities for county-owned property and meets with regulatory officials, contractors, consultants, suppliers, and government agency staff to discuss, negotiate, and represent County interests concerning safety, security, and loss control issues.

(Over)

ILLUSTRATIVE EXAMPLES OF WORK: (continued)

- *13. Prepares correspondence, presentations, and technical reports related to safety and health programs and projects.
- *14. Complies with applicable safety rules, laws and practices; uses proper safety equipment and procedures in all operations.
- *15. Demonstrates punctual and reliable attendance in accordance with designated work schedule.
- *16. Performs related work as assigned.

Requirements of Work:

Comprehensive knowledge of laws, rules, standards, and regulations relating to occupational safety and health.

Thorough knowledge County programs and policies, and those of assigned operating departments.

Thorough knowledge in the use of industrial hygiene tools and equipment and the application of analytical methods.

Thorough knowledge of ergonomics and different methods to design equipment and devices that fit the human body.

Skill in assimilating, interpreting and analyzing numerical, statistical and financial data to prepare complex reports, clear and concise recommendations, and related budget data.

Ability to perform professional industrial hygiene work.

Skill in conducting effective oral and written presentations on numerous health and safety topics.

Ability to develop working relationships with all levels of employees including senior management, department heads, and bargaining unit representatives.

Ability to work through safety and health related issues with internal and external customers.

Ability to use various software programs associated with training, risk/loss analysis and industrial hygiene equipment.

MINIMUM QUALIFICATIONS FOR WORK:

Graduation from an accredited college or university with a Bachelor's degree in Risk Management, Loss Control, Industrial Safety, Industrial Hygiene, or a related field; **PLUS**, two years full-time paid professional experience in a risk management, loss control, industrial safety, or industrial hygiene program, **OR** graduation from an accredited college or university with a Master's degree in Risk Management, Loss Control, Industrial Safety; Industrial Hygiene, or a related field.

Possession of a valid driver's license.

BOARD LETTER NO. 13 - 402

PUBLIC SAFETY & CORRECTIONS COMMITTEE

CONSENT NO. 7

BOARD AGENDA NO.

DATE: September 24, 2013
FROM: Kevin Z. Gray
County Administrator

RE: Authorization to Apply for
Minnesota Art Learning Grant

Ross Litman
Sheriff

RELATED DEPARTMENT GOAL:

To enhance public safety.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the application for the 2014 Minnesota Art Learning Grant.

BACKGROUND:

The State of Minnesota has made monies available through the Minnesota State Arts Board to provide additional programming to the inmates at the St. Louis County Jail. The grant will pay for a program at the jail for inmates to learn, practice, and internalize cognitive restructuring skills through participation in a curriculum developed by teaching artist, Angie Frank. The Sheriff's Office is requesting a grant in the amount of \$33,800, with an in-kind match in employee salary and transportation equivalent to \$1,650, for a total of \$35,450.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the application for the 2014 Minnesota Art Learning grant in the amount of \$33,800.

Authorization to Apply for Minnesota Art Learning Grant

BY COMMISSIONER _____

WHEREAS, The Minnesota State Art Board has made monies available to the St. Louis County Jail for inmates to learn, practice, and internalize cognitive restructuring skills through participation in a curriculum developed by teaching artist, Angie Frank;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the application for the 2014 Minnesota Art Learning Grant in the amount of \$33,800.

BOARD LETTER NO. 13 - 403

PUBLIC SAFETY & CORRECTIONS COMMITTEE CONSENT NO. 8

BOARD AGENDA NO.

DATE: September 24, 2013 **RE:** Application and Acceptance of
2012 Operation Stonegarden
Homeland Security Grant

FROM: Kevin Z. Gray
County Administrator

Ross Litman
Sheriff

RELATED DEPARTMENT GOAL:

To protect lives, property and environment from natural and/or manmade disasters through preparation, mitigation, response and recovery.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize application and acceptance of the 2012 Homeland Security Operation Stonegarden grant from the Minnesota Department of Public Safety, Homeland Security and Emergency Management Division.

BACKGROUND:

The County Board previously accepted four "Stonegarden" grants from the State of Minnesota. The purpose of the grants was to increase patrols on the roadways and waterways of the United States/Canadian border. Now a 2012 Operation Stonegarden grant is being made available for the same purpose.

Approval of activities for this grant is given by the U.S. Border Patrol which forwards operational orders to the Federal Emergency Management Agency (FEMA) for payment approval to the border counties. Sheriff's Office staff has met with Border Patrol staff assigned to oversee this grant within St. Louis County, and the Border Patrol approved the following agencies for additional patrol presence: Duluth Police, St. Louis County Sheriff, and the Minnesota Department of Natural Resources. St. Louis County will serve as fiscal agent for the \$96,716 grant, and will coordinate grant activities on behalf of the participating governmental agencies. The grant includes administration dollars in the amount of \$4,836 (5%), and there is no local match required.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize application and acceptance of the 2012 Homeland Security Operation Stonegarden grant in an amount not to exceed \$96,716, and to serve as the fiscal agent on behalf of the Homeland Security Operation Stonegarden joint mission. The grant will be accounted for in Fund 100, Agency 129999, Grant 12931, Year 2012.

**Application and Acceptance of 2012 Operation Stonegarden
Homeland Security Grant**

BY COMMISSIONER _____

WHEREAS, The State of Minnesota Department of Public Safety, through the Homeland Security and Emergency Management Division, has made available an Operation Stonegarden grant to enhance the security of the international border and ports of entry between St. Louis County and Canada;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes application and acceptance of the 2012 Homeland Security Operation Stonegarden Grant, not to exceed \$96,716, to be accounted for in Fund 100, Agency 129999, Grant 12931, Year 2012;

RESOLVED FURTHER, That the appropriate county officials are authorized to execute all agreements and contracts necessary to fulfill the application and acceptance of the 2012 Homeland Security Operation Stonegarden grant as approved by the County Attorney, with St. Louis County serving as coordinator and fiscal agent for the grant through the Sheriff's Office.

GRANT APPROVAL FORM

GRANT NAME: Operation Stonegarden GRANT AMOUNT: 96,716
 GRANTOR: HSEM, Dept of Public Safety MATCH AMOUNT: 0
 FUND: 100 AGENCY: 129999 GRANT: 12931 GRANT YEAR: 2012
 AGENCY NAME: Sheriff
 CONTACT PERSON: Dawn Sathers PHONE: 218-726-2389
 GRANT PERIOD: BEGIN DATE: 07/01/13 END DATE: 08/31/2014
 STATE GRANT AWARD NUMBER OR FEDERAL CFDA # 97.067

FILL IN THE ABOVE INFORMATION ON THIS FORM AND IDENTIFY THE CATEGORY OF THE GRANT FROM THE CHOICES BELOW. ATTACH THIS FORM TO THE GRANT APPLICATION AND ANY OTHER PERTINENT OTHER DOCUMENTATION AND ROUTE THE PACKET TO THE INDIVIDUALS LISTED FOR THE TYPE OF GRANT.

IT IS ESSENTIAL THAT DEPARTMENTS SUBMIT THE COMPLETED APPROVAL FORM ON THOSE GRANTS THAT DO NOT REQUIRE BOARD RESOLUTION TO THE AUDITOR'S OFFICE ACCOUNTING DEPARTMENT FOR BUDGETING PURPOSES. NO GRANT ACTIVITY WILL BE RECORDED WITHOUT AN ESTABLISHED BUDGET.

GRANTS OF \$25,000 OR LESS

A grant of \$25,000 or less may be applied for and/or accepted by the department without a separate County Board Resolution if it meets the following:

1. The grant fits within the department's functions, and
2. If the grant requires a County match (not to exceed in money or value an amount equal to the actual grant), and if that match is "in kind", that "in-kind" match is part of the ongoing operations, **or** if the match is monetary, that the department can find the necessary amount within its existing budget.

DOES THIS GRANT QUALIFY UNDER "GRANTS OF \$25,000 OR LESS"?

YES NO

If so, this type of grant requires the following review approval:

County Auditor	<input type="text"/>	Date:	<input type="text"/>
County Administrator	<input type="text"/>	Date:	<input type="text"/>
County Attorney	<input type="text"/>	Date:	<input type="text"/>

The Grant Budget must be entered into the accounting system. Send a copy of the grant, this signed approval form and any other pertinent information to the Auditor's Office-Accounting, so the budget can be entered into the system. Without a budget, no expenditures or revenues will be recorded.

NEW GRANTS GREATER THAN \$25,000

All new grants that exceed \$25,000 and all recurring grants that exceed \$25,000 that contain changes in the grant's requirements which may affect either County resources or the scope of the grant need two (2) board resolutions. One board resolution is required to apply for the grant and a second resolution is required to accept the grant.

DOES THIS GRANT QUALIFY UNDER "GRANTS GREATER THAN \$25,000"?

YES NO

If this is a new grant greater than \$25,000, it requires the following review approval:

County Auditor _____ Date: _____
County Administrator _____ Date: _____

The Grant Budget must be entered into the accounting system. Send a copy of the grant, this completed approval form and the Board Resolution to the Auditor's Office-Accounting, so a budget can be entered into the system. Without a budget, no expenditures or revenues will be recorded.

RECURRING GRANTS GREATER THAN \$25,000

A recurring grant greater than \$25,000 that is a repeat of a grant which has been received by the County in past year(s) and that has no changes in the use of County resources or in the scope of the grant, requires one Board Resolution to both apply for and/or accept the grant.

DOES THIS GRANT QUALIFY AS "RECURRING GRANTS GREATER THAN \$25,000"?

YES NO

If yes, this recurring grant greater than \$25,000 requires the following review approval:

County Auditor Don Deibel Date: 9-18-13
County Administrator Don Jochenberg Date: 9/18/13

The Grant Budget must be entered into the accounting system. Send a copy of the grant, this completed approval form and the Board Resolution to the Auditor's Office-Accounting, so a budget can be entered into the system. Without a budget, no expenditures or revenues will be recorded.

BOARD LETTER NO. 13 - 404

PUBLIC SAFETY & CORRECTIONS COMMITTEE CONSENT NO. 9

BOARD AGENDA NO.

DATE: September 24, 2013 **RE:** Correction of 2013 Hazardous
Fuel Reduction Grant and
Rescind Resolution No. 13-400

FROM: Kevin Z. Gray
County Administrator

Ross Litman
Sheriff

RELATED DEPARTMENT GOAL:

To enhance public safety.

ACTION REQUESTED:

The St. Louis County Board is requested to rescind County Board Resolution No. 13-400 dated July 2, 2013, and approve a revised resolution which corrects the grant amount and term.

BACKGROUND:

On July 2, 2013, the County Board adopted Resolution No. 13-400, authorizing the application and acceptance of the 2013 Hazardous Fuels Reduction Grant in the amount of \$240,000 for the period September 2013 to September 2014. The resolution referenced an incorrect dollar amount and date range of the grant and a correction is necessary as recommended by the County Auditor and County Attorney.

RECOMMENDATION:

It is recommended that the St. Louis County Board rescind Resolution No. 13-400 dated July 2, 2013, and approve application and acceptance of the 2013 Hazardous Fuels Reduction Grant in the amount of \$232,000 for the period September 2013 to September 2015, to be accounted for in Fund 290, Agency 290999, Grant 29003, Year 2013.

**Correction of 2013 Hazardous Fuel Reduction Grant
and Rescind Resolution No. 13-400**

BY COMMISSIONER _____

WHEREAS, The Hazardous Fuels Reduction Grant of 2011 provided \$721,600 to the Superior National Forest, which specifically includes \$232,000 for reducing the threat of wildfires in high-risk areas as identified in the St. Louis County Community Wildfire Protection Plan; and

WHEREAS, On August 12, 2008, by Resolution No 08-443, the County Board approved the St. Louis County Community Wildfire Protection Plan, and this funding is a mechanism to carry out the plan;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes application and acceptance of the 2013 Hazardous Fuels Reduction Grant funding on behalf of the Superior National Forest in the amount of \$232,000 for the period September 2013 through September 2015;

RESOLVED FURTHER, That St. Louis County will serve as fiscal agent, with funds to be accounted for in Fund 290, Agency 290999 Grant 29003, Year 2013;

RESOLVED FURTHER, That County Board Resolution No. 13-400, dated July 2, 2013, is hereby rescinded.

GRANT APPROVAL FORM

GRANT NAME: Hazardous Fuel Reduction GRANT AMOUNT: 232,000
 GRANTOR: US Forestry MATCH AMOUNT: _____
 FUND: 290 AGENCY: 290999 GRANT: 29003 GRANT YEAR: 2013
 AGENCY NAME: Sheriff
 CONTACT PERSON: Dawn Sathers PHONE: 218-726-2389
 GRANT PERIOD: BEGIN DATE: 09/09/13 END DATE: 08/31/15
 STATE GRANT AWARD NUMBER OR FEDERAL CFDA # 10.664

FILL IN THE ABOVE INFORMATION ON THIS FORM AND IDENTIFY THE CATEGORY OF THE GRANT FROM THE CHOICES BELOW. ATTACH THIS FORM TO THE GRANT APPLICATION AND ANY OTHER PERTINENT OTHER DOCUMENTATION AND ROUTE THE PACKET TO THE INDIVIDUALS LISTED FOR THE TYPE OF GRANT.

IT IS ESSENTIAL THAT DEPARTMENTS SUBMIT THE COMPLETED APPROVAL FORM ON THOSE GRANTS THAT DO NOT REQUIRE BOARD RESOLUTION TO THE AUDITOR'S OFFICE ACCOUNTING DEPARTMENT FOR BUDGETING PURPOSES. NO GRANT ACTIVITY WILL BE RECORDED WITHOUT AN ESTABLISHED BUDGET.

GRANTS OF \$25,000 OR LESS

A grant of \$25,000 or less may be applied for and/or accepted by the department without a separate County Board Resolution if it meets the following:

1. The grant fits within the department's functions, and
2. If the grant requires a County match (not to exceed in money or value an amount equal to the actual grant), and if that match is "in kind", that "in-kind" match is part of the ongoing operations, **or** if the match is monetary, that the department can find the necessary amount within its existing budget.

DOES THIS GRANT QUALIFY UNDER "GRANTS OF \$25,000 OR LESS"?

YES NO

If so, this type of grant requires the following review approval:

County Auditor	_____	Date: _____
County Administrator	_____	Date: _____
County Attorney	_____	Date: _____

The Grant Budget must be entered into the accounting system. Send a copy of the grant, this signed approval form and any other pertinent information to the Auditor's Office-Accounting, so the budget can be entered into the system. Without a budget, no expenditures or revenues will be recorded.

NEW GRANTS GREATER THAN \$25,000

All new grants that exceed \$25,000 and all recurring grants that exceed \$25,000 that contain changes in the grant's requirements which may affect either County resources or the scope of the grant need two (2) board resolutions. One board resolution is required to apply for the grant and a second resolution is required to accept the grant.

DOES THIS GRANT QUALIFY UNDER "GRANTS GREATER THAN \$25,000"?

YES NO

If this is a new grant greater than \$25,000, it requires the following review approval:

County Auditor _____ Date: _____
County Administrator _____ Date: _____

The Grant Budget must be entered into the accounting system. Send a copy of the grant, this completed approval form and the Board Resolution to the Auditor's Office-Accounting, so a budget can be entered into the system. Without a budget, no expenditures or revenues will be recorded.

RECURRING GRANTS GREATER THAN \$25,000

A recurring grant greater than \$25,000 that is a repeat of a grant which has been received by the County in past year(s) and that has no changes in the use of County resources or in the scope of the grant, requires one Board Resolution to both apply for and/or accept the grant.

DOES THIS GRANT QUALIFY AS "RECURRING GRANTS GREATER THAN \$25,000"?

YES NO

If yes, this recurring grant greater than \$25,000 requires the following review approval:

County Auditor Don Dicklich Date: 9-18-13
County Administrator Ed J. Schenk Date: 9-19-13

The Grant Budget must be entered into the accounting system. Send a copy of the grant, this completed approval form and the Board Resolution to the Auditor's Office-Accounting, so a budget can be entered into the system. Without a budget, no expenditures or revenues will be recorded.

BOARD LETTER NO. 13 - 405

PUBLIC WORKS & TRANSPORTATION COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: September 24, 2013 **RE:** Award of Bids: Storm Related
Bridge Project – CR 255 (Duluth
Township)

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

RELATED DEPARTMENT GOAL:

Provide a safe, well maintained road and bridge system.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize an award of bid to the low responsible bidder for the reconstruction of Bridge 69A15 on County Road 255 in Duluth Township, County Project 177713.

BACKGROUND:

County staff is authorized under Resolution No. 88-381, dated May 24, 1988, to call for bids on projects which are already included in the budget document. Bids were requested for a June 2012 Storm related bridge project in Duluth Township.

A call for bids was received by the Public Works Department on September 12, 2013, for this project in accordance with the plans and specifications on file in the office of the County Highway Engineer: The project, along with its financing, is shown below:

- Project:** SAP 69-598-043, CP 177713 (Storm)
Location: On CR 255 1.25 miles east of junction with CSAH 42 in Duluth Township, length 0.1 miles
Traffic: 82
PQI: N.A.
Construction: Bridge 69A15 and Approaches
Funding: Fund 225, Agency 177713, Object 652706
Anticipated Start Date: July 7, 2014
Anticipated Completion Date: September 30, 2014
Engineer's Estimate: \$797,064.00

BIDS:

Northland Constructors of Duluth, LLC Duluth, MN	\$ 835,536.66 (+\$38,472.66, +4.83%)
Dallco, Inc., Finlayson, MN	\$ 993,950.45
Redstone Construction Company Inc. Mora, MN	\$1,061,213.55

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize an award of bids to Northland Constructors of Duluth, LLC of Duluth, MN for County Project 177713 in the amount of \$835,536.66, payable from Fund 225, Agency 177713, Object 652706.

Award of Bids: Storm Related Bridge Project – CR 255 (Duluth Township)

BY COMMISSIONER _____

WHEREAS, Bids have been received electronically by the Public Works Department for the reconstruction of Bridge 69A15 on County Road 255 in Duluth Township, identified as the following project:

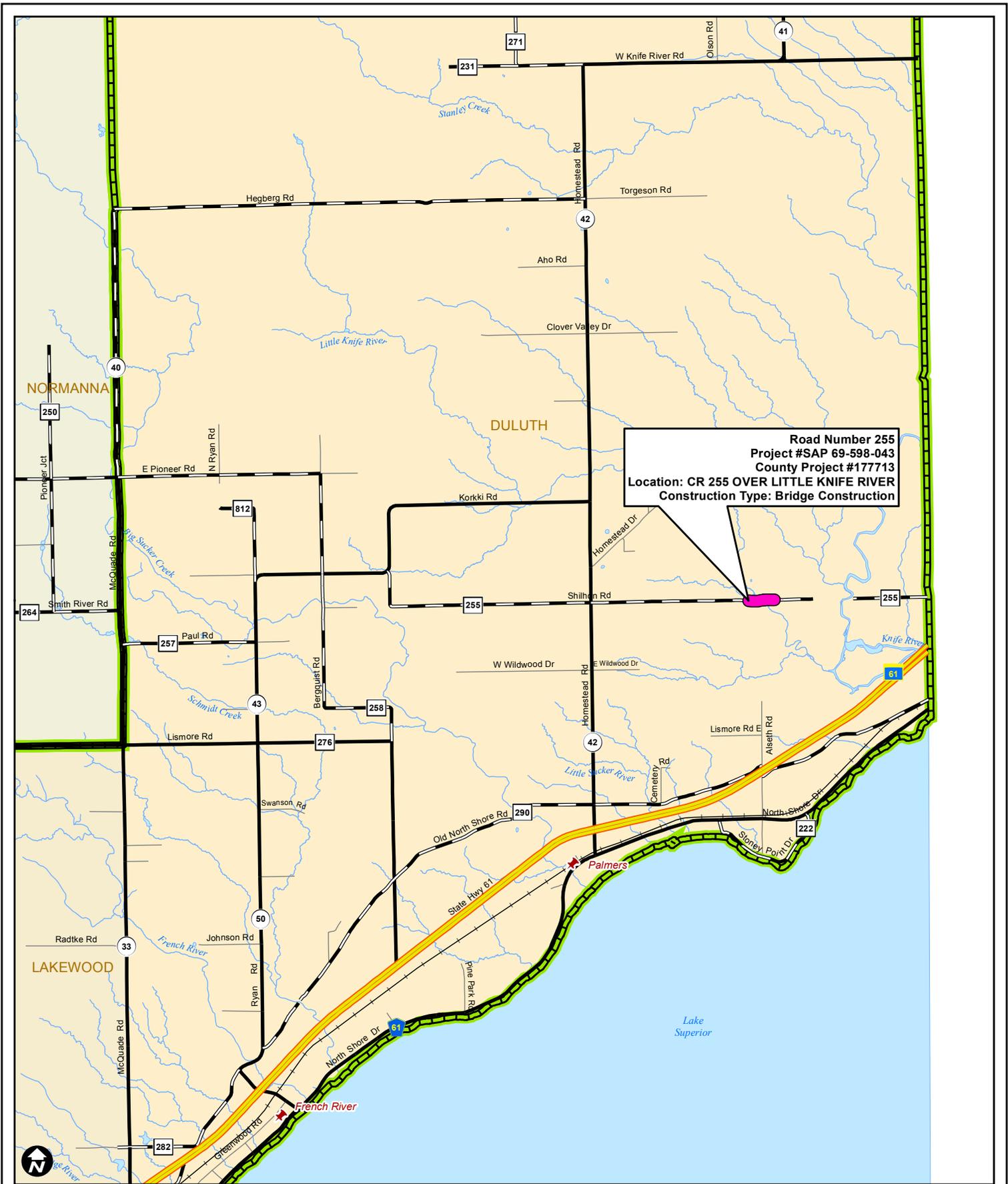
SAP 69-598-043, WO 177713 (Storm) 1.25 miles east of junction with CSAH 42 Duluth Township, length 0.1 miles

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on September 12, 2013, and the low responsible bid determined;

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

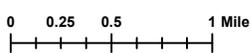
<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Northland Constructors of Duluth, LLC	4843 Rice Lake Rd. Duluth, MN 55803	\$835,536.66

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 Fund 225, Agency 177713, Object 652706.



Road Number 255
Project #SAP 69-598-043
County Project #177713
Location: CR 255 OVER LITTLE KNIFE RIVER
Construction Type: Bridge Construction

St. Louis County 2013 Road & Bridge Construction



Map Components

- | | | |
|--|--|---|
| <ul style="list-style-type: none"> 2013 Road & Bridge Construction Bridge Construction Interstate Highway U.S./State Highway | <ul style="list-style-type: none"> County/Unorg. Twp. Road - Paved County/Unorg. Twp. Road - Gravel Local Road/City Street Railroad Commissioner District | <ul style="list-style-type: none"> Township Boundary City/Town Lake River/Stream |
|--|--|---|

BOARD LETTER NO. 13 - 406

FINANCE & BUDGET COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: September 24, 2013 **RE:** Cleaning Services – Northland
Office Center (Virginia)

FROM: Kevin Z. Gray
County Administrator

Gary Eckenberg
Purchasing Director

Tony Mancuso
Property Management Director

RELATED DEPARTMENT GOALS:

Provide clean, safe, efficient, and cost effective facility operations.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize an agreement with Roufs Property Maintenance of Hermantown, MN, for cleaning services at the Northland Office Center in Virginia, MN.

BACKGROUND:

St. Louis County assumed the initial cleaning contract with Cleaning Specialists Inc., Virginia, MN when the Northland Office Center was purchased in October 2003. The former contract expired and the Purchasing Division requested quotes for cleaning the building with General Cleaning of Duluth, Minnesota being the low qualified quote. After more than a year with General Cleaning, multiple problems were identified and it was determined that a new company and approach was needed to adequately provide for janitorial services at this facility. A Request for Proposals (RFP) was developed based on a modified/expanded scope of services and input from building occupants. Five firms responded to the RFP, and two firms were selected for interviews: Roufs Property Maintenance of Hermantown, MN, and Cleaning Specialists of Virginia. Both firms were interviewed by a committee representing Public Health & Human Services, Property Management and Purchasing. Roufs was selected based upon qualifications, competitive pricing, janitorial wage rates (\$11/hour janitor and \$14.50/hour for working supervisor with a 2% per annum COLA adjustment), and willingness to provide the county with the scope and quality of services desired.

The five-year cleaning service contract (with the option of two additional, 2-year extensions) with Roufs Property Maintenance amounts to \$675,961.10 for the 5-year term, with annual review and incremental increases to be approved by the county upon satisfactory

performance. The contract will include 26 total cleaning hours per day provided by 3 custodians, 1 working supervisor, a contract manager, and a day porter (janitor).

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a contract with Roufs Property Maintenance of Hermantown, MN for cleaning services at the Northland Office Center in Virginia at the monthly rate of \$10,824.30 for the first year with annual reviews and increase approval at the county's discretion, based upon performance, for a five year total of \$675,961.10, payable from Fund 100, Agency 128006.

Cleaning Services – Northland Office Center (Virginia)

BY COMMISSIONER _____

WHEREAS, The current cleaning contract for the Northland Office Center in Virginia is not being renewed; and

WHEREAS, Roufs Property Maintenance of Hermantown, Minnesota has submitted a proposal for a five-year contract for this service, with the option of two additional, two-year extensions, in an amount of \$675,961.10;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute a five-year contract with Roufs Property Maintenance of Hermantown, Minnesota in an amount of \$675,961.10, paid monthly in the amount of \$10,824.30 for the first year, with annual performance-based increases at the county's discretion, for the cleaning of the county's Northland Office Center in Virginia, MN, payable from Fund 100, Agency 128006.

BOARD LETTER NO. 13 - 407

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: September 24, 2013

RE: Interim Second District
Commissioner Appointments for
2013

FROM: Kevin Z. Gray
County Administrator

RELATED DEPARTMENT GOAL:

To provide efficient and effective government.

ACTION REQUESTED:

The St. Louis County Board is requested to appoint interim Second District Commissioner Angie Miller to various boards, commissions and committees consistent with the appointments made at the January 8, 2013 organizational meeting of the County Board, and those appointments which were in place at that time due to earlier Board action.

BACKGROUND:

At the St. Louis County Board's 2013 organizational meeting several appointments were made for the office of Second District Commissioner, including Chair of the Public Safety & Corrections Standing Committee. Additionally, previous unexpired appointments were in effect at that time. The County Board appointed Angie Miller as the interim Second District County Commissioner on September 10, 2013. The Board is now being asked to appoint Commissioner Miller to replace former Commissioner O'Neil on these boards, commissions and committees, and to chair the Public Safety & Corrections Standing Committee until the results of a Special Election scheduled for January 14, 2014 are certified and a new commissioner is seated.

The document entitled "Current Appointments of the St. Louis County Board" is attached for further background. It was updated by the County Auditor's Office on September 11, 2013.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve various appointments for Commissioner Angie Miller as described in the attached resolution until a new Second District Commissioner takes office after the January 14, 2014 Special Election.

Interim Second District Commissioner Appointments for 2013

BY COMMISSIONER _____

WHEREAS, At the St. Louis County Board's 2013 organizational meeting held on January 8, 2013, several appointments were made for the office of Second District Commissioner. Additionally, other unexpired appointments were in effect at that time; and

WHEREAS, The County Board appointed Angie Miller as the interim Second District Commissioner on September 10, 2013 pending the outcome of a Special Election scheduled for January 14, 2013;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the appointment of Second District Commissioner Angie Miller to the following boards, commissions, and committees until a new Second District Commissioner takes office after the January 14, 2014 Special Election and subsequent appointments can be made:

Chair of the Public Safety & Corrections Standing Committee
Arrowhead Health Alliance (*alternate*)
Arrowhead Regional Development Commission - ARDC
ARDC Metropolitan Interstate Council (*alternate*)
ARDC North Shore Management Board (*alternate*)
Association of Minnesota Counties – AMC
AMC District 1 Policy Committee, Health & Human Services
Community Health Services Board
Duluth Parks and Recreation Commission (*alternate*)
Heading Home St. Louis County Leadership Council
9-1-1 Emergency System User Board (*alternate*)
Public Health & Human Services Advisory Committee
St. Louis & Lake Counties Regional Railroad Authority
Voyageurs National Park Governmental Affairs Committee

CURRENT APPOINTMENTS
OF THE ST. LOUIS COUNTY BOARD

<u>NAME</u>	<u>DATE/RESO</u>	<u>TERM</u>
<u>Department Heads</u>		
<u>Administrator</u> Kevin Z. Gray	3/03/09 - #98	
<u>Assessor (4 year term)</u> David Sipila	11/13/12 - #12-612	12/31/16
<u>County Veterans Service Officer (M.S. 197.60, Subd. 2)</u> Sherry Rodriguez	1/24/12 - #47	
<u>Environmental Services</u> Ted W. Troolin, Director	3/28/95 - #261	
<u>Housing & Redevelopment Authority (HRA)</u> Barbara Hayden, Executive Director	1/02/12 – HRA Res. #12-163	
<u>Human Resources</u> James R. Gottschald, Director	6/07/11 - #320	
<u>Information Technology</u> Martin K. Buscombe, Director	9/12/95 - #696	
<u>Land & Minerals</u> Mark J. Weber, Land Commissioner	6/24/13 - #377	
<u>Mine Inspector (3 year term)</u> Terrance O'Neil	4/2/13 - #13-206	4/01/16
<u>Planning & Community Development</u> Barbara Hayden, Director	12/22/98 - #994	
<u>Property Management</u> Tony Mancuso, Director	10/28/97 #822	
<u>Public Health and Human Services</u> Ann Busche, Director	9/14/04 - #491	
<u>Public Records and Property Valuation (M.S. 375.08)</u> Mark Monacelli, Director (Commencing 1/1/91. Previously elected.)	8/14/90 - #624	
<u>Public Works (4 year Term) (M.S. 163.07, Subd. 1)</u> James Foldesi, Director/Highway Engineer	5/14/13 - #290	5/2017

OTHER BOARDS, COMMISSIONS, COMMITTEES:

(One year terms unless otherwise noted.)

Arrowhead Counties Association (ad hoc)

Commissioner Jewell	1/08/13 - #8	12/31/13
Commissioner Nelson	1/08/13 - #8	12/31/13
Commissioner Dahlberg (alt)	1/08/13 - #8	12/31/13

Arrowhead Economic Opportunity Agency (AEOA) (5 year terms)

Commissioner Stauber	1/08/13 - #9	12/31/13
Commissioner Raukar	1/06/04 - #5	12/31/13
Commissioner Forsman	3/01/11 - #101	12/31/14
Commissioner Nelson (alt)	3/01/11 - #101	12/31/14

Arrowhead Health Alliance

Commissioner Stauber (HHS Chair)	1/08/13 - #10	12/31/13
Commissioner O'Neil (alt)	1/08/13 - #10	12/31/13

Arrowhead Library System Board of Directors (3 year term - 3 terms max) (M.S. 134.09, Subd. 2).

Patrick Layman	6/26/12 - #365	12/31/13
Marjorie McPeak	6/26/12 - #365	12/31/14
Jane Brissett	12/11/12 - #654	12/31/15

Arrowhead Regional Corrections Board

Commissioner Stauber	1/08/13 - #11	12/31/13
Commissioner Dahlberg	1/08/13 - #11	12/31/13
Commissioner Nelson	1/08/13 - #11	12/31/13
Commissioner Jewell (alt)	1/08/13 - #11	12/31/13

Arrowhead Regional Development Commission (ARDC) (3 year terms) (M.S. 462.387, 462.388, Subd. 1)

Commissioner Raukar	1/05/10 - #10	12/31/13*
*expiration date corrected by ARDC		
Commissioner O'Neil	1/08/13 - #12	12/31/15

Metropolitan Interstate Council

Commissioner Jewell	1/08/13 - #13	12/31/13
Commissioner O'Neil (alt)	1/08/13 - #13	12/31/13

North Shore Management Board

Commissioner Stauber (District 5)	1/08/13 - #25	Ongoing
Commissioner O'Neil (alt)	1/08/13 - #25	Ongoing

Northeastern Waste Management Advisory Council (Board File #53050)

Annual membership on the Council rotates among the St. Louis County Solid Waste Advisory Committee members (Dist. 4, 5, 6, 7).

1/17/95 - #65	Ongoing
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<u>Regional Transportation Advisory Committee (6 year terms)</u>		
Commissioner Forsman	1/08/08 - #8	12/31/13

Association of Minnesota Counties (AMC) - County Commissioners and County Administrator by virtue of position.

<u>Delegates</u>		
Kevin Gray, County Administrator	1/08/13 - #14	12/31/13
Commissioner Jewell	1/08/13 - #14	12/31/13
Commissioner O'Neil	1/08/13 - #14	12/31/13
Commissioner Dahlberg	1/08/13 - #14	12/31/13
Commissioner Forsman	1/08/13 - #14	12/31/13
Commissioner Stauber	1/08/13 - #14	12/31/13
Commissioner Nelson	1/08/13 - #14	12/31/13
Commissioner Raukar	1/08/13 - #14	12/31/13
Ann Busche, PHHS Director	1/08/13 - #14	12/31/13
Barbara Hayden, Planning and Community Development Director	1/08/13 - #14	12/31/13

District I Policy Committees

<u>Environment & Natural Resources</u>		
Commissioner Dahlberg	1/08/13 - #15	12/31/13

<u>General Government</u>		
Commissioner Jewell	1/08/13 - #15	12/31/13
Commissioner Raukar	1/08/13 - #15	12/31/13

<u>Health & Human Services</u>		
Commissioner O'Neil	1/08/13 - #15	12/31/13

<u>Public Safety</u>		
Commissioner Stauber	1/08/13 - #15	12/31/13

<u>Transportation</u>		
Commissioner Forsman	1/08/13 - #15	12/31/13
Commissioner Nelson	1/08/13 - #15	12/31/13

<u>AMC Extension Committee</u>		
Commissioner Jewell		

<u>Indian Affairs Task Force</u>		
Commissioner Jewell	1/08/13 - #16	Ongoing
Commissioner Nelson	1/08/13 - #16	Ongoing

Board of Adjustment, St. Louis County (Laws of 1959, Chapter 559, M.S. 394.27, M.S. 383C.071) (7 members, 3 year terms)

Diana Werschay	11/23/10 - #543	12/31/13
Kurt F. Johnson	2/08/11 - #67	12/31/13
David Peterson	2/08/11 - #67	12/31/13
David G. Pollock	12/18/12 - #698	12/31/15
Steve Filipovich	12/18/12 - #698	12/31/15

Joseph (Dale) Long	12/18/12 - #698	12/31/15
Sonya Pineo (Planning Commission)	12/18/12 - # 698	12/31/15

Board of Appeal and Equalization, St. Louis County (M.S. 274.13, Subd. 2) Special Board of Appeal and Equalization appointed annually.

John Vigen, Duluth	Comm. Dist. #1	5/01/12 - #254
Lee Conradi, Duluth	Comm. Dist. #2	5/01/12 - #254
Kevin O'Brien, Duluth	Comm. Dist. #3	5/01/12 - #254
Leonard Cersine, Ely	Comm. Dist. #4	5/01/12 - #254
William Clements, Town of Rice Lake	Comm. Dist. #5	5/01/12 - #254
Dawn Cole, Town of Fayal	Comm. Dist. #6	5/01/12 - #254
Frank Bigelow, City of Hibbing	Comm. Dist. #7	5/01/12 - #254

Civil Service Commission, St. Louis County (M.S. 383C.031) (3 year terms)

Thor C. Underdahl	6/14/11 - #336	6/14/14
Olaf Clemenson (alt)	2/01/11 - #54	12/31/13
Wayne K. Marshall	1/22/13 - #65	12/31/15
Julie A. Waltenburg	1/22/13 - #65	12/31/15

Community Development Block Grant (CDBG) Citizen Advisory Committee

Ex. Director of Range Assn. Of Municipalities & Schools		
Ronald Dicklich	1/13/98 - #43	Ongoing
Pres. of SLC Township Officers Assn.		
VACANT		
Small Cities Representative		
Alan Stanaway	9/10/13 - #574	4/30/16
Northern Townships		
Darlene Saumer	9/10/13 - #574	4/30/16
Duluth Area		
Ronald R. Envall	9/11/12 - #497	4/30/15
Chisholm		
Shannon Kishel-Roche	9/11/12 - #497	4/30/15
Ely		
Daniel Hestetune	12/18/12 - #700	4/30/15
Eveleth		
VACANT		
Hermantown		
VACANT		
Hibbing		
Cynthia Kafut-Hagen	9/10/13 - #574	4/30/16
Rice Lake Township		
VACANT		
Virginia		
Laurence A. Cuffe	11/08/11 - #586	4/30/14
At Large:		
VACANT		
VACANT		
Stephen W. Anderson	8/09/11 - #462	4/30/14
Margaret Taylor	9/10/13 - #574	4/30/16
Rudy F. Semeja	11/08/11 - #586	4/30/14

Dana Hiltunen	12/18/12 - #700	4/30/15
Julie Spiering	12/18/12 - #700	4/30/15

Community Health Services Board (3-year terms)

Commissioner Forsman	1/08/13 - #17	12/31/15
Commissioner O'Neil	1/04/11 - #6	12/31/13
Commissioner Dahlberg	1/03/12 - #6	12/31/14
Commissioner Jewell (alt)	1/04/11 - #6	12/31/13

Conservation and Management of Clean Water – Voyageurs National Park (Joint Powers Board with Koochiching County) - Ongoing

Commissioner Forsman	2/28/12 - #106
Commissioner Nelson	2/28/12 - #106
Commissioner Jewell (alt)	2/28/12 - #106

Cook-Orr Healthcare District Board of Directors – Unorganized Townships (3-year term)

Julian Brzoznowski	11/27/12 - #631	12/31/15
Don Potter	8/13/13 - #539	12/31/16

Cooperative Extension Committee (3-year terms) (M.S. 38.36, Subd. 1, M.S. 383C.074) (State statute requires membership of 2 County Commissioners and Auditor or designee.)

Jennifer Lipke	2/08/11 - #73	12/31/13
Janice Dzwonkowski	2/08/11 - #73	12/31/13
Douglas Hoffbauer	2/08/11 - #73	12/31/13
Shari McCorison	2/28/12 - #104	12/31/14
Allen Willman	2/12/13 - #96	12/31/15
Jim Takala	2/12/13 - #96	12/31/15
Commissioner Nelson	1/04/11 - #7	12/31/13
Commissioner Jewell	1/08/13 - #18	12/31/13
County Auditor (by statute)		

Deferred Compensation Committee - Ongoing

County Administrator	8/02/88 - #606
County Auditor	8/02/88 - #606
Civil Service Director	8/02/88 - #606
County Attorney (or designee)	8/02/88 - #606

Duluth International Airport Joint Zoning Board (2 year terms) (M.S. 360.063, Subd. 3)

Commissioner Stauber	1/08/13 - #19	12/31/13
Commissioner Dahlberg	1/03/12 - #7	12/31/13
Commissioner Jewell (alt)	7/09/12 - #7	12/31/13

Duluth Parks and Recreation Commission - indefinite terms

Commissioner Jewell	1/04/11 - #8
Commissioner Dahlberg (alt)	1/04/11 - #8
Commissioner O'Neil (alt)	1/04/11 - #8

Election Canvassing Board (M.S. 204C.31, Subd. 1)

(Filled each election year with 2 commissioners not running for election.)

Commissioner Jewell 1/03/12 - #8
Commissioner Nelson 1/03/12 - #8

Heading Home St. Louis County Leadership Council - Ongoing

Commissioner O'Neil 9/04/07 - #482
Commissioner Nelson (alt) 9/04/07 - #482
Ji-Young Choi State MITCH- 10/11/11 - #543 12/31/2013
(MN Interagency Council on Homelessness)
Joe Gregorich Corrections Rep. 10/11/11 - #543 12/31/2014
Adam Venne Rural Housing Coalition 10/11/11 - #543 13/31/2013
Richard Wolff At-Large Rep. 10/11/11 - #543 12/31/2014
Nathan Thompson At-Large Rep. 8/06/13 - #507 12/31/2016
Al Liam Business Community Rep. 10/11/11 - #543 12/31/2014
Valerie Strukel At-Large Rep. 8/06/13 - #507 12/31/2016
Edie Carr Homeless Advocate 10/11/11 - #543 12/31/2013
Virgil Sohm Tribal Representative- 11/22/11 - #620 12/31/2013
Bois Forte Band

The following members were appointed by the City of Duluth:

Cynthia Finley Veterans Representative 3/31/2013
Kathryn King Fond du Lac Reservation Representative 3/31/2014
Scott Yeazle Formerly Homeless Representative 3/31/2014
Fred Lund Faith Community 3/31/2015
Lynn Gerlach-Collard Lutheran Social Services 3/31/2014
Renaissance Program
Debbie Wagner ISD 709 Homeless Liaison 3/31/2016

Historical Society Board of Directors (ex-officio)

Commissioner Forsman 2/14/06 - #113 12/31/2013

Housing and Redevelopment Authority (HRA) St. Louis County (MS 383C.081, M.S. 469.006, Subd. 1)

All County Commissioners serve as the HRA Board.
Director: Barbara Hayden

Investment Committee - Ongoing

Auditor 6/27/95 - #508
Administrator
Chair of the Board
Chair of Finance Committee

Iron Range Off-Highway Vehicle Recreation Area Local Area Advisory Committee
(Nominated by County Board, appointed by the Dept. of Natural Resources.)

Commissioner Nelson 3/18/08 - #149 Ongoing

Laurentian Resource Conservation and Development Council (RC & D)

Commissioner Jewell 1/08/13 - #20 12/31/13

Law Library Board (M.S. 134A.03, Subd. 3)

Commissioner Nelson	1/08/13 - #21	12/31/13
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Liquor Licensing Committee

Commissioner Dahlberg	1/08/13 - #22	12/31/13
Commissioner Nelson	1/08/13 - #22	12/31/13
Sheriff's Representative	4/23/84 - #281	
Attorney Representative	4/23/84 - #281	
County Auditor or Representative	4/23/84 - #281	
Liquor License Clerk - Auditor's	4/23/84 - #281	

Minnesota Inter-County Association (MICA) (fka Metropolitan Inter-County Assoc.)

Commissioner Dahlberg	1/08/13 - #23	12/31/13
Commissioner Raukar	1/08/13 - #23	12/31/13
Commissioner Jewell (alt)	1/08/13 - #23	12/31/13

9-1-1 Emergency System User Board (Established #49 - 1986)

Commissioner Nelson	1/08/13 - #24	12/31/13
Commissioner Sweeney	1/08/13 - #24	12/31/13
Commissioner Forsman (alt)	1/08/13 - #24	12/31/13
Commissioner O'Neil (alt)	1/08/13 - #24	12/31/13

Northeast Minnesota Housing Consortium (Home Consortium) - Consists of Commissioners from Cook, Lake, Koochiching, Itasca and St. Louis Counties.

Commissioner Nelson	1/07/03 - #31	Ongoing
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Northeast Minnesota Office of Job Training, Local Elected Officials Board

Commissioner Forsman	1/08/13 - #26	12/31/13
Commissioner Nelson (alt)	1/08/13 - #26	12/31/13

Northeast Regional Radio Board

Commissioner Nelson	1/08/13 - #27	12/31/13
Commissioner Stauber (alt)	1/08/13 - #27	12/31/13

Northern Counties Land Use Coordinating Board

Commissioner Dahlberg	1/08/13 - #28	12/31/13
Commissioner Forsman	1/08/13 - #28	12/31/13
Commissioner Raukar	1/08/13 - #28	12/31/13
Commissioner Jewell (alt)	1/08/13 - #28	12/31/13
Land Commissioner or designee		

Partners Board – Local Governments with Youth - Ongoing

4 th District Commissioner		
6 th District Commissioner		
7 th District Commissioner		

Planning Commission, St. Louis County (effective 4/23/91 = 3 year terms - 3 consecutive terms max) (M.S. 394.30, Subd. 1)

Commissioner Dahlberg	1/08/13 - #29	12/31/13
Darlene Saumer	11/23/10 - #544	12/31/13
Sonya Pineo	11/08/11 - #587	12/31/14
William Thomas Coombe	11/08/11 - #587	12/31/14
Stephen Kucera	12/18/12 - #699	12/31/15
Roger J. Skraba	12/18/12 - #699	12/31/15
Raymond J. Svatos	12/18/12 - #699	12/31/15
Kurt Johnson	12/18/12 - #699	12/31/15
Diana Werschay	12/18/12 - #699	12/31/15

Promotional Bureau, St. Louis County

Commissioner Stauber	1/08/13 - #30	12/31/13
Commissioner Nelson	1/08/13 - #30	12/31/13
County Auditor		

Public Health and Human Services (PHHS) Advisory Committee. Established 10/3/06, Res. #533 (Public Health Advisory and Social Service Advisory Coms. dissolved.) Res. #12-712 adopted Dec. 18, 2012, changed the dates of expiration of terms.

Commissioner Stauber (HHS Chair)	1/08/13 - #31	12/31/13
Commissioner O'Neil	1/08/13 - #31	12/31/13
Eric Elmquist (Dist. #1)	5/1/12 - #224	12/31/14
Amber Madoll (Dist. #1)	5/1/12 - #224	12/31/14
Shari Flesness (Dist. #2)	12/18/12 - #712	12/31/14
VACANT (Dist. #2)		
Sarah Priest (Dist. #3)	12/18/12 - #712	12/31/14
Cindy Lustig (Dist. #4)	12/18/12 - #712	12/31/14
Mary Zupancich (Dist. #4)	5/03/11 - #225	12/31/13
John Soghigian (Dist. #4)	3/26/13 - #145	12/31/15
VACANT (Dist. #5)		
Mary Feroni (Dist. #6)	5/03/11 - #225	12/31/14
Albert Holm (Dist. #6)	3/26/13 - #145	12/31/15
VACANT (Dist. #6)		
VACANT (Dist. #7)		
VACANT (Dist. #7)		
Pat Ives (At Large)	5/03/11 - #225	12/31/13
Tom P. Gregorich (At Large)	3/26/13 - #145	12/31/15
Tina Welsh (At Large)	12/18/12 - #712	12/31/14
VACANT (At Large)		

St. Louis/Lake Counties Regional Railroad Authority (1 year terms) (M.S. 398A.03, Subd 1.d, 5)

Commissioner Nelson	1/08/13 - #32	12/31/13
Commissioner Raukar	1/08/13 - #32	12/31/13
Commissioner O'Neil	1/08/13 - #32	12/31/13
Commissioner Forsman (alt)	1/08/13 - #32	12/31/13
Commissioner Jewell (alt)	1/08/13 - #32	12/31/13

Seaway Port Authority (6 year term) (M.S. 469.050, Subd. 2)
Commissioner Dahlberg 1/03/12 - #21 12/31/17

Septic Subcommittee - Ongoing
Commissioner District 4 6/27/95 - #517
Commissioner District 5 6/27/95 - #517
Commissioner District 6 6/27/95 - #517
Commissioner District 7 6/27/95 - #517

Solid Waste Advisory Committee - Ongoing
Commissioner District 4 11/08/94 - #870
Commissioner District 5 11/08/94 - #870
Commissioner District 6 11/08/94 - #870
Commissioner District 7 11/08/94 - #870

Trunk Highway (TH) 53 Corridor Study - Ongoing
Commissioner Forsman 1/07/03 - #10
Public Works Director 4/12/94 - #269

Voyageurs National Park Governmental Affairs Committee (with Koochiching County)
Commissioner O'Neil 1/04/11 - #21 Ongoing

St. Louis County Auditor's Office updated 9/19/2013.

BOARD LETTER NO. 13 – 408

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 2

BOARD AGENDA NO.

DATE: September 24, 2013

RE: Appointment to Arrowhead
Library System Board of
Directors

FROM: Kevin Z. Gray
County Administrator

RELATED DEPARTMENT GOAL:

To provide effective, efficient government.

ACTION REQUESTED:

The St. Louis County Board is requested to appoint Patrick Layman to the Arrowhead Library System (ALS) Board of Directors.

BACKGROUND:

In his letter dated September 4, 2013 (attached), Jim Weikum, Executive Director of ALS, has asked the St. Louis County Board to fill one position on the Board of Directors for a term expiring December 31, 2016. Patrick Layman, of Aurora, MN, is the current appointee and has indicated a desire to serve another term. Mr. Layman is eligible for re-appointment to the ALS Board for another three year term.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the appointment of Patrick Layman of Aurora, MN, to the Arrowhead Library System Board of Directors for a three year term expiring December 31, 2016.

Appointment to Arrowhead Library System Board of Directors

BY COMMISSIONER _____

RESOLVED, The St. Louis County Board appoints Patrick Layman of Aurora, MN, to the Arrowhead Library System Board of Directors for a three year term beginning January 1, 2014 and expiring on December 31, 2016.



Arrowhead Library System

5528 Emerald Ave. • Mt. Iron, MN 55768-2069 • 218-741-3840 • www.arrowhead.lib.mn.us

RECEIVED

SEP 05 2013

SLC ADMIN

THE
GOVERNING BOARD

Terry Anderson
Cloquet

Steve Bean
Grand Rapids

Jane Brissett
Duluth

Robert Ecklund
International Falls

Tom Hanson
Baudette

Amanda Houle
Two Harbors

Dennis Jerome
Grand Rapids

Brad Jones
Two Harbors

Patrick Layman
Aurora

Marjorie McPeak
Tower

Michele Monson
Two Harbors

Audrey Stattelmann
Hovland

Christopher Welter
Hibbing

September 4, 2013

Gary Eckenberg, Deputy County Administrator
St. Louis County Courthouse
100 N. 5th Ave. W., Rm. 213
Duluth, MN 55802

Dear Mr. Eckenberg:

This is to notify you that the current term of Patrick Layman, who represents St. Louis County on the Arrowhead Library System Governing Board, will expire December 31, 2013. Please send me at your earliest convenience, but no later than November 15, 2013, the name of your appointee for the January 1, 2014 to December 31, 2016 term.

Mr. Layman is eligible for a full three-year term and has indicated a willingness to serve a three-year term. If I can be of any assistance in your search process, or if you have questions about the duties of ALS Board members, please contact me.

Sincerely,

Jim Weikum
Executive Director

JW:cc

pc: Marge McPeak, Patrick Layman

BOARD LETTER NO. 13 - 409

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 3

BOARD AGENDA NO.

DATE: September 24, 2013 **RE:** Reschedule Location for
November 12, 2013 County
Board Meeting

FROM: Kevin Z. Gray
County Administrator

RELATED DEPARTMENT GOAL:

To provide effective and efficient government.

ACTION REQUESTED:

The St. Louis County Board is requested to reschedule the location of the November 12, 2013 County Board meeting from the County Courthouse in Duluth to the Fredenberg Town Hall.

BACKGROUND:

Earlier this summer, the County Board adjusted its 2013 Board Meeting Schedule by moving the August 13th meeting from the Fredenberg Town Hall to the St. Louis County Courthouse in Duluth. This was done to accommodate the public hearing established for that date to consider the qualifications for prospective candidates for interim appointment to the vacant position of Second District Commissioner.

At that time, it was understood by Commissioners that an alternate date would be found for a meeting at the Fredenberg Town Hall. The November 12 date has now been secured for a County Board meeting to be held in the Fredenberg Town Hall located at 5104 Fish Lake Road.

RECOMMENDATION:

It is recommended that the St. Louis County Board adjust its 2013 Board Meeting Schedule to substitute the location of its November 12th meeting from the County Courthouse in Duluth to the Fredenberg Town Hall. The meeting will begin at 9:30 a.m. as previously scheduled.

Reschedule Location for November 12, 2013 County Board Meeting

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board adjust its 2013 Board Meeting Schedule to substitute the meeting location of its November 12th meeting from the St. Louis County Courthouse in Duluth to the Fredenberg Town Hall, 5104 Fish Lake Road.