

CONSENT AGENDA

FOR THE MEETING OF ST. LOUIS COUNTY BOARD OF COMMISSIONERS

April 8, 2014

Midway Town Hall, 3230 Midway Road, Duluth, Minnesota

All matters listed under the consent agenda are considered routine and/or noncontroversial 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.

RESOLUTIONS FOR APPROVAL:

Minutes for March 25, 2014.

Environment & Natural Resources Committee – Commissioner Dahlberg, Chair

1. Special sale of state tax forfeited land authorized to remedy an inadvertent trespass on land described as Lot 90, except the West 6 feet of South 50 feet of the West ½, Block 75, Duluth Proper Third Division, City of Duluth, to Dennis McLean and Sarah Lewerenz, Duluth, MN, upon total payment of \$5,215.01.

Public Works & Transportation Committee – Commissioner Raukar, Chair

2. Rental of five (5) CAT Challenger agricultural tractors equipped with roadside mowing equipment authorized from Zeigler, Inc., Duluth, MN, for a total cost of \$103,500.
3. Agreement with LHB Corp., Duluth, MN, in the amount of \$55,295 authorized for design services for the reconstruction of Bridge 637 located on County State Aid Highway (CSAH) 107/Range Line Road over the Sturgeon River in Sturgeon Township (CP 0107-9546, SAP 69-707-002).

Finance & Budget Committee – Commissioner Nelson, Chair

4. Addendum No. 7 to Lease Agreement with Vukonich Properties, Cloquet, MN, for office space in the Olcott Plaza, Virginia, MN, authorized for the Assertive Community Treatment (ACT) Program for a three (3) year term beginning April 1, 2014 through March 31, 2017; and further, the cost for this lease will be paid from Medical Assistance revenue generated by the ACT team. No county funds will be required for this lease.
5. Approve the naming of the Duluth branch of the St. Louis County Law Library the “Alan Mitchell Law Library”.
6. Application for permit authorizing the consumption and display of intoxicating liquors (set-ups) by Vernon Skoglund d/b/a Silver Fox Lodge, Gnesen Township, renewal.
7. Application for on-sale and Sunday on-sale intoxicating liquor licenses by Elbow Lake Holdings, LLC d/b/a Elbow Lake Lodge, Beatty Township, new.

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Central Management & Intergovernmental Committee – Commissioner Jewell, Chair

8. Lease agreement authorized with the State of Minnesota Department of Public Safety – Division of Driver and Vehicle Services for the use of 4th District Commissioner's office in the Ely Government Service Center, Ely, MN, up to three (3) times per month through December 31, 2014.
9. Adopt a revised Wireless Communications Device Policy, effective May 23, 2014.
10. Two (2) year agreement authorized with the Regents of the University of Minnesota, the University of Minnesota Medical School-Duluth, and the University of Minnesota Duluth (UMD) for a Medical Examiner facility on the UMD campus for the period January 1, 2014 through December 31, 2015, in the amount of \$2,666.33 per month.

Public Safety & Corrections Committee – Commissioner Boyle, Chair

11. Three (3) year maintenance contract authorized with Radio IP, Longueuil, Quebec, Canada, in the amount of \$138,113.24 for the period April 1, 2014 through March 31, 2017, to be paid from North Eastern Minnesota Enforcement Safety Information Systems (NEMESIS) fees.

Official Proceedings of the County Board of Commissioners

BY COMMISSIONER _____

RESOLVED, That the official proceedings of the St. Louis County Board of Commissioners for the meeting of March 25, 2014, are hereby approved.

Special Sale to McLean and Lewerenz

BY COMMISSIONER _____

WHEREAS, Pursuant to Laws of Minnesota 2011, Chapter 3, Section 31, St. Louis County may sell by private sale the following described state tax forfeited land to remedy an inadvertent trespass:

Legal: City of Duluth
LOT 90 EX W 6 FT OF S 50 FT OF W1/2, BLOCK 75
DULUTH PROPER THIRD DIVISION
Parcel Code: 010-1310-02125
LDKey: 100760; and

WHEREAS, This parcel of land has been classified as non-conservation land pursuant to Minn. Stat. § 282.01; and

WHEREAS, This parcel of land is not withdrawn from sale pursuant to Minn. Stat. §§ 85.012, 92.461, 282.01, Subd. 8, and other statutes that require the withholding of state tax forfeited lands from sale;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of state tax forfeited land, as described, to Dennis McLean and Sarah Lewerenz, Duluth, MN, for the appraised value of \$4,700 plus the following fees: 3% assurance fee of \$141, deed fee of \$25, deed tax of \$15.51, recording fee of \$46, and appraisal fee of \$287.50; for a total of \$5,215.01, to be deposited into Fund 240 (Forfeited Tax Fund).

Rental of Five Mower Tractors

BY COMMISSIONER _____

WHEREAS, The Public Works Department budget includes funding for the rental of five (5) tractor-mowers for roadside mowing operations; and

WHEREAS, The Public Works Department and Purchasing Division presented specifications and requested pricing for tractor-mowers, based on department needs; and

WHEREAS, Zeigler, Inc., of Duluth, MN, responded with the price for five (5) CAT Challenger agricultural tractors equipped with roadside mowing equipment of \$103,500;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the rental of five (5) CAT Challenger agricultural tractors equipped with roadside mowing equipment from Zeigler, Inc., of Duluth, MN, for a total cost of \$103,500, payable from Fund 202, Agency 202002, and Object 634100.

**Agreement with LHB Corp. for Design Services – Bridge 637 on CSAH 107
(Sturgeon Township)**

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into an agreement, and approve any amendments authorized by the County Attorney, with LHB Corp., of Duluth, MN, for design services for the reconstruction of County Bridge 637 along County State Aid Highway 107 over the Sturgeon River in Sturgeon Township, MN (CP 0107-9546, SAP 69-707-002). The total cost of these services is \$55,295, payable from Fund 200, Agency 200008, Object 626600.

**Assertive Community Treatment Program Space
Lease Addendum No. 7 – Olcott Plaza (Virginia)**

BY COMMISSIONERS _____

WHEREAS, The St. Louis Public Health and Human Services Department administers the Assertive Community Treatment (ACT) Program; and

WHEREAS, In January, 2005, a lease for office space for the program was entered into at the Olcott Plaza in Virginia, MN; and

WHEREAS, The county has entered into lease extensions continuously since that time, and has negotiated Lease Addendum No. 7 for a three (3) year term, including an annual 3% increase, for 3,041 square feet of office space at a rate of \$12.37 per square foot, or \$3,134.76 per month for year one, \$3,225.80/month for year two, and \$3,322.57/month for year three;

THEREFORE BE IT RESOLVED, That the St. Louis County Board authorizes lease agreement Addendum No. 7 to Lease No. 2005-002144 (ACT Program) with Vukonich Properties of Cloquet, MN, for office space in the Olcott Plaza, Virginia, MN, for a three (3) year term beginning April 1, 2014 and expiring on March 31, 2017;

RESOLVED FURTHER, That the cost for this lease will be paid from Medical Assistance revenue generated by the ACT team and received by St. Louis County, passed through Fund 230, Agency 232006.

**Naming the Duluth Branch of the St. Louis County Law Library the
“Alan Mitchell Law Library”**

BY COMMISSIONER _____

WHEREAS, At a regular meeting of the St. Louis County Law Library Board of Trustees, held on March 27, 2014, a resolution was approved to name the Duluth branch of the St. Louis County Law Library in honor of former St. Louis County Attorney Alan Mitchell; and

WHEREAS, The resolution noted Mr. Mitchell’s “twenty-eight (28) years of service on the Law Library Board and his dedication to the Law Library and the principles that a Law Library is in the best interest of all citizens of St. Louis County”;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the naming of the Duluth branch of the St. Louis County Law Library, the “Alan Mitchell Law Library”, and authorizes the appropriate signage to incorporate the new name with the relocation and remodeling plans currently underway.

**Application for Permit Authorizing the Consumption and Display
of Intoxicating Liquors (Gnesen Township)**

BY COMMISSIONER _____

RESOLVED, That pursuant to the provisions of Minn. Stat. § 340A, as amended, and Rules and Regulations adopted by this Board under St. Louis County Ordinance No. 28, dated May 22, 1978, as amended, the following application for permit authorizing the consumption and display of intoxicating liquors is hereby approved, on file in the office of the County Auditor, identified as County Board File No. 59845;

Vernon Skoglund d/b/a Silver Fox Lodge, Gnesen Township, Permit No. 1511 (Set-Up), renewal.

**Application for On-Sale and Sunday On-Sale Intoxicating Liquor Licenses
(Beatty Township)**

BY COMMISSIONER _____

WHEREAS, Pursuant to the provisions of Minn. Stat. § 340A, as amended, and Rules and Regulations adopted by this Board under St. Louis County Ordinance No. 28, dated May 22, 1978, as amended, the following application for intoxicating liquor licenses is hereby approved, on file in the office of the County Auditor, identified as County Board File No. 59788; and

WHEREAS, Said license is approved contingent upon license holder paying real estate or personal property taxes when due; and

WHEREAS, If named license holder sells their licensed place of business, the County Board may, at its discretion and after an investigation, transfer the license to a new owner, but without pro-rated refund of the license fees to the license holder;

THEREFORE, BE IT RESOLVED, That said licenses shall be effective April 8, 2014 through June 30, 2014:

Elbow Lake Holdings, LLC d/b/a Elbow Lake Lodge, Beatty Township, On-Sale Intoxicating Liquor License No. CMB14159 and Sunday On-Sale Intoxicating Liquor License No. SUN14159, new.

**Lease with State of Minnesota Department of Public Safety,
Driver and Vehicle Services (Ely Government Service Center)**

BY COMMISSIONER _____

WHEREAS, St. Louis County has had a lease with the State of Minnesota, Department of Public Safety – Division of Driver and Vehicle Services in the County Commissioner’s office located in the Ely Government Service Center to offer driver’s license examination services to the general public; and

WHEREAS, The previous lease to provide these services expired June 30, 2013; and

WHEREAS, The Division of Driver and Vehicle Services wishes to continue to provide these services within the Ely Government Service Center, and the current 4th District County Commissioner is willing to continue to allow his office space to be used for these driver license examination services through December 31, 2014;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute a non-economic lease with the State of Minnesota Department of Public Safety – Division of Driver and Vehicle Services for the use of the 4th District Commissioner’s office, Ely Government Service Center, 320 Miners Drive East, up to three times per month through December 31, 2014.

Wireless Communications Device Policy

BY COMMISSIONER _____

WHEREAS, The St. Louis County Board adopted the Wireless Communications Device Policy by County Board Resolution No. 09-130, dated March 24, 2009; and

WHEREAS, This policy needs to be reviewed on a frequent basis and a revised Wireless Communications Device Policy was adopted by County Board Resolution No. 10-53, dated January 26, 2010; and

WHEREAS, The Stipend Review Committee will meet in December of each year to ensure this policy is consistent with the County Board's intent and improve its implementation;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board adopts the revised Wireless Communications Device Policy, County Board File No. _____, to be effective May 23, 2014.

Agreement for Medical Examiner Facility on the UMD Campus

BY COMMISSIONER _____

WHEREAS, St. Louis County has maintained an agreement with the University of Minnesota for a Medical Examiner facility on the University of Minnesota Duluth (UMD) campus since 1998; and

WHEREAS, The University is willing to continue with this arrangement;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an agreement with the Regents of the University of Minnesota, the University of Minnesota Medical School-Duluth, and the University of Minnesota Duluth (UMD) for a Medical Examiner facility on the UMD campus for the period January 1, 2014 through December 31, 2015 in the amount of \$2,666.33 per month, to be accounted for in Fund 100, Agency 131001;

RESOLVED FURTHER, That the St. Louis County Board authorizes the appropriate county officials to sign any associated contract documents.

Three Year Maintenance Contract with Radio IP

BY COMMISSIONER _____

WHEREAS, Radio IP, of Longueuil, Quebec, Canada, is offering a 10% discount on a maintenance contract if St. Louis County will pay for three (3) years of support in the amount of \$138,113.24 to be paid from North Eastern Minnesota Enforcement Safety Information Systems (NEMESIS) fees; and

WHEREAS, NEMESIS has been using this product since 2008;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a three-year maintenance contract with Radio IP, of Longueuil, Quebec, Canada, in the amount of \$138,113.24 for the period April 1, 2014 through March 31, 2017, to be accounted for in Fund 150, Agency 150004, Object 634800;

RESOLVED FURTHER, That the St. Louis County Board authorizes the appropriate county officials to sign any associated contract documents.