

CONSENT AGENDA
FOR THE MEETING
OF
ST. LOUIS COUNTY BOARD OF COMMISSIONERS

August 5, 2014

County Board Room, Room 200, St. Louis County Courthouse, 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 July 22, 2014.

Health & Human Services Committee – Commissioner Stauber, Chair

1. Public Health and Human Services Department authorized to apply for the 2014 Minnesota Family Investment Program (MFIP) Innovation Fund Grant – Racial and Ethnic Disparities in Employment Outcomes for Families Served by MFIP.
2. Authorize a 5.0% rate increase for Day Training and Habilitation services and Semi-independent Living services with current providers, effective July 1, 2014.

Environment & Natural Resources Committee – Commissioner Dahlberg, Chair

3. Application to repurchase state tax forfeited land by Guy Pohto, Cook, MN, upon total payment of \$4,770.95.
4. Special sale of state tax forfeited land described as Lot 9, Block 4, Auditor's Plat No. 47 Aurora, to the City of Aurora to correct blighted conditions and to promote economic development, upon total payment of \$587.65.
5. Non-exclusive access easement across state tax forfeited land described as the Sly 2 feet of Ely 33 feet of the W ½ of E ½ of SE ¼ of NW ¼ and the Sly 2 feet of the Wly 33 feet of E ½ of E ½ of SE ¼ of NW ¼, both in Section 7, Township 50 North, Range 15 West (City of Hermantown) granted to Christopher Freeman.
6. County Auditor authorized to dispose of abandoned personal property on certain state tax forfeited properties.
7. Reallocation of two (2) 1.0 FTE Information Specialist I positions and one (1) vacant 1.0 FTE Information Specialist III position to three (3) 1.0 FTE Information Specialist II classifications in the Land and Minerals Department.

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Public Works & Transportation Committee – Commissioner Raukar, Chair

8. Bid #5151 awarded to: Zeigler, Inc., Hibbing, MN, in the amount of \$64,015.20 for grader blades; Titan Machinery, Hermantown, MN, in the amount of \$184,867.29 for cutting edges, plow shoes, pick blades and bits; and H & L Mesabi, Hibbing, MN, in the amount of \$24,665.00 for carbide blades.

Finance & Budget Committee – Commissioner Nelson, Chair

9. Abatement list for Board approval.
10. Agreement authorized with Uhl Companies, Maple Grove, MN, in the amount of \$162,250 for the Phase I of the replacement of the heating, ventilation and air conditioning (HVAC) building automation control system at the Hibbing Courthouse.
11. Approve a rebate agreement with the City of Ely for its proportional share of interest costs of the Ely Joint Maintenance Facility. A rebate of \$1,968.50 per half-year or \$3,937 per year will be provided beginning with the May 2014 payment and continuing to and including the May 2027 payment.
12. Approve the 2014 second quarter budget changes.
13. Application to sell/serve intoxicating liquor outside the designated serving area of the county liquor license by Wieber & Associates, Inc., d/b/a Ash Trail Lodge, Unorganized Township 68-19, for September 19-20 and September 26-27, 2014.
14. Workers' compensation report dated July 25, 2014.
15. Claims and accounts for April, 2014.

Central Management & Intergovernmental Committee – Commissioner Jewell, Chair

16. Ratify the 2012-2014 Assistant County Attorney contract and authorize execution of the Collective Bargaining Unit Agreement.

Public Safety & Corrections Committee – Commissioner Boyle, Chair

17. Transfer ownership of a 2006 Ford F-250 pickup truck (Unit No. A722) to Arrowhead Regional Corrections (ARC) for use at the Northeast Regional Corrections Center at a total cost of \$5,000 with title transfer costs to be paid by ARC.

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 July 22, 2014, are hereby approved.

**Application for the 2014 Minnesota Family Investment
Program Innovation Fund Grant**

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Health and Human Services Department (PHHS) was notified that the Minnesota State Legislature appropriated \$4.0 million in state general funds over a period of two years (SFY 2015 and SFY 2016) for local projects that focus on services to African Americans and American Indians on Minnesota Family Investment Program (MFIP) who are experiencing poor employment outcomes; and

WHEREAS, The Minnesota Department of Human Services (DHS) will be accepting proposals only from those counties in which the outcomes for African American and American Indian participants show significant disparities in the Self-Support Index in the six reporting quarters ending in March 2013, of which St. Louis County is included; and

WHEREAS, The focus of local projects needs to be on comprehensive case management strategies to engage African American and American Indian participants in education and employment activities and job matching activities as a pathway to long-term economic self-sufficiency;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department to submit the 2014 MFIP Innovation Fund Grant-Racial and Ethnic Disparities in Employment Outcomes for Families Served by MFIP.

**Amend Agreements for Day Training & Habilitation and
Semi-Independent Living Services Contracts**

BY COMMISSIONER _____

WHEREAS, St. Louis County purchases Day Training & Habilitation (DT&H) and Semi-Independent Living Services (SILS) for residents with developmental disabilities (mental retardation and/or related conditions); and

WHEREAS, The 2014 Minnesota Legislature authorized a 5.0% rate increase for both DT&H services and SILS services effective July 1, 2014;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute contract documents to implement a 5.0% rate increase for Day Training and Habilitation services and Semi-independent Living services with current providers effective July 1, 2014 as shown below:

- 1) Day Training & Habilitation Service providers to be paid from:
Fund: 230, Agency: 232006, Object: 604800
- 2) Semi-Independent Living Service providers to be paid from:
Fund: 230, Agency: 232006, Object: 605200

DAY TRAINING & HABILITATION

<u>Program Name</u>	<u>Full Day Program</u>	<u>Partial Day Program</u>	<u>Round Trip Daily Transport.</u>	<u>Full Day Program & Transport.</u>
Access to Employment Too, Inc.	\$ 90.34	\$ 67.76	\$ 7.89	\$ 98.23
CHOICE, Unlimited – CHOICE	\$ 77.06	\$ 57.78	\$ 8.51	\$ 85.57
CHOICE, Unlimited – OPTIONS	\$107.40	\$ 80.56	\$11.34	\$118.74
East Range DAC	\$ 68.21	\$ 51.16	\$12.16	\$ 80.37
Floodwood Services & Training, Inc.	\$ 68.81	\$ 51.61	\$ 6.06	\$ 74.87
MSOCS Duluth – Airpark Products & Services (only waiver-funded services)	\$124.64	\$ 93.47	\$10.32	\$134.96
MSOCS Duluth – Lincoln Park Life Skills	\$ 96.03	\$ 72.02	\$14.37	\$110.40
MSOCS Range Area Vocational Supports	\$123.39	\$ 92.54	\$17.47	\$140.86
Range Center, Inc.	\$ 88.74	\$ 66.55	\$ 6.38	\$ 95.12
UDAC, Inc.	\$ 67.10	\$ 50.32	\$10.40	\$ 77.50

	<u>Level</u>	<u>Hourly Rate*</u>
Pinewood, Inc. – Duluth	A	\$29.86
	B	\$14.64
	C	\$11.50
	D	\$10.27

* Pinewood, Inc.-Duluth was formerly a Rule 75 pilot program and is allowed to have hourly rates.

SEMI-INDEPENDENT LIVING SERVICES (SILS)

	<u>Per Hour</u>
Duluth Regional Care Center	\$27.76
HOMES, Inc. - Hibbing	\$27.76
HOMES, Inc. - Virginia	\$27.76
Trillium Services, Inc.	\$27.76

Repurchase of State Tax Forfeited Land - Pohto

BY COMMISSIONER _____

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

WHEREAS, The applicant, Guy Pohto of Cook, MN, has applied to repurchase state tax forfeited land legally described as:

CITY OF COOK
LOTS 21 AND 22, BLOCK 4
BALLIETS ADDITION TO COOK
Parcel Code: 120-0030-01250; and

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 Guy Pohto of Cook, MN, on file in County Board File No. _____, subject to payments including total taxes and assessments of \$4,249.93, service fee of \$114, deed tax of \$14.02, deed fee of \$25, recording fee of \$46 and court costs of \$322; for a total of \$4,770.95, to be deposited into Fund 240 (Forfeited Tax Fund).

Special Sale to the City of Aurora

BY COMMISSIONER _____

WHEREAS, The City of Aurora has requested to purchase the following described state tax forfeited lands for the price of \$500, plus fees, to correct blighted conditions and to promote economic development:

Legal: City of Aurora
LOT: 0009 BLOCK: 004
AUDITORS PLAT NO 47 AURORA
Parcel Code: 100-0015-00310
LDKey: 118227; and

WHEREAS, Minn. Stat. § 282.01, Subd. 1(a), authorizes the sale of state tax forfeited land to an organized governmental subdivision for any public purpose for which the subdivision is authorized to acquire property; and

WHEREAS, This lot has not been withdrawn from sale pursuant to Minn. Stat. §§ 85.012, 92.461, 282.01, Subd. 8, and 282.018, and other statutes that require the withholding of state tax forfeited lands from sale; and

WHEREAS, Minn. Stat. § 282.01, Subd. 1a.(d) allows for non-conservation tax forfeited land to be sold to a governmental subdivision for less than market value if a reduced price is necessary to provide an incentive to correct blighted conditions; and

WHEREAS, The parcel described here forfeited to the State of Minnesota on December 2, 2013 for nonpayment of real estate taxes; and

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of state tax forfeited land, as described, to the City of Aurora for the price of \$500, plus the following fees: 3% assurance fee of \$15, deed fee of \$25, deed tax of \$1.65, and recording fee of \$46; for a total of \$587.65, to be deposited into Fund 240 (Forfeited Tax Fund).

RESOLVED FURTHER, That the St. Louis County Auditor shall offer for sale at public auction the state tax forfeited lands described herein if the City of Aurora does not purchase the land by December 31, 2014.

**Access Easement across State Tax Forfeited Land – Freeman
(City of Hermantown)**

BY COMMISSIONER _____

WHEREAS, Christopher Freeman has requested a non-exclusive easement across state tax forfeited land for access to private land; and

WHEREAS, Exercising the easement will not cause significant adverse environmental or natural resource management impacts; and

WHEREAS, Minn. Stat. § 282.04, Subd. 4a, authorizes the St. Louis County Auditor to grant easements for such purposes;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the County Auditor to grant a non-exclusive easement to Christopher Freeman for access across state tax forfeited land described as follows:

SLY 2 FT OF ELY 33 FT OF W ½ OF E ½ OF SE ¼ OF NW ¼, Section 7, Township 50 North, Range 15 West; and

SLY 2 FT OF WLY 33 FT OF E ½ OF E ½ OF SE ¼ OF NW ¼, Section 7, Township 50 North, Range 15 West;

RESOLVED FURTHER, That the granting of this easement is conditioned upon payment of \$75 land use and administration fee, and \$46 recording fee, for a total of \$121, to be deposited into Fund 240 (Forfeited Tax Fund).

Removal and Cleanup of Abandoned Personal Property

BY COMMISSIONER _____

WHEREAS, Minn. Stat. §§ 282.04, Subd. 2(d), and 504B.271 authorize the County Auditor to dispose of abandoned personal property; and

WHEREAS, The previous owners of the properties will be properly notified by posting of property or by mail;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the County Auditor to dispose of abandoned personal property from the state tax forfeited properties described in County Board File No. ____.

**Reallocation of Three Information Specialist Positions
in the Land and Minerals Department**

BY COMMISSIONER _____

WHEREAS, The Land and Minerals Department provides services to external and internal customers dealing with tax forfeited properties; and

WHEREAS, The Land and Minerals Department requires a complement of employees capable of providing this service effectively and efficiently; and

WHEREAS, The Human Resources Department has reallocated two (2) 1.0 FTE Information Specialist I positions and one (1) vacant 1.0 FTE Information Specialist III position to three (3) 1.0 FTE Information Specialist II positions to provide that service; and

WHEREAS, This will result in an approximate annual savings of \$12,690;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the reallocation of two (2) 1.0 FTE Information Specialist I positions and one (1) vacant 1.0 FTE Information Specialist III position to three (3) 1.0 FTE Information Specialist II classifications;

RESOLVED FURTHER, That funding for the positions is available in Fund 240, with no budget adjustments necessary for 2014.

**Award of Bid – Grader Blades, Cutting Edges, Pick Blades,
Bits and Carbide Blades**

BY COMMISSIONER _____

WHEREAS, The Public Works Department's 2014 budget includes replacement of grader blades, cutting edges, plow shoes, pick blades, bits, and carbide blades; and

WHEREAS, The Public Works Department requested the Purchasing Division to issue Request for Bids for this purchase; and

WHEREAS, Zeigler, Inc., of Hibbing, MN, submitted the low bid meeting specifications for Category 1, (grader blades) in the amount of \$64,015.20; and

WHEREAS, Titan Machinery of Hermantown, MN, submitted the low bid meeting specifications for Category 2 and 3 (cutting edges, plow shoes, pick blades and bits) in the amount of \$184,867.29; and

WHEREAS, H & L Mesabi of Hibbing, MN, submitted the low bid meeting specifications for Category 4 (carbide blades) in the amount of \$24,665.00;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of grader blades from Zeigler, Inc., of Hibbing, MN, in the amount of \$64,015.20; cutting edges, plow shoes, pick blades, and bits from Titan Machinery of Hermantown, MN, in the amount of \$184,867.29; and carbide blades from H & L Mesabi of Hibbing, MN, in the amount of \$24,665.00, for a total cost of \$273,547.49, payable from Fund 200, Agency 207001, Object 657000.

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. 59797.

Hibbing Courthouse HVAC Control System Replacement – Phase I

BY COMMISSIONER _____

WHEREAS, St. Louis County has been standardizing its building automation systems and equipment and an upgrade of the heating, ventilation and air conditioning control system (HVAC) is necessary at the Hibbing Courthouse; and

WHEREAS, Uhl Company of Maple Grove and Duluth, MN, has been chosen to standardize these systems in county facilities;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute an agreement with Uhl Company of Maple Grove and Duluth, MN, in the amount \$162,250 for Phase I of the replacement of the HVAC building automation control system at the Hibbing Courthouse, payable from Fund 402.

Joint Maintenance Facility Rebate Agreement with the City of Ely

BY COMMISSIONER _____

WHEREAS, St. Louis County, the City of Ely and Lake County are partners in a joint maintenance facility in Ely, MN; and

WHEREAS, In 2007, the parties entered into a lease agreement for payment of construction, operating and maintenance costs of the facility; and

WHEREAS, St. Louis County advance refunded existing bonded debt on the facility to obtain reduced interest costs; and

WHEREAS, The City of Ely requested to participate in interest cost savings, resulting from the refinancing, for its proportional share of the outstanding debt;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves a rebate agreement with the City of Ely for its proportional share of interest costs of the Ely Joint Maintenance Facility. A rebate of \$1,968.50 per half-year or \$3,937 per year will be provided, beginning with the May 2014 payment and continuing to and including the May 2027 payment. Rebates are payable from Fund 321, Agency 321001, Object 583103.

2014 Second Quarter Budget Changes

BY COMMISSIONER: _____

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

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

WHEREAS, Proposed budget adjustments are levy neutral;

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

1. Increase County Program Aid budget for the first half of 2014 to match the certified amount, and transfer the increase to Capital Projects for the Sheriff's Rescue Squad (\$558,345.87).
2. Transfer portion of Auditor overtime budget to Human Resources to cover workforce system programming performed by Human Resources staff (\$6,000.00).
3. Add revenue and expense budget in Planning & Community Development for 2014 Aquatic Invasive Species Prevention Aid (\$306,356.00).
4. Use of Information Technology assigned fund balance to purchase computers for conference room in Government Services Center (\$23,004.00).
5. Use of Telecommunications assigned fund balance for purchase and installation of a video conferencing cart in Government Services Center, as well as videoconferencing hardware and software for conference rooms (\$33,375.24).
6. Use of Missing Heirs fund balance to cover transfer to general fund; after 21 years, the money becomes property of St. Louis County (\$1,000.00).
7. Increase revenue and expense budget in the Controlled Substances fund to reflect an increase in anticipated revenue (\$2,000.00).
8. Transfer Economic Development fund balance assigned for Community and Economic Development Blight Program into operating expense account for the new blight program (\$109,115.54).
9. Increase Public Health & Human Services pass-through revenue and expenditure budget for Supplemental Nutrition Assistance Program (SNAP) Employment and Training allocation from the Department of Human Services (\$171,600.00).
10. Transfer Public Health & Human Services fund balance assigned for building remodel expenses to the capital projects fund for furniture in Government Services Center, beyond the original furniture budget that was established for the Government Services Center Remodel Bond Project (\$46,366.26).
11. Increase Capital Projects revenue and expense budget to allow spending of unbudgeted rebate from Minnesota Power (\$3,584.98).

12. Increase Environmental Services budget to reflect unanticipated reimbursement from the state for staff time spent inspecting a commercial sewer system (\$1,634.11).

13. Increase insurance fund revenue and expense budget to account for the receipt of unanticipated revenue recapture funds (\$2,142.80).

Fund	Agency	Object	Grant	Year	Expense Budget	Transfer Out	Accumulation of Fund Balance	Revenue Budget	Transfers In	Use of Fund Balance
1	100	100001	521525					(558,345.87)		
	100	100001	697600			558,345.87				
	400	400039	590100						(558,345.87)	
	400	400039	663100		558,345.87					
2	100	115001	610300		(6,000.00)					
	100	115001	697700			6,000.00				
	100	123001	590500						(6,000.00)	
	100	123001	610300		6,000.00					
3	100	109999	530814	10910	2014			(306,356.00)		
	100	109999	629900	10910	2014	306,356.00				
4	100	117007	640400			23,004.00				
	100	999999	311139						(23,004.00)	
5	100	999999	311141							(33,375.24)
	100	116101	665400			33,375.24				
6	161	161001	653000			1,000.00				
	161	999999	311017							(1,000.00)
7	171	171001	564700					(2,000.00)		
	171	171001	695100			2,000.00				
8	178	178005	629900			109,115.54				
	178	999999	311052							(109,115.54)
9	230	231007	628200			171,600.00				
	230	231007	540101					(171,600.00)		
10	230	230011	697600				46,366.26			
	230	999999	311404							(46,366.26)
	400	400037	664600			46,366.26				
	400	400037	590100						(46,366.26)	
11	400	400015	545102					(1,352.11)		
	400	400015	545137					(2,232.87)		
	400	400015	663100			3,584.98				
12	616	616001	525200					(1,634.11)		
	616	616001	610000			1,634.11				
13	720	720001	583100					(2,142.80)		
	720	720001	637900			2,142.80				

**Applications to Sell/Serve Liquor Outside the Designated Serving Area
(Township of Unorganized 68-19)**

BY COMMISSIONER _____

RESOLVED, That pursuant to Ordinance No. 28, Section 11, Subd.11.06, authorization is hereby granted for the following applications to sell/serve outside the designated serving area of the county liquor license, as per applications on file in the office of the County Auditor, identified as County Board File No. 59788:

Wieber & Associates, Inc. d/b/a Ash Trail Lodge, Township of Unorganized 68-19, September 19-20, 2014;

Wieber & Associates, Inc. d/b/a Ash Trail Lodge, Township of Unorganized 68-19, September 26-27, 2014.

Workers' Compensation Report

BY COMMISSIONER _____

RESOLVED, That the workers' compensation report of claims by employees for work-related injuries, dated July 25, 2014, on file in the office of the County Auditor, identified as County Board File No. 59787, is hereby received and ratified as payable from Fund 730, Agency 730001.

Claims and Accounts for April 2014

BY COMMISSIONER _____

RESOLVED, That the recommendations of the Finance Committee for payment of claims and bills against the County of St. Louis, on file in the office of the County Auditor, identified as County Board File No. 59790, are hereby approved and the County Auditor shall issue checks in the following amounts:

April 2014

100	General Fund	\$6,768,527.61
149	Personnel Service Fund	1,978.57
150	Sheriff's Nemesis Fund Group	14,113.02
160	MN Trail Assistance	23,835.15
167	Attorney's Forfeitures	300.00
168	Sheriff's State Forfeitures	858.50
169	Attorney Trust Accounts-VW	1,157.99
173	Emergency Shelter Grant	15,929.10
179	Enhanced 9-1-1	1,247.00
180	Law Library	14,576.88
183	City/County Communications	342.56
184	Extension Service	90,184.50
200	Public Works	2,925,965.77
210	Road Maintenance – Unorg Townships	12,033.02
220	State Road Aid	372,327.22
225	PW – June 2012 Flood	262,674.37
230	Public Health & Human Services	7,419,478.82
240	Forfeited Tax	396,900.55
260	CDBG Grant	56,765.19
270	HOME Grant	100,323.26
280	Federal Septic Loan EPA Fund	21,245.00
290	Forest Resources	120,915.45
400	County Facilities	504,252.95
405	Public Works Building Const	38,142.66
440	2013A Capital Improvement Bond	2,835,409.92
441	2013B Capital Equipment Note	159,648.00
600	Environmental Services	422,162.75
616	On-Site Waste Water Division	38,145.57
715	County Garage	240,106.02
720	Property Casualty Liability	14,424.36
730	Workers Compensation	271,904.38
740	Medical Dental Insurance	2,562,718.53
770	Retired Employees Health Insurance	1,191.00
		<u>\$25,729,785.67</u>

Assistant County Attorney Unit Agreement: 2012 - 2014

BY COMMISSIONER _____

RESOLVED, That the 2012-2014 Assistant County Attorney contract is ratified and county officials are authorized to execute the Collective Bargaining Unit Agreement, a copy of which is on file in County Board File No. _____.

Transfer of Vehicle from Sheriff's Office to Arrowhead Regional Corrections

BY COMMISSIONER _____

WHEREAS, The St. Louis County Sheriff's Office has decommissioned a 2006 Ford F250 pickup truck as part of an upgrade and this vehicle is no longer needed by the county; and

WHEREAS, Arrowhead Regional Corrections has requested to purchase this vehicle for use at the Northeast Regional Corrections Center;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Sheriff's Office to transfer ownership of 2006 Ford F250 pickup truck, Unit No. A722, to Arrowhead Regional Corrections (ARC) at a total cost of \$5,000, with transfer of title costs to be paid by ARC:

1. 2006 Ford F250 Truck Unit A722, VIN 1FTSW21556ED02201

RESOLVED FURTHER, That \$5,000 shall be deposited into Fund 100, Agency 129001, Object 583208 (Sheriff), from Fund 925, Agency 940001, Object 666200 (ARC).