

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

February 10, 2015

Solway Town Hall, 4029 Munger Shaw Road, Saginaw, 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 February 3, 2015.

Health & Human Services Committee – Commissioner Boyle, Chair

1. Correct the dates for the contract with the Carlton-Cook-Lake-St. Louis County Community Health Board for Federal Maternal, Infant, and Early Childhood Home Visiting funds to expand the Nurse-Family Home Visiting Program; and further, rescind County Board Resolution No. 14-628, dated November 24, 2014. *[15-32]*
2. Agreements authorized with Lutheran Social Service (LSS) Bethany Crisis Shelter, the LSS Family Resource Center, and the Duluth Family Visitation Center to provide Supervised Visitation Services during the period January 1, 2015 through December 31, 2015, for the maximum amount of \$400,000 for all three (3) providers combined. *[15-33]*
3. Appoint citizens to serve as members of the Public Health and Human Services (PHHS) Advisory Committee with staggered terms expiring on December 31st of the years 2015, 2016, and 2017; further, authorize the County Auditor to advertise and accept applications for remaining vacancies; and further, the PHHS Department shall contact the Fond du Lac and Bois Forte Bands for designation of one (1) tribal representative from each Band to serve on the committee. *[15-41]*

Environment & Natural Resources Committee – Commissioner Rukavina, Chair

4. Cancellation of contract for repurchase of state tax forfeited land by Russell Kallio, Chisholm, MN. *[15-35]*

Public Works & Transportation Committee – Commissioner Raukar, Chair

5. Purchase and installation of six (6) dump bodies with hydraulic systems and snow fighting equipment authorized from Towmaster, Inc., Litchfield, MN, for the State of Minnesota contract price of \$635,433. *[15-42]*

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Finance & Budget Committee – Commissioner Nelson, Chair

6. One year lease with the City of Virginia, with annual renewals, authorized for twelve (12) parking spaces at present and up to 24 spaces should they become available, in the parking lot located adjacent to the county's Motor Pool facility in Virginia, MN, in an amount of \$25.00 per space, per month. *[15-36]*
7. Abatement list for Board approval. *[15-37]*
8. Public hearing scheduled for March 10, 2015, at 9:40 a.m. at the St. Louis County Courthouse in Duluth, MN, to receive citizen comments on the established priorities and funding recommendations for the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) programs for the fiscal years 2015-2019 Consolidated Plan and the 2015 Action Plan. *[15-40]*

Central Management & Intergovernmental Committee – Commissioner Jewell, Chair

9. Reallocation of a vacant Information Specialist I position to an Information Specialist II position in the Auditor's Office, Accounting Division, authorized. *[15-38]*
10. County Auditor authorized to advertise for applications to fill two (2) citizen member vacancies on the St. Louis County Cooperative Extension Committee for three-year terms beginning January 1, 2015 through December 31, 2017. *[15-39]*

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 February 3, 2015, are hereby approved.

Correction of Contract Dates for Federal Maternal, Infant, and Early Childhood Home Visiting to Expand the Nurse-Family Home Visiting Program and Rescind County Board Resolution No. 14-628

BY COMMISSIONER _____

WHEREAS, The Minnesota Department of Health has made Federal Maternal, Infant, and Early Childhood Home Visiting (MIECHV) funds available for seven counties with at-risk communities most in need of additional evidenced-based home visiting services, with St. Louis County having been identified as one; and

WHEREAS, The Carlton-Cook-Lake-St. Louis County Community Health Board has applied for and has been awarded funds, to be used to support the Nurse-Family Partnership models; and

WHEREAS, The County Board adopted Resolution No. 13-39, dated January 15, 2013, which authorized the Public Health and Human Services Department (PHHS) to accept \$305,684 for a 27 month period ending on March 2015; and

WHEREAS, The County Board also adopted Resolution No. 13-669, dated November 12, 2013, which authorized PHHS to accept \$55,000 for the period of October 1, 2013 through September 30, 2014; and

WHEREAS, The Community Health Board has now awarded St Louis County an additional amount of \$30,000 for the period of October 1, 2014 through March 30, 2015;

THEREFORE BE IT RESOLVED That the St Louis County Board authorizes the Public Health and Human Services Department to accept Federal Maternal, Infant, and Early Childhood Home Visiting (MIECHV) funds through a contract with the Carlton-Cook-Lake-St Louis Community Health Board in the amount of \$30,000 for the period of October 1, 2014 to March 30, 2015, and to increase the 2014 budget as follows with any remaining unspent funds at the end of 2014 to be included in the 2015 budget:

MIECHV 1: Phase Four 10/1/14- 3/30/15: \$30,000
Fund 230, Agency 233999, Grant 23321, Object 629900, Grant Year 2014
Fund 230, Agency 233999, Grant 23321, Object 541222, Grant Year 2014

RESOLVED FURTHER That County Board Resolution No. 14-628, dated November 25, 2014, is hereby rescinded.

CY 2015 Supervised Visitation Services Agreements

BY COMMISSIONER _____

WHEREAS, St. Louis County has Child Protection and Intervention and Prevention Programs; and

WHEREAS, The St. Louis County Public Health and Human Services Department (PHHS) contracts with Lutheran Social Service (LSS) Bethany Crisis Shelter, LSS Family Resource Center and Duluth Family Visitation Center (DFVC) to provide Supervised Visitation Services on behalf of the county; and

WHEREAS, PHHS wishes to renew the LSS and DFVC agreements to promote a safe environment for youth to visit parents and other family members;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes agreements for Supervised Visitation Services and related staff transportation to approved off-site locations for the period January 1, 2015 through December 31, 2015, (\$400,000 maximum for all three providers combined) payable from Fund 230 (Social Services), Agency 232008 (Children’s Services), Expense Object 602000 (Other Children’s Services), as follows:

<u>Provider</u>	<u>Rate</u>
LSS Family Resource Center-Range Youth Shelter, Virginia	
Basic Supervised Visitation	\$34.00 per hour
Transportation	\$18.00 per hour
 LSS Bethany Crisis Shelter, Duluth	
Basic Supervised Visitation	\$35.00 per hour
Structured Supervised Visitation	\$40.00 per hour
 DFVC Duluth	
Supervised Community Visits	\$30.00 per hour
Individualized Visits	\$35.00 per hour

Appointment of Public Health and Human Services Advisory Committee Members

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Health and Human Services (PHHS) Advisory Committee was established to make recommendations relative to the public health and human service needs of St. Louis County communities; and

WHEREAS, Members of the PHHS Advisory Committee are appointed by the St. Louis County Board to serve three-year staggered terms of membership;

THEREFORE, BE IT RESOLVED That the St. Louis County Board reappoints the following citizens to serve as members of the PHHS Advisory Committee with terms expiring on December 31 of each year as follows:

Last Name	First Name	Term Expiration	Commissioner District
Lustig	Cindy	2015	4
Priest	Sarah	2015	3
Soghigian	John	2015	4
Welsh	Tina	2015	At Large
Bratulich	Sue	2016	7
Heltzer	Kathy	2016	2
Kuznik	Anthony	2016	7
Semeja	Rudy	2016	6
Taray	Jim	2016	At Large
Ives	Pat	2017	At Large
Madoll	Amber	2017	1
Zupancich	Mary	2017	At Large

RESOLVED FURTHER That the Board authorizes the County Auditor to advertise and accept applications for the following vacancies:

District 1	Commissioner Jewell	1 vacant
District 2	Commissioner Boyle	1 vacant
District 3	Commissioner Dahlberg	1 vacant
District 5	Commissioner Stauber	2 vacant
District 6	Commissioner Nelson	1 vacant

RESOLVED FURTHER That the Public Health and Human Services Department shall contact the Fond du Lac and Bois Forte Bands for designation of one (1) tribal representative from each Band to serve on the committee.

Cancellation of Contract for Repurchase of State Tax Forfeited Land - Kallio

BY COMMISSIONER _____

WHEREAS, The contract with Russell Kallio of Chisholm, MN, for the repurchase of state tax forfeited land is in default for failure to provide proof of insurance; and

WHEREAS, The purchaser was properly served with Notice of Cancellation of Contract by certified mail and by civil process and has failed to cure the default for lands legally described as:

CITY OF CHISHOLM
W 1/2 OF LOT 30 AND ALL OF LOT 31, BLOCK 6
NORTHERN ADDITION TO CHISHOLM
Parcel Code: 020-0150-01600
C22120087; and

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 owner of the property will be notified by posting of the property or by mail;

THEREFORE, BE IT RESOLVED That the St. Louis County Board approves the cancellation of contract for the repurchase of state tax forfeited land described above, according to the provisions of Minn. Stat. § 282.01, Subd. 5, and Minn. Stat. § 282.40, and according to the procedures of Minn. Stat. § 559.21;

RESOLVED FURTHER That the St. Louis County Auditor is authorized to dispose of abandoned personal property from the above described state tax forfeited property.

**Purchase of Six Dump Bodies with Hydraulic Systems and
Snow Fighting Equipment**

BY COMMISSIONER _____

WHEREAS, The Public Works Department's equipment budget includes the purchase of six (6) dump bodies with hydraulic systems and snow fighting equipment for trucks purchased separately; and

WHEREAS, Towmaster, Inc., of Litchfield, MN, responded with the State of Minnesota contract price for this equipment in the amount of \$635,433, including installation;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes the purchase and installation of six (6) dump bodies with hydraulic systems and snow fighting equipment from Towmaster, Inc., of Litchfield, MN, for \$635,433, payable from Fund 407, Agency 407001, Object 666300.

Lease of Parking Lot from the City of Virginia

BY COMMISSIONER _____

WHEREAS, St. Louis County Property Management has been developing plans to address county parking issues associated with the Northland Office Center in Virginia, MN; and

WHEREAS, The county is finalizing the purchase of the Northland Office Center parking lot from the city, which will be the first step in resolving several parking issues; and

WHEREAS, The next step is to acquire a city-owned lot adjacent to the county's new Motor Pool facility to serve as parking for all county-owned fleet cars currently parked in the Northland lot; and

WHEREAS, The City of Virginia has agreed to lease 12 of the spaces in the lot adjacent to the Motor Pool at this time and will consider leasing the remaining spaces once its parking analysis is complete, allowing for the immediate removal of 12 fleet vehicles from the Northland lot providing additional spaces for county employee contract parking;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes the appropriate county officials to execute a one-year lease with the City of Virginia, with annual renewals, for 12 parking spaces at present and up to 24 parking spaces should they become available, in a parking lot located adjacent to the newly constructed Motor Pool facility located in Virginia, MN, in an amount of \$25.00 per space, per month (up to \$7,200 annually). Funds are available from the Motor Pool Fund 715, Agency 715001, Object 634500.

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. 60032.

**Establish a Public Hearing on 2015-2019 Consolidated Plan and
2015 Action Plan for CDBG, HOME and ESG Funding**

BY COMMISSIONER _____

WHEREAS, The U.S. Department of Housing and Urban Development (HUD) requires a consolidated application process for entitlement funds under the following Community Planning and Development programs: Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG); and

WHEREAS, St. Louis County has prepared the fiscal years 2015-2019 Consolidated Plan and a draft 2015 Action Plan required by HUD; and

WHEREAS, HUD requires a 30 day comment period and that a public hearing be conducted to allow citizen input prior to submittal of these plans;

THEREFORE, BE IT RESOLVED That the St. Louis County Board will hold a public hearing on Tuesday, March 10, 2015, at 9:40 a.m., at the St. Louis County Courthouse in Duluth, MN, for the purpose of receiving citizen comments on the established priorities and funding recommendations included in the fiscal years 2015-2019 Consolidated Plan and the 2015 Action Plan.

**Reallocation of Information Specialist I to Information Specialist II –
Auditor’s Office**

BY COMMISSIONER _____

WHEREAS, The Auditor’s Office, Accounting Division, provides accounting services to all county departments and due to increased workload and advances in technology, the department needs to reassign high level clerical duties to a vacant Information Specialist I position; and

WHEREAS, The Human Resource Department has determined that reallocation of a vacant Information Specialist I to Information Specialist II is appropriate given the proposed job duties: and

WHEREAS, County Fiscal Policies specify that any position change greater than three (3) pay grades must be approved by the County Board; and

WHEREAS, These changes will result in an annual budget increase of \$5,419, which the Auditor’s Office has available due to personnel savings;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes the reallocation of an Information Specialist I (Civil Service Basic Unit Pay Plan, pay grade 04) to an Information Specialist II (Civil Service Basic Unit Pay Plan, pay grade 10) in the Auditor’s Office. Funding for this reallocation is available in Fund 100, Agency 115001.

Advertising for St. Louis County Cooperative Extension Committee Members

BY COMMISSIONER: _____

WHEREAS, The St. Louis County Board appoints citizens to the St. Louis County Cooperative Extension Committee; and

WHEREAS, Currently there are two (2) citizen vacancies on the Cooperative Extension Committee with terms beginning January 1, 2015 and expiring on December 31, 2017; and

WHEREAS, The St. Louis County Board attempts to appoint citizen members who represent a geographical balance across the county;

THEREFORE, BE IT RESOLVED That the St. Louis County Board authorizes the County Auditor to advertise for applications to fill two (2) citizen member vacancies on the St. Louis County Cooperative Extension Committee for three-year terms beginning January 1, 2015 and expiring December 31, 2017.