



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

**June 2, 2015**  
**Immediately following the Board Meeting, which begins at 9:30 A.M.**  
**Commissioners' Conference Room, St. Louis County Courthouse, Duluth, MN**

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**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 May 26, 2015**

**Health & Human Services Committee, Commissioner Boyle, Chair**

1. Recommendation to the State of Minnesota for the Provision of Managed Health Care Services [15-236]

**Environment & Natural Resources Committee, Commissioner Rukavina, Chair**

2. Amendment to a Road and Utility Easement across State Tax Forfeited Land [15-237]
3. Forest Certification Third Party Auditing Services [15-238]

**Public Works & Transportation Committee, Commissioner Raukar, Chair**

4. Update the Master Prioritized Bridge Replacement List [15-239]
5. Purchase of Pre-coated Aggregate for the 2015 Construction Program [15-240]
6. Additional Work and Liquidated Damages from 2014 Crack Seal/Crack Repair Projects [15-241]

**Finance & Budget Committee, Commissioner Nelson, Chair**

7. Solarwinds Network Monitoring and Alerting Software Purchase [15-242]
8. Dedication of Permanent Highway Easement over County Fee Owned Property (Alborn Township) [15-243]
9. Lawful Gambling Application (Unorganized Township 68-19) [15-244]

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**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.*

**Health & Human Services Committee, Commissioner Boyle, Chair**

1. **Housing Access Center Pilot Funding [15-245]**  
Resolution approving the use of reserved "Prevention and Innovation Fund" balance in the PHHS budget for a two-year (2015-2016) Housing Access Center pilot program.

**Environment & Natural Resources Committee, Commissioner Rukavina, Chair**

1. **Adopt County Forest Road Map for Prescriptive Easements Across State Tax Forfeited Land [15-246]**  
Resolution adopting a County Forest Road Map to record county forest road prescriptive easements.
- \*2. **Grant to Sand Lake Association for Aquatic Plants Control Project – Environmental Trust Fund [15-253]**  
Resolution to assist the Sand Lake Association with its aquatic plant control project.

**Public Works & Transportation Committee, Commissioner Raukar, Chair**

- \*1. **Award of Bids: Edgeline Rumble Strip and Striping and 2015 Maintenance Striping [15-247R]**
  - A. **Edgeline Rumble Strip and Striping**  
Resolution awarding County Project 0000-187064 to low bidder Traffic Marking Service, Inc. of Maple Lake, MN.
  - B. **2015 Maintenance Striping Project**  
Resolution awarding County Project 0000-243581 to low bidder Traffic Marking Service, Inc. of Maple Lake, MN.
- \*2. **Award of Bids: North Crushing Program [15-248R]**  
Resolution awarding County Project 0000-235341 to low bidder Hoover Construction Co. of Virginia, MN.

**Finance & Budget Committee, Commissioner Nelson, Chair**

- 1. **Support for St. Louis County/AEOA/Range Mental Health Center 2016 Capital Appropriation Request [15-249]**  
Resolution of support for a State of Minnesota 2016 Capital Appropriation request for a new office facility in Virginia for St. Louis County, Arrowhead Economic Opportunity Agency and Range Mental Health Center.

**Central Management & Intergovernmental Committee, Commissioner Jewell, Chair**

- 1. **Minnesota State Auditor's Performance Measurement Program, 2015 Report [15-250]**  
Resolution authorizing continued participation in the Minnesota State Auditor's Performance Measurement Program.
- 2. **Assistant County Attorneys Unit Agreement: 2015 – 2016 [15-251]**  
Resolution approving the 2015-2016 bargaining contract with the Assistant County Attorneys Unit.
- 3. **County Attorney Investigators Unit Agreement: 2015 – 2016 [15-252]**  
Resolution approving the 2015-2016 bargaining contract with the County Attorney Investigators Unit.

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**COMMISSIONER DISCUSSION ITEMS AND REPORTS:**

*Commissioners may introduce items for future discussion, or report on past and upcoming activities.*

**ADJOURNED:**

**NEXT COMMITTEE OF THE WHOLE MEETING DATES:**

**June 9, 2015**            **St. Louis County Courthouse, Duluth, MN**  
**June 23, 2015**        **Tower Civic Center, 602 Main Street, Tower, MN**  
**July 7, 2015**           **St. Louis County Courthouse, Duluth, 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

May 26, 2015

Location: Hibbing City Council Chambers, Hibbing, Minnesota

Present: Commissioners Jewell, Boyle, Dahlberg, Rukavina, Nelson, and Vice-Chair Raukar

Absent: Chair Stauber

Convened: Vice-Chair Raukar called the meeting to order at 11:10 a.m.

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## CONSENT AGENDA

Nelson/Boyle moved to approve the consent agenda without Item #11, Agreement with Braun Intertec for Geotechnical Services [15-222] and without Item #12, Agreement with Erickson Engineering for Design Services for Three Bridges (Alden Township and Unorganized Townships 54-13 and 69-21) [15-223]. The motion passed. (6-0, Stauber absent)

- Minutes of May 12, 2015
- Correction of Grant Amount for Myers-Wilkins Accountable Communities for Health Grant [15-212]
- Cold Storage Building Construction – Regional Landfill [15-213]
- St. Louis County – Superior National Forest, Class “B” Land Exchange [15-214]
- Special Sale to the City of McKinley [15-215]
- Repurchase of State Tax Forfeited Land – Hipple [15-216]
- Final Plat Approval – Stones Throw (Ault Township) [15-217]
- Final Plat Approval – Stump Lake North (Ault Township) [15-218]
- Final Plat Approval – Stump Lake South (Ault Township) [15-219]
- Award of Bid for Liquid Chloride and Application [15-220]
- Acquisition of Right of Way – Replacement of County Bridge 488 (White Township) [15-221]
- CDBG Funding for City of Kinney Demolition and Clearance Project [15-224]
- Lawful Gambling Application (Portage Township) [15-225]
- Sale of Surplus Fee Land (Alborn Township) [15-226]
- Abatement List for Board Approval [15-227]
- Contract with Tiburon, Inc. for Additional Licenses for Mobile Mapping and Automated Vehicle Locating Systems [15-228]

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## ESTABLISHMENT OF PUBLIC HEARINGS

### Finance & Budget Committee

Nelson/Dahlberg moved to establish a public hearing at 9:40 a.m., on June 23, 2015, in the Tower Civic Center, 602 Main Street, Tower, MN, for the purpose of considering an Off-Sale Intoxicating

Liquor License to Fryes' Lake Place, LLC d/b/a Island Lake Inn, Gnesen Township. [15-229]. The motion passed. (6-0, Stauber absent)

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### **Public Works & Transportation Committee**

Nelson/Raukar moved to award a bid to KGM Contractors, Inc., of Angora, MN, in the amount of \$1,237,241.30 for combined projects: A.) SAP 069-623-033, CP 0023-230031 TST (Low) - CSAH 23 between intersection of US Hwy 53 and 3.984 miles east of intersection of US Hwy 53, length 3.982 miles, Remove Bituminous, Plant Mix Bituminous Surface, Curb and Gutter, Concrete Walk, Culvert Replacement (Includes City of Orr Project #OR14-03) Sanitary Sewer Construction; and B.) SAP 069-624-021, CP 0024-230032 TST (Tied) - CSAH 24 from CSAH 23 to Crane Lake, length 11.323 miles, Culvert Replacement and Plant Mixed Bituminous Patches [15-230]. The motion passed. (6-0, Stauber absent)

Rukavina/Boyle moved to award a bid to Hoover Construction Co., Inc, of Virginia, MN, in the amount of \$120,613.00 for combined projects: A.) CP 0024-248825 (Low) - CSAH 24 approximately 1.7 miles north of Kennedy Road, Culvert Replacements; B.) CP 0505-243579 Tied - CR 505 approximately 50 feet west of CR 937 (Wood Road), Culvert Replacements; and C.) CP 0939-243580 Tied - CR 939 (Riddell Road) approximately 0.45 miles north of MN TH 1, Culvert Replacements [15-230]. The motion passed. (6-0, Stauber absent)

Boyle/Rukavina moved to award a bid to Northland Constructors, LLC, of Duluth, MN, in the amount of \$1,559,314.63 for combined projects: A.) CP 0009-241306 TST (Low) - CSAH 9 (North Pike Lake Road) from CR 999 (North Pike Lake Road) to CR 530 (Midway Road), length 1.01 mile, Culvert Replacement, Reclamation, Milling, Aggregate Base, Aggregate Base Stabilization, Plant Mixed Bituminous Surface and Aggregate Shouldering; B.) CP 0013-153307, SAP 069-613-040 Tied - CSAH 13 (Midway Road) from TH 194 to TH 53, length 0.607 mile, Mill Surface, Repair of Curb and Concrete Walk, and Plant Mixed Bituminous Surface with Fibers; C.) CP 0889-241305 TST Tied - CR 889 (Solway Road) from CSAH 6 (Maple Grove Road) to CR 890 (Rose Road), length 2.005 miles, Reclamation, Aggregate Base, Aggregate Base Stabilization, Plant Mixed Bituminous Surface with Fibers and Aggregate Shouldering; D.) CP 0890-241304 TST, SAP 202-110-001 (Hermantown) Tied - CR 890 and MSA 110 (Rose Road) from CR 859 (Caribou Lake Road) to CSAH 13 (Midway Road), length 1.96 miles, Reclamation, Aggregate Base, Aggregate Base Stabilization, Plant Mixed Bituminous Surface with Fibers and Aggregate Shouldering; and E.) CP 0999-216100 TST - CR 999 (North Pike Lake Road) from CSAH 9 (Caribou Lake Road) to CSAH 9 (Helm Road), length 1.102 mile, Culvert Replacement, Reclamation, Aggregate Base, Aggregate Base Stabilization, Plant Mixed Bituminous Surface, Aggregate Shouldering [15-230]. Commissioner Dahlberg stepped out of the meeting from 11:17 a.m. to 11:18 a.m. The motion passed. (6-0, Stauber absent)

Dahlberg/Jewell moved to award a bid to Forest Concrete Products, Inc., of Ely, MN, in the amount of \$234,530.00 for project CP 0000-235343, Aggregate Crushing, Southern St. Louis County 2015, various locations [15-231]. The motion passed. (6-0, Stauber absent)

Rukavina/Dahlberg moved to designate County State Aid Highway (CSAH) 100 (Highway 100) from the intersection with CSAH 4 north to the intersection with CSAH 99 as the “Deputy Sheriff Bradley Alan Anderson Memorial Highway”. The naming of this segment of roadway is considered a dual naming initiative, and will not impact the addressing along the highway. The St. Louis County Board authorizes and directs the Public Works Department to design appropriate signs for the road segment and that they be erected along the newly designated “Deputy Sheriff Bradley Alan Anderson Memorial



Board in the form of minutes kept by the Clerk of the County Board; directed to hold at least one (1) meeting day in the St. Louis County Courthouse, Duluth, and one (1) meeting day at the Northland Office Center, in Virginia, Minnesota; to be compensated at the rate of \$200 per meeting day (payable from Assessor's Department Fund 100, Agency 118001, Object #635300 – Nonemployee fees) and be reimbursed for mileage and expenses at the current county rate (from Assessor's Office Object #635500 - Non-employee travel); and directed to convene at 10:00 a.m., June 16, 2015, in the Commissioner's Conference Room, St. Louis County Courthouse, Duluth, MN. [15-234]. Dahlberg/Boyle amended the motion to replace Kevin O'Brien, Duluth, with Lee Conradi, Duluth, as the Commissioner #3 representative. The amendment passed (6-0, Stauber absent). After further discussion, the amended motion passed. (6-0, Stauber absent)

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## **COMMISSIONER DISCUSSION ITEMS**

Commissioner Nelson discussed a NERCC Site Analysis handout that he distributed to the Committee.

Commissioner Raukar discussed the involvement of mining and the citizens of Hibbing during World War I and World War II.

At 12:15 p.m., Jewell/Boyle moved to adjourn the Committee of the Whole meeting. The motion passed. (6-0, Stauber absent)

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Steve Raukar, Vice-Chair of the County Board

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Phil Chapman, Clerk of the County Board

# **BOARD LETTER NO. 15 – 236**

## **HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 1**

### **BOARD AGENDA NO.**

**DATE:** June 2, 2015                      **RE:** Recommendation to the State  
of Minnesota for the Provision  
of Managed Health Care  
Services

**FROM:** Kevin Z. Gray  
County Administrator

Ann M. Busche, Director  
Public Health & Human Services

#### **RELATED DEPARTMENT GOALS:**

Residents will have access to food, shelter and medical care.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to recommend to the State of Minnesota the designation of Medica and UCare as the managed care organizations to provide managed health care services in St Louis County.

#### **BACKGROUND:**

The Minnesota Department of Human Services (DHS) contracts with managed care organizations for the delivery of basic health care services for individuals who are on Medical Assistance and MinnesotaCare. DHS issues a Request for Proposals (RFP) seeking qualified health plans that have an interest in providing these services within a certain county or region. This is a routine event and is not associated with the expansion of Medical Assistance or the Affordable Care Act.

The state recently issued an RFP for counties throughout the state. Public Health and Human Services Department (PHHS) staff was involved in the development of the questions set for the RFP and has evaluated the four proposals received from Medica, UCare, Health Partners and Blue Plus. The state requires a county board resolution with recommendations on which health plans should be selected to provide services within the county as one factor in its plan selection process. After review of the proposals, PHHS recommends Medica and UCare as the selected organizations to provide managed care health services in the county.

#### **RECOMMENDATION:**

It is recommended that the St. Louis County Board recommend to the State of Minnesota the designation of Medica and UCare as the managed care organizations to provide managed health care services in St Louis County.

**Recommendation to the State of Minnesota  
for the Provision of Managed Health Care Services**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, The Minnesota Department of Human Services (DHS) contracts with managed care organizations for the delivery of basic health care services for individuals who are on Medical Assistance and MinnesotaCare; and

WHEREAS, On a routine basis, DHS issues a Request for Proposals (RFP) seeking qualified health plans that have an interest in providing these services within a certain county or region; and

WHEREAS, DHS has recently published an RFP to provide health care services to recipients of Medical Assistance and MinnesotaCare in counties throughout the state, including St Louis County; and

WHEREAS, DHS has requested county evaluations and recommendations regarding the managed care organization proposals from each respective county; and

WHEREAS, Medica, UCare Health Partners and Blue Plus submitted proposals to provide managed health care services in St. Louis County; and

WHEREAS, Public Health and Human Services Department staff has reviewed and evaluated the proposals and is recommending that Medicare and UCare be designated to provide managed health care services in St.Louis County;

THEREFORE, BE IT RESOLVED, That the St Louis County Board recommends to the State of Minnesota the designation of Medica and UCare as the managed care organizations to provide managed health care services in St Louis County.

# BOARD LETTER NO. 15 - 237

ENVIRONMENT & NATURAL RESOURCES COMMITTEE  
CONSENT NO. 2

BOARD AGENDA NO.

**DATE:** June 2, 2015

**RE:** Amendment to a Road and  
Utility Easement across State  
Tax Forfeited Land

**FROM:** Kevin Z. Gray  
County Administrator

Mark Weber, Director  
Land and Minerals

Donald Dicklich  
County Auditor/Treasurer

**RELATED DEPARTMENTAL GOAL:**

Performing public services.

**ACTION REQUESTED:**

The St. Louis County Board is requested to amend a road and utility easement authorized by County Board Resolution No. 11-321 to include the City of Biwabik as a grantee.

**BACKGROUND:**

St. Louis County Board Resolution No. 11-321 granted a road and utility easement across state tax forfeited land to White Township and Minnesota Power. White Township has since resolved undivided interest ownership issues, and requests that the City of Biwabik be included as a grantee prior to the recording of the easement.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board amend County Board Resolution No. 11-321, dated June 14, 2011, to include the City of Biwabik as a grantee.

**Amendment to a Road and Utility Easement across State Tax Forfeited Land**

BY COMMISSIONER \_\_\_\_\_

RESOLVED, That St. Louis County Board Resolution No. 11-321, dated June 14, 2011, granting a road and utility easement across state tax forfeited land to White Township and Minnesota Power is amended to include the City of Biwabik as a grantee.



*Resolution*  
*of the*  
**Board of County Commissioners**  
**St. Louis County, Minnesota**  
*Adopted on: June 14, 2011 Resolution No. 321*  
*Offered by Commissioner: Sweeney*

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**Road and Utility Easements Across State Tax Forfeited Land -  
Town of White and Minnesota Power**

WHEREAS, the Town of White and Minnesota Power (legally incorporated as ALLETE, Inc., a Minnesota corporation) have requested road and utility easements across state tax forfeited land for the Lake Mine Road Project; and

WHEREAS, exercising the easements will not conflict with public use of the land; and

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

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board authorizes the County Auditor to grant the following easements to the Town of White and Minnesota Power:

A 120.00 foot wide easement for highway and utility purposes over, under, and across the following described property:

Government Lot 4 and Government Lot 5, Section 5, Township 58 North, Range 15 West; and Government Lot 1 and Government Lot 12, Section 6, Township 58 North, Range 15 West of the 4<sup>th</sup> Principal Meridian.

Said easement being 60.00 feet to the right and 60.00 feet to the left of the following described line:

Commencing at east quarter corner of Section 5, Township 58 North, Range 15 West of the 4<sup>th</sup> Principal Meridian; thence northerly along the east line of said Section 5 on an assigned bearing of North 04 degrees 10 minutes 10 seconds West 677.96 feet; thence South 85 degrees 49 minutes 50 seconds West 145.27 feet to the centerline of Highway 135; thence South 75 degrees 01 minutes 58 seconds West 1323.16 feet; thence westerly along a tangential curve concave to the north having a radius of 920.00 feet for a distance of 159.46 feet, the chord of which bears South 79 degrees 59 minutes 54 seconds West for a distance of 159.26 feet; thence South 84 degrees 57 minutes 49 seconds West 114.08 feet; thence westerly on a tangential curve concave to the north having a radius of 570.00 feet for a distance of 420.66 feet, the chord of which bears North 73 degrees 53 minutes 40 seconds West for a distance of 411.18 feet; thence North 52 degrees 45 minutes 09 seconds West 811.55 feet; thence westerly on a tangential curve concave to the south having a radius of 1180.00 feet for a distance of 373.55 feet, the chord of which bears North 61 degrees 49 minutes 17 seconds West for a distance of 371.99 feet; thence North 70 degrees 53 minutes 25 seconds West 18.61 feet; thence westerly on a tangential curve concave to the south having a radius of 705.00 feet for a distance of 350.40 feet, the chord of which bears North 85 degrees 07 minutes 45 seconds West for a distance of 346.81 feet; thence South 80 degrees 37 minutes 56 seconds West 433.69 feet; thence westerly on a tangential curve concave to the north having a radius of 705.00 feet for a distance of 118.02 feet, the chord of which bears South 85 degrees 25 minutes 41 seconds West for a distance of 117.88 feet to the east line of Government Lot 5 of said Section 5 which is the **POINT OF BEGINNING** of the described line. Thence westerly along the continuation of the curve in the above described line for a distance of 395.66 feet, the chord of which bears North 73 degrees 41 minutes 54 seconds West for a distance of 390.49 feet; thence North 57 degrees 37 minutes 14 seconds West 234.48 feet; thence westerly on a tangential curve concave to the south having a radius of 1000.00 feet for a distance of 84.03 feet, the chord of which bears North 60 degrees 01 minutes 40 seconds West for a distance of 84.01 feet; thence North 62 degrees 26 minutes 06 seconds West 366.98 feet; thence on a tangential curve concave to the south having a radius of 300.00 feet for a distance of 207.04 feet, the chord of which bears North 82 degrees 12 minutes 21 seconds West for a distance of 202.96 feet; thence South 78 degrees 01 minutes 24 seconds West 366.79 feet; thence westerly on a tangential curve concave to the



*Resolution No. 321*

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south having a radius of 1000.00 feet for a distance of 214.26 feet, the chord of which bears South 71 degrees 53 minutes 07 seconds West for a distance of 213.85 feet; thence South 65 degrees 44 minutes 50 seconds West 369.43 feet; thence westerly on a tangential curve concave to the north having a radius of 400.00 feet for a distance of 315.40 feet, the chord of which bears South 88 degrees 20 minutes 09 seconds West for a distance of 307.29 feet; thence North 69 degrees 04 minutes 32 seconds West 417.02 feet to the centerline of County Road 138 and there terminating.

Except that part of the above-described property that lies within the State of Minnesota "DNR Tract" as established by the 6th Judicial District by Order File #C2-02-603159.

The sidelines of said easement are prolonged or shortened to terminate on the east line of Government Lot 5 of said Section 5 and on the east right-of-way of County Road 138.

Together with a 40.00 foot wide easement for utility purposes over, under, and across the following described property:

Government Lot 1 and Government Lot 12, Section 6, Township 58 North, Range 15 West of the 4th Principal Meridian.

Said easement being 20.00 feet to the right and 20.00 feet to the left of the following described line:

Commencing at the terminus of the above described line; thence South 69 degrees 04 minutes 32 seconds East 417.02 feet; thence easterly on a tangential curve concave to the north having a radius of 400.00 feet for a distance of 38.62 feet, the chord of which bears South 71 degrees 50 minutes 28 seconds East for a distance of 38.60 feet; thence South 61 degrees 58 minutes 33 seconds West 317.87 feet to the west line of Government Lot 12 of said Section 6 which is the **POINT OF BEGINNING** of the described line; thence North 61 degrees 58 minutes 33 seconds East 540.80 feet; thence South 29 degrees 11 minutes 16 seconds East 45.61 feet to the north line of the above described highway and utility easement and there terminating.

The sidelines of said easement are prolonged or shortened to terminate on the west line of Government Lot 12 of said Section 6 and on the north line of the above described highway and utility easement.

RESOLVED FURTHER, that the granting of these easements is conditioned upon payment of \$11,905 land use fee and \$46 recording fee, for a total of \$11,951 to be deposited into Fund 240 (Forfeited Tax Fund).

Commissioner Sweeney moved the adoption of the Resolution and it was declared adopted upon the following vote:

Yeas – Commissioners Jewell, Dahlberg, Sweeney, and Chair O’Neil - 4

Nays – None

Absent – Commissioners Forsman, Nelson and Raukar – 3

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STATE OF MINNESOTA  
Office of County Auditor, ss.  
County of St. Louis

I, DONALD DICKLICH, Auditor of the County of St. Louis, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 14<sup>th</sup> day of June, A.D. 2011, and that this is a true and correct copy.

WITNESS MY HAND AND SEAL OF OFFICE at Duluth, Minnesota, this 14<sup>th</sup> day of June, A.D., 2011.

DONALD DICKLICH, COUNTY AUDITOR

By

Deputy Auditor/Clerk of County Board



## **Forest Certification Third Party Auditing Services**

BY COMMISSIONER: \_\_\_\_\_

WHEREAS, The St. Louis County Land and Minerals Department has been third party certified to ISO 14001 Environmental Management Standard (EMS) and the Sustainable Forestry Initiative (SFI) Forest Management Standard since 2004; and

WHEREAS, Third party certification of ISO 14001 EMS and the SFI Forest Management Standard will verify that St. Louis County is achieving the SFI objectives on state tax forfeited trust lands;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into an agreement with NSF International, Ann Arbor, MI, for the purpose of ISO 14001 EMS Registration Services and SFI Forest Management Certification for the period of 2015 through 2019, payable from Fund 290, Agency 290001, subject to the approval of the County Attorney.

# BOARD LETTER NO. 15 – 239

PUBLIC WORKS & TRANSPORTATION COMMITTEE  
CONSENT NO. 4

BOARD AGENDA NO.

**DATE:** June 2, 2015                      **RE:** Update the Master Prioritized  
Bridge Replacement List

**FROM:** Kevin Z. Gray  
County Administrator

James T. Foldesi  
Public Works Director/Highway Engineer

**RELATED DEPARTMENT GOAL:**

To provide a safe, well maintained road and bridge system.

**ACTION REQUESTED:**

The St. Louis County Board IS requested to update the Master Prioritized Bridge Replacement List as required by the Minnesota Department of Transportation (MnDOT) on an annual basis.

**BACKGROUND:**

St. Louis County last compiled the Master Prioritized Bridge Replacement List by County Board Resolution No. 12-193 dated April 10, 2012, and has updated the bridges on the list since that time. In order to comply with a memorandum sent by MnDOT, the county is now required to update the Master Prioritized Bridge Replacement List annually.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize an updated Master Prioritized Bridge Replacement List.

## Update the Master Prioritized Bridge Replacement List

BY COMMISSIONER \_\_\_\_\_

WHEREAS, St. Louis County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government; and

WHEREAS, St. Louis County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board names the deficient bridges listed in County Board File No. \_\_\_\_\_ as high priority and St. Louis County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available, and that St. Louis County requests authorization to replace, rehabilitate, or remove such bridges;

RESOLVED FURTHER, That the St. Louis County Board requests financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

St. Louis County Master Prioritized Bridge Replacement List

Old Bridge Number	Agency Bridge Number	Road Number or Name	Total Project Cost	Township or State Bridge Funds	Federal Funds	Local or State Aid Funds	Proposed Construction Year
7812	587	CR 965	\$800,000	\$600,000	\$0	\$200,000	2015
7761	637	CR 356	\$1,200,000	\$1,000,000	\$0	\$200,000	2015
7743	851	CR 710	\$500,000	\$350,000	\$0	\$150,000	2015
7863	484	CR 310	\$500,000	\$350,000	\$0	\$150,000	2015
88645	841	CR 195	\$300,000	\$150,000	\$0	\$100,000	2015
*NA	735	TWP 7826	\$260,000	\$250,000	\$0	\$10,000	2015
88648	797	UT 8102	\$400,000	\$400,000	\$0	\$10,000	2015
7828	798	CR 492	\$632,000	\$508,000	\$0	\$124,000	2015
7885	323	CR 431	\$675,000	\$584,000	\$0	\$91,000	2015
69513	414	CSAH 4	\$900,000	\$300,000	\$0	\$600,000	2015
92259	702	CR 406	\$500,000	\$350,000	\$0	\$150,000	2015
7790	616	CR 668	\$700,000	\$500,000	\$0	\$200,000	2016
88797	305	CR 936	\$800,000	\$550,000	\$0	\$250,000	2016
88758	783	CR 611	\$600,000	\$400,000	\$0	\$200,000	2016
L6106	867	CR 180	\$1,000,000	\$600,000	\$0	\$400,000	2016
7676	286	CSAH 21	\$900,000	\$300,000	\$0	\$600,000	2016
92834	883	CR 442	\$900,000	\$700,000	\$0	\$200,000	2016
7165	488	CSAH 110	\$3,000,000	\$800,000	\$0	\$2,200,000	2016
92106	645	CSAH 82	\$500,000	\$150,000	\$0	\$350,000	2016
93196	388	CSAH 59	\$1,000,000	\$400,000	\$0	\$600,000	2016
92264	656	CR 488	\$800,000	\$600,000	\$0	\$200,000	2016
92116	663	CR 916	\$350,000	\$250,000	\$0	\$100,000	2016
L4193	859	CR 442	\$250,000	\$150,000	\$0	\$100,000	2016
92237	791	UT 9204	\$400,000	\$250,000	\$0	\$150,000	2016
L8542	747	MUN 10	\$1,000,000	\$800,000	\$0	\$200,000	2016
7849	194	CR 209	\$350,000	\$150,000	\$0	\$200,000	2016
7845	197	CR 196	\$350,000	\$150,000	\$0	\$200,000	2016
92241	209	CR 189	\$700,000	\$500,000	\$0	\$200,000	2016
69529	221	CSAH 52	\$600,000	\$200,000	\$0	\$400,000	2016
93024	261	CR 185	\$700,000	\$500,000	\$0	\$200,000	2016
7883	344	UT 8121	\$900,000	\$700,000	\$0	\$200,000	2016
88756	355	CR 597	\$800,000	\$550,000	\$0	\$250,000	2016
7685	361	CSAH 24	\$900,000	\$350,000	\$0	\$550,000	2016
7773	367	CSAH 116	\$1,500,000	\$500,000	\$0	\$1,000,000	2016
92110	369	CR 779	\$800,000	\$550,000	\$0	\$250,000	2016
93276	650	CR 916	\$600,000	\$400,000	\$0	\$200,000	2016
88798	655	CR 937	\$800,000	\$600,000	\$0	\$200,000	2016
88799	657	CR 938	\$800,000	\$600,000	\$0	\$200,000	2016
92262	705	CR 540	\$700,000	\$500,000	\$0	\$200,000	2016
92698	709	CR 769	\$800,000	\$600,000	\$0	\$200,000	2016
7894	726	UT 8128	\$700,000	\$500,000	\$0	\$200,000	2016
93140	773	CR 642	\$500,000	\$350,000	\$0	\$150,000	2016
7645	698	CSAH 5	\$2,500,000	\$1,000,000	\$800,000	\$700,000	2017

Old Bridge Number	Agency Bridge Number	Road Number or Name	Total Project Cost	Township or State Bridge Funds	Federal Funds	Local or State Aid Funds	Proposed Construction Year
7771	151	CSAH 110	\$400,000	\$200,000	\$0	\$200,000	2017
7221	345	CSAH 24	\$400,000	\$200,000	\$0	\$200,000	2017
7183	489	CSAH 100	\$400,000	\$200,000	\$0	\$200,000	2017
69845	918	CSAH 14	\$400,000	\$200,000	\$0	\$200,000	2017
69504	940	CSAH 12	\$400,000	\$200,000	\$0	\$200,000	2017
7185	634	CSAH 5	\$400,000	\$200,000	\$0	\$200,000	2017
7222	382	CSAH 44	\$400,000	\$200,000	\$0	\$200,000	2017
7182	216	CSAH 52	\$400,000	\$200,000	\$0	\$200,000	2017
2180	48	MUN 4	\$1,000,000	\$0	\$800,000	\$200,000	2017
7750	336	CSAH 88	\$1,000,000	\$300,000	\$0	\$700,000	2017
93018	823	CR 523	\$800,000	\$600,000	\$0	\$200,000	2017
L4192	358	CR 409	\$500,000	\$350,000	\$0	\$150,000	2017
7753	615	CR 642	\$600,000	\$350,000	\$0	\$250,000	2017
7880	494	CR 392	\$400,000	\$250,000	\$0	\$150,000	2017
88773	516	CR 796	\$1,000,000	\$850,000	\$0	\$150,000	2017
7710	83	CSAH 44	\$1,000,000	\$300,000	\$0	\$700,000	2018
6666	27	CR 293	\$700,000	\$500,000	\$0	\$200,000	2018
3601	906	CSAH 61	\$400,000	\$200,000	\$0	\$200,000	2018
88590	70	CSAH 41	\$900,000	\$300,000	\$0	\$600,000	2018
69612	347	CR 180	\$500,000	\$400,000	\$0	\$100,000	2018
92121	514	CR 375	\$500,000	\$400,000	\$0	\$100,000	2018
L5760	374	CR 353	\$500,000	\$400,000	\$0	\$100,000	2018
93373	212	CSAH 52	\$600,000	\$300,000	\$0	\$300,000	2019
93028	843	CR 666	\$800,000	\$600,000	\$0	\$200,000	2019
88754	818	CR 519	\$1,000,000	\$600,000	\$0	\$400,000	2019
*NA	*NA	CSAH 74	\$1,000,000	\$400,000	\$0	\$600,000	2019
*NA	*NA	CR 535	\$1,000,000	\$400,000	\$0	\$600,000	2019
88553	744	CSAH 74	\$1,000,000	\$400,000	\$0	\$600,000	2019
2284	373	UT 8110	\$700,000	\$500,000	\$0	\$200,000	2019
92696	786	CR 444	\$500,000	\$400,000	\$0	\$100,000	2019
92112	299	CR 421	\$500,000	\$400,000	\$0	\$100,000	2019
97250	395	CSAH 7	\$500,000	\$250,000	\$0	\$250,000	2019
7843	159	CR 186	\$700,000	\$600,000	\$0	\$100,000	2020
88757	324	CR 600	\$700,000	\$600,000	\$0	\$100,000	2020
93514	515	CR 620	\$700,000	\$500,000	\$0	\$200,000	2020
92827	572	CR 542	\$700,000	\$500,000	\$0	\$200,000	2020
93505	792	CR 167	\$500,000	\$400,000	\$0	\$100,000	2020
93447	249	CR 745	\$500,000	\$400,000	\$0	\$100,000	2020
69502	195	CSAH 133	\$1,000,000	\$400,000	\$0	\$600,000	2020
93026	389	CSAH 59	\$700,000	\$300,000	\$0	\$400,000	2020
88796	640	CR 931	\$500,000	\$350,000	\$0	\$150,000	2020
L1037	288	CSAH 70	\$700,000	\$300,000	\$0	\$400,000	2020
L4194	476	CR 452	\$500,000	\$400,000	\$0	\$100,000	2020

Old Bridge Number	Agency Bridge Number	Road Number or Name	Total Project Cost	Township or State Bridge Funds	Federal Funds	Local or State Aid Funds	Proposed Construction Year
88663	411	CR 340	\$500,000	\$400,000	\$0	\$100,000	2020
69564	550	CSAH 137	\$800,000	\$300,000	\$0	\$500,000	2020
7677	285	CSAH 21	\$800,000	\$300,000	\$0	\$500,000	2020
6667	28	CSAH 10	\$800,000	\$300,000	\$0	\$500,000	2020
7788	128	CSAH 61	\$1,000,000	\$400,000	\$0	\$600,000	2020
7759	500	CSAH 101	\$800,000	\$300,000	\$0	\$500,000	2020
7644	695	CSAH 5	\$1,000,000	\$400,000	\$0	\$600,000	2020
L9222	412	TWP 6205	\$600,000	\$500,000	\$0	\$100,000	2020

\* Structures under 10' to be replaced with bridges.

# BOARD LETTER NO. 15 – 240

PUBLIC WORKS & TRANSPORTATION COMMITTEE  
CONSENT NO. 5

BOARD AGENDA NO.

**DATE:** June 2, 2015                      **RE:** Purchase of Pre-coated  
Aggregate for the 2015  
Construction Program

**FROM:** Kevin Z. Gray  
County Administrator

James T. Foldesi  
Public Works Director/Highway Engineer

**RELATED DEPARTMENT GOAL:**

To provide a safe, well maintained road and bridge system.

**ACTION REQUESTED:**

The St. Louis County Board is requested to accept a quote for pre-coated aggregate materials to be delivered to the Virginia Public Works facility or the White Pine Pit in Solway Township for maintenance work in 2015.

**BACKGROUND:**

The Public Works Department has been using aggregate pre-coated with asphalt film on the crack seal special program for the last four years. In the last year, a contractor had left over product that was sold to the county for \$30/ton and used by Public Works maintenance crews in the Wildcat Patcher. The maintenance crews liked the performance better than the uncoated aggregate since the pre-coated aggregate adheres better to the hot oil from the Wildcat Patcher. In 2014, the Department attempted to buy pre-coated aggregate materials from the same contractor. However, the price quote was \$100/ton and the decision was made to not purchase the materials.

This year, the Department decided to produce the product with local hot mix producers. A Request for Quotes was sent to contractors requesting the amount/quantity in tons of material that they could produce for \$90,000. The material was to be delivered to the Virginia Public Works Facility or the White Pine Pit by July 15, 2015. As authorized by the St. Louis County Board, quotes were received on May 14 by the Purchasing Division for these materials. Quotes over \$50,000 must have County Board approval as required by County Purchasing Rules and Regulations. This purchase, along with its financing, is shown below:

1. **Project:** Purchase of Pre-coated aggregate  
**Location:** County Road system  
**Traffic:** N.A.  
**PQI:** N.A.  
**Construction:** Purchase of Pre-coated aggregate  
**Funding:** Fund 200, Agency 201010, Object 650200  
**Anticipated Delivery Date:** By July 15, 2015

**Quotes Pre-coated Aggregate \$90,000:**

<b>Hawkinson Construction, Grand Rapids, MN</b>	<b>1,550 tons</b>
Monarch, Superior, WI	1,340 tons
KGM Contractors, Angora, MN	680 tons

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize acceptance of the quote from Hawkinson Construction of Grand Rapids, MN for 1,550 tons of pre-coated aggregate materials in the amount of \$90,000.

**Purchase of Pre-coated Aggregate for the 2015 Construction Program**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, Quotes have been received by the County Purchasing Division for the Public Works Department for the following project:

Pre-coated aggregate materials purchase (Contract 5248)

WHEREAS, Said quotes were received in the County Public Works Facility in Duluth, MN, and the low responsible quote determined;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the following quote for pre-coated aggregate materials:

<u>QUOTE</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Hawkinson Construction 1,550 tons Pre-coated aggregate	PO Box 278 Grand Rapids, MN 55744	\$90,000

RESOLVED FURTHER, That the appropriate county officials are authorized to approve the contractor's quote for the above listed project, payable from Fund 200, Agency 201010, Object 650200.

# BOARD LETTER NO. 15 - 241

## PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 6

BOARD AGENDA NO.

**DATE:** June 2, 2015                      **RE:** Additional Work and Liquidated Damages from 2014 Crack Seal/Crack Repair Projects

**FROM:** Kevin Z. Gray  
County Administrator

James T. Foldesi  
Public Works Director/Highway Engineer

### **RELATED DEPARTMENT GOAL:**

To provide a safe, well maintained road and bridge system.

### **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize the approval of additional work under a Supplemental Agreement on project CP 0000-97113, SAP 69-030-035 for a scrub seal project on County State Aid Highway (CSAH) 15/Munger Shaw Road from Bachelor Road to County Road 223 in Grand Lake Township, and on CSAH 48/Taft Road, from the Cloquet River to CSAH 43 in Fredenberg Township.

### **BACKGROUND:**

On May 6, 2014 the County Board authorized the award of crack seal/crack repair projects at various locations to Fahrner Asphalt Sealers, LLC in the amount of \$1,582,276.26. Due to various factors, the contractor was unable to complete the work in a timely manner, and will be assessed liquidated damages for the uncompleted work. The Public Works Department wishes to use liquidated damages to partially fund the cost of two additional scrub seal projects as detailed above.

This work is in addition to completing the crack sealing which was not completed on time. The additional replacement work is estimated at \$150,942.37, before assessment of liquidated damages which will be used to reduce the cost of the Supplemental Agreement. The Minnesota Department of Transportation (MnDOT) has given preliminary approval of the additional work, which will be funded with County State Aid Funds.

### **RECOMMENDATION:**

It is recommended the St. Louis County Board authorize the approval of additional work under a Supplemental Agreement on project CP 0000-97113, SAP 69-030-035 for a scrub seal project on CSAH 15/Munger Shaw Road from Bachelor Road to CR 223 in Grand Lake Township, and on CSAH 48/Taft Road from the Cloquet River to CSAH 43 in Fredenberg Township, estimated at \$150,942.37, payable from Fund 220, Agency 220318, Object 652700.

**Additional Work and Liquidated Damages from 2014 Crack Seal/  
Crack Repair Projects**

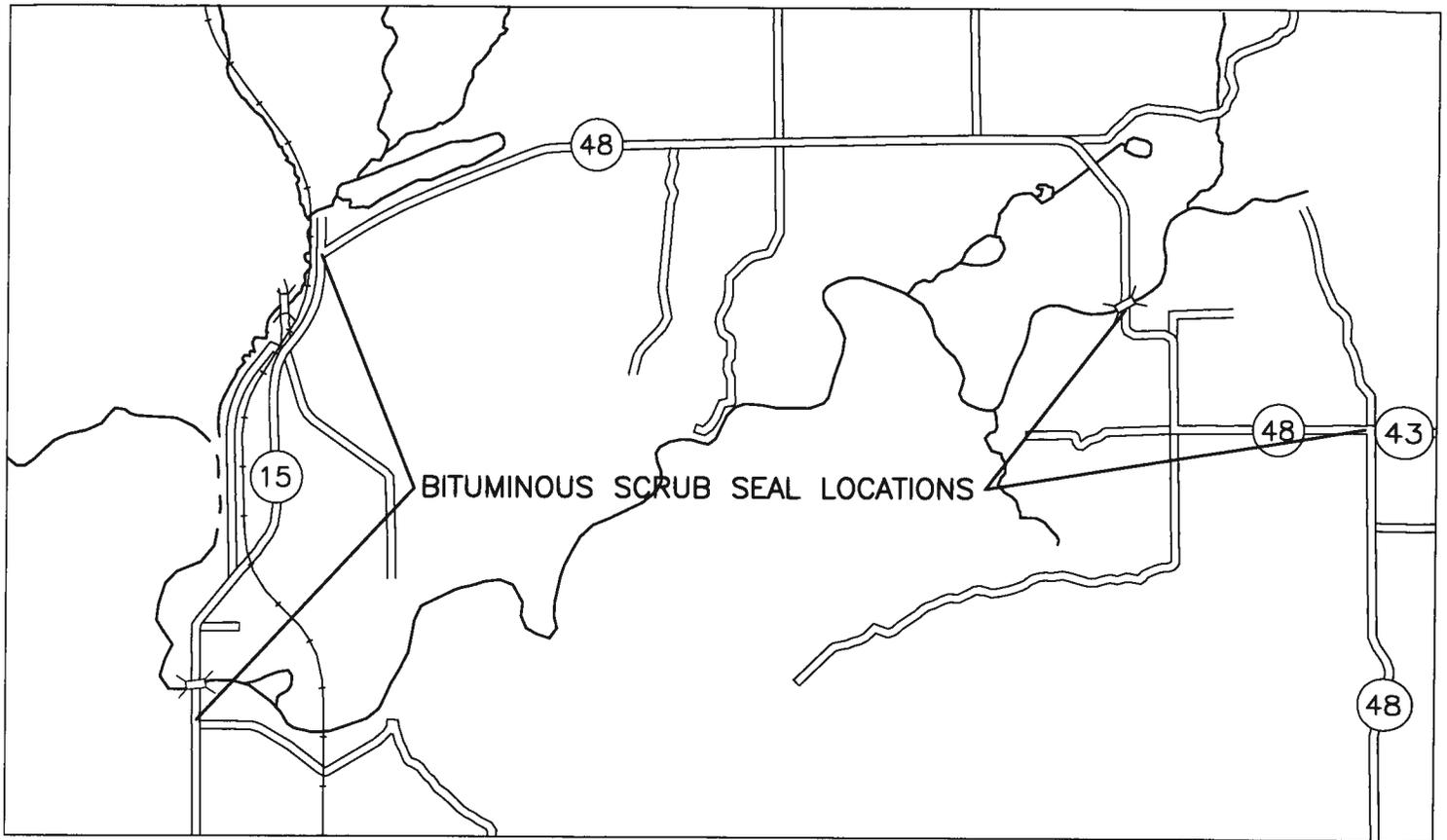
BY COMMISSIONER \_\_\_\_\_

WHEREAS, Project CP 0000-97113, SAP 069-030-035, Crack Sealing and Crack Repair Special, Various County State Aid and County Highways within St. Louis County, was awarded on May 6, 2014, Resolution No. 14-251 to Fahrner Asphalt Sealers, LLC of Eau Claire, WI; and

WHEREAS, Due to various factors, the contractor was unable to complete the work in a timely manner, and will be assessed liquidated damages for the uncompleted work; and

WHEREAS, Additional work under a Supplemental Agreement on County State Aid Highway (CSAH) 15/Munger Shaw Road from Bachelor Road to County Road 223 in Grand Lake Township, and on CSAH 48/Taft Road, from the Cloquet River to CSAH 43 in Fredenberg Township has been requested by the Public Works Department;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the additional replacement work on the above project to Fahrner Asphalt Sealers, LLC of Eau Claire, WI, in an amount not to exceed \$150,942.37 less applicable liquidated damages, payable from Fund 220, Agency 220318, Object 652700.

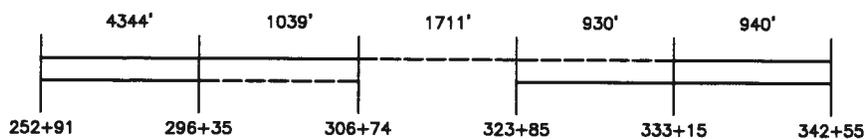


**CENTERLINE STRIPING DETAIL - PAINT  
CSAH 48 (TAFT ROAD)**

BEGIN STATION	END STATION	EAST BOUND NO PASSING 4" Solid Line Yellow Lin. Ft.	WEST BOUND NO PASSING 4" Solid Line Yellow Lin. Ft.	EAST & WEST BOUND NO PASSING 4" Double Solid Line Yellow Lin. Ft.	PASSING (SKIP) 4" Broken Line Yellow Lin. Ft.
252+91	296+35			4,344	
296+35	306+74		1,039		
306+74	323+85				740
323+85	333+15	930			
333+15	342+55			940	
<b>TOTALS</b>		930	1,039	5,284	740

**6" SOLID LINE WHITE - PAINT  
CSAH 48 (TAFT ROAD)**

BEGIN STATION	END STATION	LOCATION	Lin. Ft.	REMARKS
252+91	342+55	LT.	8,889	LESS ONE ROAD APPROACH
252+91	342+55	RT.	8,814	LESS TWO ROAD APPROACHES
<b>TOTAL</b>			17,703	



(Sheet 1 of 2)

# BOARD LETTER NO. 15 – 242

FINANCE & BUDGET COMMITTEE CONSENT NO. 7

BOARD AGENDA NO.

**DATE:** June 2, 2015

**RE:** Solarwinds Network  
Monitoring and Alerting  
Software Purchase

**FROM:** Kevin Z. Gray  
County Administrator

Jeremy Craker, Director  
Information Technology

**RELATED DEPARTMENT GOAL:**

To ensure efficient, effective government, and provide a continuous improvement commitment.

**ACTION REQUESTED:**

The St. Louis County Board is requested to authorize the Information Technology (IT) Department to purchase the Solarwinds network monitoring and alerting software package, including first year maintenance.

**BACKGROUND:**

The IT Department currently supports over 5,000 technology devices throughout the county. These devices include network routing and switching equipment, wireless devices, server hardware, IP phones, laptops, desktops, tablets, printers, and various other hardware devices. In addition IT supports over 250 business applications. The sum of these moving parts equals a robust infrastructure which requires a great deal of maintenance and troubleshooting to keep systems stable.

One of the barriers IT has discovered in working to be more proactive and methodical in troubleshooting has been the absence of a network monitoring and alerting system. Without this software in place, IT is often reactionary as a result of not being alerted when software systems and network devices begin to experience issues. This puts more responsibility on the business users to alert the IT staff of issues which causes delays in support.

To address this concern, the IT Department researched a number of vendor applications that could provide network monitoring and alerting capabilities. Based on market research and customer references IT has decided to purchase the Solarwinds network monitoring and alerting software. This software company is a top market leader headquartered in Austin, Texas.

With the addition of this network software package, IT will be notified automatically by the Solarwinds system when issues arise. This proactive notification allows IT to quickly work on issues before they become larger business user issues. In addition the new system will provide IT staff with a tool to perform root cause analysis to more efficiently pinpoint the sources of issues, and to historically report on the status of systems health. The software package pricing includes a onetime cost of \$60,000 with ongoing yearly software maintenance in the amount of \$15,678. The IT Department planned for this purchase and funds are available in the 2015 adopted budget.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the purchase of the Solarwinds Network Monitoring and Alerting software package which includes a onetime cost of \$60,000 with ongoing yearly software maintenance in the amount of \$15,678, payable from Fund 100, Agency 117001, Object 634800.

## **Solarwinds Network Monitoring and Alerting Software Purchase**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, The Information Technology (IT) Department has been brainstorming ways to provide more proactive support services as part of a continuous improvement commitment; and

WHEREAS, One of the barriers in being more proactive and methodical in troubleshooting has been the absence of a network monitoring and alerting system; and

WHEREAS, The IT Department researched a number of vendor applications that could potentially provide this system and recommends the purchase of the Solarwinds Network Monitoring and Alerting software package for a onetime cost of \$60,000 and ongoing annual software maintenance costs starting in year two in the amount of \$15,678;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an agreement with Solarwinds of Austin, TX, to purchase the Solarwinds Network Monitoring and Alerting Software in the amount of \$60,000 and ongoing annual software maintenance in the amount of \$15,678, payable from Fund 100, Agency 117001, Object 634800.

# BOARD LETTER NO. 15 – 243

FINANCE & BUDGET COMMITTEE CONSENT NO. 8

BOARD AGENDA NO.

**DATE:** June 2, 2015

**RE:** Dedication of Permanent  
Highway Easement over  
County Fee Owned Property  
(Alborn Township)

**FROM:** Kevin Z. Gray  
County Administrator

Tony Mancuso, Director  
Property Management

**RELATED DEPARTMENT GOAL:**

Facilitate county fee land purchase, sale and easement activities.

**ACTION REQUESTED:**

The St. Louis County Board is requested to dedicate to the public a permanent highway easement over county fee owned property prior to its sale.

**BACKGROUND:**

St. Louis County is offering to sell a one acre parcel of county fee property in Alborn Township. The property abuts County State Aid Highway 47. It is necessary to preserve the highway right of way to construct and maintain the roadway which is adjacent to this property.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board pursuant to Minn. Stat. § 163.11 dedicate to the public a permanent highway easement more particularly described on the attached resolution as Parcel 1, and record a certified copy of the resolution in the office of the County Recorder.

**Dedication of Permanent Highway Easement over County Fee Owned Property  
(Alborn Township)**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, St. Louis County owns property considered for sale abutting County State Aid Highway 47; and

WHEREAS, It is the intent of the St. Louis County Board to preserve additional highway right of way necessary to construct and maintain certain segments of road when the county owned parcels are sold or transferred;

THEREFORE, BE IT RESOLVED, That pursuant to Minn. Stat. § 163.11, the St. Louis County Board dedicates to the public the permanent highway easement(s) more particularly described on the attached Exhibits.

EXHIBIT A            Parcel 1 – County State Aid Highway 47 and County Road  
734/Shipleigh Road

EXHIBIT B            Parcel 1 – Highway Easement Map

**EXHIBIT A  
PARCEL 1**

**County State Aid Highway 47 (CSAH 47) and County Road 734 (Shipley Rd)**

**Property Legal Description:**

Commencing at the Northeast corner of Northeast Quarter of Northeast Quarter (NE ¼ of NE ¼) running thence South 34 degrees, 44 minutes West 531.6 feet to point of beginning, running thence Westerly at an angle of 58 degrees 208.7 feet thence Southerly at right angles 208.7 feet thence Easterly 208.7 feet thence Northerly 208.7 feet to point of beginning, Section Sixteen (16), Township Fifty-two (52), Range Eighteen (18).

**Rights to be acquired:**

A PERMANENT EASEMENT for highway purposes over, under, and across all that part of the above described property which lies easterly of a line drawn parallel with, and distant 95.00 feet westerly of the following described highway centerline:

Commencing at the Northeast Corner of Section 16, Township 52 North, Range 18 West of the Fourth Principal Meridian, and assuming the north line of said Section 16 bears South 85 degrees 27 minutes 25 seconds West; thence westerly along said section line 487.61 feet; thence South 25 degrees 02 minutes 20 seconds East a distance of 395.99 feet to the point of beginning of the line to be described; thence continuing South 25 degrees 02 minutes 20 seconds East a distance of 309.95 feet and there terminating.

TOGETHER WITH A PERMANENT EASEMENT for highway purposes over, under and across the northerly 33.00 feet of the first above described property.

Said permanent easements contain approximately 0.44 acres of highway right of way.

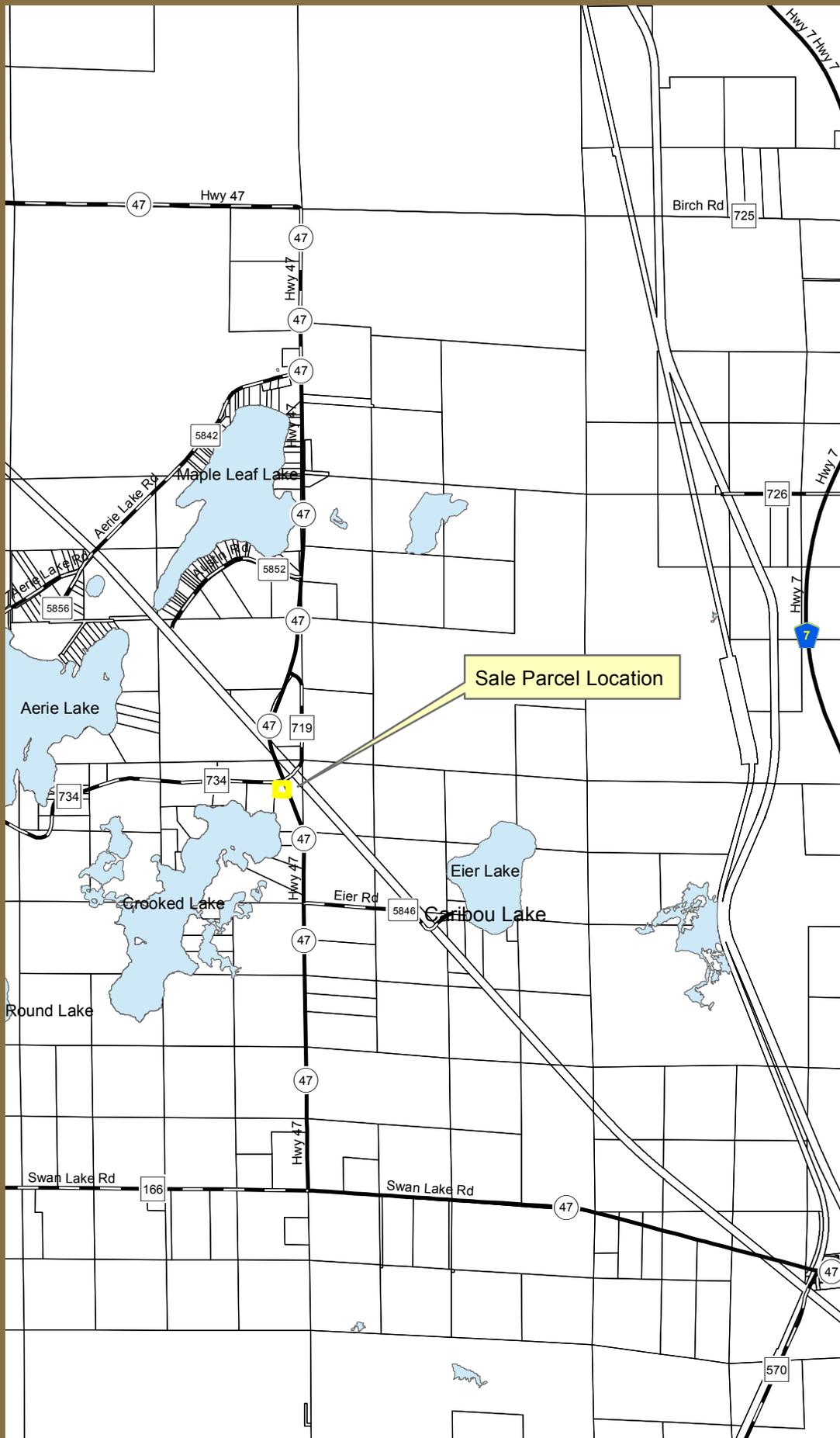
**Parcel Code: 205-0010-02840**





# Proposed Fee Land Sale Location Map

66XX County State Aid Hwy 47 Alborn Sec. 16, Township 52 Range 18



Saint Louis County  
Planning Department  
GIS Division

Road Surface Class. Twp  
SURF\_TYPE

- Paved Road
- Gravel Road
- sde.STLOUIS.ENVIRO\_Lakes
- sde.STLOUIS.CDSTR\_L\_ParcelsInfo
- mcd polygon

Sale Parcel Location



### Property Management

(218) 725-5085  
www.stlouiscountymn.gov

Source: St. Louis County, DNR

Map Created: 5/20/2015

### Disclaimer

This is a compilation of records as they appear in the Saint Louis County Offices affecting the area shown. This drawing is to be used only for reference purposes and the County is not responsible for any inaccuracies herein contained.

# Sale of Non-Conforming County Fee Owned Property Sale Request



## St. Louis County Property Management Dept.

Parcel Code: 205-0010-02840

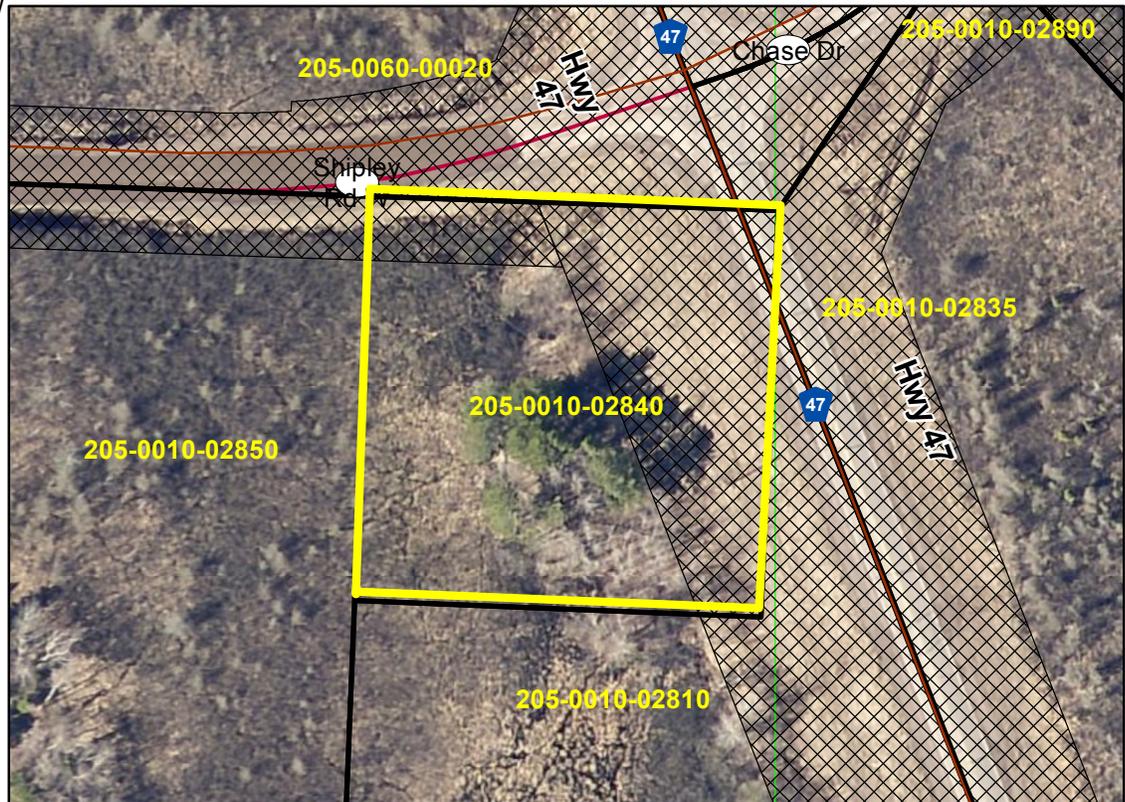
Address: 66XX County State Aid Hwy 47

Acres: 1 acre less road R/W

Commissioner District # 7

Maintenance District # 5

Legal Description: 1 Acre in the Northeast Corner  
of the NE 1/4 of the NE 1/4 Section 16, T52N, R18W



**Parcel Specifications:** This parcel is 1 acre square located in the Northeast Corner of Government Lot 1, The parcel has frontage on County State Aid Hwy 47 along the east side and Co. Road 734 (Shipley Rd) on along the north line, the property along the shipley road is wetland unsuitable for access. Parcel layer shows the entire parcel to be Class 6 wetlands (Shrub swamp). There is a significant right of way reserved for CSAH 47 construction and utilities. There is a small portion of the property that might be suitable for a small storage building. There are currently no improvements on the parcel.

**Acquisition History:** Parcel was acquired from private owner on March 8, 1993. That owner had acquired the parcel as tax forfeited land in 1989. Property was acquired as part of the County State Aid Hwy (CSAH) 47 reconstruction project. CSAH 47 was reconstructed in 1995.

**Zoning:** Parcel is in Zoning District Res-4. This zoning requires 4.5 acres and 300 feet of lot width. Mary Anderson from St. Louis County Planning was also contacted by requestor and has provided input.

This parcel has been reviewed by Property Management and we are looking for input primarily from Public Works and Planning for any objections to the sale of this small parcel. Access to the parcel would need to be off of CSAH 47. Adjoining owners / taxpayers will be notified of this sale. Current County Assessed Value: \$800.

**Recommendation:** If there are no objections from the departments the parcel would be placed for sale to allow anyone to bid on the property. The requestor Elizabeth Juhl is a relative to the owner adjacent to the south. Minimum bid would be \$800.00.

4/9/2015

Mark J. Hudson St. Louis County Property Management  
100 North 5th Avenue West RM 515 Duluth, MN 55802  
218-726-2356 Office  
218-343-3505 Cell  
hudsonm@stlouiscountymn.gov



**Lawful Gambling Application (Unorganized Township 38-19)**

BY COMMISSIONER \_\_\_\_\_

RESOLVED, That pursuant to Minn. Stat. § 349.213, Subd. 2, the St. Louis County Board approves the following Lawful Gambling License Application (Pull-tabs [paper] with dispensing device) on file in the office of the County Auditor, identified as County Board File No. 60091, for the following organization:

Voyageur Trail Society, Inc, Crane Lake, Minnesota, to operate out of the following:

Ash Trail Lodge, Unorganized Township 68-19, 10418 Ash River Trail, Orr, MN 55771, new



City of Duluth in helping to fund a re-created Housing Access Center, since homeless prevention is a major goal of St. Louis County and its human services mission. The concept was referred to the Public Health and Human Services Department (PHHS) for consideration and discussion of compatibility with the Department's core programs. It was determined that a two-year pilot program could be supported with a \$25,000 allocation for 2015 and another \$25,000 for 2016 to be secured from the Department's Public Health & Human Services Prevention and Innovation Fund balance. This funding level is within the authority of the Department Director, but requires County Board action to refer funding to the Department's operating budget.

This commitment was conveyed to the City of Duluth with the understanding that when, and if, the city would commit to reviving the Housing Access Center, St. Louis County would become a partner in the joint endeavor at this funding level. On May 26<sup>th</sup>, the Duluth City Council unanimously supported the re-creation of the Housing Access Center by resolution allocating \$40,000 for its immediate start-up. During his remarks, Councilor Joel Sipress praised St. Louis County, the Duluth Housing and Redevelopment Authority and local philanthropists for working with the city to piece together about \$100,000 to reopen the center, but stressed the importance of continued performance evaluation saying, "One of the provisions of this resolution is that there will be a program review required in eight months, because no matter how good something looks on paper, if we're going to make a long-term commitment toward a program, we need to make sure that it's working in practice."

**RECOMMENDATION:**

It is recommended that the St. Louis County Board approve the use of reserved "Prevention and Innovation Fund" balance in the Public Health and Human Services Department budget for use in a two-year (2015-2016) Housing Access Center pilot program, and authorize the transfer of \$25,000 for each year from this fund to the PHHS operating budget for this purpose.

It is further recommended that the pilot program be reviewed during the two year period to determine if the HAC has helped reduce the approximately 500 eviction filings per year in St. Louis County and the mediation efforts aimed at resolving tenant and landlord disputes.

Budget Reference:

Prevention and Innovation Reserved Funds:	230-999999-311405
Operating Budget:	230-232001-629900

## **Housing Access Center Pilot Funding**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, On May 28, 2014, nearly two hundred housing advocates, service providers, community leaders, business representatives, elected officials, and homeless and formerly homeless people, gathered at the “Community Summit on Homelessness,” to review progress of St. Louis County’s Ten Year Plan to End Homelessness; and

WHEREAS, Attendees determined that re-creating the Housing Access Center (HAC) was the top priority and most cost-effective way to facilitate housing stability among people at risk of homelessness; and

WHEREAS, Before reduced federal funding forced its closure in 2009, the Housing Access Center offered a broad range of free services to landlords and tenants including ready to rent classes, landlord trainings, emergency assistance referrals, updated lists of rental housing, one-on-one mediation, and served as a resource for social workers and law enforcement officers seeking assistance and advice in mediating disputes and preventing homelessness; and

WHEREAS, Because of the important role it played in housing stability and its high rate of success in preventing evictions, HAC was named as a key partner in the original St. Louis County Ten Year Plan to End Homelessness; and

WHEREAS, The City of Duluth has sought the partnership of St. Louis County in helping to fund the Housing Access Center, since family homeless prevention is a major goal of St. Louis County and its human services mission, and the Public Health and Human Services Department has determined that funding the HAC is compatible with the Department’s core programs;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the use of reserved “Prevention and Innovation Fund” balance in the Public Health and Human Services Department (PHHS) budget for a two-year (2015-2016) Housing Access Center pilot program, and authorizes the transfer of \$25,000 for each year from the fund to the PHHS operating budget for this purpose;

RESOLVED FURTHER, That the Housing Access Center (HAC) pilot program must be reviewed according to appropriate criteria during the two year period to determine if the HAC has helped to reduce the approximately 500 eviction filings each year in St. Louis County through mediation efforts aimed at resolving tenant and landlord disputes.

Budget Reference:

Prevention and Innovation Reserved Funds:	230-999999-311405
Operating Budget:	230-232001-629900

## **Housing Access Center Re-Creation**

### **November 6, 2014**

In May 28, 2014, nearly two hundred housing advocates, service providers, community leaders, business representatives, elected officials, and homeless and formerly homeless people gathered to review progress on the 10 Year Plan to End Homelessness (now in its 8<sup>th</sup> year). They identified action steps for 2014 to complete the plan and to make sure that everyone in Duluth and across St Louis County have a safe and affordable place to call home. The number one priority was to re-create the Housing Access Center.

Before it closed in 2009, the Housing Access Center offered a broad range of free services to landlords and tenants in the Duluth area, including ready to rent classes, landlord trainings, emergency assistance referrals, updated lists of rental housing, and one-on-one mediation. HAC also served as a resource for social workers and law enforcement officers seeking assistance and advice in mediating disputes and preventing homelessness. Because of the important role it played in housing stability and its high rate of success in preventing evictions, HAC was named as a key partner in the original 10 Year Plan.

Attendees at the 2014 Community Summit on Homelessness determined that re-creating the Housing Access Center was the most cost-effective way to facilitate housing stability among people at risk of homelessness. Increasingly, housing providers are noticing that many renters have barriers that keep them from obtaining and maintaining stable housing. Those barriers include low incomes, lack of ability or knowledge to appropriately advocate for oneself, criminal backgrounds, bad credit, limited or less than fair rental history, and mental health challenges. In addition to these internal barriers, tenants and prospective tenants face the challenges of securing rental housing in a market with extremely low vacancy rates, high rents relative to Duluth's low incomes, conversion of many single family units to student housing, and the oldest housing stock in the state, much of which is in substandard condition. These market realities allow some landlords to conduct minimal maintenance and still command market rents, leaving vulnerable tenants in increasingly precarious housing situations.

This background is not meant to disparage landlords. Indeed, landlords face many of their own obstacles to running a viable rental business. Fluctuating property values lead to tight operating margins and inability to sell less profitable properties; old and tired housing stock requires extraordinary maintenance to remain in quality condition; rising fuel prices have dramatically increased the cost of doing business; and a growing percentage of Duluth's population living in poverty brings corresponding social and economic challenges. Re-creating the Housing Access Center would offer landlords an important resource for referrals and mediation in order to resolve problems with tenants before they get out of hand and save the costs of high turnover, eviction, damage to property and lost rent.

The Housing Access Center would be a valuable resource for the entire community. Forty percent of all housing in Duluth is renter-occupied (up from just over 26% in 1990). In the Central Hillside neighborhood, 82% of housing units are rentals. With a greater proportion of Duluthians living in rental housing, rental

challenges extend across income levels. Rental instability has negative impacts on the city as a whole, including:

- Educational Disruption. Every time a child has to switch schools s/he is believed to lose 1/2 of a grade level. Families without stable housing move annually or even more frequently resulting in frequent changing of schools.
- Neighborhood Disinvestment and Health Disparities. A desperate rental market means landlords have little incentive and/or ability to adequately maintain their properties. This leads to greater neighborhood disinvestment and lower quality of life for people in Duluth's high density rental neighborhoods. For example, Lincoln Park residents have a life expectancy that is 11 years less than residents of the Congdon neighborhood.
- Financial Hardships. Landlords, tenants, and local governments all face serious economic consequences from eviction proceedings. While many of the hardships are short-term loss of cash or income, tenants with resulting bad credit or rental histories struggle for many years to secure other rental housing or to be able to buy a home. No one wins in an eviction (see page 4 for details on the costs of eviction).
- Less Effective Use of Federally Assisted Housing Funds. Increasingly, tenants are challenged to find housing with landlords willing to accept Section 8 vouchers because landlords can command higher rents than Section 8 regulations allow. Similarly, due to the realities of living in poverty, Section 8 renters are perceived to be more challenging to have as renters, and therefore landlords will often choose to not utilize a program that has been proven to help people overcome poverty.
- Homelessness. Since the Wilder Foundation began collecting statewide data on homelessness in Minnesota in 1991, the number of people forced to live on the streets or in shelter has steadily increased. In recent years, the Wilder study found an increase in homelessness in St Louis County from 595 individuals (176 of whom were children) in 2006 to 752 individuals (222 of whom were children) in 2012. While the Wilder survey is the most exhaustive in the state, service providers generally consider it an undercount given the transience of many homeless people. Additionally, 24% of homeless adults are employed, suggesting other high barriers to housing including criminal history, discrimination and lack of affordable housing.

The primary work of the new Housing Access Center will be to help ensure stable rental housing by educating existing and potential landlords and tenants regarding rights and responsibilities and by mediating disputes. The HAC is an effective and needed program in Duluth, helping maintain housing and avoid eviction for the vast majority of the clients it assisted prior to its closure. Typically, the HAC connected via phone or in person with 500-700 renters annually. Organizers expect that once the community is aware of HAC's return the program will assist even more households.

Specific activities of the HAC will include:

- Education
  - Landlord training/rental licensing class
  - Provide resources on tenant/landlord law and legal forms
  - Fair Housing training
  - Ready to Rent classes for people newly entering the rental market and for hopeful tenants without a positive rental history
  - Classes for high school students

- Mediation
  - Being the voice of wisdom and law between landlords and tenants to help resolve disputes before they end up in court and/or displacement
  - Communication with and between Office of Building Safety, Duluth HRA, Legal Aid and the Volunteer Attorney Program
- General Rental Housing Services
  - Build and maintain a list of reputable landlords and rental vacancies
  - Build a list of Ready to Rent tenants
  - Develop a process for a common rental housing application and background check that landlords and tenants can use to ensure fair fees are charged for applications and assist landlords with receiving applications and conducting background checks. This process will be developed during the first year of operations for implementation in the second year.

## *Potential Annual Cost Savings of Housing Access Center*

More than 500 eviction actions are filed in Duluth every year. Eviction comes at a great cost to both tenants and landlords. In Duluth's challenging rental market, an evicted tenant faces an immediate risk of homelessness as well as a long-term barrier to future housing. Landlords are likewise burdened by the eviction process, with court fees, lost rent and other expenses. A tenant-landlord mediation service would promote housing stability and reduce the number of evictions at significant cost savings to the community. While the exact savings may be hard to quantify, consider this:

### **Cost of an eviction for a landlord: at least \$2336**

Eviction filing fee: \$322

Attorney fee: \$400

Writ of recovery and other Sheriff fees: \$174

Lost rent: \$1440 (assumes 2 months to complete eviction process and apartment repairs)

### **Cost of an eviction for a tenant: at least \$2847**

Lost damage deposit: \$720

Application fee for new apartment: \$105 assuming 3 applications at \$35 each

Moving costs: \$250 Uhaul deposit

Lost wages: \$672 assuming 1 week for court appearances, moving and apartment search

Hotel stay: \$1000 at discount hotel, assuming average 30 day displacement

Storage: \$100 per month

If a Housing Access Center were to prevent just 10% of evictions in Duluth, the cost savings to tenants and landlords would be at least \$260,000 annually - not counting the long-term benefits of housing stability to families, landlords and the community at large.

## Duluth News Tribune

# Center to smooth relations between tenants, landlords

By Peter Passi on May 26, 2015 at 10:11 p.m.

One day prior to the date of an annual summit seeking to put an end to homelessness in the Northland, the Duluth City Council fulfilled one of local housing advocates' top desires.

By a unanimous vote, the council approved \$40,000 in funding for a new housing access center Tuesday night.

The center will help connect landlords and tenants with one another, provide educational resources and work to resolve conflicts when they arise, with the aim of avoiding court-ordered evictions.

Duluth operated a housing access center until 2009, when federal support for the facility dried up, forcing it to close.

Cynthia Finley, the former director of that center, noted that competition for precious funding to deal with homelessness has been fierce, and said: "The one thing that is becoming abundantly clear is that there is no money available out there for prevention, and that's exactly what this program is all about. It's prevention in its purest form. We have an ability to step in and stop a problem before it becomes a crisis."

She argued that a strong financial case can be made for reopening a housing access center.

"Crises have a way of having accrued costs that prevention doesn't," she said.

But the center has its critics, too.

Allan Kehr, a local landlord, advised the councilors not to provide city funding for the center.

"Your job is to take care of the police, the fire department, city infrastructure and things of that nature. But the city should not be acting as a charity," he said.

"There are many of us that don't agree that the housing access center will be that successful. Perhaps it will help a few people, but many of us believe it's a mistake, and that it will not help the people that it claims to help, because it doesn't get to the root cause."

Landlords were hardly of a single mind on the issue, however. William Anderson, proprietor of WJA Properties, a company that owns and operates rental housing units in the area, came out strongly in support of reviving the center.

"This is something that needs to happen again," he said, explaining that the center had provided valuable support, resolving difficulties between landlords and their tenants.

Local collaboration will make it possible to reopen the center, observed 2nd District Councilor Joel Sipress.

"As money at the federal level has dried up for important services like the housing access center, it has challenged all of us to come together in new, different and creative ways to figure out how to meet important community needs."

He praised St. Louis County, the Duluth Housing and Redevelopment Authority and local philanthropists for working with the city to piece together about \$100,000 in funding to reopen the center.

But Sipress also stressed the importance of continued performance evaluation.

"One of the provisions of this resolution is that there will be a program review required in eight months, because no matter how good something looks on paper, if we're going to make a long-term commitment to fund a program, we need to make sure that it's working in practice," he said.

Although he had earlier voiced reservations about reopening a housing access center, 4th District City Councilor Howie Hanson announced Tuesday he would support funding for the project.

"The gap between the haves and the have-nots in this town has created a lot of pressure on private landlords, as we all know," he said, observing that an earlier proposal to fund the center primarily with a fee on rental licenses had created a lot of ill will.

By removing landlords from the funding equation, Hanson said the city can perhaps mend fences.

"I think there's a great opportunity here to begin to network with private landlords and to gain their confidence that this is a possible solution for the court systems. But we've got a lot of work to do to create the trust and confidence in the mediation process."

Looking forward, 3rd District Councilor Sharla Gardner, predicted funding for the housing access center will prove to be a wise investment.

"The preventative measures that will be done by the housing access center are going to save us hundreds of thousands of dollars," she said.

Gardner noted that there are about 500 eviction filings per year in St. Louis County.

"The cost of those evictions to the landlords as well as to the county and our tax base and our court system, all of those things can be prevented by some intelligent mediation that has worked in the past very well, and I anticipate it will work again," she said.

Peter Passi

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ADVERTISEMENT

# BOARD LETTER NO. 15 - 246

ENVIRONMENT & NATURAL RESOURCES COMMITTEE NO. 1

BOARD AGENDA NO.

**DATE:** June 2, 2015

**RE:** Adopt County Forest Road Map  
for Prescriptive Easements  
Across State Tax Forfeited  
Land

**FROM:** Kevin Z. Gray  
County Administrator

Mark Weber, Director  
Land and Minerals

Donald Dicklich  
County Auditor/Treasurer

**RELATED DEPARTMENTAL GOAL:**

To ensure sustainable forest management on state tax forfeited lands.

**ACTION REQUESTED:**

The St. Louis County Board is requested to adopt a County Forest Road Map to record county forest road prescriptive easements.

**BACKGROUND:**

In 2005, the Minnesota Legislature passed Minn. Stat. § 89.715, enabling the Commissioner of the Department of Natural Resources (DNR) to claim prescriptive rights on long-used Forest Roads via an expedited process. The statute states that the DNR may adopt a recorded state forest road map to record the Department's state forest road prescriptive easements. Minn. Stat. § 282.041, authorizes county boards to record county forest road prescriptive easements on state tax forfeited lands according to Section 89.715. The county must set a time, place, and date for a public hearing on adopting the forest road map.

In St. Louis County, state managed lands have been intertwined with those of other natural resources administrators, primarily other governmental agencies and large timber companies. The roads that run through this mixture of land ownerships were built many years ago, some dating back to the 1920s and '30s, and were often managed cooperatively by all who used them.

Now, a significant number of parcels owned by those large timber companies are being

sold to private individuals, who may not have an interest in keeping them open to the DNR, St. Louis County and other land managing agencies. Sometimes new owners attempt to close these roads, causing the DNR and the county to engage in costly and time-consuming litigation to maintain their rights in the road systems they have built and maintained for years. Recording the DNR's and County's prescriptive easements will ensure these roads will be available to the state's land managers in perpetuity.

Prescriptive easements are the right to use another person's property acquired by continuous usage of that property. They are similar to adverse possession; however, in adverse possession the interest is of full fee ownership. In prescriptive easements the interest is of some lesser rights. The state and county forest roads that are involved in this project have been in existence and have been maintained and used by the DNR and county for many years. There will be no change in the management of these roads due to the prescriptive easement process. Therefore, there is no anticipated change in value to the affected landowners. Additionally, these landowners will not incur any new liability for any incidents related to the use of these roads.

St. Louis County Board Resolution No. 13-778, dated December 17, 2013, authorized a prescriptive easement public hearing pursuant to Minn. Stat. § 89.715, Subd. 3. The public hearing was held on Wednesday, February 26, 2014, 6:00 p.m., at the Mountain Iron Community Center in Mountain Iron, MN. All comments received at the public hearing were considered in the final version of the County Forest Road Map.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board adopt a County Forest Road Map to record county forest road prescriptive easements.

**Adopt County Forest Road Map for Prescriptive Easements  
Across State Tax Forfeited Land**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, Pursuant to Minn. Stat. § 282.041, a county board may adopt a County Forest Road Map to record county forest road prescriptive easements on tax forfeited lands according to Minn. Stat. § 89.715; and

WHEREAS, Pursuant to Minn. Stat. § 89.715, a prescriptive easement public hearing was held on Wednesday, February 26, 2014, at the Mountain Iron Community Center in Mountain Iron, MN; and

WHEREAS, Following the public hearing, the county board may amend and adopt a County Forest Road Map, which shall be dated and signed by the county board chair, and must be filed for recording with the county recorder within 90 days after the map is adopted; and

WHEREAS, A property owner who is directly affected by a proposed map designation may appeal the map designation to the County Board within 60 days of the map being recorded by filing a written request for review. The County Board shall review the request and any supporting evidence and render a decision within 45 days of receipt of the request for review;

THEREFORE, BE IT RESOLVED, That Pursuant to Minn. Stat. § 282.041, the St. Louis County Board adopts the County Forest Road Map (County Board File No. \_\_\_\_\_) to record county forest road prescriptive easements on state tax forfeited lands according to Minn. Stat. § Section 89.715, Subd. 3.

RESOLVED FURTHER, That the St. Louis County Board Chair shall sign and date the county forest road map, and shall have it recorded with the County Recorder within 90 days after the map is adopted.



**Legend**

- Interstate & US Highway
- State Highway
- County/Township/Other
- County State Aid Highway
- County Forest Road
- Lakes
- Streams
- PLS Section

**St. Louis County, MN  
Prescriptive Easement  
Pursuant to Minn. Statutes  
282.041 and 89.715**

- Affected Road Segment
- Affected Parcel

PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
250-0030-01560	64	18	10	LOT 1

February 26, 2014  
Public Hearing Date

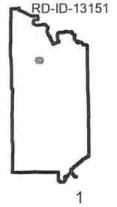
Date of Adoption

Chair, St. Louis County Board

Date

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**St. Louis County, MN  
Prescriptive Easement  
Pursuant to Minn. Statutes  
282.041 and 89.715**

— Affected Road Segment

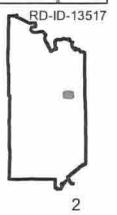
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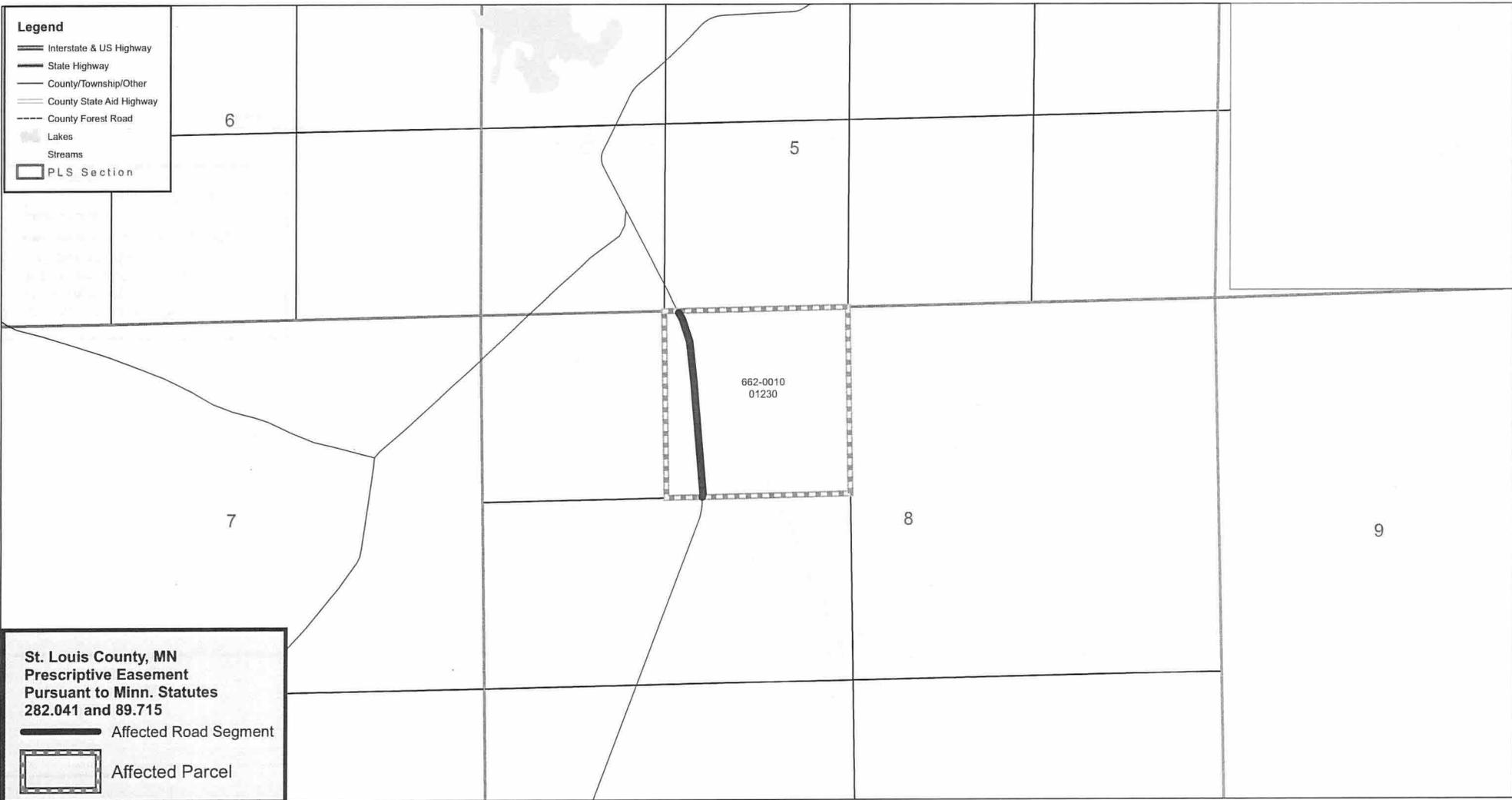
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650-0010-03790	61	14	25	SE1/4 OF SW1/4
650-0010-03800	61	14	25	NE1/4 OF SE1/4
650-0010-03830	61	14	25	SE1/4 OF SE1/4
650-0010-03820	61	14	25	SW1/4 OF SE1/4
650-0010-05290	61	14	35	SW1/4 OF NE1/4
650-0010-05310	61	14	35	NW1/4
650-0010-05140	61	14	34	SE 1/4 OF NE 1/4
650-0010-05270	61	14	35	NE1/4 OF NE1/4
650-0010-05300	61	14	35	SE1/4 OF NE1/4
650-0010-05380	61	14	35	SE1/4

February 26, 2014  
Public Hearing Date      Date of Adoption

Chair, St. Louis County Board      Date

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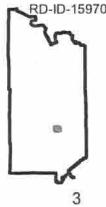
February 26, 2014  
Public Hearing Date

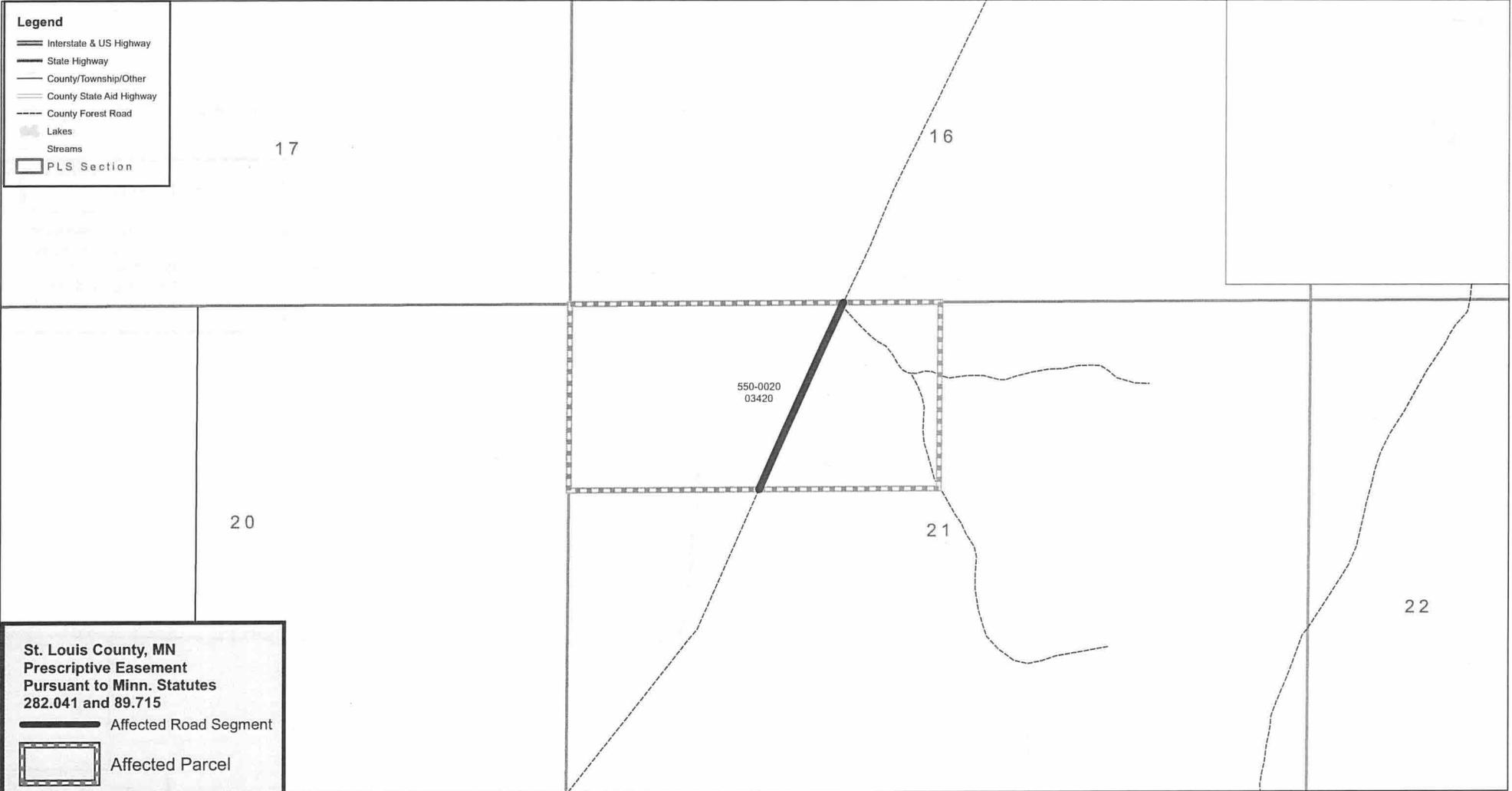
\_\_\_\_\_ Date of Adoption

Chair, St. Louis County Board \_\_\_\_\_ Date

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February 26, 2014  
Public Hearing Date

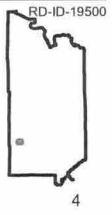
Date of Adoption

Chair, St. Louis County Board

Date

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Miles

PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
550-0020-03420	54	20	21	N 1/2 OF NW 1/4





**St. Louis County, MN  
Prescriptive Easement  
Pursuant to Minn. Statutes  
282.041 and 89.715**

— Affected Road Segment

▭ Affected Parcel

February 26, 2014  
Public Hearing Date

\_\_\_\_\_  
Date of Adoption

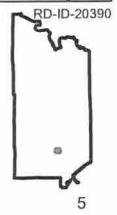
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Chair, St. Louis County Board

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Date

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Miles

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PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
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673-0010-02162	53	16	14	WLY 675 FT OF NLY 375 FT OF NW1/4 OF NW1/4
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**Legend**

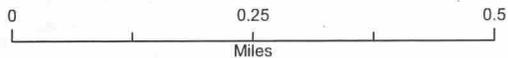
- Interstate & US Highway
- State Highway
- County/Township/Other
- County State Aid Highway
- County Forest Road
- Lakes
- Streams
- PLS Section

**St. Louis County, MN**  
**Prescriptive Easement**  
**Pursuant to Minn. Statutes**  
**282.041 and 89.715**

- Affected Road Segment
- Affected Parcel

February 26, 2014  
 Public Hearing Date      Date of Adoption

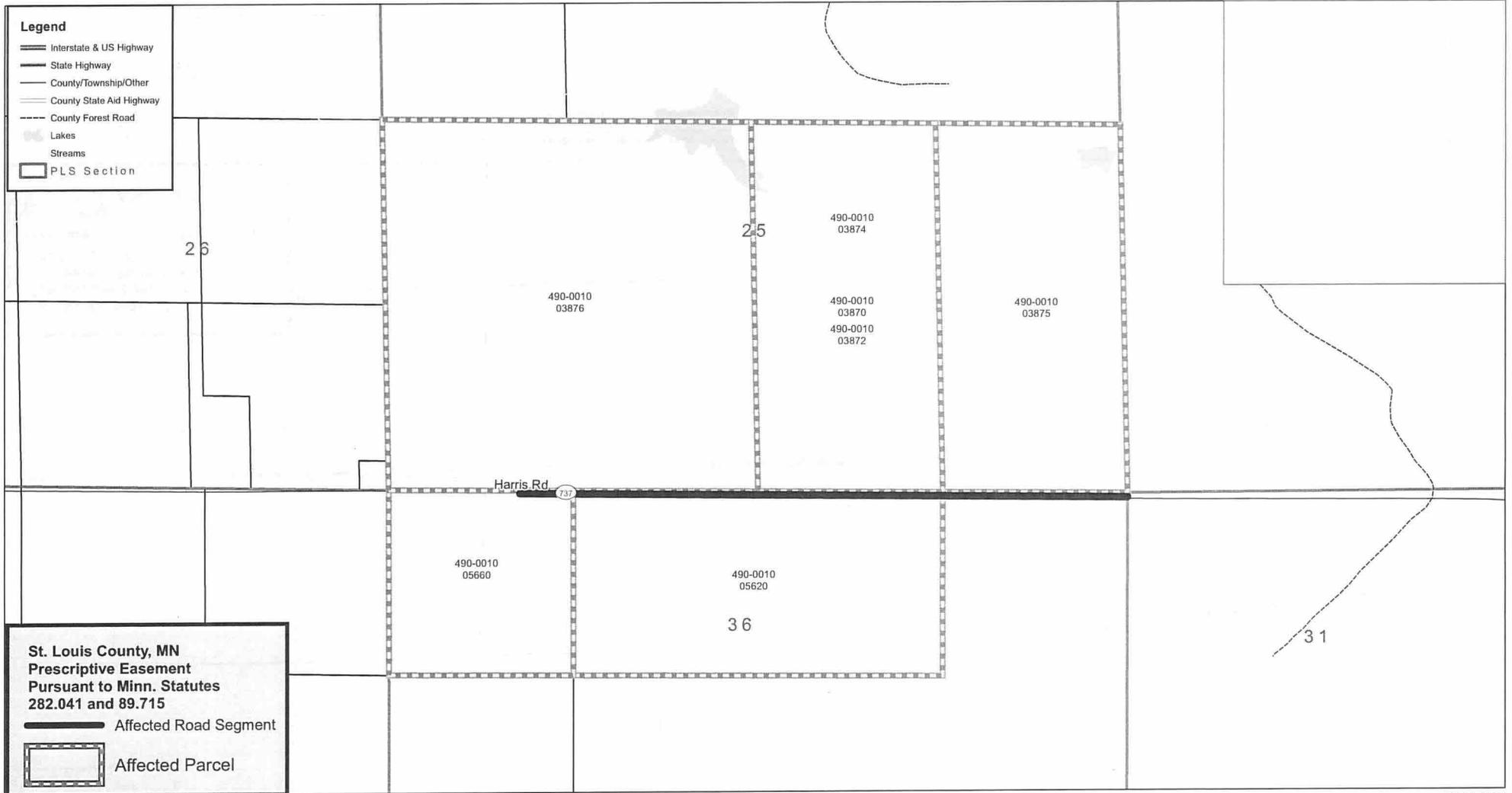
Chair, St. Louis County Board      Date



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490-0010-01970	53	17	13	N 1/2 OF SE 1/4
490-0010-03620	53	17	24	NE 1/4 OF NE 1/4



RD-ID-20391



**St. Louis County, MN  
Prescriptive Easement  
Pursuant to Minn. Statutes  
282.041 and 89.715**

— Affected Road Segment

▭ Affected Parcel

February 26, 2014 \_\_\_\_\_  
Public Hearing Date      Date of Adoption

Chair, St. Louis County Board      \_\_\_\_\_  
Date

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PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
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490-0010-03870	53	17	25	UND 1/3 OF S1/2 OF SEC. 25 EX E1/2 OF SE1/4 & EX SW1/4
490-0010-03875	53	17	25	E1/2 OF SE1/4
490-0010-03876	53	17	25	SW1/4
490-0010-03872	53	17	25	UND 1/3 OF S1/2 OF SEC. 25 EX E1/2 OF SE1/4 & EX SW1/4
490-0010-03874	53	17	25	UND 1/3 OF S1/2 OF SEC. 25 EX E1/2 OF SE1/4 & EX SW1/4



RD-ID-20392



February 26, 2014  
Public Hearing Date

Date of Adoption

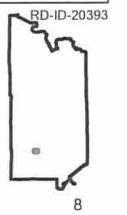
Chair, St. Louis County Board

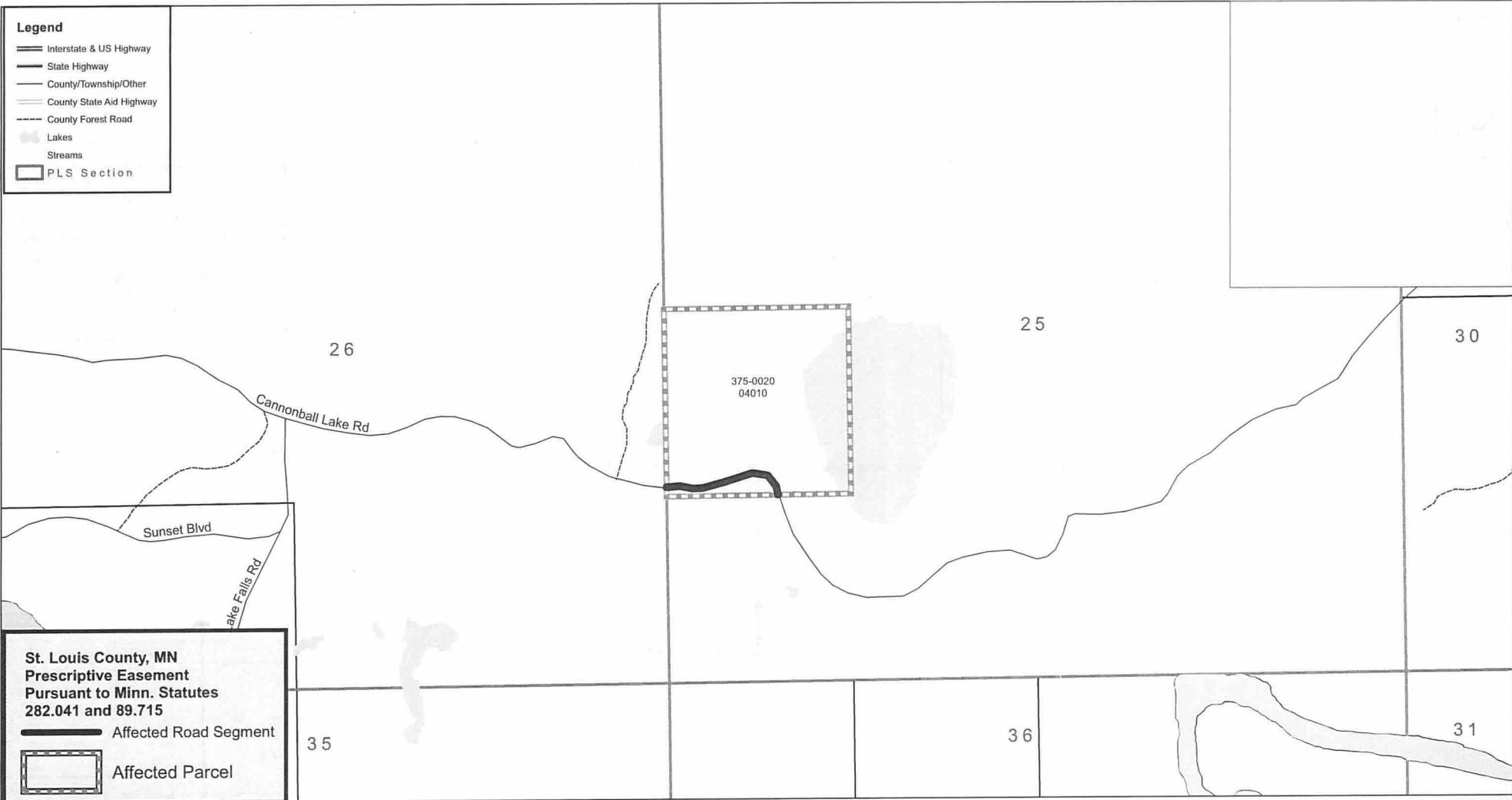
Date

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PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
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**Legend**

- Interstate & US Highway
- State Highway
- County/Township/Other
- County State Aid Highway
- County Forest Road
- Lakes
- Streams
- PLS Section

**St. Louis County, MN  
Prescriptive Easement  
Pursuant to Minn. Statutes  
282.041 and 89.715**

- Affected Road Segment
- Affected Parcel

PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
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February 26, 2014  
Public Hearing Date

Date of Adoption

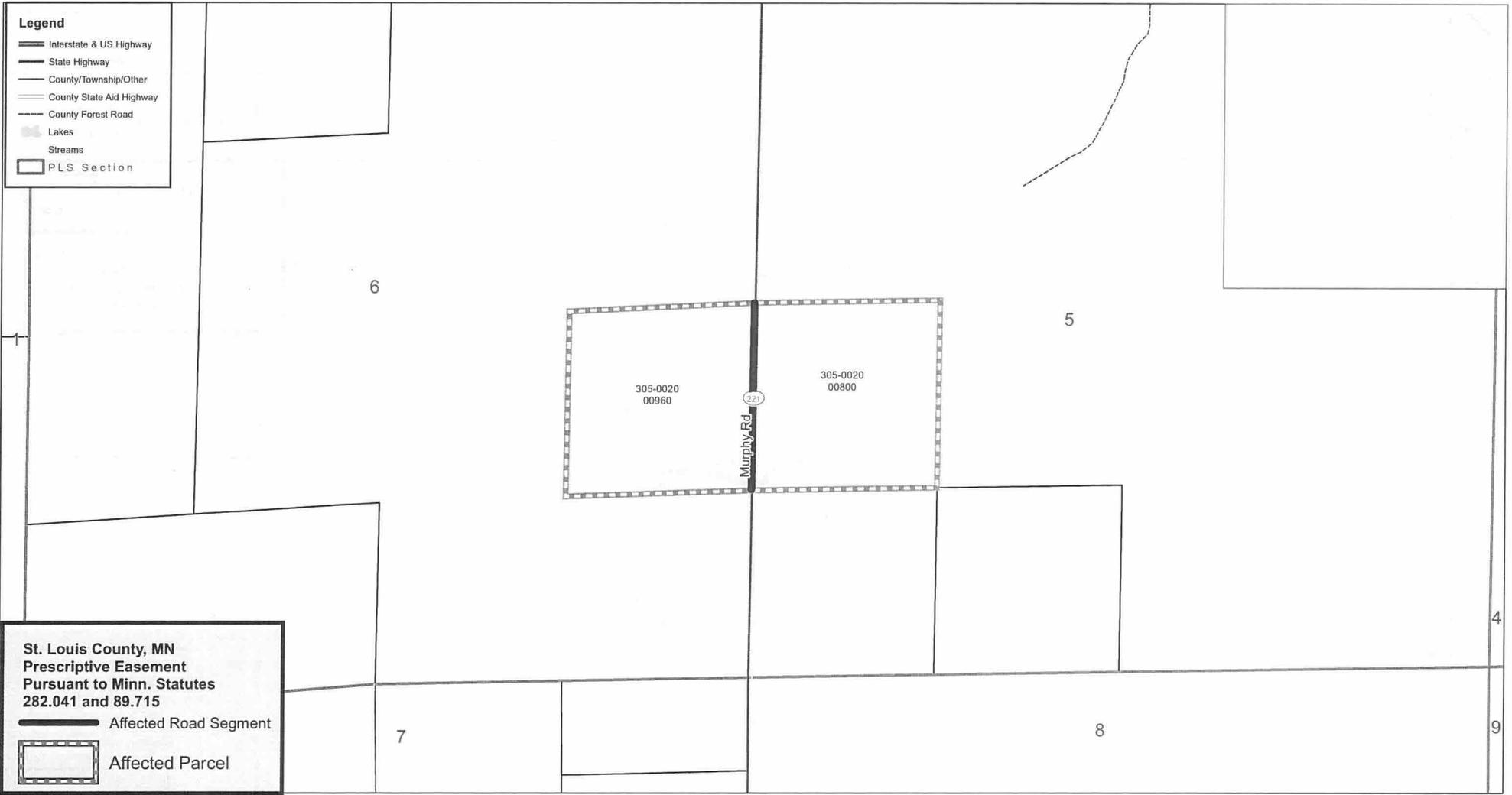
Chair, St. Louis County Board

Date

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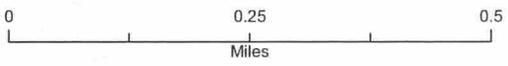
**St. Louis County, MN  
Prescriptive Easement  
Pursuant to Minn. Statutes  
282.041 and 89.715**

— Affected Road Segment

▭ Affected Parcel

February 26, 2014  
Public Hearing Date      Date of Adoption

\_\_\_\_\_  
Chair, St. Louis County Board      Date



PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
305-0020-00960	54	17	6	NE 1/4 OF SE 1/4
305-0020-00800	54	17	5	NW 1/4 OF SW 1/4





**Legend**

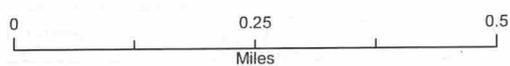
- Interstate & US Highway
- State Highway
- County/Township/Other
- County State Aid Highway
- County Forest Road
- Lakes
- Streams
- PLS Section

**St. Louis County, MN  
Prescriptive Easement  
Pursuant to Minn. Statutes  
282.041 and 89.715**

- Affected Road Segment
- Affected Parcel

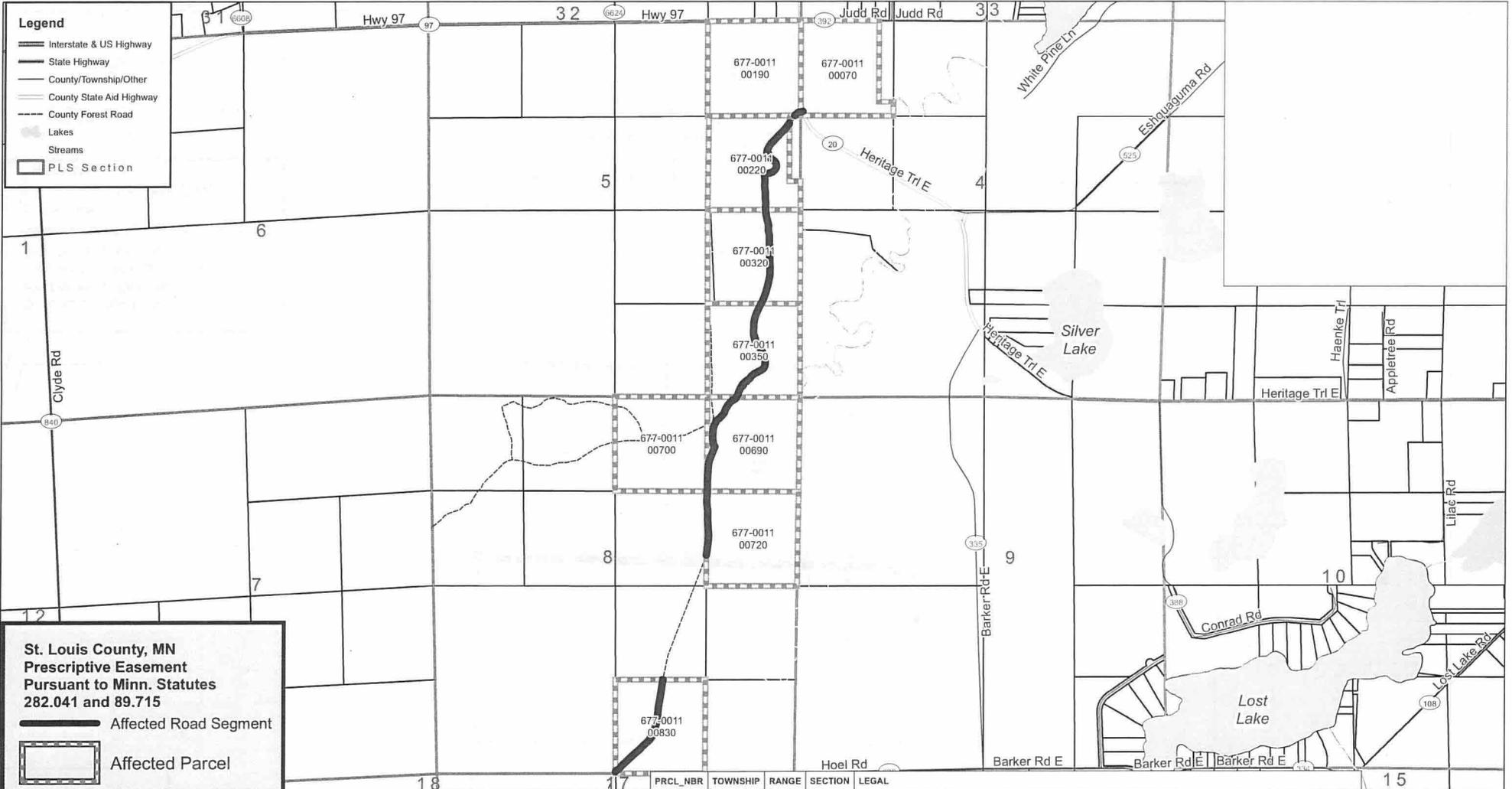
February 26, 2014  
Public Hearing Date      Date of Adoption

Chair, St. Louis County Board      Date



PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
305-0010-04220	54	16	26	SW 1/4 OF NE 1/4
305-0010-04260	54	16	26	SW 1/4 OF NW 1/4
305-0010-04280	54	16	26	NE 1/4 OF SW 1/4
305-0010-04290	54	16	26	NW 1/4 OF SW 1/4





**Legend**

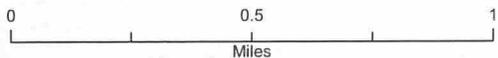
- Interstate & US Highway
- State Highway
- County/Township/Other
- County State Aid Highway
- County Forest Road
- Lakes
- Streams
- ▭ PLS Section

**St. Louis County, MN  
Prescriptive Easement  
Pursuant to Minn. Statutes  
282.041 and 89.715**

- Affected Road Segment
- ▭ Affected Parcel

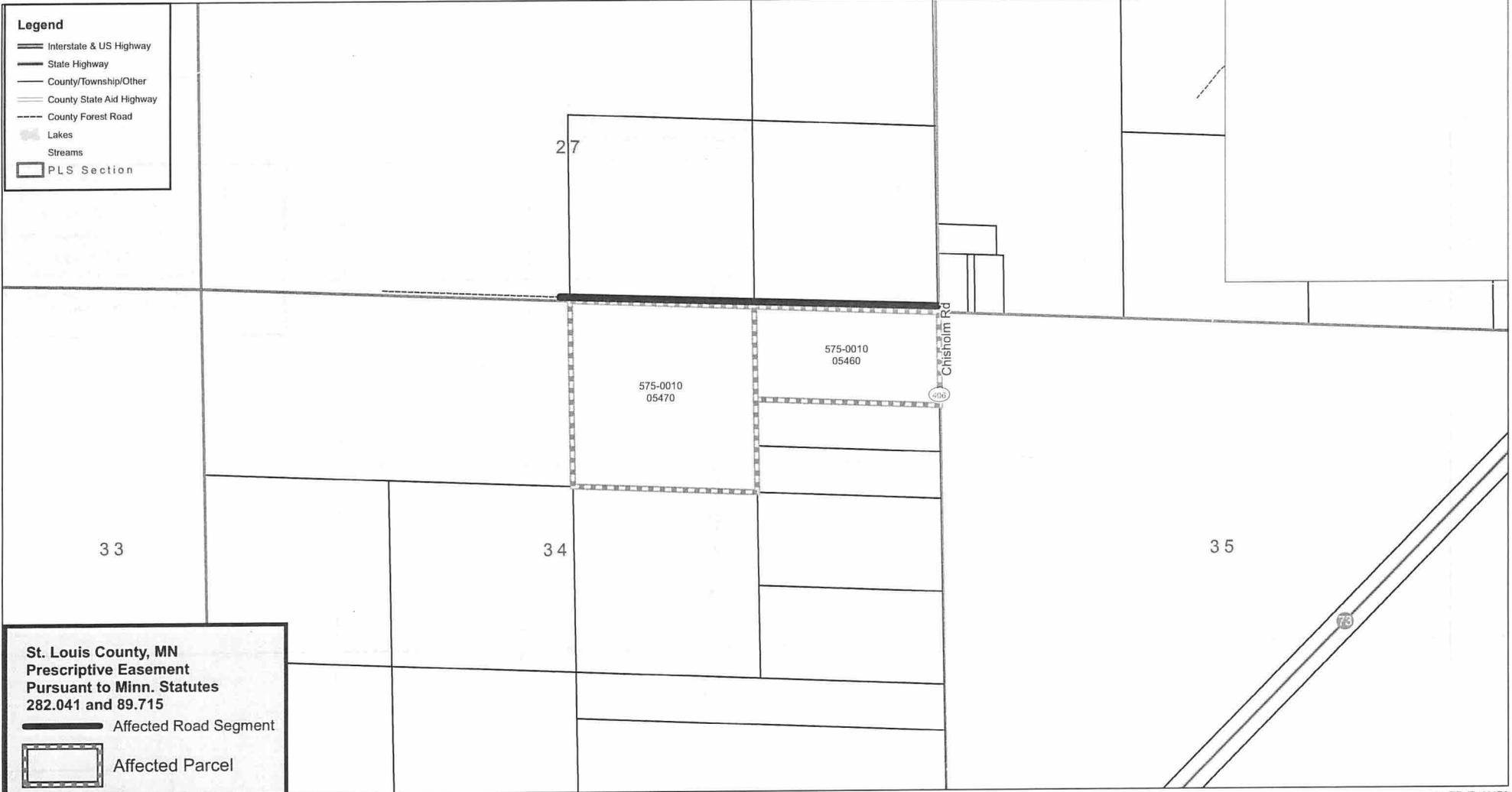
February 26, 2014  
Public Hearing Date      Date of Adoption

Chair, St. Louis County Board      Date



PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
677-0011-00070	57	16	4	LOT 4 EX E 208 67/100 FT OF N 1147 FT
677-0011-00190	57	16	5	LOT 1
677-0011-00220	57	16	5	SE 1/4 NE 1/4 EX E 163 FT OF N 930 FT & EX PART LYING WLY OF A LINE RUNNING FROM A PT ON S LINE 40 FT ELY OF SW COR TO A PT ON N LINE 20 FT E OF NW COR
677-0011-00320	57	16	5	NE 1/4 OF SE 1/4 EX PART LYING WLY OF A LINE RUNNING FROM A PT ON S LINE 100 FT E OF SW COR TO A PT ON N LINE 40 FT ELY OF NW COR
677-0011-00350	57	16	5	SE 1/4 OF SE 1/4
677-0011-00690	57	16	8	NE 1/4 OF NE 1/4
677-0011-00720	57	16	8	SE 1/4 OF NE 1/4
677-0011-00830	57	16	8	SW 1/4 OF SE 1/4
677-0011-00700	57	16	8	NW 1/4 OF NE 1/4





**St. Louis County, MN  
 Prescriptive Easement  
 Pursuant to Minn. Statutes  
 282.041 and 89.715**

— Affected Road Segment

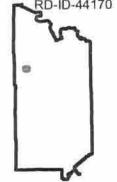
▭ Affected Parcel

February 26, 2014  
 Public Hearing Date      Date of Adoption

Chair, St. Louis County Board      Date

0      0.25      0.5  
 Miles

PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
575-0010-05460	63	20	34	NE1/4 OF NE1/4 EX S1/2
575-0010-05470	63	20	34	NW 1/4 OF NE 1/4





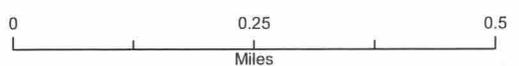
**St. Louis County, MN  
Prescriptive Easement  
Pursuant to Minn. Statutes  
282.041 and 89.715**

 Affected Road Segment

 Affected Parcel

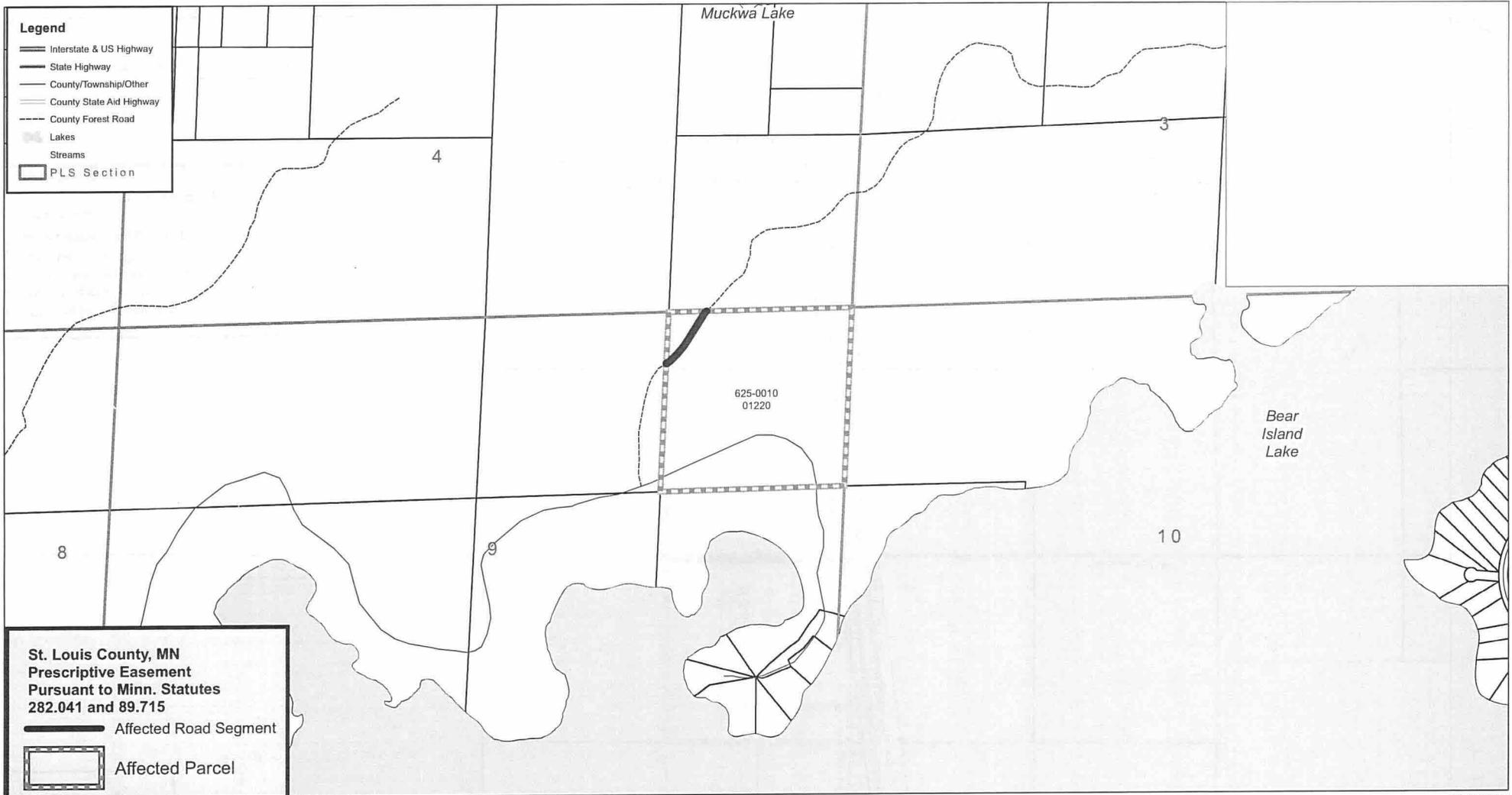
February 26, 2014  
Public Hearing Date      Date of Adoption

\_\_\_\_\_  
Chair, St. Louis County Board      Date



PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
758-0010-00420	63	21	4	N1/2 OF SW1/4 EX E1/2 OF NE1/4 OF SW1/4
758-0010-00600	63	21	5	NE 1/4 OF SE 1/4





**St. Louis County, MN  
 Prescriptive Easement  
 Pursuant to Minn. Statutes  
 282.041 and 89.715**

— Affected Road Segment

▭ Affected Parcel

February 26, 2014  
 Public Hearing Date      Date of Adoption

\_\_\_\_\_  
 Chair, St. Louis County Board      Date

0      0.25      0.5  
 Miles

PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
625-0010-01220	61	13	9	NE 1/4 OF NE 1/4





**St. Louis County, MN  
Prescriptive Easement  
Pursuant to Minn. Statutes  
282.041 and 89.715**

— Affected Road Segment

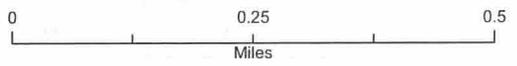
▭ Affected Parcel

February 26, 2014  
Public Hearing Date

\_\_\_\_\_  
Date of Adoption

\_\_\_\_\_  
Chair, St. Louis County Board

\_\_\_\_\_  
Date



PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
320-0020-01570	55	17	10	SE 1/4 OF SW 1/4 EX 10 12/100 AC FOR GRAVEL PIT AND EX 43 100 AC FOR HWY
320-0020-02310	55	17	15	NE 1/4 OF NW 1/4 EX HWY RT OF WAY





**St. Louis County, MN  
Prescriptive Easement  
Pursuant to Minn. Statutes  
282.041 and 89.715**

Affected Road Segment

Affected Parcel

February 26, 2014  
Public Hearing Date

Date of Adoption

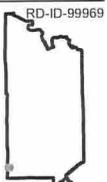
Chair, St. Louis County Board

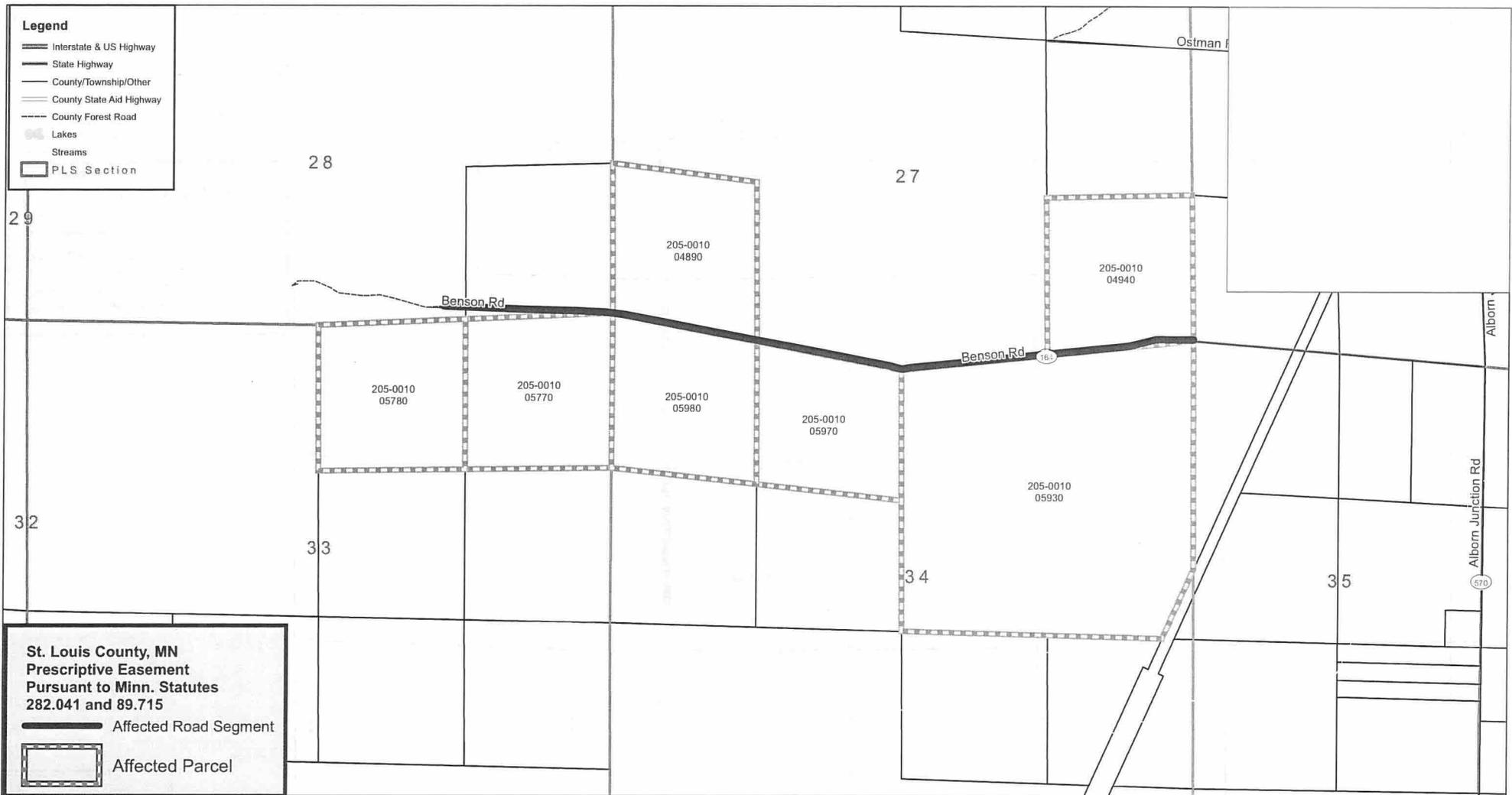
Date

0 0.25 0.5  
Miles

N

PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
390-0010-03210	51	21	20	SW 1/4 OF SW 1/4





February 26, 2014  
Public Hearing Date

Date of Adoption

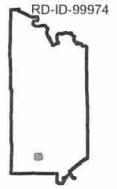
Chair, St. Louis County Board

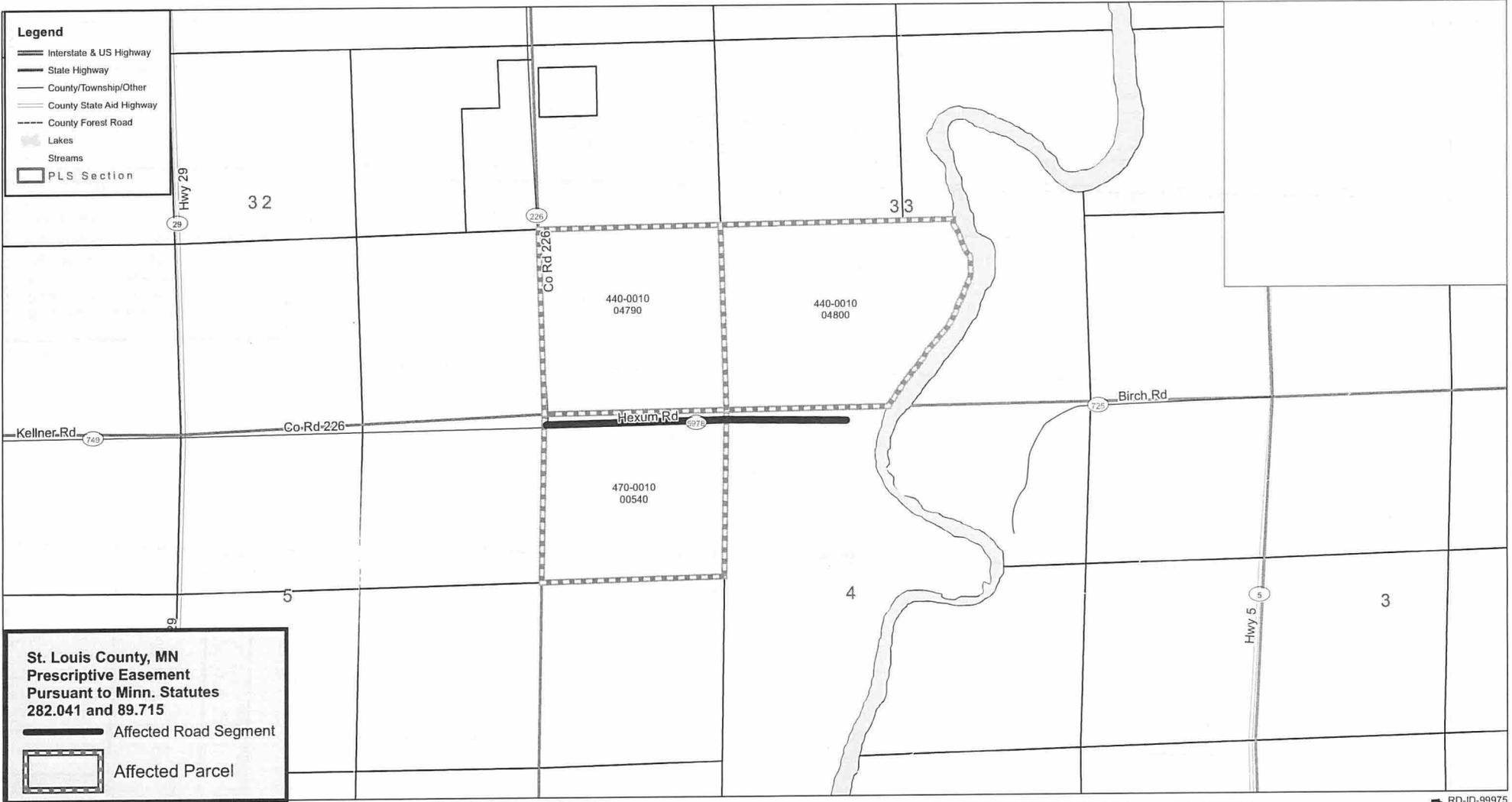
Date

0 0.3 0.6  
Miles

N

PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
205-0010-04940	52	18	27	SE 1/4 OF SE 1/4
205-0010-05770	52	18	33	NE 1/4 OF NE 1/4
205-0010-05780	52	18	33	NW 1/4 OF NE 1/4
205-0010-05970	52	18	34	NE 1/4 OF NW 1/4
205-0010-05980	52	18	34	NW 1/4 OF NW 1/4
205-0010-05930	52	18	34	NE 1/4 EX RY RT OF WAY 1 ACRE
205-0010-04890	52	18	27	SW 1/4 OF SW 1/4





**St. Louis County, MN  
 Prescriptive Easement  
 Pursuant to Minn. Statutes  
 282.041 and 89.715**

— Affected Road Segment

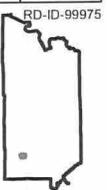
▭ Affected Parcel

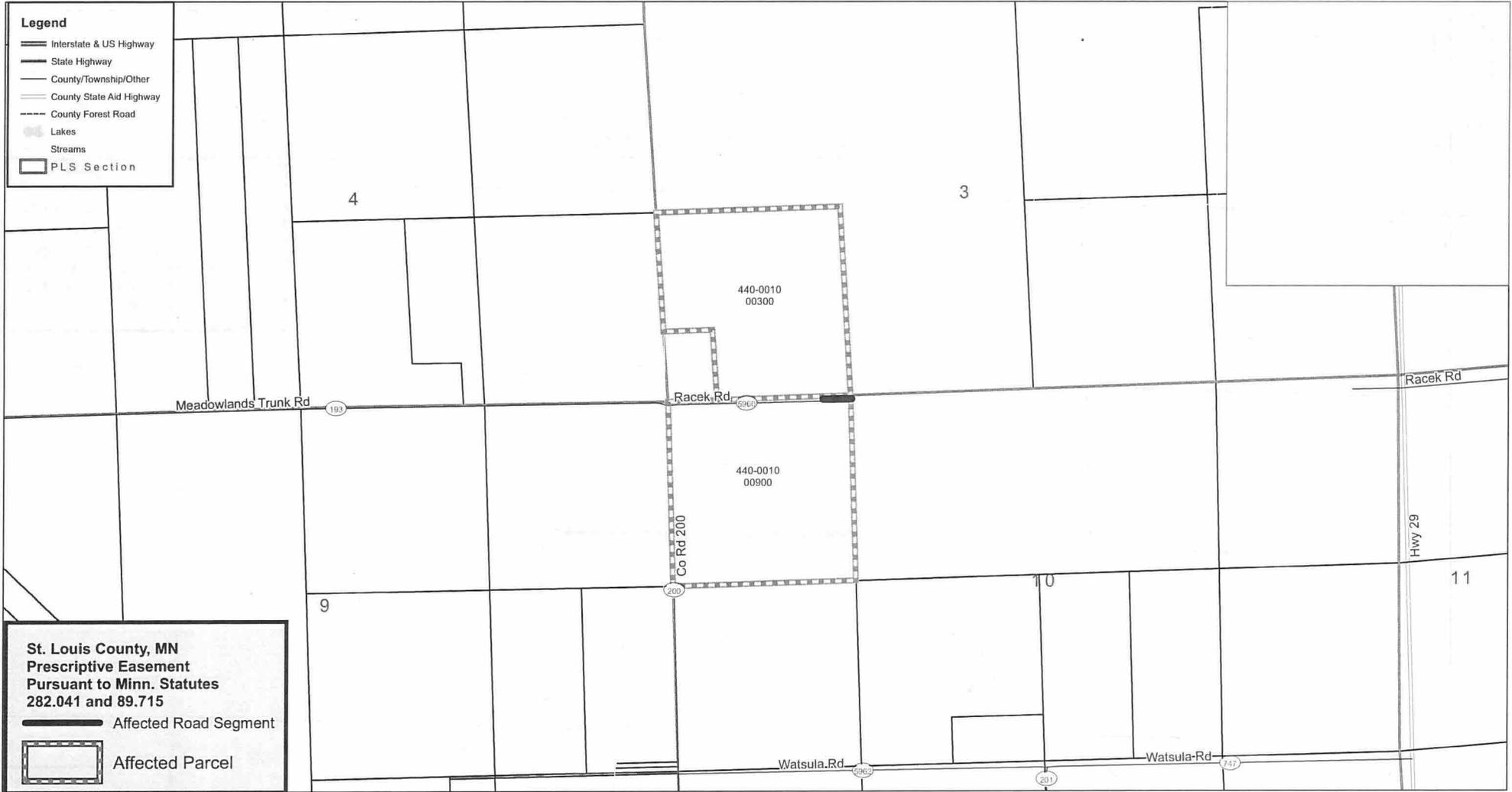
February 26, 2014  
 Public Hearing Date      Date of Adoption

Chair, St. Louis County Board      Date

0      0.25      0.5  
 Miles

PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
470-0010-00540	52	19	4	LOT 12
440-0010-04790	53	19	33	SW 1/4 OF SW 1/4
440-0010-04800	53	19	33	LOT 4





**Legend**

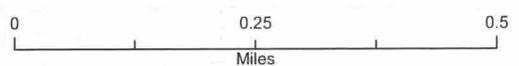
- Interstate & US Highway
- State Highway
- County/Township/Other
- County State Aid Highway
- County Forest Road
- Lakes
- Streams
- PLS Section

**St. Louis County, MN  
Prescriptive Easement  
Pursuant to Minn. Statutes  
282.041 and 89.715**

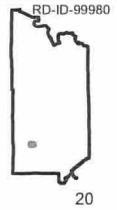
- Affected Road Segment
- Affected Parcel

February 26, 2014  
Public Hearing Date      Date of Adoption

\_\_\_\_\_  
Chair, St. Louis County Board      Date



PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
440-0010-00900	53	19	10	NW 1/4 OF NW 1/4
440-0010-00300	53	19	3	SW 1/4 OF SW 1/4 EX SLY 500 FT OF WLY 350 FT





**St. Louis County, MN**  
**Prescriptive Easement**  
**Pursuant to Minn. Statutes**  
**282.041 and 89.715**

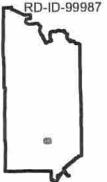
— Affected Road Segment  
 Affected Parcel

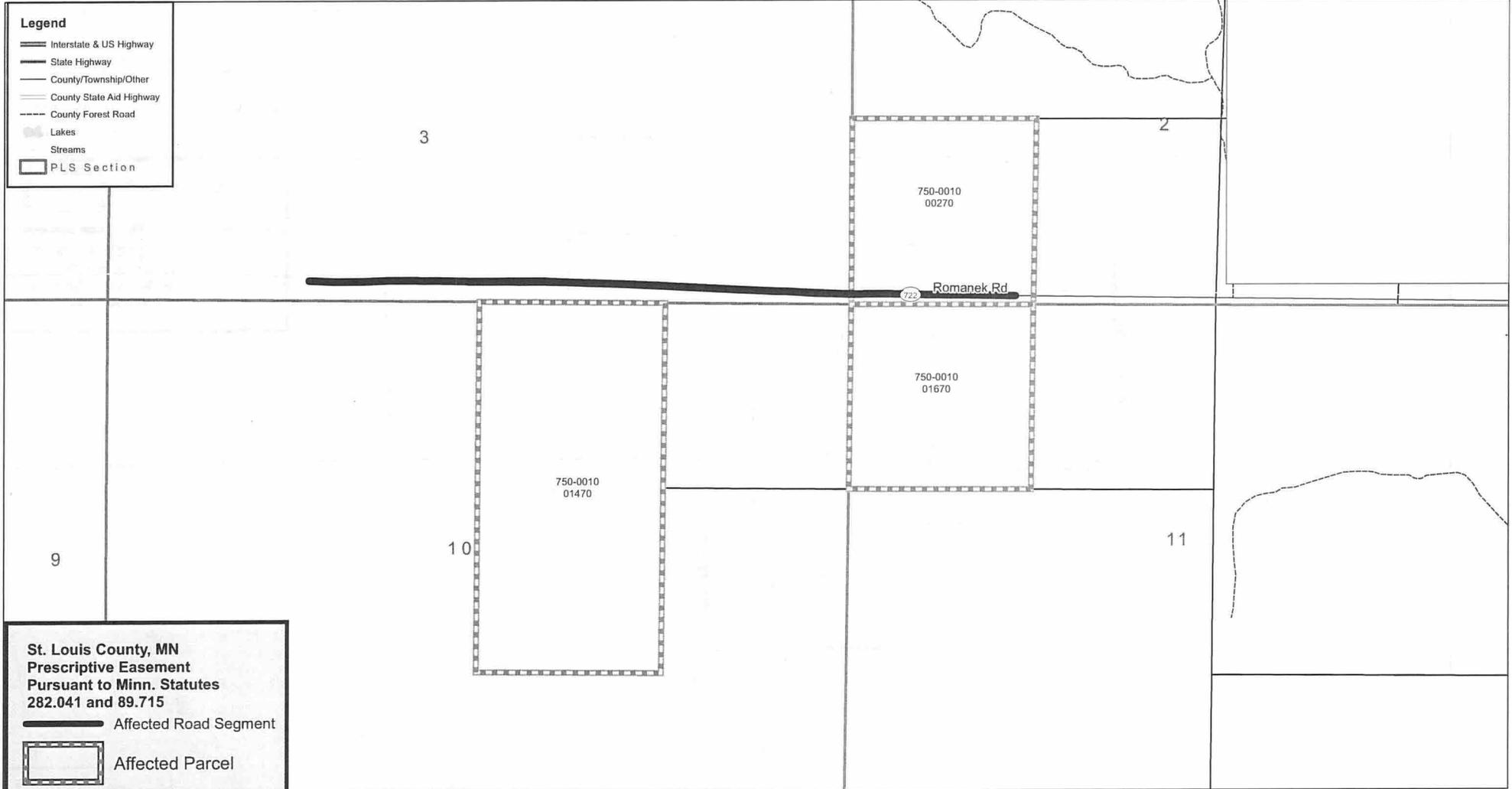
February 26, 2014  
 Public Hearing Date      Date of Adoption

\_\_\_\_\_  
 Chair, St. Louis County Board      Date

0      0.25      0.5  
 Miles

PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
305-0010-05690	54	16	34	SW 1/4 OF SE 1/4 EX RY R OF WAY 6.30/100 AC



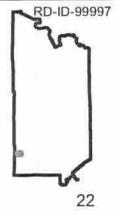


February 26, 2014  
Public Hearing Date      Date of Adoption

Chair, St. Louis County Board      Date

0      0.25      0.5  
Miles

PRCL_NBR	TOWNSHIP	RANGE	SECTION	LEGAL
750-0010-00270	52	21	2	SW 1/4 OF SW 1/4
750-0010-01670	52	21	11	NW 1/4 OF NW 1/4
750-0010-01470	52	21	10	W 1/2 OF NE 1/4



# BOARD LETTER NO. 15 – 247 REPLACEMENT

PUBLIC WORKS & TRANSPORTATION COMMITTEE NO. 1

BOARD AGENDA NO.

**DATE:** June 2, 2015                      **RE:** Award of Bids: Edgeline  
Rumble Strip and Striping, and  
Maintenance Striping Projects

**FROM:** Kevin Z. Gray  
County Administrator

James T. Foldesi  
Public Works Director/Highway Engineer

**RELATED DEPARTMENT GOAL:**

To provide a safe, well maintained road and bridge system.

**ACTION REQUESTED:**

The St. Louis County Board is requested to award Public Works projects to the low bidder.

**BACKGROUND:**

County staff is authorized under County Board 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 an edgeline rumble strip and striping project on various County State Aid Highways and maintenance striping throughout the county.

A call for bids was received by the St. Louis County Public Works Department at on May 28, 2015, for the following projects in accordance with the plans and specifications on file in the office of the County Highway Engineer:

- Project:** CP 0000-187064, SP 69-070-014 Edgeline Rumble Strips and Edgeline Striping  
**Location:** Various County State Aid Highways in St. Louis County  
**Traffic:** N.A.  
**PQI:** N.A.  
**Construction:** Edgeline Rumble Strips and Edgeline Striping  
**Funding:** Fund 220, Agency 220363, Object 652700  
**Anticipated Start Date:** June 22, 2015  
**Anticipated Completion Date:** July 31, 2015  
**Engineer's Estimate:** \$89,778.00

**BIDS:**

<b>Traffic Marking Service, Inc., Maple Lake, MN</b>	<b>\$103,068.80 (+\$13,290.80, +14.80%)</b>
Fahrner Asphalt Sealers, LLC, Eau Claire, WI	\$104,014.32
AAA Striping Service, St. Michael, MN	\$104,814.72

2. **Project:** **CP 0000-243581, Maintenance Striping 2015**  
**Location:** Various Roads within St. Louis County, Lake County, City of Eveleth, City of Proctor and City of Virginia  
**Traffic:** N.A.  
**PQI:** N.A.  
**Construction:** Maintenance Striping 2015  
**Funding:** Fund 200, Agency 207001, Object 651800  
**Anticipated Start Date:** June 15, 2015  
**Anticipated Completion Date:** August 28, 2015  
**Engineer's Estimate:** \$511,512.00

**BIDS:**

<b>Traffic Marking Service, Inc., Maple Lake, MN</b>	<b>\$523,711.15 (+\$12,199.15, +2.38%)</b>
AAA Striping Service, St. Michael, MN	\$550,707.60
Century Fence, Forest Lake, MN	\$688,649.00
Fahrner Asphalt Sealers, LLC, Eau Claire, WI	\$691,163.45

**RECOMMENDATION:**

It is recommended that the St. Louis County Board award the projects as follows:

CP 0000-187064, SP 69-070-014, Edgeline Rumble Strips and Edgeline Striping to Traffic Marking Service, Inc. of Maple Lake, MN in the amount of \$103,068.80, payable from Fund 220, Agency 220363, Object 652700;

CP 0000-243581, Maintenance Striping 2015 to Traffic Marking Service, Inc., of Maple Lake, MN in the amount of \$523,711.15, payable from Fund 200, Agency 207001, Object 651800.

**Award of Bids: Edgeline Rumble Strip and Striping**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, Bids have been received electronically by St. Louis County Public Works Department for the following project:

CP 0000-187064, SP 69-070-014 Edgeline Rumble Strips and Edgeline Striping, and;

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on May 28, 2015, 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>
Traffic Marking Service, Inc.	621 Division Street East Maple Lake, MN 55358	\$103,068.80

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 220, Agency 220363, Object 65700.

**Award of Bids: Maintenance Striping Projects**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, Bids have been received electronically by St. Louis County Public Works Department for the following project:

CP 0000-243581, Maintenance Striping 2015, and;

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on May 28, 2015, and the low responsible bid determined;

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

<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Traffic Marking Service, Inc.	621 Division Street East Maple Lake, MN 55358	\$523,711.15

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 200, Agency 207001, Object 651800.

With additional revenue budgeted for expense:

City of Eveleth	Fund 200, Agency 207001, Rev. Obj. 551519	\$1,008.00
Lake County	Fund 200, Agency 207001, Rev. Obj. 551508	\$30,744.00
City of Proctor	Fund 200, Agency 207001, Rev. Obj. 551502	\$2,335.50
City of Virginia	Fund 200, Agency 207001, Rev. Obj. 551505	\$5,378.40



**BIDS:**

**Hoover Construction Co., Virginia, MN**  
Hammerlund Construction, Inc.,  
Grand Rapids, MN

**\$304,100.00 (+\$50,350.00, +19.84%)**  
\$399,250.00

**RECOMMENDATION:**

It is recommended that the St. Louis County Board award the projects as follows:

CP 0000-235341, Aggregate Crushing, Northern St. Louis County 2015 to Hoover Construction Company of Virginia, MN in the amount of \$304,100.00 payable from Fund 200, Agency 201082, Object 650200;

**Award of Bids: North Crushing Program**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, Bids have been received electronically by St. Louis County Public Works Department for the following project:

CP 0000-235341, Aggregate Crushing, Northern St. Louis County 2015, and;

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on May 28, 2015, 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>
Hoover Construction Company	PO Box 1007 Virginia, MN 55792	\$304,100.00

RESOLVED FURTHER, That the appropriate county officials are authorized to approve the Contractor's Performance Bonds and to execute the bonds and contract for the above listed project, payable from Fund 200, Agency 201082, Object 650200.

# BOARD LETTER NO. 15 – 249

FINANCE & BUDGET COMMITTEE NO. 1

BOARD AGENDA NO.

**DATE:** June 2, 2015

**RE:** Support for St. Louis  
County/AEOA/Range Mental  
Health Center 2016 Capital  
Appropriation Request

**FROM:** Kevin Z. Gray  
County Administrator

## **RELATED DEPARTMENT GOALS:**

To support regional initiatives; To manage county-owned properties in an efficient and cost-effective manner to ensure success in their designated public use.

## **ACTION REQUESTED:**

The St. Louis County Board is requested to formally declare its support for the St. Louis County, Arrowhead Economic Opportunity Agency (AEOA) and Range Mental Health Center (RMHC) \$34 million State of Minnesota 2016 Capital Appropriation request and to designate the Virginia office facility as St. Louis County's first priority.

## **BACKGROUND:**

In the 2014 State of Minnesota Capital Appropriation process, St. Louis County, as local government sponsor and owner of the proposed building project, was awarded \$3 million for pre-design of a new office facility to be located in the city of Virginia to house AEOA and RMHC and for land acquisition and site work to the extent there are sufficient funds (Laws of Minnesota, 2014 Chapter 294, Section 18, Human Services, Subdivision 8). A pre-design/design grant agreement between the Minnesota Department of Human Services and St. Louis County is nearly complete. Pre-design, design and site selection/acquisition activities are anticipated to be completed within the next year.

As St. Louis County is also in early planning stages of a complete renovation of new building construction in downtown Virginia on a similar timeline, it makes sense to consider potential colocation and efficiencies. This possibility will be formally vetted in programming, site selection scenarios and other pre-design work.

The proposed request for the 2016 Capital Appropriation solicitation expects the proposed office building to allow AEOA, RMHC and St. Louis County to more fully and efficiently provide services that are vitally needed in the region. Initial all-inclusive estimates for separate facilities total approximately \$44,032,374 (St. Louis County @

47,544 sq/ft @ \$291 per sq/ft = \$13,835,304; AEOA/RMHC @ 103,770 sq/ft @ \$291 sq/ft = \$30,197,070), and initial estimates for a combined facility are approximately \$34 million. The space saving of a combined facility is estimated at approximately 25%, but will also require a 250 vehicle parking facility.

This preliminary estimate is based on anticipated square foot construction costs, furniture/fixtures and equipment, soft costs, (\$32 million); property acquisition (\$300,000); building(s) demolition (\$500,000); and parking structure (\$1.2 million). All cost estimates are very preliminary and based on initial programming and its related sizes and functions and will need to be vetted through the programming and pre-design phase.

During discussions with all parties in the programming, pre-design, site selection, professional services firm selection, and grant agreement process, St. Louis County in partnership with all other agencies, will consider whether a joint facility located in downtown Virginia which would potentially house AEOA, RMHC and St. Louis County, could also meet county office space and programming requirements. Careful consideration will be given to opportunities to leverage construction costs, client service, employee work environment and operating efficiencies.

The St. Louis County Board has also been asked to be the sponsor of the St. Louis County, AEOA and RMHC application for 2016 capital appropriation. This appropriation will include funding for construction of the office facility. Project partners will provide a proportional match for state funds awarded in this appropriation, as would St. Louis County should the county deem colocation the best option. Applications must be entered into the state Capital Budget System by June 12, 2015.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board pass a resolution of support for a State of Minnesota 2016 Capital Appropriation request for a new office facility for St. Louis County, AEOA/RMHC in the amount of \$34 million and indicate it as St. Louis County's first bonding priority. This appropriation would finance up to 50% of the joint project cost, with the partners committing funds to match their proportional share of this request.

**Support for St. Louis County/AEOA/RMHC  
2016 Capital Appropriation Request**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, The State of Minnesota recently solicited requests for 2016 Capital Appropriations; and

WHEREAS, St. Louis County, Arrowhead Economic Opportunity Agency (AEOA) and Range Mental Health Center (RMHC) office facility was awarded \$3 million in the 2014 State bonding bill for design of the facility, and possibly land acquisition and site work with no match required; and

WHEREAS, This \$3 million award requires St. Louis County to own and operate the facility and has necessitated that St. Louis County take an active role in project oversight, bidding and contract development; and

WHEREAS, St. Louis County has also been working on preliminary programming and pre-design for a complete renovation or new construction of an office building in downtown Virginia on a similar timeline; and

WHEREAS, AEOA and RMHC have asked St. Louis County to submit a second request on their behalf for construction of the planned new office facility located in the city of Virginia; and

WHEREAS, This building could also meet St. Louis County office space and programming requirements while affording opportunities for construction and operating cost efficiencies, and all partners are open to possible colocation of services; and

WHEREAS, The 2016 Capital Appropriation would finance up to 50% of the joint project cost and project partners have committed to funding their proportional project match;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board declares its support for the 2016 Capital Appropriation request of \$34 million for the St. Louis County/Arrowhead Economic Opportunity Agency/Range Mental Health Center new office facility;

RESOLVED FURTHER, That the St. Louis County Board designates this as its first priority bonding project for the 2016 Legislative Session.

# BOARD LETTER NO. 15 - 250

CENTRAL MANAGEMENT & INTERGOVERNMENTAL  
COMMITTEE NO. 1

BOARD AGENDA NO.

**DATE:** June 2, 2015

**RE:** Minnesota State Auditor's  
Performance Measurement  
Program, 2015 Report

**FROM:** Kevin Z. Gray  
County Administrator

Donald Dicklich  
County Auditor/Treasurer

**RELATED DEPARTMENT GOALS:**

To exercise responsible stewardship of county resources, to manage the overall county budget; and make budget recommendations to the County Board.

**ACTION REQUESTED:**

The St. Louis County Board is requested to certify that it has adopted and implemented ten performance measures developed by the Council on Local Results and Innovation and that the county is implementing a local performance measurement system that will meet the requirements developed by the Council. In addition, the County Board is requested to certify specific performance measurement-related actions, including the reporting of ten adopted measures to its residents.

**BACKGROUND:**

In 2010, the Legislature created the Council on Local Results and Innovation. In February 2011, the Council released a standard set of ten performance measures for counties and ten performance measures for cities that will aid residents, taxpayers, and state and local officials in determining the efficacy of counties and cities in providing services, and measure residents' opinions of those services. In February of 2012, the Council created a framework for a comprehensive performance measurement system for cities and counties to implement in 2012.

This framework and suggested measures in core service categories were further updated in January of 2013. St. Louis County has participated in this program since its inception.

Cities and counties that choose to participate in the new standards measure program may be eligible for a reimbursement in Local Government Aid, and exemption from levy limits (if applicable). Participation in the Minnesota State Auditor's Performance Measurement Program is voluntary. However, St. Louis County is well positioned to participate by virtue of its continued efforts in performance measurement and citizen surveys. Counties that chose to participate must file a report with the Office of the State Auditor by July 1, 2015.

St. Louis County receives an annual payment of \$25,000 from the Performance Measurement State Aid category for participation in this program. To be eligible to continue in this voluntary program and receive the State Aid, the County Board must certify the following requirements have been met:

- The County has adopted and implemented a minimum of ten of the performance measures covering each applicable service category, as developed by the Council on Local Results and Innovation;
- The County has developed a system to use this information to help plan, budget, manage and evaluate programs and processes for optimal future outcomes; and
- The County is committed to reporting these measures to its residents.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board adopt the "Model Performance Measures for Counties" and program requirements, as identified in the Minnesota State Auditor's Performance Measurement Program and submit the 2015 St. Louis County Performance Measures Report.

## Minnesota State Auditor's Performance Measurement Program, 2015 Report

BY COMMISSIONER \_\_\_\_\_

WHEREAS, Benefits to St. Louis County for participation in the Minnesota Council on Local Results and Innovation comprehensive performance measurement program are outlined in Minn. Stat. § 6.91 and include eligibility for a reimbursement as set by state statute; and

WHEREAS, Any city/county participating in the comprehensive performance measurement program is also exempt from levy limits for taxes, if levy limits are in effect; and

WHEREAS, The St. Louis County Board has adopted and implemented ten of the performance measures, as developed by the Council on Local Results and Innovation, and a system to use this information to help plan, budget, manage and evaluate programs and processes for optimal future outcomes;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board supports continued participation in the Minnesota State Auditor's Performance Measurement Program.

RESOLVED FURTHER, That St. Louis County will continue to report the results of the performance measures to its citizenry by the end of the year through publication, direct mailing, posting on the city's/county's website, or through a public hearing at which the budget and levy will be discussed and public input allowed.

RESOLVED FURTHER, That the St. Louis County Board approves submission of the 2015 St. Louis County Performance Measures Report found in County Board File No. \_\_\_\_\_.

**DRAFT**

## **Measures for Counties**

### **St. Louis County Departmental Key Performance Indicators:**

#### **2015 Submission (2014 data, *unless noted*)**

St. Louis County utilizes best practices in performance management and measurement. Annually, the County Board adopts the standard set of county performance measures proposed by the Minnesota State Auditor's Performance Measurement Program. Created by the Minnesota State Legislature's Council on Local Results, this is a standard set of ten performance measures for counties and ten performance measures for cities that will aid residents, taxpayers, and state and local officials in determining the efficacy of counties and cities in providing services, and measure residents' opinions of those services. Cities and counties that choose to participate in the new standards measure program may be eligible for a reimbursement in Local Government Aid, and exemption from levy limits.

Participation in the Minnesota State Auditor's Performance Measures Program is voluntary; however, St. Louis County is well positioned to participate by virtue of its continued efforts in performance measurement and citizen surveys. Counties that choose to participate must officially adopt the corresponding 10 performance benchmarks developed by the Council, and report on them in order to receive a new local government performance aid, reimbursed at \$0.14 per capital, not to exceed \$25,000.

St. Louis County incorporates performance data in budget and business planning discussions and efforts. Each department has a business plan that guides them for the next three to five years. These plans are updated and reviewed as changes occur and considered as part of the budget process. The Business Plans include the following sections:

- **Who Are We?** This includes mission statement, primary lines of business (programs), organizational chart and significant trends and changes impacting the department.
- **What Do We Want To Achieve?** This includes a vision for the department and key initiatives aligned with the St. Louis County Commissioners' Priority Areas.
- **What Resources Are We Going To Use?** Resource plans such as Finance Plan, Workforce Plan, Technology Plan, Purchasing Plan, and Space Plan.

The broader county-wide goals for a sustained business planning focus by departments' center on consolidating core organizational efforts and services in support of the following priority areas as defined by the St. Louis County Board of Commissioners:

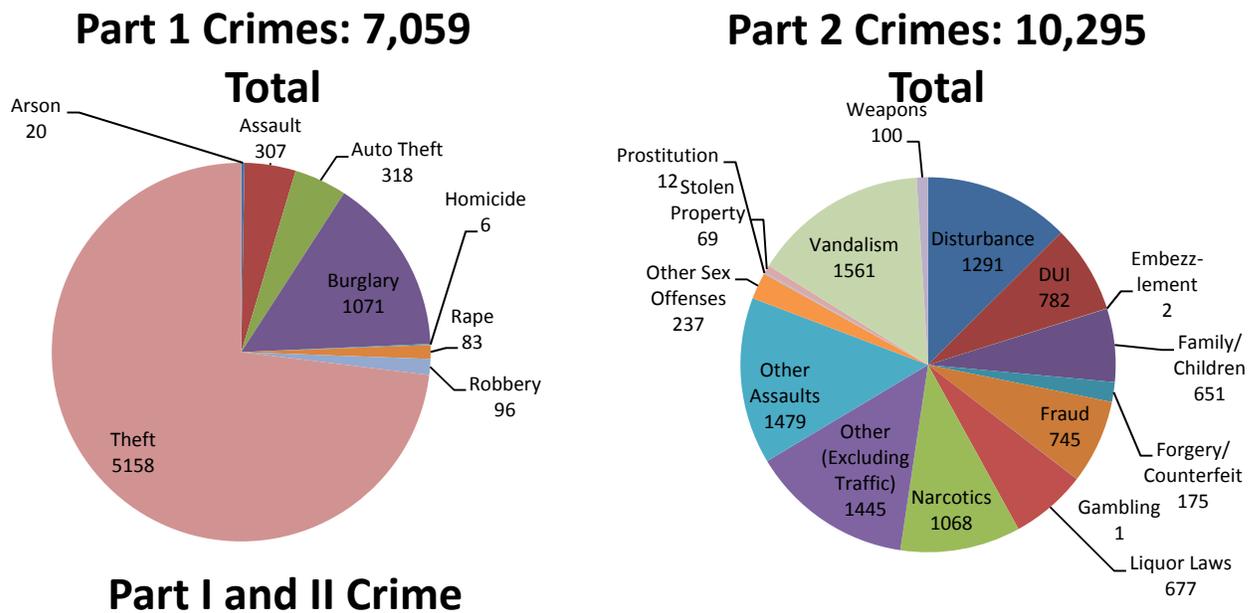
1. Health and Well-Being of County Citizens
2. Strong County Infrastructure
3. Healthy, Viable Ecosystem
4. Healthy Local Economy
5. Efficient, Effective Government

As the county strives for organizational excellence it is of paramount importance to continue to progress in linking departmental program and service initiatives to key organizational priorities and strategies.

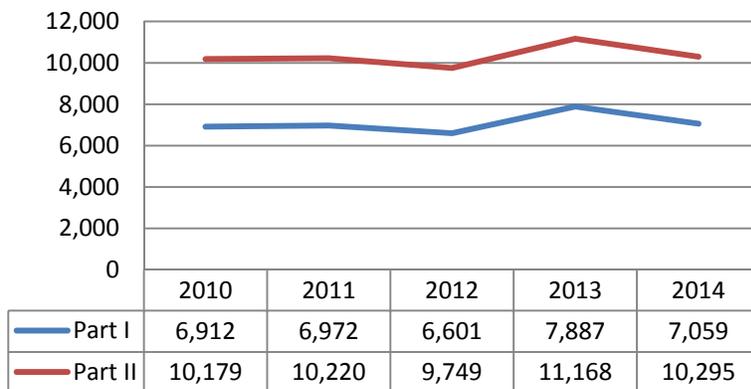
Public Safety – County Sheriff	
<b>Department Goal:</b>	To protect and serve the citizens of the county and region with professionalism and pride.
<b>Commissioner Priority Area:</b>	Enhance Public Safety; Health and Well-Being of County Citizens

### Measure 1. Public Safety – Crime Rates/Citizen Survey

**Current Performance:** In 2014, St. Louis County (population 200,949, US Census Bureau 2014 population estimate) had the following Part I & II offenses and crime rates:



### Part I and II Crime

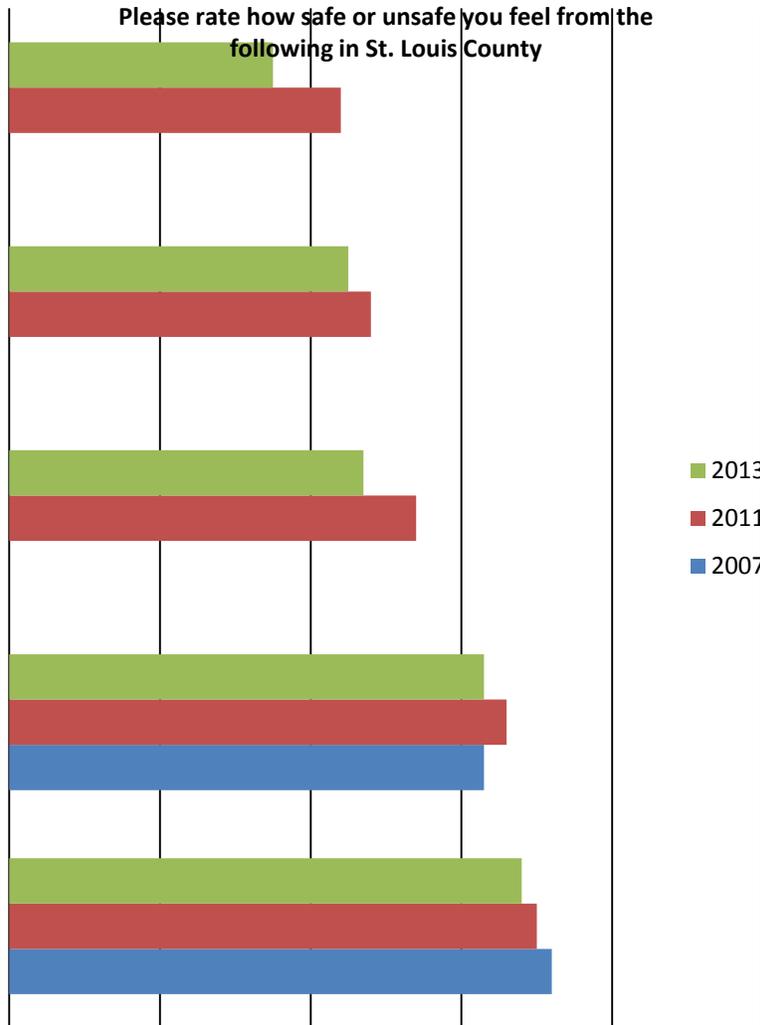


**Data Source:** MN BCA Uniform Crime Reports

Note: BCA stats are not final until July 1, 2015

## Measure 2. Public Safety –Citizen Survey

**Current Performance:** Residents felt the safest from violent (68 points) and property crimes (63). As shown below, ratings were similar to those given in 2011 and 2007.



### More about our survey:

St. Louis County partners with other Minnesota counties to work with the National Research Center on a statistically valid and representative residential survey which is conducted every 2-3 years. This survey was conducted in 2007, 2011 and 2013. That data is summarized here. The 2013 survey response rate was 37% (1975 households received a survey; 732 surveys were completed).

Please note: responses have been converted to a 100 point scale for ease of graphical comparison.

## Measure 3. Public Safety – Deputy Response Time

**Current Performance:** The St. Louis County Sheriff's Office responded to 1,831 Priority One Level Incidents throughout St. Louis County between 1/1/14 and 12/31/14. The average response time from time of dispatch to first unit on scene computes to **14.93 minutes**, the number of calls is up slightly and the average time to respond is down by just over 2 minute from last year. St. Louis County is very unique compared to other Minnesota counties in that it is over 7,000 square miles in size, the type and quality of our roadways varies significantly throughout the county, and great distances between calls often requires extra time to respond thus impacting the efficacy of this measure as a standard in St. Louis County as compared to other counties in the State.

## Public Safety – Arrowhead Regional Corrections (ARC)

<b>Department Goal:</b>	To use evidence-based practices to provide community corrections services in a five county area of Northeastern Minnesota (St. Louis, Carlton, Cook, Koochiching and Lake Counties). ARC operates the (1) Northeast Regional Corrections Center (NERCC), a minimum security level institution for adult males, (2) Arrowhead Juvenile Center, a secure detention and treatment facility for juveniles, (3) Court and Field (probation and parole) services and (4) contracted services for adult female offenders.
<b>Commissioner Priority Area:</b>	Enhance Public Safety; Health and Well-Being of County Citizens

### Measure 4. Public Safety – Recidivism

**Current Performance:** Arrowhead Regional Corrections’ goal is to maintain its client recidivism rate at 30% or lower, as defined by the Minnesota Department of Corrections. The MN DOC defines recidivism as “a felony conviction within three years of discharge.” In 2013, ARC’s adult probation recidivism rate - 15%. 2014 data isn’t available yet from the DOC.

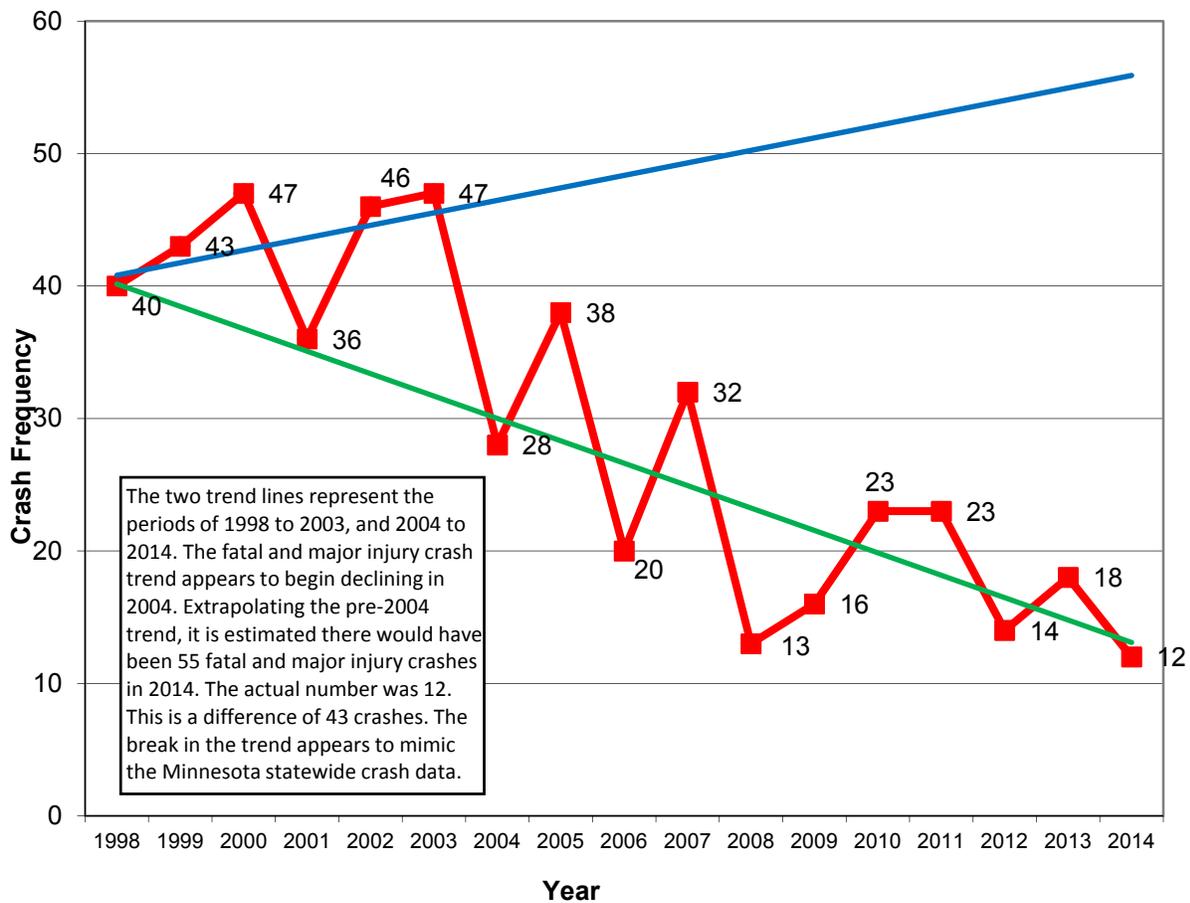
Public Works	
Department Goal:	To provide a safe, well-maintained road and bridge system.
Commissioner	Strong County Infrastructure; Facilitate Economic Development
Priority Area:	

### Measure 5. Public Works - Total number of fatal/injury accidents

**Current Performance:** In 2014 St. Louis County experienced **12** fatal and injury crashes on County State Aid Highways (CSAH), County Roads or Unorganized Township roads.

The trend is moving in the right direction due to significant coordination through the Towards Zero Death initiative. The additional linear trend lines included here show what would have been expected had the 1998-2003 trend continued.

**St. Louis County  
Fatal and Major Injury Crashes on CSAH, CR and UT  
Roads**



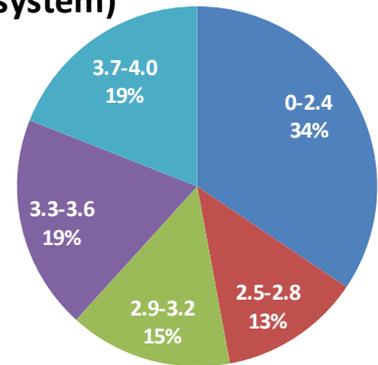
## Measure 6. Public Works –Snow Plowing Time

**Current Performance:** It takes the St. Louis County Public Works Department an average of **5.75 hours** to plow county roadways during an average snowfall event.

## Measure 7. Public Works –County Pavement Condition Rating (PCI/PQI)

**Current Performance:** To improve the overall pavement quality of the roads of St. Louis County jurisdiction (unorganized townships, county roads, and county state aid highways) to a level acceptable to the public, Public Works strives to maintain 75% of roadway miles with a Pavement Quality Index (PQI) of 2.900 or higher and the weighted average PQI for all mileage at 3.100 or higher. Pavements having a PQI of 2.900 to 3.200 are defined as being in "fair" condition. PQI's range from 0.000 (worst) to 4.200 (best).

**Pavement Quality Index (PQI) (% of paved system)**

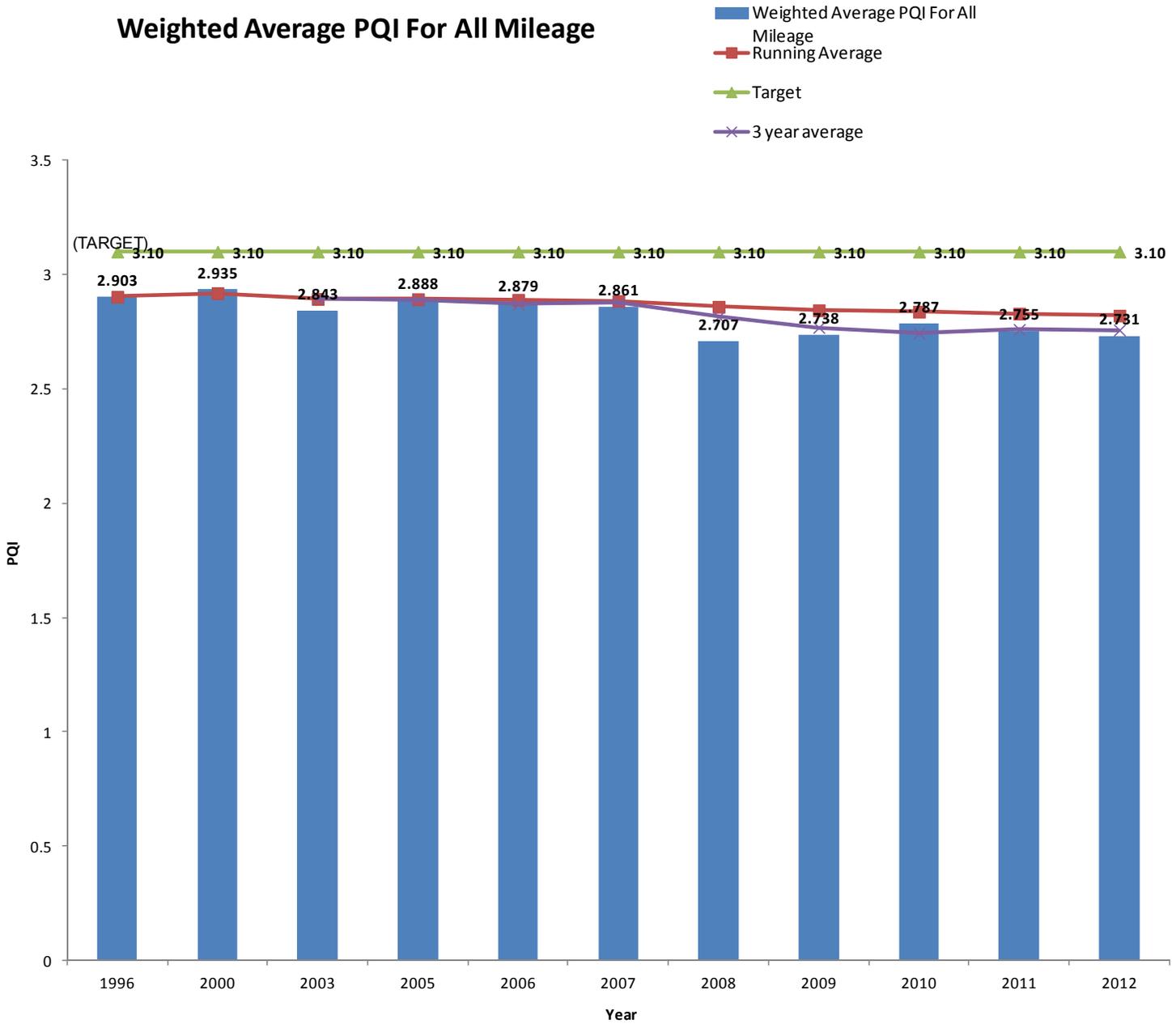


Please note, this data is from 2012 as the Minnesota Department of Transportation (MnDOT) was not able to rate St. Louis County's roads in 2013 or 2014 due to workload challenges. They are scheduled to rate St. Louis County roads in 2015.

Using PQI data from 2012, the percentage of roadway miles rated with a PQI of 2.900 or higher is 52.9%, which is under the 75% target. The weighted average PQI for all mileage, using the same data, is 2.731, which is under the target of 3.100.

System	2.731		Slightly down from 2011 (2.755)
	PQI		
County State Aid Highway (CSAH)	2.86		Slightly down from 2011 (2.87)
	PQI		
County & Unorganized Township Roads	2.31		Slightly down from 2011 (2.39)
	PQI		

## Weighted Average PQI For All Mileage



**What will be changed to meet this goal:** The Department knew that it would not be able to achieve this goal, but felt it was important to set targets that would reflect where the county’s system should be. A review of the current data indicates that the overall condition of the paved highway system is stable for now.

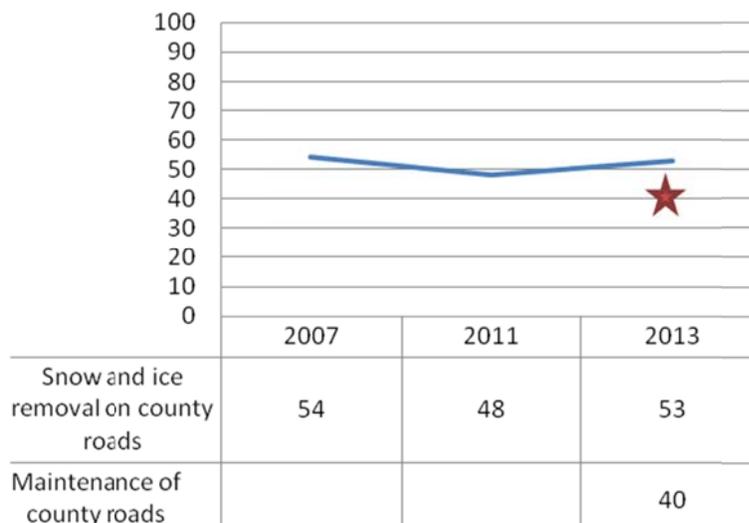
A shift towards doing more preservation projects such as mill and overlays, reclaim and overlays and bituminous overlays, along with more preventative maintenance such as crack sealing, chip seals and micro-surfacing will begin to push the numbers in the right direction.

St. Louis County Public Works continues to implement a pavement management system and will further refine its use as well as continue to evaluate all potential sources of revenue.

## Measure 8. Public Works –Citizen Survey Ratings

**Current Performance:** Continuing the trend in citizen survey ratings from 2007 and 2011 scientifically valid, representative surveys, residents again found road conditions to be a major problem in 2013. 10% of residents selected infrastructure (including sewer, water, roads, bridges, etc.) as the most serious issue facing St. Louis County (down from 13% in 2011). The 2013 survey attempted to separate snow and ice removal from general maintenance, which is reflected in the new baseline established in the following chart. While low, these scores are in line with national trends done by the National Research Center.

### Please rate each of the following services provided by St. Louis County



### More about our survey:

St. Louis County partners with other Minnesota counties to work with the National Research Center on a statistically valid and representative residential survey which is conducted every 2-3 years. This survey was conducted in 2007, 2011 and 2013. That data is summarized here. The 2013 survey response rate was 37% (1975 households received a survey; 732 surveys were completed).

Please note: responses have been converted to a 100 point scale for ease of graphical comparison.

Please note: the “maintenance of county roads” was a new question in 2013.

## Measure 9. Public Works –Average Bridge Sufficiency Rating

**Current Performance:** St. Louis County's average bridge sufficiency rating is **84.8**, up slightly from 79.5 in 2013. As this is a newer measure we are still establishing a baseline.

There are several factors to consider when it comes to using the Sufficiency Rating (SR) and setting an annual goal. It may take some serious thought to determine the best metric to measure our success. Considerations include:

- Establish a clear definition of the Sufficiency Rating (SR).
- Consider using ratings. NBI ratings are the federal portion of the condition ratings of various parts of the bridge (superstructure, substructure, deck, etc.) and are determined by our safety inspectors in the field.
- St. Louis County is responsible for approximately 600 bridges with ever changing condition values. It can be difficult to track and calculate any meaningful information without significant effort. The SR data from the State's SIMS database and found approximately 5% of the structures had incorrect data and their data has proven to be 3-4 years out of date. It is the only source for the current SR's and condition information that changes annually.

## Public Health, Social Services

<b>Department Goal:</b>	Children will be born healthy, live a life free from abuse and neglect, and will have a permanent living arrangement. Parents will be emotionally and financially able to provide for their children. Our community will make healthy life choices; have safe food, water, and air.
<b>Commissioner Priority Area:</b>	Health and Well-Being of County Citizens

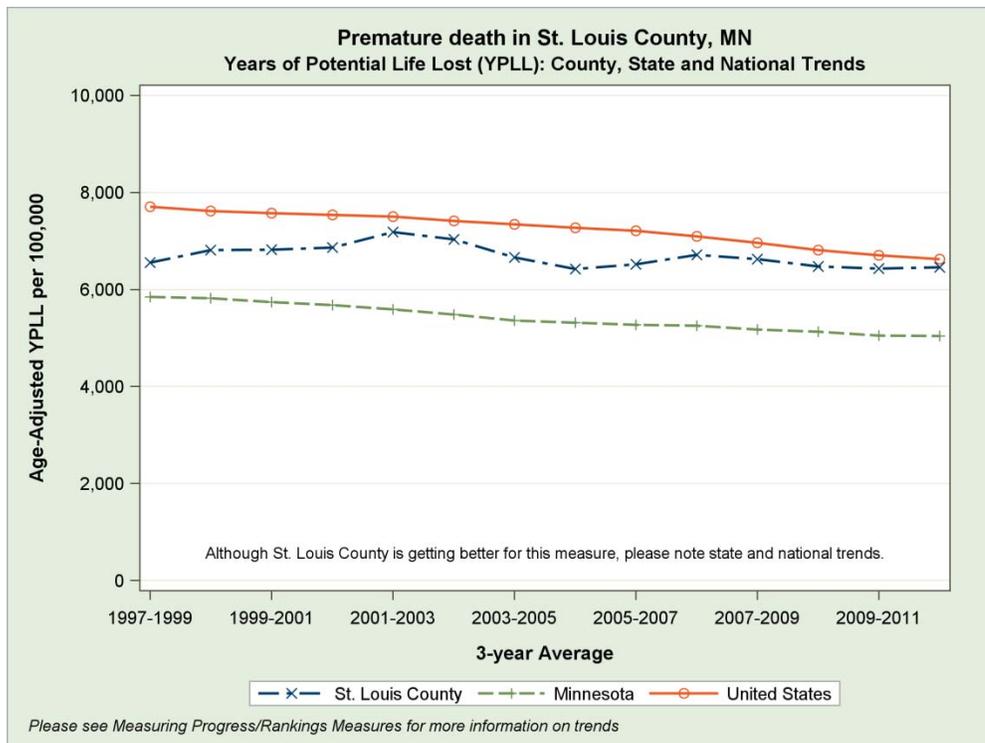
### Measure 10. Public Health & Human Services –General Life Expectancy

**Current Performance:** Potential life lost: the premature death rate (PDR) for those under age 75 is the number of deaths to residents under age 75 per 100,000 persons age-adjusted to the 2000 U.S. standard population. The indicator is the rate of heart disease.

2011	Percent of premature deaths	39.0%
2012	Percent of premature deaths	38.5%
2013	Percent of premature deaths	38.0%*

**Data source:** <http://www.health.state.mn.us/divs/chs/countytables/>; \*Most recent data – 12 month look back

Another look at this data is provided from the Robert Wood Johnson Foundation and the University of Wisconsin Population Health Institute provides information on premature death based on a calculated years of potential life lost.



**Data source:** <http://www.countyhealthrankings.org/app/minnesota/2015/rankings/st-louis/county/outcomes/overall/snapshot>

## Measure 11. Public Health & Human Services –Tobacco & Alcohol Use

### Current Performance:

2012	Health Outcomes	72 (Rank out of 87 Counties)
2012	Health Factors	64 (Rank out of 87 Counties)
2013	Health Outcomes	72 (Rank out of 87 Counties)
2013	Health Factors	59 (Rank out of 87 Counties)
2014	Health Outcomes	75 (Rank out of 87 Counties)
2014	Health Factors	53 (Rank out of 87 Counties)
2015	Health Outcomes	74 (Rank out of 87 Counties)
2015	Health Factors	59 (Rank out of 87 Counties)

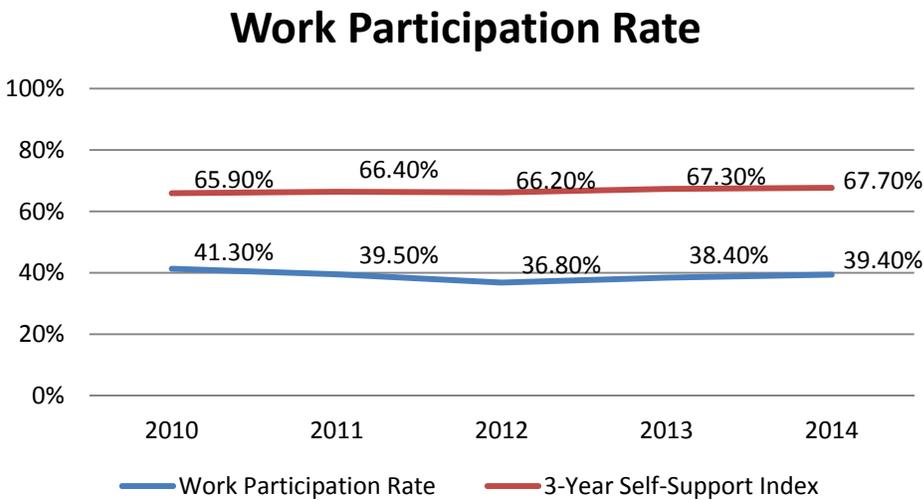
Specifically in regards to tobacco and alcohol use:

2015	Health Behaviors	53 (Rank out of 87 Counties)
2015	Adult Smoking	22% (Compared to MN at 16% and the National Benchmark at 14%)
2015	“Excessive Drinking”	19% (Compared to MN at 19% and the National Benchmark at 10%)

**Data source:** [www.countyhealthrankings.org](http://www.countyhealthrankings.org)

## Measure 12. Public Health & Human Services –Work Participation Rate

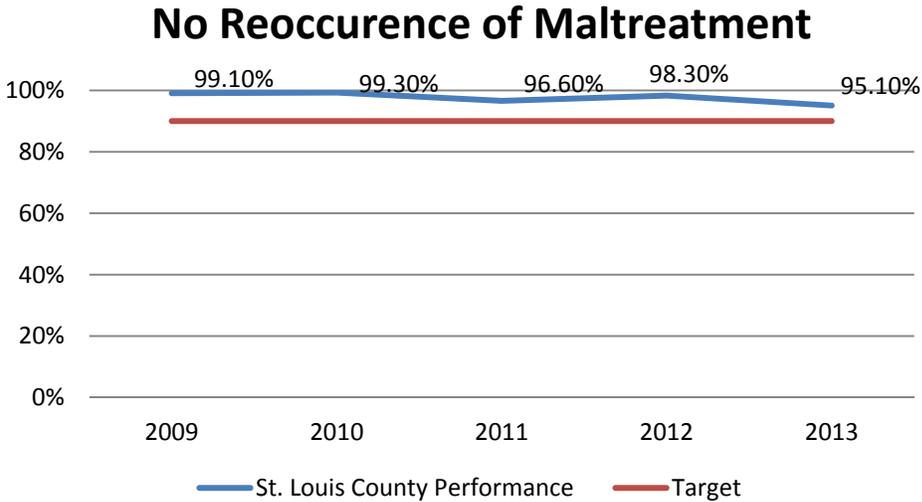
**Current Performance:** The department’s work participation rate measures how effectively people are able to enter the workforce and gain economic self-sufficiency. PHHS’ goal is that Minnesota Family Investment Program (MFIP) and Diversionary Work Program (DWP) participants will meet or exceed the state’s expectation of a work participation rate of 38.9%. The federal work participation rate has been raised to 50% this year. St. Louis County’s work participation rate is 39.4%, with our 3-year Self Support Index at 67.70%.



**Data source:** <http://publicreports.dhs.state.mn.us/Reports.aspx?ReportID=3> [DHS-4651-ENG 7-13]

## Measure 13. Public Health & Human Services –Maltreatment

**Current Performance:** PHHS strives to protect vulnerable children in order to enhance their safety, permanency and well-being. The department has established targets of 90% of children with one incident of substantiated child abuse will not have a reoccurrence within 12 months. *Please note 2014 summary data is not yet available.*



**Data source:** <http://publicreports.dhs.state.mn.us/Reports.aspx?ReportID=3>

## Measure 14. Public Health & Human Services –Child Support Program Cost Effectiveness

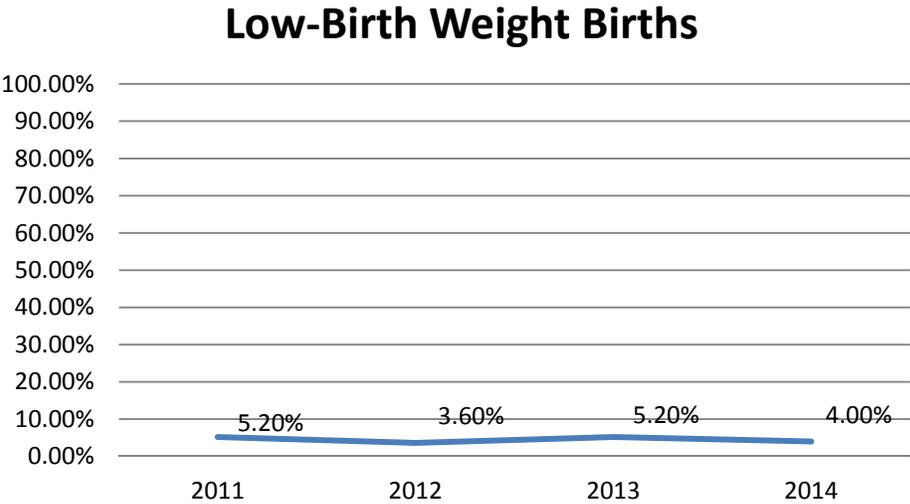
**Current Performance:** Child support is money a parent is court-ordered to pay to their child’s other parent or caregiver for the support of the child. The support may be part of an interim, temporary, permanent, or modified court order. Cost effectiveness is the Return on Investment realized as a result of this activity in our County; it is the total dollars collected during the federal fiscal year divided by the total dollars spent for providing child support services during the same year. It is also called the “CSPIA collections/expense ratio”.

St. Louis County CSPIA Collects/Expense Ratio	
2010	\$5.55
2011	\$4.86
2012	\$5.25
2013	\$5.19
2014	\$5.17
<b>Data source:</b> 2014 Minnesota Child Support Performance Report	

# Measure 15. Public Health & Human Services –Low Birth Weight Children

**Current Performance:** The Council on Local Results and Innovation recommended, as one measure of life expectancy, babies born with a low birth weight as these children have an increased risk of dying. Approximately half of the St. Louis County public health nurses provide home visits to high risk maternal populations, seeing clients prenatally and post-partum, to provide support and education to prevent complications including low birth weight.

Please note these numbers have been updated to reflect the new measurement standard with MN Department of Health, noted below.



Data Source: [www.health.state.mn.us/div/chs/countytables/](http://www.health.state.mn.us/div/chs/countytables/)

## Property Records, Valuation, Assessment

<b>Department Goal:</b>	Inspect, value, and classify - for property tax purposes – all taxable parcels with new construction on an annual basis. Assessments meet Department of Revenue standards for level and consistency.
<b>Commissioner Priority Area:</b>	Efficient, Effective Government

### Measure 16. County Assessor–Assessment Ratio

**Current Performance:** The median assessment level for all classes of property based on sales adjusted for local effort falls within the Department of Revenue’s acceptable range of 90% to 105% with a coefficient of dispersion less than 20 percent. This means that assessments should consistently fall within 90 to 105 percent of sales prices.

The following are statistics from the 2013 sales ratio report used for taxes payable in 2014 for St. Louis County provided by the Minnesota Department of Revenue. The current St. Louis County level of assessment ratio, median ratio, falls between 90-105% for 2014.

2013 St. Louis County Sales Ratio Report for Taxes Payable 2013		
PROPERTY TYPE	MEDIAN RATIO	DOR Acceptable Range of 90-105%
RESIDENTIAL	93.3%	acceptable
COMMERCIAL/INDUSTRIAL	90.2%	acceptable

**Data Source:** 2013 Assessment Sales Ratio Study Final Sales Analysis for the State Board of Equalization

### Measure 17. County Recorder–Turn-around Time

**Current Performance:** MN Statutes 357.182, Subd. 6 require a 10 day turn-around time by the year 2011, 90% of the time. 2014 performance documented a turn-around time of **7.64 days**, surpassing the requirement and continuing to improve over the prior year.

Elections	
<b>Department Goal:</b>	Maintain high election standards and public confidence in the election process in compliance with state and federal election laws (including the Help America Vote Act, HAVA).
<b>Commissioner Priority Area:</b>	Efficient, Effective Government

## Measure 18. County Auditor - Accuracy

**Current Performance:** During the 2014 general election, according to the post-election audit, **100%** of ballots were counted accurately.

Veterans Services	
<b>Department Goal:</b>	To annually increase the number of veterans we work with and to serve them in a timely and customer-oriented manner.
<b>Commissioner</b> <b>Priority Area:</b>	Health and Well-Being of County Citizens

### Measure 19. Veterans Service Office – Customer Service

**Current Performance:** Customer satisfaction surveys are used by this office to assure customer satisfaction. There were a total of 162 customer comment cards collected, **99% were rated excellent, 1% good.** All questions were answered. This is significant as the St. Louis County Veterans Service Office continues to see an increased number of veterans each year.

### Measure 20. Veterans Service Office – Dollars for Veterans’ Benefits

**Current Performance:** For 2013, Federal benefits totaled \$94,094,000 (up from last year) and State benefits totaled \$224,611 (down from last year), for a grand total of **\$94,318,611** of Veterans’ benefits brought into St. Louis County (up \$12,411,368 from 2012). **Please note, the 2014 total is not available, we are hoping to update this measure before submitting a final report to the data becomes available.**

### Measure 21. Veterans Service Office – Percentage of Veterans Receiving Benefits

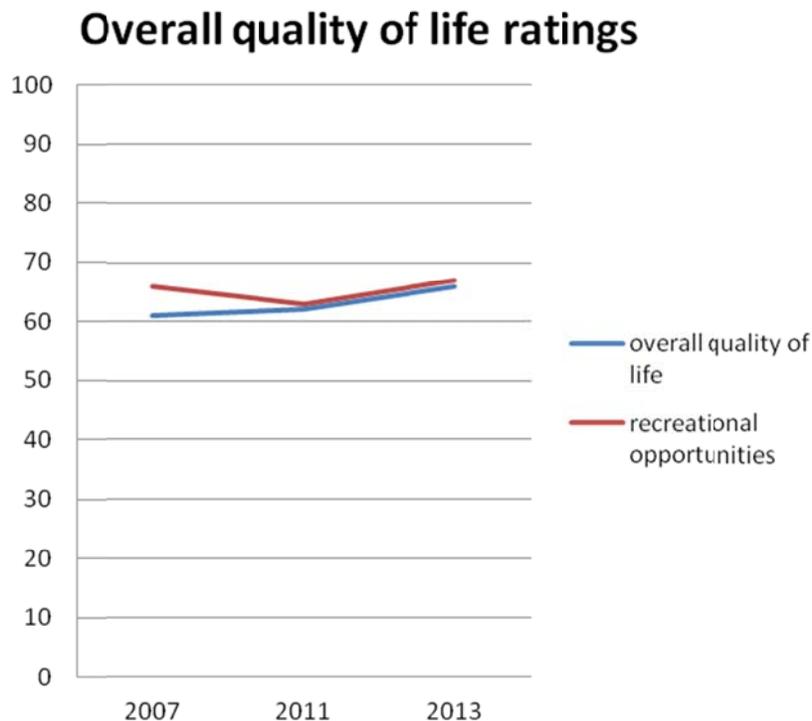
This measure was recommended by 2008 OLA report. There is currently no reliable data source for this measure.

## Parks, Libraries

<b>Department Goal:</b>	N/A – St. Louis County does not provide parks or libraries.
<b>Commissioner</b>	Health and Well-Being of County Citizens; Healthy Local Economy; Healthy Ecosystem
<b>Priority Area:</b>	Ecosystem

### Measure 22. Parks/Libraries – (N/A No County Parks, Recreational Programs or County Facilities)

**Current Performance:** Although St. Louis County does not operate county parks some of the 2013 Residential Survey Data speaks to general ratings in this area. The overall quality of life in St. Louis County is high, with 82% of residents rating overall quality of life “good” or “excellent.” Quality of life was further analyzed by various contributing factors. St. Louis County residents’ ratings of recreational opportunities are *much higher* than national averages.



#### More about our survey:

St. Louis County partners with other Minnesota counties to work with the National Research Center on a statistically valid and representative residential survey which is conducted every 2-3 years. This survey was conducted in 2007, 2011 and 2013. That data is summarized here. The 2013 survey response rate was 37% (1975 households received a survey; 732 surveys were completed).

Please note: responses have been converted to a 100 point scale for ease of graphical comparison, 0 = poor and 100 = excellent.

## Measure 23. Arrowhead Library System (of which St. Louis County is a member) – Annual Visits

**Current Performance:** St. Louis County is a member of the Arrowhead Library System. As such, we do not have direct authority for their services nor do we know their goals. However, the Arrowhead Library System provided the following statistics for consideration:

<b>Public Library</b>	<b>2010 Population</b>	<b>2014 Library Visits</b>	<b>Visits Per Thousand</b>
Aurora	1,709	14,560	8.52
Babbitt	1,475	14,818	10.05
Buhl	1,000	7,147	7.15
Chisholm	4,976	15,485	3.11
Cook	574	12,027	20.95
Duluth	86,265	492,106	5.70
Ely	3,460	70,772	20.45
Eveleth	3,718	14,028	3.77
Gilbert	1,799	16,432	9.13
Hibbing	16,361	86,076	5.26
Hoyt Lakes	2,017	14,200	7.04
Kinney	169	1,545	9.14
McKinley	128	0	0.00
Mountain Iron	2,869	21,937	7.65
Virginia	8,712	95,576	10.97
ALS Bookmobile	64,994	4,711	0.07
<b>TOTAL</b>	<b>200,226</b>	<b>881,420</b>	<b>4.40</b>

## Budget, Financial Performance

<b>Department Goal:</b>	Provide professional finance and accounting services in keeping with best practices, ensuring that public dollars are used exclusively for authorized public purposes.
<b>Commissioner Priority Area:</b>	Health and Well-Being of County Citizens; Healthy Local Economy; Healthy Ecosystem

### Measure 24. County Auditor – Bond Rating

**Current Performance:** AA+ rating achieved in rating review as part of 2013 bond issuances and retained for 2014 refinancing issuances. In its report, S&P listed multiple favorable conditions in the County that factored in its assessment including a strong economy, very strong budgetary flexibility, strong budgetary performance, very strong liquidity providing very strong cash levels to cover both debt service and expenditures, strong management conditions with good financial policies and practices; and very strong debt and contingent liability position, with low overall debt burden. Analysts also listed as strong the County's management with good financial policies, and the broad and diverse local economy. The AA+ rating makes the County's debt offering more attractive to investors and lowers the cost of borrowing.

**Data source:** Standard & Poor's Ratings Services

### Measure 25. County Auditor – Debt Service per capita

**Current Performance:** \$270 per capita; St. Louis County's debt levels are well below all established limits.

**Data source:** St. Louis County 2014 Comprehensive Annual Financial Report

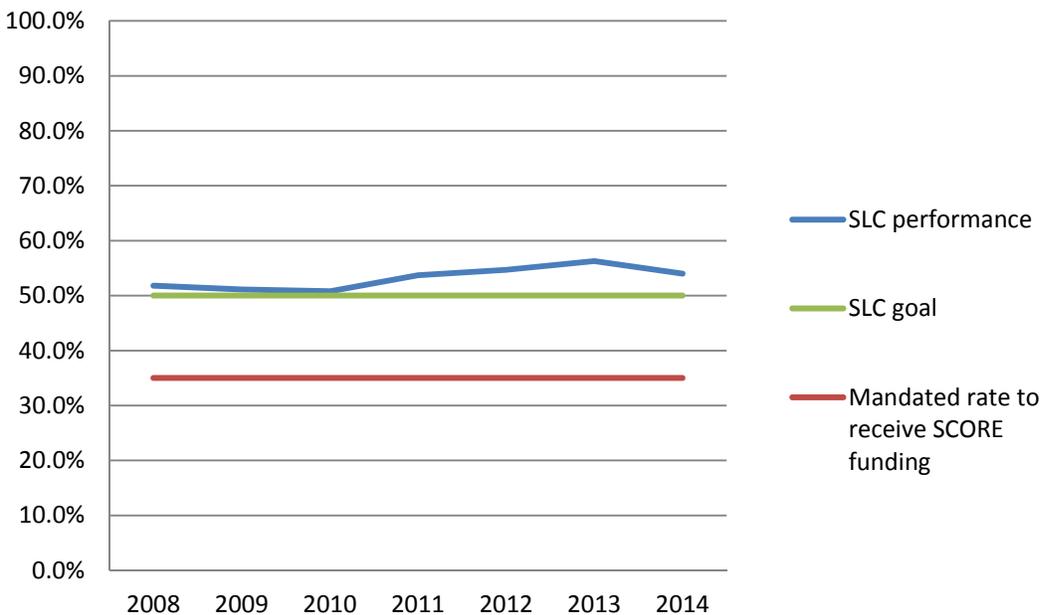
Environment	
<b>Department Goal:</b>	To act in a leadership capacity to ensure a sustainable integrated waste system. Further, to lead by developing public and private partnerships to focus resources on areas of greatest impact to the environment and economy of the County.
<b>Commissioner Priority Area:</b>	Health and Well-Being of County Citizens; Healthy Local Economy; Healthy Ecosystem; Strong County Infrastructure

## Measure 26. Environmental Services – Recycling Percentage

St. Louis County Environmental Services works to maintain State of Minnesota Select Committee on Recycling and the Environment (SCORE) recycling levels at or above 50% of the total waste stream. The Environmental Services Department has received funding from the State of Minnesota for recycling programs through this fund. SCORE funds are generated through the State Solid Waste Management tax on garbage disposal. SCORE recycling tonnages are calculated annually. The mandated rate to receive SCORE funding for non-metro counties is 35%; the Department goal is 50% or higher.

**Current Performance: 54.0%**

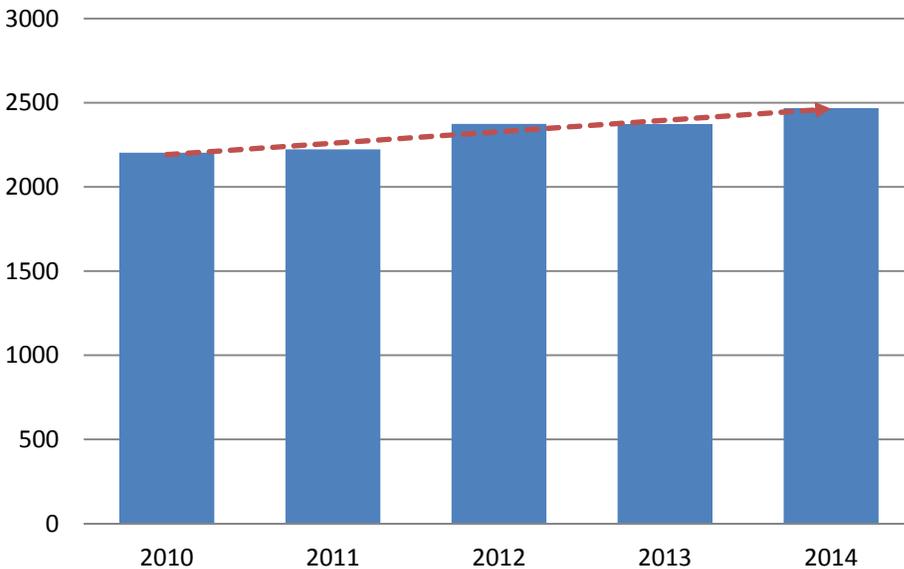
### SCORE Recycling Percentages



## Measure 27. Environmental Services – HHW

**Current Performance:** 83.46 tons of Household Hazardous Waste were recycled in 2014. This includes HHW going to Western Lake Superior Sanitary District, Ni-Cad Batteries, Fluor Tubes, Sealed Lead Acid batteries and Product Exchange volumes, collected at the St. Louis County HHW facility and remote collection sites. The St. Louis County Environmental Services Department provides a comprehensive solid waste management system management for all of St. Louis County outside of Duluth and surrounding townships. The Environmental Services Department works to increase the number of customers using the free household hazardous waste (HHW) disposal mobile collections and two year-round sites.

### Households utilizing St. Louis County's HHW collection network



# BOARD LETTER NO. 15 - 251

CENTRAL MANAGEMENT & INTERGOVERNMENTAL  
COMMITTEE NO. 2

BOARD AGENDA NO.

**DATE:** June 2, 2015                      **RE:** Assistant County Attorneys  
Unit Agreement: 2015 - 2016

**FROM:** Kevin Z. Gray  
County Administrator

James R. Gottschald, Director  
Human Resources

**RELATED DEPARTMENT GOAL:**

To assist the county to meet and negotiate with employees in appropriate bargaining units and reduce the negotiations to a written agreement.

**ACTION REQUESTED:**

The St. Louis County Board is requested to approve the 2015-2016 Assistant County Attorneys (ACA) unit contract and authorize execution of the agreement with AFSCME Council 5.

**BACKGROUND:**

The ACA bargaining unit is comprised of twenty nine (29) Attorneys who work in the County Attorney's Office. The county's labor agreement with the ACA unit expired December 31, 2014. St. Louis County and AFSCME Council 5 have reached an agreement on terms of a new collective bargaining agreement effective January 1, 2015 to December 31, 2016.

The 2015-2016 wage settlement includes across the board increases of: 1.75% effective December 13, 2014; 1.75% effective December 26, 2015 and 0.5% effective December 24, 2016. New language was agreed to that precludes across the board retroactive wage adjustments from being provided to employees who resign or are involuntarily separated. Employees who retire will be eligible to receive contractually provided retroactive across the board wage adjustments.

Effective January 1, 2016, a number of changes to prescription drug coverage will be implemented for ACA unit members, including: adoption of a specialty prescription drug network; implementation of a generic prescription drug mandate; adoption of

prescription drug step-therapy (with grandfathering) and expansion of the medication therapy management program.

Effective December 24, 2016, ACA unit members will transition to a tiered health plan design. Providers are placed in tiers based on cost. The lower cost providers are designated as tier one providers; higher cost providers are tier two. When a member uses a tier one provider, they are subject to the same deductible, co-insurance and out of pocket maximum that they have now. If a tier two provider is utilized, the deductible increases to \$500/individual and \$1,000/family; the co-insurance is reduced to 70% and the out of pocket maximum increases to \$2,000/individual and \$4,000/family. Out of network providers are subject to higher deductible (\$750/individual and \$1,500/family), lower co-insurance (50%), and higher out of pocket costs (\$5,500/individual and \$11,000/family).

Changes were made to the vacation accrual schedule to provide a .5 hour increase in vacation accrual on a per pay period basis for employees with 0 through 20 years of service and an additional vacation accrual tier that provides 9.5 hours of vacation for Attorneys with over 25 years of service.

In the event any contract provision is found to be in conflict with a law, the savings clause provides that the other provisions of the contract remain in effect. Revisions were made to the savings clause to add conflicts involving federal or state administrative rulings or regulations. Other language changes include conforming the sick leave article to recent legislative changes regarding the definition of immediate family, conforming health insurance eligibility requirements for part-time employees to the Affordable Care Act requirements and streamlining the process of selecting arbitrators under the grievance procedure.

Additionally, there were a number of minor housekeeping changes such as reflecting the correct reference to the Human Resources Department, updating dates, and removing incorrect or obsolete references.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board ratify the 2015-2016 Assistant County Attorneys Unit collective bargaining agreement and authorize the appropriate county officials to execute a written agreement consistent with the negotiations.

**Assistant County Attorneys Unit Agreement: 2015 - 2016**

BY COMMISSIONER \_\_\_\_\_

RESOLVED, That the 2015-2016 Assistant County Attorneys contract is approved and the appropriate county officials are authorized to execute the Collective Bargaining Unit Agreement, a copy of which is on file in County Board File No. \_\_\_\_\_.

# BOARD LETTER NO. 15 - 252

CENTRAL MANAGEMENT & INTERGOVERNMENTAL  
COMMITTEE NO. 3

BOARD AGENDA NO.

**DATE:** June 2, 2015                      **RE:** County Attorney Investigators  
Unit Agreement: 2015 - 2016

**FROM:** Kevin Z. Gray  
County Administrator

James R. Gottschald, Director  
Human Resources

**RELATED DEPARTMENT GOAL:**

To assist the county to meet and negotiate with employees in appropriate bargaining units and reduce the negotiations to a written agreement.

**ACTION REQUESTED:**

The St. Louis County Board is requested to approve the 2015-2016 County Attorney Investigators unit contract and authorize execution of the agreement with AFSCME Council 5.

**BACKGROUND:**

The County Attorney Investigators bargaining unit is comprised of eight (8) Investigators who work in the County Attorney's Office. The county's labor agreement with the County Attorney Investigators unit expired December 31, 2014. St. Louis County and AFSCME Council 5 have reached an agreement on terms of a new collective bargaining agreement effective January 1, 2015 to December 31, 2016.

The 2015-2016 wage settlement includes across the board increases of: 1.75% effective December 13, 2014; 1.75% effective December 26, 2015 and 0.5% effective December 24, 2016. New language was agreed to that precludes across the board retroactive wage adjustments from being provided to employees who resign or are involuntarily separated. Employees who retire will be eligible to receive contractually provided retroactive across the board wage adjustments.

Effective January 1, 2016, a number of changes to prescription drug coverage will be implemented for bargaining unit members, including: adoption of a specialty prescription drug network; implementation of a generic prescription drug mandate; adoption of prescription drug step-therapy (with grandfathering) and expansion of the medication therapy management program.

Effective December 24, 2016, bargaining unit members will transition to a tiered health plan design. Providers are placed in tiers based on cost. The lower cost providers are designated as tier one providers; higher cost providers are tier two. When a member uses a tier one provider, they are subject to the same deductible, co-insurance and out of pocket maximum that they have now. If a tier two provider is utilized, the deductible increases to \$500/individual and \$1,000/family; the co-insurance is reduced to 70% and the out of pocket maximum increases to \$2,000/individual and \$4,000/family. Out of network providers are subject to higher deductible (\$750/individual and \$1,500/family), lower co-insurance (50%), and higher out of pocket costs (\$5,500/individual and \$11,000/family).

Changes were made to the life insurance benefits such that employees who earn more than \$50,000 annually will receive life insurance that is equal to the employee's annual salary rounded off to the nearest thousand dollar increment. The life insurance benefit amount had been previously capped at \$50,000.

In the event any contract provision is found to be in conflict with a law, the savings clause provides that the other provisions of the contract remain in effect. Revisions were made to the savings clause to add conflicts involving federal or state administrative rulings or regulations. Other language changes include conforming the sick leave article to recent legislative changes regarding the definition of immediate family and streamlining the process of selecting arbitrators under the grievance procedure.

Additionally, there were a number of minor housekeeping changes such as reflecting the correct reference to the Human Resources Department, updating dates, and removing incorrect or obsolete references.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board ratify the 2015-2016 County Attorney Investigators Unit collective bargaining agreement and authorize the appropriate county officials to execute a written agreement consistent with the negotiations.

**County Attorney Investigators Unit Agreement: 2015 - 2016**

BY COMMISSIONER \_\_\_\_\_

RESOLVED, That the 2015-2016 County Attorney Investigators contract is approved and the appropriate county officials are authorized to execute the Collective Bargaining Unit Agreement, a copy of which is on file in County Board File No. \_\_\_\_\_.

# BOARD LETTER NO. 15 – 253

ENVIRONMENT & NATURAL RESOURCES COMMITTEE NO. 2

BOARD AGENDA NO.

**DATE:** June 2, 2015

**RE:** Grant to Sand Lake  
Association for Aquatic Plants  
Control Project –  
Environmental Trust Fund

**FROM:** Kevin Z. Gray  
County Administrator

**RELATED DEPARTMENT GOAL:**

To implement the policy directives of the County Board consistent with the statutes of the State of Minnesota.

**ACTION REQUESTED:**

The St. Louis County Board is requested to approve funding for a \$50,000 grant from the Environmental Trust Fund to the Sand Lake Association to assist in the control of native aquatic plants in high use areas.

**BACKGROUND:**

The county has received a request from Sand Lake Association president John Niemi, requesting a \$50,000 grant to obtain a dump trailer, transport barge and acquire a GPS system to assist in weed harvesting. The Sand Lake Association has been working with the Minnesota Department of Natural Resources (DNR) to develop an approved Lake Vegetation Management Plan. Lake residents have raised \$50,000 to purchase a weed cutter and conveyor to begin the control of aquatic weeds, as phase one of the plan.

The grant from St. Louis County will help with the second phase of the project, as required by the DNR. There is a time sensitivity to the effectiveness of the Sand Lake Association request, due to the normal growth of the aquatic weeds in the lake and the availability of the equipment necessary to implement the management plan.

Minnesota Session Laws 1999 Chapter 180, Subd. 4 provided that proceeds from the sale of shoreline property through the DNR's shoreland exchange program were to be placed in a county environmental trust fund. This fund is to be used for "purposes related to the improvement of natural resources." It has generally been interpreted that "natural resources shall include, but not be limited to, all mineral, animal, botanical, air, water, land, timber, soil, quietude, recreational and historical resources. Scenic and esthetic resources shall also be considered natural resources when owned by any governmental unit or agency." (Minn. Stat. 116B.02, Subd. 4)

The Environmental Trust Fund has approximately \$108,000 available for distribution in 2015, and the request from the Sand Lake Association is consistent with its intended use.

**RECOMMENDATION:**

Should Commissioners wish to provide \$50,000 in grant funding for the Sand Lake Association to assist in its control of aquatic plants, a resolution is attached. Funding is available in Fund 500-500001, Shoreline Sales (Environmental Trust Fund).

**Grant to Sand Lake Association for Aquatic Plants Control Project**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, St. Louis County has received a letter from the Sand Lake Association requesting a \$50,000 grant to obtain a dump trailer, transport barge and acquire a GPS system to assist in native aquatic weed harvesting; and

WHEREAS, Minnesota Session Laws 1999 Chapter 180, Subd. 4 provided that proceeds from the sale of shoreline property through the DNR's shoreland exchange program were to be placed in a county environmental trust fund to be used for "purposes related to the improvement of natural resources; and

WHEREAS, The St. Louis County Environmental Trust Fund has approximately \$108,000 available for distribution in 2015, and the request from the Sand Lake Association is consistent with its intended use.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves \$50,000 in grant funding for the Sand Lake Association to assist in its control of native aquatic plants, with funding available in Fund 500-500001, Shoreline Sales (Environmental Trust Fund).



7449 Britt Bypass  
Britt, MN 55710

April 3, 2015

Commissioner Tom Rukavina  
930 Hwy 169  
Virginia, Minnesota 55792

Dear Mr. Tom Rukavina:

The Sand Lake Association is requesting funds of \$50,000 from St. Louis County. This money is requested to aid in the ongoing struggle to harvest weeds annually from Sand Lake.

Sand Lake is a highly desired recreational lake. The families that live on the lake have enjoyed the full gamut of water sports and activities for decades. In the past several years, these activities have been severely impacted due to the uncontrollable growth of weeds. It is impossible to travel across the lake without clearing the motor of weeds many times. In addition, this issue is decreasing the value of property sales on the lake; and also, has affected business at the resort.

Sand Lake is located in the Minntac watershed district as per the MN DNR. The US Steel dike is located a half mile from the south bay which contributes water to the lake. Sand Lake Association has been extremely proactive with the DNR, which identified 32 species of aquatic plants. We have developed a Lake Vegetation Management Plan with the DNR that has been approved. The residences raised \$50,000 and have purchased a weed cutter and conveyor to begin the control of the weed issue.

The members of the Sand Lake Association are respectfully requesting the additional funds of \$50,000 to help with the second phase of the project, which is to obtain a dump trailer, transport barge, and acquire a GPS system to assist weed harvesting per the requirement of the DNR.

Sincerely,

A handwritten signature in cursive script that reads "John Niemi".

John Niemi, President  
Sand Lake Association