



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

July 7, 2015
Immediately following the Board Meeting, which begins at 9:30 A.M.
Commissioners' Conference Room, St. Louis County Courthouse, Duluth, MN

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 June 23, 2015

Health & Human Services Committee, Commissioner Boyle, Chair

1. Acceptance of Family Homeless Prevention and Assistance Program Grant Award [15-284]
2. Day Training and Habilitation and Semi-Independent Living Services Contracts for FY 2016 [15-285]
3. CY 2015 Out-of-State Contract for Residential Treatment Services to Families and Children [15-286]

Environment & Natural Resources Committee, Commissioner Rukavina, Chair

4. Cancellation of Contract for Purchase of State Tax Forfeited Land – Tryon [15-287]
5. Reclassification and Special Sale to the Duluth Housing and Redevelopment Authority [15-288]
6. Easements across State Tax Forfeited Land to Access Shoreland Lease Parcels – Tract B (Cotton and Ellsburg Townships) [15-289]
7. State Tax Forfeited Lease – Hibbing Taconite Company (Balkan Township) [15-290]

Public Works & Transportation Committee, Commissioner Raukar, Chair

8. Acquisition of Right of Way – Replacement of Bridge on CR 916 (Morcom Township) [15-291]
9. Acquisition of Right of Way – Replacement of Bridge on CR 937 (Field Township) [15-292]
10. Agreement with LHB Corp for Construction Administration Services for the Replacement of Bridge 414 on CSAH 4 (Colvin Township) [15-293]

Finance & Budget Committee, Commissioner Nelson, Chair

11. Execute 2015 HUD Contracts – CDBG, HOME and ESG Entitlement Grants [15-294]
12. Parking Lot Repairs – Hibbing Courthouse Annex [15-295]
13. Abatement List for Board Approval [15-296]
14. Relief of Penalties for Late Receipt of First Half 2015 Real Estate Taxes [15-297]

TIME SPECIFIC PRESENTATION:

Environment & Natural Resources Committee, Commissioner Rukavina, Chair

11:00 A.M. Conditional Use Deed Request by City of Duluth

1. **Request for Free Conveyance of Tax Forfeited Land to the City of Duluth [15-298]**
Resolution for free conveyance of tax forfeited land to the City of Duluth – Cross City Trail
2. **Request for Free Conveyance of Tax Forfeited Land to the City of Duluth [15-299]**
Resolution for free conveyance of tax forfeited land to the City of Duluth – Quarry Park
3. **Request for Free Conveyance of Tax Forfeited Land to the City of Duluth [15-300]**
Resolution for free conveyance of tax forfeited land to the City of Duluth – Western Waterfront Trail

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. **Bois Forte Appointment to the Heading Home St. Louis County Leadership Council [15-301]**
Resolution supporting the Bois Forte Band's appointment of Pamela M. Hughes to the vacant Bois Forte Reservation representative position on the Heading Home St. Louis County Leadership Council.
2. **Child Protection Staffing [15-302]**
Resolution authorizing an increase in the PHHS staffing complement by 10.0 FTE social workers, with funding provided through a state legislative allocation.

Public Works & Transportation Committee, Commissioner Raukar, Chair

1. **Award of Bids: Bridge Project on CR 46 (Willow Valley Township) [15-303]**
Resolution awarding County Project 0406-213065 to low bidder Hoover Construction Co., of Virginia, MN.

Central Management & Intergovernmental Committee, Commissioner Jewell, Chair

1. **Revised St. Louis County Vacation Donation Policy and Rescind Resolution No. 96-324 [15-304]**
Resolution to update the St. Louis County Vacation Donation Policy.

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:**

July 14, 2015	Duluth Town Hall, 6092 Homestead Road, Duluth, MN
July 28, 2015	St. Louis County Courthouse, Virginia, MN
August 4, 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

June 23, 2015

Location: Tower Civic Center, Tower, Minnesota

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

Absent: Chair Stauber

Convened: Vice-Chair Raukar called the meeting to order at 11:58 a.m.

CONSENT AGENDA

Rukavina/Dahlberg moved to approve the consent agenda without Item #5, Access and Utility Easement across State Tax Forfeited Land to Patrick and Karen Lucia [15-268] and without Item #9, Acquisition of Right of Way – Replacement of County Bridge 367 (Portage Township) [15-272]. The motion passed. (6-0, Stauber absent)

- Minutes of June 9, 2015
- Contract with the Carlton-Cook-Lake-St. Louis County Community Health Board to Accept UCare Grant Funds [15-264]
- Support for Federal Funding Assistance for Voyageurs National Park Clean Water Project [15-265]
- Cancellation of Contracts for Purchase of State Tax Forfeited Land – Davis, Sturdevant, Davis [15-266]
- Cancellation of Contracts for Repurchase of State Tax Forfeited Land – Pickett, Lundberg, Mian [15-267]
- Third Party Auditing Services – NSF International, Rescind Resolution No 15-353 [15-269]
- Agreement with MnDOT for Mainline Dynamic Warning Systems [15-270]
- Professional Services Agreement for Systems Engineering Analysis – Miller Hill Adaptive Signal Control (Duluth and Hermantown) [15-271]
- Road Maintenance and Facilities Agreement with White Township [15-273]
- Lawful Gambling Application (Floodwood Township) [15-274]
- Design Services Contract for Final Phase Remodeling – A.P. Cook Building, Public Safety Campus (Duluth) [15-275]
- Abatement List for Board Approval [15-276]
- Partial Liquor License Fee Refund – Ash-Ka-Nam Resort (Unorganized Township 68-19) [15-277].

Establishment of Public Hearings: Finance & Budget Committee

Nelson//Boyle moved to establish a public hearing at 9:40 a.m., on July 28, 2015, in the St. Louis County Courthouse, Virginia, MN, for the purpose of considering an Off-Sale Intoxicating Liquor License for Ash-Ka-Nam Resort & Lodge, LLC d/b/a Ash-Ka-Nam, Unorganized Township 68-19 [15-278]. The motion passed. (6-0, Stauber)

Public Works & Transportation Committee

Nelson/Raukar moved to award a bid to Ulland Brothers, Inc., of Cloquet, MN, for \$712,000 for project CP 0921-238446 TST, located on CR 921 from TH 135 to Landfill Road in Virginia, length 0.809 miles. [15-279]. Commissioner Nelson discussed the improvement that he has observed over the past twelve years in the methods that are used to determine which roads are scheduled for repair. The motion passed. (6-0, Stauber absent)

Nelson/Boyle moved to award a bid to Ulland Brothers, Inc., of Cloquet, MN, for \$280,587 for a Combined Project in various townships: A.) CP 0259-197180 TST (Low) - CR 259 (West Beyer Road) from CSAH 4 (Rice Lake Road) to CSAH 34 (Howard Gnesen Road), length 2.002 miles, Culvert Replacement and Plant Mixed Bituminous Patches; B.) CP 0040-211415 (Tied) - CSAH 40 (McQuade Road) approximately 0.8 miles North of CR 258 (Pioneer Road), length 0.1 Miles, Culvert Replacement; and C.) CP 0675-192051 TST (Tied) - CR 675 approximately 0.27 miles South of CSAH 44, length 0.1 miles [15-279]. The motion passed. (6-0, Stauber absent)

Nelson/Raukar moved to authorize the estimated purchase of salt at the State of Minnesota Contract price from North American Salt Company (DBA Compass Minerals America Inc.) of Overland Park, Kansas, for a maximum delivered cost of \$1,388,088 [15-280]. The motion passed. (6-0, Stauber absent)

Commissioner Dahlberg stepped out at 12:19 p.m.

Nelson/Rukavina moved to authorize the Public Works Director to proceed with the acquisition of lands necessary for the replacement of County Bridge 367, State Bridge 7773. The State of Minnesota Department of Natural Resources is requested to provide St. Louis County with easement across State of Minnesota Lands located in Section 36, Township 66 North, Range 17 West of the Fourth Principal Meridian adjacent to the present course of County State Aid Highway 116 [15-272]. The motion passed. (5-0, Dahlberg, Stauber absent)

Environment & Natural Resources Committee

Rukavina/Jewell moved to approve the granting of a non-exclusive access and utility easement across state tax forfeited land to Patrick and Karen Lucia. The granting of this easement is conditioned upon payment of \$635 land use fee, \$150 administration fee, and \$46 recording fee, for a total of \$831 [15-268]. The motion passed. (5-0, Dahlberg, Stauber absent)

Commissioner Dahlberg returned to the meeting at 12:21 p.m.

COMMISSIONER DISCUSSION ITEMS

Commissioner Rukavina said that he will continue questioning County officials if he feels it is necessary.

Commissioner Raukar talked about the progress that has been made over the past twenty-six years in fixing roads and stated that there are better controls on spending and determining where funds should be applied.

Commissioner Jewell discussed a bell-ringing event in which he participated with County Attorney Mark Rubin and Commissioner Boyle that honored the nine people killed recently by a racist in South Carolina.

At 12:28 p.m., Dahlberg/Boyle moved to adjourn the Committee of the Whole meeting. The motion passed. (6-0, Stauber absent)

Steve Raukar, Vice-Chair of the County Board

Phil Chapman, Clerk of the County Board

BOARD LETTER NO. 15 – 284

HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 1

BOARD AGENDA NO.

DATE: July 7, 2015

RE: Acceptance of Family
Homeless Prevention and
Assistance Program Grant
Award

FROM: Kevin Z. Gray
County Administrator

Ann M. Busche, Director
Public Health & Human Services

RELATED DEPARTMENT GOAL:

Children will be born healthy, live a life free from abuse and neglect, and will have a permanent living arrangement. Adults will live in the least restrictive living arrangement that meets their health and safety needs.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize acceptance of \$689,188 from the Minnesota Housing Finance Agency (MHFA) for the Family Homelessness Prevention and Assistance Program for the period July 1, 2015, through June 30, 2017.

BACKGROUND:

On March 10, 2015, the St. Louis County Board adopted Resolution No.15-141 authorizing the Public Health & Human Services Department (PHHS) to submit a grant application to the MHFA Family Homeless Prevention and Assistance Program for the 2015-2017 biennium. On May 28, 2015, PHHS was notified that the Minnesota Housing Board had approved an award of \$689,188, a ten (10) percent increase over the last biennium.

RECOMMENDATION:

It is recommended that the St. Louis County Board accept grant funding in the amount of \$689,188 from the Minnesota Housing Finance Agency for the Family Homelessness Prevention and Assistance Program for the period July 1, 2015 through June 30, 2017, and authorize the appropriate county officials to enter into contracts with community homeless providers to deliver services, to be paid from Fund 230, Agency 232001, Object 607200, Grant 23204, Grant Year 2015.

**Acceptance of Family Homeless Prevention and Assistance
Program Grant Award**

BY COMMISSIONER _____

WHEREAS, The Minnesota Housing Finance Agency (MHFA) awards grant funds to counties to fund services for the homeless and those at risk of homelessness; and

WHEREAS, On March 10, 2015, the St. Louis County Board adopted Resolution No.15-141 authorizing the Public Health & Human Services Department to submit a grant application to the MHFA Family Homeless Prevention and Assistance Program for the 2015-2017 biennium;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department to accept a grant award in the amount of \$689,188 from the Minnesota Housing Finance Agency for the Family Homelessness Prevention and Assistance Program for the period July 1, 2015 through June 30, 2017;

RESOLVED FURTHER, That St. Louis County shall serve as fiscal agent for the grant;

RESOLVED FURTHER, That the St. Louis County Board authorizes the appropriate county officials to execute agreements with various community agencies to deliver services funded by the grant, to be paid from Fund 230, Agency 232001, Object 607200, Grant 23204, Grant Year 2015;

RESOLVED FURTHER, That the 2015 revenue and expenditure budgets be increased as follows with any adjustments to be made in the 2016 and 2017 budgets accordingly if there are any unspent funds or overspent funds not to exceed the grant funding of \$689,188:

Fund 230, Agency 232001, Object 629900, Grant 23204, Grant Year 2015
Fund 230, Agency 232001, Object 607200, Grant 23204, Grant Year 2015
Fund 230, Agency 232001, Object 530701, Grant 23204, Grant Year 2015

Reset Form

Print Form

GRANT APPROVAL FORM

GRANT NAME: FHPAP GRANT AMOUNT: \$689,188.00
 GRANTOR: MN Housing Finance Agency MATCH AMOUNT: NA
 FUND: 230 AGENCY: 232001 GRANT: 23204 GRANT YEAR: 2015
 AGENCY NAME: PHHS
 CONTACT PERSON: Shelley Saukko PHONE: x2210
 GRANT PERIOD: BEGIN DATE: July 1, 2015 END DATE: June 30, 2017
 STATE GRANT AWARD NUMBER OR FEDERAL CFDA # NA

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

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

GRANTS OF \$25,000 OR LESS

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

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

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

YES NO

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

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

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

NEW GRANTS GREATER THAN \$25,000

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

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

YES NO

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

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

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

RECURRING GRANTS GREATER THAN \$25,000

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

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

YES NO

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

County Auditor Don Dickler Date: 6-30-15
County Administrator Jan Jickensberg Date: 7/2/15

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

BOARD LETTER NO. 15 - 285

HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 2

BOARD AGENDA NO.

DATE: July 7, 2015

RE: Day Training and Habilitation
and Semi-Independent Living
Services Contracts for FY 2016

FROM: Kevin Z. Gray
County Administrator

Ann M. Busche, Director
Public Health & Human Services

RELATED DEPARTMENT GOAL:

Adults will live in the least restrictive living arrangements that meet their health and safety needs. Adults will be self-sufficient, providing for their own welfare and that of their children.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize purchase of service contracts with Day Training and Habilitation (DT&H) and Semi-Independent Living Services (SILS) providers.

BACKGROUND:

The St. Louis County Board has agreements in effect with DT&H and SILS providers through June 30, 2015. DT&H services to St. Louis County residents are primarily funded through the Medical Assistance (MA) Home and Community Based Developmental Disabilities (DD) waiver, although a small number of clients receive services using county funds. The state has established an individualized Rate Management System to determine the DT&H rates for persons on the DD waiver. The Public Health and Human Services Department uses the same system to determine the rates for county-funded persons served by the St. Louis County DT&H contracts. SILS is not funded by the DD waiver, but by a combination of state and local funding. The county is required to provide a 30% match.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize purchase of service contracts with Day Training and Habilitation (DT&H) and Semi-Independent Living Services (SILS) providers. Rates for DT&H will be set by the State Disability Waiver Rate Management system on a client by client basis while SILS will remain at FY 2015 levels as shown below:

Day Training and Habilitation (DT&H) rates for all county-funded persons are individually determined using the Rate Management System established by the

Minnesota Department of Human Services for the following providers, to be paid from Fund 230, Agency 232006, Object 604800:

CHOICE, Unlimited - CHOICE
CHOICE, Unlimited – OPTIONS
East Range DAC
Floodwood Services & Training, Inc.
Pinewood, Inc.
Range Center, Inc.
UDAC, Inc.

Semi-Independent Living Services (SILS) rates are \$27.76 per hour for the following providers of SILS services, to be paid from Fund 230, Agency 232006, Object 605200:

Duluth Regional Care Center	\$27.76 per hour
Northern Habilitative Services, Inc. of Chisholm	\$27.76 per hour
Trillium Services, Inc.	\$27.76 per hour

**Day Training and Habilitation and Semi-Independent Living
Services Contracts for FY 2016**

BY COMMISSIONER _____

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute contract documents to purchase Day Training and Habilitation (DT&H) and Semi-Independent Living Services (SILS) for St. Louis County clients;

RESOLVED FURTHER, That rates for DT&H will be set by the State Disability Waiver Rate Management system on a client by client basis while SILS will remain at FY 2015 levels.

Day Training and Habilitation (DT&H) rates for all county-funded persons are individually determined using the Rate Management System established by the Minnesota Department of Human Services for the following providers to be paid from Fund 230, Agency 232006, Object 604800:

CHOICE, Unlimited - CHOICE
CHOICE, Unlimited – OPTIONS
East Range DAC
Floodwood Services & Training, Inc.
Pinewood, Inc.
Range Center, Inc.
UDAC, Inc.

Semi-Independent Living Services (SILS) rates are \$27.76 per hour for the following providers of SILS services to be paid from Fund 230, Agency 232006, Object 605200:

Duluth Regional Care Center	\$27.76 per hour
Northern Habilitative Services, Inc. of Chisholm	\$27.76 per hour
Trillium Services, Inc.	\$27.76 per hour

BOARD LETTER NO. 15 - 286

HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 3

BOARD AGENDA NO.

DATE: July 7, 2015

**RE: CY 2015 Out-of-State Contract
for Residential Treatment
Services to Families and
Children**

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

**Ann M. Busche, Director
Public Health & Human Services**

RELATED DEPARTMENT GOAL:

Children will be born healthy, live a life free from abuse and neglect, and will have a permanent living arrangement.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize contracts for the purchase of family and children's services.

BACKGROUND:

Each year, the Public Health and Human Services Department (PHHS) brings forward agreements for Children and Family Services. These are services that are used by PHHS, as well as services where the department serves as host/lead county; enabling other counties to use the services through the host/lead county contract.

In some instances a local, regional or state facility may not be available to meet the needs of a particular child; therefore PHHS has to broaden the search out-of-state for the most therapeutically appropriate and least restrictive setting available to meet the needs of the child.

Children's Out-of-State Placement Contracts: PHHS is seeking to purchase Out of Home Placement Services in the form of Residential Treatment Services at Lakeview Neuro Rehab Midwest, Waterford, WI.

Residential Treatment Centers

Residential Treatment Centers provide 24-hour care, on-site special education services, individual and group therapy, family counseling, and other support services for seriously emotionally and behaviorally disturbed children who are unable to function at home, at school, or within the community. The facility provides on-site education through agreements with the local school district. The contract with PHHS will act as a lead/host county, so vendors from other counties may purchase services from the agency. A

One-on-One Intensive Supervision rate is also requested for this contract for the purpose of providing a higher level of service related to intensive needs.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a Purchase of Service Agreement for the period June 16, 2015 through December 31, 2015 with Lakeview Neuro Rehab Midwest of Waterford, WI, for an out-of-state contract for Residential Treatment Services to Families and Children at the following per diem rates:

Residential Treatment:

<u>Lakeview Neuro Rehab Midwest</u>	<u>Requested Rate</u>
Care and Supervision	\$ 491.14 /day
Intensive Supervision	\$ 23.76 /hour
School	\$ 225.00/day

Budget References for Out-of-Home Placement

Fund	230	Social Services
Agency	232008	Children's Services
Expense Objects	601200	Out-of-Home Placement Costs
	601600	Children's Mental Health Services

**CY 2015 Out-of-State Contract for Residential
Treatment Services to Families and Children**

BY COMMISSIONER _____

WHEREAS, St. Louis County has a variety of children's services available in the community that are Federal Title IV-E eligible, with the county paying the entire cost for any child who does not have private insurance coverage or is not eligible for Medical Assistance; and

WHEREAS, The Public Health and Human Services Department wishes to contract with Lakeview Neuro Rehab Midwest of Waterford, WI, to provide needed children's services on behalf of the county;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a Purchase of Service Agreement for the period June 16, 2015 through December 31, 2015 with Lakeview Neuro Rehab Midwest, Waterford, WI, for an out-of-state contract for Residential Treatment Services to Families and Children at the per diem rates listed below:

Residential Treatment:

<u>Lakeview Neuro Rehab Midwest</u>	<u>Requested Rate</u>
Care and Supervision	\$ 491.14 /day
Intensive Supervision	\$ 23.76 /hour
School	\$ 225.00/day

Budget References for Out-of-Home Placement

Fund	230	Social Services
Agency	232008	Children's Services
Expense Objects	601200	Out-of-Home Placement Costs
	601600	Children's Mental Health Services

BOARD LETTER NO. 15 - 287

ENVIRONMENT & NATURAL RESOURCES COMMITTEE
CONSENT NO. 4

BOARD AGENDA NO.

DATE: July 7, 2015 **RE:** Cancellation of Contract for
Purchase of State Tax
Forfeited Land – Tryon

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Director
Land and Minerals

Donald Dicklich
County Auditor/Treasurer

RELATED DEPARTMENT GOAL:

To perform public services; provide financial return to the county and taxing districts.

ACTION REQUESTED:

The St. Louis County Board is requested to cancel a contract for purchase of state tax forfeited land.

BACKGROUND:

The County Auditor has attached information in reference to a state tax forfeited land contract which has been entered into under the provisions of Minn. Stat. Chapter 282. The purchase agreement has defaulted due to the purchaser's failure to pay the required installments and taxes. The purchaser, Peter Tryon of Duluth, MN, has been served with Notice of Cancellation of Contract by civil process but has failed to cure the default.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve cancellation of this contract and authorize the disposal of abandoned personal property that may remain on the site.

Peter Tryon, Duluth, MN

Legal Description	UNORGANIZED 53 16 LOT 2 SEC 5 TWP 53 RGE 16 673-0010-00700 C22120090
Purchase Price	\$18,500.00
Principal Amount Remaining	\$13,419.59
Date of Last Payment	12/19/2013
Installment Payments Not Made	\$1,505.00
Subsequent Del Taxes and Fees	\$2,033.52
Amount Needed to Cure Default	\$3,538.52
Insurance	N/A

Cancellation of Contract for Purchase of State Tax Forfeited Land - Tryon

BY COMMISSIONER _____

WHEREAS, The contract with Peter Tryon of Duluth, MN, for the purchase of state tax forfeited land is in default for nonpayment of taxes and installments; and

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

UNORGANIZED 53 16
LOT 2
SEC 5 TWP 53 RGE 16
673-0010-00700
C22120090

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

WHEREAS, The previous owner of the property will be notified by posting of the property or by mail;

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

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



**St. Louis County Land & Minerals Department
Tax Forfeited Land Sales**

Cancellation of Contract

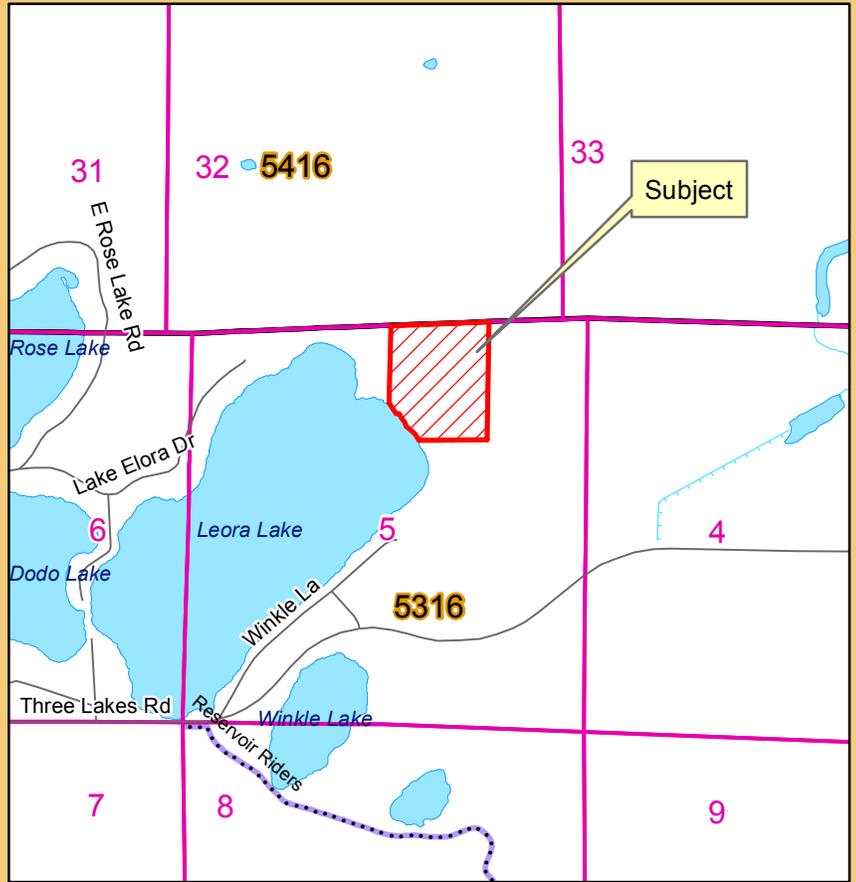
Legal : UNORGANIZED 53 16
LOT 2 , Sec 5 Twp 53 Rge 16

Parcel Code : 673-0010-00700

LDKEY : 115319

Acres : 42.00

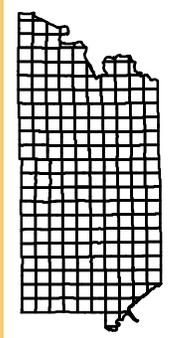
Address : Leora Lake



Unorganized 53 16 Sec: 5 Twp: 53 Rng: 16

Commissioner District # 6

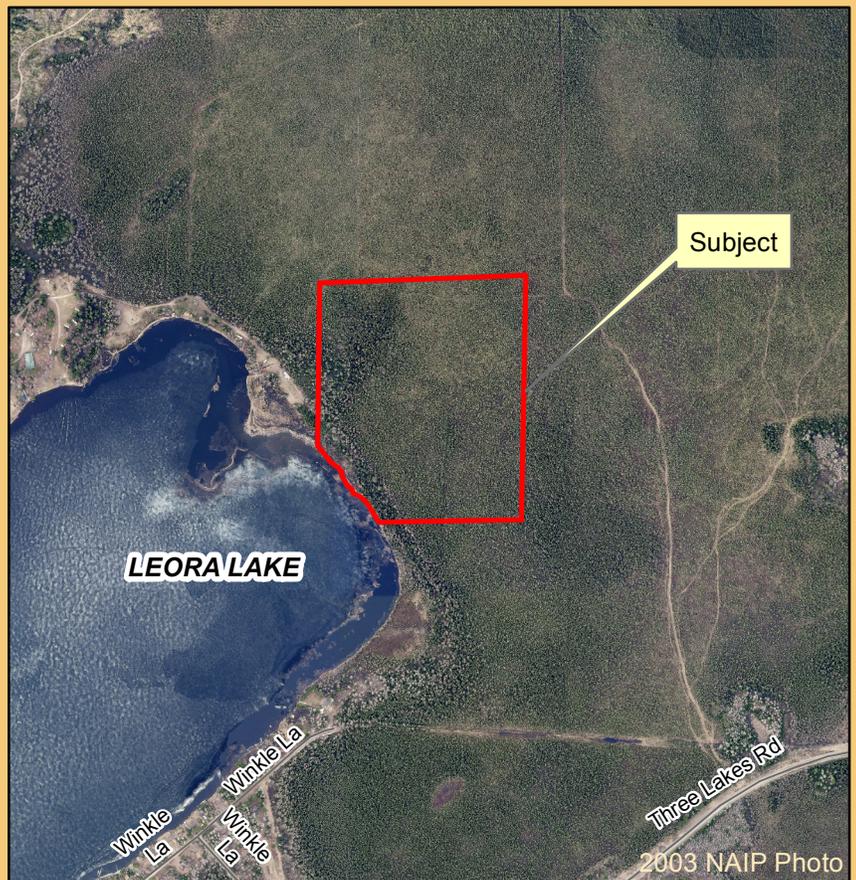
- State Tax Forfeited Land
- Water
- Road
- Area of Interest
- Tract



St. Louis County, Minnesota

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

**St. Louis County
Land & Minerals
Department
July 2015**



**Reclassification and Special Sale to the
Duluth Housing and Redevelopment Authority**

BY COMMISSIONER _____

WHEREAS, The Duluth Housing and Redevelopment Authority (HRA) has requested to purchase the following described state tax forfeited lands for the market value of \$12,000, plus fees, for the purpose of economic development:

Legal: City of Duluth
TRACT C RLS NO. 50
Parcel Code: 010-3907-00030
LDKey: 117270

Legal: City of Duluth
LOT:0007 BLOCK: 002
GLEN AVON 9TH DIVISION OF DULUTH
Parcel Code: 010-1910-00180
LDKey: 101587

Legal: City of Duluth
EX N 40 FT OF S 120 F LOT 8 BLOCK 2
LEMAGIE PARK DIVISION OF DULUTH
Parcel Code: 010-2810-00060
LDKey: 102771

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

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

WHEREAS, Parcel 010-3907-00030 has been classified as non-conservation land pursuant to Minnesota Stat. § 282.01; and

WHEREAS, The Land and Minerals Department recommends that parcels 010-1910-00180 and 010-2810-00060 be classified as 'non-conservation' after considering many factors including the present use of adjacent land, the productivity of the soil, the character of forest or other growth, the accessibility of lands to established roads, schools, and other public services, the suitability or desirability for particular uses and the suitability of the forest resources on the land for multiple use and sustained yield management; and

WHEREAS, These parcels of land are located inside the boundaries of a municipality or town and Minn. Stat. § 282.01 provides that notice of the classification or reclassification and sale of lands situated within a municipality or town must be transmitted to its governing body; and

WHEREAS, The classification of these parcels will be deemed approved if the County Board does not receive notice of a municipality's or town's disapproval within 60 days of the date on which this resolution is delivered to the clerk of the municipality or town in which the parcel is located;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the reclassification and sale of state tax forfeited land, as described, to the Duluth HRA for the market value of \$12,000 plus the following fees: 3% assurance fee of \$360, deed fee of \$25, deed tax of \$39.60, recording fee of \$46 and appraisal fee of \$800; for a total of \$13,270.60, to be deposited into Fund 240 (Forfeited Tax Fund).

RESOLVED FURTHER, That the County Auditor shall offer for sale at public auction the state tax forfeited land described here if the Duluth HRA does not purchase the land by December 31, 2015.



HOUSING AND REDEVELOPMENT AUTHORITY

OF DULUTH, MINNESOTA

222 EAST SECOND STREET
P.O. BOX 16900 • DULUTH, MINNESOTA 55816-0900
PHONE 218/529-6300 • FAX 218/529-6344 • TTY 218/529-6321



September 10, 2014

Karen Zeisler
St. Louis County Land Department
Government Services Center – Room 607
320 West 2nd Street
Duluth, Minnesota 55802

Re: Acquisition and Conveyance

Ms. Zeisler,

This letter is requesting the acquisition and conveyance of the tax forfeit property located at the following tax identification description by the Housing and Redevelopment Authority of Duluth to be included for land development.

PID 010-3907-00030
PID 010-1910-00180
PID 010-2810-00060

Please break the values out per tax identification number.

I appreciate your assistance.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Peterson".

David Peterson
Development Coordinator

cc: Kimberly Brzezinski

RECEIVED
SEP 12 2014
LAND COMMISSIONER



St. Louis County Land & Minerals Department Tax Forfeited Land Sales

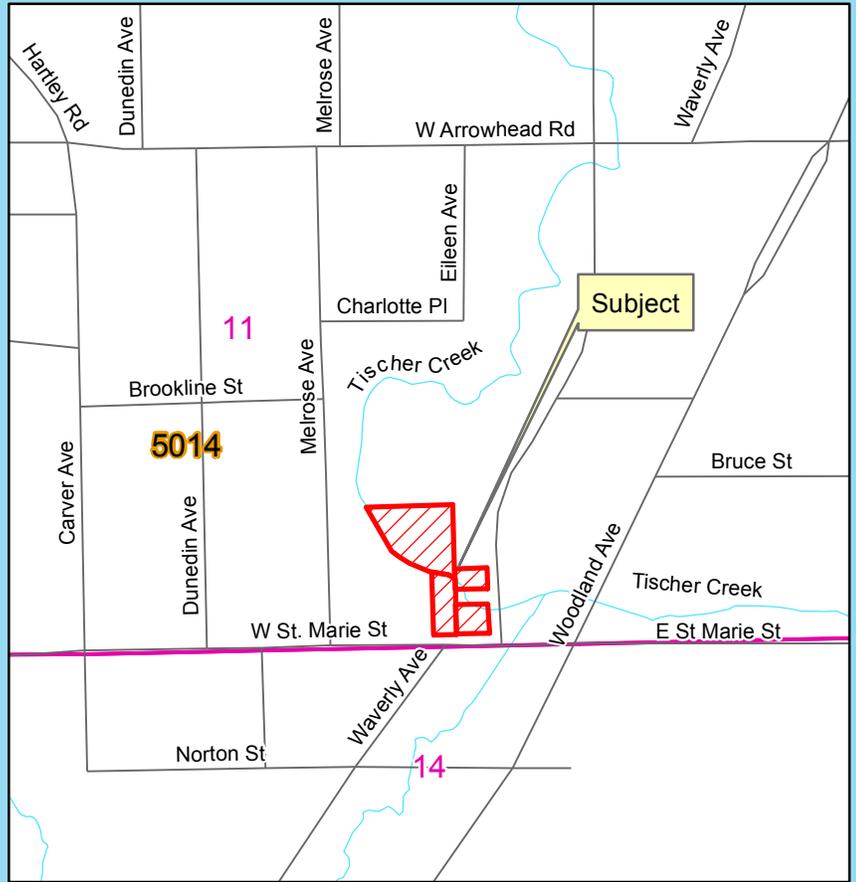
Special Sale

Legal : CITY OF DULUTH,
TRACT C, RLS NO. 50 also
LOT: 0007 BLOCK: 002, GLEN
AVON 9TH DIVISION OF DULUTH
also LOT 8 EX N 40 FT OF S 120 F,
BLOCK 1, LEMAGIE PARK DIVISION
OF DULUTH

Parcel Codes : 010-3907-00030,
010-1910-00180,
010-2810-00060

LDKEYs : 117270, 101587, 102771

Address : south and west of
1727 Columbus Ave
Duluth, MN 55803

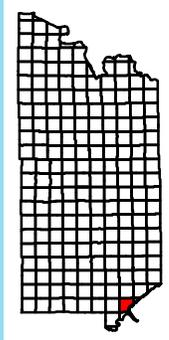


City of Duluth

Sec: 11 Twp: 50 Rng: 14

Commissioner District # 2

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



St. Louis County, Minnesota

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

**St. Louis County
Land & Minerals
Department
June 2015**



BOARD LETTER NO. 15 - 289

ENVIRONMENT & NATURAL RESOURCES COMMITTEE
CONSENT NO. 6

BOARD AGENDA NO.

DATE: July 7, 2015

RE: Easements across State Tax Forfeited Land to Access Shoreland Lease Parcels – Tract B (Cotton and Ellsburg Townships)

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 authorize access easements across state tax forfeited land in Cotton and Ellsburg townships.

BACKGROUND:

Numerous parcels are being created by metes and bounds descriptions pursuant to Minnesota Session Laws, 2012, Chapter 236, Section 28, which authorizes St. Louis County to sell state tax forfeited shoreland parcels currently under lease, and directs that the parcels be surveyed, appraised and offered for sale to the current lease holders. Many of the parcels are isolated and require access across state tax forfeited property.

Three parcels are being created on Little Long Lake in Cotton Township. A 33 foot easement approximately 2,308 feet long is requested to provide access to County Road 973/Elde Road.

One parcel is being created on Little Paleface Lake in Ellsburg Township. A 33 foot easement approximately 2,432 feet long and a 16.5 foot easement 140 feet long are requested to provide access to the Morcom Washusks Management Road.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the imposing of access easements across state tax forfeited land to buyers of shoreland lease parcels created by metes and bounds descriptions.

**Easements across State Tax Forfeited Land to Access Shoreland Lease Parcels –
Tract B (Cotton and Ellsburg Townships)**

BY COMMISSIONER _____

WHEREAS, Buyers of parcels created by metes and bounds descriptions must cross state tax-forfeited land to access a public road; and

WHEREAS, Exercising the easement will not conflict with public use of land; and

WHEREAS, Minn. Stat. § 282.04, Subd. 4 and Minn. Stat. § 507.47 authorizes the County Auditor to impose easements across state tax forfeited land for such purposes;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the County Auditor to impose easements to access shoreland lease parcels across state tax forfeited lands as described in County Board File _____.

**Easements across State Tax Forfeited Land to Access Shoreland Lease Parcels –
Tract B (Cotton and Ellsburg Townships)**

Little Long easement

A 33 foot wide easement for ingress and egress purposes, over, under and across Section 14, Township 54 North, Range 16 West, Fourth Principal Meridian, the centerline of which is more particularly described as follows:

Commencing at a Spike in an Iron Pipe at the east quarter corner of said Section 14; thence North 01 degrees 16 minutes 05 seconds East (assigned bearing) along the east line of said Section 14 for a distance of 2034.40 feet; thence South 69 degrees 27 minutes 06 seconds West for a distance of 270.34 feet; thence South 01 degrees 14 minutes 28 seconds West for a distance of 220.83 feet to the point of beginning; thence North 71 degrees 05 minutes 50 seconds West for a distance of 56.96 feet; thence North 88 degrees 02 minutes 35 seconds West for a distance of 58.26 feet; thence South 56 degrees 46 minutes 15 seconds West for a distance of 70.80 feet; thence South 28 degrees 05 minutes 18 seconds West for a distance of 88.87 feet; thence South 02 degrees 51 minutes 50 seconds East for a distance of 109.57 feet; thence South 11 degrees 27 minutes 52 seconds West for a distance of 183.87 feet; thence South 05 degrees 25 minutes 00 seconds East for a distance of 132.86 feet; thence South 06 degrees 31 minutes 41 seconds West for a distance of 95.24 feet; thence South 02 degrees 51 minutes 34 seconds East for a distance of 260.77 feet; thence South 29 degrees 26 minutes 18 seconds West for a distance of 105.82 feet; thence South 42 degrees 05 minutes 40 seconds West for a distance of 49.70 feet; thence South 64 degrees 50 minutes 41 seconds West for a distance of 226.90 feet; thence South 39 degrees 42 minutes 10 seconds West for a distance of 115.63 feet; thence South 48 degrees 29 minutes 36 seconds West for a distance of 197.80 feet; thence South 57 degrees 01 minutes 08 seconds West for a distance of 44.00 feet; thence South 79 degrees 26 minutes 53 seconds West for a distance of 71.95 feet; thence South 67 degrees 30 minutes 36 seconds West for a distance of 72.50 feet; thence South 47 degrees 43 minutes 28 seconds West for a distance of 56.88 feet; thence South 20 degrees 05 minutes 39 seconds West for a distance of 61.25 feet; thence South 03 degrees 10 minutes 25 seconds East for a distance of 70.53 feet; thence South 10 degrees 16 minutes 24 seconds East for a distance of 177.78 feet to a point on the presumed centerline of Elde Road which bears South 89 degrees 39 minutes 10 seconds West, 1157.29 feet from the point of commencement and there terminating.

Sidelines to be lengthened or shortened to terminate on the northerly right-of-way line of Elde Road and on a line bearing South 01 degrees 14 minutes 28 seconds West and North 01 degrees 14 minutes 28 seconds East from the Point of Beginning.

Little Paleface easement:

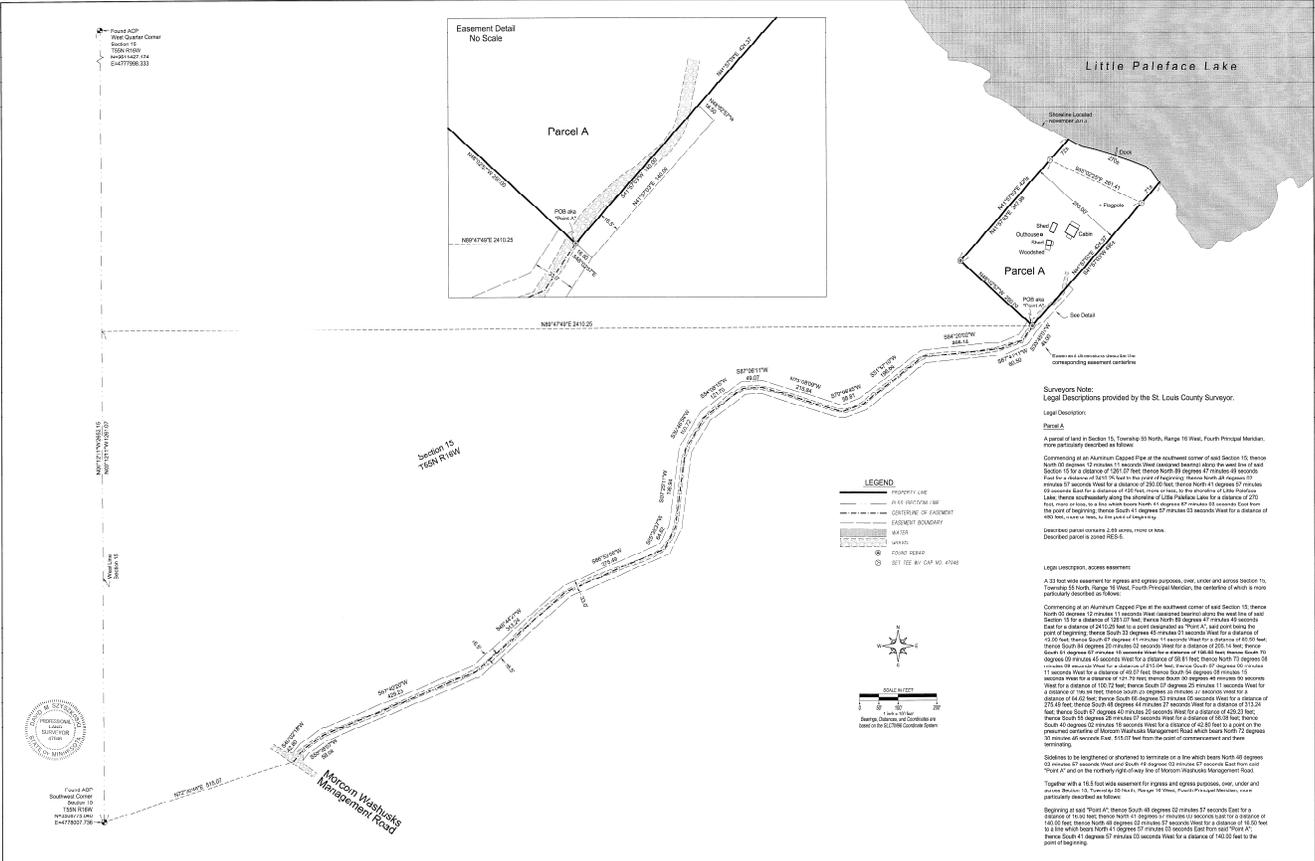
A 33 foot wide easement for ingress and egress purposes, over, under and across Section 15, Township 55 North, Range 16 West, Fourth Principal Meridian, the centerline of which is more particularly described as follows:

Commencing at an Aluminum Capped Pipe at the southwest corner of said Section 15; thence North 00 degrees 12 minutes 11 seconds West (assigned bearing) along the west line of said Section 15 for a distance of 1261.07 feet; thence North 89 degrees 47 minutes 49 seconds East for a distance of 241 0.25 feet to a point designated as "Point A", said point being the point of beginning; thence South 33 degrees 45 minutes 01 seconds West for a distance of 43.00 feet; thence South 67 degrees 41 minutes 11 seconds West for a distance of 60.50 feet; thence South 84 degrees 20 minutes 02 seconds West for a distance of 205.14 feet; thence South 51 degrees 57 minutes 10 seconds West for a distance of 196.60 feet; thence South 70 degrees 09 minutes 45 seconds West for a distance of 58.81 feet; thence North 73 degrees 08 minutes 09 seconds West for a distance of 215.84 feet; thence South 87 degrees 06 minutes 11 seconds West for a distance of 49.07 feet; thence South 54 degrees 08 minutes 15 seconds West for a distance of 121.70 feet; thence South 30 degrees 46 minutes 50 seconds West for a distance of 100.72 feet; thence South 07 degrees 25 minutes 11 seconds West for a distance of 196.94 feet; thence South 25 degrees 35 minutes 37 seconds West for a distance of 64.62 feet; thence South 66 degrees 53 minutes 05 seconds West for a distance of 275.49 feet; thence South 48 degrees 44 minutes 27 seconds West for a distance of 313.24 feet; thence South 67 degrees 40 minutes 20 seconds West for a distance of 429.23 feet; thence South 55 degrees 28 minutes 07 seconds West for a distance of 58.08 feet; thence South 40 degrees 02 minutes 18 seconds West for a distance of 42.80 feet to a point on the presumed centerline of Morcom Washusks Management Road which bears North 72 degrees 30 minutes 46 seconds East, 515.07 feet from the point of commencement and there terminating.

Sidelines to be lengthened or shortened to terminate on a line which bears North 48 degrees 02 minutes 57 seconds West and South 48 degrees 02 minutes 57 seconds East from said "Point A" and on the northerly right-of-way line of Morcom Washusks Management Road.

Together with a 16.5 foot wide easement for ingress and egress purposes, over, under and across Section 15, Township 55 North, Range 16 West, Fourth Principal Meridian, the centerline of which is more particularly described as follows:

Beginning at said "Point A"; thence South 48 degrees 02 minutes 57 seconds East for a distance of 16.50 feet; thence North 41 degrees 57 minutes 03 seconds East for a distance of 140.00 feet; thence North 48 degrees 02 minutes 57 seconds West for a distance of 16.50 feet to a line which bears North 41 degrees 57 minutes 03 seconds East from said "Point A"; thence South 41 degrees 57 minutes 03 seconds West for a distance of 140.00 feet to the point of beginning.



Surveyors Note:
Legal Descriptions provided by the St. Louis County Surveyor.

Legal Descriptions:

Parcel A:

A parcel of land in Section 14, Township 54 North, Range 16 West, Fourth Principal Meridian, more particularly described as follows:

Commencing at a Spike in an Iron Pipe at the west quarter corner of said Section 14, thence North 01 degrees 16 minutes 05 seconds East (assigned bearing) along the east line of said Section 14 for a distance of 329.84 feet, thence North 88 degrees 42 minutes 34 seconds West along a line designated as "Line A" for a distance of 547.85 feet to the point of beginning, thence North 01 degrees 46 minutes 23 seconds East for a distance of 205.76 feet, thence South 88 degrees 43 minutes 48 seconds East for a distance of 421 feet, more or less, to the shoreline of Little Long Lake, thence southerly along the shoreline of Little Long Lake for a distance of 202 feet, more or less, to the point of intersection of said "Line A" and the shoreline of Little Long Lake, thence North 88 degrees 45 minutes 34 seconds West along said "Line A" for a distance of 476 feet, more or less, to the point of beginning.

Described parcel contains 2.82 acres, more or less.
Described parcel is zoned GMAU-7.

Parcel B:

A parcel of land in Section 14, Township 54 North, Range 16 West, Fourth Principal Meridian, more particularly described as follows:

Commencing at a Spike in an Iron Pipe at the east quarter corner of said Section 14, thence North 01 degrees 16 minutes 05 seconds East (assigned bearing) along the east line of said Section 14 for a distance of 2334.40 feet to the point of beginning, thence South 89 degrees 27 minutes 06 seconds West for a distance of 270.34 feet, thence South 01 degrees 14 minutes 29 seconds West for a distance of 620.02 feet, thence South 88 degrees 43 minutes 55 seconds East for a distance of 11 feet, more or less, to the shoreline of Little Long Lake, thence northeasterly along the shoreline of Little Long Lake for a distance of 515 feet, more or less, to said east line of Section 14, thence North 01 degrees 16 minutes 05 seconds East along said east line of Section 14 for a distance of 340 feet, more or less, to the point of beginning.

Described parcel contains 2.66 acres, more or less.
Described parcel is zoned FMA-1.

Parcel C:

A parcel of land in Section 13, Township 54 North, Range 16 West, Fourth Principal Meridian, more particularly described as follows:

Commencing at a Spike in an Iron Pipe at the west quarter corner of said Section 13, thence North 01 degrees 16 minutes 05 seconds East (assigned bearing) along the west line of said Section 13 for a distance of 2034.40 feet to the point of beginning, thence North 89 degrees 27 minutes 06 seconds East for a distance of 268.12 feet, thence South 01 degrees 14 minutes 53 seconds West for a distance of 417 feet, more or less, to the shoreline of Little Long Lake, thence westerly along the shoreline of Little Long Lake for a distance of 295 feet, more or less, to said west line of Section 13, thence North 01 degrees 16 minutes 05 seconds East along said west line of Section 13 for a distance of 340 feet, more or less, to the point of beginning.

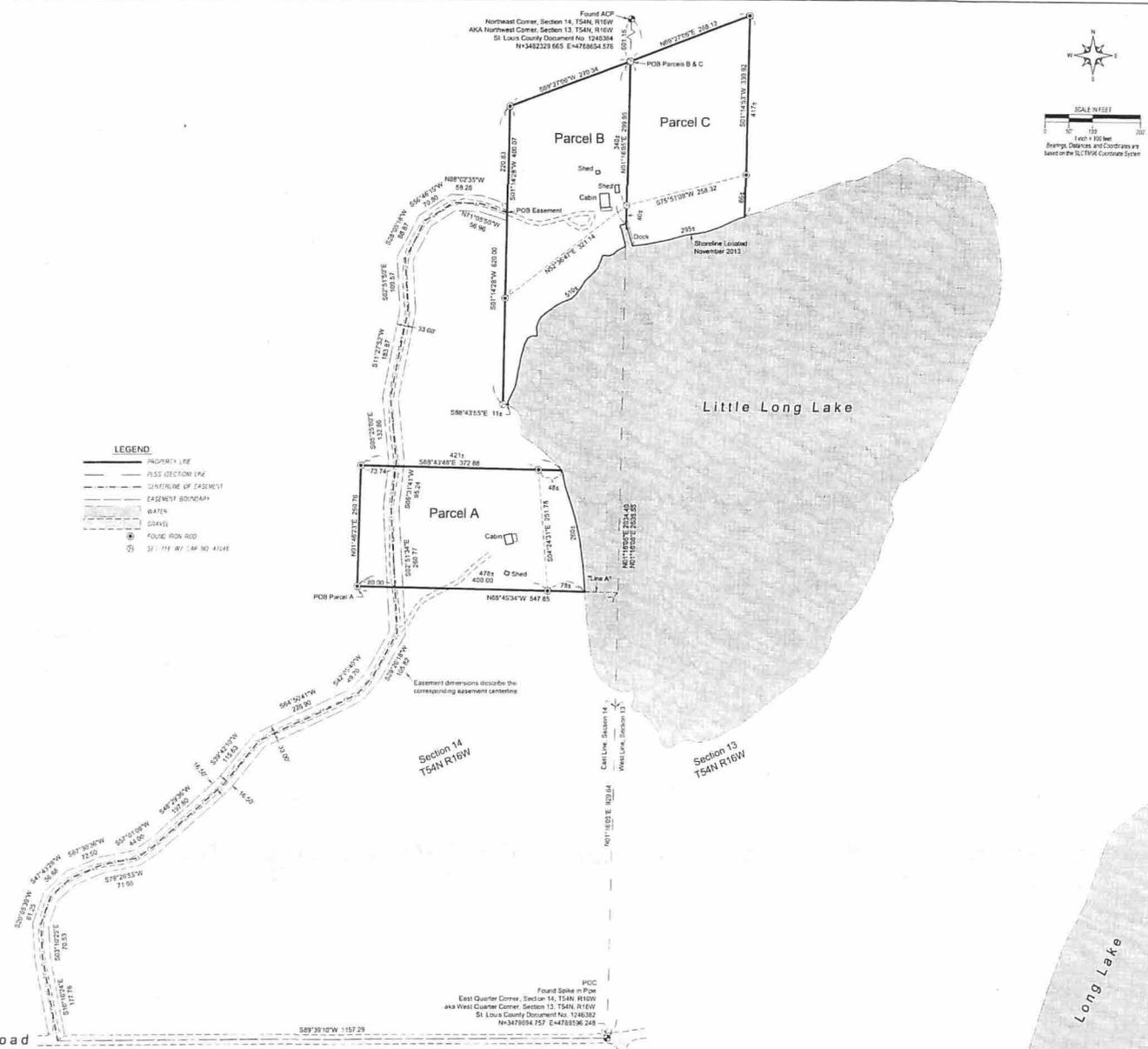
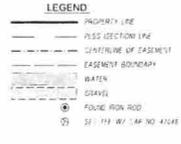
Described parcel contains 2.33 acres, more or less.
Described parcel is zoned GMAU-7.

Legal Description, 33 feet wide access easement

A 33 feet wide easement for ingress and egress purposes, over, under and across Section 14, Township 54 North, Range 16 West, Fourth Principal Meridian, the certificate of which is more particularly described as follows:

Commencing at a Spike in an Iron Pipe at the west quarter corner of said Section 14, thence North 01 degrees 16 minutes 05 seconds East (assigned bearing) along the east line of said Section 14 for a distance of 2034.40 feet, thence South 89 degrees 27 minutes 06 seconds West for a distance of 270.34 feet, thence South 01 degrees 14 minutes 29 seconds West for a distance of 620.02 feet, thence North 71 degrees 05 minutes 50 seconds West for a distance of 56.96 feet, thence North 88 degrees 02 minutes 35 seconds West for a distance of 58.28 feet, thence South 86 degrees 01 minutes 15 seconds West for a distance of 70.80 feet, thence South 28 degrees 05 minutes 18 seconds West for a distance of 89.87 feet, thence South 01 degrees 51 minutes 50 seconds East for a distance of 109.57 feet, thence South 11 degrees 27 minutes 52 seconds West for a distance of 183.87 feet, thence South 01 degrees 22 minutes 00 seconds East for a distance of 132.81 feet, thence South 05 degrees 31 minutes 41 minutes West for a distance of 85.24 feet, thence South 02 degrees 51 minutes 34 seconds East for a distance of 250.77 feet, thence South 29 degrees 26 minutes 18 seconds West for a distance of 100.92 feet, thence South 42 degrees 03 minutes 40 seconds West for a distance of 49.70 feet, thence South 64 degrees 50 minutes 41 seconds West for a distance of 228.90 feet, thence South 28 degrees 04 minutes 10 seconds West for a distance of 113.63 feet, thence South 48 degrees 29 minutes 36 seconds West for a distance of 187.80 feet, thence South 87 degrees 01 minutes 08 seconds West for a distance of 44.00 feet, thence South 78 degrees 42 minutes 53 seconds West for a distance of 71.55 feet, thence South 67 degrees 30 minutes 38 seconds West for a distance of 72.50 feet, thence South 47 degrees 43 minutes 29 seconds West for a distance of 56.89 feet, thence South 20 degrees 05 minutes 28 seconds West for a distance of 81.25 feet, thence South 03 degrees 10 minutes 23 seconds East for a distance of 70.53 feet, thence South 10 degrees 18 minutes 24 seconds East for a distance of 177.78 feet to a point on the prescribed centerline of Elde Road which bears South 89 degrees 39 minutes 10 seconds West, 1157.29 feet from the point of commencement and then commencing.

Said line to be lengthened or shortened to terminate on the northerly right-of-way line of Elde Road and to a line bearing South 01 degrees 14 minutes 28 seconds West and North 01 degrees 14 minutes 28 seconds East from the Point of Beginning.



Boundary Survey of St. Louis County Lease Lots on Little Long Lake

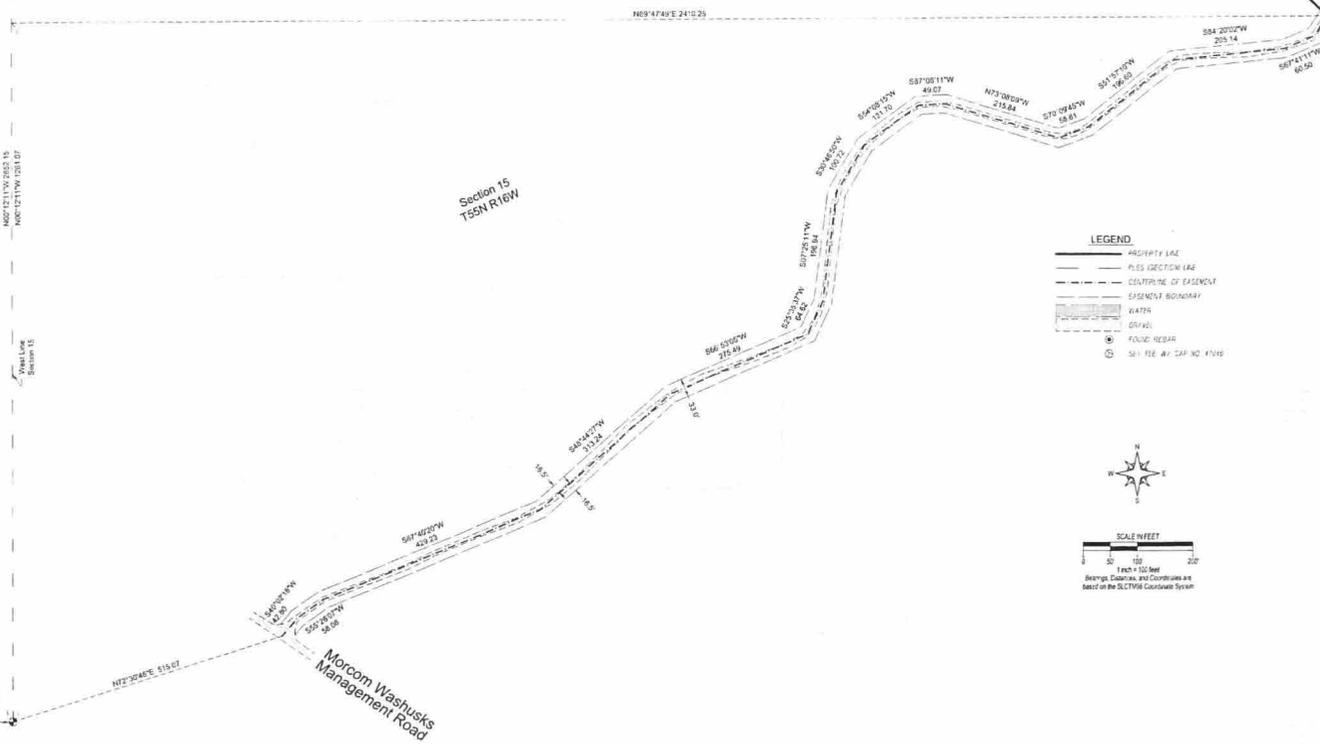
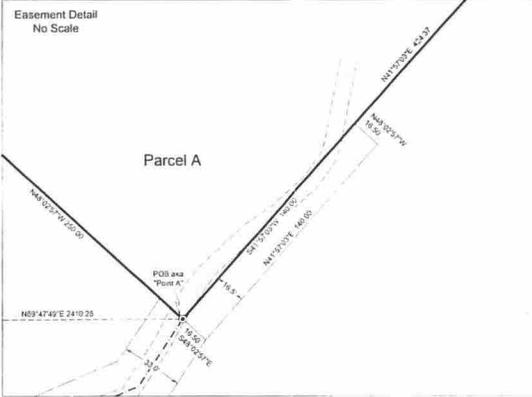
For St. Louis County Land Department c/o Scott Smith, Land Use Advisor

SHEET 1 OF 1

ENGINEERS - SURVEYORS - PLANNERS
SALO ENGINEERING, INC.
4840 Heron Place - Cahoon, Minnesota 55811 - 218.727.8781

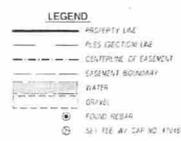
PROJECT CHECKED BY: [Signature]	DATE: 5/1/2015	NO. DATE	REVISION
APPROVED BY: [Signature]	DATE: 5/1/2015	NO. DATE	REVISION

Found ACP
West Quarter Corner
Section 15
T55N R16W
N=3511427.174
E=4777996.353



Section 15
T55N R16W

Morom Washusks
Management Road



Surveyors Note:
Legal Descriptions provided by the St. Louis County Surveyor.

Legal Description:
Parcel A
A parcel of land in Section 15, Township 55 North, Range 16 West, Fourth Principal Meridian, more particularly described as follows:
Commencing at an Aluminum Capped Pipe at the southwest corner of said Section 15, thence North 03 degrees 12 minutes 11 seconds West (assigned bearing) along the west line of said Section 15 for a distance of 1261.07 feet, thence North 89 degrees 47 minutes 49 seconds East for a distance of 2410.25 feet to a point designated as "Point A", said point being the point of beginning, thence South 33 degrees 45 minutes 01 seconds West for a distance of 42.00 feet, thence South 87 degrees 41 minutes 11 seconds West for a distance of 60.50 feet, thence South 84 degrees 20 minutes 02 seconds West for a distance of 205.14 feet, thence South 51 degrees 57 minutes 10 seconds West for a distance of 196.00 feet, thence South 70 degrees 03 minutes 45 seconds West for a distance of 56.81 feet, thence North 73 degrees 03 minutes 09 seconds West for a distance of 210.84 feet, thence South 06 minutes 11 seconds West for a distance of 43.07 feet, thence South 54 degrees 08 minutes 15 seconds West for a distance of 121.79 feet, thence South 30 degrees 46 minutes 56 seconds West for a distance of 103.72 feet, thence South 07 degrees 25 minutes 11 seconds West for a distance of 158.94 feet, thence South 25 degrees 35 minutes 37 seconds West for a distance of 64.62 feet, thence South 00 degrees 53 minutes 05 seconds West for a distance of 213.68 feet, thence South 48 degrees 44 minutes 07 seconds West for a distance of 313.24 feet, thence South 67 degrees 40 minutes 20 seconds West for a distance of 429.23 feet, thence South 58 degrees 28 minutes 07 seconds West for a distance of 58.00 feet, thence South 40 degrees 02 minutes 18 seconds West for a distance of 42.80 feet to a point on the presumed centerline of Morom Washusks Management Road which bears North 72 degrees 30 minutes 46 seconds East, 515.07 feet from the point of commencement and there terminating.

Legal Description, access easement:
A 33 foot wide easement for ingress and egress purposes, over, under and across Section 15, Township 55 North, Range 16 West, Fourth Principal Meridian, the centerline of which is more particularly described as follows:
Commencing at an Aluminum Capped Pipe at the southwest corner of said Section 15, thence North 03 degrees 12 minutes 11 seconds West (assigned bearing) along the west line of said Section 15 for a distance of 1261.07 feet, thence North 89 degrees 47 minutes 49 seconds East for a distance of 2410.25 feet to a point designated as "Point A", said point being the point of beginning, thence South 33 degrees 45 minutes 01 seconds West for a distance of 42.00 feet, thence South 87 degrees 41 minutes 11 seconds West for a distance of 60.50 feet, thence South 84 degrees 20 minutes 02 seconds West for a distance of 205.14 feet, thence South 51 degrees 57 minutes 10 seconds West for a distance of 196.00 feet, thence South 70 degrees 03 minutes 45 seconds West for a distance of 56.81 feet, thence North 73 degrees 03 minutes 09 seconds West for a distance of 210.84 feet, thence South 06 minutes 11 seconds West for a distance of 43.07 feet, thence South 54 degrees 08 minutes 15 seconds West for a distance of 121.79 feet, thence South 30 degrees 46 minutes 56 seconds West for a distance of 103.72 feet, thence South 07 degrees 25 minutes 11 seconds West for a distance of 158.94 feet, thence South 25 degrees 35 minutes 37 seconds West for a distance of 64.62 feet, thence South 00 degrees 53 minutes 05 seconds West for a distance of 213.68 feet, thence South 48 degrees 44 minutes 07 seconds West for a distance of 313.24 feet, thence South 67 degrees 40 minutes 20 seconds West for a distance of 429.23 feet, thence South 58 degrees 28 minutes 07 seconds West for a distance of 58.00 feet, thence South 40 degrees 02 minutes 18 seconds West for a distance of 42.80 feet to a point on the presumed centerline of Morom Washusks Management Road which bears North 72 degrees 30 minutes 46 seconds East, 515.07 feet from the point of commencement and there terminating.

Sidelines to be lengthened or shortened or terminated to terminate on a line which bears North 48 degrees 02 minutes 57 seconds West and South 48 degrees 02 minutes 57 seconds East from said "Point A", and on the northerly right-of-way line of Morom Washusks Management Road.
Together with a 18.5 foot wide easement for ingress and egress purposes, over, under and across Section 15, Township 55 North, Range 16 West, Fourth Principal Meridian, more particularly described as follows:
Beginning at said "Point A", thence South 48 degrees 02 minutes 57 seconds East for a distance of 16.50 feet, thence North 41 degrees 57 minutes 03 seconds East for a distance of 140.00 feet, thence North 48 degrees 02 minutes 57 seconds West for a distance of 16.50 feet to a line which bears North 41 degrees 57 minutes 03 seconds East from said "Point A", thence South 41 degrees 57 minutes 03 seconds West for a distance of 140.00 feet to the point of beginning.



Found ACP
Southwest Corner
Section 15
T55N R16W
N=3508775.040
E=4778007.738

DATE	11/18/2013	BY	DAVID SZYZOWSKI
DATE	11/18/2013	BY	DAVID SZYZOWSKI
DATE	11/18/2013	BY	DAVID SZYZOWSKI

Boundary Survey of St. Louis County Lease Lot on Little Paleface Lake

For St. Louis County Land Department c/o Scott Smith Land Use Adviser

NO.	1	DATE	11/18/2013	REVISION	
NO.	2	DATE		REVISION	
NO.	3	DATE		REVISION	

SHEET 1 OF 1

ENGINEERS SURVEYORS PLANNERS
SALO ENGINEERING, INC.
4500 Norway Pines Place - Duluth, Minnesota 55811 - 319.777.4796

State Tax Forfeited Lease – Hibbing Taconite Company (Balkan Township)

BY COMMISSIONER _____

WHEREAS, Minn. Stat. § 282.04, Subd. 1(f) authorizes the county auditor to lease state tax forfeited land for the depositing of stripping, lean ores, tailings, or waste products from mines, or to use for a buffer area needed for a mining operation, upon the conditions and for the consideration and for the period of time, not exceeding 25 years, as the county board may determine, and subject to the approval of the Commissioner of Natural Resources; and

WHEREAS, Hibbing Taconite Company, a Minnesota joint venture, has requested to lease state tax forfeited surface lands for mining purposes described as follows:

1. THAT PART OF SW 1/4 OF SW 1/4 LYING S OF GLEN ROAD AND W OF THE STATE HIGHWAY SURFACE ONLY, SECTION 29, TOWNSHIP 58 NORTH, RANGE 20 WEST; PARCEL 235-0020-00110
2. THAT PART OF SW 1/4 OF SW 1/4 LYING S OF GLEN ROAD AND E OF THE STATE HIGHWAY SURFACE ONLY, SECTION 29, TOWNSHIP 58 NORTH, RANGE 20 WEST; PARCEL 235-0020-00120
3. THAT PART OF SW 1/4 OF SW 1/4 LYING N OF GLEN ROAD AND E OF THE STATE HIGHWAY SURFACE ONLY, SECTION 29, TOWNSHIP 58 NORTH, RANGE 20 WEST; PARCEL 235-0020-00100

WHEREAS, The St. Louis County Land and Minerals Department has reviewed the request and recommends entering into a lease agreement with Hibbing Taconite Company subject to payment of \$4,450 surface disturbance fee and \$1,650 annual rental fee for a term not to exceed 25 years;

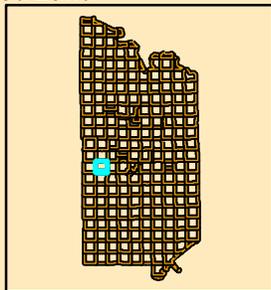
THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the County Auditor to enter into a lease agreement with Hibbing Taconite Company, a Minnesota joint venture, not to exceed 25 years and subject to a surface disturbance fee of \$4,350 and an annual land use fee of \$1,650 to be deposited into Fund 240 (Forfeited Tax Fund), and subject to the terms and conditions set forth in a lease agreement.

RESOLVED FURTHER, That the lease with Hibbing Taconite Company, a Minnesota joint venture, shall be subject to the approval of the Commissioner of Natural Resources.



4th Commissioner District

- State Tax Forfeited Land
- Water
- Road



St. Louis County, Minnesota

Easement Granted From County

THAT PART OF SW 1/4 OF SW 1/4 LYING S OF GLEN ROAD AND W OF THE STATE HIGHWAY SURFACE ONLY PARCEL 235-0020-00110

THAT PART OF SW 1/4 OF SW 1/4 LYING S OF GLEN ROAD AND E OF THE STATE HIGHWAY SURFACE ONLY PARCEL 235-0020-00120

THAT PART OF SW 1/4 OF SW 1/4 LYING N OF GLEN ROAD AND E OF THE STATE HIGHWAY SURFACE ONLY PARCEL 235-0020-00100

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

**St. Louis County
Land and Minerals
Department**

BOARD LETTER NO. 15 – 291

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 8

BOARD AGENDA NO.

DATE: July 7, 2015 **RE:** Acquisition of Right of Way –
Replacement of Bridge on CR
916 (Morcom Township)

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

RELATED DEPARTMENT GOAL:

Provide a safe, well maintained road and bridge system.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the acquisition of right of way for County Project (CP) 0916-243933, and to authorize the County Auditor to grant the necessary easements over tax forfeited lands for this project.

BACKGROUND:

The Public Works Department plans to reconstruct a short segment of the Itasca Road (County Road 916) along the Itasca County line and to replace the existing bridge (County Bridge 650, State Bridge 93276) over the Bear River in Morcom Township. Additional Right of Way will be needed from adjacent private property and from an adjacent parcel of tax forfeited land. Minn. Stat. 282.04, Subdivision 4, provides that the county auditor may grant easements on tax-forfeited land for highways and that future sale or lease of the land affected by such easement would be subject to the easement. The project will affect one parcel of land (Parcel Code 460-0010-01070) that is currently Tax Forfeited property.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the acquisition of right of way necessary for the replacement of County Bridge 650, and authorize the County Auditor to grant the necessary easements over tax forfeited land. Right of Way acquisition is payable from Fund 200, Agency 203001.

**Acquisition of Right of Way – Replacement of Bridge on CR 916
(Morcom Township)**

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Works Department plans to reconstruct a small segment of the Itasca Road (County Road 916) and to replace the existing bridge (County Bridge 650) over the Bear River in Morcom Township, County Project 0916-243933; and

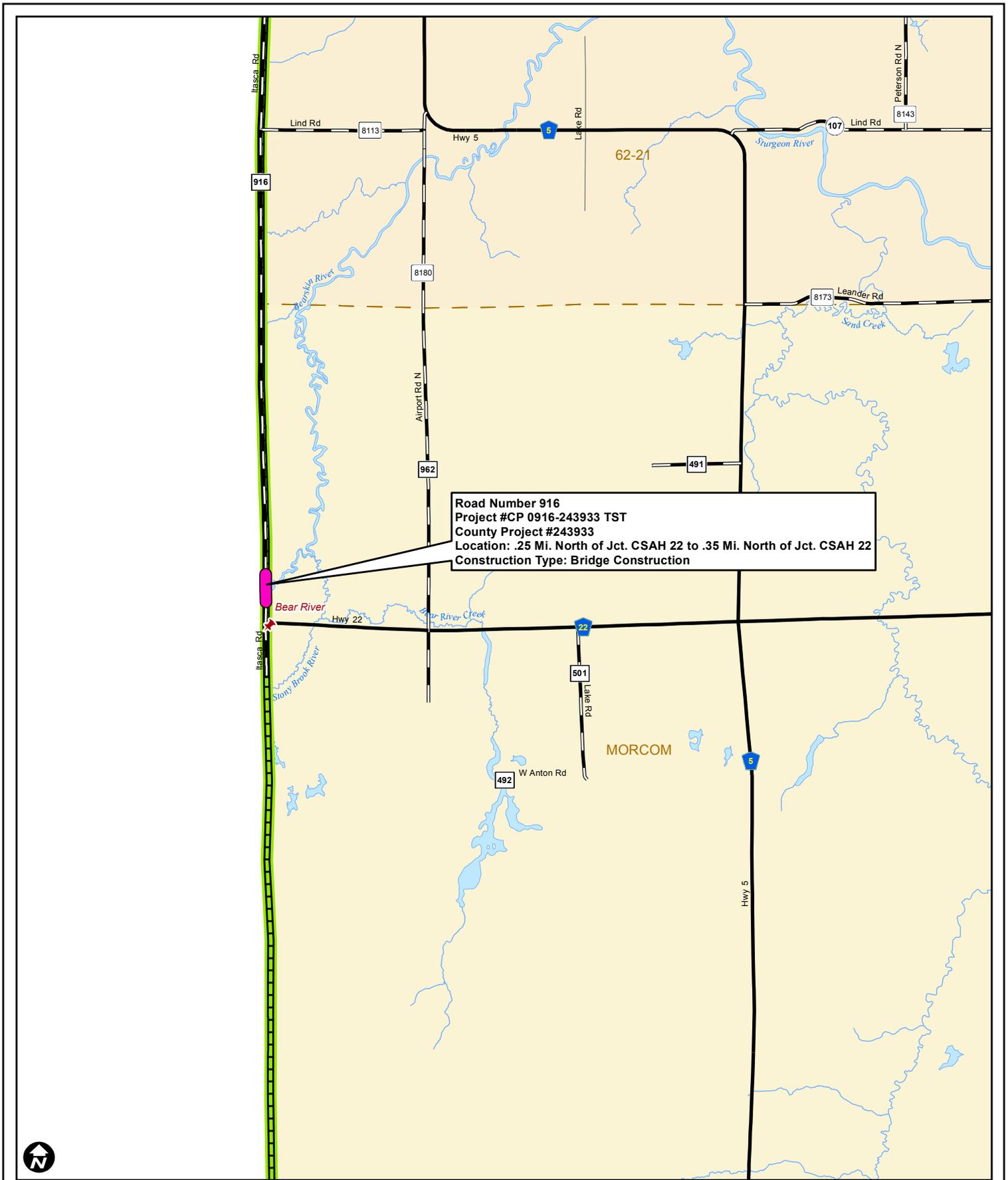
WHEREAS, These improvements consist of replacing the existing bridge with a new bridge at the same location and reconstructing the roadway as determined necessary to provide for the safety and convenience of the public; and

WHEREAS, In addition to the existing highway right of way, certain lands are required for this construction, together with temporary construction easements;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Works Director to proceed with the acquisition of the necessary lands and temporary easements for this project, payable from Fund 200, Agency 203001;

RESOLVED FURTHER, That, pursuant to Minn. Stat. 282.04, Subdivision 4, the St. Louis County Board authorizes the County Auditor to grant the necessary easements for highway purposes over the following tax forfeited parcel:

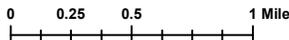
The West 30 acres of Government Lot 3, Section 7, Township 61 North of Range 21 West of the Fourth Principal Meridian. (parcel ID No. 460-0010-01070)



Road Number 916
Project #CP 0916-243933 TST
County Project #243933
Location: .25 Mi. North of Jct. CSAH 22 to .35 Mi. North of Jct. CSAH 22
Construction Type: Bridge Construction



St. Louis County 2016 Road & Bridge Construction



Map Components

- 2016 Road & Bridge Construction**
 Bridge Construction
 Interstate Highway
 U.S./State Highway

- County/Unorg. Twp. Road - Paved
 County/Unorg. Twp. Road - Gravel
 Local Road/City Street
 Railroad
 Commissioner District

- Township Boundary
 City/Town
 Lake
 River/Stream

BOARD LETTER NO. 15 – 292

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 9

BOARD AGENDA NO.

DATE: July 7, 2015 **RE:** Acquisition of Right of Way –
Replacement of Bridge on CR
937 (Field Township)

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

RELATED DEPARTMENT GOAL:

Provide a safe, well maintained road and bridge system.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the acquisition of right of way for County Project (CP) 0937-243934, and to authorize the County Auditor to grant the necessary easements for this project over tax forfeited lands.

BACKGROUND:

The Public Works Department plans to reconstruct a short segment of the Wood Road (County Road 937) and to replace the existing bridge (County Bridge 655, State Bridge 88798) over the Flint Creek in Field Township. Additional Right of Way will be needed from adjacent private property and from an adjacent parcel of tax forfeited land. Minn. Stat. 282.04, Subdivision 4, provides that the county auditor may grant easements on tax-forfeited land for highways and that future sale or lease of the land affected by such easement would be subject to the easement. The project will affect one parcel (Parcel Code 350-0010-00060) of land that is currently Tax Forfeited property.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the acquisition of right of way necessary for the replacement of County Bridge 655, and authorize the county auditor to grant the necessary easements over tax forfeited land. Right of Way acquisition is payable from Fund 200, Agency 203001.

Acquisition of Right of Way – Replacement of Bridge on CR 937 (Field Township)

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Works Department plans to reconstruct a small segment of the Wood Road (County Road 937) and to replace the existing bridge (County Bridge 655) over the Flint Creek in Field Township, County Project 0937-243934; and

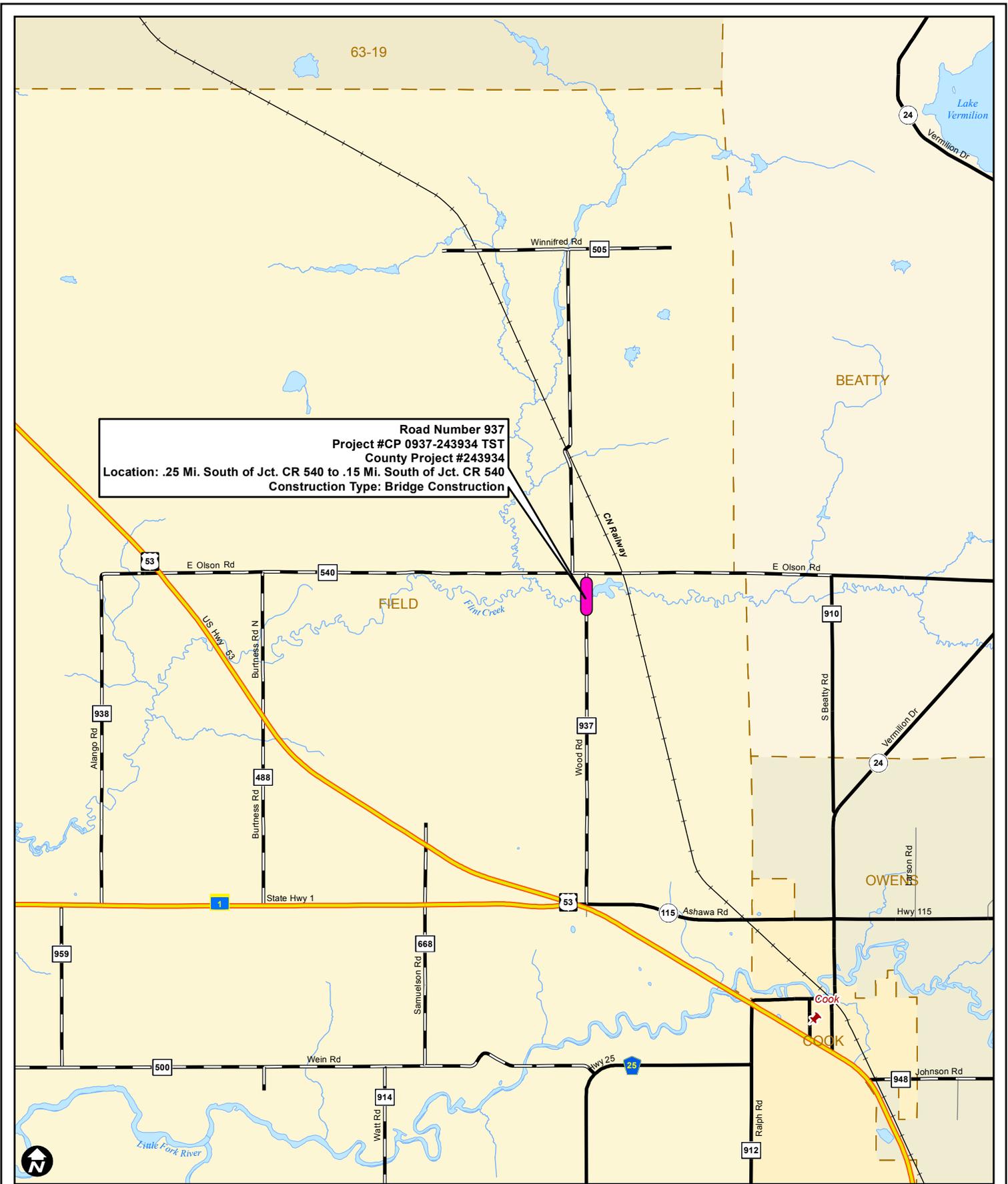
WHEREAS, These improvements consist of replacing the existing bridge with a new bridge at the same location and reconstructing the roadway as determined necessary to provide for the safety and convenience of the public; and

WHEREAS, In addition to the existing highway right of way, certain lands are required for this construction, together with temporary construction easements.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Works Director to proceed with the acquisition of the necessary lands and temporary easements for this project, payable from Fund 200, Agency 203001.

RESOLVED FURTHER, That, pursuant to Minn. Stat. 282.04, Subdivision 4, the St. Louis County Board authorizes the County Auditor to grant the necessary easements for highway purposes over the following tax forfeited parcel:

Government Lot 4, Section 1, Township 62 North, Range 19 West EXCEPT Railroad Right of Way. (parcel ID No. 350-0010-00060)

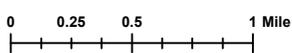


Road Number 937
Project #CP 0937-243934 TST
County Project #243934
Location: .25 Mi. South of Jct. CR 540 to .15 Mi. South of Jct. CR 540
Construction Type: Bridge Construction

St. Louis County 2016 Road & Bridge Construction

Map Components

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



BOARD LETTER NO. 15 – 293

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 10

BOARD AGENDA NO.

DATE: July 7, 2015

RE: Agreement with LHB Corp for
Construction Administration
Services for the Replacement
of Bridge 414 on CSAH 4
(Colvin Township)

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 an agreement with LHB Corp. of Duluth, MN for construction administration services for the replacement of Bridge 414 in Colvin Township.

BACKGROUND:

In 2014, the Public Works Department advertised a Request for Proposals (RFP) to engineering consultants for design services to replace Bridge 414 on County State aid Highway (CSAH) 4 south of CSAH 16 in Colvin Township (CP 0004-213068/SAP 69-604-076). After reviewing the proposals, it was determined that LHB Corp. of Duluth, MN has the training, experience, and knowledge to provide these services, and was the best choice. The factors considered to determine the best choice were cost, ability to deliver within the project time frame, experience, proposed design, and estimated construction costs.

Based on the fact that they have prepared the plans and specifications for this project, have previous experience and familiarity in performing bridge construction administration and inspection for Public Works, have experienced available staff within the county and have provided a cost proposal that contains a reasonable and customary cost schedule, LHB was chosen to perform the construction administration and inspection on this bridge project. This project is funded by St. Louis County State Aid Funds (construction and engineering).

RECOMMENDATION:

It is recommended the St. Louis County Board authorize an agreement with LHB Corp., of Duluth, MN, for construction administration and inspection services on bridge project CP 0004-213068/SAP 69-604-076. The total cost of these services is \$96,764, payable from Fund 220, Agency 220365, Object 626600.

Agreement with LHB Corp for Construction Administration Services for the Replacement of Bridge 414 on CSAH 4 (Colvin Township)

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments authorized by the County Attorney, with LHB Corp., of Duluth, MN for construction administration and inspection services on bridge project CP 0004-213068/SAP 69-604-076, Br 414. The total cost of these services is \$96,764, payable from Fund 220, Agency 220365, Object 626600.

BOARD LETTER NO. 15 – 294

FINANCE & BUDGET COMMITTEE CONSENT NO. 11

BOARD AGENDA NO.

DATE: July 7, 2015

RE: Execute 2015 HUD Contracts -
CDBG, HOME and ESG
Entitlement Grants

FROM: Kevin Z. Gray
County Administrator

Barbara Hayden, Director
Planning and Community Development

RELATED DEPARTMENT GOALS:

Assist communities in achieving housing, economic development and community development objectives. Secure and administer federal, state and other funding which implement county policies and maximizes local resources.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the Planning and Community Development Director to execute the U.S. Department of Housing and Urban Development (HUD) grant agreements and all other necessary documents to implement the 2015 Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) programs; and further authorize the Planning and Community Development Director and a representative of the County Attorney to execute the agreements for all referenced 2015 CDBG, HOME, and ESG projects.

BACKGROUND:

The U.S. Department of Housing and Urban Development has notified St. Louis County of the allocation of \$2,381,988 in 2015 HUD entitlement funds and the approval of the St. Louis County 2015-2019 Consolidated Plan and 2015 Action Plan.

The 2015 Action Plan is the county's submission for HUD entitlement funding and was approved by Board Resolution No. 15-140 following a public hearing on March 10, 2015. The Action Plan provides a vision for housing and community development, describes the financial resources the county will use to address community needs, and sets goals, objectives, and benchmarks for measuring progress. The HUD 2015 allocations are as follows:

<u>PROGRAM</u>	<u>AMOUNT</u>	<u>AREA COVERED</u>
Emergency Solutions Grant ESG - Fund 173	\$ 162,335	St. Louis County (excluding Duluth)
Home Investment Partnerships Program HOME – Fund 270	\$ 423,656	St. Louis County (excluding Duluth), and Cook, Lake, Itasca, and Koochiching Counties
Community Development Block Grant CDBG - Fund 260	\$1,795,997	St. Louis County (excluding Duluth)
TOTAL AWARDS:	\$2,381,988	

CDBG – Total Funding Available for 2015

HUD 2015 Allocation	\$1,795,997
Program Income	\$ 25,000
Reprogrammed Funds	<u>200,000</u>
	\$2,020,997

CDBG contracts have been prepared for the following specific 2015 projects and will be payable from Fund 260:

2015 CDBG Program Proposed Uses of Funding				
Project	Objective	Outcome	Indicator	Amount
Housing				
AEOA Single Family Housing Rehabilitation	Decent Housing	Sustainability	14 units	310,000
Avinity-LEE Center Rehabilitation	Decent Housing	Sustainability	95 units	35,000
North St. Louis County Habitat for Humanity	Decent Housing	Accessibility	2 units	30,000
One Roof Community Housing	Decent Housing	Accessibility	1 unit	25,000
Subtotal				400,000
Economic Development				
Entrepreneur Fund Micro-enterprise	Econ Opportunities	Accessibility	10 people	20,000
Subtotal				20,000
Community Facilities and Public Infrastructure				
Community Facilities				
Cook: River Street Bridge	Suitable Living	Sustainability	1 public facility	35,000
Proctor: Commercial Rehabilitation	Suitable Living	Sustainability	2 businesses	25,000
Tourist Center Seniors: Accessibility	Suitable Living	Sustainability	1 public facility	10,000
Public Infrastructure				
Babbitt Infrastructure	Suitable Living	Sustainability	767 people	150,000
Ely Infrastructure	Suitable Living	Sustainability	3,600	100,000
Eveleth Infrastructure	Suitable Living	Sustainability	1,220 people	90,000
Floodwood Infrastructure	Suitable Living	Sustainability	485 people	197,000
Hibbing Infrastructure	Suitable Living	Sustainability	1,035 people	100,000
Mt. Iron Infrastructure	Suitable Living	Sustainability	32 people	50,000
Orr Infrastructure	Suitable Living	Sustainability	176 people	50,000
Tower-Breitung Wastewater Board Infrastructure	Suitable Living	Sustainability	605 people	60,000
St. Louis County Neighborhood Revitalization Program	Suitable Living	Sustainability		0
Subtotal				1,017,000
Public Service				
Advocates for Family Peace Children's Program	Suitable Living	Accessibility	150 people	24,000
AEOA Homeless Shelter Operations	Suitable Living	Accessibility	126 people	41,000
AEOA Homeless Youth Services	Suitable Living	Accessibility	50 people	24,000
Legal Aid Service of NE MN Housing Counseling	Suitable Living	Accessibility	250 people	34,000
Range Transitional Housing	Suitable Living	Accessibility	50 people	44,000
Salvation Army Hibbing Melting Pot Meals Program	Suitable Living	Accessibility	3,100 people	17,000
Salvation Army Virginia Virginia Supper Club Meals Program	Suitable Living	Accessibility	3,600 people	17,000
Sexual Assault Youth Outreach Services	Suitable Living	Accessibility	150 people	24,000
SOAR Career Solutions	Econ Opportunities	Accessibility	30 people	20,000
Subtotal				245,000
Administration	N/A	N/A	1 org	338,997
Total FY 2015 CDBG Program				
Housing				400,000
Economic Development				20,000
Physical Improvements				1,017,000
Public Service				245,000
Administration				338,997
Total				2,020,997

HOME – Total Funding Available for 2015

HUD 2015 Allocation	\$423,656
Program Income	\$ 50,000
	\$473,656

The advisory committee of the Northeast Minnesota HOME Consortium met on March 20, 2015, and recommended funding to address priority housing activities identified in the Consolidated Plan in the five-county region. Following are the HOME allocations for housing development activities, payable from Fund 270:

2015 HOME Program Northeast Minnesota HOME Consortium	
Project	Amount
AEOA Home Ownership Assistance Program – down payment assistance	190,000
AEOA CHDO Operating	7,060
KOOTASCA Community Action Home Ownership Assistance Program - down payment assistance	150,111
KOOTASCA Community Action CHDO Operating	7,060
One Roof Community Housing CHDO Set-Aside	70,000
One Roof Community Housing CHDO Operating	7,060
St. Louis County Administration	42,365
Total	473,656

ESG – Total Funding Available for 2015

HUD 2015 Allocation	\$162,335
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The Planning and Community Development Department along with the Public Health and Human Services Department conducted a process to allocate the 2015 ESG funding. The process included county staff members, the Rural Housing Coalition, and the Heading Home Governance Board of the St. Louis County Homeless Continuum of Care. The following ESG allocations support essential services, homeless prevention activities, and emergency shelter and transitional housing operations, payable from Fund 173:

2015 ESG Program St. Louis County	
Project	Amount
Arrowhead Economic Opportunity Agency – Homeless Assistance (Shelter Operations)	\$44,063
Arrowhead Economic Opportunity Agency – Flex Fund Administration (Rapid Re-Housing)	\$57,697
Range Transitional Housing – Homeless Assistance (Case Management)	\$25,400
Legal Aid Service of NE Minnesota Virginia Office – Legal Services	\$15,000
Amherst H. Wilder Foundation – HMIS (data collection and reporting)	8,000
St. Louis County – Administration	\$12,175
Total - ESG	\$162,335

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize HUD grant agreements and all other necessary documents to implement the 2015 CDBG, HOME, and ESG programs; and further authorize agreements for all of the referenced 2015 CDBG, HOME, and ESG projects.

Execute 2015 HUD Contracts - CDBG, HOME and ESG Entitlement Grants

BY COMMISSIONER _____

WHEREAS, The 2015-2019 Consolidated Plan and 2015 Action Plan was submitted on April 9, 2015 to the U.S. Department of Housing and Urban Development (HUD) for the 2015 Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) programs; and

WHEREAS, The U.S. Department of Housing and Urban Development has approved the 2015-2019 Consolidated Plan and 2015 Action Plan and provided program allocations to St. Louis County of \$1,795,997 for the CDBG program, \$423,656 for the HOME program, and \$162,335 for the ESG program; and

WHEREAS, The St. Louis County Board approved the CDBG Citizen Advisory Committee recommendation for 2015 Community Development Block Grant program awards by Resolution No. 15-140 on March 10, 2015; and

WHEREAS, The advisory committee for the Northeast Minnesota HOME Consortium recommends the award of \$431,291 in HOME funding for housing activities identified in the Consolidated Plan in the five-county region; and

WHEREAS, The Planning and Community Development and Public Health and Human Services Departments conducted a process to allocate the 2015 ESG funding. The process included county staff members, the Rural Housing Coalition, and the Heading Home Governance Board of the St. Louis County Homeless Continuum of Care. ESG funding supports essential services, homeless prevention activities, and emergency shelter and transitional housing operations;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board accepts the 2015 HUD grants and authorizes the St. Louis County Planning and Community Development Director to execute the grant agreements on behalf of St. Louis County, along with all the necessary forms, attachments, addendums, certifications, and subsequent forms to implement the programs and complete the agreements between St. Louis County and the U.S. Department of Housing and Urban Development;

RESOLVED FURTHER, Grant funds will be allocated as follows:

\$ 1,795,997	CDBG Grant 2015 to Fund 260
\$ 423,656	HOME Grant 2015 to Fund 270
\$ 162,335	ESG Grant 2015 to Fund 173

RESOLVED FURTHER, The St. Louis County Board allocates 2015 projects from grants, program income and reprogrammed funds and authorizes the Planning and Community Development Director and a representative of the County Attorney to execute agreements for approved projects and that disbursements related to the CDBG subrecipient agreements be made from CDBG Fund 260, HOME agreements from HOME Fund 270, and ESG agreements from ESG Fund 173 according to the following schedule:

Agency – CDBG, Fund 260

2015 CDBG Program Proposed Uses of Funding				
Project	Objective	Outcome	Indicator	Amount
Housing				
AEOA Single Family Housing Rehabilitation	Decent Housing	Sustainability	14 units	310,000
Avinity-LEE Center Rehabilitation	Decent Housing	Sustainability	95 units	35,000
North St. Louis County Habitat for Humanity	Decent Housing	Accessibility	2 units	30,000
One Roof Community Housing	Decent Housing	Accessibility	1 unit	25,000
Subtotal				400,000
Economic Development				
Entrepreneur Fund Micro-enterprise	Econ Opportunities	Accessibility	10 people	20,000
Subtotal				20,000
Community Facilities and Public Infrastructure				
Community Facilities				
Cook: River Street Bridge	Suitable Living	Sustainability	1 public facility	35,000
Proctor: Commercial Rehabilitation	Suitable Living	Sustainability	2 businesses	25,000
Tourist Center Seniors: Accessibility	Suitable Living	Sustainability	1 public facility	10,000
Public Infrastructure				
Babbitt Infrastructure	Suitable Living	Sustainability	767 people	150,000
Ely Infrastructure	Suitable Living	Sustainability	3,600	100,000
Eveleth Infrastructure	Suitable Living	Sustainability	1,220 people	90,000
Floodwood Infrastructure	Suitable Living	Sustainability	485 people	197,000
Hibbing Infrastructure	Suitable Living	Sustainability	1,035 people	100,000
Mt. Iron Infrastructure	Suitable Living	Sustainability	32 people	50,000
Orr Infrastructure	Suitable Living	Sustainability	176 people	50,000
Tower-Breitung Wastewater Board Infrastructure	Suitable Living	Sustainability	605 people	60,000
St. Louis County Neighborhood Revitalization Program	Suitable Living	Sustainability		0
Subtotal				1,017,000
Public Service				
Advocates for Family Peace Children's Program	Suitable Living	Accessibility	150 people	24,000
AEOA Homeless Shelter Operations	Suitable Living	Accessibility	126 people	41,000
AEOA Homeless Youth Services	Suitable Living	Accessibility	50 people	24,000
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Salvation Army Hibbing Melting Pot Meals Program	Suitable Living	Accessibility	3,100 people	17,000
Salvation Army Virginia Virginia Supper Club Meals Program	Suitable Living	Accessibility	3,600 people	17,000
Sexual Assault Youth Outreach Services	Suitable Living	Accessibility	150 people	24,000
SOAR Career Solutions	Econ Opportunities	Accessibility	30 people	20,000
Subtotal				245,000
Administration	N/A	N/A	1 org	338,997
Total FY 2015 CDBG Program				
Housing				400,000
Economic Development				20,000
Physical Improvements				1,017,000
Public Service				245,000
Administration				338,997
Total				2,020,997

Agency – HOME Fund 270

2015 HOME Program Northeast Minnesota HOME Consortium	
Project	Amount
AEOA Home Ownership Assistance Program – down payment assistance	190,000
AEOA CHDO Operating	7,060
KOOTASCA Community Action Home Ownership Assistance Program - down payment assistance	150,111
KOOTASCA Community Action CHDO Operating	7,060
One Roof Community Housing CHDO Set-Aside	70,000
One Roof Community Housing CHDO Operating	7,060
St. Louis County Administration	42,365
Total	473,656

Agency-ESG Fund 173

2015 ESG Program St. Louis County	
Project	Amount
Arrowhead Economic Opportunity Agency – Homeless Assistance (Shelter Operations)	\$44,063
Arrowhead Economic Opportunity Agency – Flex Fund Administration (Rapid Re-Housing)	\$57,697
Range Transitional Housing – Homeless Assistance (Case Management)	\$25,400
Legal Aid Service of NE Minnesota Virginia Office – Legal Services	\$15,000
Amherst H. Wilder Foundation – HMIS (data collection and reporting)	8,000
St. Louis County – Administration	\$12,175
Total - ESG	\$162,335

Parking Lot Repairs – Hibbing Courthouse Annex

BY COMMISSIONER _____

WHEREAS, The Hibbing Courthouse Annex north parking lot has reached the end of its useful life and is in need of significant repairs; and

WHEREAS, This parking area provides access to the new Motor Pool vehicle canopy and for emergency vehicles to the north side of the Annex; and

WHEREAS, St. Louis County Purchasing solicited bids on June 17, 2015 with Bougalis Incorporated of Hibbing, MN providing the low qualified bid;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a contract with Bougalis Incorporated of Hibbing, MN, for repairs to the Hibbing Courthouse Annex north parking lot in an amount not to exceed \$78,400, payable from Fund 402, Agency 402006.

BOARD LETTER NO. 15 - 296

FINANCE & BUDGET COMMITTEE CONSENT NO. 13

BOARD AGENDA NO.

DATE: July 7, 2015 **RE:** Abatement List for Board Approval

FROM: Kevin Z. Gray
County Administrator

Mark Monacelli, Director
Public Records & Property Valuation

David L. Sipila
County Assessor

RELATED DEPARTMENT GOAL:

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

ACTION REQUESTED:

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

BACKGROUND:

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

RECOMMENDATION:

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

Abatement List for Board Approval

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board approves the applications for abatements, correction of assessed valuations and taxes plus penalty and interest, and any additional accrual, identified in County Board File No. 60032.

Abatements Submitted for Approval by the St. Louis County Board
on 07/14/15

<u>PARCEL CODE</u>			<u>AUD NBR</u>	<u>NAME</u>	<u>TYPE</u>	<u>LOCATION</u>	<u>APPRAISER</u>	<u>REASON</u>	<u>YEAR</u>	<u>REDUCTION</u>	
120	40	430	0	15500	ADLER, ALAN	R	Cook	Mason Couvier	HOMESTEAD	2015	736.00
10	5220	70	0	15501	ALLETE INC	R	City of Duluth	Scott Sutherland	VALUATION	2015	3,632.00
10	5220	80	0	15502	AMSOIL INC	R	City of Duluth	Scott Sutherland	VALUATION	2015	3,938.00
200	10	1454	0	15503	ANDERSON, JOEL	R	Alango	Mason Couvier	HOMESTEAD	2015	562.00
142	20	330	0	15504	BELLAND, STEVEN	R	Hoyt Lakes	David Hillstrom	HOMESTEAD	2015	610.00
10	3360	670	0	15530	CITY OF DULUTH	R	City of Duluth	Cory Leinwander	EXEMPT	2015	2,685.00
415	10	530	0	15531	DEXTER, DANIEL	R	Lakewood	County Auditor	PENALTY & INTEREST	2015	111.76
405	10	3170	0	15525	JACOBS, ERIC	R	Kelsey	Larry Jackson	HOMESTEAD	2015	556.00
90	155	560	0	15508	JAMINSKI, GREGORY	R	Virginia	Mason Couvier	HOMESTEAD	2015	754.00
140	260	2960	0	15509	JOHNSON, DAVID	R	Hibbing	Bill Downs	HOMESTEAD	2015	374.00
440	10	2422	0	15526	KARASEK, MATHEW	R	Meadowlands T.	Jan Jackson	HOMESTEAD	2015	564.00
405	10	1830	0	15527	PRUDHOMME, LOREN	R	Kelsey	Larry Jackson	HOMESTEAD	2015	628.00
141	20	599	0	15507	STATE OF MN	R	Hibbing	Dave Sipila	EXEMPT	2013	113.04
141	20	599	0	15506	STATE OF MN	R	Hibbing	Dave Sipila	EXEMPT	2014	117.78
141	20	599	0	15505	STATE OF MN	R	Hibbing	Dave Sipila	EXEMPT	2015	116.00
308	95	10	0	15510	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	120.00
308	95	20	0	15511	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	148.00
308	95	30	0	15512	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	130.00
308	95	50	0	15513	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	142.00
308	95	60	0	15514	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	134.00
308	95	70	0	15515	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	130.00
308	95	80	0	15516	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	244.00
308	95	90	0	15517	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	430.00
308	95	100	0	15518	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	320.00
308	95	110	0	15519	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	544.00
308	95	120	0	15520	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	544.00
308	95	130	0	15521	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	470.00
308	95	140	0	15522	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	390.00
308	95	150	0	15523	VOYAGUER LAKES DEV.	R	Crane Lake	Beth Sokoloski	VALUATION	2015	398.00

BOARD LETTER NO. 15 – 297

FINANCE & BUDGET COMMITTEE CONSENT NO. 14

BOARD AGENDA NO.

DATE: July 7, 2015

RE: Relief of Penalties for Late
Receipt of First Half 2015 Real
Estate Taxes

FROM: Kevin Z. Gray
County Administrator

RELATED DEPARTMENT GOAL:

To implement the policy decisions of the County Board consistent with state statutes.

ACTION REQUESTED:

The St. Louis County Board requests the County Auditor/Treasurer to develop a one-time procedure for the relief of penalties for late receipt of first half real estate tax payments, due to changes to mail pick up times implemented by the United States Postal Service (USPS) in April 2015.

BACKGROUND:

Several Commissioners have heard from citizens whose first half property tax payments, due on May 15, 2015, were received late, and they have been charged a penalty for the late payment. These citizens are requesting relief from the late fees due to recent changes at the Duluth Post Office that have affected mail pick up times at mail boxes around the region.

This action by the USPS was acknowledged by the County Auditor in a news release dated May 7 alerting taxpayers that, “to be considered ‘on time,’ a real estate or personal property tax payment must be postmarked on or before May 15.” Auditor Dicklich was further quoted in the release, “We want to make sure people don’t wind up with late fees simply because they weren’t aware their mail pick up times have changed.”

By state statute, all real estate tax statements must be mailed out by March 31, and each paystub cites: “USPS postmark determines proof of timely payment – Please contact your post office prior to mailing to inquire on postmark procedures and times to avoid penalties. On the back of the statement under “Important Additional Notes” the last bullet states “Postmark determines mail payment date...” The postmark requirement is included in the state statute.

According to its policies, the County Board delegates authority to the County Auditor to abate penalties due on current year taxes if the imposition of the penalty would be unjust or unreasonable (pursuant to Minn. Stat. 279.01, Subd. 2). The change implemented in April, 2015 at the Duluth mail processing center is unique and a new development for county citizens, specific to this year's deadline.

RECOMMENDATION:

Should Commissioners wish to request the County Auditor/Treasurer to develop a one-time procedure for the relief of penalties for late receipt of first half 2015 real estate tax payments due to changes to mail pick up times implemented by the United States Postal Service in April 2015, a resolution is attached.

Relief of Penalties for Late Receipt of First Half 2015 Real Estate Taxes

BY COMMISSIONER _____

WHEREAS, Several Commissioners have heard from citizens whose first half property tax payments, due on May 15, 2015, were received late, and they have been charged a penalty for the late payment; and

WHEREAS, These citizens are requesting relief from the late fees due to recent changes implemented by the United States Postal Service at the Duluth Post Office that have affected mail pick up times at mail boxes around the region; and

WHEREAS, The change implemented in April, 2015 at the Duluth mail processing center is unique and a new development for county citizens; and

WHEREAS, According to its policies, the County Board, pursuant to Minn. Stat. 279.01, Subd. 2, delegates authority to the County Auditor to abate penalties due on current year taxes, if the imposition of the penalty would be unjust or unreasonable;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board requests that the County Auditor/Treasurer develop a one-time procedure for the relief of penalties for late receipt of first half real estate tax payments, due to changes to mail pick up times implemented by the United States Postal Service in April 2015;

RESOLVED FURTHER, That the County Auditor will bring the procedure back to the County Board for final approval.



Saint Louis County

County Auditor-Treasurer • 100 North 5th Avenue West, Room 214 - Duluth, MN 55802
Phone: (218) 726-2380 Phone – Virginia: (218) 749-7104 Fax: (218) 725-5060
www.stlouiscountymn.gov

Donald Dicklich
St. Louis County Auditor-Treasurer

NEWS RELEASE

FOR IMMEDIATE RELEASE:

May 7, 2015

MEDIA CONTACT: Donald Dicklich,
St. Louis County Auditor-Treasurer
(218) 726-2385

Reminder to be aware of mail deadlines when mailing property tax payment

Property taxes for the first half of the year are due one week from Friday on May 15. That's the same deadline as always. What may be new this year is the deadline by when people must mail their property taxes in order to have them postmarked on time. Recent changes at the Duluth Post Office have affected mail pick up times at mail boxes around the region, and the St. Louis County Auditor's Office wants people to be aware of this when sending in their payments.

"To be considered 'on time,' a real estate or personal property tax payment must be postmarked on or before May 15," said Donald Dicklich, St. Louis County Auditor. "We want to make sure people don't wind up with late fees simply because they weren't aware their mail pick up times have changed."

Pick up times vary by mailbox or post office, so people should check with their post office to determine the latest they could mail a payment and still have it postmarked May 15. Property tax statements were sent out in March.

Payments can be made in person at the Auditor's Office in the St. Louis County Courthouse in Duluth or the Northland Office Center in Virginia, or at the Auditor's Service Center at the Miller Hill Mall. Payments also can be made online – additional fees apply – by following the link at stlouiscountymn.gov/propertytaxes.

For more information about property tax deadlines and payment options, visit stlouiscountymn.gov/propertytaxes, or call the St. Louis County Auditor's Office at (218) 726-2383.

###

2013 Minnesota Statutes

276.017 TIMELY PAYMENTS.

Subdivision 1. Date of mailing or receipt. When a payment described in this section is required to be made to a county on or before the prescribed date, the payment is timely if received by the county on or before a prescribed date, or if mailed on or before that date. This section applies to the payment of current or delinquent real or personal property taxes, any other amount shown as payable on a property tax statement, and all related penalties, interest, or costs.

Subd. 2. Mailing requirements. Mailing is timely under this section only if the payment was deposited in the mail in the United States on or before the due date, in an envelope or other appropriate wrapper, postage prepaid, and properly addressed.

Subd. 3. United States Postal Service postmark. The postmark of the United States Postal Service qualifies as proof of timely mailing for this section. If the payment is sent by United States registered mail, the date of registration is the postmark date. If the payment is sent by United States certified mail, the date of the United States Postal Service postmark on the receipt given to the person presenting the payment for delivery is the date of mailing. Mailing, or the time of mailing, may also be established by other available evidence except that the postmark of a private postage meter may not be used as proof of a timely mailing made under this section.

Subd. 4. Receipt otherwise governs. In any case in which the payment is not treated as timely mailed under this section, the date of receipt governs for purposes of determining the amount of any penalty, interest, or cost assessment.

History: 1996 c 471 art 3 s 22

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6. The maximum allowable amount of "disaster credit" shall be based on no more than twelve (12) full months of the property being uninhabitable or not useable

AUDITOR TO COLLECT ADMINISTRATIVE EXPENSES FROM TAX INCREMENT FINANCE DISTRICT AUTHORITIES

RESOLUTION NO. 818

October 15, 1991

WHEREAS, the St. Louis County Auditor's Office has responsibility for administering the calculations for the various Tax Increment Finance Districts located within St. Louis County; and

WHEREAS, the administration of these Tax Increment Finance Districts is costly and time consuming to St. Louis County;

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board of Commissioners does hereby authorize the County Auditor's Office to collect administrative expenses from all Tax Increment Finance District Authorities, for costs incurred in 1991, and by the method for assessing these costs developed by the County Auditor's Office and made part of this resolution by reference, a copy on file in Board File No. 54294;

BE IT FURTHER RESOLVED, that consistent with Minnesota Statutes, the County Auditor shall notify all Tax Increment Finance District Authorities of these expenses by February 15 of 1992 and of each year thereafter.

ABATEMENT OF AD VALOREM TAXES POLICY

RESOLUTION NO. 861

November 30, 1993

RESOLVED, that all prior tax, penalty, interest, and cost abatement policies adopted by the St. Louis County Board are rescinded:

FURTHER RESOLVED, that the St. Louis County Board of Commissioners hereby adopts the following policy with respect to standards and procedures for the abatement of ad valorem taxes and abatement of penalties and interest assessed on delinquent or past due taxes and costs:

**POLICY OF THE ST. LOUIS COUNTY BOARD
CONCERNING THE
ABATEMENT OF AD VALOREM TAXES**

The intent of this policy is reasonableness with individual taxpayers and prudence with the tax and other monies due to the taxing authorities operating within St. Louis County.

GENERAL PROVISIONS

1. The Board may approve in full or part any settlement agreement negotiated by its attorney pursuant to a duly docketed action filed in any court of competent jurisdiction

2. Current Year taxes - after the approval of the Auditor and Assessor, the board may consider and approve or deny any abatement of taxes for clerical, classification, ownership, faulty assessment, or other legal reasons. Other reasons include but are not limited to:

Objective Errors:

1. Exemption by Public ownership
2. Double assessments or other overlapping listings
3. Homestead classification
4. Measurable units (i.e. acres, square footage, etc.)
5. Mobile home ownership or location changes
6. Personal property ownership changes
7. Lease cancellations
8. Computational errors

Subjective opinions:

1. Exemption based on private ownership and use
2. Subjective property attributes (e.g. condition or construction quality)
3. Value before razing or other major modification of improvements
4. Classification based on use only
5. Market trends

The Board will not consider nor grant an abatement for homestead classification omission if the Assessor possesses a certified mail return receipt (signed by one of the owners) for a homestead deficiency notice

3. Current year penalty and costs - The County Board, pursuant to MS 279.01, Subd 2, delegates authority to the Auditor to abate penalties due on current year taxes, if the imposition of the penalty would be unjust or unreasonable. Unjust or unreasonable for purposes of this policy shall include demonstrable medical or familial distress. The Auditor may require written documentation and/or sworn affidavits to support any request for an abatement. The Auditor may only grant such an abatement if all current year taxes due are paid or payment is tendered.

The Board also authorizes the Auditor to abate penalty of up to \$20.00 assessed for late payment of homestead taxes, provided that payment of all due taxes is tendered and received in the Office of the Auditor by June 30 for 1st half taxes and November 30 for 2nd half taxes and there is no record of late payments of any tax obligation on the property in the prior 5 years and there exists no outstanding delinquency on the property or other property owned by the taxpayer. Delinquency includes any balances of record under a confession of judgment.

The Auditor may refer any penalty abatement request to the board for their consideration.

BOARD LETTER NO. 15 - 298

ENVIRONMENT & NATURAL RESOURCES COMMITTEE NO. 1

11:00 A.M. TIME SPECIFIC PRESENTATION
BOARD AGENDA NO.

DATE: July 7, 2015

RE: Request for Free Conveyance
of State Tax Forfeited Land to
the City of Duluth – Cross City
Trail

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Director
Land and Minerals

RELATED DEPARTMENT GOAL:

Performing public services.

ACTION REQUESTED:

The St. Louis County Board is requested to approve a free conveyance of state tax forfeited property to the City of Duluth for trail purposes.

BACKGROUND:

The City of Duluth has requested a conveyance of state tax forfeited land for the extension of the Cross City Trail. Non-conservation state tax forfeited land may be conveyed by the Commissioner of Revenue to a governmental subdivision for an authorized public use with the favorable recommendation of the county board. All property conveyed under a conditional use deed by the Commissioner of Revenue is released from the use restriction and the possibility of reversion 30 years from the date the deed is acknowledged.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the City of Duluth's request for a free conveyance subject to payment of \$250 administrative fee, \$250 Department of Revenue fee, \$1.65 deed tax, \$25 deed fee and \$46 recording fee; for a total of \$572.65, to be deposited into Fund 240 (Forfeited Tax Fund).

**Request for Conveyance of State Tax Forfeited Land to the City of Duluth –
Cross City Trail**

BY COMMISSIONER _____

WHEREAS, Pursuant to Minn. Stat. § 282.01a, Subd. 1, upon recommendation of the county board, the Commissioner of Revenue may convey state tax forfeited land to another governmental subdivision for an authorized public use; and

WHEREAS, The City of Duluth has requested a free conveyance of state tax forfeited parcels as described in County Board File No. _____ for trail purposes; and

WHEREAS, The Land and Minerals Department recommends that these parcels be classified as 'non-conservation' after considering many factors including the present use of adjacent land, the productivity of the soil, the character of forest or other growth, the accessibility of lands to established roads, schools, and other public services, the suitability or desirability for particular uses and the suitability of the forest resources on the land for multiple use and sustained yield management; and

WHEREAS, These parcels are located inside the boundaries of a municipality or town and Minn. Stat. § 282.01 provides that notice of the classification or reclassification of lands situated within a municipality or town must be transmitted to its governing body; and

WHEREAS, The reclassification will be deemed approved if the County Board does not receive notice of a municipality's or town's disapproval within 60 days of the date on which this resolution is delivered to the clerk of the municipality or town in which the parcels are located;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board recommends reclassification of the above described state tax forfeited land, and that the Commissioner of Revenue convey the above described state tax forfeited land to the City of Duluth to be used for public trail purposes, upon payment of \$250 administrative fee, \$250 Department of Revenue fee, \$1.65 deed tax, \$25 deed fee, and \$46 recording fee; for a total of \$572.65, to be deposited into Fund 240 (Forfeited Tax Fund).

Cross City Trail

- 010-4630-01640 Re Plat of Wilmington Addition to West Duluth, Block 9, Lots 25 thru 28
- 010-4630-01680 Re Plat of Wilmington Addition to West Duluth, Block 9, Lots 29 thru 45
Ex Ry Rt of W
- 010-4630-01560 Re Plat of Wilmington Addition to West Duluth, Block 9, Lots 17 thru 21
Ex Ry Rt of W
- 010-4630-01610 Re Plat of Wilmington Addition to West Duluth, Block 9, Lot 22 Ex Ry R
of W
- 010-4630-03260 Re Plat of Wilmington Addition to West Duluth, Block 16, Lots 4 thru 10
Ex Ry Rt of W
- 010-4630-03330 Re Plat of Wilmington Addition to West Duluth, Block 16, Lot 11
- 010-4630-03340 Re Plat of Wilmington Addition to West Duluth, Block 16, Lot 12
- 010-4630-03350 Re Plat of Wilmington Addition to West Duluth, Block 16, Lots 13 thru
22 Ex Ry Rt of W
- 010-4630-03450 Re Plat of Wilmington Addition to West Duluth, Block 16, Lot 23
- 010-4630-03460 Re Plat of Wilmington Addition to West Duluth, Block 16, Lot 24



**St. Louis County Land and Minerals Department
Tax Forfeited Land Sales**

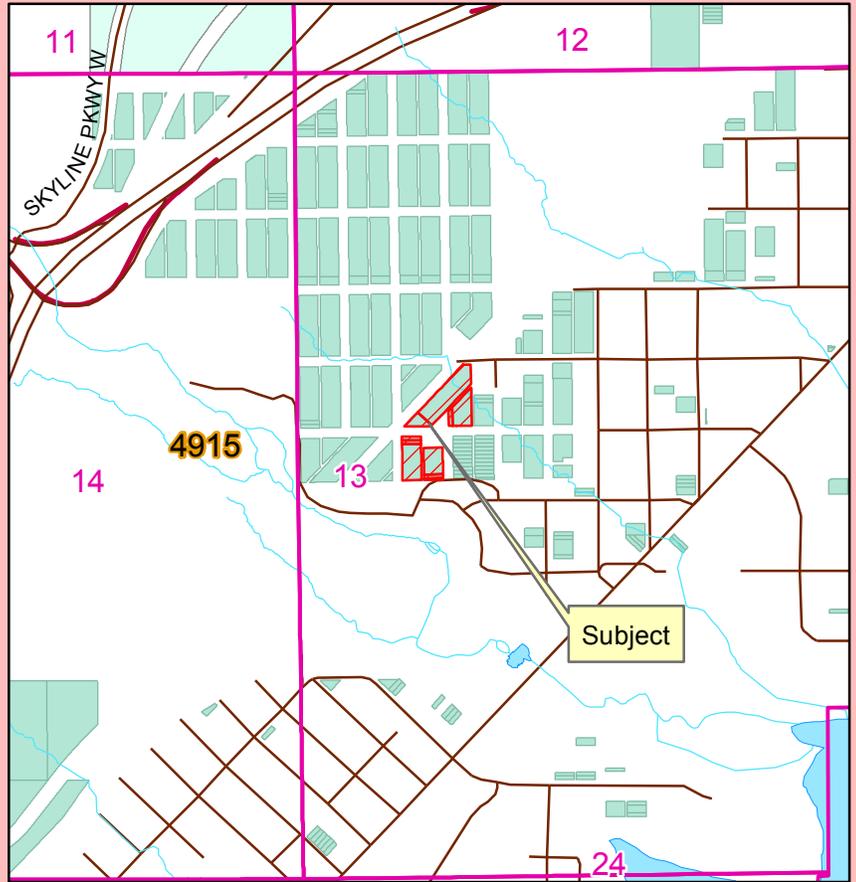
Free Conveyance

Legal: see attached

Parcel Codes:

- 010-4630-01640
- 010-4630-01680
- 010-4630-01560
- 010-4630-01610
- 010-4630-03260
- 010-4630-03330
- 010-4630-03340
- 010-4630-03350
- 010-4630-03450
- 010-4630-03460

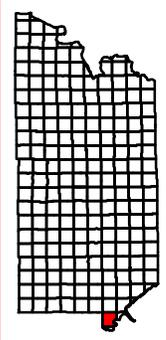
- LDKEYs: 104721, 104722,
104719, 104720, 104731,
104732, 104733, 104734,
104735, 104736, 104127



City of Duluth Sec: 13 Twp: 49 Rng: 15

Commissioner District # 3

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

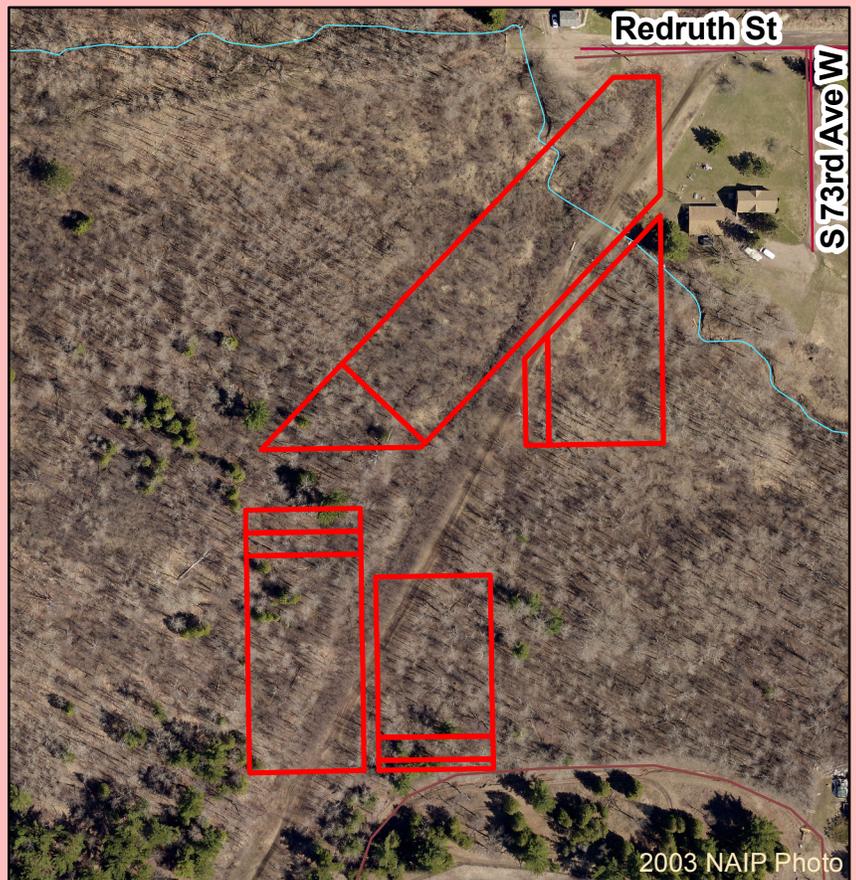


St. Louis County, Minnesota

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

**St. Louis County
Land and Minerals Department**

2015



2003 NAIP Photo

ST. LOUIS COUNTY LAND DEPARTMENT ADDENDUM
TO THE APPLICATION BY A GOVERNMENTAL
SUBDIVISION FOR CONVEYANCE OF TAX-FORFEITED
LAND FOR AN AUTHORIZED PUBLIC USE
IN ST. LOUIS COUNTY
(to be completed by the applicant)

Rec'd
5-11-15

Name of governmental subdivision (applicant): City of Duluth

Mailing address of applicant: 411 West 1st Street, Duluth, MN 55802

Date requested property was forfeited to the State: _____
(month) (day) (year)

Legal description of property (include name of the city/town in which the property is located):
City of Duluth

CROSS CITY TRAIL parcels attached

In preparation of presentation of this application for conveyance of tax-forfeited land to the St. Louis County Board, please complete the following questionnaire:

1. Is the proposed use authorized by statute, law, or local charter? Yes No
2. How is the proposed use likely to serve the public's interest as much or more than returning the parcel to the tax rolls? Rationale RECREATION AND ECONOMIC DEVELOPMENT
3. Does the parcel contain valuable natural resources? Yes No
4. Does the parcel have public scenic or aesthetic values? Yes No
5. Does the parcel contain unique geological features? Yes No
If yes, what? _____
6. According to ordinarily available information, is the parcel absent of rare plants or animals? Yes No If no, which? _____
7. According to ordinarily available information, is the parcel absent of important, historic or archeological features? Yes No
If no, which? _____

8. Is the parcel adjacent to a meandered lake or other public water or water course?
Yes ___ No If yes, which? _____
9. What is the zoning designation for the parcel? _____
Which zoning authority? CITY OF DULUTH _____
10. What are the low income requirements for this proposed project? \$ _____
(If applicable)
11. What are the moderate income requirements for this proposed project?
\$ _____
(If applicable)

Supplemental Information for a Conditional Use Deed

ALL applications (State Deed Application Form) for a conditional use deed must be accompanied by a completed Conditional Use Deed Supplement form.

Property

Property identification number(s) (PIN) for requested property (attach additional sheets if necessary)

See Parcel Request Attached

Market value of requested property Total acreage of requested property

Describe current condition of the parcel (identify any improvements and natural features)

Forfeiture

Date of recording of auditor's certificate of forfeiture with the county recorder (if applicable) Recorder's Document number (if applicable)

Date of recording of auditor's certificate of forfeiture with the county registrar of titles (if applicable) Registrar's Document number (if applicable)

Public Use

Authorized Public Use

M.S. 282.01, subd. 1a, par. (e) limits the authorized public uses for conditional use deeds to the following list. Please check the appropriate box below:

- Public Use options: Road or right-of-way for a road, Trails, Transit facilities, Public beach or boat launch, Public parking, Civic recreation or conference facilities, Park, Public service facilities. Includes questions about park availability, signage, amenities, and open space.

Describe in detail the intended public use of the property:

The property will be for the Cross City Trail

Do you anticipate establishing the proposed use within 3-years? Yes No
If "no", when do you anticipate the use being established?

Enclosures

Fee Required

Minn. Stat. § 282.01, subd. 1g requires a fee of \$250 to be submitted to the Commissioner of Revenue along with this application. If this application is denied, the Commissioner shall refund \$150 of the application fee.

The required fee is enclosed.

Supporting Documentation

Indicate the supporting documentation that you have included for consideration during the review of your application.

Please note that some forms of documentation are required. Check all that apply:

- Supporting Documentation options: Photos (required), Maps (required), Other, Resolution authorizing application by the governmental subdivision (required), Plans documenting the intended use.

Office Use only

This application it is hereby: rejected granted

Fee Paid:
Refund:

Commissioner of Revenue By

Cross City Trail

010-4630-01640	Re Plat of Wilmington Addition to West Duluth, Block 9, Lots 25 Through 28
010-4630-01680	Re Plat of Wilmington Addition to West Duluth, Block 9, Lots 29 through 45 Ex Ry R of W
010-4630-01560	Re Plat of Wilmington Addition to West Duluth, Block 9, Lots 17 through 21 Ex Ry R of W
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010-4630-03450	Re Plat of Wilmington Addition to West Duluth, Block 16, Lot 23
010-4630-03460	Re Plat of Wilmington Addition to West Duluth, Block 16, Lot 24

COUNCIL COPY

RECREATION, LIBRARIES, AND AUTHORITIES COMMITTEE

15-0175R

RESOLUTION OF SUPPORT TO CONTINUE PLANNING AND DESIGN OF RECREATION AND TOURISM PROJECTS IN THE ST. LOUIS RIVER CORRIDOR.

CITY PROPOSAL:

WHEREAS, the state of Minnesota authorized the city of Duluth to impose a $\frac{1}{2}$ of 1% food and beverage tax and a $\frac{1}{2}$ of 1% hotel-motel tax for the purpose of funding an \$18 million bond issue for capital improvements to public facilities to support tourism and recreational activities in that part of Duluth lying west of 34th Avenue West; and

WHEREAS, pursuant to section 42A-44 of the Duluth city code, 1959, as amended, the city council in July of 2014 imposed the tax to be used for the state-authorized purposes; and

WHEREAS, contingent upon approval by the Minnesota state legislature in 2015, the authorized investment area will be amended to extend to 14th Avenue West; and

WHEREAS, the citizens of Duluth have, through nearly two dozen public plans and numerous meetings, conceived of an array of widely supported recreation and tourism-related capital projects in the authorized investment area; and

WHEREAS, the city of Duluth has developed and announced preliminary concept plans, cost estimates, and financing goals for a slate of proposed recreation and tourism capital projects in the extended investment area, referenced in Public Document No. 15-0323-25; and

WHEREAS, in order to justify further investment of time and money in developing plans for these projects, the city of Duluth seeks confirmation that the projects and funding levels are generally in keeping with the city council's intent.



NOW, THEREFORE, BE IT RESOLVED, that the city council supports moving forward with the specified projects and funding levels as generally laid out.

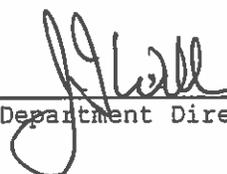
Resolution 15-0175 was unanimously adopted.

MAR 23 2015

Approved

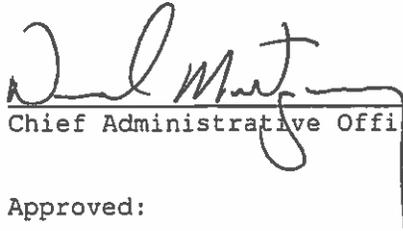
 MAYOR

Approved:



Department Director

Approved for presentation to council:



Chief Administrative Officer

Approved as to form:



Attorney

Approved:



Auditor

DPA JEF:tmn 03/13/2015

STATEMENT OF PURPOSE: The purpose of this resolution is to preliminarily set forth and affirm the array of recreation and tourism projects in the St. Louis River corridor that the City Council intends to fund with an \$18 million bond issue paid for with the proceeds from a 1/2 of 1% hotel-motel tax and a 1/2 of 1% food and beverage tax.

COUNCIL COPY

To City Council MAR 23 2015
Publ Doc. No. 15-0323-25
Referred to _____

ST. LOUIS RIVER CORRIDOR

RECREATION AND TOURISM PROJECTS

<u>Project</u>	<u>Contribution from 1/2 of 1% taxes</u>
Wade Stadium	\$2.3 million
Spirit Mountain snow making	\$2.3 million
Fairmount Park/the zoo	\$2.3 million
Cross City trail	\$900,000
West DWP trail	\$400,000
Gary New Duluth Recreation Area	\$500,000
Lincoln Park	\$500,000
Memorial Park	\$500,000
Wheeler Athletic Complex	\$500,000
Neighborhood parks grant fund	\$500,000
Duluth Traverse	\$650,000
Lower Spirit Nordic	\$1 million
Superior Hiking loops	\$205,000
Spirit Mountain all-weather bike loop	\$155,000
Equestrian trail(s)	\$250,000
Snowmobile trail(s)	\$250,000
ATV trail(s)	\$250,000
Spirit Mountain river connector	\$60,000
Tallus Island paddle center	\$350,000
National water trail	\$150,000
Kingsbury Bay restoration	\$500,000
Kingsbury Creek river connector	\$415,000
Western Waterfront Trail	\$925,000
Indian Point renewal	\$750,000
West Duluth Climbing Park	\$200,000
Park and trail system infrastructure	\$400,000
Contingency	\$500,000;

RECREATION, LIBRARIES AND AUTHORITIES COMMITTEE

11-0552R

RESOLUTION ADOPTING THE PARKS AND RECREATION TRAIL AND
BIKEWAY MASTER PLAN.

CITY PROPOSAL:

RESOLVED, that the trail and bikeway master plan is a plan of a comprehensive system of easily accessed and connected trails and bikeways and a plan for conserving key corridors for future sustainable trail and bikeway development.

FURTHER RESOLVED, the trail and bikeway master plan will help Duluth achieve its goal of becoming the top trail destination center in the Midwest.

FURTHER RESOLVED, that the city council finds the following:

(a) It is in the best interest of the city to adopt the trail and bikeway master plan;

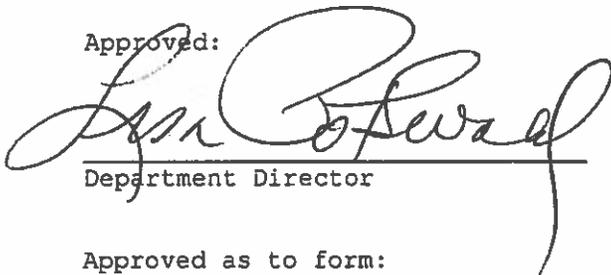
(b) The city parks and recreation division along with other city staff, park and recreation commissioners and park planning consultants have developed, reviewed and recommended adoption of this trail and bikeway master plan;

(c) The city parks and recreation division has, after due public notice, conducted public hearings about this trail and bikeway master plan on the following dates: September 14, 2011, September 19, 2011, and September 21, 2011;

(d) The parks and recreation commission, at its October 12, 2011, regular meeting, did recommend, unanimously, to adopt the trail and bikeway master plan, on file with the city clerk as Public Document No. _____.

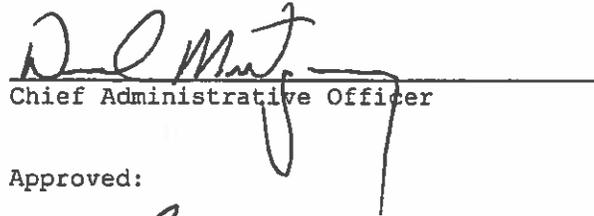
NOW, THEREFORE, BE IT RESOLVED, that the document on file with the city clerk as Public Document No. _____ is adopted as the trail and bikeway master plan for the city of Duluth

Approved:



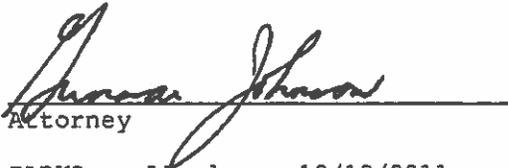
Department Director

Approved for presentation to council:



Chief Administrative Officer

Approved as to form:



Attorney

Approved:



Auditor

PARKS LP:slw 10/13/2011

STATEMENT OF PURPOSE: This resolution adopts a parks and recreation trail and bikeway master plan for the city. The trail and bikeway master plan is a sub-plan recommended under the city's parks and recreation master plan on file with the city clerk as Public Document No.11-0214-18(b). The adoption of this trail and bikeway master plan is based on the recommendation of the parks and recreation commission. The trails advisory group, consisting of representatives from every known trail user group, worked extensively with city staff and the park planning consultants to develop this plan.

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.

 _____
Adjacent Owner

_____ 5-22-15
Date

Please return by 06/12/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-4630-01680

Adj owner name: CITY OF DULUTH

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.

Don P Adjacent Owner 05-20-15 Date

Let the trail be a trail
not a highway through the woods!

Please return by 06/12/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-4630-01680

Adj owner name: PETERSON DONALD J & JUDY

RECEIVED
MAY 26 2015
LAND COMMISSIONER

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.

Don Peterson 05-20-15
Adjacent Owner Date

Leave the trail natural as it has bene for years!

Please return by 06/12/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-4630-01560

Adj owner name: PETERSON DONALD J & JUDY

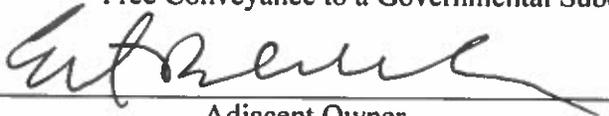
RECEIVED
MAY 26 2015
LAND COMMISSIONER

Response Letter

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I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.


Adjacent Owner

5-22-15
Date

Please return by 06/12/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-4630-03340

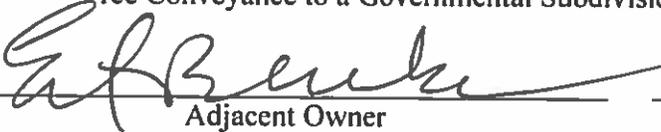
Adj owner name: CITY OF DULUTH

Response Letter

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I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.

 5-22-15
Adjacent Owner Date

Please return by 06/12/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-4630-03350

Adj owner name: CITY OF DULUTH

BOARD LETTER NO. 15 - 299

ENVIRONMENT & NATURAL RESOURCES COMMITTEE NO. 2

11:00 A.M. TIME SPECIFIC PRESENTATION
BOARD AGENDA NO.

DATE: July 7, 2015

RE: Request for Free Conveyance
of State Tax Forfeited Land to
the City of Duluth – Quarry
Park

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Director
Land and Minerals

RELATED DEPARTMENT GOAL:

Performing public services.

ACTION REQUESTED:

The St. Louis County Board is requested to approve a free conveyance of state tax forfeited property to the City of Duluth for park and trail purposes.

BACKGROUND:

The City of Duluth has requested a conveyance of state tax forfeited land for the Quarry Park. Non-conservation state tax forfeited land may be conveyed by the Commissioner of Revenue to a governmental subdivision for an authorized public use with the favorable recommendation of the county board. All property conveyed under a conditional use deed by the Commissioner of Revenue is released from the use restriction and the possibility of reversion 30 years from the date the deed is acknowledged.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the City of Duluth's request for a free conveyance subject to payment of \$250 administrative fee, \$250 Department of Revenue fee, \$1.65 deed tax, \$25 deed fee and \$46 recording fee; for a total of \$572.65, to be deposited into Fund 240 (Forfeited Tax Fund).

**Request for Conveyance of State Tax Forfeited Land to the City of Duluth –
Quarry Park**

BY COMMISSIONER _____

WHEREAS, Pursuant to Minn. Stat. § 282.01a, Subd. 1, upon recommendation of the county board, the Commissioner of Revenue may convey state tax forfeited land to another governmental subdivision for an authorized public use; and

WHEREAS, The City of Duluth has requested a free conveyance of the state tax forfeited parcels as described in County Board File No. _____ for park and trail purposes; and

WHEREAS, The Land and Minerals Department recommends that these parcels be classified as 'non-conservation' after considering many factors including the present use of adjacent land, the productivity of the soil, the character of forest or other growth, the accessibility of lands to established roads, schools, and other public services, the suitability or desirability for particular uses and the suitability of the forest resources on the land for multiple use and sustained yield management; and

WHEREAS, These parcels are located inside the boundaries of a municipality or town and Minn. Stat. § 282.01 provides that notice of the classification or reclassification of lands situated within a municipality or town must be transmitted to its governing body; and

WHEREAS, The reclassification will be deemed approved if the County Board does not receive notice of a municipality's or town's disapproval within 60 days of the date on which this resolution is delivered to the clerk of the municipality or town in which the parcels are located;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board recommends reclassification of the above described state tax forfeited land, and that the Commissioner of Revenue convey the above described state tax forfeited land to the City of Duluth to be used for public trail purposes, upon payment of \$250 administrative fee, \$250 Department of Revenue fee, \$1.65 deed tax, \$25 deed fee, and \$46 recording fee; for a total of \$572.65, to be deposited into Fund 240 (Forfeited Tax Fund).

Quarry Park

- 010-0250-00010 Bellevue Park Addition to Duluth, Block 1, All Inc Vac Sts Adj
- 010-0250-00970 Bellevue Park Addition to Duluth, Block 9, Inc Vac Sts/Alley Adj
- 010-0250-00980 Bellevue Park Addition to Duluth, Block 10, Inc Vac Sts/Alley Adj
- 010-0250-00990 Bellevue Park Addition to Duluth, Block 11, Inc Vac Sts Adj
- 010-0250-01330 Bellevue Park Addition to Duluth, Block 13, Inc Vac Sts Adj
- 010-0250-01340 Bellevue Park Addition to Duluth, Block 14, Inc Vac Sts Adj
- 010-0250-01440 Bellevue Park Addition to Duluth, Block 15, Lots 10 thru 15 Lying N of D M and N Ry Rt of Way Including part of Vacated Albion St and Alley Adj
- 010-0250-01350 Bellevue Park Addition to Duluth, Block 15, Lots 1 thru 9 Inc part of Vac Alleys Streets and Aves Adj
- 010-0250-01630 Bellevue Park Addition to Duluth, Block 16, Lot 9, That part lying N of D M/N Ry R of W
- 010-0250-01550 Bellevue Park Addition to Duluth, Block 16, Lots 1 thru 8 Inc part of Vac Columbia Ave Adj
- 010-0250-01270 Bellevue Park Addition to Duluth, Block 12, Lots 28 thru 33 Ex part lying Wly of centerline extended Nly of that part of 59th Ave W which lies Sly of said blk
- 010-0250-01140 Bellevue Park Addition to Duluth, Block 12, Lots 15 thru 27 Inc 1/2 Vacated Columbia Ave Adj
- 010-0250-01000 Bellevue Park Addition to Duluth, Block 12, Lots 1 thru 8 Inc Vac Street Adj Ex part lying Wly of centerline extended Nly of that part of 59th Ave W which lies Sly of said blk
- 010-0250-01080 Bellevue Park Addition to Duluth, Block 12, Lots 9 thru 12 Inc 1/2 Vac Franklin Ave Adj
- 010-0250-01120 Bellevue Park Addition to Duluth, Block 12, Lots 13 and 14 Inc 1/2 Vac Franklin Ave and Chillon Crt Adj



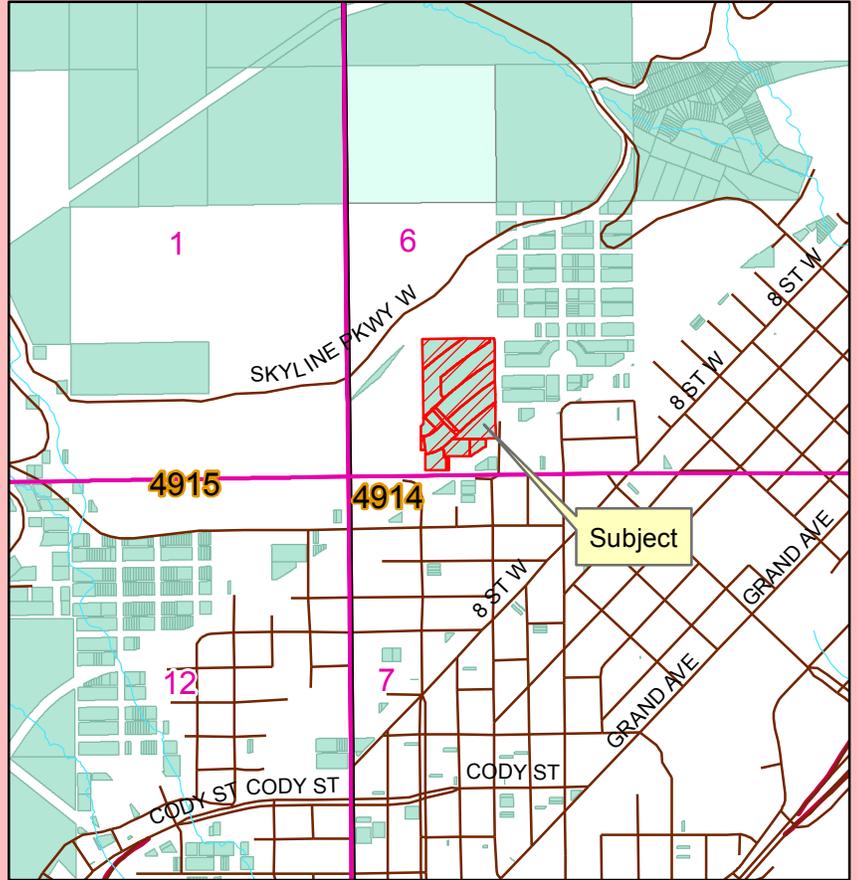
**St. Louis County Land and Minerals Department
Tax Forfeited Land Sales**

Free Conveyance

Legal: see attached

Parcel Codes: 010-0250-00010,
010-0250-00970, 010-0250-00980,
010-0250-00990, 010-0250-01330,
010-0250-01340, 010-0250-01440,
010-0250-01350, 010-0250-01630,
010-0250-01550, 010-0250-01270,
010-0250-01140, 010-0250-01000,
010-0250-01080, 010-0250-01120

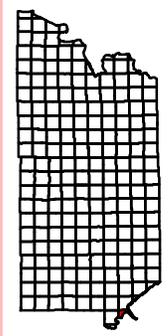
LDKEYs: 100131,100133,100134,
100135,100141,100142,100144,
100143,100146,100145,100140,
100139,100136,100137,100138



City of Duluth Sec: 6 Twp: 49 Rng: 14

Commissioner District # 3

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

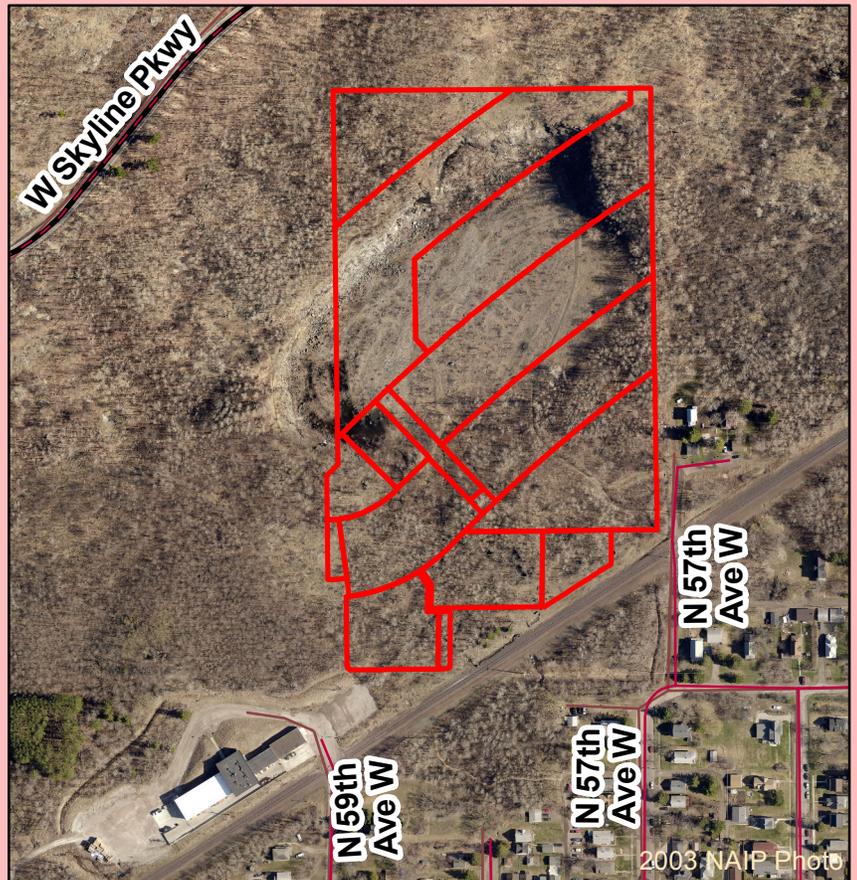


St. Louis County, Minnesota

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

**St. Louis County
Land and Minerals Department**

2015



ST. LOUIS COUNTY LAND DEPARTMENT ADDENDUM
TO THE APPLICATION BY A GOVERNMENTAL
SUBDIVISION FOR CONVEYANCE OF TAX-FORFEITED
LAND FOR AN AUTHORIZED PUBLIC USE
IN ST. LOUIS COUNTY
(to be completed by the applicant)

Rec'd
5-11-15

Name of governmental subdivision (applicant): City of Duluth

Mailing address of applicant: 411 West 1st Street, Duluth, MN 55802

Date requested property was forfeited to the State: _____
(month) (day) (year)

Legal description of property (include name of the city/town in which the property is located):
City of Duluth

QUARRY PARK parcels attached

In preparation of presentation of this application for conveyance of tax-forfeited land to the St. Louis County Board, please complete the following questionnaire:

1. Is the proposed use authorized by statute, law, or local charter? Yes No
2. How is the proposed use likely to serve the public's interest as much or more than returning the parcel to the tax rolls? Rationale _____
RECREATION AND ECONOMIC DEVELOPMENT
3. Does the parcel contain valuable natural resources? Yes No
4. Does the parcel have public scenic or aesthetic values? Yes No
5. Does the parcel contain unique geological features? Yes No
If yes, what? _____
6. According to ordinarily available information, is the parcel absent of rare plants or animals? Yes No If no, which? _____
7. According to ordinarily available information, is the parcel absent of important, historic or archeological features? Yes No
If no, which? _____

8. Is the parcel adjacent to a meandered lake or other public water or water course?
Yes _____ No If yes, which? _____
9. What is the zoning designation for the parcel? _____
Which zoning authority? CITY OF DULUTH _____
10. What are the low income requirements for this proposed project? \$ _____
(If applicable)
11. What are the moderate income requirements for this proposed project?
\$ _____
(If applicable)

Supplemental Information for a Conditional Use Deed

ALL applications (State Deed Application Form) for a conditional use deed must be accompanied by a completed Conditional Use Deed Supplement form.

Property identification number(s) (PIN) for requested property (attach additional sheets if necessary)
See Attached parcel listing
Market value of requested property
Total acreage of requested property
Describe current condition of the parcel (identify any improvements and natural features)

Date of recording of auditor's certificate of forfeiture with the county recorder (if applicable)
Recorder's Document number (if applicable)
Date of recording of auditor's certificate of forfeiture with the county registrar of titles (if applicable)
Registrar's Document number (if applicable)

Authorized Public Use
M.S. 282.01, subd. 1a, par. (e) limits the authorized public uses for conditional use deeds to the following list. Please check the appropriate box below:
Road or right-of-way for a road
Trails
Transit facilities
Public beach or boat launch
Public parking
Civic recreation or conference facilities
Park
Will the park be available to and accessible by the public?
Will there be signage indicating to the public this is a park?
Will the park contain amenities maintained for active utilization by the public?
Type of amenities: Trails and Rock Climbing
Will the park primarily be open space?
Public service facilities
Type of facility:

Describe in detail the intended public use of the property:
This property will be used for a recreational rock and ice climbing site and trail use.

Do you anticipate establishing the proposed use within 3-years? Yes No
If "no", when do you anticipate the use being established?

Fee Required
Minn. Stat. § 282.01, subd. 1g requires a fee of \$250 to be submitted to the Commissioner of Revenue along with this application. If this application is denied, the Commissioner shall refund \$150 of the application fee.
The required fee is enclosed.

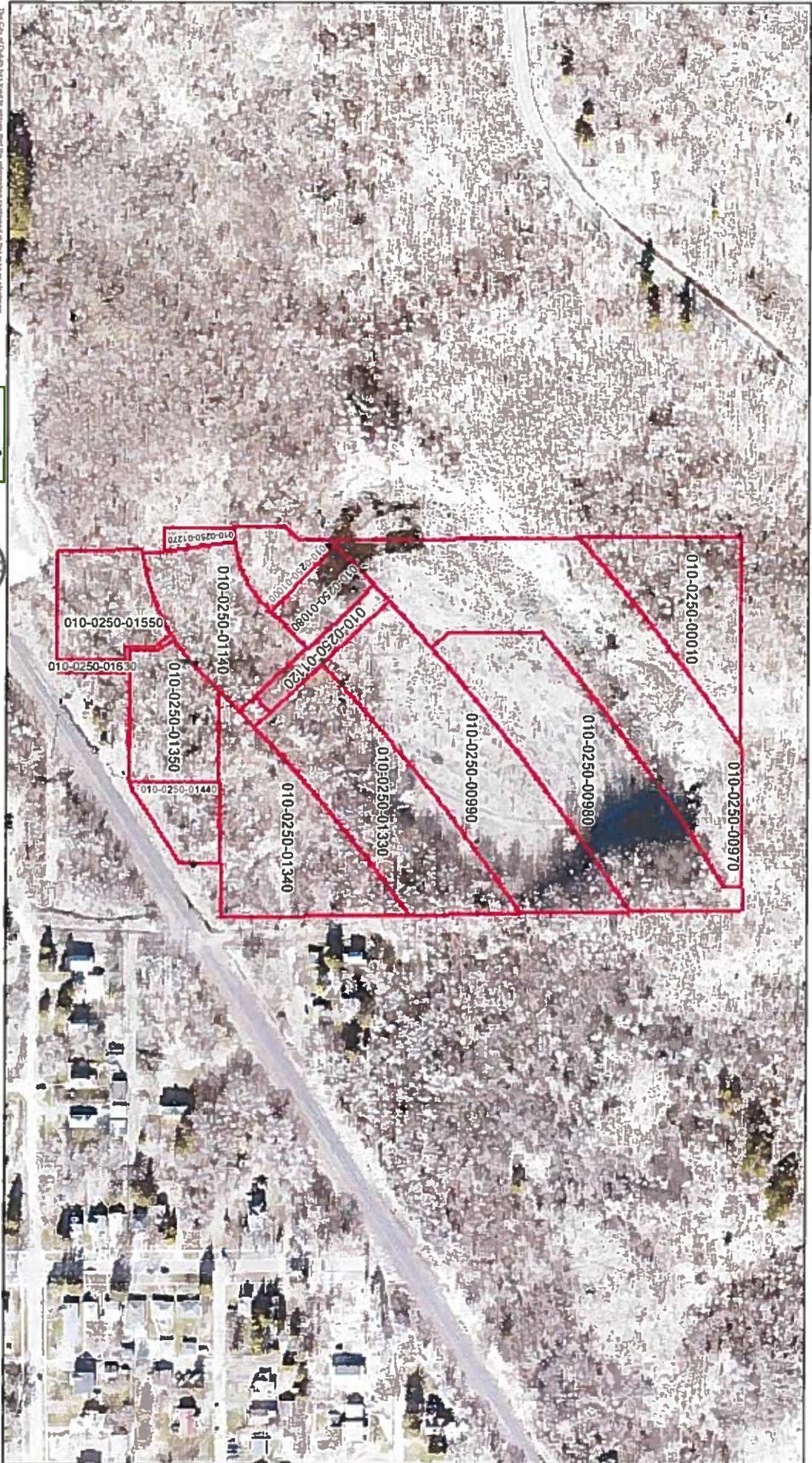
Supporting Documentation
Indicate the supporting documentation that you have included for consideration during the review of your application. Please note that some forms of documentation are required. Check all that apply:
Photos (required)
Maps (required)
Other:
Resolution authorizing application by the governmental subdivision (required)
Plans documenting the intended use

Office Use only
This application it is hereby: rejected granted
By
Commissioner of Revenue
Fee Paid:
Refund:

Quarry Park

010-0250-00010	Bellevue Park Addition to Duluth, Block 1, All Inc Vac Sts Adj
010-0250-00970	Bellevue Park Addition to Duluth, Block 9, All Inc Vac Sts/Alley Adj
010-0250-00980	Bellevue Park Addition to Duluth, Block 10, Inc Vac Sts/ Alley Adj
010-0250-00990	Bellevue Park Addition to Duluth, Block 11, Inc Vac Sts/ Alley Adj
010-0250-01330	Bellevue Park Addition to Duluth, Block 13, Inc Vac Sts/ Alley Adj
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010-0250-01440	Bellevue Park Addition to Duluth, Block 15, Lots 10 through 15 Lying N of DM and N Ry Rt of Way including part of vacated Bellevue Park Addition to Duluth, Block 15, Lots 1 through 9 inc part of vac alleys, streets and aves adj
010-0250-01350	Bellevue Park Addition to Duluth, Block 16, Lot 9, That part lying N of DM/N Ry R of W
010-0250-01630	Bellevue Park Addition to Duluth, Block 16, Lots 1 through 8 inc part of vac Columbia Ave adj
010-0250-01550	Bellevue Park Addition to Duluth, Block 12, Lots 28 through 33 Ex part lying Wly of centerline extended Nly of that part of 59th Bellevue Park Addition to Duluth, Block 12, Lots 15 through 27 inc 1/2 vacated Columbia Ave adj
010-0250-01270	Bellevue Park Addition to Duluth, Block 12, Lots 1 through 8 inc vac street adj ex part lying Wly of centerline extended Nly of Bellevue Park Addition to Duluth, Block 12, Lots 9 through 12 inc 1/2 vac Franklin ave adj
010-0250-01140	Bellevue Park Addition to Duluth, Block 12, Lots 13 and 14 inc 1/2 vac Franklin Ave and Chillon Crt adj
010-0250-01000	
010-0250-01080	
010-0250-01120	

The City of Duluth has provided this information contained on this map as an advisory service only. The City of Duluth does not warrant the accuracy or reliability of the information. The City of Duluth is not responsible for any errors or omissions. The City of Duluth is not responsible for any damages or losses resulting from the use of this information. The City of Duluth is not responsible for any damages or losses resulting from the use of this information.



Duluth GIS Mapping

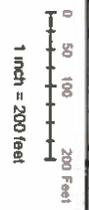


photo date: 2013
 Printed: 5/6/2015

COUNCIL COPY

RECREATION, LIBRARIES, AND AUTHORITIES COMMITTEE

15-0175R

RESOLUTION OF SUPPORT TO CONTINUE PLANNING AND DESIGN OF RECREATION AND TOURISM PROJECTS IN THE ST. LOUIS RIVER CORRIDOR.

CITY PROPOSAL:

WHEREAS, the state of Minnesota authorized the city of Duluth to impose a $\frac{1}{2}$ of 1% food and beverage tax and a $\frac{1}{2}$ of 1% hotel-motel tax for the purpose of funding an \$18 million bond issue for capital improvements to public facilities to support tourism and recreational activities in that part of Duluth lying west of 34th Avenue West; and

WHEREAS, pursuant to section 42A-44 of the Duluth city code, 1959, as amended, the city council in July of 2014 imposed the tax to be used for the state-authorized purposes; and

WHEREAS, contingent upon approval by the Minnesota state legislature in 2015, the authorized investment area will be amended to extend to 14th Avenue West; and

WHEREAS, the citizens of Duluth have, through nearly two dozen public plans and numerous meetings, conceived of an array of widely supported recreation and tourism-related capital projects in the authorized investment area; and

WHEREAS, the city of Duluth has developed and announced preliminary concept plans, cost estimates, and financing goals for a slate of proposed recreation and tourism capital projects in the extended investment area, referenced in Public Document No. 15-0323-25; and

WHEREAS, in order to justify further investment of time and money in developing plans for these projects, the city of Duluth seeks confirmation that the projects and funding levels are generally in keeping with the city council's intent.

NOW, THEREFORE, BE IT RESOLVED, that the city council supports moving forward with the specified projects and funding levels as generally laid out.

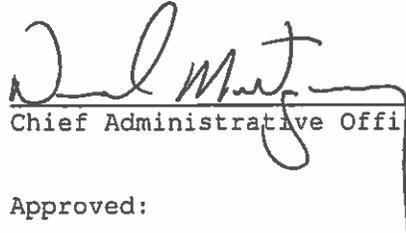
Resolution 15-0175 was unanimously adopted. **MAR 23 2015**
Approved

 MAYOR

Approved:


Department Director

Approved for presentation to council:


Chief Administrative Officer

Approved as to form:


Attorney

Approved:


Auditor

DPA JFF:tmn 03/13/2015

STATEMENT OF PURPOSE: The purpose of this resolution is to preliminarily set forth and affirm the array of recreation and tourism projects in the St. Louis River corridor that the City Council intends to fund with an \$18 million bond issue paid for with the proceeds from a ½ of 1% hotel-motel tax and a ½ of 1% food and beverage tax.

COUNCIL COPY

To City Council MAR 23 2015
Publ Doc. No. 15-0323-25
Referred to _____

ST. LOUIS RIVER CORRIDOR

RECREATION AND TOURISM PROJECTS

<u>Project</u>	<u>Contribution from ¼ of 1% taxes</u>
Wade Stadium	\$2.3 million
Spirit Mountain snow making	\$2.3 million
Fairmount Park/the zoo	\$2.3 million
Cross City trail	\$900,000
West DWP trail	\$400,000
Gary New Duluth Recreation Area	\$500,000
Lincoln Park	\$500,000
Memorial Park	\$500,000
Wheeler Athletic Complex	\$500,000
Neighborhood parks grant fund	\$500,000
Duluth Traverse	\$650,000
Lower Spirit Nordic	\$1 million
Superior Hiking loops	\$205,000
Spirit Mountain all-weather bike loop	\$155,000
Equestrian trail(s)	\$250,000
Snowmobile trail(s)	\$250,000
ATV trail(s)	\$250,000
Spirit Mountain river connector	\$60,000
Tallus Island paddle center	\$350,000
National water trail	\$150,000
Kingsbury Bay restoration	\$500,000
Kingsbury Creek river connector	\$415,000
Western Waterfront Trail	\$925,000
Indian Point renewal	\$750,000
West Duluth Climbing Park	\$200,000
Park and trail system infrastructure	\$400,000
Contingency	\$500,000;

RECREATION, LIBRARIES AND AUTHORITIES COMMITTEE

11-0552R

RESOLUTION ADOPTING THE PARKS AND RECREATION TRAIL AND
BIKEWAY MASTER PLAN.

CITY PROPOSAL:

RESOLVED, that the trail and bikeway master plan is a plan of a comprehensive system of easily accessed and connected trails and bikeways and a plan for conserving key corridors for future sustainable trail and bikeway development.

FURTHER RESOLVED, the trail and bikeway master plan will help Duluth achieve its goal of becoming the top trail destination center in the Midwest.

FURTHER RESOLVED, that the city council finds the following:

(a) It is in the best interest of the city to adopt the trail and bikeway master plan;

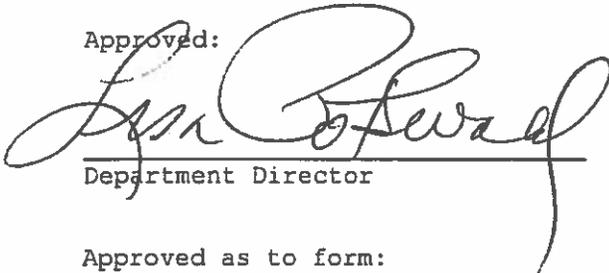
(b) The city parks and recreation division along with other city staff, park and recreation commissioners and park planning consultants have developed, reviewed and recommended adoption of this trail and bikeway master plan;

(c) The city parks and recreation division has, after due public notice, conducted public hearings about this trail and bikeway master plan on the following dates: September 14, 2011, September 19, 2011, and September 21, 2011;

(d) The parks and recreation commission, at its October 12, 2011, regular meeting, did recommend, unanimously, to adopt the trail and bikeway master plan, on file with the city clerk as Public Document No. _____.

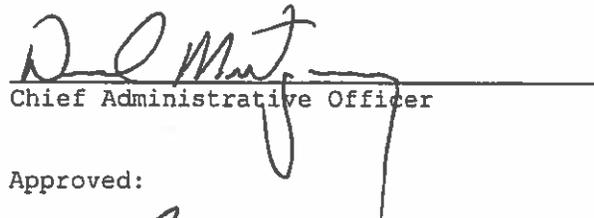
NOW, THEREFORE, BE IT RESOLVED, that the document on file with the city clerk as Public Document No. _____ is adopted as the trail and bikeway master plan for the city of Duluth

Approved:



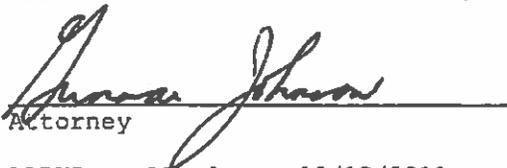
Department Director

Approved for presentation to council:



Chief Administrative Officer

Approved as to form:



Attorney

Approved:



Auditor

PARKS LP:slw 10/13/2011

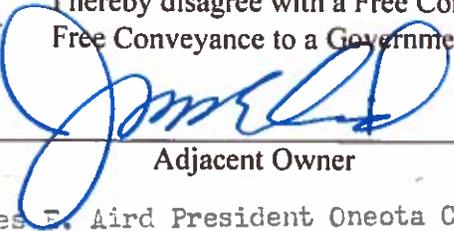
STATEMENT OF PURPOSE: This resolution adopts a parks and recreation trail and bikeway master plan for the city. The trail and bikeway master plan is a sub-plan recommended under the city's parks and recreation master plan on file with the city clerk as Public Document No.11-0214-18(b). The adoption of this trail and bikeway master plan is based on the recommendation of the parks and recreation commission. The trails advisory group, consisting of representatives from every known trail user group, worked extensively with city staff and the park planning consultants to develop this plan.

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.



Adjacent Owner

5-25-15

Date

James E. Aird President Oneota Cemetery Board

Please return by 06/13/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-0250-00010

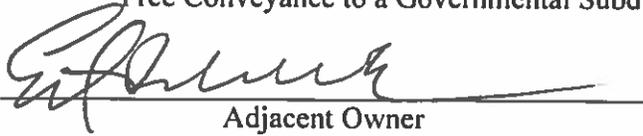
Adj owner name: ONEOTA CEMETERY ASSOCIATION

Response Letter

Please check one of the following responses and sign in the appropriate space.

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I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.

 _____
Adjacent Owner

5-22-15
_____ Date

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Parcel: 010-0250-00010

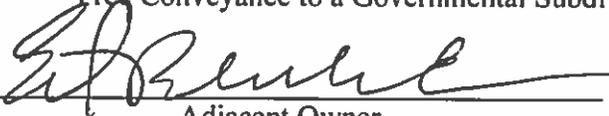
Adj owner name: CITY OF DULUTH

Response Letter

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I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.



Adjacent Owner

5-22-15

Date

Please return by 06/13/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-0250-00970

Adj owner name: CITY OF DULUTH

Response Letter

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I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.

William Kaper
Adjacent Owner

5/26/15
Date

Please return by 06/13/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-0250-00980

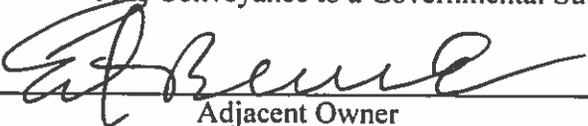
Adj owner name: KAPER WILLIAM JR

Response Letter

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Adjacent Owner

5-22-15
Date

Please return by 06/13/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-0250-00980

Adj owner name: CITY OF DULUTH

Response Letter

Please check one of the following responses and sign in the appropriate space.

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I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.



Adjacent Owner

5/22/15

Date

Please return by 06/13/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-0250-01330

Adj owner name: SOLEM SCOTT

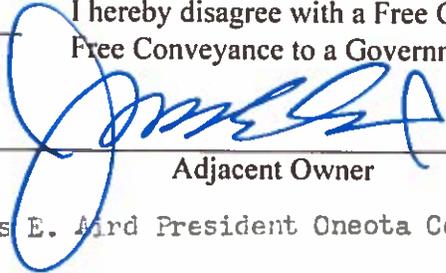
RECEIVED
MAY 28 2015
LAND COMMISSIONER

Response Letter

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I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.



Adjacent Owner

5-29-15

Date

James E. Aird President Oneota Cemetery Board

Please return by 06/13/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-0250-01550

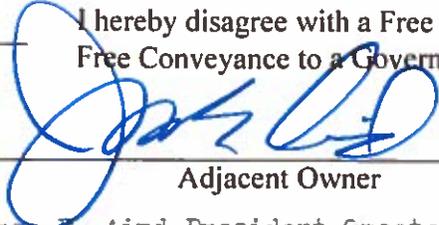
Adj owner name: ONEOTA CEMETERY ASSOCIATION

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.



Adjacent Owner

5-29-15

Date

James E. Aird President Oneota Cemetery Board

Please return by 06/13/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-0250-01270

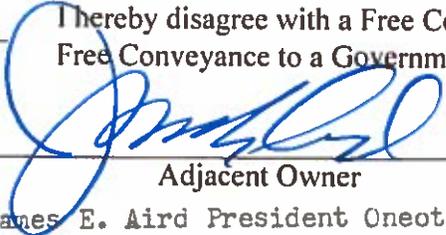
Adj owner name: ONEOTA CEMETERY ASSOCIATION

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.



Adjacent Owner

5-29-15

Date

James E. Aird President Oneota Cemetery Board

Please return by 06/13/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-0250-01140

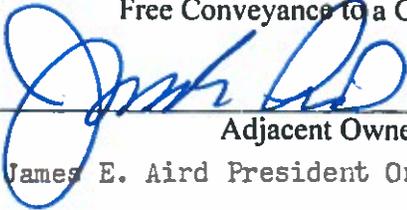
Adj owner name: ONEOTA CEMETERY ASSOCIATION

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.



Adjacent Owner

5-29-15

Date

James E. Aird President Oneota Cemetery Board

Please return by 06/13/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-0250-01000

Adj owner name: ONEOTA CEMETERY ASSOCIATION

RECEIVED
JUN 1 2015
LAND COMMISSIONER

BOARD LETTER NO. 15 - 300

ENVIRONMENT & NATURAL RESOURCES COMMITTEE NO. 3

11:00 A.M. TIME SPECIFIC PRESENTATION
BOARD AGENDA NO.

DATE: July 7, 2015

RE: Request for Free Conveyance
of State Tax Forfeited Land to
the City of Duluth – Western
Waterfront Trail

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Director
Land and Minerals

RELATED DEPARTMENT GOAL:

Performing public services.

ACTION REQUESTED:

The St. Louis County Board is requested to approve a free conveyance of state tax forfeited property to the City of Duluth for trail purposes.

BACKGROUND:

The City of Duluth has requested a conveyance of state tax forfeited land for the extension of the Western Waterfront Trail. Non-conservation state tax forfeited land may be conveyed by the Commissioner of Revenue to a governmental subdivision for an authorized public use with the favorable recommendation of the county board. All property conveyed under a conditional use deed by the Commissioner of Revenue is released from the use restriction and the possibility of reversion 30 years from the date the deed is acknowledged.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the City of Duluth's request for a free conveyance subject to payment of \$250 administrative fee, \$250 Department of Revenue fee, \$1.65 deed tax, \$25 deed fee and \$46 recording fee; for a total of \$572.65, to be deposited into Fund 240 (Forfeited Tax Fund).

**Request for Conveyance of State Tax Forfeited Land to the City of Duluth –
Western Waterfront Trail**

BY COMMISSIONER _____

WHEREAS, Pursuant to Minn. Stat. § 282.01a, Subd. 1, upon recommendation of the county board, the Commissioner of Revenue may convey state tax forfeited land to another governmental subdivision for an authorized public use; and

WHEREAS, The City of Duluth has requested a free conveyance of state tax forfeited parcels as described in County Board File No. _____ for trail purposes; and

WHEREAS, The Land and Minerals Department recommends that these parcels be classified as 'non-conservation' after considering many factors including the present use of adjacent land, the productivity of the soil, the character of forest or other growth, the accessibility of lands to established roads, schools, and other public services, the suitability or desirability for particular uses and the suitability of the forest resources on the land for multiple use and sustained yield management; and

WHEREAS, These parcels are located inside the boundaries of a municipality or town and Minn. Stat. § 282.01 provides that notice of the classification or reclassification of lands situated within a municipality or town must be transmitted to its governing body; and

WHEREAS, The reclassification will be deemed approved if the County Board does not receive notice of a municipality's or town's disapproval within 60 days of the date on which this resolution is delivered to the clerk of the municipality or town in which the parcels are located;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board recommends reclassification of the above described state tax forfeited land, and that the Commissioner of Revenue convey the above described state tax forfeited land to the City of Duluth to be used for public trail purposes, upon payment of \$250 administrative fee, \$250 Department of Revenue fee, \$1.65 deed tax, \$25 deed fee, and \$46 recording fee; for a total of \$572.65, to be deposited into Fund 240 (Forfeited Tax Fund).

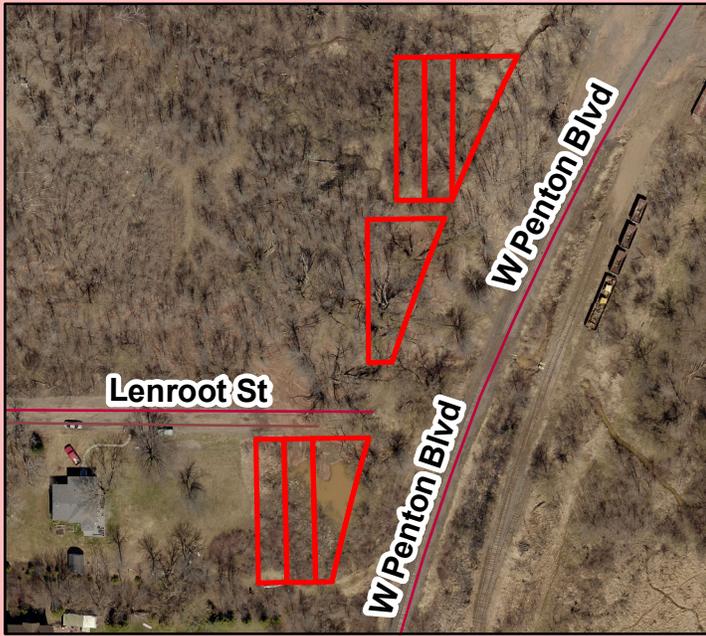
Western Waterfront Trail Extension

010-2550-04160	Ironton 4th Division Duluth, Block 15, Lots 1 thru 21
010-2550-04370	Ironton 4th Division Duluth, Block 15, Lot 22, Ex RY R of W
010-3270-01140	Minnie Wakan Addition to Duluth, Block 15, Lot 12, Ex RY R of W
010-3270-01130	Minnie Wakan Addition to Duluth, Block 15, Lot 11, Ex RY R of W
010-2550-05080	Ironton 4th Division Duluth, Block 19, Lots 4 through 6 Ex Ry R/W
010-2820-02350	Rearrangement Lenroots Addition to Ironton Duluth, Block 19, Lot 11
010-2820-02360	Rearrangement Lenroots Addition to Ironton Duluth, Block 19, Lot 12
010-2820-02370	Rearrangement Lenroots Addition to Ironton Duluth, Block 19, Lot 13
010-2820-02520	Rearrangement Lenroots Addition to Ironton Duluth, Block 20, Lot 15
010-2820-02680	Rearrangement Lenroots Addition to Ironton Duluth, Block 21, Lot 16
010-2820-02690	Rearrangement Lenroots Addition to Ironton Duluth, Block 21, Lot 17
010-2820-02700	Rearrangement Lenroots Addition to Ironton Duluth, Block 21, Lot 18



**St. Louis County Land and Minerals Department
Tax Forfeited Land Sales**

Free Conveyance



Legal: see attached

Parcel Codes:

- 010-2550-04160, -04370, -05080
- 010-2820-02350, -02360, -02370, -02520,
-02680, -02690, -02700
- 010-3270-01130, -01140

City of Duluth Sec: 26 Twp: 49 Rng: 15

LDKEYs: 121237, 121238, 121239, 103116, 103117, 102787, 102788, 102789, 102798, 102799, 102800

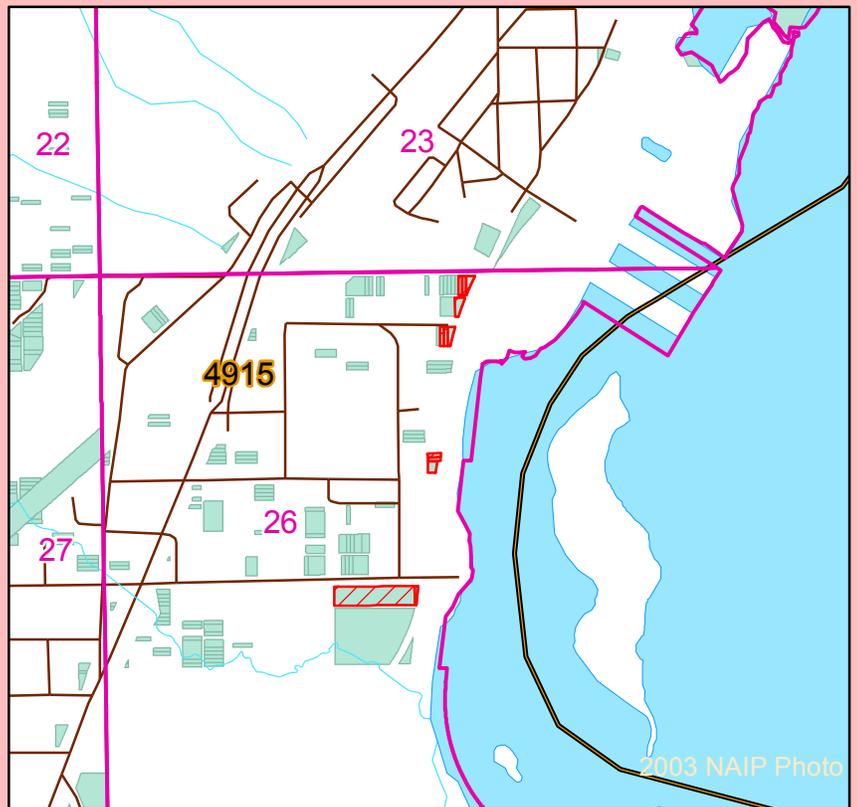
Commissioner District # 3

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

St. Louis County, Minnesota

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

**St. Louis County
Land and Minerals Department
2015**



ST. LOUIS COUNTY LAND DEPARTMENT ADDENDUM
TO THE APPLICATION BY A GOVERNMENTAL
SUBDIVISION FOR CONVEYANCE OF TAX-FORFEITED
LAND FOR AN AUTHORIZED PUBLIC USE
IN ST. LOUIS COUNTY
(to be completed by the applicant)

Rec'd
5-11-15

Name of governmental subdivision (applicant): City of Duluth

Mailing address of applicant: 411 West 1st Street, Duluth, MN 55802

Date requested property was forfeited to the State: _____
(month) (day) (year)

Legal description of property (include name of the city/town in which the property is located):

City of Duluth

Western Waterfront Trail Extension parcels attached

In preparation of presentation of this application for conveyance of tax-forfeited land to the St. Louis County Board, please complete the following questionnaire:

1. Is the proposed use authorized by statute, law, or local charter? Yes No
2. How is the proposed use likely to serve the public's interest as much or more than returning the parcel to the tax rolls? Rationale RECREATION AND ECONOMIC DEVELOPMENT
3. Does the parcel contain valuable natural resources? Yes No
4. Does the parcel have public scenic or aesthetic values? Yes No
5. Does the parcel contain unique geological features? Yes No
If yes, what? _____
6. According to ordinarily available information, is the parcel absent of rare plants or animals? Yes No If no, which? _____
7. According to ordinarily available information, is the parcel absent of important, historic or archeological features? Yes No
If no, which? _____

8. Is the parcel adjacent to a meandered lake or other public water or water course?
Yes No If yes, which? SAINT LOUIS RIVER
9. What is the zoning designation for the parcel? _____
Which zoning authority? CITY OF DULUTH
10. What are the low income requirements for this proposed project? \$ _____
(If applicable)
11. What are the moderate income requirements for this proposed project?
\$ _____
(If applicable)

Supplemental Information for a Conditional Use Deed

ALL applications (State Deed Application Form) for a conditional use deed must be accompanied by a completed Conditional Use Deed Supplement form.

Property

Property identification number(s) (PIN) for requested property (attach additional sheets if necessary)

See Parcel Request Attached

Market value of requested property Total acreage of requested property

Describe current condition of the parcel (Identify any improvements and natural features)

Forfeiture

Date of recording of auditor's certificate of forfeiture with the county recorder (if applicable) Recorder's Document number (if applicable)

Date of recording of auditor's certificate of forfeiture with the county registrar of titles (if applicable) Registrar's Document number (if applicable)

Public Use

Authorized Public Use

M.S. 282.01, subd. 1a, par. (e) limits the authorized public uses for conditional use deeds to the following list. Please check the appropriate box below:

- Public Use options: Road or right-of-way for a road, Trails, Transit facilities, Public beach or boat launch, Public parking, Civic recreation or conference facilities, Park, Public service facilities. Includes questions about park accessibility, signage, amenities, and open space.

Describe in detail the intended public use of the property:

The property will be for the Western Waterfront Trail extension

Do you anticipate establishing the proposed use within 3-years? [X] Yes [] No
If "no", when do you anticipate the use being established?

Fee Required

Minn. Stat. § 282.01, subd. 1g requires a fee of \$250 to be submitted to the Commissioner of Revenue along with this application. If this application is denied, the Commissioner shall refund \$150 of the application fee.

[X] The required fee is enclosed.

Enclosures

Supporting Documentation

Indicate the supporting documentation that you have included for consideration during the review of your application.

Please note that some forms of documentation are required. Check all that apply:

- Supporting Documentation options: Photos (required), Maps (required), Other, Resolution authorizing application by the governmental subdivision (required), Plans documenting the intended use.

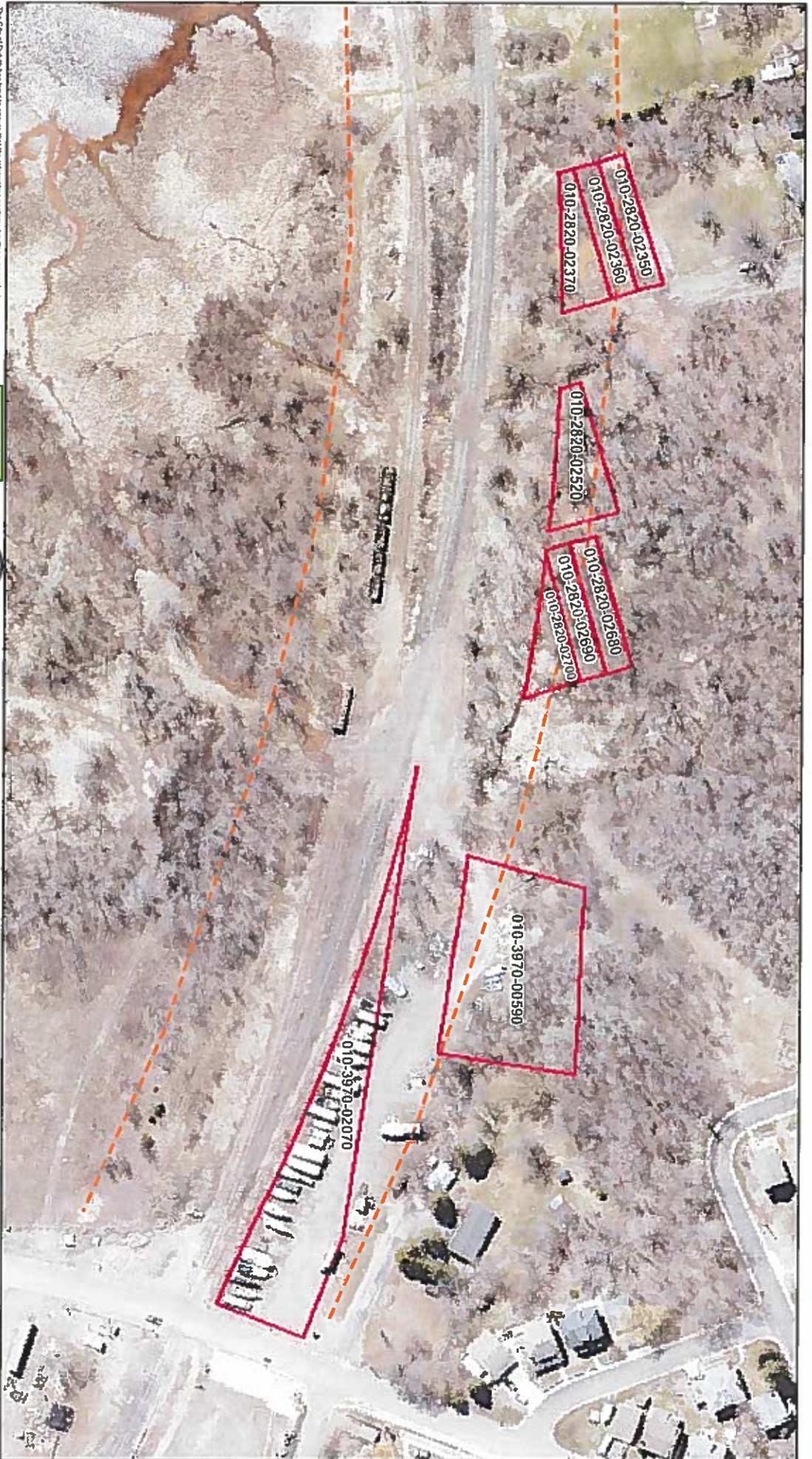
Office Use only

This application it is hereby: rejected ___ granted ___

Fee Paid: ___
Refund: ___

By Commissioner of Revenue

Western Waterfront Trail Extension	Legal Description
010-2550-04160	Ironton 4th Division Duluth, Block 15, Lots 1-21
010-2550-04370	Ironton 4th Division Duluth, Block 15 Ex RY R of W
010-3270-01140	Minnie Wakan Addition to Duluth, Block 15, Lot 12, Ex RY R of W
010-3270-01130	Minnie Wakan Addition to Duluth, Block 15, Lot 11, Ex RY R of W
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010-2820-02690	Rearrangement Lenroots Addition to Ironton Duluth, Block 21, Lot 17
010-2820-02700	Rearrangement Lenroots Addition to Ironton Duluth, Block 21, Lot 18



The City of Duluth has provided an aerial photograph of the area shown in this map. The City of Duluth does not warrant the accuracy or reliability of the information shown in this map. The City of Duluth is not responsible for any errors or omissions in this map. The City of Duluth is not responsible for any damages or losses resulting from the use of this map. The City of Duluth is not responsible for any damages or losses resulting from the use of this map.



Duluth GIS Mapping

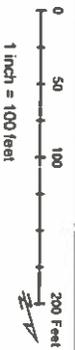


photo date: 2013
Printed 5/6/2015

COUNCIL COPY

RECREATION, LIBRARIES, AND AUTHORITIES COMMITTEE

15-0175R

RESOLUTION OF SUPPORT TO CONTINUE PLANNING AND DESIGN OF RECREATION AND TOURISM PROJECTS IN THE ST. LOUIS RIVER CORRIDOR.

CITY PROPOSAL:

WHEREAS, the state of Minnesota authorized the city of Duluth to impose a ½ of 1% food and beverage tax and a ½ of 1% hotel-motel tax for the purpose of funding an \$18 million bond issue for capital improvements to public facilities to support tourism and recreational activities in that part of Duluth lying west of 34th Avenue West; and

WHEREAS, pursuant to section 42A-44 of the Duluth city code, 1959, as amended, the city council in July of 2014 imposed the tax to be used for the state-authorized purposes; and

WHEREAS, contingent upon approval by the Minnesota state legislature in 2015, the authorized investment area will be amended to extend to 14th Avenue West; and

WHEREAS, the citizens of Duluth have, through nearly two dozen public plans and numerous meetings, conceived of an array of widely supported recreation and tourism-related capital projects in the authorized investment area; and

WHEREAS, the city of Duluth has developed and announced preliminary concept plans, cost estimates, and financing goals for a slate of proposed recreation and tourism capital projects in the extended investment area, referenced in Public Document No. 15-0323-25; and

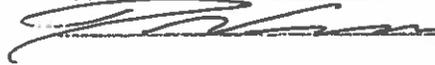
WHEREAS, in order to justify further investment of time and money in developing plans for these projects, the city of Duluth seeks confirmation that the projects and funding levels are generally in keeping with the city council's intent.

NOW, THEREFORE, BE IT RESOLVED, that the city council supports moving forward with the specified projects and funding levels as generally laid out.

Resolution 15-0175 was unanimously adopted.

MAR 23 2015

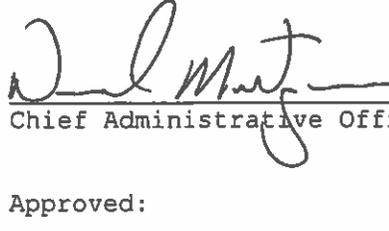
Approved

 MAYOR

Approved:


Department Director

Approved for presentation to council:


Chief Administrative Officer

Approved as to form:


Attorney

Approved:


Auditor

DPA JFF:tmn 03/13/2015

STATEMENT OF PURPOSE: The purpose of this resolution is to preliminarily set forth and affirm the array of recreation and tourism projects in the St. Louis River corridor that the City Council intends to fund with an \$18 million bond issue paid for with the proceeds from a $\frac{1}{2}$ of 1% hotel-motel tax and a $\frac{1}{2}$ of 1% food and beverage tax.

COUNCIL COPY

To City Council MAR 23 2015
Publ Doc. No. 15-0323-25
Referred to _____

ST. LOUIS RIVER CORRIDOR

RECREATION AND TOURISM PROJECTS

<u>Project</u>	<u>Contribution from 1/2 of 1% taxes</u>
Wade Stadium	\$2.3 million
Spirit Mountain snow making	\$2.3 million
Fairmount Park/the zoo	\$2.3 million
Cross City trail	\$900,000
West DWP trail	\$400,000
Gary New Duluth Recreation Area	\$500,000
Lincoln Park	\$500,000
Memorial Park	\$500,000
Wheeler Athletic Complex	\$500,000
Neighborhood parks grant fund	\$500,000
Duluth Traverse	\$650,000
Lower Spirit Nordic	\$1 million
Superior Hiking loops	\$205,000
Spirit Mountain all-weather bike loop	\$155,000
Equestrian trail(s)	\$250,000
Snowmobile trail(s)	\$250,000
ATV trail(s)	\$250,000
Spirit Mountain river connector	\$60,000
Tallus Island paddle center	\$350,000
National water trail	\$150,000
Kingsbury Bay restoration	\$500,000
Kingsbury Creek river connector	\$415,000
Western Waterfront Trail	\$925,000
Indian Point renewal	\$750,000
West Duluth Climbing Park	\$200,000
Park and trail system infrastructure	\$400,000
Contingency	\$500,000;

RECREATION, LIBRARIES AND AUTHORITIES COMMITTEE

11-0552R

RESOLUTION ADOPTING THE PARKS AND RECREATION TRAIL AND
BIKEWAY MASTER PLAN.

CITY PROPOSAL:

RESOLVED, that the trail and bikeway master plan is a plan of a comprehensive system of easily accessed and connected trails and bikeways and a plan for conserving key corridors for future sustainable trail and bikeway development.

FURTHER RESOLVED, the trail and bikeway master plan will help Duluth achieve its goal of becoming the top trail destination center in the Midwest.

FURTHER RESOLVED, that the city council finds the following:

(a) It is in the best interest of the city to adopt the trail and bikeway master plan;

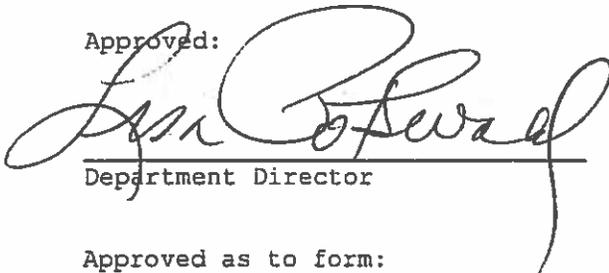
(b) The city parks and recreation division along with other city staff, park and recreation commissioners and park planning consultants have developed, reviewed and recommended adoption of this trail and bikeway master plan;

(c) The city parks and recreation division has, after due public notice, conducted public hearings about this trail and bikeway master plan on the following dates: September 14, 2011, September 19, 2011, and September 21, 2011;

(d) The parks and recreation commission, at its October 12, 2011, regular meeting, did recommend, unanimously, to adopt the trail and bikeway master plan, on file with the city clerk as Public Document No. _____.

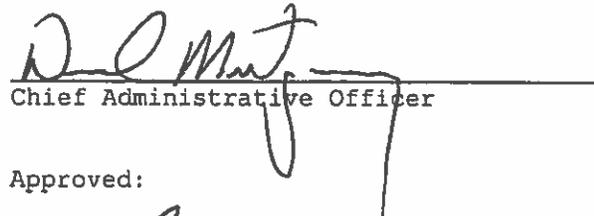
NOW, THEREFORE, BE IT RESOLVED, that the document on file with the city clerk as Public Document No. _____ is adopted as the trail and bikeway master plan for the city of Duluth

Approved:



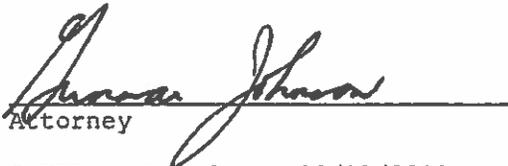
Department Director

Approved for presentation to council:



Chief Administrative Officer

Approved as to form:



Attorney

Approved:



Auditor

PARKS LP:slw 10/13/2011

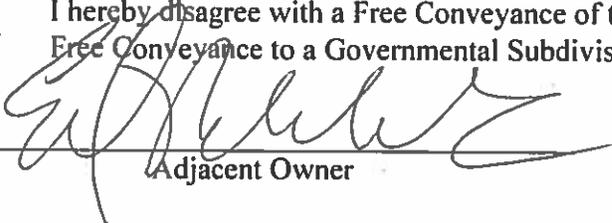
STATEMENT OF PURPOSE: This resolution adopts a parks and recreation trail and bikeway master plan for the city. The trail and bikeway master plan is a sub-plan recommended under the city's parks and recreation master plan on file with the city clerk as Public Document No.11-0214-18(b). The adoption of this trail and bikeway master plan is based on the recommendation of the parks and recreation commission. The trails advisory group, consisting of representatives from every known trail user group, worked extensively with city staff and the park planning consultants to develop this plan.

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.



Adjacent Owner

5/29/15

Date

Please return by 06/19/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-2550-04160

Adj owner name: CITY OF DULUTH

RECEIVED

JUN 2 2015

LAND COMMISSIONER

RECEIVED

JUN 11 2015

LAND COMMISSIONER

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.

Matthew L. Johnson
Adjacent Owner

6-8-2015
Date

Please return by 06/19/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-2550-04160

Adj owner name: JOHNSON MATTHEW L

RECEIVED

JUN 11 2015

LAND COMMISSIONER

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.

Randy L. Johnson
Adjacent Owner

5-27-2015
Date

Please return by 06/19/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-2550-04160

Adj owner name: JOHNSON RANDY & CLAUDIA

Lot 1-21 are in a Flood Plain Area any Taxpayer money's spend on Trails thru a Wet land is wrong and waste of Time & money not to mention I don't need anymore Traffic thru here we already have the boat Landing.

Traffic, Loud music parties not to mention your rissuraff that comes & goes peddling dope

They want to walk out here thru Smithville They have a sidewalk up on Grand Ave., oh but wait They will have to bring a broom as they are quite dirty with winter sand and debris these sidewalks have not been swept since they closed the Gary Toolbase years ago. So please mayor or any one else don't

do us any Favours we take care of our own!

RECEIVED

JUN 3 2015

LAND COMMISSIONER

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.

Nicholas Whelihan
Rose Whelihan
Adjacent Owner

MAY 29 - 2015
Date

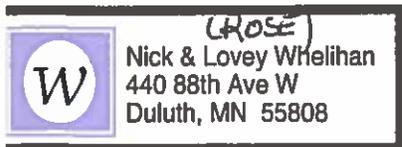
Please return by 06/19/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-2550-04160

Adj owner name: WHELIHAN NICHOLAS F & ROSE

DEAR WHOMEVER,
BECAUSE OF INADEQUATE INFORMATION WE RECEIVED FROM YOUR OFFICE WE ARE UNABLE TO MAKE A PROPER DECISION. AFTER SPEAKING TO KAREN ZEISLER, SHE DID NOT KNOW THE INTENDED USE OF THE LAND AND REFERRED US TO (JAMES F. WILLIAMS CITY OF DULUTH) HE DID NOT RESPOND TO OUR CALL - SO WITHOUT ANY SPECIFICS WE HAVE NO OTHER CHOICE BUT TO VOTE NO. THANK YOU FOR YOUR CONSIDERATION.

Rose & Nick Whelihan



RECEIVED
JUN 3 2015
LAND COMMISSIONER

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.

Nicholas Whelihan
Rose Whelihan
Adjacent Owner

MAY 29-2015
Date

Please return by 06/19/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-2550-04370

Adj owner name: WHELIHAN NICHOLAS F & ROSE

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.

Lornabelle A. Larson

Adjacent Owner

6-18-15

Date

I WOULD LIKE A CHANCE TO ACQUIRE THE PROPERTY LOT THAT ADJOINS MY PROPERTY.

Please return by 06/19/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

I WOULD SIGN THAT NO DEVELOPING WILL BE DONE ON IT.

Parcel: 010-3270-01140

Adj owner name: LARSON LORNABELLE A

HOUSE BOUGHT BY US IN THE 1940'S 1 AM 77 NOW

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.

Bonnie L. Stasiuk 6-18-15
Adjacent Owners Date
Bonnie L. Stasiuk

Please return by 06/19/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-3270-01130
Adj owner name: STASIUK PETER E & BONNIE L

We would appreciate the opportunity to purchase this lot ourselves. Our intent would be to keep it undeveloped.

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.

Peter E Stasiuk 6-18-15
Adjacent Owners Date

Bonnie L. Stasiuk

Please return by 06/19/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-2550-05080

Adj owner name: STASIUK PETER E & BONNIE L

We would appreciate the opportunity to purchase this lot ourselves. Our intent would be to keep it wild.

Response Letter

Please check one of the following responses and sign in the appropriate space.

I hereby agree the State tax forfeited lands described above are best suited for a Free Conveyance to a Governmental Subdivision.

I hereby disagree with a Free Conveyance of the above described State tax forfeit lands Free Conveyance to a Governmental Subdivision.


Adjacent Owner

5-27-15
Date

Please return by 06/19/2015 No response by this date will be considered in agreement with the Free Conveyance as described above.

Parcel: 010-2550-05080

Adj owner name: SEEHUS DAVID K & PENNY I

RECEIVED
JUN 1 2015
LAND COMMISSIONER

**Bois Forte Appointment to the Heading Home
St. Louis County Leadership Council**

BY COMMISSIONER _____

WHEREAS, On November 25, 2014, the St. Louis County Board adopted Resolution No. 14-655 in which three applicants were appointed and three applicants were re-appointed to fill vacancies on the Heading Home St. Louis County Leadership Council, with one vacancy still remaining for the Bois Forte Reservation Representative; and

WHEREAS, It is the protocol to request an appointment from the Bois Forte Band regarding vacancies in Reservation Representative positions on the Leadership Council; and

WHEREAS, An appointment was received on May 18, 2015, from the Bois Forte Tribal Council to fill the current vacancy;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board affirms and supports the following appointment to a vacancy that currently exists on the Heading Home St. Louis County Leadership Council:

Representative
Bois Forte Reservation

Appointment
Pamela M. Hughes

3-Year Term
Expiring 12/31/18



Bois Forte

TRIBAL GOVERNMENT

June 2, 2015

Laura DeRosier, Housing & Homeless Coordinator
Government Services Center
320 West 2nd Street
Duluth, MN 55802-1495

Dear Ms. DeRosier:

At the special meeting of the Bois Forte Reservation Tribal Council held on April 27, 2015 the Bois Forte Tribal Council appointed our chemical dependency supervisor, Pamela Hughes as the Bois Forte Representative to Heading Home St. Louis County Leadership Council.

Pamela Hughes may be contacted at:

Bois Forte Health & Human Services
13071 Nett Lake Road-Suite B
Nett Lake, MN 55772
218-757-3295 (Nett Lake)
218-753-2347 or 218-753-3131 (Vermilion)

Email: phughes@boisforte-nsn.gov

Please contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to be "CS" or similar initials.

Corey Strong
Executive Director

Cc: RTC
Jeneal Gogleye, Commissioner of Health & Human Services
Pamela Hughes, Chemical Dependency Supervisor

5344 Lakeshore Drive | Nett Lake, MN 55772 | 218-757-3261 | 800-221-8129 | FAX 218-757-3312

Kevin W. Leecy
Chairman

David C. Morrison, Sr.
Secretary/Treasurer

Brandon Benner
District I Representative

Karlene D. Chosa
District I Representative

Ray Toutloff
District II Representative



Revised 1-2006 APP-CACCB

Application

Citizen Advisory Committee, Commission, or Board

St. Louis County

Return Application to:
Clerk of the County Board
100 N. 5th Avenue West, #214
Duluth, MN 55802-1293

Note: Please mail or deliver your completed application to the Clerk of the Board at the adjacent address. Your application will be on file for approximately one year.

Application For: Heading Home SLC Citizen Advisory Board

Please list the committee, commission, or board for which you are applying

Applicant Name: Hughes, Pamela M

Mr. Mrs. Ms.

Last Name First Name Middle Initial

Home Address: 1278 W. Duffy Point Road-PO Box 511

Street

Tower, MN 55790

City

State

Zip

Telephone/Fax/ 218-753-2347(w) 218-757-0109(f) phughes@boisforte-nsn.gov

E-Mail:

Home

Work

Fax

E-mail Address

1. How long have you lived in St. Louis County? 9 years

2. List other community groups, boards, committees, or commissions for which you are, or have been a member?

American Indian Advisory Council for the State of Minnesota

3. What interests you about becoming a member of the committee, commission or board for which you are applying?

To be learn more on homelessness within St. Louis County and Bois Forte Reservation.

Page 1 of 2

4. Please describe your education, employment, areas of interest, and expertise.

Currently employed with Bois Forte Health & Human Services as the Chemical Dependency/New Moon Supportive Housing Program Manager.

5. Please provide additional information you believe is important in considering your application?

I would like to be the Bois Forte Representative on this Citizen Advisory Board.

6. Please list two references including name, address, and telephone number.

Denise Estey-Lindquist, DHS, PO Box 64977, St. Paul, MN 55164-0977

Richard Moldenhauer, DHS, PO Box 64977, St. Paul, MN 55164-0977

I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

Signature: Pamela M. Hughes *Pamela M. Hughes* Date 05/18/2015

THANK YOU!

Page 2 of 2

Office Use Only

Date Received

Appointment Date

Date Entered

Term End Date

Commissioner District

Retention Date

Appointed: Yes No

Committee/Board/Commission:

Page 2 of 2

BOARD LETTER NO. 15 – 302

HEALTH & HUMAN SERVICES COMMITTEE NO. 2

BOARD AGENDA NO.

DATE: July 7, 2015 **RE:** Child Protection Staffing

FROM: Kevin Z. Gray
County Administrator

Ann M. Busche, Director
Public Health & Human Services

RELATED DEPARTMENT GOAL:

Children will be safe and live a life free from abuse and neglect.

ACTION REQUESTED:

The St. Louis County Board is requested to increase the Public Health and Human Services (PHHS) staffing complement by 10.0 FTE social workers.

BACKGROUND:

As a result of the findings of the Governor's Task Force for the Protection of Children, the 2015 Minnesota Legislature has allocated \$23 million per year for the next biennium for additional funding to counties for Child Protection staffing. Using the formula devised by the Department of Human Services (DHS), St. Louis County has been allocated \$786,400 for State Fiscal Years 2016-2017. The current base allocation provides for 10 additional child protection staff.

In addition to the above base allocation, there is a 10% allocation for each of two specific performance outcomes which is withheld until the outcomes have been met. For St. Louis County, this amount is \$196,600; however, the Department has not met the performance outcomes so the allocation will be withheld until such time as they are met.

The PHHS staffing proposal is as follows:

Initial Intervention: North – 2 social workers; South – 3 social workers

These positions respond to reports of child maltreatment. Currently the Department's screened in reports are 25% above the 2014 number. One of the performance measures which would capture the withheld state funding is timely contact with children who are the alleged victims of abuse; attaining the outcome measure will be more possible with additional staff and reduced caseloads. Also, "front loading" of services affords more opportunity for working closely with families to avoid the need for out of home placement, transfer to ongoing case management, and/or court involvement.

Ongoing Child Protection: North – 2 social workers; South – 2 social workers

These positions work intensively with families in which there are unresolved child safety and well-being concerns. Most ongoing child protection cases involve out of home placement of children and CHIPS Court oversight. One of the performance measures which would capture the additional state funding is monthly contact with children in out-of-home care. Attaining the outcome measure will be more possible with additional staff and reduced caseloads. More manageable caseloads afford greater opportunity for quicker reunification of children with their families or movement toward alternative permanent homes, as appropriate.

Indian Child Welfare (ICWA): South – 1 social worker

These positions work intensively with American Indian families with child protection concerns, similar to other Child Protection work but with the added requirements of more active efforts to prevent placement and hasten reunification of Indian children who are placed outside the home and close coordination with tribes. Staff in this unit specialize in culturally appropriate engagement with Indian families and adherence to the Indian Child Welfare Act, Minnesota Indian Family Preservation Act, and the Tribal State Agreement. The Department's continuing efforts to reduce disproportionality in placement and disparities in outcomes for Indian children will be strengthened with reduced caseloads.

Should PHHS be successful in attaining the specific performance outcomes, earning the withheld allocation of \$196,600 would provide funding for up to 3 additional staff. The following are the Department's suggestions for those positions.

Family Support Services (FSS): South – 1 social worker

FSS staff work intensively with high-risk families to prevent maltreatment and the need for out of home placement of children.

Children and Family Services (CFS) Supervision: North – 1 social service supervisor; South – 1 social service supervisor

Currently, the average span of supervision in CFS units is approximately 1 supervisor to 16 staff. This is twice the supervisory ratio for Child Protection supervision (1:8) as outlined in the Governor's Task Force recommendations. Quality and accessibility of supervision is a key factor in strong child protection practice and in retention of social workers. Supervisory demands will grow with added Child Protection staff, making it even more critical to add supervisors to make spans of supervision more manageable.

RECOMMENDATION:

It is recommended that the St. Louis County Board increase the PHHS staffing complement by 10.0 FTE social workers, with funding provided through a state legislative allocation. Should the state allocation be reduced or eliminated, these positions shall be reduced or eliminated in a proportionate manner.

Budget references:

230-232024-610100
230-232024-530665

Child Protection Staffing

BY COMMISSIONER _____

WHEREAS, As a result of the findings of the Governor's Task Force for the Protection of Children, the 2015 Minnesota Legislature has allocated \$23 million per year for the next biennium for additional funding to counties for Child Protection staffing; and,

WHEREAS, Using the formula devised by the Department of Human Services, St. Louis County has been allocated \$786,400 for State Fiscal Years 2016-2017; and

WHEREAS, The level of funding provides revenue for 10 additional child protection staff; and

WHEREAS, The Public Health and Human Services Department has recommended the 10 staff be located in the following duties and areas:

Initial Intervention: North – 2 social workers; South – 3 social workers

Ongoing Child Protection: North – 2 social workers; South – 2 social workers

Indian Child Welfare (ICWA): South – 1 social worker

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the increases the Public Health and Human Services Department staffing complement by 10.0 FTE social workers;

RESOLVED FURTHER, Should the state allocation be reduced or eliminated, these positions shall be reduced or eliminated in a proportionate manner.

Budget references:

230-232024-610100

230-232024-530665

Bids:

Hoover Construction Co. Virginia, MN	\$436,699.65 (+\$20,011.15, +4.80%)
KGM Contractors, Inc., Angora, MN	\$497,758.70

RECOMMENDATION:

It is recommended that the St. Louis County Board award the project to low bidder Hoover Construction Co. of Virginia, MN, in the amount of \$436,699.65, payable from Fund 444, Agency 444033, Object 652806.

Award of Bids: Bridge Project on CR 406 (Willow Valley Township)

BY COMMISSIONER _____

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

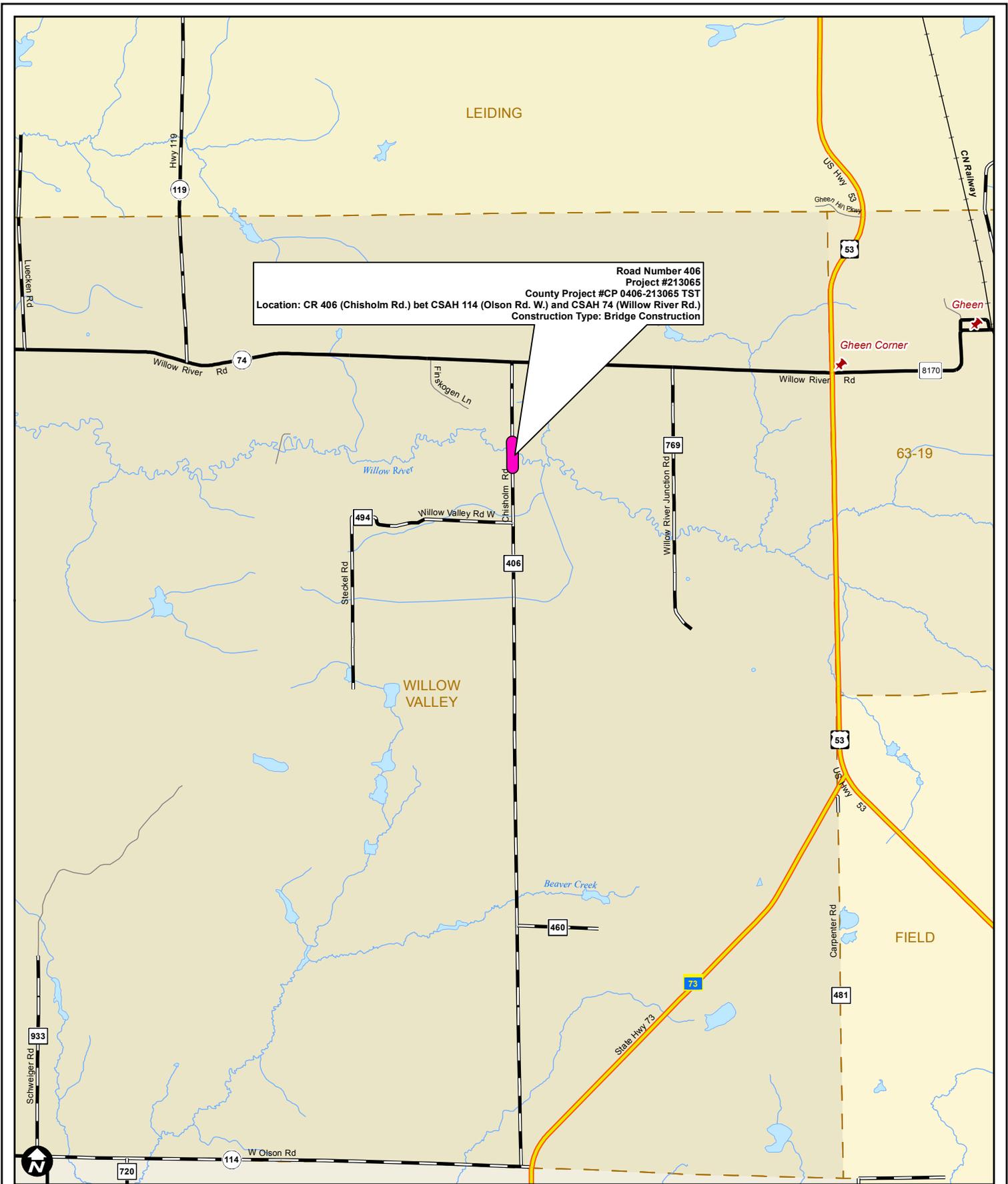
CP 0406-213065 TST, Bridge 69K30, located on CR 406 (Chisholm Road) between CSAH 114 (Olson Road West) and CSAH 74 (Willow River Road, and;

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on June 25, 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.

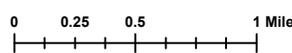
<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Hoover Construction Company	PO Box 1007 Virginia, MN 55792	\$436,699.65

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 444, Agency 444033, Object 652806.



Road Number 406
Project #213065
County Project #CP 0406-213065 TST
Location: CR 406 (Chisholm Rd.) bet CSAH 114 (Olson Rd. W.) and CSAH 74 (Willow River Rd.)
Construction Type: Bridge Construction

St. Louis County 2015 Road & Bridge Construction



Map Components	
2015 Road & Bridge Construction	County/Unorg. Twp. Road - Paved
Bridge Construction	County/Unorg. Twp. Road - Gravel
Interstate Highway	Local Road/City Street
U.S./State Highway	Railroad
	Commissioner District
	Township Boundary
	City/Town
	Lake
	River/Stream

BOARD LETTER NO. 15 – 304

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: July 7, 2015

RE: Revised St. Louis County
Vacation Donation Policy and
Rescinding Resolution No.
96-324

FROM: Kevin Z. Gray
County Administrator

James R. Gottschald, Director
Human Resources

RELATED DEPARTMENT GOAL:

A strong county infrastructure through innovation, responsible stewardship of county resources, and cost-effective and efficient programs.

ACTION REQUESTED:

The St. Louis County Board is requested to approve the revised St. Louis County Vacation Donation Policy.

BACKGROUND:

The present Vacation Donation policy was last reviewed by the County Board in 1996 (County Board Resolution 96-324). St. Louis County has long administered a policy of allowing employees to donate accrued vacation leave to fellow co-workers who are experiencing a serious health condition. Often times the recipient is a newer employee who has not built up sufficient paid leave balances or an employee dealing with a serious health condition over an extended duration.

The policy is being updated to: permit unclassified employees to be eligible to receive vacation donations (presently they can only donate); add the serious health condition of a spouse or child to permitted uses of vacation donations; increase the number of days that probationary employees may receive from 20 to 45 days; advise about the option to extend probationary periods as deemed necessary to fully evaluate job performance; increase the number of days an employee may donate from 3 to 5 days; and, to add key definitions for clarity on procedural matters. Human Resources will continue to process vacation donation requests on behalf of the county under the updated policy.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the revised St. Louis County Vacation Donation Policy and to rescind the current policy as described in County Board Resolution 96-324, dated April 23, 1996.

**Revised St. Louis County Vacation Donation Policy
and Rescinding Resolution No. 96-324**

BY COMMISSIONER: _____

RESOLVED, The St. Louis County Board adopts the revised St. Louis County Vacation Donation Policy as contained in Board File No. _____.

RESOLVED FURTHER, The previous St. Louis County Vacation Donation Policy, as found in County Board Resolution No 96-324, dated April 23, 1996, is hereby rescinded.

RESOLVED FURTHER, The Board directs the Human Resources Director to continue reviewing, determine eligibility and process vacation donation requests on behalf of employees of St. Louis County.

St. Louis County Vacation Donation Policy

Policy

It is the policy of St. Louis County to allow eligible permanent and unclassified employees to receive vacation donations from other employees up to a maximum of 90 days to cover unpaid leave caused by a serious health condition of the employee, their spouse, or their child. Probationary employees having no permanent status are eligible for vacation donations up to a maximum of 45 days to cover unpaid leave caused by a serious health condition of the employee, their spouse, or their child.

Scope

This policy applies to permanent, probationary and unclassified employees.

Definitions (The following definitions are adopted for the application of this policy)

Day(s): Employees are permitted to donate and receive the equivalent number of hours of their normal workday (either 7.5 hours for 37.5 hour work week or 8 hours for a 40 hour work week). Employees working under negotiated schedule addendums (e.g. 10 or 12 hour work days) are eligible to donate and receive donations equivalent to a normal workday in accord with the provisions of their collective bargaining agreement or compensation plan (e.g. 7.5 or 8 hours per day). Days are calculated based on the standard number of hours in a day of the employee making the donation. For example, if an 8 hour per day employee donates to a 7.5 hour per day employee, 8 hours vacation are donated and credited to the recipient employee's sick leave attendance bank.

Eligible employee: An employee who has: 1) exhausted all forms of paid leave; 2) submitted sufficient medical documentation to authorize vacation donations; and 3) demonstrated acceptable attendance.

Medical documentation: A statement from the treating physician substantiating that the eligible employee is unable to work due to a serious health condition or is required to be present to attend to their spouse's or child's serious health condition.

Permanent employee: An employee who has successfully passed their original probationary period following date of hire. Employees serving subsequent probationary periods following transfer or promotion are considered permanent for purposes of this policy.

Probationary employee: An employee serving an original on the job test period following date of hire. Employees serving subsequent on-the-job test periods following transfers or promotions are not considered probationary for purposes of this policy.

Scheduled: Refers to assigned work times. Assigned work times for part-time employees include call-in requests by the work unit.

Serious health condition: A catastrophic or debilitating medical condition or severe injury that exceeds 3 weeks in duration.

Unclassified employee: An employee exempted from the St. Louis County classified service under Minn. Stat. §383C.035(b) (5), (9), (10), (11), (12), (13) and (14).

Procedures:

- An eligible employee who has exhausted all paid leave benefits may notify Human Resources of their interest in soliciting a request for vacation donations. At the employee's request, a designated co-worker may contact Human Resources on their behalf to solicit donations.
- Human Resources will determine if the requesting employee meets the eligibility criteria to receive vacation donations. Medical documentation is necessary. If the time away from work is needed to attend to a spouse or child, the medical documentation must also indicate the necessary reason for the employee's presence.
- The employee or their designated co-worker will be notified by Human Resources once the recipient has been approved to receive vacation donations.
- The employee or their designated co-worker will solicit vacation donations on the employee's behalf.
- Vacation donations will be submitted to Human Resources for approval and processing.
- Approved donations may be used for any regularly scheduled hours the employee will miss due to the serious health condition.
- Vacation donations must be in full-day increments and no more than 5 days may be donated by an employee to a recipient per incident or per year. It is recognized that a "full-day" for a part-time employee may be less than 7.5 or 8 hours as determined by their proration level.
- Vacation donations will be used before the Sick Leave Bank.
- The donating and recipient employees' payroll records will be adjusted to reflect a transfer of the hours. The donated vacation hours will be converted to the same number of sick leave hours on the recipient's attendance bank and paid at the recipients wage rate.
- Part-time employees are eligible to use vacation donations for the hours they were scheduled. In the event the part-time employee does not have scheduled hours, the total hours reported by part-time employees on their time sheet cannot exceed their current proration percentage for the applicable pay period(s).
- Any donations not utilized by the recipient will be returned to the donors' vacation banks.
- Names of donating employees will not be shared.
- Appointing authorities may extend the probationary period of a classified employee up to the maximum allowed under civil service rules if they believe they have not had adequate time to fully evaluate job performance as a result of an extended leave during the probation period.

Vacation Donation Policy

RESOLUTION NO. 15-XX

July DD, 2015



Resolution
of the
Board of County Commissioners
St. Louis County, Minnesota

Adopted on: April 23, 1996

Resolution No. 324

Offered by Commissioner: Forsman

RESOLVED, that employee donations of accrued vacation time to co-workers is authorized under the following conditions:

1. Employees having "permanent" status in County employment shall be eligible for vacation donations of up to a maximum of 90 days to cover lost time caused by catastrophic illness/physical disability (debilitating or terminal illness, severe injury) that exceeds three weeks in duration; and "probationary" employees having no permanent status shall be eligible for vacation donations of up to a maximum of 20 days to cover lost time caused by debilitating illness or severe injury, that would otherwise result in their loss of employment status in the County service.
2. The employee has exhausted all paid leave benefit accruals.
3. Vacation donations of one (1), two (2), or three (3) days per donating employee each calendar year may be authorized.
4. The donating and recipient employee's payroll records shall be adjusted to reflect a transfer of accrued hours, and the donated vacation hours shall be converted to the same number of sick leave hours on the recipient's payroll record.
5. The donated hours shall be utilized at the recipient's rate of pay.



6. Requests for transfer of vacation donations shall be submitted to the Civil Service/Personnel Director for approval and processing.

BE IT FURTHER RESOLVED, this action is unilaterally implemented by the County Board and may be rescinded or modified without cause by the Board.

Commissioner Forsman moved the adoption of the Resolution and it was declared adopted upon the following vote:
Yeas - Commissioners Mattson, Kron, Forsman, Lepak, Raukar, and Chair Prebich - 6
Nays - None
Absent - Commissioner Krueger - 1

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

I, GORDON D. MCFAUL, 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 23rd day of April, A.D. 1996, and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Duluth, Minnesota, this 23rd day of April, A.D., 1996

GORDON D. MCFAUL, COUNTY AUDITOR

By


Clerk of County Board/Deputy Auditor