

## **CONSENT AGENDA**

### **FOR THE MEETING OF ST. LOUIS COUNTY BOARD OF COMMISSIONERS**

**November 10, 2015**

**County Board Room, Room No. 200, St. Louis County Courthouse, Duluth, Minnesota**

**All matters listed under the consent agenda are considered routine and/or noncontroversial and will be enacted by one unanimous motion. If a commissioner requests or a citizen wishes to speak on an item on the consent agenda, it will be removed and handled separately.**

RESOLUTIONS FOR APPROVAL:

**Minutes for November 3, 2015.**

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

1. Purchase of furniture for the remodel of the Public Health and Human Services Initial Intervention Unit from Northern Business Products, Duluth, MN, in the amount of \$65,797.17. *[15-490]*
2. Lease amendment with Infotel Investments, LLC, for a month-to-month agreement for office space in the Arvig Building, Duluth, MN, for 4,557 square feet in the amount of \$7,040 per month for a maximum of three (3) months. *[15-491]*

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

3. Application for repurchase of state tax forfeited land by the Matthew C. Carter Trust of Duluth, MN, upon total payment of \$1,387.38. *[15-485]*

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

4. Purchase of six (6) 2016 Mack GU713 tandem trucks from Twin Cities Mack and Volvo Trucks of Roseville, MN, at the State of Minnesota contract cost of \$727,129.47. *[15-492]*
5. Purchase of six (6) dump bodies with hydraulic systems and snow fighting equipment from Towmaster, Inc., of Litchfield, MN, for \$644,520. *[15-493]*

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

6. Purchase of additional storage area network hardware and software components from Datalink Corporation, a Minnesota company under the Western States Contracting Alliance agreement, in the amount of \$113,774. *[15-486]*
7. Workers' compensation report dated October 30, 2015, as submitted by Safety & Risk Management.

## **ST. LOUIS COUNTY BOARD**

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8. Application for license to sell tobacco products at retail by C. C. Campground #717, Inc., d/b/a C. C. Campground #717, Inc., French Township, renewal with past violation and change of officers.
9. Application for license to sell tobacco products at retail by Leon Polley d/b/a Polley's Resort, Unorganized Township 63-17, renewal with past violation and adding additional owner.
10. Application for license to sell tobacco products at retail by Buffalo Valley, Inc., d/b/a Buffalo House, Midway Township, renewal with past violation and name change due to marriage.
11. Applications for license to sell tobacco products at retail, renewals without violations.
12. Applications for license to sell tobacco products at retail, renewals with past violation(s).

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

13. Joint Powers Agreement with Dakota, Olmsted, and Washington Counties for the 2016 Joint Residential Survey conducted by the National Research Center of Boulder, CO, with the cost of participation in the survey expected to be up to \$27,000. *[15-487]*
14. Lobbying Services Agreement with the Arrowhead Counties Association for use of the services of St. Louis County's Director of Intergovernmental Relations for lobbying activities at the State Legislature during the 2016 Legislative Session, in an amount not to exceed \$12,000. *[15-488]*
15. Reappoint Virginia Katz of Duluth, MN, to the Arrowhead Library System Board of Directors for a term expiring on December 31, 2019. *[15-496]*

### **Public Safety & Corrections Committee – Commissioner Dahlberg, Chair**

16. Purchase a portable remote viewing robot from ICOR Technology of Ottawa, Ontario, in the amount of \$58,506.30 using funds from the Department of Homeland Security 2015 Port Security Grant for use in the Duluth/Superior Harbor area. *[15-489]*

**Official Proceedings of the County Board of Commissioners**

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

RESOLVED, That the official proceedings of the St. Louis County Board of Commissioners for the meeting of November 3, 2015, are hereby approved.

**Furniture Purchase for Remodel of the PHHS Initial Intervention Unit  
in the Government Services Center (Duluth)**

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

WHEREAS, The St. Louis County Public Health & Human Services Department requests one final stage of remodel of the Government Services Center (GSC) through an upgrade of the Initial Intervention Unit (IIU) and Women Infants Children office areas, both located on the first floor; and

WHEREAS, This remodel is predicated by two needs: to upgrade these remaining sections of the first floor, and to create added space to accommodate the influx of new workers into the Child Protection Unit; and

WHEREAS, IIU will be the first of the two projects to move forward; and

WHEREAS, Property Management has completed an estimate of all expenses related to the IIU upgrade, with the largest being furniture purchases, currently estimated at \$65,797.17;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of furniture for the remodel of the Public Health and Human Services Initial Intervention Unit from Northern Business Products, Duluth, MN, in the amount of \$65,797.17;

RESOLVED FURTHER, That the St. Louis County Board authorizes an increase in the PHHS Expense Budget 230-230011-640300 in the amount of \$65,797.17, and use of \$65,797.17 of assigned Fund Balance 230-230011-311404.

**Lease Amendment - Arvig Building (Duluth)**

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

WHEREAS, The St. Louis County Public Health and Human Services Department (PHHS) needs to initiate an additional stage of remodeling at the Government Services Center (GSC) through an upgrade of two office areas; and

WHEREAS, The Initial Intervention Unit (IIU) and Women Infants Children (WIC) programs, which are located on the first floor of the GSC, were not remodeled when the Central Client Area was created, nor when floors two through seven were recently remodeled; and

WHEREAS, This remodel is predicated by the need to create added space to accommodate new workers as a result of the State of Minnesota's allocation for child protection staff and there are currently not enough workstations; and

WHEREAS, To allow construction of the IIU space at the GSC, staff will need to move into the Arvig Building as swing space while the remodeling work is being done; and

WHEREAS, A maximum of a three-month period is estimated to complete this project, and the Arvig Building owners have agreed to enter into a month-to-month agreement;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a month-to-month lease amendment with Infotel Investments, L.L.C., for office space in the Arvig Building, Duluth, MN, for 4,557 square feet in size in the amount of \$7,040 per month for a maximum of three (3) months;

RESOLVED FURTHER, That the St. Louis County Board authorizes increases in PHHS Expense Budget 230-230011-634200 in the amount of \$21,120 and use of \$21,120 of assigned fund balance 230-230011-311404.

**Repurchase of State Tax Forfeited Land - Carter**

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

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

WHEREAS, The applicant, the Matthew C. Carter Trust of Duluth, MN, has applied to repurchase state tax forfeited land legally described as:

CITY OF DULUTH  
LOT: 0011 BLOCK: 017  
HARRISONS DIVISION OF DULUTH  
Parcel Code: 010-2080-02240; and

WHEREAS, The applicant was the owner of record at the time of forfeiture and is eligible to repurchase the property; and

WHEREAS, Approving the repurchase will correct undue hardship and promote the use of lands that will best serve the public interest;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the repurchase application by the Matthew C. Carter Trust of Duluth, MN, on file in County Board File No. 60090, subject to payments including total taxes and assessments of \$1,198.87, service fee of \$114, deed tax of \$3.96, deed fee of \$25, and recording fee of \$46, for a total of \$1,387.83, to be deposited into Fund 240 (Forfeited Tax Fund).

**State Contract Purchase of Tandem Axle Diesel Trucks**

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

WHEREAS, The St. Louis County Public Works Department's equipment budget includes replacement of tandem axle trucks for snow and ice control, and gravel hauling; and

WHEREAS, The Public Works Department and Purchasing Division presented specifications and requested State of Minnesota contract pricing for the Mack GU713 due to its quality, department experience, savings in inventory, and mechanic familiarity; and

WHEREAS, Twin Cities Mack & Volvo of Roseville, MN, responded with the State of Minnesota contract price for six (6) Mack GU713 tandem axle trucks of \$682,638, plus 6.5% state sales tax of \$ 44,371.47, plus Vehicle Excise Tax of \$120, for a total cost of \$727,129.47;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of six (6) 2016 Mack GU713 tandem axle trucks from Twin Cities Mack and Volvo Trucks of Roseville, MN, for a total cost of \$727,129.47, payable from Fund 407, Agency 407001, and Object 666300.

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

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

WHEREAS, The St. Louis County Public Works Department equipment budget includes six (6) dump bodies with hydraulic systems and snow fighting equipment for trucks purchased separately; and

WHEREAS, Towmaster, Inc., of Litchfield, MN, responded with the State of Minnesota contract price for this equipment in the amount of \$644,520, including installation;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase and installation of six (6) dump bodies with hydraulic systems and snow fighting equipment from Towmaster, Inc., of Litchfield, MN, for \$644,520, payable from Fund 407, Agency 407001, Object 666300.

**Upgrade of Storage Area Network Hardware and Software**

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

WHEREAS, In the past two years, a number of county initiatives to eliminate paper and invest in electronic storage and retrieval of county documents have given rise to the need for more disk storage; and

WHEREAS, Vendor guidelines recommend that no more than 85% of the available disk space be utilized at any point in time and St. Louis County is currently operating at 90% utilization; and

WHEREAS, In addition, two of the disk shelves being replaced have reached their end of support lifecycle;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of additional storage area network hardware and software components from Datalink Corporation, a Minnesota company under the Western States Contracting Alliance agreement, in the amount of \$113,774, payable from Fund 100, Agency 117101, Object 665300.

**Workers' Compensation Report**

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

RESOLVED, That the workers' compensation report of claims by employees for work-related injuries, dated October 30, 2015, on file in the office of the County Auditor, identified as County Board File No. 60026, is hereby received and ratified as payable from Fund 730, Agency 730001.

**Application for License to Sell Tobacco Products at Retail –  
Renewal with Violation**

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

RESOLVED, That pursuant to St. Louis County Ordinance No. 51, the application for license to sell tobacco products at retail, on file in the office of the County Auditor, identified as County Board File No. 60058, is hereby approved and the County Auditor is authorized to issue the license to the establishment listed below.

The following license holder was issued a tobacco violation citation on the date as stated:

C. C. Campground #717, Inc., d/b/a C. C. Campground #717, Inc., French Township, November 15, 2012, renewal, change of officers;

RESOLVED FURTHER, That if named license holder sells their licensed business, the County Board may, at its discretion and after an investigation, transfer the license to a new owner, but without pro-rated refund of the license fee to the license holder.

**Application for License to Sell Tobacco Products at Retail –  
Renewal with Violation**

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

RESOLVED, That pursuant to St. Louis County Ordinance No. 51, the application for license to sell tobacco products at retail, on file in the office of the County Auditor, identified as County Board File No. 60058, is hereby approved and the County Auditor is authorized to issue the license to the establishment listed below.

The following license holder was issued a tobacco violation citation on the date as stated:

Leon Polley d/b/a Polley's Resort, Unorganized Township 63-17, September 13, 1998, renewal and adding additional owner;

RESOLVED FURTHER, That if named license holder sells their licensed business, the County Board may, at its discretion and after an investigation, transfer the license to a new owner, but without pro-rated refund of the license fee to the license holder.

**Application for License to Sell Tobacco Products at Retail –  
Renewal with Violation**

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

RESOLVED, That pursuant to St. Louis County Ordinance No. 51, the application for license to sell tobacco products at retail, on file in the office of the County Auditor, identified as County Board File No. 60058, is hereby approved and the County Auditor is authorized to issue the license to the establishment listed below.

The following license holder was issued a tobacco violation citation on the date as stated:

Buffalo Valley, Inc., d/b/a Buffalo House, Midway Township, October 30, 2012, renewal, name change due to marriage;

RESOLVED FURTHER, That if named license holder sells their licensed business, the County Board may, at its discretion and after an investigation, transfer the license to a new owner, but without pro-rated refund of the license fee to the license holder.

**Applications for License to Sell Tobacco Products at Retail  
Renewals without Violations**

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

RESOLVED, That pursuant to St. Louis County Ordinance No. 51, the applications for licenses to sell tobacco products at retail, on file in the office of the County Auditor, identified as County Board File No. 60058, are hereby approved and the County Auditor is authorized to issue the licenses to the following establishments:

Moosebirds, Inc., d/b/a Moosebirds, Beatty Township;

SKF Friendly Liquors, Inc., d/b/a SKF Friendly Liquors, City of Hoyt Lakes;

Thirsty Moose Bar & Grill, Inc., d/b/a Thirsty Moose Bar & Grill, Cherry Township;

Wayside Corner Store, Inc., d/b/a Wayside Corner Store, New Independence Township;

RESOLVED FURTHER, That if named license holder sells their licensed business, the County Board may, at its discretion and after an investigation, transfer the license to a new owner, but without pro-rated refund of the license fee to the license holder.

**Applications for License to Sell Tobacco Products at Retail –  
Renewals with Violation(s)**

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

RESOLVED, That pursuant to St. Louis County Ordinance No. 51, the applications for license to sell tobacco products at retail, on file in the office of the County Auditor, identified as County Board File No. 60058, are hereby approved and the County Auditor is authorized to issue the licenses to the establishments listed below.

The following license holders were issued a tobacco violation citation on the dates as stated:

Wieber & Associates, Inc., d/b/a Ash Trail Lodge, Unorganized Township  
68-19, August 16, 2003;

Belo Enterprises, Inc., d/b/a Crossroads Convenience/Liquor Store,  
Clinton Township, December 10, 2002, November 15, 2007 and  
December 16, 2010;

Furry's, Inc., d/b/a Dino's, City of Aurora, December 16, 2010, November  
21, 2012;

Van Gillen's Dry Dock Bar, Inc., d/b/a Dry Dock Bar & Restaurant, Midway  
Township, October 30, 2012;

Misty, Inc., d/b/a Fredenberg Minnoette, Fredenberg Township, December  
31, 2002 and July 12, 2011;

Inter City Oil Co., Inc., d/b/a Inter City Oil Co., Inc., Cotton Township,  
November 6, 2012 and October 5, 2013;

Susan/Patrick Carey, d/b/a Lakeland Store, Biwabik Township, December  
15, 2002;

Lakeway Drive II, LLC, d/b/a Sunset Bottle Shop & Lounge, Rice Lake  
Township, July 12, 2011;

Curtis Convenience Stores, Inc., d/b/a SuperAmerica, Cotton Township,  
December 23, 2004 and November 6, 2012;

RESOLVED FURTHER, That if named license holder sells their licensed business, the County Board may, at its discretion and after an investigation, transfer the licenses to a new owner, but without pro-rated refund of the license fee to the license holders.

**Joint Powers Agreement for a Residential Survey**

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

WHEREAS, Minn. Stat. § 471.59 allows two or more governmental units, by agreement entered into through action of their governing bodies, to jointly exercise any power common to the contracting governmental units; and

WHEREAS, Counties are empowered to conduct a residential survey within their geographic boundaries for the purpose of gathering objective information regarding residents perceptions of the quality of life, the quality of government services being provided, satisfaction with county government, priorities for community planning and expectations for allocation of county resources; and

WHEREAS, St. Louis, Dakota, Olmsted, and Washington Counties wish to conduct a 2016 Joint Residential Survey for the mutual benefit of all parties;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a Joint Powers Agreement with Dakota, Olmsted, and Washington Counties for the purpose of the 2016 Joint Residential Survey conducted by National Research Center of Boulder, Colorado;

RESOLVED FURTHER, That the appropriate county officials are authorized to execute the Joint Powers Agreement on behalf of the County Board with funding for the expected expense of up to \$27,000 available from Fund 100, Agency 104001, Object 629900.

**Arrowhead Counties Association Lobbying Services Agreement**

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

RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute the Lobbying Services Agreement with Arrowhead Counties Association, on file in County Board File No. \_\_\_\_\_, which would use the services of St. Louis County's Director of Intergovernmental Relations to further the Arrowhead Counties Association's lobbying activities at the State Legislature during the 2016 Legislative Session, not to exceed \$12,000, to be deposited into fund 100-105001, Intergovernmental Affairs.

**Appointment to Arrowhead Library System Board of Directors**

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

RESOLVED, The St. Louis County Board appoints Virginia Katz of Duluth, MN, to the Arrowhead Library System Board of Directors for a term expiring on December 31, 2019.

**Expend 2015 Port Security Grant – Purchase of Portable Remote Viewing Robot**

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

WHEREAS, The St. Louis County Sheriff's Office is a member of the Western Lake Superior Area Maritime Security Committee and provides a response on Lake Superior and in the Duluth/Superior Harbor area for water emergencies and general patrol activities; and

WHEREAS, On September 8, 2015, the St. Louis County Board authorized the application and acceptance of the 2015 Port Security Grant by Resolution No. 15-567; and

WHEREAS, The Sheriff's Office has received approval from the Department of Homeland Security for a portable remote viewing robot, which will have different camera platforms for real-time relay of visual information; and

WHEREAS, The robot will be used by the Sheriff's Office and other partner agencies for very hazardous applications to reduce human exposure to dangerous situations; and

WHEREAS, ICOR Technology of Ottawa, Ontario, is able to provide the portable remote viewing robot as approved by Port Security;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of a portable remote viewing robot from ICOR Technology of Ottawa, Ontario, in the amount of \$58,506.30, to be accounted for in Fund 100, Agency 129999, Grant 12938, Year 2015;

RESOLVED FURTHER, That the appropriate county officials are authorized to execute all agreements and contracts necessary to fulfill the application and acceptance of the 2015 Homeland Security Port Grant as approved by the St. Louis County Attorney.