



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

**December 15, 2015**

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

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**CONSENT AGENDA:**

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

**Minutes of December 1, 2015**

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

1. CY 2016 Supervised Visitation Service Agreements [15-547]

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

2. Western Lake Superior Sanitary District 2013-2017 Household Hazardous Waste Contract – Amendment 1 [15-548]
3. Public Sale of State Tax Forfeited Properties on February 11, 2016 [15-549]
4. Special Legislation Sales – Kunze, Bennett [15-550]
5. Special Legislation Sales – Pohl, Bronniche, Cole [15-551]
6. Special Legislation Sales - Wodny, Minnesota Power, Lukkassor, Pirkola, Erickson [15-552]

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

7. Funding to the City of Hibbing for Miracle League of the Iron Range [15-553]
8. Letter of Understanding for 2015 Audit by State Auditor's Office [15-554]

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

9. Contracts and Joint Powers Agreement for Court Appointed Attorneys in Civil Commitment Proceedings [15-555]
10. Contract Renewal for Court Appointed Attorneys in Child Protection Proceedings [15-556]

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

11. Title III Funds for Firewise Communities Activities – Grant Year 2013 [15-557]
12. Title III Funds for Firewise Communities Activities – Grant Year 2014 [15-558]
13. Food Services Contract for the Hibbing and Virginia Lockup Facilities [15-559]

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**ESTABLISHMENT OF PUBLIC HEARINGS:**

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

1. Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License – Unorganized Township 68-19 (Tuesday, January 12, 2016, at 9:40 a.m., St. Louis County Courthouse, Duluth, MN) [15-560]

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**REGULAR AGENDA:**

*For items on the Regular Agenda, citizens will be allowed to address the Board at the time a motion is on the floor.*

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

1. **Cancellation of Contract with Medica for MN Senior Health Options and MN Senior Care Plus Programs [15-561]**  
Resolution authorizing notice of cancellation to Medica of contracts for Minnesota Senior Health Options (MSHO) and the Minnesota Senior Care Plus (MSC+) programs.
2. **Public Health and Human Services Advisory Committee Appointments [15-562]**  
Resolution authorizing technical corrections to the Public Health and Human Services Advisory Committee membership, reappoint members and authorize advertising for current vacancies.

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

1. **Regional Landfill Operations Contract [15-563]**  
Resolution to award a contract to Kangas Excavating, Inc. for Landfill Operations.

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

1. **Award of Bids: Bridge on CSAH 110 (White Township) [15-564]**  
Resolution awarding County Project 0110-176330 to low bidder Northland Constructors of Duluth, LLC of Duluth, MN.
2. **Award of Bids: Bridge Project on CR 540 (Field Township) [15-565]**  
Resolution awarding County Project 0540-243937TST to low bidder KGM Contractors of Angora, MN.

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

1. **Reimburse County Departments and Deposit 2015 Shoreland Lease Sale Proceeds in the Environmental Trust Fund/Shoreline Sales [15-566]**  
Resolution authorizing the reimbursement of county departments for costs in shoreland lease sales and deposit sales proceeds in the Environmental Trust Fund/Shoreline Sales.
2. **A. P. Cook Building Improvements – Assessor’s Office Construction/Building Exterior Upgrades and Roof Replacement [15-567]**  
Resolution awarding additional renovation of the A.P. Cook Building to low bidder Max Gray Construction of Hibbing, MN.

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**COMMISSIONER DISCUSSION ITEMS AND REPORTS:**

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

**ADJOURNED:**

*Because there are no Board meetings scheduled until January, the County Board may reconvene to address these agenda items.*

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

January 5, 2016      St. Louis County Courthouse, Duluth, MN  
January 12, 2016     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

December 1, 2015

Location: Aurora Community Center, Aurora, Minnesota

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

Absent: None

Convened: Chair Stauber called the meeting to order at 11:40 a.m.

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## CONSENT AGENDA

Nelson/Raukar moved to approve the consent agenda without item #1, Acceptance of Funding for the Northeast Minnesota Project to End Long-Term Homelessness [15-530]. The motion passed. (7-0)

- Minutes of November 24, 2015
- Acceptance of Grant from the Carlton-Cook-Lake-St. Louis Community Health Board for Public Health Emergency Preparedness Funding [15-531]
- Agreement with Carlton-Cook-Lake-St Louis Community Health Board to carry out Statewide Health Improvement Program Objectives [15-532]
- Special Sale of State Tax Forfeited Land to the City of Rice Lake and Rescind County Board Resolution 15-524 [15-533]
- Professional Services Agreement – Hibbing Safe Routes to School Plan [15-534]
- Abatement List for Board Approval [15-535]
- 2016-18 Memorandum of Agreement – University of Minnesota Extension [15-536]
- Dedication of Permanent and Temporary Highway Easements over County Fee Owned Property [15-537]
- 2016 Federal Lobbying Services Contract - Lockridge, Grindal & Nauen [15-538]
- Reallocation of Information Specialist II to Planner I [15-539]
- Professional Services Agreement with Stacy Andrews for Management of Technology Projects [15-540]

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## Finance & Budget Committee

Nelson/Raukar moved to approve the 2016 Budget Resolution. St. Louis County Deputy Administrator Linnea Mirsch reviewed changes to the budget resolution. Commissioner Nelson provided a handout to the Committee and discussed the City of Duluth's 2016 levy increase. After further discussion, the motion passed. (7-0)

Rukavina/Stauber moved 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 approved and the County Auditor is authorized to issue the license as follows; Keith/Lois Nelson d/b/a At Your Convenience, Fayal Township, Tobacco Products License, effective January 1, 2016 – December 31, 2016, RENEWAL. [15-541]. Commissioner Nelson

abstained from the vote because he has a direct financial interest in the business. The motion passed. (6-0, Nelson abstention)

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### **Central Management & Intergovernmental Committee**

Jewell/Stauber moved to re-appoint Julie A. Waltenburg and Wayne Marshall to the Civil Service Commission for three-year terms expiring December 31, 2018. [15-542]. The motion passed. (7-0)

Jewell/Raukar moved to request that the Minnesota Department of Revenue act immediately to reclaim former tax forfeited lands previously free conveyed to Fredenberg Township for the purpose of a township park, without recommendation to the February 2, 2016 Board meeting. St. Louis County Attorney Mark Rubin provided clarification to the Committee; Attorney Rubin stated that the property was conveyed without conditions and there was not precedence for such a request. In addition, Attorney Rubin stated that the Fredenberg Town Board is answerable to the Minnesota Department of Revenue and they have three years to implement a process approved by the Department of Revenue. After further discussion, the Board recessed at 1:09 p.m. and reconvened at 1:20 p.m. with all members present. Commissioner Jewell withdrew the motion. Jewell/Boyle moved to table the item until the January 12, 2016, Committee of the Whole meeting. The motion passed. (5-2, Dahlberg, Nelson)

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### **Health & Human Services Committee**

Nelson/Boyle moved to accept funding for the Northeast Minnesota Project to End Long-Term Homelessness. [15-530]. The motion passed. (7-0)

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### **COMMISSIONER DISCUSSION ITEMS AND REPORTS**

Commissioner Boyle said the Public Health and Human Services Director Ann Busche will be retiring in April of 2016.

Chair Stauber reminded everyone that Commissioner Nelson's challenge of creating a food item from rye (provided by Commissioner Nelson) will take place in the Commissioner's Conference Room on December 15, 2015.

Commissioner Nelson said that the first place winner will receive ground beef produced on his farm.

At 1:30 p.m., Dahlberg/Raukar moved to adjourn the Committee of the Whole meeting. The motion passed. (7-0)

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Pete Stauber, Chair of the County Board

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Phil Chapman, Clerk of the County Board

# **BOARD LETTER NO. 15 - 547**

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

### **BOARD AGENDA NO.**

**DATE:** December 15, 2015                      **RE: CY 2016 Supervised Visitation  
Service Agreements**

**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 purchase of services agreements with Lutheran Social Service (LSS) Bethany Crisis Shelter, LSS Family Resources Center and Duluth Family Visitation Center (DFVC) for the provision Supervised Visitation Services for Calendar Year 2016.

#### **BACKGROUND:**

Since 1990, LSS Family Resource Center has provided Supervised Visitation services to families. The LSS Bethany Crisis Shelter began providing the same services in 2004. These programs are under contract with the Public Health and Human Services Department (PHHS) for children and families receiving child protection services. Basic Supervised Visitation Services are provided with trained LSS staff at the shelters and other convenient off-site locations to promote a safe environment for youth to visit parents and other family members to ensure the children's safety.

Some of the families are dealing with specific parenting deficits which prohibit them from being unsupervised with their children. The LSS Bethany Crisis Shelter also provides more support and skill training with Structured Supervised Visitation to assist families working on specific areas such as accountability, communication, play skills, feeding, diapering, discipline, etc.

Transportation is authorized for the LSS Family Resource Center staff to go to various approved off-site locations for family visitation. Transportation reimbursement will be paid as a flat drive time rate of \$18 per hour, which is the same as the 2015 rate.

PHHS desires to continue agreements with LSS for the provision of Supervised Visitation Services with no change in rates for the period January 1, 2016 through

December 31, 2016. Financing for these services is from local funds; however, the Department may charge fees to families in accordance with the Social Service Eligibility and Fee Schedule.

The Duluth Family Visitation Center (DFVC) opened in 1989. Its mission is to provide a safe place where children can build and maintain positive relationships with their parents. DFVC strives to support parents' efforts to end the cycle of violence and control in their lives and the lives of their children. It offers small groups, skill building and safety planning for all family members affected by domestic violence. DFVC provides the only location in the city of Duluth for safe exchanges and supervised visits that centralizes the safety of child and the non-abusing parent in families where domestic violence is prevalent. Under contract with PHHS, DFVC provides Parenting Time Services (Supervised Visitation Services) for Children in Need of Protection or Services (CHIPS). These services allow access and visitation to parents in a respectful, supportive environment.

PHHS desires to implement an agreement with DFVC for Supervised Visitation Services for the period January 1, 2016 through December 31, 2016. Financing is from local funds, but the department may charge fees to families in accordance with the Social Service Eligibility and Fee Schedule.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize agreements for Supervised Visitation Services and related staff transportation to approved off-site locations for the period January 1, 2016 through December 31, 2016, payable from Fund 230 (Social Services), Agency 232008 (Children's Services), Expense Object 602000 (Other Children's Services), as follows:

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

## CY 2016 Supervised Visitation Services Agreements

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

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

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

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes agreements for Supervised Visitation Services and related staff transportation to approved off-site locations for the period January 1, 2016 through December 31, 2016, (\$400,000 maximum for all three providers combined) payable from Fund 230 (Social Services), Agency 232008 (Children's Services), Expense Object 602000 (Other Children's Services), as follows:

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

# BOARD LETTER NO. 15 – 548

## ENVIRONMENT AND NATURAL RESOURCES COMMITTEE CONSENT NO. 2

BOARD AGENDA NO.

**DATE:** December 15, 2015                      **RE:** Western Lake Superior Sanitary  
District 2013-2017 Household  
Hazardous Waste Contract –  
Amendment 1

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

Mark St. Lawrence, Director  
Environmental Services

**RELATED DEPARTMENT GOAL:**

To provide continued operation of the Household Hazardous Waste Program.

**ACTION REQUESTED:**

The St. Louis County Board is requested to authorize Amendment #1 to the current contract with the Western Lake Superior Sanitary District (WLSSD).

**BACKGROUND:**

The Minnesota Pollution Control Agency (MPCA) has a statewide program for the collection and disposal of Household Hazardous Waste (HHW). WLSSD acts as the MPCA's regional coordinator for St. Louis, Carlton, Lake, Cook, Aitkin, Itasca and Koochiching counties. As regional coordinator, WLSSD provides HHW collections where needed, consolidates wastes for shipment and disposal, provides consulting and training services to individual counties, and manages the MPCA contract for the counties. The county has contracted with WLSSD for these services since 1990.

In November 2014, the State of Minnesota established the PaintCare Architectural Paint Product Stewardship program which provides reimbursement to participating county HHW programs for the collection, bulking and transportation of architectural paint sold in the state. Reimbursement to the county is dependent upon the amount of paint collected by the HHW program. WLSSD and the Environmental Services Department would like to amend the current contract to incorporate the PaintCare program requirements and related reporting methods.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board amend the current contract with the WLSSD to incorporate the PaintCare program requirements and related reporting methods.

**Western Lake Superior Sanitary District 2013-2017  
Household Hazardous Waste Contract – Amendment 1**

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

WHEREAS, An effective household hazardous waste (HHW) program is an essential component of a comprehensive solid waste management program; and

WHEREAS, The Minnesota Pollution Control Agency (MPCA) has a statewide program for the collection and disposal of HHW and the Western Lake Superior Sanitary District (WLSSD) acts as the MPCA's regional coordinator for St. Louis, Carlton, Lake, Cook, Aitkin, Itasca and Koochiching counties; and

WHEREAS, As regional coordinator, WLSSD provides HHW collections where needed, consolidates wastes for shipment and disposal, provides consulting and training services to individual counties, and manages the MPCA contract for the counties; and

WHEREAS, The Environmental Services Department has contracted with WLSSD for these services since 1990; and

WHEREAS, The state has created a PaintCare Architectural Paint Product Stewardship program which provides for reimbursement to participating county HHW programs for the collection, bulking and transportation of architectural paint sold in the state; and

WHEREAS, WLSSD and the Department would like to amend the current contract to incorporate the PaintCare program requirements and related reporting methods;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to amend the current contract with the WLSSD to operate the Department's HHW program through 2017 by authorizing Amendment #1 which incorporates the PaintCare program requirements and related reporting methods.



**Public Sale of State Tax Forfeited Lands on February 11, 2016**

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

WHEREAS, The St. Louis County Board desires to offer for sale, as recommended by the Land Commissioner, certain parcels of land that have forfeited to the State of Minnesota for non-payment of taxes; and

WHEREAS, The parcels as described in County Board File No. \_\_\_\_\_ have been classified as non-conservation as provided for in Minn. Stat. Chapter 282.01; and

WHEREAS, These parcels are not 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, The Commissioner of Natural Resources has approved the sale of these lands, as required by Minn. Stat. Chapter 282;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the County Auditor to offer these lands at public sale for not less than the basic sale price in accordance with terms set forth in the Land and Minerals Department policy, and in a manner provided for by law on Thursday, February 11, 2016, at 10:00 a.m. at the Public Safety Building, 2030 N. Arlington Ave., Duluth, MN. Funds from the auction are to be deposited into Fund 240 (Forfeited Tax Fund).



## Special Legislation Sales – Kunze

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

WHEREAS, Pursuant to Laws of Minnesota 2014, Chapter 217, Section 28, St. Louis County may sell by private sale the state tax forfeited lands described as;

Legal: LOTS 1 THRU 4, BLOCK 4  
ATLANTIC AVE ADDITION DULUTH  
Parcel Code: 010-0150-00480

WHEREAS, The Land and Minerals Department recommends that the parcel to be sold 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, This parcel of land is 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 the parcel 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; and

WHEREAS, This parcel 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;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of state tax forfeited land, as described, to Danny and Marilyn Kunze for the appraised value of \$4,822 plus the following fees: 3% assurance fee of \$144.66, deed fee of \$25, deed tax of \$15.91, recording fee of \$46, and appraisal fee of \$300, for a total of \$5,353.57, to be deposited into Fund 240 (Forfeited Tax Fund).

RESOLVED FURTHER, That the County Auditor may offer for sale at future auction the state tax forfeited lands described here if Danny and Marilyn Kunze do not purchase the land by March 31, 2016.



# Saint Louis County

Land and Minerals Dept. • [www.stlouiscountymn.gov](http://www.stlouiscountymn.gov) • [landdept@stlouiscountymn.gov](mailto:landdept@stlouiscountymn.gov)

**Mark Weber**  
Land Commissioner

October 2, 2015

Danny Kunze  
2908 W 13<sup>th</sup> St  
Duluth, MN 55806

**COPY**

Re: Parcel Code: 010-0150-00480, Legal Description: LOTS 1 THRU 4, BLOCK 4, ATLANTIC AVE ADDITION DULUTH

Dear Mr. Kunze,

This letter serves to provide notice of approval of special legislation (2014 Minnesota Session Laws, Chapter 217, Section 28) to resolve an occupancy trespass on State of Minnesota tax forfeited land, and to inform you of the next step to resolving the yard trespass situation.

An appraisal must be made in accordance with Minnesota Statutes, section 282.01, subdivision 3. The county has selected an independent appraiser. The appraiser selected is licensed and meets the minimal appraisal standards established under Minnesota Statutes, section 82B.03, to appraise the property to be sold. The cost of the appraisal shall be reimbursed to the county upon purchase. If you do not purchase the land, the county is responsible for the appraisal cost.

The opinion of value on LOTS 1 THRU 4, BLOCK 4, ATLANTIC AVE ADDITION DULUTH of land is:

\$4,822.00  
\$231.57 Fees  
\$300.00 Appraisal Cost  
**\$5,353.57 Total**

If you disagree with the appraised value, you may select an appraiser that meets the qualifications outlined in MN Statute §82B.03, to get a secondary appraisal. However, St. Louis County Land and Minerals must approve the appraiser that you use. You must give notice of the intent to object to the appraised value of the land and/or improvements, and which appraiser you intend to use, within ten (10) days of the date of receipt of this mailing or service of this letter. The reappraisal must be delivered to this department within 60 days of the date of this mailing or service, or the initial appraisal shall be conclusive. You are responsible for the costs of the reappraisal. Upon review of

Land Commissioner's Office  
320 West 2<sup>nd</sup> Street, GSC 208  
Duluth, MN 55802  
(218) 726-2606  
Fax: (218) 726-2600

Pike Lake Area Office  
5713 Old Miller Trunk Hwy  
Duluth, MN 55811  
(218) 625-3700  
Fax: (218) 625-3733

Virginia Area Office  
7820 Highway 135  
Virginia, MN 55792  
(218) 742-9898  
Fax: (218) 742-9870

*"Trust Lands, Managed For The People Of This County"*

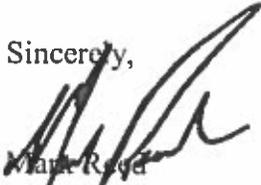
the second appraisal, any difference will be split between you and St. Louis County. This applies to a secondary opinion of value that may be greater than the initial appraisal.

The County may place the property up for sale if you do not purchase the land.

Any lands offered for sale could have additional unpaid assessments levied against the property. Before purchasing, a prospective buyer should consult the CITY OF DULUTH TREASURER'S OFFICE, with respect to any unpaid assessments that may exist. All improvements made by a municipality on a parcel after it has forfeited to the State of Minnesota shall be assessed against the property and paid for at the time of purchase (Laws of Minnesota, Chapter 282.Subd. 3).

If you choose to proceed with this transaction for the total price listed, please call me at (218)726-2606 and the special sale will be submitted to the County Board for approval.

Sincerely,



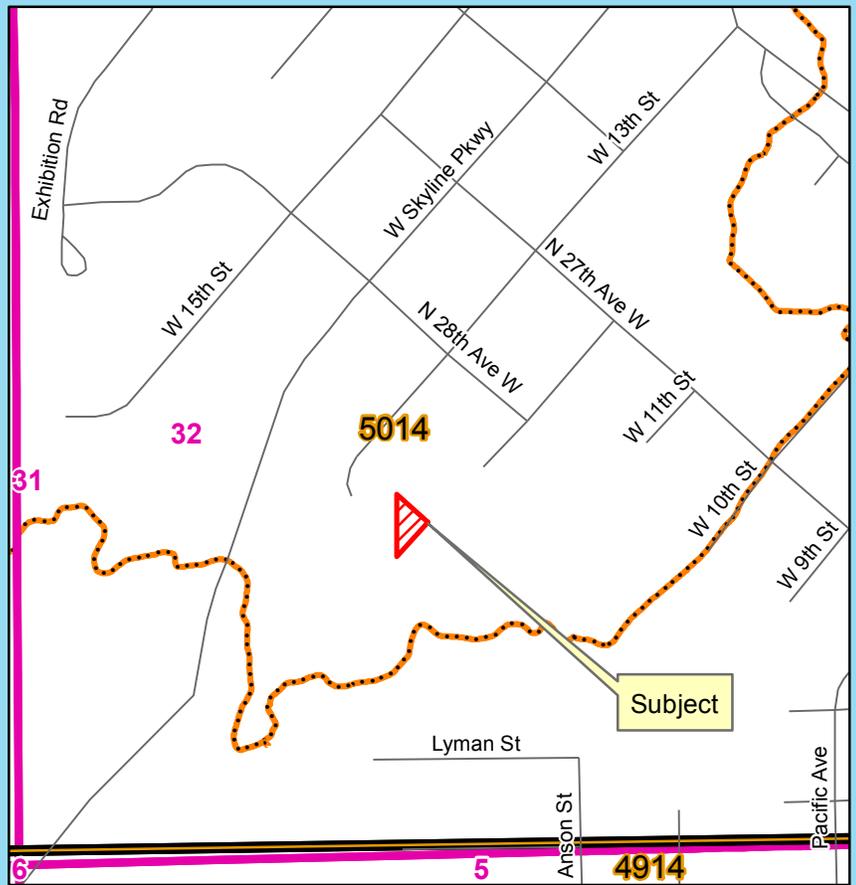
Mark Ross  
Deputy Land and Minerals Director



Legal : CITY OF DULUTH  
 LOTS 1 THRU 4, BLOCK 4  
 ATLANTIC AVE ADDITION DULUTH

Parcel Code : 010-0150-00480

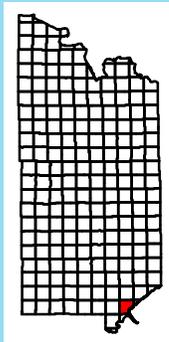
LDKEY : 100041



City of Duluth      Sec: 32 Twp: 50 Rng: 14

**Commissioner District # 3**

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

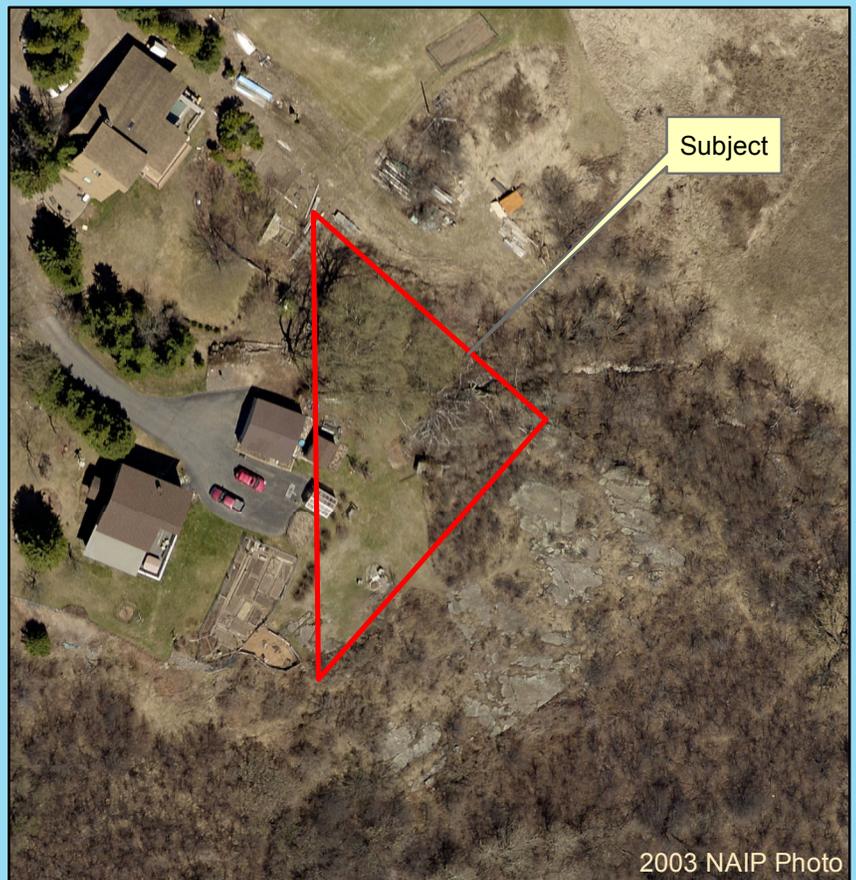


*St. Louis County, Minnesota*

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 & Minerals  
 Department**

**2014**



2003 NAIP Photo

## Special Legislation Sales – Bennett

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

WHEREAS, Pursuant to Laws of Minnesota 2014, Chapter 217, Section 28, St. Louis County may sell by private sale the state tax forfeited lands described as;

Legal: LOTS 5 THRU 7 also LOTS 8 THRU 11 also LOT 12, BLOCK 44  
BAY VIEW ADDITION TO DULUTH NO 2  
Parcel Codes: 010-0230-01680,01710,01750

WHEREAS, These parcels have been classified as non-conservation as provided for in Minn. Stat. Chapter 282.01; and

WHEREAS, These parcels of land have 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;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of state tax forfeited land, as described, to Joseph and Claudia Bennett for the appraised value of \$7,680 plus the following fees: 3% assurance fee of \$230.40, deed fee of \$25, deed tax of \$25.34, recording fee of \$46, and appraisal fee of \$300, for a total of \$8,306.74, to be deposited into Fund 240 (Forfeited Tax Fund).

RESOLVED FURTHER, That the County Auditor may offer for sale at future auction the state tax forfeited lands described here if Joseph and Claudia Bennett do not purchase the land by March 31, 2016.



# Saint Louis County

Land and Minerals Dept. • [www.stlouiscountymn.gov](http://www.stlouiscountymn.gov) • [landdept@stlouiscountymn.gov](mailto:landdept@stlouiscountymn.gov)

**Mark Weber**  
Land Commissioner

October 2, 2015

Larry Bennett  
8028 Vinland St  
Duluth, MN 55810

**COPY**

Re: Parcel Codes: 010-0230-01680,-01710,-01750, Legal Description: LOTS 5 THRU 7, also LOTS 8 THRU 11, also LOT 12, BLOCK 44, BAY VIEW ADDITION TO DULUTH NO 2

Dear Mr. Bennett,

This letter serves to provide notice of approval of special legislation (2014 Minnesota Session Laws, Chapter 217, Section 28) to resolve an occupancy trespass on State of Minnesota tax forfeited land, and to inform you of the next step to resolving the yard/garden trespass situation.

An appraisal must be made in accordance with Minnesota Statutes, section 282.01, subdivision 3. The county has selected an independent appraiser. The appraiser selected is licensed and meets the minimal appraisal standards established under Minnesota Statutes, section 82B.03, to appraise the property to be sold. The cost of the appraisal shall be reimbursed to the county upon purchase. If you do not purchase the land, the county is responsible for the appraisal cost.

The opinion of value on LOTS 5 THRU 7, also LOTS 8 THRU 11, also, LOT 12, BLOCK 44, BAY VIEW ADDITION TO DULUTH NO 2 of land is:

\$7,680.00  
\$326.74 Fees  
\$300.00 Appraisal Cost  
**\$8,306.74 Total**

If you disagree with the appraised value, you may select an appraiser that meets the qualifications outlined in MN Statute §82B.03, to get a secondary appraisal. However, St. Louis County Land and Minerals must approve the appraiser that you use. You must give notice of the intent to object to the appraised value of the land and/or improvements, and which appraiser you intend to use, within ten (10) days of the date of receipt of this mailing or service of this letter. The reappraisal must be delivered to this department within 60 days of the date of this mailing or service, or the initial appraisal shall be conclusive. You are responsible for the costs of the reappraisal. Upon review of

Land Commissioner's Office  
320 West 2<sup>nd</sup> Street, GSC 208  
Duluth, MN 55802  
(218) 726-2606  
Fax: (218) 726-2600

Pike Lake Area Office  
5713 Old Miller Trunk Hwy  
Duluth, MN 55811  
(218) 625-3700  
Fax: (218) 625-3733

Virginia Area Office  
7820 Highway 135  
Virginia, MN 55792  
(218) 742-9898  
Fax: (218) 742-9870

*"Trust Lands, Managed For The People Of This County"*

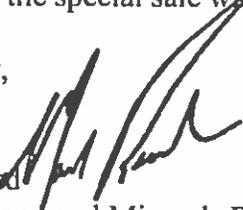
the second appraisal, any difference will be split between you and St. Louis County. This applies to a secondary opinion of value that may be greater than the initial appraisal.

The County may place the property up for sale if you do not purchase the land.

Any lands offered for sale could have additional unpaid assessments levied against the property. Before purchasing, a prospective buyer should consult the CITY OF DULUTH TREASURER'S OFFICE, with respect to any unpaid assessments that may exist. All improvements made by a municipality on a parcel after it has forfeited to the State of Minnesota shall be assessed against the property and paid for at the time of purchase (Laws of Minnesota, Chapter 282.Subd. 3).

If you choose to proceed with this transaction for the total price listed, please call me at (218)726-2606 and the special sale will be submitted to the County Board for approval.

Sincerely,



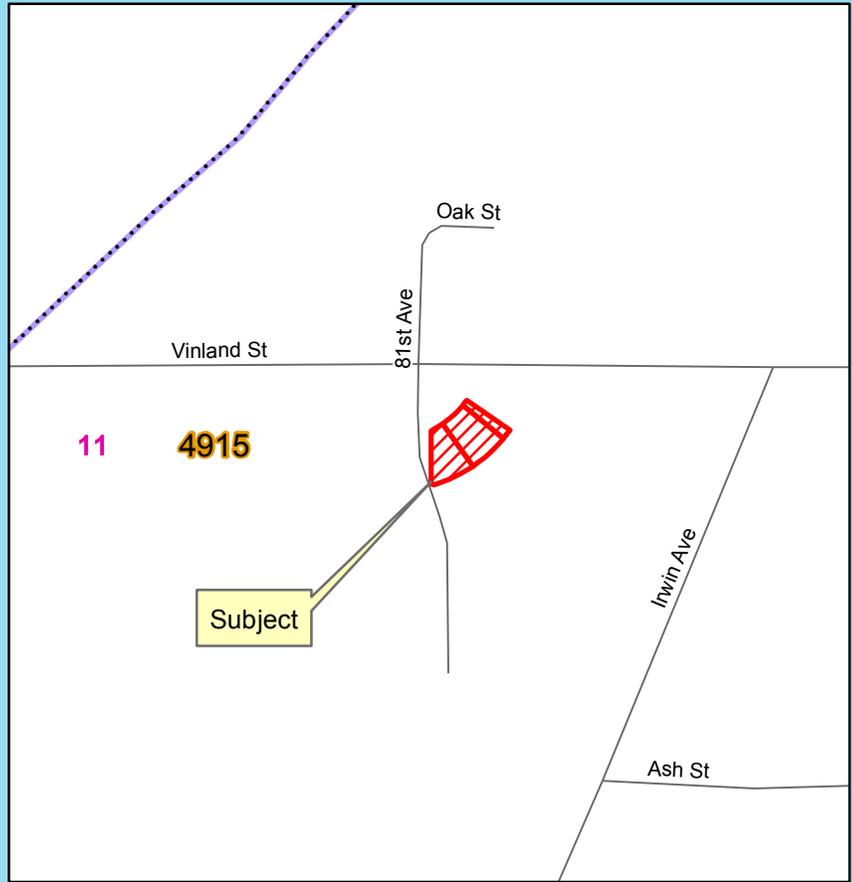
Mark Reed  
Deputy Land and Minerals Director



Legal : CITY OF DULUTH  
LOTS 5 THRU 12, BLOCK 44  
BAY VIEW ADDITION TO DULUTH  
NO 2

Parcel Code : 010-0230-01680,1710,  
1750

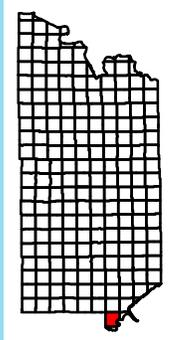
LDKEY : 100086,100087,100088



City of Duluth      Sec: 11 Twp: 49 Rng: 15

**Commissioner District # 3**

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

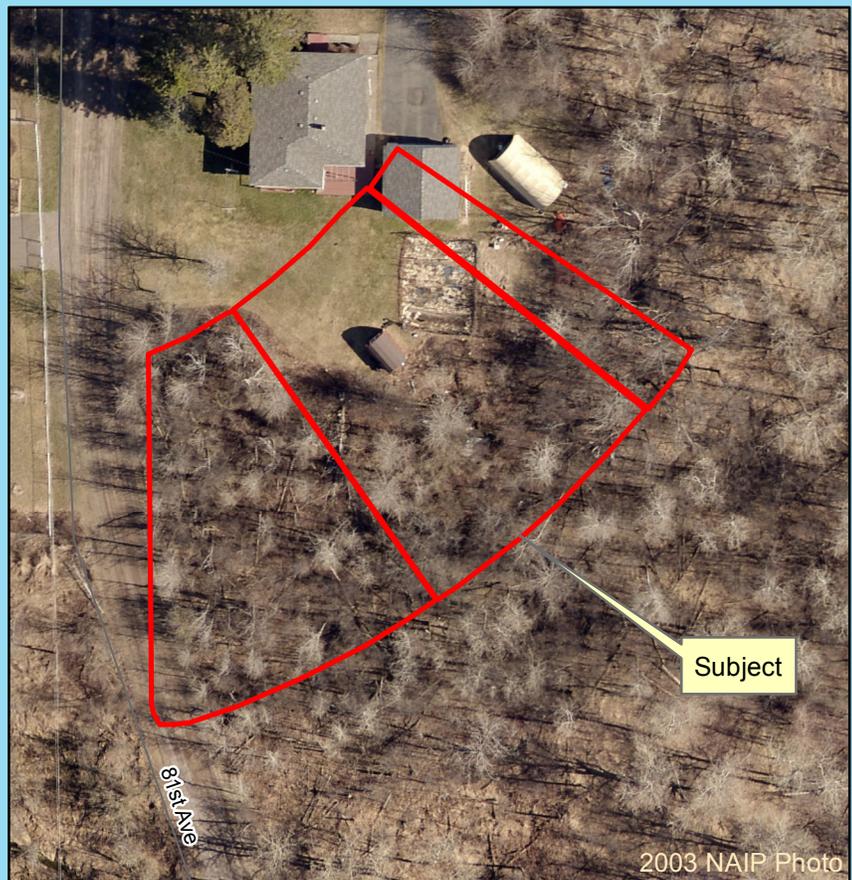


*St. Louis County, Minnesota*

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

**2014**





**RECOMMENDATION:**

It is recommended that the St. Louis County Board approve the private sale of these state tax forfeited lands. Funds from these sales are to be deposited into Fund 240 (Forfeited Tax Fund).

## Special Legislation Sales – Pohl

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

WHEREAS, Pursuant to Laws of Minnesota 2014, Chapter 217, Section 28, St. Louis County may sell by private sale the state tax forfeited lands described as;

Legal: S 13 FT FOR ST of LOT 10, BLOCK 4  
WOODLAND PARK 8TH DIVISION 1ST REARR DUL  
Parcel Code: 010-4710-00382

WHEREAS, The Land and Minerals Department recommends that the parcel to be sold 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, This parcel of land is 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 the parcel 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; and

WHEREAS, This parcel 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;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of state tax forfeited land, as described, to James and Judy Pohl for the appraised value of \$975 plus the following fees: 3% assurance fee of \$29.25, deed fee of \$25, deed tax of \$3.22, recording fee of \$46, and appraisal fee of \$300, for a total of \$1,378.47, to be deposited into Fund 240 (Forfeited Tax Fund).

RESOLVED FURTHER, That the County Auditor may offer for sale at future auction the state tax forfeited lands described here if James and Judy Pohl do not purchase the land by March 31, 2016.



# Saint Louis County

Land and Minerals Dept. • www.stlouiscountymn.gov • landdept@stlouiscountymn.gov

**Mark Weber**  
Land Commissioner

October 2, 2015

James Pohl  
321 E Owatonna St  
Duluth, MN 55803

**COPY**

Re: Parcel Code: 010-4710-00382, Legal Description: S 13 FT FOR ST, LOT 10, BLOCK 4, WOODLAND PARK 8<sup>TH</sup> DIVISION 1<sup>ST</sup> REARR DUL

Dear Mr. Pohl,

This letter serves to provide notice of approval of special legislation (2014 Minnesota Session Laws, Chapter 217, Section 28) to resolve an occupancy trespass on State of Minnesota tax forfeited land, and to inform you of the next step to resolving the driveway trespass situation.

An appraisal must be made in accordance with Minnesota Statutes, section 282.01, subdivision 3. The county has selected an independent appraiser. The appraiser selected is licensed and meets the minimal appraisal standards established under Minnesota Statutes, section 82B.03, to appraise the property to be sold. The cost of the appraisal shall be reimbursed to the county upon purchase. If you do not purchase the land, the county is responsible for the appraisal cost.

The opinion of value on the S 13 FT FOR ST, LOT 10, BLOCK 4, WOODLAND PARK 8<sup>TH</sup> DIVISION 1<sup>ST</sup> REARR DUL of land is:

\$975.00  
\$103.47 Fees  
\$300.00 Appraisal Cost  
**\$1,378.47 Total**

If you disagree with the appraised value, you may select an appraiser that meets the qualifications outlined in MN Statute §82B.03, to get a secondary appraisal. However, St. Louis County Land and Minerals must approve the appraiser that you use. You must give notice of the intent to object to the appraised value of the land and/or improvements, and which appraiser you intend to use, within ten (10) days of the date of receipt of this mailing or service of this letter. The reappraisal must be delivered to this department within 60 days of the date of this mailing or service, or the initial appraisal shall be conclusive. You are responsible for the costs of the reappraisal. Upon review of

Land Commissioner's Office  
320 West 2<sup>nd</sup> Street, GSC 208  
Duluth, MN 55802  
(218) 726-2606  
Fax: (218) 726-2600

Pike Lake Area Office  
5713 Old Miller Trunk Hwy  
Duluth, MN 55811  
(218) 625-3700  
Fax: (218) 625-3733

Virginia Area Office  
7820 Highway 135  
Virginia, MN 55792  
(218) 742-9898  
Fax: (218) 742-9870

*"Trust Lands, Managed For The People Of This County"*

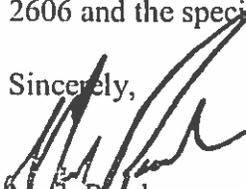
the second appraisal, any difference will be split between you and St. Louis County. This applies to a secondary opinion of value that may be greater than the initial appraisal.

The County may place the property up for sale if you do not purchase the land.

Any lands offered for sale could have additional unpaid assessments levied against the property. Before purchasing, a prospective buyer should consult the CITY OF DULUTH TREASURER'S OFFICE, with respect to any unpaid assessments that may exist. All improvements made by a municipality on a parcel after it has forfeited to the State of Minnesota shall be assessed against the property and paid for at the time of purchase (Laws of Minnesota, Chapter 282.Subd. 3).

If you choose to proceed with this transaction for the total price listed, please call me at (218)726-2606 and the special sale will be submitted to the County Board for approval.

Sincerely,



Mark Reed

Deputy Land and Minerals Director



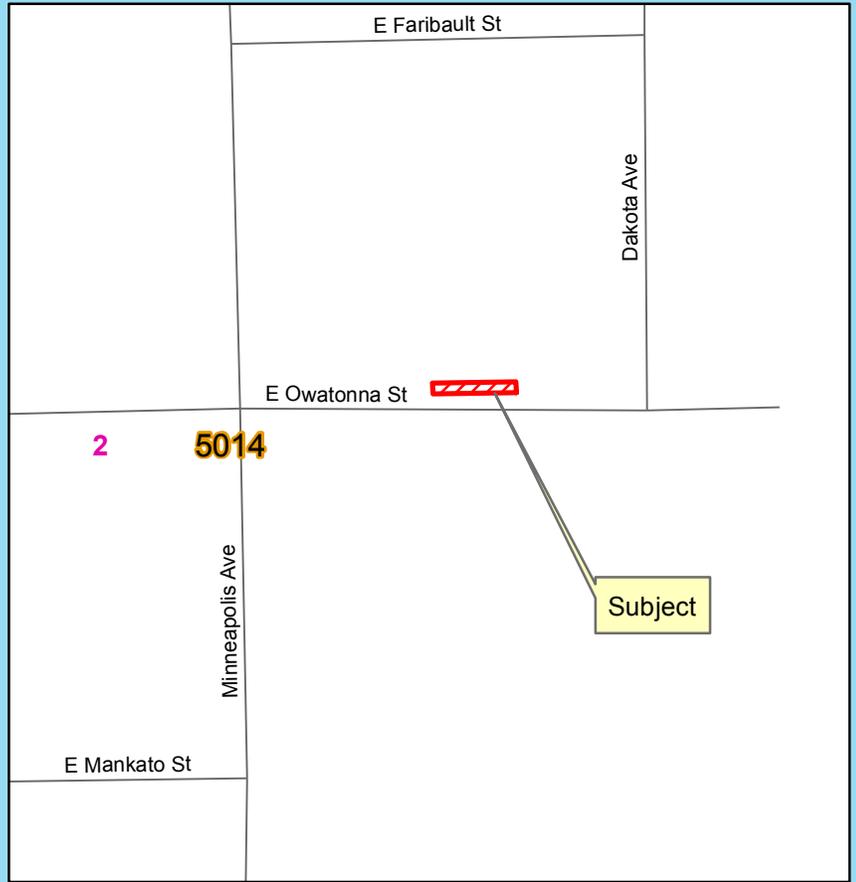
# St. Louis County Land & Minerals Department Tax Forfeited Land Sales

## Special Sale

Legal : CITY OF DULUTH  
S 13 FT FOR ST of LOT 10,  
BLOCK 4, WOODLAND PARK  
8TH DIVISION 1ST REARR DULUTH

Parcel Code : 010-4710-00382

LDKEY : 104771

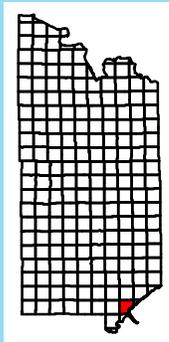


City of Duluth

Sec: 2 Twp: 50 Rng: 14

### Commissioner District # 2

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



St. Louis County, Minnesota

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

2014



2003 NAIP Photo

## Special Legislation Sales – Bronniche

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

WHEREAS, Pursuant to Laws of Minnesota 2014, Chapter 217, Section 28, St. Louis County may sell by private sale the state tax forfeited lands described as;

Legal: N 13 FT of LOT 3, BLOCK 5  
WOODLAND PARK 8TH DIVISION 1ST REARR DUL  
Parcel Code: 010-4710-00450

WHEREAS, The Land and Minerals Department recommends that the parcel to be sold 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, This parcel of land is 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 the parcel 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; and

WHEREAS, This parcel 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;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of state tax forfeited land, as described, to Clifford and Terry Bronniche for the appraised value of \$975 plus the following fees: 3% assurance fee of \$29.25, deed fee of \$25, deed tax of \$3.22, recording fee of \$46, and appraisal fee of \$300, for a total of \$1,378.47, to be deposited into Fund 240 (Forfeited Tax Fund).

RESOLVED FURTHER, That the County Auditor may offer for sale at future auction the state tax forfeited lands described here if Clifford and Terry Bronniche do not purchase the land by March 31, 2016.



# Saint Louis County

Land and Minerals Dept. • [www.stlouiscountymn.gov](http://www.stlouiscountymn.gov) • [landdept@stlouiscountymn.gov](mailto:landdept@stlouiscountymn.gov)

**Mark Weber**  
Land Commissioner

October 2, 2015

Clifford Bronniche  
314 E Owatonna St  
Duluth, MN 55803

**COPY**

Re: Parcel Code: 010-4710-00450, Legal Description: N 13 FT, LOT 3, BLOCK 5, WOODLAND PARK 8<sup>TH</sup> DIVISION 1<sup>ST</sup> REARR DUL

Dear Mr. Bronniche,

This letter serves to provide notice of approval of special legislation (2014 Minnesota Session Laws, Chapter 217, Section 28) to resolve an occupancy trespass on State of Minnesota tax forfeited land, and to inform you of the next step to resolving the driveway trespass situation.

An appraisal must be made in accordance with Minnesota Statutes, section 282.01, subdivision 3. The county has selected an independent appraiser. The appraiser selected is licensed and meets the minimal appraisal standards established under Minnesota Statutes, section 82B.03, to appraise the property to be sold. The cost of the appraisal shall be reimbursed to the county upon purchase. If you do not purchase the land, the county is responsible for the appraisal cost.

The opinion of value on the N 13FT, LOT 3, BLOCK 5, WOODLAND PARK 8<sup>TH</sup> DIVISION 1<sup>ST</sup> REARR DUL of land is:

\$975.00  
\$103.47 Fees  
\$300.00 Appraisal Cost  
**\$1,378.47**

If you disagree with the appraised value, you may select an appraiser that meets the qualifications outlined in MN Statute §82B.03, to get a secondary appraisal. However, St. Louis County Land and Minerals must approve the appraiser that you use. You must give notice of the intent to object to the appraised value of the land and/or improvements, and which appraiser you intend to use, within ten (10) days of the date of receipt of this mailing or service of this letter. The reappraisal must be delivered to this department within 60 days of the date of this mailing or service, or the initial appraisal shall be conclusive. You are responsible for the costs of the reappraisal. Upon review of

Land Commissioner's Office  
320 West 2<sup>nd</sup> Street, GSC 208  
Duluth, MN 55802  
(218) 726-2606  
Fax: (218) 726-2600

Pike Lake Area Office  
5713 Old Miller Trunk Hwy  
Duluth, MN 55811  
(218) 625-3700  
Fax: (218) 625-3733

Virginia Area Office  
7820 Highway 135  
Virginia, MN 55792  
(218) 742-9898  
Fax: (218) 742-9870

*"Trust Lands, Managed For The People Of This County"*

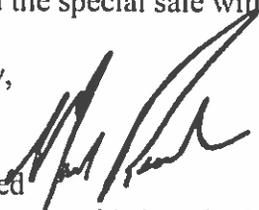
the second appraisal, any difference will be split between you and St. Louis County. This applies to a secondary opinion of value that may be greater than the initial appraisal.

The County may place the property up for sale if you do not purchase the land.

Any lands offered for sale could have additional unpaid assessments levied against the property. Before purchasing, a prospective buyer should consult the CITY OF DULUTH TREASURER'S OFFICE, with respect to any unpaid assessments that may exist. All improvements made by a municipality on a parcel after it has forfeited to the State of Minnesota shall be assessed against the property and paid for at the time of purchase (Laws of Minnesota, Chapter 282.Subd. 3).

If you choose to proceed with this transaction for the total price listed, please call me at (218)726-2606 and the special sale will be submitted to the County Board for approval.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark Reed', is written over the typed name.

Mark Reed  
Deputy Land and Minerals Director



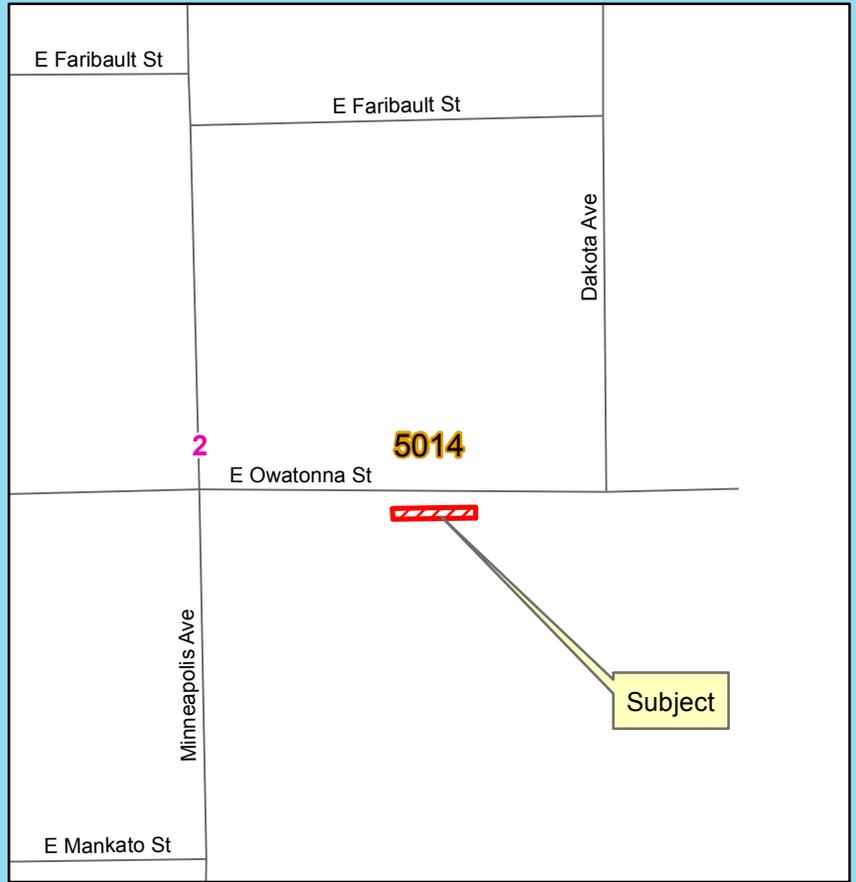
# St. Louis County Land & Minerals Department Tax Forfeited Land Sales

## Special Sale

Legal : CITY OF DULUTH  
N 13 FT of LOT 3, BLOCK 5  
WOODLAND PARK 8TH DIVISION  
1ST REARR DUL

Parcel Code : 010-4710-00450

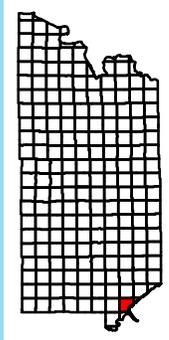
LDKEY : 104772



City of Duluth      Sec: 2 Twp: 50 Rng: 14

### Commissioner District # 2

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

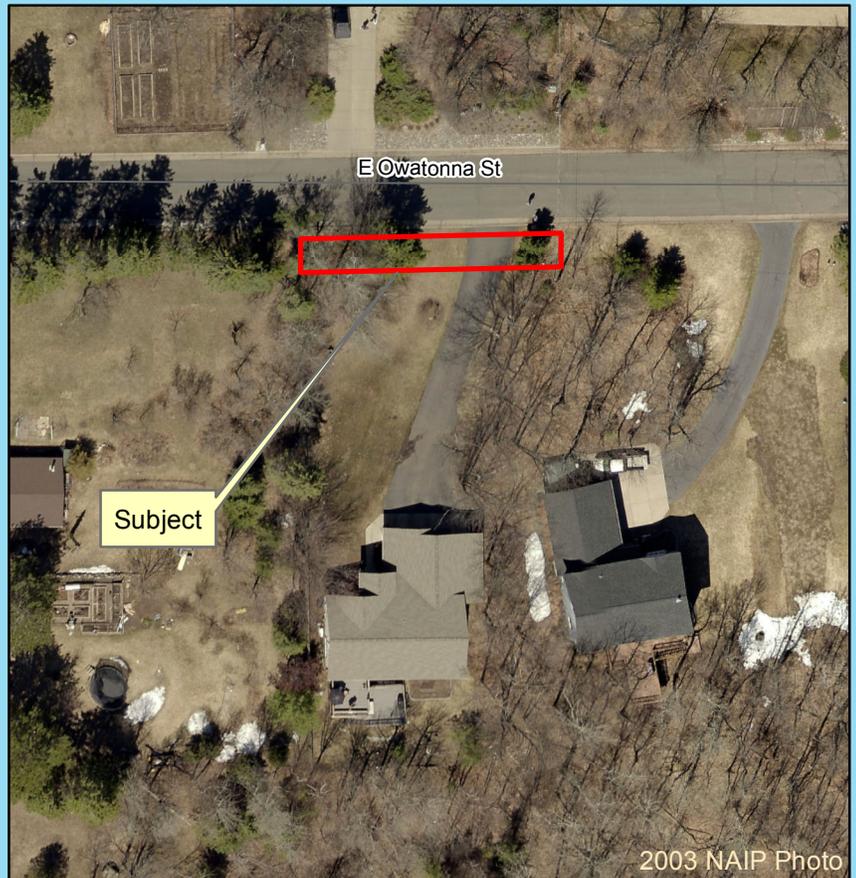


St. Louis County, Minnesota

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

2014



2003 NAIP Photo

## Special Legislation Sales – Cole

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

WHEREAS, Pursuant to Laws of Minnesota 2014, Chapter 217, Section 28, St. Louis County may sell by private sale the state tax forfeited lands described as;

Legal: LOTS 49 THRU 63 ODD NUMBERED LOTS INC PART OF VAC 4TH  
AVE W ADJ TO LOT 63, BLOCK 178 also LOTS 50 AND 52, BLOCK 178 also  
LOTS 39 THRU 45 ODD NUMBERED LOTS, BLOCK 179  
DULUTH PROPER THIRD DIVISION  
Parcel Codes: 010-1350-15770,15850,15950

WHEREAS, These parcels have been classified as non-conservation as provided for in Minn. Stat. Chapter 282.01; and

WHEREAS, These parcels of land have 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;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of state tax forfeited land, as described, to Ethan and Laura Cole for the appraised value of \$22,660 plus the following fees: 3% assurance fee of \$679.80, deed fee of \$25, deed tax of \$74.78, recording fee of \$46, and appraisal fee of \$300, for a total of \$23,785.58, to be deposited into Fund 240 (Forfeited Tax Fund).

RESOLVED FURTHER, That the County Auditor may offer for sale at future auction the state tax forfeited lands described here if Ethan and Laura Cole do not purchase the land by March 31, 2016.



# Saint Louis County

Land and Minerals Dept. • www.stlouiscountymn.gov • landdept@stlouiscountymn.gov

**Mark Weber**  
Land Commissioner

October 2, 2015

Ethan Cole  
224 W 13<sup>th</sup> St  
Duluth, MN 55806

**COPY**

Re: Parcel Code: 010-1350-15770,-15850,-15950, Legal Description: LOTS 49 THRU 63 ODD NUMBERED LOTS INC PART OF VAC 4<sup>TH</sup> AVE W ADJ TO LOT 63, BLOCK 178, also LOTS 50 AND 52, BLOCK 178, also LOTS 39 THRU 45 ODD NUMBERED LOTS, BLOCK 179, DULUTH PROPER THIRD DIVISION

Dear Mr. Cole,

This letter serves to provide notice of approval of special legislation (2014 Minnesota Session Laws, Chapter 217, Section 28) to resolve an occupancy trespass on State of Minnesota tax forfeited land, and to inform you of the next step to resolving the yard trespass and septic situation.

An appraisal must be made in accordance with Minnesota Statutes, section 282.01, subdivision 3. The county has selected an independent appraiser. The appraiser selected is licensed and meets the minimal appraisal standards established under Minnesota Statutes, section 82B.03, to appraise the property to be sold. The cost of the appraisal shall be reimbursed to the county upon purchase. If you do not purchase the land, the county is responsible for the appraisal cost.

The opinion of value on : LOTS 49 THRU 63 ODD NUMBERED LOTS INC PART OF VAC 4<sup>TH</sup> AVE W ADJ TO LOT 63, BLOCK 178, also LOTS 50 AND 52, BLOCK 178, also LOTS 39 THRU 45 ODD NUMBERED LOTS, BLOCK 179, DULUTH PROPER THIRD DIVISION of land is:

\$22,660.00  
\$825.58 Fees  
\$300.00 Appraisal Cost  
**\$23,785.58 Total**

If you disagree with the appraised value, you may select an appraiser that meets the qualifications outlined in MN Statute §82B.03, to get a secondary appraisal. However, St. Louis County Land and Minerals must approve the appraiser that you use. You must give notice of the intent to object to the appraised value of the land and/or improvements, and which appraiser you intend to use, within ten

Land Commissioner's Office  
320 West 2<sup>nd</sup> Street, GSC 208  
Duluth, MN 55802  
(218) 726-2606  
Fax: (218) 726-2600

Pike Lake Area Office  
5713 Old Miller Trunk Hwy  
Duluth, MN 55811  
(218) 625-3700  
Fax: (218) 625-3733

Virginia Area Office  
7820 Highway 135  
Virginia, MN 55792  
(218) 742-9898  
Fax: (218) 742-9870

*"Trust Lands, Managed For The People Of This County"*

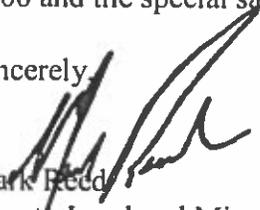
(10) days of the date of receipt of this mailing or service of this letter. The reappraisal must be delivered to this department within 60 days of the date of this mailing or service, or the initial appraisal shall be conclusive. You are responsible for the costs of the reappraisal. Upon review of the second appraisal, any difference will be split between you and St. Louis County. This applies to a secondary opinion of value that may be greater than the initial appraisal.

The County may place the property up for sale if you do not purchase the land.

Any lands offered for sale could have additional unpaid assessments levied against the property. Before purchasing, a prospective buyer should consult the CITY OF DULUTH TREASURER'S OFFICE, with respect to any unpaid assessments that may exist. All improvements made by a municipality on a parcel after it has forfeited to the State of Minnesota shall be assessed against the property and paid for at the time of purchase (Laws of Minnesota, Chapter 282.Subd. 3).

If you choose to proceed with this transaction for the total price listed, please call me at (218)726-2606 and the special sale will be submitted to the County Board for approval.

Sincerely,



Mark Reedy

Deputy Land and Minerals Director



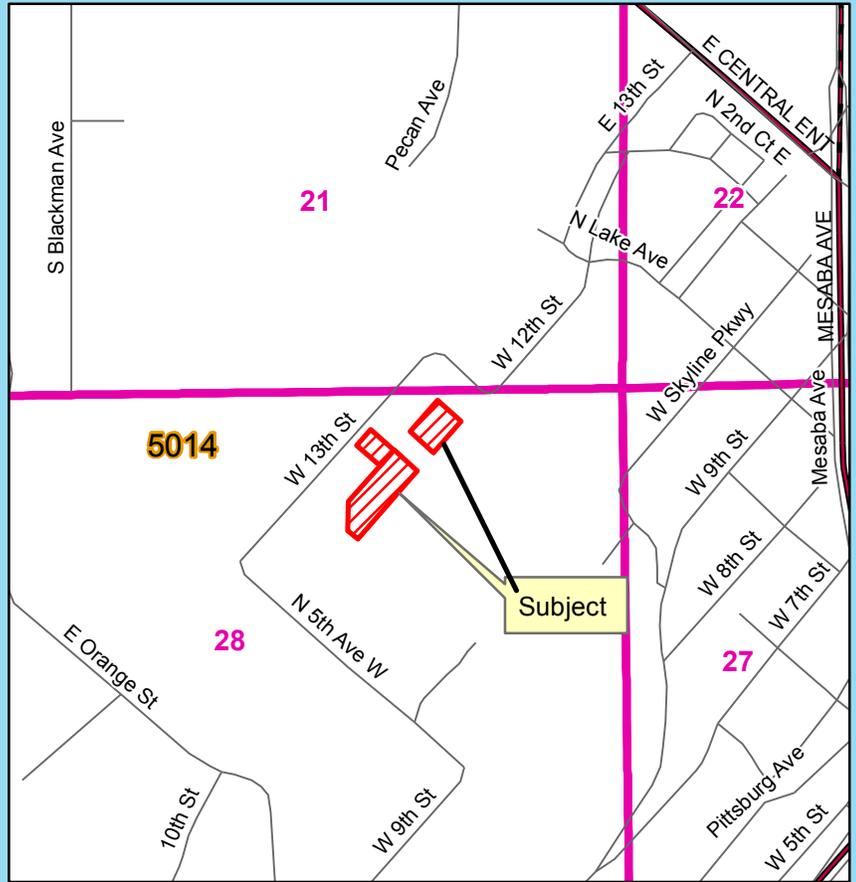
# St. Louis County Land & Minerals Department Tax Forfeited Land Sales

## Special Sale

Legal : CITY OF DULUTH  
LOTS 49 THRU 63 ODD NUMBERED  
LOTS INC PART OF VAC 4TH AVE W  
ADJ TO LOT 63 also LOTS 50 AND 52,  
BLOCK 178 also LOTS 39 THRU 45  
ODD NUMBERED LOTS, BLOCK 179  
DULUTH PROPER THIRD DIVISION

Parcel Code : 010-1350-15770,15850,  
15950

LDKEY : 100860,100861,100864

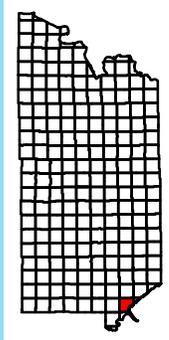


City of Duluth

Sec: 28 Twp: 50 Rng: 14

### Commissioner District # 1

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



St. Louis County, Minnesota

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

2014



2003 NAIP Photo



## Special Legislation Sales - Wodny

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

WHEREAS, Pursuant to Laws of Minnesota 2014, Chapter 217, Section 28, St. Louis County may sell by private sale the state tax forfeited lands described as;

Legal: N 13 FT of LOT 4, BLOCK 5  
WOODLAND PARK 8TH DIVISION 1ST REARR DUL  
Parcel Code: 010-4710-00460

WHEREAS, The Land and Minerals Department recommends that the parcel to be sold 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, This parcel of land is 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 the parcel 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; and

WHEREAS, This parcel 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;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of state tax forfeited land, as described, to John and Tammy Wodny for the appraised value of \$975 plus the following fees: 3% assurance fee of \$29.25, deed fee of \$25, deed tax of \$3.22, recording fee of \$46, and appraisal fee of \$300, for a total of \$1,378.47, to be deposited into Fund 240 (Forfeited Tax Fund).

RESOLVED FURTHER, That the County Auditor may offer for sale at future auction the state tax forfeited lands described here if John and Tammy Wodny do not purchase the land by March 31, 2016.



# Saint Louis County

Land and Minerals Dept. • [www.stlouiscountymn.gov](http://www.stlouiscountymn.gov) • [landdept@stlouiscountymn.gov](mailto:landdept@stlouiscountymn.gov)

**Mark Weber**  
Land Commissioner

October 2, 2015

John Wodny  
320 E Owatonna St  
Duluth, MN 55803

**COPY**

Re: Parcel Code: 010-4710-00460, Legal Description: N 13 FT, LOT 4, BLOCK 5, WOODLAND PARK 8<sup>TH</sup> DIVISION 1<sup>ST</sup> REARR DUL

Dear Mr. Wodny,

This letter serves to provide notice of approval of special legislation (2014 Minnesota Session Laws, Chapter 217, Section 28) to resolve an occupancy trespass on State of Minnesota tax forfeited land, and to inform you of the next step to resolving the driveway trespass situation.

An appraisal must be made in accordance with Minnesota Statutes, section 282.01, subdivision 3. The county has selected an independent appraiser. The appraiser selected is licensed and meets the minimal appraisal standards established under Minnesota Statutes, section 82B.03, to appraise the property to be sold. The cost of the appraisal shall be reimbursed to the county upon purchase. If you do not purchase the land, the county is responsible for the appraisal cost.

The opinion of value on the N 13 FT, LOT 4, BLOCK 5, WOODLAND PARK 8<sup>TH</sup> DIVISION 1<sup>ST</sup> REARR DUL of land is:

\$975.00  
\$103.47 Fees  
\$300.00 Appraisal Cost  
**\$1,378.47 Total**

If you disagree with the appraised value, you may select an appraiser that meets the qualifications outlined in MN Statute §82B.03, to get a secondary appraisal. However, St. Louis County Land and Minerals must approve the appraiser that you use. You must give notice of the intent to object to the appraised value of the land and/or improvements, and which appraiser you intend to use, within ten (10) days of the date of receipt of this mailing or service of this letter. The reappraisal must be delivered to this department within 60 days of the date of this mailing or service, or the initial appraisal shall be conclusive. You are responsible for the costs of the reappraisal. Upon review of

Land Commissioner's Office  
320 West 2<sup>nd</sup> Street, GSC 208  
Duluth, MN 55802  
(218) 726-2606  
Fax: (218) 726-2600

Pike Lake Area Office  
5713 Old Miller Trunk Hwy  
Duluth, MN 55811  
(218) 625-3700  
Fax: (218) 625-3733

Virginia Area Office  
7820 Highway 135  
Virginia, MN 55792  
(218) 742-9898  
Fax: (218) 742-9870

*"Trust Lands, Managed For The People Of This County"*

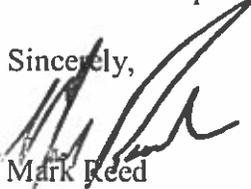
the second appraisal, any difference will be split between you and St. Louis County. This applies to a secondary opinion of value that may be greater than the initial appraisal.

The County may place the property up for sale if you do not purchase the land.

Any lands offered for sale could have additional unpaid assessments levied against the property. Before purchasing, a prospective buyer should consult the CITY OF DULUTH TREASURER'S OFFICE, with respect to any unpaid assessments that may exist. All improvements made by a municipality on a parcel after it has forfeited to the State of Minnesota shall be assessed against the property and paid for at the time of purchase (Laws of Minnesota, Chapter 282.Subd. 3).

If you choose to proceed with this transaction for the total price listed, please call me at (218)726-2606 and the special sale will be submitted to the County Board for approval.

Sincerely,



Mark Reed  
Deputy Land and Minerals Director



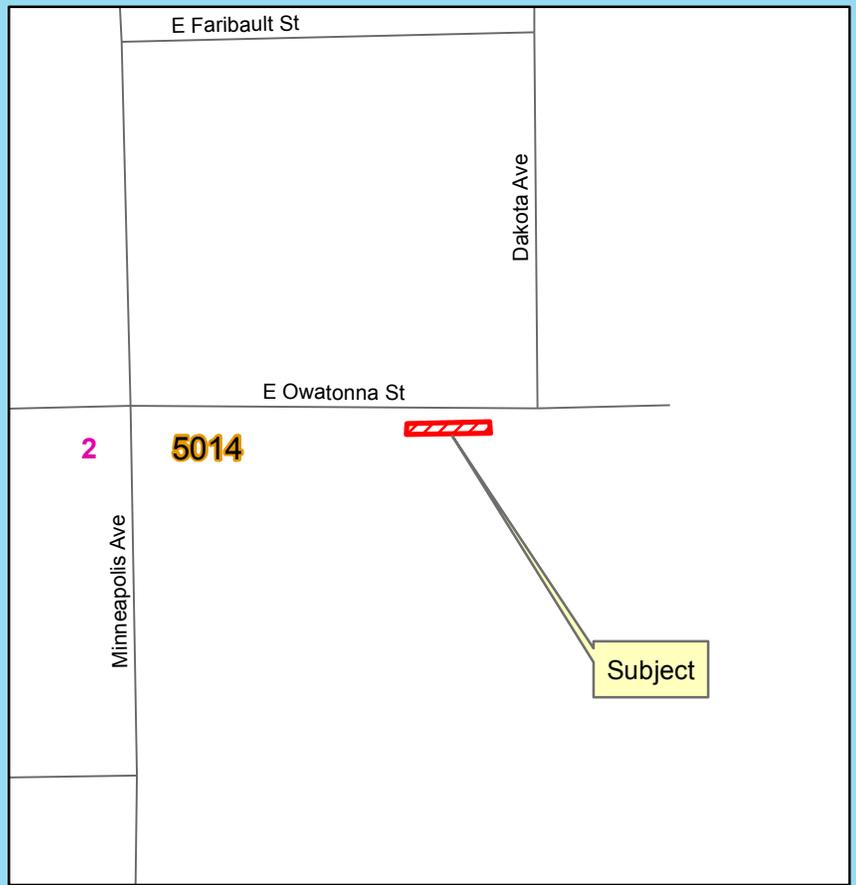
# St. Louis County Land & Minerals Department Tax Forfeited Land Sales

## Special Sale

Legal : CITY OF DULUTH  
N 13 FT of LOT 4, BLOCK 5  
WOODLAND PARK 8TH DIVISION  
1ST REARR DULUTH

Parcel Code : 010-4710-00460

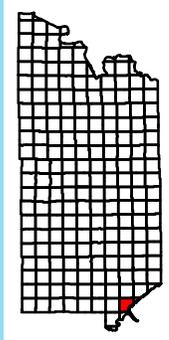
LDKEY : 104773



City of Duluth      Sec: 2 Twp: 50 Rng: 14

### Commissioner District # 2

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

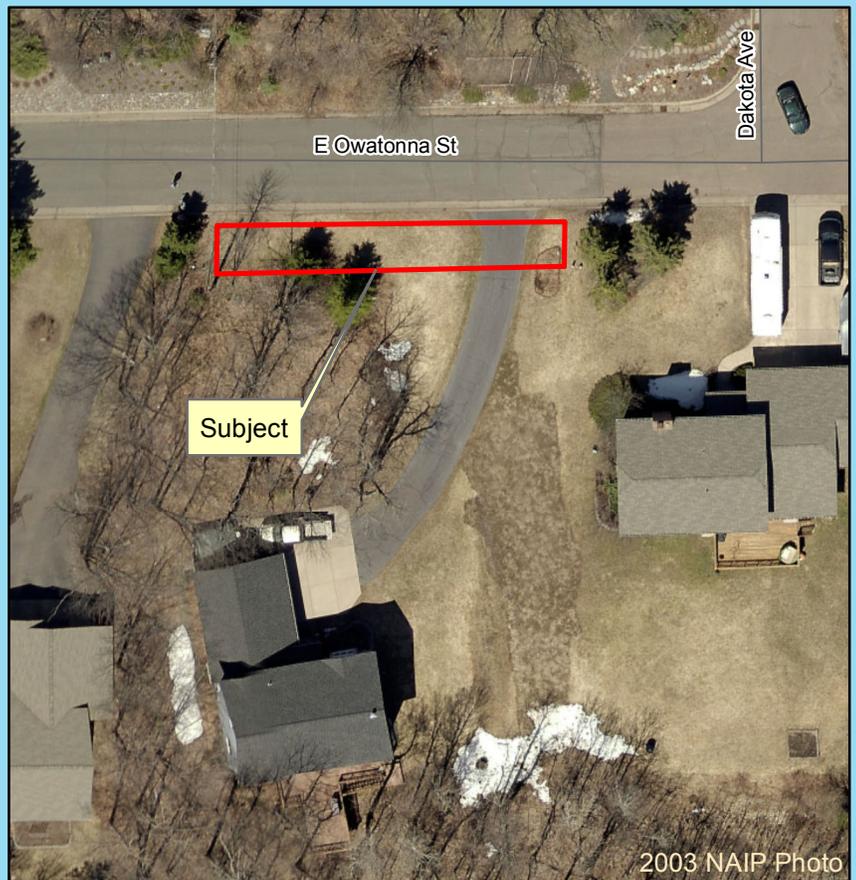


St. Louis County, Minnesota

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

2014



2003 NAIP Photo

## Special Legislation Sales - Minnesota Power

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

WHEREAS, Pursuant to Laws of Minnesota 2014, Chapter 217, Section 28, St. Louis County may sell by private sale the state tax forfeited lands described as;

Legal: THAT PART OF LOT 11 BEGINING AT SW CORNER OF SIAD LOT  
THENCE NE ALONG S LINE .20 FT THENCE LEFT 89 DEG 57 MIN 42 SEC  
140.01 FT TO PT ON N LINE OF LOT 11 .12FT E OF NW CORNER THENCE  
SW TO NW CORNER THENCE SE ALONG W LINE 140.01 FT TO PT OF BEG  
DULUTH PROPER 1ST DIVISION WEST SUPERIOR  
Parcel Code: 010-0920-00125

WHEREAS, The Land and Minerals Department recommends that the parcel to be sold 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, This parcel of land is 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 the parcel 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; and

WHEREAS, This parcel 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;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of state tax forfeited land, as described, to Minnesota Power for the appraised value of \$19,800 plus the following fees: 3% assurance fee of \$594, deed fee of \$25, deed tax of \$65.34, recording fee of \$46, and appraisal fee of \$350, for a total of \$20,880.34, to be deposited into Fund 240 (Forfeited Tax Fund).

RESOLVED FURTHER, That the County Auditor may offer for sale at future auction the state tax forfeited lands described here if Minnesota Power does not purchase the land by March 31, 2016.



# Saint Louis County

Land and Minerals Dept. • www.stlouiscountymn.gov • landdept@stlouiscountymn.gov

**Mark Weber**  
Land Commissioner

October 2, 2015

**COPY**

Minnesota Power  
30 W Superior St  
Duluth, MN 55802

Re: Parcel Code: 010-0920-00125, Legal Description: THAT PART OF LOT 11 BEGINNING AT SW CORNER OF SIAD LOT THENCE NE ALONG S LINE .20 FT THENCE LEFT 89 DEG 57 MIN 42 SEC 140.01 FT TO PT ON N LINE OF LOT 11. 12 FT E OF NW CORNER THENCE SW TO NW CORNER THENCE SE ALONG W LINE 140.01 FT TO PT OF BEG, DULUTH PROPER 1<sup>ST</sup> DIVISION WEST SUPERIOR

Dear Property Owner,

This letter serves to provide notice of approval of special legislation (2014 Minnesota Session Laws, Chapter 217, Section 28) to resolve an occupancy trespass on State of Minnesota tax forfeited land, and to inform you of the next step to resolving the structure trespass situation.

An appraisal must be made in accordance with Minnesota Statutes, section 282.01, subdivision 3. The county has selected an independent appraiser. The appraiser selected is licensed and meets the minimal appraisal standards established under Minnesota Statutes, section 82B.03, to appraise the property to be sold. The cost of the appraisal shall be reimbursed to the county upon purchase. If you do not purchase the land, the county is responsible for the appraisal cost.

The opinion of value on THAT PART OF LOT 11 BEGINNING AT SW CORNER OF SIAD LOT THENCE NE ALONG S LINE .20 FT THENCE LEFT 89 DEG 57 MIN 42 SEC 140.01 FT TO PT ON N LINE OF LOT 11. 12 FT E OF NW CORNER THENCE SW TO NW CORNER THENCE SE ALONG W LINE 140.01 FT TO PT OF BEG, DULUTH PROPER 1<sup>ST</sup> DIVISION WEST SUPERIOR of land is:

\$19,800.00  
\$730.34 Fees  
\$350.00 Appraisal Cost  
**\$20,880.34 Total**

Land Commissioner's Office  
320 West 2<sup>nd</sup> Street, GSC 208  
Duluth, MN 55802  
(218) 726-2606  
Fax: (218) 726-2600

Pike Lake Area Office  
5713 Old Miller Trunk Hwy  
Duluth, MN 55811  
(218) 625-3700  
Fax: (218) 625-3733

Virginia Area Office  
7820 Highway 135  
Virginia, MN 55792  
(218) 742-9898  
Fax: (218) 742-9870

*"Trust Lands, Managed For The People Of This County"*

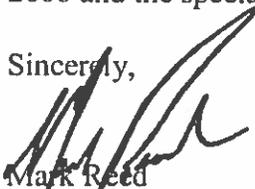
If you disagree with the appraised value, you may select an appraiser that meets the qualifications outlined in MN Statute §82B.03, to get a secondary appraisal. However, St. Louis County Land and Minerals must approve the appraiser that you use. You must give notice of the intent to object to the appraised value of the land and/or improvements, and which appraiser you intend to use, within ten (10) days of the date of receipt of this mailing or service of this letter. The reappraisal must be delivered to this department within 60 days of the date of this mailing or service, or the initial appraisal shall be conclusive. You are responsible for the costs of the reappraisal. Upon review of the second appraisal, any difference will be split between you and St. Louis County. This applies to a secondary opinion of value that may be greater than the initial appraisal.

The County may place the property up for sale if you do not purchase the land.

Any lands offered for sale could have additional unpaid assessments levied against the property. Before purchasing, a prospective buyer should consult the CITY OF DULUTH TREASURER'S OFFICE, with respect to any unpaid assessments that may exist. All improvements made by a municipality on a parcel after it has forfeited to the State of Minnesota shall be assessed against the property and paid for at the time of purchase (Laws of Minnesota, Chapter 282.Subd. 3).

If you choose to proceed with this transaction for the total price listed, please call me at (218)726-2606 and the special sale will be submitted to the County Board for approval.

Sincerely,



Mark Reed

Deputy Land and Minerals Director



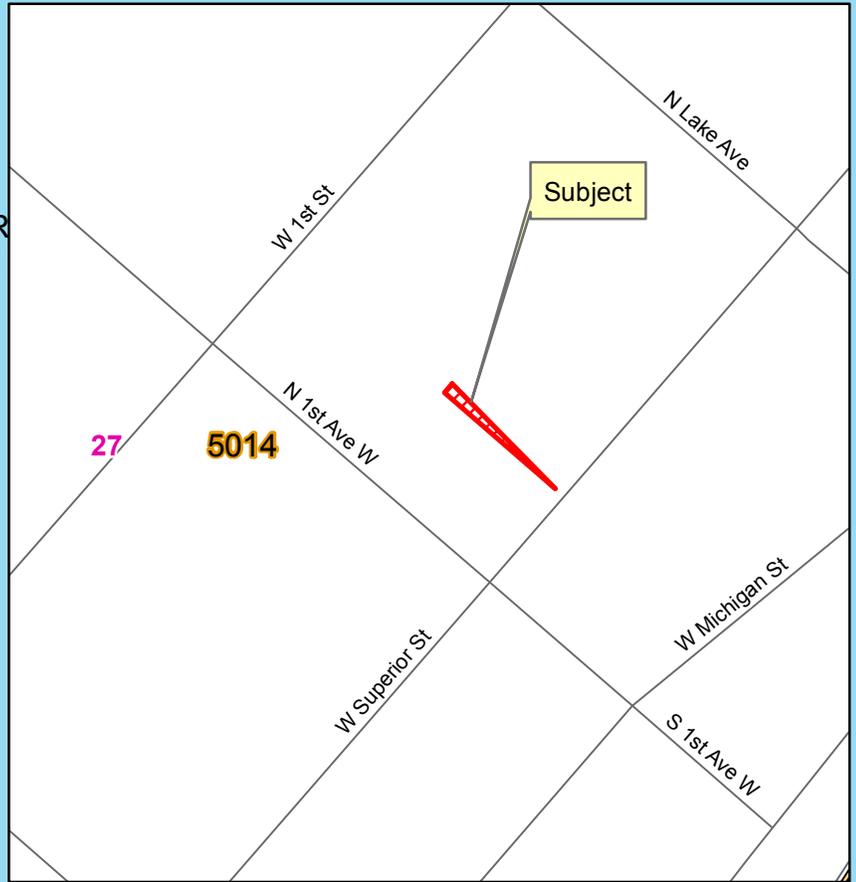
# St. Louis County Land & Minerals Department Tax Forfeited Land Sales

## Special Sale

Legal : CITY OF DULUTH  
THAT PART OF LOT 11 BEGINING AT SW  
CORNER OF SAID LOT THENCE NE  
ALONG S LINE .20 FT THENCE LEFT 89  
DEG 57 MIN 42 SEC 140.01 FT TO PT ON  
N LINE OF LOT 11 .12FT E OF NW CORNER  
THENCE SW TO NW CORNER THENCE SE  
ALONG W LINE 140.01 FT TO PT OF BEG,  
DULUTH PROPER 1ST DIVISION WEST  
SUPERIOR

Parcel Code : 010-0920-00125

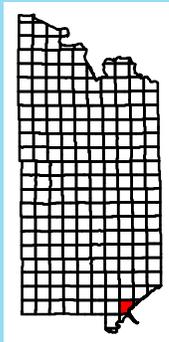
LDKEY : 100613



City of Duluth      Sec: 27 Twp: 50 Rng: 14

### Commissioner District # 1

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



St. Louis County, Minnesota

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

2014



2003 NAIP Photo

## Special Legislation Sales - Lukkassor

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

WHEREAS, Pursuant to Laws of Minnesota 2014, Chapter 217, Section 28, St. Louis County may sell by private sale the state tax forfeited lands described as;

Legal: E 10 FT OF S 63 FT OF LOT 11 AND E 12 1/2 FT OF N 37 FT OF LOT  
11, BLOCK 16  
WEST PARK DIVISION OF DULUTH  
Parcel Code: 010-4570-01735

WHEREAS, This parcel has been classified as non-conservation as provided for in Minn. Stat. Chapter 282.01; and

WHEREAS, This parcel 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;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of state tax forfeited land, as described, to Oscar Lukkassor for the appraised value of \$273 plus the following fees: 3% assurance fee of \$8.19, deed fee of \$25, deed tax of \$1.65, recording fee of \$66, and appraisal fee of \$300, for a total of \$673.84, to be deposited into Fund 240 (Forfeited Tax Fund).

RESOLVED FURTHER, That the County Auditor may offer for sale at future auction the state tax forfeited lands described here if Oscar Lukkassor does not purchase the land by March 31, 2016.



# Saint Louis County

Land and Minerals Dept. • [www.stlouiscountymn.gov](http://www.stlouiscountymn.gov) • [landdept@stlouiscountymn.gov](mailto:landdept@stlouiscountymn.gov)

**Mark Weber**  
Land Commissioner

October 2, 2015

Gregory Enright  
4402 Norwood St  
Duluth, MN 55804

**COPY**

Re: Parcel Code: 010-4570-01735, Legal Description: E 10 FT OF S 63 FT OF LOT 11 AND E 12 ½ FT OF N 37 FT OF LOT 11, BLOCK 16, WEST PARK DIVISION OF DULUTH

Dear Mr. Enright,

This letter serves to provide notice of approval of special legislation (2014 Minnesota Session Laws, Chapter 217, Section 28) to resolve an occupancy trespass on State of Minnesota tax forfeited land, and to inform you of the next step to resolving the structure trespass situation.

An appraisal must be made in accordance with Minnesota Statutes, section 282.01, subdivision 3. The county has selected an independent appraiser. The appraiser selected is licensed and meets the minimal appraisal standards established under Minnesota Statutes, section 82B.03, to appraise the property to be sold. The cost of the appraisal shall be reimbursed to the county upon purchase. If you do not purchase the land, the county is responsible for the appraisal cost.

The opinion of value on the E 10 FT OF S 63 FT OF LOT 11 AND E 12 ½ FT OF N 37 FT OF LOT 11, BLOCK 16, WEST PARK DIVISION OF DULUTH of land is:

\$273.00  
\$100.84 Fees  
\$300.00 Appraisal Cost  
**\$673.84 Total**

If you disagree with the appraised value, you may select an appraiser that meets the qualifications outlined in MN Statute §82B.03, to get a secondary appraisal. However, St. Louis County Land and Minerals must approve the appraiser that you use. You must give notice of the intent to object to the appraised value of the land and/or improvements, and which appraiser you intend to use, within ten (10) days of the date of receipt of this mailing or service of this letter. The reappraisal must be delivered to this department within 60 days of the date of this mailing or service, or the initial appraisal shall be conclusive. You are responsible for the costs of the reappraisal. Upon review of

Land Commissioner's Office  
320 West 2<sup>nd</sup> Street, GSC 208  
Duluth, MN 55802  
(218) 726-2606  
Fax: (218) 726-2600

Pike Lake Area Office  
5713 Old Miller Trunk Hwy  
Duluth, MN 55811  
(218) 625-3700  
Fax: (218) 625-3733

Virginia Area Office  
7820 Highway 135  
Virginia, MN 55792  
(218) 742-9898  
Fax: (218) 742-9870

*"Trust Lands, Managed For The People Of This County"*

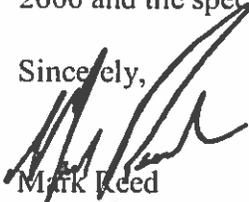
the second appraisal, any difference will be split between you and St. Louis County. This applies to a secondary opinion of value that may be greater than the initial appraisal.

The County may place the property up for sale if you do not purchase the land.

Any lands offered for sale could have additional unpaid assessments levied against the property. Before purchasing, a prospective buyer should consult the CITY OF DULUTH TREASURER'S OFFICE, with respect to any unpaid assessments that may exist. All improvements made by a municipality on a parcel after it has forfeited to the State of Minnesota shall be assessed against the property and paid for at the time of purchase (Laws of Minnesota, Chapter 282.Subd. 3).

If you choose to proceed with this transaction for the total price listed, please call me at (218)726-2606 and the special sale will be submitted to the County Board for approval.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark Reed', is written over the typed name.

Mark Reed  
Deputy Land and Minerals Director



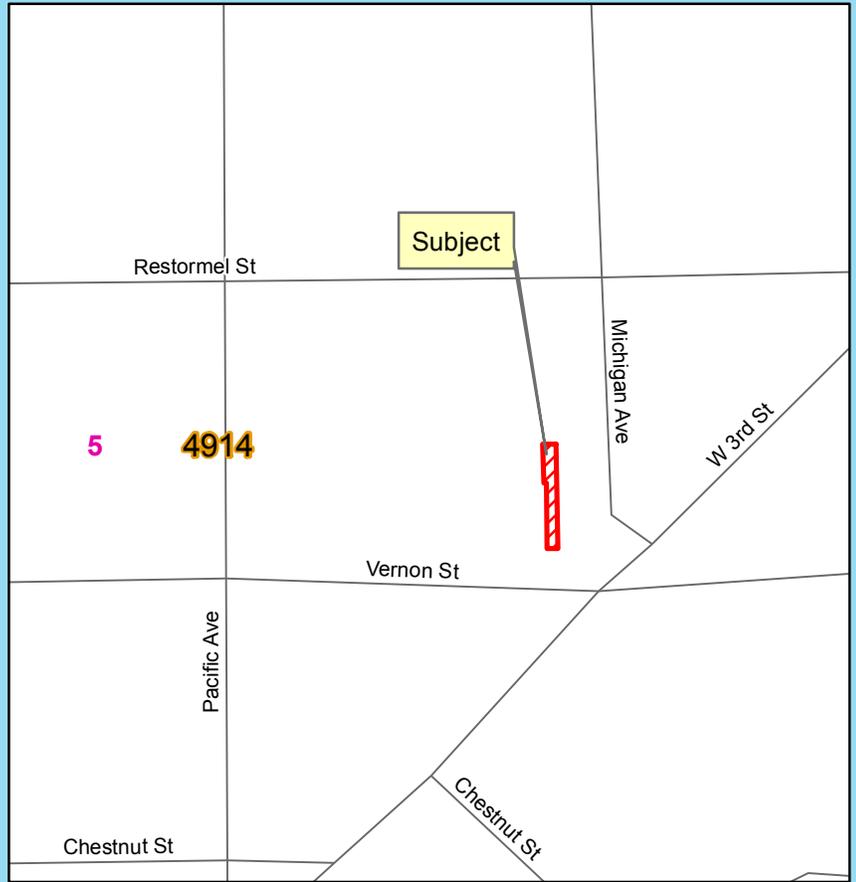
# St. Louis County Land & Minerals Department Tax Forfeited Land Sales

## Special Sale

Legal : CITY OF DULUTH  
E 10 FT OF S 63 FT OF LOT 11 AND  
E 12 1/2 FT OF N 37 FT OF LOT 11,  
BLOCK 16, WEST PARK DIVISION OF  
DULUTH

Parcel Code : 010-4570-01735

LDKEY : 104491

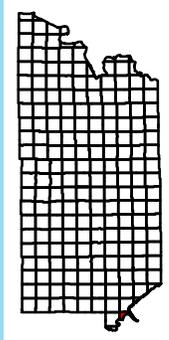


City of Duluth

Sec: 5 Twp: 49 Rng: 14

### Commissioner District # 3

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

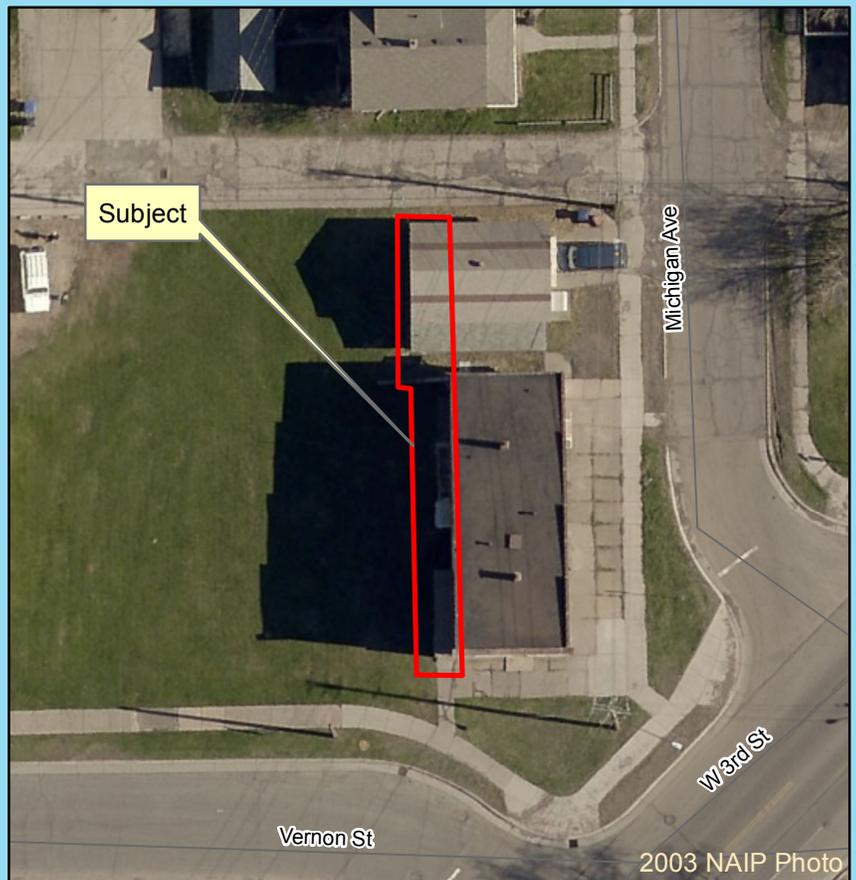


St. Louis County, Minnesota

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

**2014**



2003 NAIP Photo

## Special Legislation Sales - Pirkola

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

WHEREAS, Pursuant to Laws of Minnesota 2014, Chapter 217, Section 28, St. Louis County may sell by private sale the state tax forfeited lands described as;

Legal: E 12 1/2 FT OF W 37 1/2 FT OF LOT 1 & 2, BLOCK 143  
WEST DULUTH 5TH DIVISION  
Parcel Code: 010-4510-03860

WHEREAS, The Land and Minerals Department recommends that the parcel to be sold 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, This parcel of land is 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 the parcel 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; and

WHEREAS, This parcel 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;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of state tax forfeited land, as described, to Thomas and Shirley Pirkola for the appraised value of \$250 plus the following fees: 3% assurance fee of \$7.50, deed fee of \$25, deed tax of \$1.65, recording fee of \$46, and appraisal fee of \$300, for a total of \$630.15, to be deposited into Fund 240 (Forfeited Tax Fund).

RESOLVED FURTHER, That the County Auditor may offer for sale at future auction the state tax forfeited lands described here if Thomas and Shirley Pirkola do not purchase the land by March 31, 2016.



# Saint Louis County

Land and Minerals Dept. • [www.stlouiscountymn.gov](http://www.stlouiscountymn.gov) • [landdept@stlouiscountymn.gov](mailto:landdept@stlouiscountymn.gov)

**Mark Weber**  
Land Commissioner

October 2, 2015

Thomas Pirkola  
5810 Wadena St  
Duluth, MN 55802

**COPY**

Re: Parcel Code: 010-4510-03860, Legal Description: E 12 ½ FT OF W 37 ½ FT OF LOT 1 & 2, BLOCK 143, WEST DULUTH 5<sup>TH</sup> DIVISION

Dear Mr. Pirkola,

This letter serves to provide notice of approval of special legislation (2014 Minnesota Session Laws, Chapter 217, Section 28) to resolve an occupancy trespass on State of Minnesota tax forfeited land, and to inform you of the next step to resolving the structure trespass situation.

An appraisal must be made in accordance with Minnesota Statutes, section 282.01, subdivision 3. The county has selected an independent appraiser. The appraiser selected is licensed and meets the minimal appraisal standards established under Minnesota Statutes, section 82B.03, to appraise the property to be sold. The cost of the appraisal shall be reimbursed to the county upon purchase. If you do not purchase the land, the county is responsible for the appraisal cost.

The opinion of value on E 12 ½ FT OF W 37 ½ FT OF LOT 1 & 2, BLOCK 143, WEST DULUTH 5<sup>TH</sup> DIVISION of land is:

\$250.00  
\$80.15 Fees  
\$300.00 Appraisal Cost  
**\$630.15 Total**

If you disagree with the appraised value, you may select an appraiser that meets the qualifications outlined in MN Statute §82B.03, to get a secondary appraisal. However, St. Louis County Land and Minerals must approve the appraiser that you use. You must give notice of the intent to object to the appraised value of the land and/or improvements, and which appraiser you intend to use, within ten (10) days of the date of receipt of this mailing or service of this letter. The reappraisal must be delivered to this department within 60 days of the date of this mailing or service, or the initial appraisal shall be conclusive. You are responsible for the costs of the reappraisal. Upon review of

Land Commissioner's Office  
320 West 2<sup>nd</sup> Street, GSC 208  
Duluth, MN 55802  
(218) 726-2606  
Fax: (218) 726-2600

Pike Lake Area Office  
5713 Old Miller Trunk Hwy  
Duluth, MN 55811  
(218) 625-3700  
Fax: (218) 625-3733

Virginia Area Office  
7820 Highway 135  
Virginia, MN 55792  
(218) 742-9898  
Fax: (218) 742-9870

*"Trust Lands, Managed For The People Of This County"*

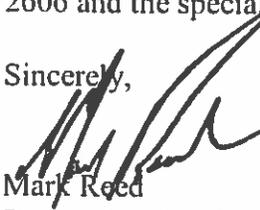
the second appraisal, any difference will be split between you and St. Louis County. This applies to a secondary opinion of value that may be greater than the initial appraisal.

The County may place the property up for sale if you do not purchase the land.

Any lands offered for sale could have additional unpaid assessments levied against the property. Before purchasing, a prospective buyer should consult the CITY OF DULUTH TREASURER'S OFFICE, with respect to any unpaid assessments that may exist. All improvements made by a municipality on a parcel after it has forfeited to the State of Minnesota shall be assessed against the property and paid for at the time of purchase (Laws of Minnesota, Chapter 282.Subd. 3).

If you choose to proceed with this transaction for the total price listed, please call me at (218)726-2606 and the special sale will be submitted to the County Board for approval.

Sincerely,



Mark Reed

Deputy Land and Minerals Director



Legal : CITY OF DULUTH  
E 12 1/2 FT OF W 37 1/2 FT OF  
LOT 1 & 2, BLOCK 143  
WEST DULUTH 5TH DIVISION

Parcel Code : 010-4510-03860

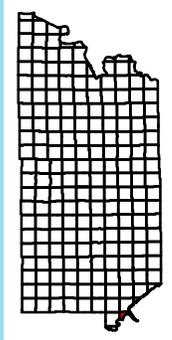
LDKEY : 104392



City of Duluth      Sec: 7 Twp: 49 Rng: 14

**Commissioner District # 3**

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



*St. Louis County, Minnesota*

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

**2014**



2003 NAIP Photo

## Special Legislation Sales - Erickson

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

WHEREAS, Pursuant to Laws of Minnesota 2014, Chapter 217, Section 28, St. Louis County may sell by private sale the state tax forfeited lands described as;

Legal: LOTS 14 15 AND 16, BLOCK 35  
DULUTH HEIGHTS 1ST DIVISION  
Parcel Code: 010-0860-05800

WHEREAS, This parcel has been classified as non-conservation as provided for in Minn. Stat. Chapter 282.01; and

WHEREAS, This parcel 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;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of state tax forfeited land, as described, to Lee and Kyle Erickson for the appraised value of \$4,160 plus the following fees: 3% assurance fee of \$124.80, deed fee of \$25, deed tax of \$13.73, recording fee of \$46, and appraisal fee of \$300, for a total of \$4,669.53, to be deposited into Fund 240 (Forfeited Tax Fund).

RESOLVED FURTHER, That the County Auditor may offer for sale at future auction the state tax forfeited lands described here if Lee and Kyle Erickson do not purchase the land by March 31, 2016.



# Saint Louis County

Land and Minerals Dept. • [www.stlouiscountymn.gov](http://www.stlouiscountymn.gov) • [landdept@stlouiscountymn.gov](mailto:landdept@stlouiscountymn.gov)

**Mark Weber**  
Land Commissioner

October 2, 2015

**COPY**

Lee Erickson  
625 W 9<sup>th</sup> St  
Duluth, MN 55806

Re: Parcel Code: 010-0860-05800, Legal Description: LOTS 14 15 AND 16, BLOCK 35,  
DULUTH HEIGHTS 1<sup>ST</sup> DIVISION

Dear Mr. Erickson,

This letter serves to provide notice of approval of special legislation (2014 Minnesota Session Laws, Chapter 217, Section 28) to resolve an occupancy trespass on State of Minnesota tax forfeited land, and to inform you of the next step to resolving the yard trespass situation.

An appraisal must be made in accordance with Minnesota Statutes, section 282.01, subdivision 3. The county has selected an independent appraiser. The appraiser selected is licensed and meets the minimal appraisal standards established under Minnesota Statutes, section 82B.03, to appraise the property to be sold. The cost of the appraisal shall be reimbursed to the county upon purchase. If you do not purchase the land, the county is responsible for the appraisal cost.

The opinion of value on LOTS 14 15 AND 16, BLOCK 35, DULUTH HEIGHTS 1<sup>ST</sup> DIVISION of land is:

\$4,160.00  
\$209.53 Fees  
\$300.00 Appraisal Cost  
**\$4,669.53 Total**

If you disagree with the appraised value, you may select an appraiser that meets the qualifications outlined in MN Statute §82B.03, to get a secondary appraisal. However, St. Louis County Land and Minerals must approve the appraiser that you use. You must give notice of the intent to object to the appraised value of the land and/or improvements, and which appraiser you intend to use, within ten (10) days of the date of receipt of this mailing or service of this letter. The reappraisal must be delivered to this department within 60 days of the date of this mailing or service, or the initial appraisal shall be conclusive. You are responsible for the costs of the reappraisal. Upon review of

Land Commissioner's Office  
320 West 2<sup>nd</sup> Street, GSC 208  
Duluth, MN 55802  
(218) 726-2606  
Fax: (218) 726-2600

Pike Lake Area Office  
5713 Old Miller Trunk Hwy  
Duluth, MN 55811  
(218) 625-3700  
Fax: (218) 625-3733

Virginia Area Office  
7820 Highway 135  
Virginia, MN 55792  
(218) 742-9898  
Fax: (218) 742-9870

*"Trust Lands, Managed For The People Of This County"*

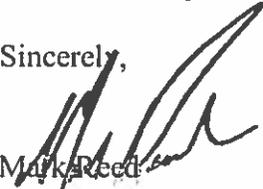
the second appraisal, any difference will be split between you and St. Louis County. This applies to a secondary opinion of value that may be greater than the initial appraisal.

The County may place the property up for sale if you do not purchase the land.

Any lands offered for sale could have additional unpaid assessments levied against the property. Before purchasing, a prospective buyer should consult the CITY OF DULUTH TREASURER'S OFFICE, with respect to any unpaid assessments that may exist. All improvements made by a municipality on a parcel after it has forfeited to the State of Minnesota shall be assessed against the property and paid for at the time of purchase (Laws of Minnesota, Chapter 282.Subd. 3).

If you choose to proceed with this transaction for the total price listed, please call me at (218)726-2606 and the special sale will be submitted to the County Board for approval.

Sincerely,



Mark Reed  
Deputy Land and Minerals Director



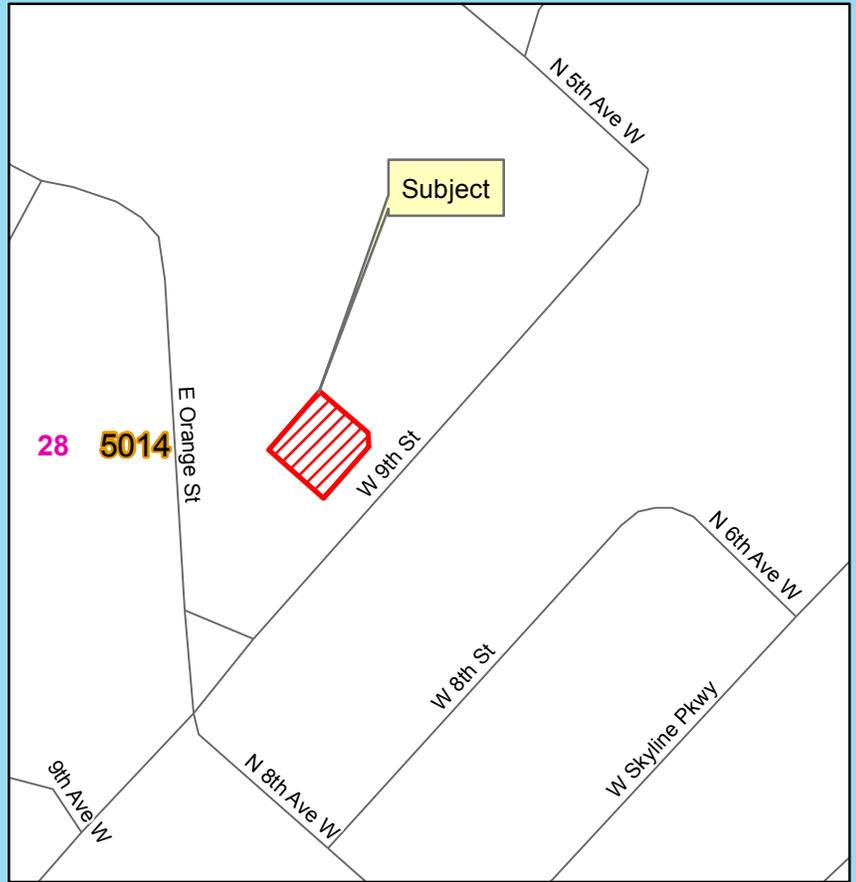
# St. Louis County Land & Minerals Department Tax Forfeited Land Sales

## Special Sale

Legal : CITY OF DULUTH  
LOTS 14 15 AND 16, BLOCK 35  
DULUTH HEIGHTS 1ST DIVISION

Parcel Code : 010-0860-05800

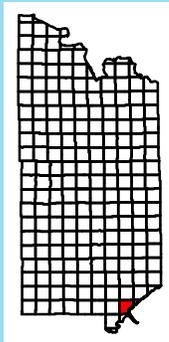
LDKEY : 100537



City of Duluth      Sec: 28 Twp: 50 Rng: 14

### Commissioner District # 1

-  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**

**2014**



2003 NAIP Photo

# BOARD LETTER NO. 15 – 553

FINANCE & BUDGET COMMITTEE CONSENT NO. 7

BOARD AGENDA NO.

**DATE:** December 15, 2015

**RE:** Funding to the City of Hibbing  
for Miracle League of the Iron  
Range

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

## **ACTION REQUESTED:**

The St. Louis County Board is requested to approve funding to the City of Hibbing for the Miracle League of the Iron Range baseball park constructed in Hibbing's Bennett Park.

## **BACKGROUND:**

In 2014, the County Board was approached through Commissioner Raukar by the City of Hibbing to consider funding support for the planned Miracle League of the Iron Range baseball park to be constructed in Hibbing's Bennett Park. The Miracle League ballpark is complete and enjoyed a very successful inaugural season. The field is specially-designed for youth with disabilities, and serves kids from more than ten communities across the Iron Range. It is the first and only field of its kind in this region of the state. The project was partially funded by a donation of \$200,000 from the Minnesota Twins and the Pohlad family as part of the 2014 All-Star community legacy effort and the Iron Range Resources and Rehabilitation Board (IRRRB) which provided a \$50,000 matching grant.

The IRRRB \$50,000 matching grant required that another local match of \$50,000 needs to be raised by the Miracle League of the Iron Range. In June 2014, St. Louis County contributed \$15,000 toward meeting that local match. A contribution of this sort is allowed under Minn. Stat. § 398.32, Subd. 6, the authority under which the county's Outdoor Recreation Grants program operated for many years using proceeds from Land and Minerals Department annual activities.

St. Louis County has been approached again to provide an additional \$16,000 to shift the focus from debt reduction to improving the field area. These additional monies will leverage another \$16,000 to eliminate the remaining debt obligations, allowing a future focus on operations rather than debt service.

## **RECOMMENDATION:**

It is recommended that the St. Louis County Board approve an allocation of \$16,000 to the City of Hibbing as a match for an equal grant opportunity for the Miracle League of the Iron Range baseball park. Funding will come from the remaining dollars committed for the Motorplex project (\$12,430.00), now in to the Economic Development assigned fund balance, plus an additional \$3,570 from the same fund balance. Funds will be transferred from this Committed Fund Balance account into the Commissioners' Operating Budget Agency 101001.

## **Funding to the City of Hibbing for Miracle League of the Iron Range**

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

WHEREAS, In 2014, the County Board was approached by the City of Hibbing for funding support for the planned Miracle League of the Iron Range baseball park to be constructed in Hibbing's Bennett Park; and

WHEREAS, The field is specially-designed for youth with disabilities, and serves children from more than ten communities across the Iron Range - the first and only field of its kind in this region of the state; and

WHEREAS, The Iron Range Resources and Rehabilitation Board provided a \$50,000 matching grant requiring that another local match of \$50,000 be raised by the Miracle League of the Iron Range and St. Louis County contributed \$15,000 toward meeting that local match; and

WHEREAS, St. Louis County has been approached to provide an additional \$16,000 that will leverage another \$16,000 matching grant for the purpose of eliminating the remaining debt obligations, allowing a future focus on operations rather than debt service;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the allocation of \$16,000 to the City of Hibbing to be used toward the remaining debt obligations of the Miracle League of the Iron Range baseball park in Hibbing's Bennett Park, with funding from the remaining dollars committed for the Motorplex project (\$12,430.00), now assigned to the Economic Development assigned fund balance, plus an additional \$3,570 from the same fund balance. Funds will be transferred from this Committed Fund Balance account into the Commissioners' Operating Budget Agency 101001.



10/6/2015

Miracle League of the Iron Range  
PO Box 883  
Hibbing, MN 55746

Steve Raukar  
St. Louis County Commission

Mr. Steve Raukar:

We, the Miracle League of the Iron Range, are writing to you with a request for additional funds for our field in Hibbing, MN. In conjunction with the Parks and Recreation department of the City of Hibbing, the Hibbing Little League program, the MN Twins, MLB, the Pohlad family and various community members, the Miracle League of the Iron Range was formed. Our field is located in Bennett Park was dedicated on July 9<sup>th</sup>, 2014. The cost of this field was approximately \$450,000. Yearly maintenance for the field and the league will be \$10,000.00. Our board fell short approximately \$50,000.00 of the \$450,000.00 needed to satisfy the construction costs of the field due to several unexpected issues that were presented during construction of the field and parking lot as well as the time constraints placed to have the Grand Opening during MLB's All Star week.

We first ran into a landscaping issue that required 350 cubic yards of class 5 dirt than what had been estimated. While excavating the left field area, our contractor encountered the old zoo "monkey house" which had been imploded with all the walls and contents left in the basement. We had to remove the building and backfill with class 5 dirt. The second landscaping issue that was presented to us was the parking lot. This lot needed to be specially designed to be handicapped accessible with wide parking spots and a turnaround for large wheel chair accessible vans. Again, we had to remove up to four feet of clay and mud and backfill with class 5 dirt to make the area stable for asphalt. We are now left owing \$20,000.00 of the \$209,000.00 bill we received from Bougalis Construction.

The Miracle League field surface itself is what makes this field truly unique. It is made from a specialized rubber that allows for wheel chairs to easily move on it. Landscape Structures is a company based out of Delano, MN that installed our field in Hibbing. Out of the \$135,000.00 for the cost of the surface we currently owe them \$4,000.00. The overages in other aspects of the field construction cost set us behind in our payments to Landscape Structures, but we are close to paying off the outstanding bill with Landscape Structures.

Our fundraising efforts have been fierce and our volunteer members are dedicated to get this job done no matter what. We hope to have all our owed debts paid off in full as soon as possible. Only after this happens can we focus our efforts solely on improving the field area. We have an opportunity to be the recipient of a matching funds grant of \$16,000. As wonderful as this is, we are charged with the responsibility of raising the matching funds. A donation from St. Louis County would be a substantial step towards achieving that goal.



Miracle League of the Iron Range had an amazing season with over 50 youth and adults participating in our league. This is 50 youth and adults with disabilities that had their first experience with being able to play baseball rather than sit on the sidelines watching. The look in their face as they hit the ball and ran the bases is priceless. We need to have our debt cleared so our focus can be on increasing the numbers of individuals that can have this same experience.

As we move forward with our mission we will be working with the City of Hibbing Park and Recreation Department to upgrade the existing bathrooms in the pavilion to make them ADA compliant. We would also like to add permanent bleachers, a P.A. system and dugouts to our field when it is feasible. The quote we received on installment of the permanent bleachers is \$12,000.00. The P. A. system will cost approximately \$1500.00 and the dugouts will cost \$6,000.00. We have a temporary press box/storage area for equipment. In the future we plan to build a permanent building on the site. These things will increase the positive energy already present at our Miracle League games. Our wonderful athletes are also in need of adaptive equipment and uniforms.

Our mission is to provide opportunities for children and adults with disabilities to play Miracle League baseball regardless of their abilities, to promote community support and sponsorship of the Miracle League, and to promote the construction of special facilities that meet the unique needs of Miracle League players and their families. Our field is available to the entire Iron Range including Ely, Virginia, Eveleth, Hibbing, Nashwauk, Coleraine, Grand Rapids and everywhere in between. Our field is also available to other non-profits and groups free of charge. The Hibbing Little League made great use of this field last summer for its transition league and t-ball players. We have also made the field available to the Hibbing High School softball program for early year practice.

The more funds we raise, the more we will be able to provide for this amazing program. With the generosity of foundations and agencies such as yours, we will be able to truly make this a "miracle" field. Please consider supporting us with matching funds towards our goal of \$16,000.

Thank you in advance for your consideration.

Sincerely,

Sharon Polcher, President  
Miracle League of the Iron Range Board of Directors

## Miracle League rounds first (year)

by Kelly Grinsteiner Editor [kgrinsteiner@hibbingdailytribune.net](mailto:kgrinsteiner@hibbingdailytribune.net) | Posted: Saturday, July 11, 2015 6:00 am

HIBBING — Three local media personalities, two mayors, a county policymaker and an Olympian will put their baseball skills to the test today as they take on the Miracle Leaguers.

The Miracle League of the Iron Range is hosting local celebrities vs. The Miracle League players at 6 p.m. Saturday, July 11, at the Miracle League Field in Bennett Park.

Everyone is welcome to come on down and cheer on your favorite local celebrities and Miracle League players.

The event is being held in honor of the league's first anniversary and in conjunction with Hibbing's Jubilee celebration. The field was officially opened and dedicated on July 9, 2014.

That event was such a huge success, the board thought it should be repeated, according to Sharon Polcher, president of the Miracle League of the Iron Range. But that's just one of the impetuses for this game.

"First, to celebrate our first year, we thought it would be great to showcase what we have been able to accomplish over the past year," she said. "Involving 'local celebrities' I think not only heightens the celebration, but it also gives us an opportunity to thank those entities that were instrumental in supporting the building of the field and give them a first-hand experience as to the ultimate value of this project not only to the individuals that participate in the games but the community as a whole."

Polcher said the local celebrity team is "looking strong." Those on the roster include Mayor Rick Cannata, Chisholm Mayor Mike Jugovich, Scott Hanson with Radio USA, Kelly Grinsteiner and Tony Potter of the Hibbing Daily Tribune, St. Louis County Commissioner Steve Raukar, USA Olympic Curler John Shuster and Miss Chisholm Ariel Ruper, among others.

"Even on such short notice, it's been nothing but positive excitement from the players and from the local celebrities," said Polcher.



Anniversary to be highlighted with celebrity game

The Miracle League team will include the talents of Bryce Daby, McKenzie Delgrande, Brian Drazenovich, Matt Erickson, Bazel Hanson, Jenny Hauk, Harold Koenig, Braxton Lautizi, Ron Mielke, Beau Wilhelmi and Jerry Yeschick.

Organizers may also recruit the day of, if anyone shows up that wants to take their turn at the game, said Polcher.

The Miracle League is a charitable organization that provides individuals with mental and/or physical challenges an opportunity to play baseball as a team member in an organized league.

There's something about playing the game of baseball that lights up kids' eyes, but for individuals facing physical and mental challenges, that opportunity can often be a difficult first step. The Miracle League gives these individuals the opportunity to get out in the sunshine, and enjoy playing the game of baseball in its purest form.

Year one for The Miracle League of the Iron Range went well, said Polcher. The biggest coup has been participation levels.

"The number of individuals participating in the games has increased," she said. "Currently we have an average of four to six youth playing and 15 to 20 adults."

On the organizational side, Polcher said the all-volunteer group encountered a number of obstacles that they continue to work at overcoming. Those obstacles include maintaining a sustainable budget to support the ongoing expenses of the field and equipment, building and maintaining a strong board and volunteer base, and dealing with occasional vandalism that then needs to be addressed both with repairs and the cost incurred by the vandalism.

"But the milestones and achievements far outweigh the obstacles," added Polcher.

The group's recent designation as a 501-C3 profit this past spring should help, as it will allow them access to a larger number of grants and donations.

The group also showcased the field this past school year with the local adaptive physical education programs and special education programs so that the youth and the school system could see what value this field can be to their programs and to the community.

As the schedule for the players to participate in grew more consistent, that also led to an increase in the number of spectators stopping by and watching the games. Local agencies have also stepped up to volunteer with their employees.

Polcher mentioned Fairview, which recently had more than 50 employees attend a game, and volunteer to play and spectate.

“For many it may have been their first time engaging in an activity with people with disabilities, but there were nothing but smiles and positive reactions to the event,” she said. “And since that event, several have returned to volunteer on a regular basis at the games.”

The Miracle League players have also gained in experience and opportunity over the past year.

“Just this past week, three of our youth were invited, along with two of their family members, to attend a clinic at Target Field with the Minnesota Twins and then attend the afternoon game,” said Polcher. “This was at no cost to the families. The experience was priceless for these three youth.”

While this game isn’t expected to be as “spectacular of an event as the grand opening,” she said that baseball fans will see a great game, as well as have the chance to connect with local celebrities and meet some of the Miracle League players.

“With so much going on in Hibbing with the parade, the street dance, this is one more thing to celebrate Hibbing and its Jubilee,” she added.

Plus, it’s simply going to be fun.

“The energy and excitement at the game surpasses any other baseball game that you might find yourself at locally,” said Polcher. “See first hand how this field and the Miracle League program has opened up the game of baseball to many that access was limited or non-existent for.”

While organizers hope that all who attend have a good time, they also want to thank the community for the support over the past year, and continued support as they move forward and grow.

“We want to increase the number of individuals playing on The Miracle League and the number of volunteers,” said Polcher. “Our hope over the next year is to establish teams that will be able to play as part of a community league and include special tournaments that involve teams for other Miracle Leagues around the state.”

They also hope to find a way to make this celebrity game an annual event held in conjunction with the Jubilee.

“Our players love to show off their baseball skills, and this is one way to amp it up a bit for them and the community,” she said.

If you can’t make it today, the next scheduled game is set for 5 p.m. Wednesday, July 15, at Miracle League field.

The mission of The Miracle League is to:

- Provide opportunities for children with disabilities to play Miracle League baseball, regardless of their abilities.

- Promote community support and sponsorship of Miracle Leagues.
- Promote the construction of special facilities that meet the unique needs of Miracle League players and their families.



# BOARD LETTER NO. 15 – 554

FINANCE & BUDGET COMMITTEE CONSENT NO. 8

BOARD AGENDA NO.

**DATE:** December 15, 2015      **RE:** Letter of Understanding for  
2015 Audit by State Auditor's  
Office

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

Donald Dicklich  
County Auditor/Treasurer

**RELATED DEPARTMENT GOAL:**

Provide professional finance and accounting services in compliance with best practices.

**ACTION REQUESTED:**

The St. Louis County Board is requested to authorize a Letter of Understanding with the State Auditor for an audit of the county's 2015 financial records.

**BACKGROUND:**

Minnesota statutes provide that the county be audited annually by the State Auditor's Office or by a Certified Public Accounting firm meeting the requirements of section 326A.05. The attached Letter of Understanding from Rebecca Otto, State Auditor, details the scope of the proposed audit of the county's 2015 financial records. The service dates of the proposed audit have been corrected by the County Auditor to fit the dates of service recommended for County Board approval by the County Auditor and County Administrator. The letter also references the professional standards on which the audit will be based.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the required signatories to execute the Letter of Understanding for the 2015 audit of St. Louis County.

**Letter of Understanding for 2015 Audit by State Auditor's Office**

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

RESOLVED, That the St. Louis County Board authorizes the required signatories to execute a Letter of Understanding with the State Auditor's Office which details the scope and basis of the 2015 proposed audit of St. Louis County by the State Auditor's Office.



REBECCA OTTO  
STATE AUDITOR

# STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

SUITE 500  
525 PARK STREET  
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)  
(651) 296-4755 (Fax)  
state.auditor@state.mn.us (E-Mail)  
1-800-627-3529 (Relay Service)

**RECEIVED**

July 16, 2015

**JUL 20 2015**

VIA EMAIL and U.S.MAIL

The Honorable Donald Dicklich  
County Auditor/Treasurer  
St. Louis County Courthouse  
100 N 5<sup>th</sup> Avenue W  
Duluth, Minnesota 55802

**St. Louis Co. Auditor**

Board of Commissioners  
County Administrator  
St. Louis County

The Office of the State Auditor (“OSA”) has the authority to perform audits of Minnesota counties. We are pleased to confirm that the OSA will continue to provide audit services to St. Louis County for each of the years ending December 31, 2015, December 31, 2016, and December 31, 2017. This letter documents the agreed upon terms for the audit engagement and should be signed and returned to the OSA by August 21, 2015.

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of St. Louis County ~~as of and for each of the years ending December 31, 2015, December 31, 2016, and December 31, 2017.~~ Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management’s discussion and analysis (MD&A), to supplement St. Louis County’s basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to St. Louis County’s RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- Management’s discussion and analysis
- GASB-required supplementary other post-employment benefits information

We also will report on supplementary information other than RSI that accompanies St. Louis County’s financial statements. We will subject the following supplementary information to the auditing procedures applied in our audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor’s report on the financial statements:

- Combining and individual fund statements
- Budgetary presentations for other funds
- Schedule of intergovernmental revenue
- Schedule of investments and interest earning deposits
- Schedule of expenditures of federal awards and related notes

We will also issue our management and compliance report that will include the schedule of expenditures of federal awards that will be subjected to the auditing procedures applied in our audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and upon which we will provide an opinion in relation to the financial statements as a whole.

The following other information accompanying the financial statements in your comprehensive annual financial report (CAFR) will not be subjected to the auditing procedures applied in our audits of the financial statements, and our auditor's report will not provide an opinion or any assurance on it:

- Introductory section
- Statistical section

### **Audit Objectives**

The objective of our audits is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America and to report on the fairness of the supplementary information referred to in the third paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (a) the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance and (b) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The OMB Circular A-133 report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Both reports will state that the report is not suitable for any other purpose.

Our audits will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of OMB Circular A-133; and the legal provisions of the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions and to render the required reports and to report in conformity with the provisions of the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*. We will issue written reports upon completion of our single audits for each of the years ending December 31, 2015, ~~December 31, 2016, and December 31, 2017~~. Our reports will be addressed to the governing body of St. Louis County. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the single audit compliance opinion are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete any of the audits or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

### **Management Responsibilities**

Management is responsible for the basic financial statements, schedule of expenditures of federal awards, and all accompanying information as well as all representations contained therein. Management is also responsible for identifying all federal awards received and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the requirements of OMB Circular A-133. In order to meet your responsibilities for the financial statements, notes, and schedule of expenditures of federal awards, you agree to have information completed and available for audit by the dates identified each year in a schedule of completion document provided to auditors. If you are unable to prepare the information needed for the financial statements, notes, or schedule of expenditures of federal awards, or if the completion schedule varies significantly, we will, based on our staffing availability, provide the additional nonaudit services necessary to assist in the preparation of your draft financial statements, notes, and schedule of expenditures of federal awards based on management's chart of accounts and other information determined and approved by management. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The County understands this will result in additional costs and agrees to pay for these services.

You will be required to acknowledge each year in the written management representation letter our assistance, if any, with preparation of the financial statements, notes, and schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes and any other nonaudit services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for (a) establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (b) following laws and regulations; (c) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (d) ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations,

contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (a) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (b) additional information that we may request for the purpose of the audits, and (c) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities each year include adjusting the financial statements to correct material misstatements and to confirm to us in the written management representation letter that the effects of any uncorrected misstatements aggregated by us during the current audit and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the entity involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. Each year, the summary schedule of prior audit findings, if applicable, should be available for our review.

You are responsible for preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with OMB Circular A-133. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us each year in the management representation letter that (a) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (b) you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (c) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (d) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we will report on, in conformity with accounting principles generally accepted in the United States of America. You agree to include

our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us each year in the written management representation letter that (a) you are responsible for presentation of the supplementary information in accordance with generally accepted accounting principles (GAAP); (b) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (c) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (d) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those financial audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to using the auditor's reports, you understand that you must obtain our prior consent to reproduce or use our reports in bond offering official statements or other documents.

#### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audits will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audits to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (a) errors, (b) fraudulent financial reporting, (c) misappropriation of assets, or (d) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a single audit. Our responsibility as auditors is limited to the periods covered by our audits and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of each of the audits, and they may bill you for responding to this inquiry. At the conclusion of each of our audits, we will also require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards. We plan to use personnel from internal audit of St. Louis County to provide direct assistance to us during the testing of non-standard journal entries, performance of inventory test counts, and assistance in performing system walk-throughs of internal controls in significant audit areas. You acknowledge that those personnel will be allowed to follow our instructions and you will not intervene in their work.

#### **Audit Procedures—Internal Control**

Our audits will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audits, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of St. Louis County's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audits to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of

compliance requirements that could have a direct and material effect on each of St. Louis County's major programs. The purpose of these procedures will be to express an opinion on St. Louis County's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

#### **Audit Administration and Other**

At the conclusion of each of our audits, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse and, if appropriate, to pass-through entities. Additional copies of the reporting package may be required. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditor's reports or nine months after the end of each audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for your audit.

We will provide your governing body, management, related organization representatives, and nonfederal grantor entities with copies of our reports. Management is responsible for all other distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of the Office of the State Auditor. We may be requested to make certain audit documentation and appropriate individuals available to a cognizant or oversight agency for audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. If requested, access to such audit documentation will be provided under our supervision. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained, pursuant to our record retention plan, for a period of ten years after the date that each of the auditor's reports are issued. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact those contesting the audit finding for guidance prior to destroying the audit documentation. We will be available throughout the year to answer questions, provide assistance, or assist you in implementing any of our recommendations.

Our fees are based on standard hourly rates plus travel and any out-of-pocket expenses. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Progress billings will be mailed to you every four weeks. The condition of your records and the assistance you are able to provide us affects both the timeliness and cost of the audits.

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report and any subsequent peer review reports received during the period of the contract when requested by you. Our 2012 peer review report can be found on our website at [www.auditor.state.mn.us](http://www.auditor.state.mn.us).

We appreciate the opportunity to be of service to St. Louis County. This letter summarizes the significant terms of our engagement. This engagement letter will be amended, as and when needed for additional terms, for any of the individual years ending December 31, 2015, ~~December 31, 2016, and December 31, 2017.~~

St. Louis County  
July 16, 2015  
Page 8

If you have any questions, please contact me at (651) 296-7003, or at [Greg.Hierlinger@osa.state.mn.us](mailto:Greg.Hierlinger@osa.state.mn.us). Please indicate your agreement with the terms of our engagement as described in this letter by signing where provided below and returning this letter to us at the following address:

Greg Hierlinger, CPA  
Deputy State Auditor  
Office of the State Auditor  
525 Park Street; Suite 500  
St. Paul, Minnesota 55103-2139

Sincerely,



Greg Hierlinger, CPA  
Deputy State Auditor

Acknowledged and Approved:

\_\_\_\_\_  
Chair, Board of County Commissioners

Date \_\_\_\_\_

\_\_\_\_\_  
County Auditor/Treasurer

Date \_\_\_\_\_

\_\_\_\_\_  
County Administrator

Date \_\_\_\_\_

# BOARD LETTER NO. 15 - 555

## CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE CONSENT NO. 9

BOARD AGENDA NO.

**DATE:** December 15, 2015                      **RE:** **Contracts and Joint Powers  
Agreement for Court Appointed  
Attorneys in Civil Commitment  
Proceedings**

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

**Mark Rubin  
County Attorney**

### **RELATED DEPARTMENT GOAL:**

To provide effective and efficient government.

### **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize legal service contracts to provide civil commitment representation for individuals alleged to be mentally ill, mentally retarded, mentally ill and dangerous, chemically dependent, and sexually dangerous/sexual psychopathic personalities.

### **BACKGROUND:**

Adult mental health legal services for the representation of individuals in commitment hearings are governed by Minn. Stat. § 253B. In 2009, the County Attorney's Office developed and issued, in conjunction with County Administration, a Legal Services Request for Proposal for civil commitments and other services. A review committee, comprised of members of the Sixth Judicial District Administration, the Public Defender's Office, Public Health and Human Services, the County Attorney's Office and County Administration, met to review and make recommendations for these contract services. Currently, St. Louis County contracts with Frances Hughes for Duluth area civil commitments and Todd Deal for Iron Range area civil commitment services. These contracts were renewed for 2011, 2012, 2013, 2014 and 2015.

The need for these services still exists and the current contracts expire on December 31, 2015. Both contracts and the Joint Powers Agreement (JPA) with Carlton, Cook and Lake (covering the Francis Hughes contract work) need to be updated. A 1.75% increase for 2016 is proposed and the JPA funding formula has been updated to take into account both population and civil commitment numbers.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board JPA with Carlton, Cook and Lake Counties for purposes of a joint civil commitment contract for 2016.

It is further recommended that the St. Louis County Board enter into one-year contracts with Francis Hughes, Attorney at Law (to provide services to St. Louis, Carlton, Cook and Lake Counties) at the rate of \$29,085 (pursuant to the Joint Powers Agreement Carlton, Cook and Lake Counties; St. Louis county's portion is \$20,593.93) and Todd Deal, Attorney at Law (for just St. Louis County) at the rate of \$15,810. In addition the contracts will specify the cost of representation of individuals alleged to be sexually dangerous and/or sexual psychopathic personalities, whose petitions would be handled at the rate of \$60.00/hour (with a \$3,000 per case cap). Funding is available in the County Attorney's budget, Fund 100, Agency 110001, Object 626100.

**Contracts and Joint Powers Agreement for Court Appointed Attorneys in  
Civil Commitment Proceedings**

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

WHEREAS, St. Louis County has traditionally used outside professional legal services to provide civil commitment representation for individuals alleged to be mentally ill, mentally retarded, mentally ill and dangerous, chemically dependent, and sexually dangerous/sexual psychopathic personalities; and

WHEREAS, St. Louis County shared an arrangement with Carlton, Cook and Lake counties through a Joint Powers Agreement which needs to be renewed; and

WHEREAS, As is past practice, an additional contract with an Attorney at Law on the Iron Range is practical for providing civil commitment services in this area of the county;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into a Joint Powers Agreement with Carlton, Cook and Lake Counties for purposes of a joint civil commitment contract (for a one year period) as well as authorize the appropriate county officials to enter into one-year contracts with Francis Hughes, Attorney at Law (to provide services to St. Louis, Carlton, Cook and Lake Counties) at the rate of \$29,085, of which \$20,593.93 is St. Louis County's share, and Todd Deal, Attorney at Law (for just St. Louis County) at the rate of \$15,810 (plus any additional payments due for representation of sexually dangerous and/or sexual psychopathic personalities at the rate of \$60/hour with a maximum of \$3,000 per case) payable from Fund 100, Agency 110001, Object 626100.

# BOARD LETTER NO. 15 – 556

## CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE CONSENT NO. 10

### BOARD AGENDA NO.

**DATE:** December 15, 2015                      **RE:** Contract Renewal for Court  
Appointed Attorneys in Child  
Protection Proceedings

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

Mark Rubin  
County Attorney

**RELATED DEPARTMENT GOAL:**

To provide effective and efficient government.

**ACTION REQUESTED:**

The St. Louis County Board is requested to authorize renewal of legal service contracts to serve parents in cases for children in need of protection, long term foster care, and termination of parental rights.

**BACKGROUND:**

In 2008 the State Board of Public Defense ended the practice of representing parents involved in Child In Need of Protective Services (CHIPS), Long Term Foster Care (LTFC), and Termination of Parental Rights (TPR). While Minn. Stat. § 260C.163, Subd. 3 requires parents to be effectively represented by counsel in these matters, it is silent about the party of financial responsibility for the representation. However, Minn. Stat. § 260C.331, Subd. 3d states that in child protection proceedings, the county is responsible for “reasonable compensation for an attorney appointed by the court to serve as counsel...”

In 2010, the County Attorney’s Office developed and issued, in conjunction with County Administration, a Legal Services Request For Proposal for these and other services. The County Board authorized contracts with the following individuals to provide these legal services: Kimberly J. Corradi (north), Patrick G. Valentini (north), Amy Lukasavitz (south), Bill L. Thompson (south), and Keith G. Shaw (south). These contracts were then renewed by County Board Resolutions and expire December 31, 2015.

The need for these services still exists, and it is in the best interest of the citizens of St. Louis County to extend the five contracts under the same terms and conditions, with a few contract changes to required and recommended training sessions and attendance requested at related committees organized by the Bench for calendar year 2016. Due to significantly higher caseloads in the Duluth area, the review committee proposes a 2.7% increase for Duluth-area attorneys and a flat rate for Range-area attorneys. Funding for these services is available in the County Attorney's budget.

Both Patrick Valentini and Keith Shaw decided to discontinue these contracts with the county. The Review Committee solicited resumes from interested attorneys and selected Adrienne Pearson (Duluth) and Jaclyn Corradi Simon (Hibbing) to provide these services in 2016.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize contracts with five private attorneys, Kimberly J. Corradi, Jaclyn Corradi Simon, Amy Lukasavitz, Bill L. Thompson, and Adrienne Pearson, for the purpose of accepting court appointments on CHIPS, LTFC, and TPR matters at an annualized amount not to exceed \$200,000 payable from the County Attorney's budget, Fund 100, Agency 113002, Object 626100.

## **Contract Renewal for Court Appointed Attorneys in Child Protection Proceedings**

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

WHEREAS, As of July 8, 2008, the State Public Defender's Office does not accept court appointments on Child in Need of Protective Services, Long Term Foster Care, and Termination of Parental Rights cases; and

WHEREAS, After review of the number of cases and the options of various costs, St. Louis County contracted with attorneys Kimberly J. Corradi, Patrick G. Valentini, Amy Lukasavitz, Bill L. Thompson, and Keith G. Shaw to accept court appointments for representation of parents in these cases; and

WHEREAS, These contracts were renewed each year since 2009 and the current contracts expire on December 31, 2015; and

WHEREAS, The need for these services still exists, and it is in the best interest of the citizens of St. Louis County to renew the current contracts at a rate of \$27,125 (Range) and \$34,170 (Duluth), due to caseload trends, and to include reimbursement for time (at the average hourly rate of \$50/hour) and mileage for approved Criminal Justice Institute (CJI) training, reimbursement for time for required Regional State-sponsored CJI trainings and encouraging attendance at the monthly CJI team meetings and other related committees arranged by the Bench; and

WHEREAS, Patrick Valentini and Keith Shaw decided to discontinue these contracts with the county and the Review Committee solicited resumes from interested attorneys and selected Adrienne Pearson (Duluth) and Jaclyn Corradi Simon (Hibbing) to provide these services in 2016;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to renew the Children In Need of Protection or Services, Long Term Foster Care, and Termination of Parental Rights legal services contracts with Kimberly J. Corradi, Jaclyn Corradi Simon, Amy Lukasavitz, Bill L. Thompson, and Adrienne Pearson, for the period January 1, 2016 to December 31, 2016, at an annualized cost not to exceed \$200,000, payable from Fund 100, Agency 113002, Object 626100.

# BOARD LETTER NO. 15 – 557

## PUBLIC SAFETY & CORRECTIONS COMMITTEE

### CONSENT NO. 11

### BOARD AGENDA NO.

**DATE:** December 15, 2015

**RE:** Title III Funds for Firewise  
Communities Activities – Grant  
Year 2013

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

Ross Litman  
County Sheriff

#### RELATED DEPARTMENT GOAL:

To enhance public safety.

#### ACTION REQUESTED:

The St. Louis County Board is requested to authorize the use of U.S. Forest Service Title III funding for Firewise Communities activities.

#### BACKGROUND:

On July 6, 2013, the Secure Rural Schools (SRS) and Community Self-Determination Act of 2000 was amended and reauthorized counties with a national forest to request a share of the 25 percent proclaimed national forest payment to the state. It was then reauthorized for federal fiscal year 2013 as part of Public Law 113-40.

Counties were required to make an election on retaining the state's 25 percent share or convert to the Secure Rural Schools and Community Self-Determination Act funding and the County Board authorized election of the SRS funding which provided substantial additional funding to the schools and to road projects in St. Louis County (Resolution No. 08-586). St. Louis County renews the allocation each year by September 30<sup>th</sup> to maximize its return.

25% of receipts		
Title 1	85%	Schools (event split of 85% required)
		Roads (event split of 85% required)
Title II	15%	8% Title II – utilized by the Forest Services' Resource Advisory Committee (RAC)
Title III		7% Title III – Firewise activities

Title III projects are developed and selected by the counties. Title III funds may be used to carry out the Firewise Communities Program, develop community wildfire protection plans, and reimburse for emergency services paid for by counties and performed on

federal land (e.g. search and rescue, firefighting). Each year St. Louis County submits a certification that the funds were used in accordance with Title III.

St. Louis County has worked with the U.S. Forest Service, Minnesota Department of Natural Resources, local fire departments, and communities throughout the county to develop a community Wildfire Protection Program. For 2016, the only projects identified are removal of fire fuels such as brush and debris, and development of geographical utility and hazard data for the Geographic Information System (GIS) for planning, responding, and mitigating wildland fires, search and rescue operations, and other emergency services.

Purpose	Project Details	Amount
Protection from wildland fires by landscaping and removing fuels.	Clean Up Days. Work with U.S. Forest Service and Minnesota Department of Natural Resources to identify locations and implement clean up of brush, branches and other fire fuels.	\$43,801.35

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the Sheriff's Office to use Title III funding in the amount of \$43,801.35 for the authorized Firewise Communities activities, to be accounted for in Fund 100 Agency 135999, Grant 13503, Year 2013.

**Title III Funds for Firewise Communities Activities – Grant Year 2013**

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

WHEREAS, The U.S. Forest Service has made available Title III funding for St. Louis County to carry out Firewise Communities activities; and

WHEREAS, The St. Louis County Sheriff's Office will enhance its preparation for wildland fires and emergency response as a result of this funding;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Sheriff's Office to use Title III funding in the amount of \$43,801.35 for authorized Firewise Communities activities, to be accounted for in Fund 100, Agency 135999, Grant 13503, Year 2013.

GRANT APPROVAL FORM

GRANT NAME: 2013 Firewise GRANT AMOUNT: 43,801.34
GRANTOR: USDA MATCH AMOUNT:
FUND: 100 AGENCY: 135999 GRANT: 13503 GRANT YEAR: 2013
AGENCY NAME: Sheriff's office
CONTACT PERSON: Dawn Sathers PHONE: 2187262389
GRANT PERIOD: BEGIN DATE: 01/01/13 END DATE: 09/30/2018
STATE GRANT AWARD NUMBER OR FEDERAL CFDA # 10.665

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 [X]

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

County Auditor [ ] Date: [ ]
County Administrator [ ] Date: [ ]
County Attorney [ ] Date: [ ]

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 Decker Date: 12-10-15  
County Administrator Sam Gendron Date: 12/10/15

**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 – 558

## PUBLIC SAFETY & CORRECTIONS COMMITTEE

### CONSENT NO. 12

### BOARD AGENDA NO.

**DATE:** December 15, 2015

**RE:** Title III Funds for Firewise  
Communities Activities – Grant  
Year 2014

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

Ross Litman  
County Sheriff

#### RELATED DEPARTMENT GOAL:

To enhance public safety.

#### ACTION REQUESTED:

The St. Louis County Board is requested to authorize the use of U.S. Forest Service Title III funding for Firewise Communities activities.

#### BACKGROUND:

On July 6, 2013, the Secure Rural Schools (SRS) and Community Self-Determination Act of 2000 was amended and reauthorized counties with a national forest to request a share of the 25 percent proclaimed national forest payment to the state. It was then reauthorized for federal fiscal year 2015 as part of Public Law 114-10.

Counties were required to make an election on retaining the state's 25 percent share or convert to the Secure Rural Schools and Community Self-Determination Act funding and the County Board authorized election of the SRS funding which provided substantial additional funding to the schools and to road projects in St. Louis County (Resolution No. 08-586). St. Louis County renews the allocation each year by September 30<sup>th</sup> to maximize its return.

25% of receipts		
Title 1	85%	Schools (event split of 85% required)
		Roads (event split of 85% required)
Title II	15%	8% Title II – utilized by the Forest Services' Resource Advisory Committee (RAC)
Title III		7% Title III – Firewise activities

Title III projects are developed and selected by the counties. Title III funds may be used to carry out the Firewise Communities Program, develop community wildfire protection plans, and reimburse for emergency services paid for by counties and performed on

federal land (e.g. search and rescue, firefighting). Each year St. Louis County submits a certification that the funds were used in accordance with Title III.

St. Louis County has worked with the U.S. Forest Service, Minnesota Department of Natural Resources, local fire departments, and communities throughout the county to develop a community Wildfire Protection Program. For 2016, the only projects identified are removal of fire fuels such as brush and debris, and development of geographical utility and hazard data for the Geographic Information System (GIS) for planning, responding, and mitigating wildland fires, search and rescue operations, and other emergency services.

Purpose	Project Details	Amount
Protection from wildland fires by landscaping and removing fuels.	Clean Up Days. Work with U.S. Forest Service and Minnesota Department of Natural Resources to identify locations and implement clean up of brush, branches and other fire fuels.	\$79,634.06

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the Sheriff's Office to use Title III funding in the amount of \$79,634.06 for the authorized Firewise Communities activities, to be accounted for in Fund 100 Agency 135999, Grant 13503, Year 2014.

**Title III Funds for Firewise Communities Activities – Grant Year 2014**

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

WHEREAS, The U.S. Forest Service has made available Title III funding for St. Louis County to carry out Firewise Communities activities; and

WHEREAS, The St. Louis County Sheriff's Office will enhance its preparation for wildland fires and emergency response as a result of this funding;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Sheriff's Office to use Title III funding in the amount of \$79,634.06 for authorized Firewise Communities activities, to be accounted for in Fund 100, Agency 135999, Grant 13503, Year 2014.

**GRANT APPROVAL FORM**

GRANT NAME: 2014 Firewise GRANT AMOUNT: 79,634.06  
 GRANTOR: USDA MATCH AMOUNT: \_\_\_\_\_  
 FUND: 100 AGENCY: 135999 GRANT: 13503 GRANT YEAR: 2014  
 AGENCY NAME: Sheriff's office  
 CONTACT PERSON: Dawn Sathers PHONE: 2187262389  
 GRANT PERIOD: BEGIN DATE: 01/01/14 END DATE: 09/30/2018  
 STATE GRANT AWARD NUMBER OR FEDERAL CFDA # 10.665

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	_____	Date: _____
County Administrator	_____	Date: _____
County Attorney	_____	Date: _____

**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 Sullivan Date: 12-10-15  
County Administrator Barry Goldenberg Date: 12/10/15

**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.**



## **Food Services Contract for the Hibbing and Virginia Lockup Facilities**

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

WHEREAS, Deluxe Catering of Eveleth, MN, has provided food services for the Hibbing lockup facility since May, 2011, and the Virginia lockup since 1998; and

WHEREAS, Inmates at these facilities are provided three meals per day, in accordance with the Minnesota Department of Public Health regulations;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an agreement with Deluxe Catering, Eveleth, MN, to provide food services to the Hibbing and Virginia lockup facilities for the period January 1, 2016 through December 31, 2017, at a cost of \$6.40 per meal, payable from Fund 100, Agency 137002, Object 635500.

# BOARD LETTER NO. 15 – 560

## ESTABLISHMENT OF PUBLIC HEARINGS FINANCE & BUDGET COMMITTEE NO. 1

BOARD AGENDA NO.

**DATE:** December 15, 2015                      **RE:** Establish Public Hearing to  
Consider Off-Sale Intoxicating  
Liquor License (Unorganized  
Township 68-19)

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

Donald Dicklich  
County Auditor/Treasurer

### **RELATED DEPARTMENT GOAL:**

Provide mandated and discretionary licensing services in a timely manner.

### **ACTION REQUESTED:**

The St. Louis County Board is requested to establish a public hearing to consider an off-sale intoxicating liquor license for an establishment in Unorganized Township 68-19.

### **BACKGROUND:**

Ash-Ka-Nam Resort & Lodge, LLC, Unorganized Township 68-19 was destroyed by fire on January 6, 2015. The Off-Sale Intoxicating Liquor License held by the establishment was designated for the lodge structure and the license holder has requested that the serving area be permanently designated for a pole-barn structure on the premises. A public hearing is required to reissue the license with the new designated serving area.

Minn. Stat. § 340A.405, subdivision 2d, relating to the issuance of off-sale intoxicating liquor licenses provides that "No license may be issued under this subdivision unless a public hearing is held on the issuance of the license. Notice must be given to all interested parties and to any city located within three miles of the premises to be licensed. At the hearing the county board shall consider testimony and exhibits presented by interested parties and may base its decision to issue or deny a license upon the nature of the business to be conducted and its impact upon any municipality, and the character and reputation of the applicant, and the propriety of the location."

The County Liquor Licensing Committee considered and approved the application and recommends Board approval. According to the St. Louis County Fee Schedule, this establishment is applying for an Off-Sale Intoxicating Liquor License located in Area 3 and the annual license fee is \$150.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board establish a public hearing to consider the above referenced off-sale intoxicating liquor license application at 9:40 a.m., Tuesday, January 12, 2016, in the St. Louis County Courthouse, Duluth, MN.

**Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License  
(Unorganized Township 68-19)**

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

RESOLVED, That a public hearing will be held at 9:40 a.m. on January 12, 2016, in the St. Louis County Courthouse, Duluth, MN, for the purpose of considering an Off-Sale Intoxicating Liquor License to Ash-Ka-Nam Resort & Lodge, LLC d/b/a Ash-Ka-Nam, Unorganized Township 68-19.

# **BOARD LETTER NO. 15 – 561**

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

### **BOARD AGENDA NO.**

**DATE:** December 15, 2015                      **RE:** Cancellation of Contract with  
Medica for MN Senior Health  
Options and MN Senior Care  
Plus Programs

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

Ann M. Busche, Director  
Public Health & Human Services

#### **RELATED DEPARTMENT GOAL:**

To exercise responsible stewardship of county resources.

#### **ACTION REQUESTED:**

The St. Louis County Board is requested to authorize the Public Health and Human Services Department (PHHS) to provide notice of cancellation to Medica of contracts for Minnesota Senior Health Options (MSHO) and the Minnesota Senior Care Plus (MSC+) programs.

#### **BACKGROUND:**

In 2005, there were legislative changes that made Managed Care Organizations (MCOs), not counties, responsible to provide care coordination to persons eligible for services under the MSHO and MSC+ programs. Both of these programs are for individuals over the age of 65 on Medicare, and who are low income and on Medical Assistance.

The County Board authorized PHHS to enter into contracts with MCOs to provide care coordination services to their enrolled members by Board Resolution No. 05-690 dated December 20, 2005. These contracts have been advantageous for the past 10 years as the services fall within the mission of PHHS and the contract has paid all the direct and indirect expenses associated with providing the service.

Medica, one of the MCOs that the county has been contracting with since 2005, has provided amended contract terms and conditions which would be effective January 1, 2016. Medica is putting into place performance measures that must be met in order to earn a portion of the per member, per month (PMPM) payment; the base PMPM is 69% of the total payment with the performance payment being 31%. The performance payment, if earned, would not be made until 9-10 months after the close of the reporting year. As an example, if the reporting year is January 1-December 31, 2016, PHHS would not receive any earned performance payment until October or November of 2017,

essentially requiring the county to cash flow the services until the performance measurement dollars are received. PHHS has estimated the annual performance payment that could be earned is approximately \$275,000.

While PHHS is supportive of performance measures and being accountable for outcomes, the challenge is that some of the performance measures are not within the complete control of PHHS. For this reason, the recommendation of PHHS is to provide notice of cancellation of the contract to Medica.

The contract requires a 125 day notice of cancellation. This time frame would be used to find vacant positions for the 9.0 FTE staff affected. PHHS is fairly confident that no employee will experience a layoff and will work with Administration to ensure a smooth transition of employees.

PHHS recommends we continue to provide services to UCare and Blue Plus through existing contracts as the terms and conditions have not changed at this time for those MCOs. Continuing these contracts does not require County Board action.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the Public Health and Human Services Department to provide notice of cancellation to Medica of contracts for Minnesota Senior Health Options (MSHO) and the Minnesota Senior Care Plus (MSC+) programs.

**Cancellation of Contract with Medica for MN Senior Health Options  
and MN Senior Care Plus Programs**

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

WHEREAS, The Public Health and Human Services Department (PHHS) has provided services since 2005 to enrollees of the Minnesota Senior Health Options (MSHO) and the Minnesota Senior Care Plus (MSC+) programs via contracts with managed care organizations (MCOs); and

WHEREAS, These contracts have been beneficial as the services fall within the mission of PHHS and the contract has paid all the direct and indirect expenses associated with providing the service; and

WHEREAS, Medica, a MCO, has provided amended contract terms and conditions which would be effective January 1, 2016 which require PHHS to earn 31% of the per member per month payment (PMPM); and

WHEREAS, Due to the delay in the performance measure payment, the county would essentially be required to cash flow the services for 10 months beyond the close of the reporting year; and

WHEREAS, While PHHS is supportive of performance measures and being accountable for outcomes, the challenge is that some of the performance measures are not within the complete control of PHHS;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department to provide the 125 days required notice of cancellation to Medica of contracts for Minnesota Senior Health Options (MSHO) and the Minnesota Senior Care Plus (MSC+) programs;

RESOLVED FURTHER, Upon completion of the contract, the PHHS staffing complement will be decreased by 9.0 FTEs.



In addition, Amber Madoll has changed her residence and has moved into Commissioner Stauber's district. Commissioners Stauber and Jewell are in agreement to move Ms. Madoll's representation to District 5.

Commissioner Boyle is recommending that Kevin Walsh be appointed to represent the vacancy in District 2.

The following terms expire on December 31, 2015:

Sarah Preist	District 3	Commissioner Dahlberg would <u>not</u> like to re-appoint
Cindy Lustig	District 4	Commissioner Rukavina would like to re-appoint
John Soghigian	District 4	Commissioner Rukavina would like to re-appoint
Tina Welsh	At Large	Wishes to be re-appointed; Board decision

After all the above changes, it has been determined there will be six (6) openings on the Committee as of December 31, 2015: one for District 1, one for District 3, one for District 5, two for District 6, and one At Large. Please see attached membership chart.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize technical corrections to the Public Health and Human Services Advisory Committee membership, reappoint members whose terms are due to expire on December 31, 2015, and authorize the County Auditor to advertise six (6) current vacancies county wide to secure a list of interested and qualified persons to fill openings on the Committee.

## Public Health and Human Services Advisory Committee Appointments

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

WHEREAS, The purpose of the Public Health and Human Services (PHHS) Advisory Committee is to seek input about the PHHS delivery system and make recommendations to the St. Louis County Board and the Department relative to the service needs of the community; and

WHEREAS, PHHS is recommending technical corrections to the Public Health and Human Services Advisory Committee membership as follows:

District 1      Eliminate Amber Madoll as representative due change in residency  
District 5      Appoint Amber Madoll as representative due to change in residency;  
                         term to expire 12/31/2017

WHEREAS, The following terms expire on December 31, 2015, and the Commissioner of the respective district recommends the following reappointments:

District 4      Re-appoint Cindy Lustig; term to expire 12/31/2018  
District 4      Re-appoint John Soghigian; term to expire 12/31/2018  
At Large      Re-appoint Tina Welsh; term to expire 12/3/2018

WHEREAS, The following individuals are recommended to be appointed to fill existing vacancies:

District 2      Appoint Kevin Walsh; term to expire on 12/31/2018  
District 7      Appoint Dawn Lamping; term to expire on 12/31/2016

WHEREAS, There remains six (6) vacancies on the Committee and it is advisable to advertise for these vacancies;

THEREFORE BE IT RESOLVED, That the St Louis County Board makes the following membership change:

District 1      Eliminate Amber Madoll as representative due change in residency  
District 5      Appoint Amber Madoll as representative due to change in residency;  
                         term to expire 12/31/2017

RESOLVED FURTHER, the Board makes the following appointments:

District 4      Re-appoint Cindy Lustig; term to expire 12/31/2018  
District 4      Re-appoint John Soghigian; term to expire 12/31/2018  
At Large      Re-appoint Tina Welsh; term to expire 12/3/2018

District 2      Appoint Kevin Walsh; term to expire on 12/31/2018  
District 7      Appoint Dawn Lamping; term to expire on 12/31/2016

RESOLVED FURTHER, That the Board authorizes the County Auditor to advertise six (6) vacancies county wide to secure a list of interested and qualified persons to fill openings on the Public Health and Human Services Advisory Committee.

**PUBLIC HEALTH AND HUMAN SERVICES ADVISORY COMMITTEE**  
**Slate Should Board Actions be Passed**

Last Name	First Name	Term Start	Term Expiration	Commissioner District	Tribe
Lustig	Cindy	2003	2018	4	-
<b>Vacant</b>			2018	3	-
Soghigian	John	2013	2018	4	-
Welsh	Tina	2006	2018	At Large	-
Walsh	Kevin	2015	2018	2	-
<b>Vacant</b>			2018	6	-
Heltzer	Kathy	2003	2016	2	-
Kuznik	Anthony	2006	2016	7	-
<b>Vacant</b>			2016	6	-
<b>Vacant</b>			2016	At Large	-
<b>Vacant</b>			2016	5	-
Lamping	Dawn		2016	7	-
Ives	Pat	2003	2017	At Large	-
Kennedy	Janet	2015	2017	3	-
Madoll	Amber	2012	2017	5	-
Sandman	Nathan	2015	2017	-	Fond du Lac
Shepard	Melanie	2015	2017	1	-
Zupancich	Mary	2008	2017	At Large	-
<b>Vacant</b>			2017	1	-
<b>Vacant</b>			2017	-	Bois Forte

District 1	Commissioner Jewell	1 member, 1 vacant
District 2	Commissioner Boyle	2 members
District 3	Commissioner Dahlberg	1 member, 1 vacant
District 4	Commissioner Rukavina	2 members
District 5	Commissioner Stauber	1 member, 1 vacant
District 6	Commissioner Nelson	2 vacant
District 7	Commissioner Raukar	2members
At Large		3 members, 1 vacant
Bois Forte		0 members, 1 vacant
Fond du Lac		1 member

## **YOUR HELP IS NEEDED**

The St. Louis County Public Health & Human Services Advisory Committee is seeking interested members.

This Advisory Committee makes recommendations to the St. Louis County Board of Commissioners and to the Public Health & Human Services Department relative to the health and human services needs of the community.

The Committee meets every other month from 10:00 – noon. Members receive a twenty dollar per diem and mileage reimbursement for each meeting they attend. Applicants must be a St. Louis County resident. Particularly welcome are representatives from under-represented and under-served consumers and communities.

There are currently eight openings. All interested persons are urged to apply and have their application remain on file. If interested in applying, the web address is: <http://www.stlouiscountymn.gov/GOVERNMENT/BoardsCommittees/PHHSAdvisoryCommittee.aspx> then click on “Application Citizen Advisory Board”. Or call 218-726-2096 to request a paper application.

Deadline to apply is November 30, 2015

# BOARD LETTER NO. 15 – 563

ENVIRONMENT & NATURAL RESOURCES COMMITTEE NO. 1

BOARD AGENDA NO.

**DATE:** December 15, 2015                      **RE:** Regional Landfill Operations  
Contract

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

Mark St. Lawrence, Director  
Environmental Services

**RELATED DEPARTMENT GOAL:**

To pursue effective and efficient waste management programs to enhance services to residents of St. Louis County.

**ACTION REQUESTED:**

The St. Louis County Board is requested to authorize a six-year contract with two (2) two-year renewal options, with Kangas Excavating, Inc. for daily operations of the Regional Landfill.

**BACKGROUND:**

Environmental Services has contracted with Kangas since 1993 to operate the Regional Landfill. During that period, Kangas has provided excellent service at a cost effective rate. The current contract expires December 31, 2015.

Under the terms of the proposed contract, Kangas is reimbursed for services in two major categories: (1) monthly fee for basic service and (2) hourly equipment rates for certain services outside of basic landfill operations. Additionally, to reduce the monthly fee charged for basic service, the Department will provide fuel, under the St. Louis County fuel contract, for onsite equipment used in performing the operational requirements of the contract.

For 2016, the monthly service fee for basic services will be \$36,253 for regular landfill operations. Kangas will also be paid an hourly rate for equipment usage outside the basic service contract. These services are estimated to cost \$30,000 annually. Some examples of work that falls outside of regular landfill operations include: hauling MSW roll-offs from the canister site area to the landfill working face, screening crushed glass, mowing and baling the leachate spray field, consolidating scrap, brush, and yard waste piles, snow plowing, and preparing areas for building construction.

The monthly fee and hourly equipment rates will be adjusted annually based on a modified Consumer Price Index (excluding energy), as provided by St. Louis County Purchasing. Negotiating a new landfill contract with Kangas was discussed at the August 13, 2015, Solid Waste Subcommittee meeting. Estimated total contract costs for 2016 are \$465,036.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize a six-year contract with Kangas Excavating, Inc. for the operation of the County's Regional Landfill in Virginia. The contract may be extended for two additional two-year extensions, upon the mutual agreement of both parties. Estimated total contract costs for 2016 are \$465,036. Funding for this contract is available in Fund 600, Agency 607001.

## Regional Landfill Operations Contract

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

WHEREAS, The Environmental Services Department requires a competent contractor to operate the Regional Landfill; and

WHEREAS, Since 1993, the Department has contracted with Kangas Excavating Inc. for landfill operations and Kangas has continued to provided excellent service; and

WHEREAS, The current contract with Kangas expires December 31, 2015; and

WHEREAS, The Department believes that the most cost effective and efficient option at this time is to negotiate a six-year contract (with two additional two-year extensions, upon mutual agreement of both parties) with Kangas for operation of the Regional Landfill from January 1, 2016 through December 31, 2021; and

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into a six-year contract with Kangas Excavating, Inc. for the operation of the County's Regional Landfill in Virginia. The contract may be extended for two additional two-year extensions, upon the mutual agreement of both parties. Estimated total contract cost for 2016 is \$465,036. The monthly fee and hourly equipment rates will be adjusted annually, based on a modified Consumer Price Index, excluding energy, as provided by the County Purchasing Division. Funding for this contract is available in Fund 600, Agency 607001.



**Bids:**

<b>Northland Constructors of Duluth, LLC Duluth, MN</b>	<b>\$2,874,790.29 (-\$679,863.21, -19.13%)</b>
Redstone Construction, LLC, Mora, MN	\$2,897,241.40
KGM Contractors, Inc., Angora, MN	\$2,927,123.73
Zenith Tech, Inc., Rothschild, WI	\$3,159,089.56
Robert R. Schroeder Const. Co. Glenwood, MN	\$3,165,651.18

**RECOMMENDATION:**

It is recommended that the St. Louis County Board award County Project 0110-176330, replacement of Bridge 69A20 on CSAH 110 in White Township, to low bidder Northland Constructors of Duluth, LLC in the amount of \$2,874,790.29, payable from Fund 220, Agency 220284, Object 652700.

**Award of Bids: Bridge Project on CSAH 110 (White Township)**

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

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

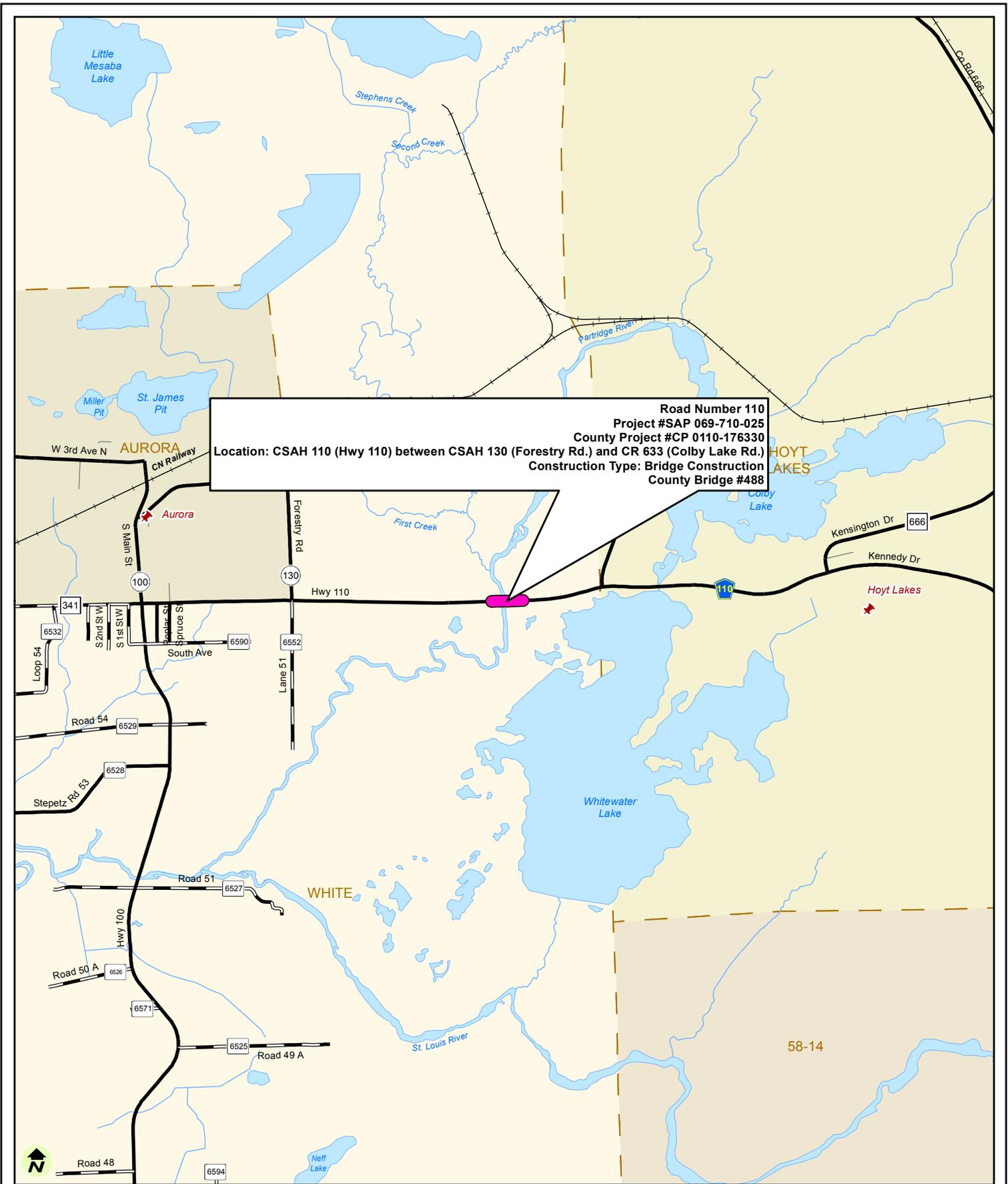
CP 0110-176330/SAP 69-710-025, Bridge 69A20, CSAH 110 Between CSAH 130 and CR 633, and;

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on December 3, 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.

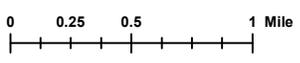
<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Northland Constructors of Duluth, LLC	4843 Rice Lake Rd. Duluth, MN 55803	\$2,874,790.29

RESOLVED FURTHER, That the appropriate county officials are authorized to approve the Contractor's Performance Bonds and to execute the bonds and contract for the above listed project, payable from Fund 220, Agency 220284, Object 652700.



**Road Number 110**  
**Project #SAP 069-710-025**  
**County Project #CP 0110-176330**  
**Location: CSAH 110 (Hwy 110) between CSAH 130 (Forestry Rd.) and CR 633 (Colby Lake Rd.)**  
**Construction Type: Bridge Construction**  
**County Bridge #488**

St. Louis County 2016 Road & Bridge Construction



Map Components	
2016 Road & Bridge Construction	County Road - Paved
Bridge Construction	County Road - Gravel
Interstate Highway	Railroad
U.S./State Highway	Commissioner District
Township Boundary	City/Town
	Lake
	River/Stream



**Bids:**

<b>KGM Contractors, Inc., Angora, MN</b>	<b>\$297,963.70 (-\$78,892.30, -20.93%)</b>
Landwehr Construction, St. Cloud, MN	\$309,849.80
Veit & Company, Inc., Rogers, MN	\$314,221.78
Ulland Brothers, Inc., Cloquet, MN	\$341,281.00
Utility Systems of America, Inc. Eveleth, MN	\$355,722.00

**RECOMMENDATION:**

It is recommended that the St. Louis County Board award County Project 0540-243937 TST to low bidder KGM Contractors, Inc. of Angora, MN in the amount of \$297,963.70, payable from Fund 444, Agency 444021, Object 652806.

**Award of Bids: Bridge Project on CR 540 (Field Township)**

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

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

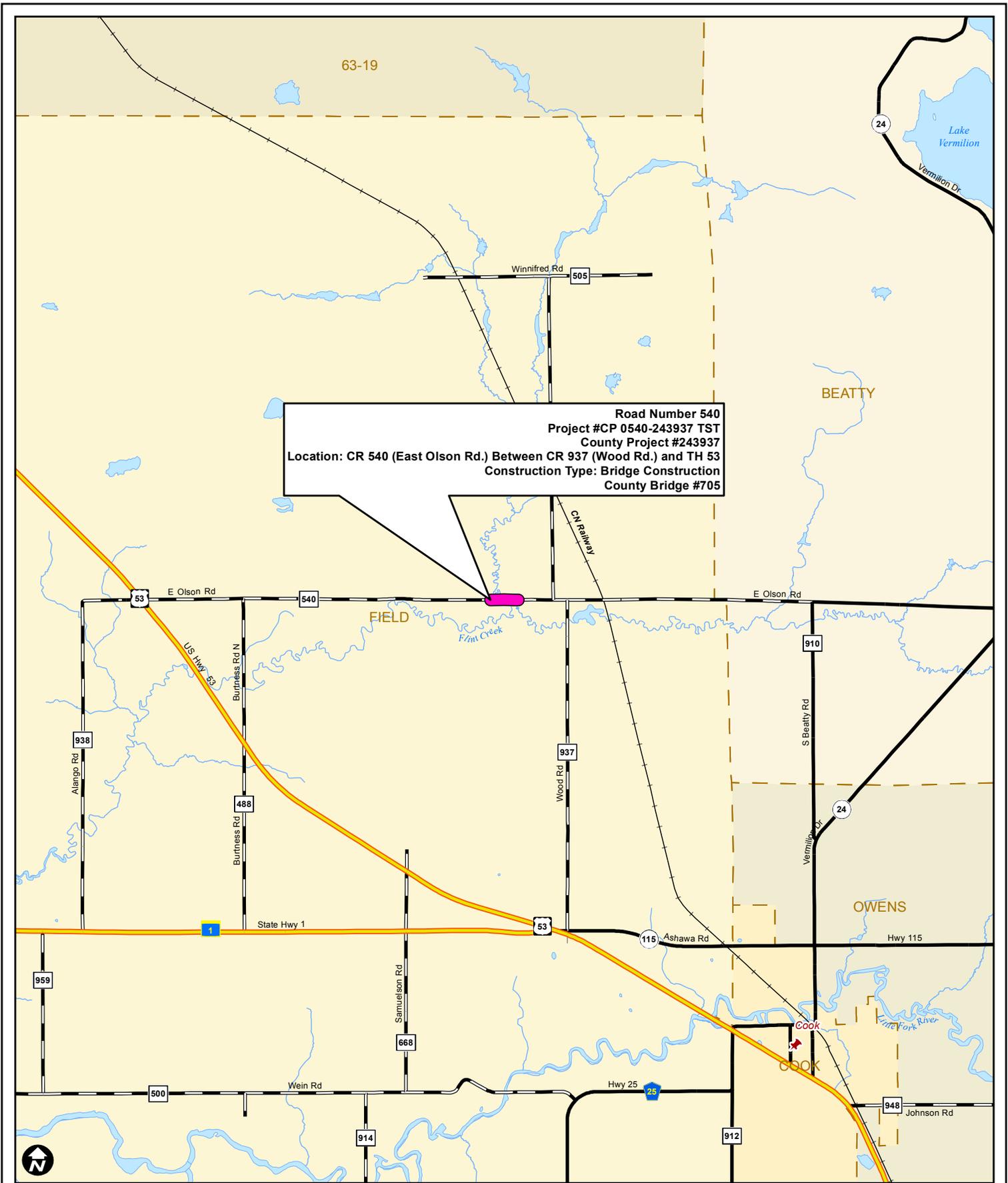
CP 0540-243937 TST, Bridge 69K42, located CR 540 Between TH 53 and CR 937 over Flint Creek, and;

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on December 10, 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>
KGM Contractors, Inc	9211 Hwy. 53 Angora, MN 55703	\$297,963.70

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 444021, Object 652806.

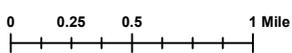


**Road Number 540**  
**Project #CP 0540-243937 TST**  
**County Project #243937**  
**Location: CR 540 (East Olson Rd.) Between CR 937 (Wood Rd.) and TH 53**  
**Construction Type: Bridge Construction**  
**County Bridge #705**

St. Louis County 2016 Road & Bridge Construction

**Map Components**

2016 Road & Bridge Construction	County/Unorg. Twp. Road - Paved	Township Boundary
Bridge Construction	County/Unorg. Twp. Road - Gravel	City/Town
Interstate Highway	Local Road/City Street	Lake
U.S./State Highway	Railroad	River/Stream
Commissioner District		



# BOARD LETTER NO. 15 – 566

FINANCE & BUDGET COMMITTEE NO. 1

BOARD AGENDA NO.

**DATE:** December 15, 2015      **RE:** Reimburse County  
Departments and Deposit 2015  
Shoreland Lease Sale  
Proceeds in the Environmental  
Trust Fund/Shoreline Sales

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

Donald Dicklich  
County Auditor/Treasurer

Mark Weber, Land Commissioner  
Land and Minerals

## **RELATED DEPARTMENT GOALS:**

To exercise responsible stewardship of county resources and make budget recommendations to the County Board. To ensure that relevant state statutes and County Board policies are implemented appropriately.

## **ACTION REQUESTED:**

The St. Louis County Board is requested to transfer the sale proceeds to the Environmental Trust Fund/Shoreline Sales, invested with the Minnesota State Board of Investment, after deducting internal costs allowed pursuant to statute.

## **BACKGROUND:**

On November 1, 2011 the St. Louis County Board directed and authorized the Land and Minerals Department to appraise and offer for sale into private ownership the county's shoreland leases (County Board Resolution No. 11-559). The Minnesota Legislature authorized this sale in the 2012 Minnesota Session Laws, Chapter 236, Section 28.

To facilitate the sale of the parcels, it was necessary to survey, mark and plat the parcels to create appropriate legal descriptions under a licensed surveyor. These costs were reimbursed directly by the purchasers. In addition to survey work, preparing these lots for sale required the time of the County Surveyor's office, the Onsite Wastewater Division of the Environmental Services Department and time of the Land Department staff.

The statute describes the distribution of proceeds from these sales as follows:

*Subd. 4. **Proceeds.** (a) Except as provided in paragraph (b), the proceeds from the sale of land described in subdivision 1 must be deposited by the county into an environmental trust fund as provided in Laws 1998, chapter 389, article 16, section 31, subdivision 4, as amended.*

*(b) The following amounts may be withheld by a county board and not deposited into an environmental trust fund: the costs of appraisal, abstracts, and surveys; money received from a sale that is attributable to land owned by a county in fee; amounts paid to lessees for improvements; and the costs of sale to lessees or other parties, including the costs of advertising, realtors, and closing services.*

The total costs to be deducted to pay for 2015 internal costs are as follows:

Land & Minerals Department	Will pay for costs attributable to these specific sales so that timber and land proceeds do not cover these costs	Reimburse costs in 240-246001-610000	\$25,052.94
		Reimburse costs in 240-241003-610000	\$76,008.66
		Reimburse costs in 240-241007-610000	\$142.72
		Reimburse costs in 240-241001-610000	\$25,127.61
Surveyor's Office	Will pay for costs of surveying work	Reimburse costs in 200-200122-610000	\$26,795.52
Onsite Wastewater Division	Will pay for costs specific to the inspection of septic systems on these parcels	Reimburse costs in 600-616000-610000	\$12,289.00

The remaining \$5,508,071.05 received YTD (December 9, 2015) will be deposited in the Environmental Trust Fund/Shoreline Sales and will be invested with the Minnesota State Board of Investment (MSBI), which is required, by year end. This will allow for 5.5% of the new principal amount to be available for use by the County Board in 2017. Any sales proceeds that are received after December 9, 2015 will be transferred to the MSBI in December 2016 by County Board Resolution.

**RECOMMENDATION:**

It is recommended that the St. Louis County Board authorize the reimbursement of the Land and Minerals Department, Surveyor's Office and Environmental Services Onsite Wasterwater Division for costs involved with preparing and closing of shoreland lease sales, and deposit the remaining amount in the Environmental Trust Fund/Shoreline Sales (Fund 500), according to relevant statutes.

**Reimburse County Departments and Deposit 2015 Shoreland Lease Sale  
Proceeds in the Environmental Trust Fund/Shoreline Sales**

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

WHEREAS, On November 1, 2011 the St. Louis County Board directed and authorized the Land and Minerals Department to appraise and offer for sale into private ownership the county's tax forfeited shoreland leases (County Board Resolution No. 11-559); and

WHEREAS, The Minnesota Legislature authorized this sale in the 2012 Minnesota Session Laws, Chapter 236, Section 28; and

WHEREAS, The St. Louis County Land and Minerals Department has generated \$5,673,487.50 in revenue from the sale of these parcels through December 9, 2015; and

WHEREAS, Statute specifically allows for the reimbursement of related expenses in preparing and closing these sales; and

WHEREAS, The following 2015 amounts are to be reimbursed by the sale proceeds:

Land & Minerals Department	Reimburse costs in 240-246001-610000	\$25,052.94
	Reimburse costs in 240-241003-610000	\$76,008.66
	Reimburse costs in 240-241007-610000	\$142.72
	Reimburse costs in 240-241001-610000	\$25,127.61
Surveyor's Office	Reimburse costs in 200-200122-610000	\$26,795.52
Onsite Wastewater Division	Reimburse costs in 600-616000-610000	\$12,289.00

WHEREAS, Minn. Laws, 2012, Chapter 236, Section 28 specifies that the sale proceeds, after costs, are to be placed in the Environmental Trust Fund/Shoreline Sales (Fund 500), and this Fund is invested with the Minnesota State Board of Investment (MSBI);

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the transfer of \$5,508,071.05 from the Land Department 290-290003-697600 to the Environmental Trust Fund/Shoreline Sales 500-500001-590100;

RESOLVED FURTHER, That any sales proceeds that are received after December 9, 2015 will be transferred to the MSBI in December 2016 by County Board Resolution.

# BOARD LETTER NO. 15 – 567

FINANCE & BUDGET COMMITTEE NO. 2

BOARD AGENDA NO.

**DATE:** December 15, 2015

**RE:** **A. P. Cook Building  
Improvements – Assessor’s  
Office Construction/Building  
Exterior Upgrades and Roof  
Replacement**

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

**Tony Mancuso, Director  
Property Management**

## **RELATED DEPARTMENT GOALS:**

To execute capital building projects, to perform building maintenance, to bring facilities up to current building and life safety codes, to extend life cycle of facilities, and to increase building operational efficiency.

## **ACTION REQUESTED:**

The St. Louis County Board is requested to approve a contract for the Assessor’s Office space and records retention/storage space construction, new building exterior upgrades, and roof replacement for the A. P. Cook Building, 2503 Rice Lake Road, Duluth.

## **BACKGROUND:**

Chris Jensen Health & Rehabilitation Center and adjoining property was sold to Health Dimensions Group in November 2013. The County Board distributed a portion of the sale proceeds for improvements to the Public Safety Campus including the A. P. Cook Building. A number of improvements have been completed in the building which currently houses Safety and Risk Management and the County Extension Office.

The St. Louis County Assessor’s Office is in need of additional office space after assuming the assessment functions in the city of Duluth. Renovations to available space in the A.P. Cook Building will meet the public service functions, office and land records storage needs of a portion of the Assessor’s Office staff. The Department’s need for additional space is at a priority status, so it is important that this project be expedited. This will be the final phase of the A.P. Cook renovation project.

The County Purchasing Division solicited bids which opened on December 9, 2015 with the following results:

<b>Max Gray Construction – Hibbing MN</b>	<b>\$1,695,700.00</b>
Johnson-Wilson Constructors – Duluth MN	\$1,718,000.00
Lakehead Construction – Superior WI	\$1,828,579.00
Four Star Construction – Superior WI	\$1,884,800.00
Kaski Incorporated – Duluth MN	\$1,970,000.00

**RECOMMENDATION:**

It is recommended that the St. Louis County Board approve a contract with Max Gray Construction of Hibbing, MN for the Assessor's Office space and records retention/storage space construction, new building exterior upgrades, and roof replacement for the A. P. Cook Building in Duluth. This is the final phase of this project and a significant portion of the funds are available from the final Chris Jensen proceeds and are available in the Capital Projects and Depreciation Reserve Fund. The rest of the project will be funded with the County Program Aid funds that were not budgeted for 2015, in the amount of \$703,632.77.

**A. P. Cook Building Improvements – Assessor’s Office Construction/Building Exterior Upgrades and Roof Replacement**

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

WHEREAS, The Chris Jensen Health & Rehabilitation Center and adjoining property was sold to Health Dimensions Group in November 2013, and the County Board distributed a portion of the sale proceeds for improvements to the Public Safety Campus, including the A. P. Cook Building; and

WHEREAS, A number of improvements have been initiated in the building which currently houses the Safety and Risk Management Division and County Extension; and

WHEREAS, The St. Louis County Assessor’s Office is in need of additional office space after assuming the assessment functions in the City of Duluth, and renovations to available space in the A.P. Cook Building will meet the public service functions, office and land records storage needs of a portion of the Assessor’s Office staff; and

WHEREAS, The additional office space needs of the Assessor’s Office is a priority marking the final phase of renovation of the A.P. Cook Building; and

WHEREAS, The St. Louis County Purchasing Division solicited bids which opened on December 9, 2015 and the low responsible bidder determined;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a construction contract with Max Gray Construction of Hibbing, MN in an amount of \$1,695,700.00 for the Assessor’s Office space and records retention/storage space construction, new building exterior upgrades, and roof replacement for the A. P. Cook Building in Duluth, with \$250,000 payable from the Depreciation Reserve (Fund 402-402008-663100), and the remaining \$1,445,700 from the Capital Project Fund (Fund 400-400036-630900);

RESOLVED FURTHER, That the St. Louis County Board authorizes the increase of the County Program Aid budget in the General Fund to recognize \$703,632.77 of the County Program Aid not relied upon as part of the budget but actually received (Fund 100-100001-521502), and a transfer out to the Capital Project Fund with a corresponding increase in the expense budget (Fund 400-400036-630900) in this amount for this project.