



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

February 2, 2016

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

CONSENT AGENDA:

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

Minutes of January 26, 2016

Environment & Natural Resources Committee, Commissioner Rukavina

1. Authorization to Accept MN Board of Water & Soil Resources FY 2016 Clean Water Fund Competitive Grant to Assist Low-Income Households [16-55]
2. Authorization to Accept Small Community Wastewater Treatment Program Technical Assistance Grant on Behalf of the Sand Lake Association [16-56]

Public Works & Transportation Committee, Commissioner Stauber

3. Acquisition of Right of Way – Replacement of County Bridge 823 (Kabetogama Township) [16-57]

Finance & Budget Committee, Commissioner Nelson

4. Sheriff's Office Space Lease in Ely City Hall [16-58]
5. Write-off of Bad Debt From Septic Loan Fund [16-59]

COMMISSIONER DISCUSSION ITEMS AND REPORTS:

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

ADJOURNED:

NEXT COMMITTEE OF THE WHOLE MEETING DATES:

February 9, 2016 **City Council Chambers, 5105 Maple Grove Road, Hermantown, MN**
February 16, 2016 **City Council Chambers, 401 East 21st Street, Hibbing, MN**
March, 1, 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

January 26, 2016

Location: Fayal Town Hall, Eveleth, Minnesota

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

Absent: None

Convened: Chair Raukar called the meeting to order at 11:00 a.m.

CONSENT AGENDA

Jewell/Boyle moved to approve the consent agenda. The motion passed. (7-0)

- Minutes of January 12, 2016
- CY 2016 Purchase of Service Contracts with Arrowhead Center, Inc., and Duluth Bethel for Chemical Dependency and Substance Abuse Services [16-42]
- CY 2016 Purchase of Service Agreement for Correctional Facilities and Residential Treatment Services for Children [16-43]
- Contract with Arrowhead Center for the Superior Babies Program [16-44]
- Justice for Families Program Grant Application [16-45]
- Family Based Counseling, Life Management Skills and Community Education and Prevention Services to American Indian Families and Children [16-46]
- Acquisition of Right of Way – Replacement of County Bridge 698 (Unorganized Township 62-21) [16-47]
- Violation of St. Louis County Ordinance No. 28 – Makinen Liquor Store (Unorganized Township 56-16) [16-48]
- Violation of St. Louis County Ordinance No. 28 – Kountry Krossroads (Pike Township) [16-49]
- Abatement List for Board Approval [16-50]
- Contract for Mine Inspection Services with Itasca County [16-51]

Health & Human Services Committee

Boyle/Stauber moved to appoint the following applicants to the Heading Home St. Louis County Leadership Council: Homeless Advocate - LeAnn Littlewolf of Duluth, MN, for a term ending December 31, 2018; and Business - Shelly Lyn Holmes of Eveleth, MN, for a term ending December 31, 2017; and to reappoint the following Leadership Council members: Rural Housing Coalition - Heather Lindula of Iron, MN, for a term ending December 31, 2018; and Bois Forte Reservation - Pamela Hughes of Tower, MN, for a term ending December 31, 2018. [16-52]. The motion passed. (7-0)

Central Management & Intergovernmental Committee

Jewell/Ruakar moved to approve the 2015-2016 Merit System Supervisory Unit Agreement and authorize the appropriate county officials to execute the Collective Bargaining Unit Agreement. [16-53]. The motion passed. (7-0)

COMMISSIONER DISCUSSION ITEMS AND REPORTS

Commissioner Nelson acknowledged the service of Fayal Township Fire Chief Steve Shykes and discussed the impact of volunteer firefighters on St. Louis County. Commissioner Nelson said that the contract for mine inspection services with Itasca County is inadequate and encouraged the Board to review mine inspector contracts with other counties in the future.

Commissioner Rukavina agreed also stated that mine inspection services contracts with other counties should be reviewed and asked that John Ongaro look at state statute to determine if mining companies can be charged for mine inspections.

At 11:17 a.m., Jewell/Dahlberg moved to adjourn the Committee of the Whole meeting. The motion passed. (7-0)

Steve Raukar, Chair of the County Board

Phil Chapman, Clerk of the County Board

BOARD LETTER NO. 16 – 55

ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 1

BOARD AGENDA NO.

DATE: February 2, 2016

RE: Authorization to Accept MN Board of Water & Soil Resources FY 2016 Clean Water Fund Competitive Grant to Assist Low-Income Households

FROM: Kevin Z. Gray
County Administrator

Mark St. Lawrence, Director
Environmental Services

RELATED DEPARTMENT GOAL:

To ensure the policy direction set by the St. Louis County Board is implemented in an effective and efficient manner.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the Environmental Services Department to accept \$200,000 in FY 2016 Clean Water Fund Competitive Grant funding from the Minnesota Board of Water & Soil Resources (BWSR) to assist low-income residents with the repair or replacement of Subsurface Sewage Treatment Systems (SSTS) identified as Imminent Threat to Public Health.

BACKGROUND:

On August 11, 2015, the County Board authorized the Environmental Services Department to submit an application to BWSR for the FY 2016 grant. On January 13, 2016, BWSR notified St. Louis County that it was awarded a \$200,000 Clean Water Fund Grant for FY 2016.

Matching funds for this grant in the amount of \$50,000 have been secured from Housing and Redevelopment Fund 250, Agency 251001.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the Environmental Services Department to accept \$200,000 in grant funding from BWSR to assist low-income residents with the repair or replacement of SSTS identified as Imminent Threat to Public Health, to be accounted for in Fund 616, Agency 616999, Grant 61602, Grant Year 2016.

Authorization to Accept MN Board of Water & Soil Resources FY2016 Clean Water Fund Grant to Assist Low-Income Households

BY COMMISSIONER _____

WHEREAS, On July 9, 2015, the Minnesota Board of Water & Soil Resources (BWSR) notified the Environmental Services Department that FY 2016 Clean Water Fund grant funding was available to assist low-income residents with the repair or replacement of Subsurface Sewage Treatment Systems identified as Imminent Threat to Public Health; and

WHEREAS, On August 11, 2015, the St. Louis County Board authorized the Environmental Services Department to submit a grant application to BWSR for funding assistance; and

WHEREAS, On January 13, 2016, BWSR notified St. Louis County that it was awarded a \$200,000 Clean Water Fund Grant for FY 2016.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Environmental Services Department to accept \$200,000 in Clean Water Fund Competitive Grant funding from the Minnesota Board of Water and Soil Resources to assist low-income residents with the repair or replacement of Subsurface Sewage Treatment Systems identified as Imminent Threat to Public Health, to be accounted for in Fund 616, Agency 616999, Grant 61602, Grant Year 2016.

RESOLVED FURTHER, That matching funds in the amount of \$50,000 for this grant have been secured from Housing and Redevelopment Fund 250, Agency 251001.

GRANT APPROVAL FORM

GRANT NAME: 2016 BWSR Clean Water GRANT AMOUNT: \$200,000
 GRANTOR: Brd of Water & Soil Resources MATCH AMOUNT: \$50,000
 FUND: 616 AGENCY: 61699 GRANT: 61602 GRANT YEAR: 2016
 AGENCY NAME: ISTS Grants
 CONTACT PERSON: Mark St. Lawrence PHONE: 218-749-0647
 GRANT PERIOD: BEGIN DATE: 01/01/2016 END DATE: 12/31/2017
 STATE GRANT AWARD NUMBER OR FEDERAL CFDA # 530102

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

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

GRANTS OF \$25,000 OR LESS

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

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

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

YES NO

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

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

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

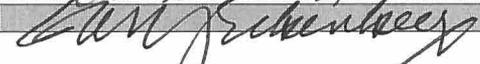
NEW GRANTS GREATER THAN \$25,000

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

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

YES NO

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

County Auditor  Date: 1-27-16
County Administrator  Date: 1-27-16

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.

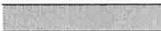
RECURRING GRANTS GREATER THAN \$25,000

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  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.

BOARD LETTER NO. 16 – 56

ENVIRONMENTAL & NATURAL RESOURCES COMMITTEE CONSENT NO. 2

BOARD AGENDA NO.

DATE: February 2, 2016

RE: Authorization to Accept Small
Community Wastewater
Treatment Program Technical
Assistance Grant on Behalf of
the Sand Lake Association

FROM: Kevin Z. Gray
County Administrator

Mark St. Lawrence, Director
Environmental Services

RELATED DEPARTMENT GOAL:

To ensure the policy direction set by the St. Louis County Board is implemented in an effective and efficient manner.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the Environmental Services Department to accept, on behalf of the Sand Lake Association, a \$60,000 Small Community Wastewater Treatment Program Technical Assistance Grant (TAG).

BACKGROUND:

The Sand Lake Association established a Community Sewer Committee that met with property owners around the lake and found substantial support for exploring a community sanitary sewer system for the area. Because Sand Lake is located in Unorganized Township 60-18, the Association requested that the county prepare and submit an application on its behalf.

On September 8, 2015, the County Board authorized the Environmental Services Department to submit an application to the Minnesota Public Facilities Authority (PFA) for a \$60,000 TAG to assess the need for a community sanitary sewer project for properties on Sand Lake. The PFA recently notified Environmental Services that St. Louis County was awarded the grant.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the Environmental Services Department to accept, on behalf of the Sand Lake Association, a \$60,000 Small Community Wastewater Treatment Program Technical Assistance Grant (TAG) from the Minnesota Public Facilities Authority (PFA) to fund a Community Assessment Report to assess the need for a community sanitary sewer project for properties on Sand Lake, to be accounted for in Fund 616, Agency 616999, Grant 61604, Grant Year 2016.

**Authorization to Accept Small Community Wastewater Treatment Program
Technical Assistance Grant on Behalf of the Sand Lake Association**

BY COMMISSIONER: _____

WHEREAS, On September 8, 2015, the County Board authorized the Environmental Services Department to submit an application, on behalf of the Sand Lake Association, to the Minnesota Public Facilities Authority (PFA) for a \$60,000 Small Community Wastewater Treatment Program Technical Assistance Grant; and

WHEREAS, The Environmental Services Department was recently notified by the PFA that St. Louis County was awarded the grant.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Environmental Services Department to accept a \$60,000 Small Community Wastewater Treatment Program Technical Assistance Grant from the Minnesota Public Facilities Authority to fund a Community Assessment Report to assess the need for a community sanitary sewer project for properties on Sand Lake, to be accounted for in Fund 616, Agency 616999, Grant 61604, Grant Year 2016.

GRANT APPROVAL FORM

GRANT NAME: 2016 Technical Asst. Grant GRANT AMOUNT: \$60,000
 GRANTOR: Mn Public Facilities Authority MATCH AMOUNT: N/A
 FUND: 616 AGENCY: 61699 GRANT: 61604 GRANT YEAR: 2016
 AGENCY NAME: ISTS Grants
 CONTACT PERSON: Mark St. Lawrence PHONE: 218-749-0647
 GRANT PERIOD: BEGIN DATE: 01/01/2016 END DATE: 12/31/2016
 STATE GRANT AWARD NUMBER OR FEDERAL CFDA # not yet assigned

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

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

GRANTS OF \$25,000 OR LESS

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

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

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

YES NO

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

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

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

NEW GRANTS GREATER THAN \$25,000

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

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

YES NO

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

County Auditor  Date: 1-27-16
County Administrator  Date: 1-27-16

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.

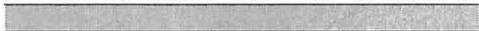
RECURRING GRANTS GREATER THAN \$25,000

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  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.

BOARD LETTER NO. 16 – 57

PUBLIC WORKS & TRANSPORTATION COMMITTEE CONSENT NO. 3

BOARD AGENDA NO.

DATE: February 2, 2016 **RE:** Acquisition of Right of Way –
Replacement of County Bridge
823 (Kabetogama Township)

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

RELATED DEPARTMENT GOAL:

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

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the acquisition of right of way for the replacement of County Bridge 823 in Kabetogama Township.

BACKGROUND:

The Public Works Department plans to reconstruct a short segment of County Road 523/Burma Road and to replace the existing bridge (County Bridge 823, State Bridge 93018) over an unnamed flowage adjacent to Kabetogama Lake in Kabetogama Township (County Project 0523-243941). Additional Right of Way will be needed from adjacent parcels of private land and from land owned by the State of Minnesota. The project will affect one parcel of land (parcel code 402-0010-01981) that is currently in State of Minnesota ownership.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the acquisition of right of way necessary for the replacement of County Bridge 823, State Bridge 93018. Right of way acquisition is payable from Fund 200, Agency 203001.

**Acquisition of Right of Way – Replacement of County Bridge 823
(Kabetogama Township)**

BY COMMISSIONER _____

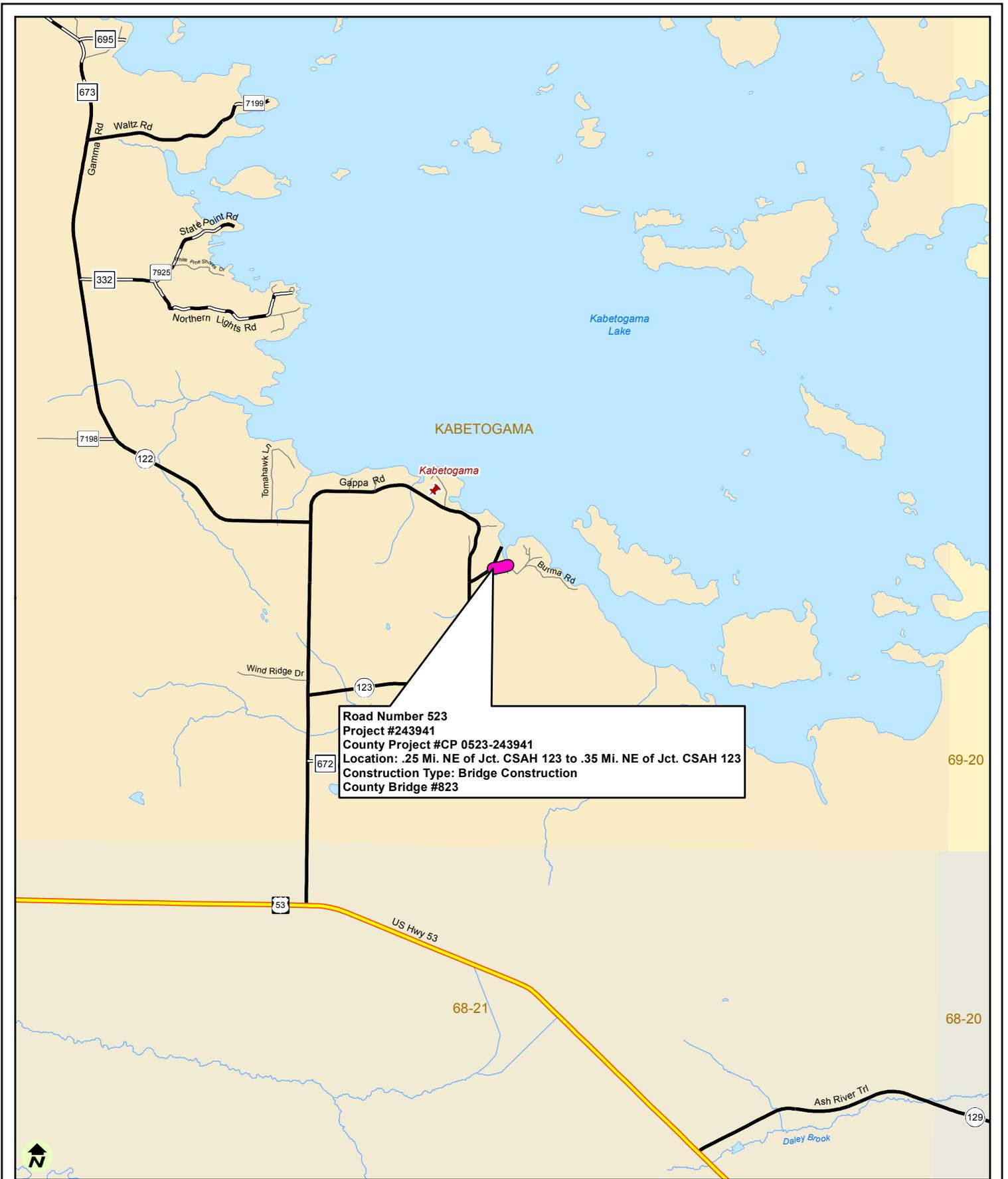
WHEREAS, The St. Louis County Public Works Department plans to reconstruct a small segment of County Road 523/Burma Road and to replace the existing bridge (County Bridge 823, State Bridge 93018) over an unnamed flowage adjacent to Lake Kabetogama in Kabetogama Township, County Project 0523-243941; and

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

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

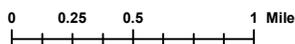
THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Works Director to proceed with the acquisition of the necessary lands and temporary easements for this project, payable from Fund 200, Agency 203001;

RESOLVED FURTHER, That the State of Minnesota Department of Natural Resources is requested to provide St. Louis County with easement across State of Minnesota Lands located in Section 27, Township 69 North, Range 21 West of the Fourth Principal Meridian adjacent to the present course of County Road 523/Burma Road, parcel code 402-0010-01981.



Road Number 523
Project #243941
County Project #CP 0523-243941
Location: .25 Mi. NE of Jct. CSAH 123 to .35 Mi. NE of Jct. CSAH 123
Construction Type: Bridge Construction
County Bridge #823

St. Louis County 2017 Road & Bridge Construction



Map Components	
2017 Road & Bridge Construction	
Bridge Construction	County Road - Paved
Interstate Highway	County Road - Gravel
U.S./State Highway	Railroad
Commissioner District	Township Boundary
	City/Town
	Lake
	River/Stream

Sheriff's Office Space Lease in Ely City Hall

BY COMMISSIONER _____

WHEREAS, The St. Louis County Sheriff's Office has maintained a duty station in the Ely City Hall, Ely, MN for over 20 years, with the most recent lease expiring on December 31, 2015; and

WHEREAS, The Sheriff desires to continue to occupy this space in order to serve this area of the county for the long term future;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute a new ten-year lease with the City of Ely for the rental of Sheriff's Office space in the Ely City Hall, Ely, MN, for the period January 1, 2016 through December 31, 2025, at the annual rate of \$10,678.50, with mutually agreed upon annual utility cost reconciliations, to be paid from Virginia Sheriff's Agency 129007, Object 634200.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the write-off of this county funded septic loan in the amount of \$16,715.71 from Fund 280, Object Code 111600.

Write-off of Bad Debt From Septic Loan Fund

BY COMMISSIONER _____

WHEREAS, St. Louis County approved a septic loan from Fund 280 in the amount of \$17,650 in November 2009 to Peter and Monica Palen for property located at 6648 Industrial Road, Saginaw, MN 55779 (St. Louis County Parcel Identification Number 380-0010-04305); and

WHEREAS, The mortgage deed was forwarded to Consolidated Abstract & Title for recording as a second mortgage, and

WHEREAS, Following bankruptcy proceedings for both individuals, the first mortgage was foreclosed by Wells Fargo by Sheriff's Sale; and

WHEREAS, Minn. Stat. § 580.24 and § 580.25 (Creditor Redemption), states the holder of the second mortgage, may redeem the first mortgage by bidding an amount higher than the value of the first mortgage should the holder of the second mortgage believe there is adequate market equity in the property; and

WHEREAS, At the time of the Sheriff's Sale, the county decided not to redeem the first mortgage given the appraised value of the property was considerably less than the balance of the first mortgage; and

WHEREAS, Following the Sheriff's Sale and the subsequent redemption period, all junior liens, including the second mortgage held by the county, were extinguished and the liens were removed from the property title;

THEREFORE, BE IT RESOLVED, The St. Louis County Board authorizes the County Auditor to write-off the septic loan of Peter and Monica Palen. The write-off will credit Fund 280, Object 111600 Loans Receivable and Debit Fund 280, Agency 280001 Object 629900 to expense this write-off in the amount of \$16,715.71.