

CONSENT AGENDA
FOR THE MEETING
OF
ST. LOUIS COUNTY BOARD OF COMMISSIONERS

February 2, 2016

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

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

RESOLUTIONS FOR APPROVAL:

Minutes for January 26, 2016.

Health & Human Services Committee – Commissioner Boyle, Chair

1. Purchase of service contracts with Arrowhead Center, Inc., and Duluth Bethel for chemical dependency and substance abuse services during the period January 1, 2016 through December 31, 2016, at a combined annual maximum of \$105,000 *[16-42]*
2. Purchase of service contract with KidsPeace Mesabi Academy for correctional facilities and residential treatment services at per diem rates (3.5% increase) during the period February 1, 2016 through December 31, 2016. *[16-43]*
3. Contract with Arrowhead Center, Inc., for a full-time licensed alcohol and drug counselor position and all associated travel costs during the period January 1, 2016 through December 31, 2016 for the Superior Babies Program, not to exceed \$100,000. *[16-44]*
4. Authorize a Justice for Families Program Grant application to the U.S. Department of Justice Office on Violence Against Women for up to \$600,000 for the funding period of October 1, 2016 through September 30, 2019. *[16-45]*
5. Purchase of service contract with Bois Forte Reservation at a rate of \$85.00 per hour with a contract maximum of \$44,300 to purchase Family-Based Counseling, Life Management Skills, and Community Education and Prevention services through the Family-Based Program during the period January 1, 2016 through December 31, 2016; and a purchase of service contract with Fond du Lac Reservation at a rate of \$75.00 per hour with a contract maximum of \$130,000 to purchase Family-Based Crisis Services through the Families First Program during the period January 1, 2016 through December 31, 2016. *[16-46]*
6. Appoint the following applicants to the Heading Home St. Louis County Leadership Council: LeAnn Littlewolf of Duluth, MN, for a term ending December 31, 2018 and Shelly Lyn Holmes of Eveleth, MN, for a term ending December 31, 2017; and reappoint Heather Lindula of Iron, MN, for a term ending December 31, 2018 and Pamela Hughes of Tower, MN, for a term ending December 31, 2018. *[16-52]*

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Public Works & Transportation Committee – Commissioner Stauber, Chair

7. Acquisition of necessary right of way and temporary easements for the replacement of County Bridge 698 (State Bridge 7645) and reconstruction of approximately 1200 feet of County State Aid Highway (CSAH) 5/Lind Road in Unorganized Township 62-21 (CP 204368, SP 069-605-044). *[16-47]*

Finance & Budget Committee – Commissioner Nelson, Chair

8. Agreement with Curran Enterprises, Inc., d/b/a Makinen Liquor Store, Unorganized Township 56-16, suspending their Off-Sale Intoxicating Liquor License as a result of an alleged liquor law violation, sale to minor, on December 15, 2015. *[16-48]*
9. Agreement with B 2 Babs, Inc., d/b/a Kountry Krossroads, Pike Township, suspending their Combination On/Off-Sale and Sunday On-Sale Intoxicating Liquor Licenses as a result of an alleged liquor law violation, sale to minor, on December 15, 2015. *[16-49]*
10. Abatement list for Board approval. *[16-50]*
11. Workers' compensation report dated January 22, 2016.
12. Applications for permit authorizing the consumption and display of intoxicating liquors; renewals.

Central Management & Intergovernmental Committee – Commissioner Jewell, Chair

13. Mine Inspection Services agreement with Itasca County through December 31, 2017, with an anticipated annual revenue of up to \$18,000 plus reimbursement for any extraordinary costs incurred. *[16-51]*
14. Ratify the 2015-2016 Merit System Supervisory Unit collective bargaining agreement and authorize an agreement consistent with negotiations. *[16-53]*

Official Proceedings of the County Board of Commissioners

BY COMMISSIONER _____

RESOLVED, That the official proceedings of the St. Louis County Board of Commissioners for the meeting of January 26, 2016, are hereby approved.

CY 2016 Purchase of Service Contracts with Arrowhead Center, Inc., and Duluth Bethel for Chemical Dependency and Substance Abuse Services

BY COMMISSIONER _____

WHEREAS, Arrowhead Center, Inc., provides chemical dependency and substance abuse assessment, treatment, and aftercare services, as well as urinalysis collection and drug testing services; and

WHEREAS, Duluth Bethel provides urinalysis collection and drug screening as well as breathalyzer testing for alcohol to community correction and human service organizations as well as federal probation and pre-trial services and local employers; and

WHEREAS, Individuals referred by Public Health and Human Services (PHHS) Children and Families Services Division who are both active clients with the St. Louis County Social Service Department and under court order to receive drug testing services, or individuals referred by PHHS Income Maintenance Division who have a drug felony conviction; and

WHEREAS, PHHS wishes to renew its current purchase of service contracts with Arrowhead Center and Duluth Bethel;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate County officials to enter into purchase of service contracts with **Arrowhead Center, Inc.**, for the following services and rates for the period January 1, 2016, through December 31, 2016:

| <u>Service</u> | <u>Annual Maximum</u> | <u>Budget</u> |
|---|-------------------------------------|-------------------|
| Public Service: | | |
| Assessment, Treatment, and Aftercare COMBINED ANNUAL MAXIMUM | <u>\$ 66,878.00</u> \$ 66,878.00 | 230-232006-608000 |
| Child & Family Drug Testing \$35.00 per unit | \$100,000.00 | 230-232008-602000 |
| Income Maint. Drug Testing \$35.00 per unit | <u>\$ 5,000.00</u> | 230-231014-626400 |
| Combined annual maximum | \$105,000.00 | |

RESOLVED FURTHER, That the maximum amount to be paid under the Agreement with **Arrowhead Center, Inc.**, for assessment, treatment and aftercare services for public service purposes shall not exceed a combined annual maximum of \$66,878 per year;

RESOLVED FURTHER, That the maximum amount to be paid under the Agreement with **Arrowhead Center, Inc.**, for court-ordered urinalysis collection and

drug testing services requested by PHHS Children and Families Division shall not exceed a maximum of \$100,000 per year;

RESOLVED FURTHER, That the maximum amount to be paid under the Agreement with **Arrowhead Center, Inc.**, for urinalysis collection and drug testing services requested by PHHS Financial Assistance Division shall not exceed a maximum of \$5,000 per year;

RESOLVED FURTHER, That the St. Louis County Board authorizes a purchase of service contract between PHHS and **Duluth Bethel** for the following services, rates and contract maximums for the period January 1, 2016 through December 31, 2016:

| <u>Service</u> | <u>Rate</u> |
|--|---------------|
| Level 1 screening (for one drug) | \$11.00/ unit |
| Level 2 screening (for two drugs | \$16.00/unit |
| Full screen (more than 2 drugs, including Alcohol/ETG screen) | \$26.00/unit |
| Synthetic drugs | \$26.00/unit |
| Bath salts | \$26.00/unit |
| ETG | \$26.00/unit |

| <u>Service</u> | <u>Annual Maximum</u> | <u>Budget</u> |
|----------------------------------|---------------------------|-------------------|
| Children & Families Drug Testing | \$100,000.00 | 230-232008-602000 |
| Income Maintenance Drug Testing | <u>\$ 5,000.00</u> | 230-231014-626400 |
| Combined annual maximum | \$105,000.00 | |

RESOLVED FURTHER, That the maximum amount to be paid under the Agreement with **Duluth Bethel** for court-ordered urinalysis collection and drug testing services requested by PHHS Children and Families Division shall not exceed a maximum of \$100,000 per year;

RESOLVED FURTHER, That the maximum amount to be paid under this Agreement with **Duluth Bethel** for urinalysis collection and drug testing services requested by PHHS Financial Assistance Division shall not exceed a maximum of \$5,000 per year.

**CY 2016 Purchase of Service Contact for
Correctional Facilities and Residential Treatment Services for Children**

BY COMMISSIONER _____

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

WHEREAS, The Public Health and Human Services Department is seeking to renew a purchase of service agreement with KidsPeace Mesabi Academy to provide needed Correctional Facilities and Residential Treatment Services on behalf of the county;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a purchase of service agreement for the period February 1, 2016 through December 31, 2016 with KidsPeace Mesabi Academy for Correctional Facilities and Residential Treatment Services with the following provider at the per diem rates:

Correctional Facilities and Residential Treatment Center:

| <u>KidsPeace Mesabi Academy</u> | <u>Rate</u> |
|---|--------------------|
| 1. Residential | \$239.93 per day |
| 2. Diagnostic Residential | \$262.27 per day |
| 3. Secure Residential | \$252.96 per day |
| 4. Sexual Offender Residential (Non-secure) | \$283.42 per day |
| 5. Specialized Residential (IQ 50-65) | \$311.02 per day |
| 6. Chemical Dependency | \$251.08 per day |
| 7. Short Term Secure Residential | \$257.99 per day |
| 8. One-on-One Services | \$ 17.59 per hour |
| 9. Detention (For Internal Use Only) | No additional Cost |

Budget References for Out-of-Home Placement

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

RESOLVED FURTHER, That the approved rates shall serve as a lead county agreement for services purchased from financially responsible agencies of other counties.

Contract with Arrowhead Center, Inc., for the Superior Babies Program

BY COMMISSIONER _____

WHEREAS, Alcohol and other drug use among women of child bearing age continues to be a significant problem in St. Louis County; and

WHEREAS, The Superior Babies Program teams a public health nurse with a licensed alcohol and drug counselor (LADC) who work with the client to help her remain drug and alcohol free, provide pregnancy and parenting education, and assist with housing, food, support, and employment and education goals; and

WHEREAS, The Public Health and Human Services Department has a long relationship with Arrowhead Center, Inc., for the LADC position and wishes to continue this through renewal of a contract;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department to enter into a contract for the period January 1, 2016 through December 31, 2016, with Arrowhead Center, Inc., for a full-time licensed alcohol and drug counselor position for the Superior Babies Program, not to exceed \$100,000 for the position and all associated travel costs, payable from Fund 230, Agency 233001, Object 629900.

Justice for Families Program Grant Application

BY COMMISSIONER _____

WHEREAS, St. Louis County Public Health & Human Services Department (PHHS) is the lead applicant of a collaboration between PHHS and the Domestic Abuse Intervention Programs, Duluth Family Visitation Center, Program for Aid to Victims of Sexual Assault, Arrowhead Regional Corrections Probation Office, County Attorney's Office, Public Defenders Office, and the Sixth Judicial District of Minnesota; and

WHEREAS, The Justice for Families Program Grant replaces the former Office on Violence Against Women Safe Havens Supervised Visitation and Safe Exchange grant program, for which St. Louis County has been the fiscal agent for six years; and

WHEREAS, This new Justice for Families Program grant was authorized in the Violence Against Women Reauthorization Act (VAWA) of 2013 to improve the response of all aspects of the civil and criminal justice system to families with a history of domestic violence, dating violence, sexual assault, and stalking, or in cases involving allegations of child sexual abuse; and

WHEREAS, The Justice for Families Program grant supports improving the capacity of communities and courts to respond to families affected by the four aforementioned crimes through supervised visitation and safe exchange by and between parents; training and technical assistance for people who work with families in the court system; civil legal services; provision of resources in juvenile court matters; and development or promotion of legislation, model codes, policies, and best practices;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department to submit a grant application in an amount up to \$600,000 for a Justice for Families Program Grant from the U.S. Department of Justice Office on Violence Against Women for the 36-month grant funding period of October 1, 2016-September 30, 2019;

RESOLVED FURTHER, That St. Louis County shall serve as fiscal agent for the grant to be accounted for in Fund 230, Agency 232999-00000-23218-99999999-2016.

CY 2016 Family-Based Counseling, Life Management Skills and Community Education and Prevention Services to American Indian Families and Children

BY COMMISSIONER _____

WHEREAS, Title IVB funding is available to counties through the Minnesota Department of Human Services (DHS) for Family-Based Counseling and Life Management Skills services; and

WHEREAS, St. Louis County uses a portion of this fund to contract with the Bois Forte and Fond du Lac Reservations for these services providing culturally sensitive, flexible programs that address the unique needs of American Indian families; and

WHEREAS, The Public Health and Human Services Department has contracted with the providers listed above to provide needed services on behalf of the county;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a Purchase of Service Agreement for the period January 1, 2016 through December 31, 2016 with Bois Forte Reservation to purchase Family-Based Counseling, Life Management Skills, and Community Education and Prevention services through the Family-Based Program at \$85.00 per hour with a contract maximum of \$44,300;

RESOLVED FURTHER, That the St. Louis County Board authorizes a Purchase of Service Agreement for the period January 1, 2016 through December 31, 2016 with Fond du Lac Reservation to purchase Family-Based Crisis Services through the Families First Program at a rate of \$75.00 per hour with a contract maximum of \$130,000.

BUDGET REFERENCE:

| | | |
|----------------|--------|-----------------------|
| Fund | 230 | Social Service |
| Agency | 232008 | PHHS |
| Object | 603200 | Family-Based Services |
| Revenue Source | 540257 | Family Response |

Appointments to the Heading Home St. Louis County Leadership Council

BY COMMISSIONER _____

WHEREAS, The Heading Home St. Louis County Leadership Council acts as a neutral party in making decisions, in conjunction with funding sources, on behalf of homeless people and those at risk of homelessness in St. Louis County; and

WHEREAS, Members are appointed by the City Council of Duluth and the St. Louis County Board of Commissioners;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board appoints the following applicants to the Heading Home St. Louis County Leadership Council:

| <u>Position</u> | <u>Period</u> | <u>Appointed</u> |
|-------------------|--------------------|----------------------------------|
| Homeless Advocate | Term ends 12/31/18 | LeAnn Littlewolf of Duluth, MN |
| Business | Term ends 12/31/17 | Shelly Lyn Holmes of Eveleth, MN |

RESOLVED FURTHER, That the County Board reappoints the following Leadership Council members:

| <u>Position</u> | <u>Period</u> | <u>Reappointed</u> |
|-------------------------|--------------------|-----------------------------|
| Rural Housing Coalition | Term ends 12/31/18 | Heather Lindula of Iron, MN |
| Bois Forte Reservation | Term ends 12/31/18 | Pamela Hughes of Tower, MN |

**Acquisition of Right of Way – Replacement of County Bridge 698
(Unorganized Township 62-21)**

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Works Department plans to replace County Bridge 698 (State Bridge 7645) and to reconstruct approximately 1200 feet of the adjacent County State Aid Highway 5/Lind Road located approximately ½ mile east of Unorganized Town Road 8180/North Airport Road in Sections 29 & 32 of Unorganized Township 62-21; and

WHEREAS, These improvements consist of replacing the existing bridge 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, Objects 636500 and 636600.

**Violation of St. Louis County Ordinance No. 28 – Makinen Liquor Store
(Unorganized Township 56-16)**

BY COMMISSIONER _____

WHEREAS, The St. Louis County Liquor Licensing Committee met on January 12, 2016, to consider recommending action to be taken by the County Board as a result of an alleged liquor law violation, sale to minor, on December 15, 2015, against Curran Enterprises, Inc., d/b/a Makinen Liquor Store, Unorganized Township 56-16; and

WHEREAS, The Liquor Licensing Committee recommended a ten (10) day suspension and \$1,000 civil penalty, with nine (9) days of the suspension and \$800 of the civil penalty stayed for one year, with no same or similar violations during that year, and recommended that the County Attorney's Office propose this penalty to Curran Enterprises, Inc.; and

WHEREAS, Curran Enterprises, Inc., has agreed to accept the proposal if approved by the County Board;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute an agreement suspending Off-Sale Intoxicating Liquor License No. 16-CTOFSL-00106 issued to Curran Enterprises, Inc., d/b/a Makinen Liquor Store, Unorganized Township 56-16, for ten (10) days and \$1,000 civil penalty, with nine (9) days and \$800 of the civil penalty stayed for one (1) year on the condition that the licensee has no same or similar violations during that year;

RESOLVED FURTHER, That the date of suspension of the liquor license will be February 9, 2016;

RESOLVED FURTHER, That a new violation within the next year (ending February 2, 2017) will result in the imposition of the remainder of the suspension and civil penalty, and may also be cause for additional action against the liquor license of the licensee pursuant to St. Louis County Ordinance Number 28, Section 13.

**Violation of St. Louis County Ordinance No. 28 – Kountry Krossroads
(Pike Township)**

BY COMMISSIONER _____

WHEREAS, The St. Louis County Liquor Licensing Committee met on January 12, 2016, to consider recommending action to be taken by the County Board as a result of an alleged liquor law violation, sale to minor, on December 15, 2015, against B 2 Babs, Inc., d/b/a Kountry Krossroads, Pike Township; and

WHEREAS, The Liquor Licensing Committee recommended a ten (10) day suspension and \$1,000 civil penalty, with nine (9) days of the suspension and \$1,000 of the civil penalty stayed for one year, with no same or similar violations during that year, and recommended that the County Attorney's Office propose this penalty to B 2 Babs, Inc.; and

WHEREAS, B 2 Babs, Inc., has agreed to accept the proposal if approved by the County Board;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute an agreement suspending Combination On/Off-Sale and Sunday On-Sale Intoxicating Liquor License No. 16-CTCMBS-00121 issued to B 2 Babs, Inc., d/b/a Kountry Krossroads, Pike Township, for ten (10) days and \$1,000 civil penalty, with nine (9) days and \$1,000 of the civil penalty stayed for one (1) year on the condition that the licensee have no same or similar violations during that year;

RESOLVED FURTHER, That the date of suspension of the liquor license will be February 8, 2016;

RESOLVED FURTHER, That a new violation within the next year (ending February 2, 2017) will result in the imposition of the remainder of the suspension and civil penalty, and may also be cause for additional action against the liquor license of the licensee pursuant to St. Louis County Ordinance Number 28, Section 13.

Abatement List for Board Approval

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board approves the applications for abatements, correction of assessed valuations and taxes plus penalty and interest, and any additional accrual, identified in County Board File No. 60288.

Workers' Compensation Report

BY COMMISSIONER _____

RESOLVED, That the workers' compensation report of claims by employees for work-related injuries, dated January 22, 2016, on file in the office of the County Auditor, identified as County Board File No. 60274, is hereby received and ratified as payable from Fund 730, Agency 730001.

**Applications for Permit Authorizing the Consumption and Display
of Intoxicating Liquors (Renewals)**

BY COMMISSIONER _____

RESOLVED, That pursuant to the provisions of Minn. Stat. § 340A, as amended, and Rules and Regulations adopted by this Board under St. Louis County Ordinance No. 28, dated May 22, 1978, as amended, the following applications for permit authorizing the consumption and display of intoxicating liquors are hereby approved, on file in the office of the County Auditor, identified as County Board File No. 60297:

James Saugestad d/b/a Melrude Pub, Ellsburg Township;

Wilkins Pine Aire Resort, Inc., d/b/a Pine Aire Resort, Kabetogama Township.

Contract for Mine Inspection Services with Itasca County

BY COMMISSIONER _____

WHEREAS, Minn. Stat. § 180 requires counties with five or more mines in operation to appoint an Inspector of Mines and to fulfill inspection and investigation related responsibilities; and

WHEREAS, Since 1991, St. Louis County has provided mine inspection services to Itasca County through a cooperative activity services agreement; and

WHEREAS, The St. Louis County Safety and Risk Management Division, Mine Inspector's Office, has sufficient staff to continue to provide this service and has negotiated an extension of the agreement through December 31, 2017;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into a Mine Inspection Services Agreement with Itasca County through December 31, 2017, with an anticipated annual revenue of up to \$18,000 to be deposited into Fund 100, Object 138001;

RESOLVED FURTHER, That it is further understood that Itasca County will reimburse St. Louis County for any extraordinary costs which shall include, but are not limited to, long distance calls, mileage and meal allowances for travel outside of Virginia and the cost of obtaining copies of any reports or documents necessary to any investigation on behalf of Itasca County.

Merit System Supervisory Unit Agreement: 2015 - 2016

BY COMMISSIONER_____

RESOLVED, That the St. Louis County Board approves the 2015-2016 Merit System Supervisory Unit Agreement and the appropriate county officials are authorized to execute the Collective Bargaining Unit Agreement, a copy of which is on file in County Board File No. _____.