

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

**April 26, 2016**

**McDavitt Town Hall, 9042 Zim Road, Zim, 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 April 12, 2016.**

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

1. Accept grant funding from the Minnesota Department of Human Services for Respite Services for Children with Autism in the amount of \$850,000 for the period March 1, 2016 through June 30, 2018; increase the budgeted revenues and expenditures for budget year 2016, 2017, and 2018 with any unspent funds in 2016 to be included in the 2017 and 2018 budgets; and further, the PHHS staffing complement is increased by a 0.5 FTE social worker with the understanding that if the grant funding is eliminated, the position will also be eliminated. *[16-158]*
2. Appoint the following citizens to serve on the Public Health and Human Services Advisory Committee: J. Reyna Crow, District #3, for a term expiring December 31, 2018, and Sarah Priest, At Large, for a term expiring December 31, 2016. *[16-174]*
3. Increase the PHHS staffing complement by up to seven (7) FTE employees: 5 social workers, 1 public health nurse, and 1 supervisor, to handle the increased reassessment responsibilities under MnCHOICES; and further, convert an existing vacant 1.0 Information Specialist I position to a Social Services Specialist. *[16-175]*

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

4. Public sale of certain Shoreland Lease Lots authorized. *[16-159]*
5. Public sale of certain state tax forfeited properties authorized for June 9, 2016, at 10:00 a.m. at the Depot, 506 W. Michigan Street, Duluth, MN. *[16-160]*
6. Application for repurchase of state tax forfeited land (homestead) by Margaret Lepak, Duluth, MN. *[16-162]*
7. Applications for repurchase of state tax forfeited land (non-homestead) by Peter Howard Bertucci, Eveleth, MN, and Northern Minnesota Rentals, Inc., Eveleth, MN. *[16-163R]* (Resolutions numbered 7a, 7b, 7c, and 7d.)

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

8. Amendment No. 1 of the Cooperative Agreement with the City of Duluth (Damion No. 2016-10112) to repave a 1,700 foot segment of County State Aid Highway (CSAH) 34/Kenwood Avenue at the intersection with West Arrowhead Road (CP 0034-278317). *[16-164]*
9. Cooperative Agreement with the City of Proctor to install and maintain blinker stop signs on CSAH 14/Fifth Street and Third Avenue located within the city of Proctor. *[16-165]*
10. Purchase of “Base One” aggregate base stabilization material from Team Lab Chemical Corporation of Detroit Lakes, MN, in the amount of \$169,750.35 (8,855 gallons) for use on additional gravel roads in the 2016 Capital Improvement Program (CIP). *[16-166]*
11. Acquisition of highway right of way and necessary easements for the reconstruction and improvements of the intersection of CSAH 13/Midway Road and CSAH 6/Maple Grove Road located within the city of Hermantown (CP 0006-243164). *[16-167]*
12. Acquisition of highway right of way and necessary easements for the reconstruction and improvements of the intersection of CSAH 4/Rice Lake Road and CSAH 9/Martin Road located within the city of Rice Lake (CP 0004-187577). *[16-168]*
13. Bid awarded to Hammerlund Construction, Inc., Grand Rapids, MN, in the amount of \$182,725 for South St. Louis County Crushing Program (CP 0000-249397). *[16-176]*

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

14. Abatement list for Board approval. *[16-169]*
15. Authorize property owners that have multiple personal property tax statements with aggregate taxes exceeding \$50 to pay personal property taxes in equal installments due May 15 and October 15. *[16-170]*
16. Public hearing established for May 10, 2016, at 9:40 a.m. at the St. Louis County Courthouse, Duluth, MN, to consider the issuance of an Off-Sale Intoxicating Liquor License to BVL Properties, LLC d/b/a Bayview Lodge, Greenwood Township. *[16-173]*
17. Workers’ compensation report dated April 15, 2016.

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

18. Authorize the reallocation of a Contract Services Representative position to an Information Specialist III position in the Public Health and Human Services Department. *[16-171]*

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19. Public Health and Human Services Department to decrease its 2016 budget by \$20,865 eliminating its staffing complement by 1.0 FTE Administrative Assistant II and increase its staffing complement by 1.0 FTE PHHS Program Analyst position (new Merit System job classification). *[16-177]*

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

20. Sheriff's Office authorized to use U. S. Forest Service Title III funding in the amount of \$40,433.23 for authorized Firewise Communities activities. *[16-172]*

**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 April 12, 2016, are hereby approved.

**Acceptance of Grant for Respite Services for Children with Autism**

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

WHEREAS, The Minnesota Department of Human Services (DHS) has grant funds that were authorized by the Minnesota Legislature in 2014, specifically, chapter 312, article 30, section 2, subdivision 4 (e); applicants must be a county or tribe and the fiscal host can use up to 10 percent of the grant funds for administration; and

WHEREAS, The grant funds can pay for short-term planned and emergency respite care services for individuals with a diagnosis of autism spectrum disorder including Asperger's Syndrome and pervasive developmental disorder; and

WHEREAS, On January 12, 2016, the County Board adopted Resolution No. 16-51, authorizing the Public Health and Human Services Department (PHHS) to apply for these grant funds; and

WHEREAS, DHS has selected PHHS's proposal as suited to meeting the state's needs as set forth in the grant application; and

WHEREAS, The grant funding awarded to St. Louis County for the period March 1, 2016 through June 30, 2018 is in the amount of \$850,000; \$600,000 for the first year with an additional \$250,000 available in the second year upon completion of agreed-upon deliverables; and

WHEREAS, The grant includes funding for a 0.5 FTE project coordinator and the Human Resources Department has allocated this position to be a social worker;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board accepts grant funding from the Minnesota Department of Human Services for Respite Services for Children with Autism in the amount of \$850,000 for the period March 1, 2016 through June 30, 2018;

RESOLVED FURTHER, That the PHHS budgeted revenues and expenditures are increased for budget year 2016, 2017, and 2018 and any remaining unspent funds in 2016 be included in the 2017 and 2018 budgets;

RESOLVED FURTHER, That the PHHS staffing complement is increased by 0.5 FTE social worker with the understanding that if the grant funding is eliminated, the position shall also be eliminated.

Budget References:

Autism Grant: March 1, 2016 – June 30, 2018

Expenditures:       230-232999-610100-23263-99999999-2016  
                          230-232999-629900-23263-99999999-2016  
                          230-232999-603200-23263-99999999-2016

Revenue:             230-232999-530668-23263-99999999-2016

**Appointments to the Public Health & Human Services Advisory Committee**

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

WHEREAS, The St. Louis County Public Health and Human Services (PHHS) Advisory Committee was established to make recommendations relative to the public health and human services needs of St. Louis County communities; and

WHEREAS, Members of the PHHS Advisory Committee are appointed by the St. Louis County Board to serve three-year staggered terms of membership; and

WHEREAS, There are currently six (6) vacancies on the PHHS Advisory Committee; and

WHEREAS, Two (2) applications were received from citizens wishing to serve on the Committee;

THEREFORE, BE IT RESOLVED, That the St. Louis Count Board appoints the following citizens to serve three-year terms on the Public Health and Human Services Advisory Committee:

<u>Member Name</u>	<u>Commissioner District</u>	<u>Term Expiration:</u>
J. Reyna Crow	#3	December 31, 2018
Sarah Priest	At Large	December 31, 2016

**Approval to Increase Staffing for MnCHOICES Reassessments**

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

WHEREAS, MnCHOICES is a comprehensive web-based application that integrates assessment and support planning for people who need long-term services and supports in Minnesota; and

WHEREAS, MnCHOICES is a mandated function required by federal Center for Medicare and Medicaid Services and the State of Minnesota, with both considering it a gatekeeping, administrative function and therefore require county staff to become certified assessors to perform this function; and

WHEREAS, Counties in Minnesota implemented MnCHOICES in phases with the St. Louis County Public Health and Human Services Department (PHHS) going live for new assessments in October, 2014 and reassessments in September 2015; and

WHEREAS, The next phase is for reassessment to be done by the county of location versus the county of financial responsibility, which will be required as of September 2016, accounting for an additional 650-730 initial assessments and reassessments; and

WHEREAS, The additional work load will require five (5) additional social workers and one (1) additional public health nurse; and

WHEREAS, Because these assessments will require a high level of coordination with other counties, PHHS is requesting authorization to convert an existing vacant 1.0 Information Specialist I position to a Social Services Specialist, which is more than 3 pay grades and requires County Board approval; and

WHEREAS, There was not a supervisor added when staff was approved for the second phase of reassessments and this third phase of county of location and the additional staff needed also requires an additional supervisory position; and

WHEREAS, The state has directed that this is a funded mandate and based on the financial analysis done for other MnCHOICES assessment and reassessments revenue to date, the additional revenue collected does indeed cover all costs associated with this mandate; therefore, if the Board authorizes the additional FTEs there would be no levy impact;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes increases to the Public Health and Human Services Department (PHHS) staffing complement by up to seven (7) full-time equivalent (FTE) employees: five (5) social workers, one (1) public health nurse, and one (1) supervisor in order to handle the

increased reassessment responsibilities under MnCHOICES;

RESOLVED FURTHER, That the County Board authorizes PHHS to convert an existing vacant 1.0 Information Specialist I position to a Social Services Specialist (Position Code 0411-055), which is more than three (3) pay grades;

RESOLVED FURTHER, That the PHHS 2016 expenditure budget be increased by \$266,772.25 (230-232017-610100); revenue budget to be increased by \$266,772.25 (230-232015-530662 by \$133,386.13 and 230-232015-540263 by \$133,386.12);

RESOLVED FURTHER, That PHHS will work with County Administration to include the staffing and associated costs and revenues in future PHHS annual operating budgets.

**Public Sale of Shoreland Lease Lots**

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

WHEREAS, Minnesota Session Laws, 2012, Chapter 236, Section 28, authorizes St. Louis County to sell state tax forfeited shoreland lots currently under lease; and

WHEREAS, If a leaseholder chooses not to purchase a lot or continue leasing, the county may offer the lands for sale at public auction under the provisions of Minn. Stat. § 282.01, Subd. 3; and

WHEREAS, The parcels described in County Board File No. \_\_\_\_\_ have not been purchased or leased by leaseholders;

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 the provisions in Minnesota Session Laws, 2012, Chapter 236, Section 28. Net proceeds from the auction are to be deposited into Fund 500, Agency 500001 (Environmental Trust Fund/Shoreline Sales).

**Public Sale of State Tax Forfeited Lands on June 9, 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, June 9, 2016, at 10:00 a.m. at the Depot, 506 W. Michigan St., Duluth, MN. Funds from the auction are to be deposited into Fund 240 (Forfeited Tax Fund).

**Repurchase of State Tax Forfeited Land – Lepak (Homestead)**

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

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

WHEREAS, The applicant, Margaret Lepak of Duluth, MN, has applied to repurchase state tax forfeited land legally described as:

CITY OF DULUTH  
LOT: 0004 BLOCK: 007  
HAZELWOOD PARK DIVISION OF WEST DULUTH  
Parcel Code: 010-2140-00830; and

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

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the repurchase application by Margaret Lepak of Duluth, MN, on file in County Board File No. 60327, subject to payments including total taxes and assessments of \$12,083.41, service fee of \$114, deed tax of \$39.88, deed fee of \$25, and recording fee of \$46, for a total of \$12,308.29 to be deposited into Fund 240 (Forfeited Tax Fund).

**Repurchase of State Tax Forfeited Land – Bertucci (Non-Homestead)**

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

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

WHEREAS, The applicant, Peter Howard Bertucci of Eveleth, MN, has applied to repurchase state tax forfeited land legally described as:

CITY OF VIRGINIA  
LOTS 3 THRU 5, BLOCK 6  
OLCOTT ADDITION TO VIRGINIA  
Parcel Code: 090-0125-00670; and

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

WHEREAS, Approving the repurchase of this property will promote the use of lands that will best serve the public interest;

WHEREAS, The County Board has determined that a repurchase by contract is not in the public interest;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the repurchase application by Peter Howard Bertucci of Eveleth, MN, on file in County Board File No. 60327, subject to payment in full of taxes and assessments in the amount of \$10,028.60, service fee of \$114, deed tax of \$33.09, deed fee of \$25, and recording fee of \$46, for a total of \$10,246.69 by the end of business June 10, 2016, to be deposited into Fund 240 (Forfeited Tax Fund).

**Repurchase of State Tax Forfeited Land – Bertucci (Non-Homestead)**

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

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

WHEREAS, The applicant, Peter Howard Bertucci of Eveleth, MN, has applied to repurchase state tax forfeited land legally described as:

TOWN OF FAYAL  
LOT: 0010 BLOCK: 000  
BRUNO BEACH TOWN OF FAYAL  
Parcel Code: 340-0030-00100; and

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

WHEREAS, Approving the repurchase of this property will promote the use of lands that will best serve the public interest;

WHEREAS, The County Board has determined that a repurchase by contract is not in the public interest;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the repurchase application by Peter Howard Bertucci of Eveleth, MN, on file in County Board File No. 60327, subject to payment in full of taxes and assessments in the amount of \$3,552.70, service fee of \$114, deed tax of \$11.72, deed fee of \$25, and recording fee of \$46, for a total of \$3,749.42, by the end of business June 10, 2016, to be deposited into Fund 240 (Forfeited Tax Fund).

**Repurchase of State Tax Forfeited Land – Bertucci (Non-Homestead)**

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

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

WHEREAS, The applicant, Peter Howard Bertucci of Eveleth, MN, has applied to repurchase state tax forfeited land legally described as:

CITY OF EVELETH  
LOTS 37 & 38, BLOCK 28  
REARRANGEMENT OF 1ST ADDN TO EVELETH  
Parcel Code: 040-0010-02000; and

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

WHEREAS, Approving the repurchase of this property will promote the use of lands that will best serve the public interest;

WHEREAS, The County Board has determined that a repurchase by contract is not in the public interest;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the repurchase application by Peter Howard Bertucci of Eveleth, MN, on file in County Board File No. 60327, subject to payment in full of taxes and assessments in the amount of \$12,111.80, service fee of \$114, deed tax of \$39.97, deed fee of \$25, and recording fee of \$46, for a total of \$12,336.77, by the end of business June 10, 2016, to be deposited into Fund 240 (Forfeited Tax Fund).

**Repurchase of State Tax Forfeited Land – Northern Minnesota Rentals, Inc.  
(Non-Homestead)**

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

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

WHEREAS, The applicant, Northern Minnesota Rentals, Inc., of Eveleth, MN, has applied to repurchase state tax forfeited land legally described as:

CITY OF EVELETH  
LOT: 0005 BLOCK: 073  
KINGSTON ADDITION TO EVELETH  
Parcel Code: 040-0140-00320; and

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

WHEREAS, Approving the repurchase of this property will promote the use of lands that will best serve the public interest;

WHEREAS, The County Board has determined that a repurchase by contract is not in the public interest;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the repurchase application by Northern Minnesota Rentals, Inc., of Eveleth, MN, on file in County Board File No. 60327, subject to payment in full of taxes and assessments in the amount of \$4,655.10, service fee of \$114, deed tax of \$15.36, deed fee of \$25, and recording fee of \$46.00, for a total of \$4,855.46, by the end of business June 10, 2016, to be deposited into Fund 240 (Forfeited Tax Fund).

**Cooperative Agreement with City of Duluth, Amendment No. 1 – Intersection Improvements on CSAH 34/ Kenwood Avenue and West Arrowhead Road**

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

WHEREAS, The City of Duluth and St. Louis County have determined it is necessary to repave County State Aid Highway (CSAH) 34/Kenwood Avenue starting at West Arrowhead Road and continuing north for 1,700 feet; and

WHEREAS, The City of Duluth will also repave both approaches of West Arrowhead Road and the south leg of Kenwood Avenue at the intersection of West Arrowhead Road and Kenwood Avenue; and

WHEREAS, This additional work will be included in the project to replace the traffic signal at the intersection of West Arrowhead Road and Kenwood Avenue, further identified as CP 0034-278317; and

WHEREAS, The City of Duluth will prepare the project for bidding and bid the project in accordance with their standard competitive bidding process; and

WHEREAS, The City of Duluth will perform all contract administration, including certification of final payment; and

WHEREAS, The original cost participation of St. Louis County for this project is \$75,000; and

WHEREAS, The total St. Louis County cost participation for this additional work is \$60,000 for a total cost participation of \$135,000;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorize the appropriate county officials to approve Amendment No. 1 of the Cooperative Agreement with the City of Duluth (Damion No. 2016-10112) to repave a 1,700 foot segment of CSAH 34/Kenwood Avenue at the intersection with West Arrowhead Road. This project is identified as CP 0034-278317, payable from Fund 200, Agency 203421.

**Cooperative Agreement with the City of Proctor for Blinker Stop Signs at  
CSAH 14/Fifth Street and Third Avenue**

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

WHEREAS, The City of Proctor has requested approval to install blinker stop signs at the intersection of County State Aid Highway (CSAH) 14/Fifth Street and Third Avenue; and

WHEREAS, Blinker stop signs are equipped with LED lights placed in the perimeter of the sign face that flash at a certain rate on a continuous basis and are intended to increase the visibility of the stop sign; and

WHEREAS, The Public Works Department approves of the installation of blinker stop signs at the intersection of CSAH 14/Fifth Street and Third Avenue in Proctor; and

WHEREAS, The cost to purchase the blinker stop signs will be shared at 50 percent between St. Louis County and the City of Proctor; and

WHEREAS, St. Louis County will install the blinker stop signs and the City of Proctor will be responsible to maintain the signs;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorize the appropriate county officials to enter into an agreement with the City of Proctor, and any amendments approved by the County Attorney, to install and maintain blinker stop signs on CSAH 14/Fifth Street and Third Avenue in Proctor, with the funds to be receipted into Fund 200, Agency 205003, Object 551502.

**Purchase of Base One Material for Aggregate Base Stabilization**

BYCOMMISSIONER \_\_\_\_\_

WHEREAS, The Public Works Department began a ten-year program to improve the gravel road system in the county in 2012, known as the Gravel Road Investment Program (GRIP); and

WHEREAS, The Public Works Department has begun to strategically incorporate aggregate base stabilizer into the base under bituminous roads in the Capital Improvement Program (CIP); and

WHEREAS, "Base One" material is an essential component to complete the projects in the Public Works Department CIP; and

WHEREAS, The Public Works Department has negotiated a cost for the material needed to stabilize additional roadways for the 2016 CIP with Team Lab Chemical Corporation of Detroit Lakes, MN (8,855 gallons) for \$169,750.35 including delivery;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of "Base One" material for the 2016 CIP from Team Lab Chemical Corporation of Detroit Lakes, MN, for \$169,750.35 payable from Fund 204 and Fund 444, as shown below:

<u>Project #</u>	<u>Funding</u>	<u>Object</u>	<u>Amount</u>
CP 0016-289398 TST	204035	652806	\$25,304.40
CP 0018-289399 TST	204036	652806	\$31,630.50
CP 0133-289400 TST	204037	652806	\$37,956.60
CP 0696-244406 TST	204032	652806	\$11,597.85
CP 0896-277233 TST	204033	652806	\$11,597.85
CP 0897-276912 TST	204034	652806	\$15,815.25
CP 0040-244394 TST	444077	652806	\$24,250.05
CP 0254-244395 TST	444078	652806	\$11,597.85

**Acquisition of Right of Way for Intersection Improvements  
CSAH 13/Midway Road and CSAH 6/Maple Grove Road (Hermantown)**

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

WHEREAS, The St. Louis County Public Works Department plans to reconstruct and improve the intersection of County State Aid Highway (CSAH) 13/Midway Road and CSAH 6/Maple Grove Road (County Project 0006-243164) within the city of Hermantown, to improve safety and traffic flow; 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, payable from Fund 200, Agency 203001;

RESOLVED FURTHER, That pursuant to Minn. Stat. § 282.04, Subd. 4, the St. Louis County Board authorizes the County Auditor to grant highway easements across tax forfeited lands for the necessary permanent highway easements and temporary construction easements for the project.

**Acquisition of Right of Way for Intersection Improvements  
CSAH 4/Rice Lake Road and CSAH 9/Martin Road (Rice Lake)**

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

WHEREAS, The St. Louis County Public Works Department plans to reconstruct and improve the intersection of County State Aid Highway (CSAH) 4/Rice Lake Road and CSAH 9/Martin Road within the city of Duluth, to improve traffic safety and traffic flow; 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, payable from Fund 200, Agency 203001;

RESOLVED FURTHER, That pursuant to Minn. Stat. § 282.04, Subd. 4, the St. Louis County Board authorizes the County Auditor to grant highway easements across tax forfeited lands for the necessary permanent highway easements and temporary construction easements for the project.

**Award of Bid: South St. Louis County Crushing Program**

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

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

CP 0000-249397 Aggregate Crushing, various locations within Southern St. Louis County; and

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on April 7, 2016, 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>
Hammerlund Construction, Inc.	40 County Road 63 Grand Rapids, MN 55744	\$182,725.00

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 200, Agency 201086, Object 650200, with additional revenue budgeted for expense:

Town of Brevator	Fund 200, Agency 201086, Rev. Obj. 551556	\$6,300.00
Town of Halden	Fund 200, Agency 201086, Rev. Obj. 551569	\$1,050.00
Town of Industrial	Fund 200, Agency 201086, Rev. Obj. 551554	\$3,150.00
Town of Van Buren	Fund 200, Agency 201086, Rev. Obj. 551557	\$525.00
St. Louis County Land & Minerals	Fund 200, Agency 201086, Rev. Obj. 553022	\$14,700.00

**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.

**Personal Property Tax Collection**

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

WHEREAS, Minn. Stat. § 277.01 provides that “all unpaid personal property taxes shall be deemed delinquent on May 16 next after they become due or 21 days after the postmark date on the envelope containing the property tax statement, whichever is later”; and

WHEREAS, Real estate taxes are due and payable in equal installments on May 15 and October 15; and

WHEREAS, Minn. Stat. § 277.01, Subd. 1, paragraph 2, provides that “A county may provide by resolution that in the case of a property owner that has multiple personal property tax statements with aggregate taxes exceeding \$50, payments may be made in installments as provided in this subdivision”; and

WHEREAS, It is desirable to provide qualifying personal property taxpayers with the same payment options and flexibility as real estate taxpayers;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes property owners that have multiple personal property tax statements with aggregate taxes exceeding \$50 to pay personal property taxes in equal installments due May 15 and October 15.

**Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License  
(Greenwood Township)**

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

RESOLVED, That the St. Louis County Board establishes a public hearing at 9:40 a.m., on May 10, 2016, in the St. Louis County Courthouse, Duluth, MN, for the purpose of considering an Off-Sale Intoxicating Liquor License to BVL Properties, LLC d/b/a Bayview Lodge, Greenwood Township.

**Workers' Compensation Report**

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

RESOLVED, That the workers' compensation report of claims by employees for work-related injuries, dated April 15, 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.

**Position Reallocation of Contract Services Representative  
to Information Specialist III in PHHS**

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

WHEREAS, When a vacancy occurs in the Public Health and Human Services Department (PHHS), a review is done to determine if that position should be filled as is or be reallocated to a level more aligned with the needs of the Department; and

WHEREAS, PHHS conducted such a review when a Contract Services Representative became vacant in the Contract Management Unit and determined that a reallocation to an Information Specialist III would assist the Children's Division in its work to ensure the electronic data is entered into the state's computer systems accurately and timely in order to best maximize the collection of Federal Title IV-E revenue; and

WHEREAS, Because these positions are more than 3 pay grades apart, resulting in an annual decrease of \$9,647, County Board approval is required;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the reallocation of a Contract Services Representative (Merit System Pay Grade MAE) position to an Information Specialist III (Civil Service Pay Grade 14) (Position Code 0437-001) in the Public Health and Human Services Department, resulting in an annual decrease of \$9,647 to be accounted for in Fund 230, Agency 230026, Object 610100.

**Create New Merit System Classification - PHHS Program Analyst**

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

WHEREAS, The Public Health and Human Services Department (PHHS) had a small technology unit made up of five (5) employees; and

WHEREAS, Following discussions with the Information Technology Department (IT), two (2) positions were transferred into IT along with their information technology-related job tasks and functions; and

WHEREAS, PHHS retained three (3) employees who were doing job tasks and functions associated with conversion to a paperless environment; and

WHEREAS, The supervisor of the PHHS technology unit no longer had an assigned unit, but was qualified to fill previously identified needs in the agency and a PHHS Program Analyst position was created to meet those needs; and

WHEREAS, The Minnesota Merit System has reviewed and allocated the proposed duties to the Information Technology Specialist, Sr. class and further permits St. Louis County to use an alternative job title of PHHS Program Analyst to avoid confusion with other county Information Technology Department job titles; and

WHEREAS, The St. Louis County Merit System Basic Unit reviewed and accepted the proposed salary range for PHHS Program Analyst;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department to decrease its 2016 budget by \$20,865 eliminating its staffing complement by 1.0 FTE Administrative Assistant II and increase its staffing complement by 1.0 FTE PHHS Program Analyst position (Minnesota Merit System job class Information Technology Specialist, Sr.);

RESOLVED FURTHER, That the proposed PHHS Program Analyst 2016 salary range of \$41,067-\$60,645 is adopted.

Budget references:  
230-230037-610100

**Title III Funds for Firewise Community Activities**

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 \$40,433.23 for authorized Firewise Communities activities, to be accounted for in Fund 100, Agency 135999, Grant 13503, Year 2016.