



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

June 28, 2016
Immediately following the Board Meeting, which begins at 9:30 A.M.
Pike Town Hall, 6862 Highway 68, Embarrass, MN

Directions: Highway 53 to the Highway 169 cutoff north of Virginia. Travel 8 miles on Highway 169 to Highway 68, turn right onto Highway 68, travel 0.6 miles, the Pike Town Hall is on the right.

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 June 14, 2016

Health & Human Services Committee, Commissioner Boyle, Chair

1. Addendum to Contract with Vendor for PHHS Arvig File Storage Project [16-274]

Environment & Natural Resources Committee, Commissioner Rukavina, Chair

2. Aquatic Invasive Species Prevention Aid Funding Increase (Canosia Township) [16-275]
3. Authorization to Apply for and Accept 2017 MPCA SSTS Base, Incentive and Low-Income Fix-up Grant Funding [16-276]
4. Special Sale to the Duluth Housing and Redevelopment Authority [16-277]
5. Embarrass Township Canister Site Lease [16-278]
6. Repurchase of State Tax Forfeited Land – Meyer, Jespersen (Non-Homestead) [16-279]
7. Repurchase of State Tax Forfeited Land – Smith (Homestead) [16-280]
8. Utility Easement Across State Tax Forfeited Land to Lake Country Power (Morse Township) [16-281]
9. Access Easement Across State Tax Forfeited Land for the Plat of Registered Land Survey No. 127 (Grand Lake Township) [16-282]

Public Works & Transportation Committee, Commissioner Stauber, Chair

10. Agreement for State Transportation Fund Grant (Local Road Improvement Program) [16-283]
11. Agreement with City of Eveleth for Sidewalk Repair (2016-2017) [16-284]
12. Acquisition of Right of Way – Culvert Replacements on CSAH 5 (Morcom Township and Unorganized Township 62-21) [16-285]
13. Road Restriction Enforcement Agreement between Public Works and Sheriff's Office [16-286]
14. Agreement with Canosia Township – Sealing Projects 2016 [16-287]
15. Authorize Supplemental Agreements for Scrub Seal Projects on CSAH 91 and CSAH 9 (Duluth) [16-288]

Finance & Budget Committee, Commissioner Nelson, Chair

16. Abatement List for Board Approval [16-289]
17. Proposed Abatement of Penalties and Interest for Veteran with Military Disability [16-290]
18. Authorization to Manage Purchases Outside of Normal Procurement Policy for IRYA Service Learning Trip [16-291]
19. Lawful Gambling Application (Unorganized Township 59-16) [16-292]

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.

Public Works & Transportation Committee, Commissioner Stauber, Chair

1. **State of Minnesota Contract Purchase of Sodium Chloride (Road Salt) [16-293]**
Resolution authorizing the estimated purchase of salt from Compass Minerals America Inc., of Overland Park, Kansas at Minnesota State Contract pricing.
2. **Award of Bids: Temporary Traffic Signal on CSAH 16/6th Street (Chisholm) [16-294]**
Resolution awarding County Project 0136-298567 for a temporary traffic signal on CSAH 16 in Chisholm to low bidder Hunt Electric Corp. of Duluth, MN.

Finance & Budget Committee, Commissioner Nelson, Chair

1. **Memorandum of Understanding – Lake Superior Wetland Bank Fund Agreement [16-295]**
Resolution authorizing a Memorandum of Understanding establishing the per credit contribution for deposit into the Wetland Bank Fund.

Central Management & Intergovernmental Committee, Commissioner Jewell, Chair

1. **Appointment of Public Health and Human Services Advisory Committee Member [16-296]**
Resolution to appoint Cynthia Kafat-Hagen, Hibbing, MN to serve on the PHHS Advisory Committee representing Commissioner District 6.

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:**

July 5, 2016 **St. Louis County Courthouse, Duluth, MN**
July 12, 2016 **City Hall, 100 Pionk Drive, Proctor, MN**
July 26, 2016 **Mt. Iron Community Center, 8586 Enterprise Drive South, Mt. Iron**

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

June 14, 2016

Location: St. Louis County Courthouse, Duluth, Minnesota

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

Absent: Chair Raukar

Convened: Vice-Chair Jewell called the meeting to order at 10:46 a.m.

CONSENT AGENDA

Nelson/Rukavina moved to approve the consent agenda without Item #6, Amend Agreement with LHB Corp. for Design Services on County Bridge 488 (White Township) [16-263] and without Item #7, Countywide Overhead Door Service Contracts [16-264]. The motion passed. (6-0, Raukar absent)

- Minutes of June 7, 2016
- State of Minnesota Joint Powers Agreement with St. Louis County on Behalf of the Public Health and Human Services Department [16-258]
- Special Sale to the City of Mountain Iron [16-259]
- Request for Free Conveyance of State Tax Forfeited Land to the City of Winton [16-260]
- Agreement with Dynamic Recycling for Household Electronics Waste Recycling [16-261]
- Award of Bid: Class I Demolition Waste Haulage Contracts [16-262]

Public Works & Transportation Committee

Jewell/Stauber moved to award a bid to KGM Contractors, Inc., of Angora, MN, in the amount of \$1,157,260.88 for project CP 0004-136147, Grading, Aggregate Base, Bituminous Sidewalk, Concrete Sidewalk, Storm Basins and Retaining Walls, CSAH 4 (Rice Lake Road) from 1000' north of TH 194 (Central Entrance) to MSA 160 (Arrowhead Road), in Duluth. [16-265]. St. Louis County Public Works Director Jim Foldesi provided an overview of the project. The Committee discussed the potential of widening the southbound lane to accommodate a bus turnout due to safety concerns. Director Foldesi said he would review the project to determine if a turnout could be incorporated into the project. After further discussion, the motion passed. (6-0, Raukar absent)

Stauber/Nelson moved to authorize a contract with Four Star Construction, Inc., of Superior, WI, for the construction of a survey equipment storage building in Virginia, MN, at the low qualifying bid price of \$182,800. [16-266]. The motion passed. (6-0, Raukar absent)

Rukavina/Boyle moved to authorize the appropriate county officials to enter into a professional service contract with LHB Corp., of Duluth, MN, for all phases of the Cook Public Works Building construction project in an amount of \$657,471. [16-267]. The motion passed. (6-0, Raukar absent)

Nelson/Rukavina moved to award a bid to Traffic Marking Service, Inc., of Maple Lake, MN, in the amount of \$487,087.30 for project CP 0000-275364, 2016 Maintenance Striping, Various streets and

highways within St. Louis and Lake Counties, City of Babbitt, and Fayal and White Townships. [16-268]. The motion passed. (6-0, Raukar absent)

Nelson/Rukavina moved to authorize an amendment to an agreement with LHB Corp. of Duluth, MN, whereby the county will increase the cost of design services on County Bridge 488 under project CP 0110-173330, SAP 69-710-025/SAP 69-613-041, CP 0013-247751 and extend the contract to September 30, 2016. The total cost of these additional services is \$42,881.61, payable from Fund 220, Agency 220284, Object 626600. The total contract cost shall not exceed \$93,881.61. [16-263]. The motion passed. (6-0, Raukar absent)

Finance & Budget Committee

Nelson/Rukavina moved to authorize the appropriate county officials to execute contracts with PMA Companies of St. Louis Park, MN, for third party administrative services of the workers' compensation program and additional optional services from July 1, 2016 - June 30, 2019, with two (2) optional one-year extensions at a 2% rate increase. The annual fee of \$111,500 and Medical Cost Containment charges at \$7.00 per bill, not to exceed \$30,000, are authorized for the year beginning July 1, 2016. [16-269]. St. Louis County Safety Director Joe Austin discussed the agreement and said St. Louis County employees wouldn't see any changes as a result of the agreement. Commissioner Jewell stepped out of the meeting from 11:37 a.m. to 11:38 a.m. After further discussion, the motion passed. (6-0, Raukar absent)

Nelson/Stauber moved to authorize the appropriate county officials to execute three-year contracts beginning July 1, 2016 through June 30, 2019 with two (2) subsequent optional one-year extension periods, with LBC Garage Doors of Duluth, MN, Quality Garage Door Service of Duluth, MN, and Door Service Incorporated of Superior, WI, for county-wide overhead door services. [16-264]. Commissioner Boyle stepped out of the meeting from 11:54 a.m. to 11:56 a.m. Commissioner Rukavina stepped out of the meeting from 12:02 p.m. to 12:04 p.m. Commissioner Stauber stepped out of the meeting from 12:06 p.m. to 12:07 p.m. Deputy Administrator Gary Eckenberg provided an overview of the bid process. The motion passed. (6-0, Raukar absent)

Central Management & Intergovernmental Committee

Jewell/Nelson moved to pass a resolution appointing election judges for unorganized townships with polling places and those voting by mail, designate polling places and authorize appointment of the following boards: Absentee Ballot, Mail Ballot and Uniformed and Overseas Citizen Absentee Voting Act (UOCAVA) ballot. Compensation shall be \$9.50 per hour - not including county staff- plus mileage of \$0.54 per mile. [16-270]. Rukavina/Boyle moved to amend the motion to increase compensation to \$10.50. After further discussion, the amendment was withdrawn. The Committee asked County Auditor Don Dicklich to provide a comparison of compensation paid to election judges from a sampling of St. Louis County townships. The motion passed without recommendation. (6-0, Raukar absent)

COMMISSIONER DISCUSSION ITEMS AND REPORTS

Commissioner Nelson said enrollment at Camp Esquagama has increased considerably compared to 2015. There were 308 registered campers as of June 1, 2016. For the same period in 2015, there were 120 registered campers.

Commissioner Dahlberg commented on the high quality of local bike trails. Commissioner Dahlberg praised Veterans Service Officer Sherry Rodriguez for the effort she puts forth in assisting veterans.

Commissioner Jewell discussed an ATV incident he witnessed while in Emily, Minnesota. Commissioner Jewell inquired as to what is causing the delay of the 4th Street (County Road 9) construction project. Administrator Gray indicated that Disadvantaged Business Enterprise (DBE) clearance was required by the low bidder and a review was currently in process.

Commissioner Rukavina said that widows of veterans might be eligible for assistance.

At 12:35 p.m., Nelson/Boyle moved to adjourn the Committee of the Whole meeting. The motion passed. (6-0, Raukar absent)

Frank Jewell, Vice-Chair of the County Board

Phil Chapman, Clerk of the County Board

BOARD LETTER NO. 16 – 274

HEALTH & HUMAN SERVICES COMMITTEE CONSENT NO. 1

BOARD AGENDA NO.

DATE: June 28, 2016 **RE:** Addendum to Contract with
Vendor for PHHS Arvig File
Storage Project

FROM: Kevin Z. Gray
County Administrator

Dave Lee, Director
Public Health & Human Services

RELATED DEPARTMENT GOAL:

To protect, promote, and improve the health and quality of life in St. Louis County.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize an addendum to a contract with National Business Systems Inc. to electronically scan closed files for the Public Health and Human Services Department (PHHS).

BACKGROUND:

The remodel of the Duluth Government Services Center required the elimination of as much paper storage as possible, resulting in development of the PHHS Internal Document Management System (IDMS) through County Board Resolutions No. 13-328, 14-148 and 14-512. Storage of closed Duluth files in leased office space in the Arvig Building had to be eliminated, but PHHS lacked the staffing and resources to complete the scanning internally. The Purchasing Division issued a Request for Proposals for imaging of 1,400 banker boxes full of PHHS documents; National Business Systems, Inc. of Eagan, MN, (NBS) was awarded the bid at \$231,529 by Resolution No. 15-535.

During the course of the work at NBS additional expenses were incurred. NBS stored PHHS files at no charge because of the need to be out of the Arvig Building by December 31, 2015. PHHS staff subsequently needed to access information from files in the custody of NBS, and a flat rate of \$250/month for 10 months (totaling \$2,500) was offered to provide this service.

Further, the original contract included the creation of a manifest by NBS to include Social Security numbers and client name identifiers for each file. There were a number of files that did not contain this data and NBS agreed to manually go into each file and find the missing information. These included adoption, child support and other

miscellaneous files. The total cost of this additional work came to \$12,752.76. This process was not anticipated at the time of the original contract and had to be accomplished by NBS since they were in possession of the files.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize an addendum to the current contract with National Business Systems, Inc. of Eagan, MN, for the additional work required during the process of scanning closed PHHS files in an amount not to exceed \$15,272.76. All expenses are payable from the PHHS Technology Improvements fund balance, Fund 230, Object 311401, 2016 budget.

Addendum to Contract with Vendor for PHHS Arvig File Storage Project

BY COMMISSIONER _____

WHEREAS, Remodel of the Duluth Government Services Center required the elimination of as much paper storage as possible, resulting in the development of the Public Health and Human Services (PHHS) Department's Internal Document Management System; and

WHEREAS, Storage of closed Duluth files in leased office space in the Arvig Building had to be eliminated, but PHHS lacked the staffing and resources to complete the scanning internally; and

WHEREAS, National Business Systems, Inc. of Eagan, MN, (NBS) was awarded a bid of \$231,529 for the project on August 11, 2015 (County Board Resolution No. 15-535); and

WHEREAS, NBS stored the PHHS files at no charge to accommodate the required date of vacating the Arvig Building and because a need by county staff developed to access files while in the custody of NBS, a rate of \$250/month for ten months (\$2,500 total) was agreed on to provide needed documents during this period; and

WHEREAS, The original contract included the creation of a manifest by NBS to include Social Security numbers and client name identifiers for each file and there were a number of files that did not contain this data and NBS agreed to manually go into each file and find the missing information; and

WHEREAS, It was necessary for NBS to perform this service because they were in possession of the files and they offered a quote of \$12,752.76 for this additional work, plus the \$2,500 for providing the necessary file access over a ten month period;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an addendum to the current contract with National Business Systems, Inc., of Eagan, MN, for the additional work required during the process of scanning closed PHHS files in an amount not to exceed \$15,272.76, payable from the PHHS Technology Improvements fund balance, Fund 230, Object 311401, 2016 budget.

BOARD LETTER NO. 16 - 275

ENVIRONMENT & NATURAL RESOURCES COMMITTEE
CONSENT NO. 2

BOARD AGENDA NO.

DATE: June 28, 2016 **RE:** Aquatic Invasive Species
Prevention Aid Funding
Increase (Canosia Township)

FROM: Kevin Z. Gray
County Administrator

Barbara Hayden, Director
Planning and Community Development

RELATED DEPARTMENT GOAL:

Secure and administer federal, state and other funding which implement county policies and maximize local resources.

ACTION REQUESTED:

The St. Louis County Board is requested to increase the 2016 Aquatic Invasive Species (AIS) Prevention Aid to Canosia Township from \$10,000 to \$16,000.

BACKGROUND INFORMATION:

AIS program funds are to be used to prevent the introduction or limit the spread of aquatic invasive species at all access sites within the county. In May 2015, the County Board approved the Aquatic Invasive Species Prevention Plan and authorized the Planning and Community Development Director to solicit proposals for the use of Aquatic Invasive Species Prevention Aid. St. Louis County's state AIS allocation for 2016 is \$690,785.

On March 8, 2016, the County Board awarded \$10,000 to Canosia Township to conduct boat launch site inspections, and provide public awareness and education of AIS (Resolution No. 16-159). Canosia initially used the 2016 funds for inspections on Pike Lake. Canosia is requesting an additional \$6,000 to expand its program to Caribou Lake. There is approximately \$275,000 in 2016 AIS program funds available.

RECOMMENDATION:

It is recommended that the St. Louis County Board increase the 2016 Aquatic Invasive Species Prevention Aid to Canosia Township to \$16,000 and authorizes the Planning and Community Development Director to execute a contract amendment, subject to approval by the County Attorney.

Aquatic Invasive Species Prevention Aid Funding Increase (Canosia Township)

BY COMMISSIONER: _____

WHEREAS, The St. Louis County Board awarded the 2016 Aquatic Invasive Species (AIS) Prevention Aid by County Board Resolution No.16-159, dated March 8, 2016; and

WHEREAS, Canosia Township has requested an additional \$6,000 in 2016 AIS Funding for a total amount of \$16,000 to increase boat launch site inspections and public awareness and education of AIS on Caribou and Pike Lakes in Canosia Township; and

WHEREAS, St. Louis County has adequate 2016 AIS funds to support the funding increase;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves increasing Canosia Township's 2016 Aquatic Invasive Species Prevention Aid from \$10,000 to \$16,000, payable from Fund 100, Agency 109999, Grant 10910, Year 2016.

RESOLVED FURTHER, That the appropriate county officials are authorized to execute a contract amendment with Canosia Township subject to approval by the County Attorney.



Resolution
of the
Board of County Commissioners
St. Louis County, Minnesota
Adopted on: March 8, 2016 Resolution No. 16-159
Offered by Commissioner: Rukavina

Aquatic Invasive Species Prevention Aid

WHEREAS, In 2014, the Minnesota Legislature established the Aquatic Invasive Species Prevention Aid Program, Minnesota Session Law Chapter 308; and

WHEREAS, County Board Resolution No. 15-284, dated May 12, 2015, approved the St. Louis County Aquatic Invasive Species Prevention Plan and authorized the Planning and Community Development Director to accept proposals for the use of the Aquatic Invasive Species Prevention Aid; and

WHEREAS, Minnesota Sea Grant provided a technical review of the proposals and provided comments to Planning Department staff; and

WHEREAS, Planning and Community Development staff, after review of the proposals and Sea Grant comments, has provided funding recommendations for the consideration of the County Board;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the 2016 Aquatic Invasive Species Prevention Aid projects and allocations as described in County Board File No. 60329;

RESOLVED FURTHER, That the appropriate county officials are authorized to execute contracts negotiated by the Planning and Community Development Director and a representative of the County Attorney in order to implement the aid program;

RESOLVED FURTHER, That funds for these contracts are available in Fund 100, Agency 109999, Grant 10910, Year 2016;

RESOLVED FURTHER, That the St. Louis County Board will continue this project application process for Aquatic Invasive Species Prevention Aid for future years provided the State of Minnesota continues funding the aid program.

Commissioner Rukavina moved the adoption of the Resolution and it was declared adopted upon the following vote:
Yeas – Commissioners Jewell, Boyle, Dahlberg, Rukavina, Stauber, Nelson and Chair Raukar - 7
Nays – None

STATE OF MINNESOTA
Office of County Auditor, ss.
County of St. Louis

I, **DONALD DICKLICH**, Auditor of the County of St. Louis, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 8th day of March, A.D. 2016, and that this is a true and correct copy.

WITNESS MY HAND AND SEAL OF OFFICE at Duluth, Minnesota, this 8th day of March, A.D., 2016.

DONALD DICKLICH, COUNTY AUDITOR

By

Deputy Auditor/Clerk of the County Board

St. Louis County Aquatic Invasive Species (AIS) 2016 Grant Funding Applications

2/16/16

Received by 01/27/2016					
Applicant	Project Cost	Funding		Description	Notes
		Requested	Recommend		
Canosia Township	\$ 17,300	\$ 10,000	\$ 10,000	Canosia Township proposes to provide an AIS education/inspection program at Pike Lake and Caribou Lake, May 1 through September 15. The township will hire inspectors and provide oversight of the program. The intent of the program is to manage existing populations of AIS, increase public awareness and participation in protection.	Recommend full funding
Wildlife Forever	\$ 132,500	\$ 102,500	\$ 102,500	Wildlife Forever is a 501(c)3 not-for-profit conservation charity which promotes conservation through education, preservation of habitat and management of fish and wildlife. They work in partnership with federal, state and local agencies as well as lake associations in St. Louis County. The proposal is to continue the 2015 program to provide comprehensive media and outreach programs. The media campaign includes billboards, radio ads, print ads, fuel station and indoor advertising, digital ads, and commercials. They also create and produce Clean Drain Dry materials for distribution to local governments and lake associations.	Recommend full funding

St. Louis County Aquatic Invasive Species (AIS) 2016 Grant Funding Applications

2/16/16

Applicant	Project Cost	Funding		Description	Notes
		Requested	Recommend		
Sportsmen's Club of Lake Vermilion	\$ 26,641	\$ 23,441	\$ 23,441	The Sportsmen's Club of Lake Vermilion is a non-profit organization. Their proposal is for zebra mussel habitat assessment through lake and river calcium sampling in Eagles Nest Township and the East Two River.	Recommend full funding
MADE/etc.	\$ 200,000	\$ 200,000	\$ -	MADE/etc. is a private brand agency in Minneapolis. The proposal has several components: 1. Provide educational campaign using kits for restaurants, children, trade shows, educational events (\$60,000) 2. Interactive wood post kiosks at boat launches (\$50,000) and 3. The purchase of a traveling walleye food truck (\$90,000).	Not funded for the following reasons: 1. No local partners 2. Designs and products not consistent with successful national campaigns. 3. Issues with vehicle purchase, maintenance, and use.

St. Louis County Aquatic Invasive Species (AIS) 2016 Grant Funding Applications

2/16/16

Applicant	Project Cost	Funding		Description	Notes
		Requested	Recommend		
Burntside Lake Association	\$ 201,857	\$ 189,857	\$ 189,857	<p>Burntside Lake Association is a non-profit organization. Their proposal has several components: 1. Expanding launch site inspections and education at Van Vac Road and other public landings on Burntside (\$48,824) 2. Provide boat decontamination facilities for boaters on Burntside and the Ely area. This includes the purchase of two decontamination stations (\$109,320) 3. Improve public awareness of AIS in the Burntside and Ely area (\$25,213) 4. Build partnerships throughout the Ely area (\$500) and 5. Develop early AIS detection capabilities and share information with other lake associations (\$5,000). The lake association does not have any staff. They are trying to partner with a local unit of government to hire staff and purchase equipment.</p>	<p>Recommend full funding. Several issues need to be addressed in contract including employees and equipment ownership and management.</p>

St. Louis County Aquatic Invasive Species (AIS) 2016 Grant Funding Applications

2/16/16

Applicant	Project Cost	Funding		Description	Notes
		Requested	Recommend		
City of Babbitt	\$ 630,000	\$ 100,000	\$ 45,000	The city of Babbitt is working with the DNR to construct a new boat launch at the Birch Lake Recreational Center. The project will also address roadside ditch erosion and stormwater runoff. The city was awarded \$50,000 in AIS funding in 2015 and has secured \$200,000 from IRRRB for the project. St. Louis County AIS funding must be used to prevent the introduction or spread of AIS.	City of Babbitt was awarded \$50,000 in 2015 for this project. City submitted documentation that \$95,000 is AIS related costs. An additional \$45,000 is recommended for the project.
St. Louis County, MN Seasonal "Urgent Need" Funding	\$ 50,000	\$ 50,000	\$ 50,000	A reserve funding source retained to address unknown seasonal variations in the spread of AIS. This funding may be used for aquatic herbicide and pesticide treatments administered by contractors licensed by the DNR and in coordination with the local unit of government, lake association, or non-profit.	Recommend full funding
Total	\$ 1,258,298	\$ 675,798	\$ 420,798		

Funding and Allocation

Unallocated 2015 Funds	\$	29,775
2016 Funding (state payments January and July)	\$	690,785
SLC Administration 2016	\$	(103,618)
Funds Available in 2016	\$	616,942

BOARD LETTER NO. 16 – 276

ENVIRONMENTAL & NATURAL RESOURCES COMMITTEE
CONSENT NO. 3

BOARD AGENDA NO.

DATE: June 28, 2016

RE: Authorization to Apply for and Accept 2017 MPCA SSTS Base, Incentive and Low-Income Fix-up Grant Funding

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 apply for and accept \$68,600 in FY2017 grant funding from the Minnesota Pollution Control Agency (MPCA) to assist with subsurface sewage treatment systems (SSTS) program administration and the upgrade of substandard SSTS for low-income residents.

BACKGROUND:

The MPCA notified the Department that grant funding is available under the Clean Water Legacy Act to fund SSTS program administration and eligible SSTS upgrades. The maximum grant amount has been reduced to \$68,600 per county this funding cycle, from \$74,000 last year. Eligible funding categories include:

- SSTS Base Grant - County must administer an SSTS program which meets state standards and has filed a 2015 SSTS annual report;
- SSTS Incentive Grant – County must implement and monitor a county wide property transfer compliance inspection program ; and
- SSTS Low-income Fix-up Grant – Awarded to counties with programs assisting low-income residents with SSTS upgrades for systems deemed to be an Imminent Threat or Noncompliant.

A similar program to assist residents in SSTS upgrades has been established using Board of Soil and Water Resources funding and administered by a partnership between the Department, the Planning and Community Development Department, the Housing and Redevelopment Authority, and the Arrowhead Economic Opportunity Agency. The Department anticipates that this MPCA grant will be utilized in conjunction with those programs.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the Environmental Services Department to apply for and accept \$68,600 in FY2017 grant funding to be used for subsurface sewage treatment system program administration and the upgrade of substandard SSTS for low-income residents.

**Authorization to Apply for and Accept 2017 MPCA SSTS Base,
Incentive and Low-Income Fix-up Grant Funding**

BY COMMISSIONER _____

WHEREAS, The Minnesota Pollution Control Agency notified the Environmental Services Department that funding is available to assist in subsurface sewage treatment systems (SSTS) program administration and the upgrade of substandard SSTS for low-income residents; and

WHEREAS, St. Louis County Environmental Services Department has applied for and received funding through this grant since 2012;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Environmental Services Department to apply for and accept \$68,600 in FY2017 SSTS Base, Incentive & Low-Income Fix-up Grant Funding from the Minnesota Pollution Control Agency.

GRANT APPROVAL FORM

GRANT NAME: 2017 MPCA SSTS Grant GRANT AMOUNT: \$68,600
GRANTOR: MN Pollution Control Agency MATCH AMOUNT: 0
FUND: 616 AGENCY: 61699 GRANT: 61601/02 GRANT YEAR: 2017
AGENCY NAME: ISTS Grants
CONTACT PERSON: Mark St. Lawrence PHONE: 218-749-0647
GRANT PERIOD: BEGIN DATE: 7/01/2016 END DATE: 12/31/2018
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 [] 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 Tom Dickled Date: 6-14-16
County Administrator Carl Gekkenberg Date: 6/23/16

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.

Special Sale to the Duluth Housing and Redevelopment Authority

BY COMMISSIONER _____

WHEREAS, The Duluth Housing and Redevelopment Authority (HRA) has requested to purchase the following described state tax forfeited lands for the market value of \$12,000, plus fees, for the purpose of economic development:

Legal: City of Duluth
TRACT C RLS NO. 50
Parcel Code: 010-3907-00030
LDKey: 117270

Legal: City of Duluth
LOT: 0007 BLOCK: 002
GLEN AVON 9TH DIVISION OF DULUTH
Parcel Code: 010-1910-00180
LDKey: 101587

Legal: City of Duluth
EX N 40 FT OF S 120 F LOT 8 BLOCK 1
LEMAGIE PARK DIVISION OF DULUTH
Parcel Code: 010-2810-00060
LDKey: 102771

WHEREAS, Minn. Stat. § 282.01, Subd. 1(a) authorizes the sale of state tax forfeited land to an organized governmental subdivision for any public purpose for which the subdivision is authorized to acquire property; and

WHEREAS, These parcels 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; and

WHEREAS, These parcels of land have been classified as non-conservation land pursuant to Minn. Stat. § 282.01; and

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of approximately 1.2 acres of state tax forfeited land, as described, to the Duluth HRA for the market value of \$12,000 plus the following fees: 3% assurance fee of \$360, deed fee of \$25, deed tax of \$39.60, recording fee of \$46 and appraisal fee of \$800; for a total of \$13,270.60, to be deposited into Fund 240 (Forfeited Tax Fund).

RESOLVED FURTHER, That the St. Louis County Auditor may offer for sale at public auction the state tax forfeited land described here if the Duluth HRA does not purchase the land by December 31, 2016.



**HOUSING AND REDEVELOPMENT AUTHORITY
OF DULUTH, MINNESOTA**

222 EAST SECOND STREET
P.O. BOX 16900 • DULUTH, MINNESOTA 55816-0900
PHONE 218/529-6300 • FAX 218/529-6344 • TTY 7-1-1



May 25, 2016

Karen Zeisler
St. Louis County Land Department
Government Services Center – Room 607
320 West 2nd Street
Duluth, Minnesota 55802

Re: Acquisition and Conveyance

Ms. Zeisler,

This letter is requesting consideration again on the acquisition and conveyance of the tax forfeit property located at the following tax identification description by the Housing and Redevelopment Authority of Duluth (“HRA”) to be included for land development.

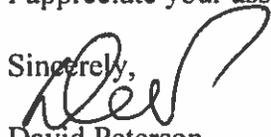
PID 010-3907-00030
PID 010-1910-00180
PID 010-2810-00060

This property was requested in September of 2014 and the County Board approved the sale in July of 2015. After the county approval of the sale and as the HRA moved forward with doing the public hearing on the property a citizen filed civil suit against the HRA’s action. Those legal issues have been resolved just a short time ago with the courts dismissing the action by the plaintiff. This property will be integrated into the Children’s Home Campus.

We would like to move forward with the original approval.

I appreciate your assistance.

Sincerely,


David Peterson
Development Coordinator

cc: Kimberly Brzezinski



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

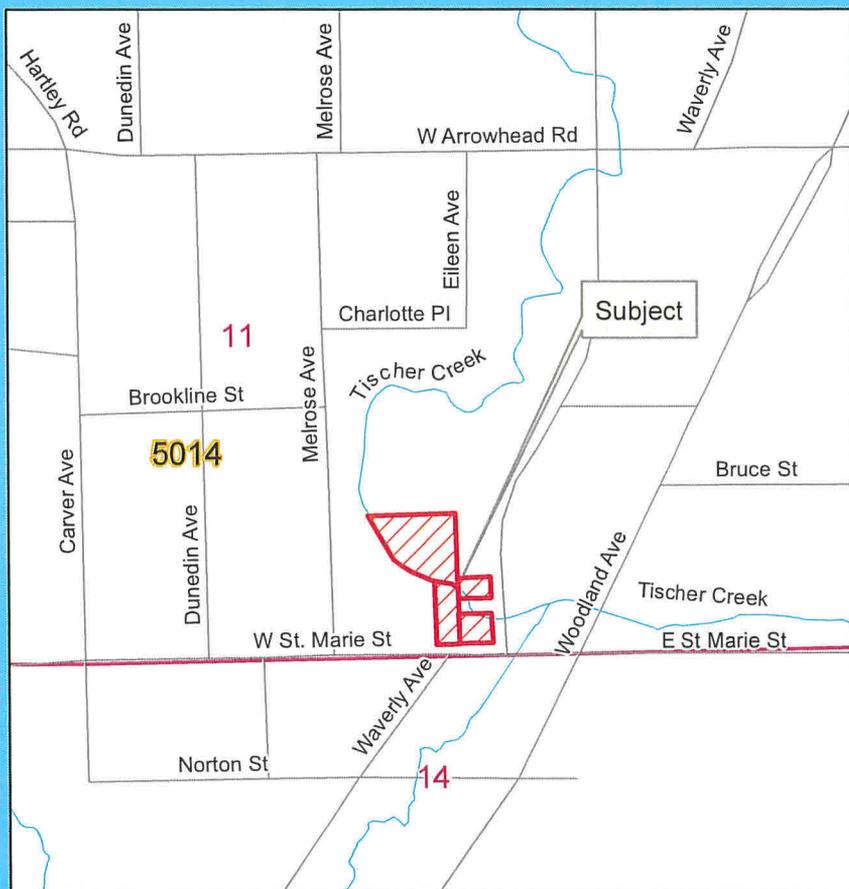
Special Sale

Legal : CITY OF DULUTH,
TRACT C, RLS NO. 50 also
LOT: 0007 BLOCK: 002, GLEN
AVON 9TH DIVISION OF DULUTH
also LOT 8 EX N 40 FT OF S 120 F,
BLOCK 1, LEMAGIE PARK DIVISION
OF DULUTH

Parcel Codes : 010-3907-00030,
010-1910-00180,
010-2810-00060

LDKEYs : 117270, 101587, 102771

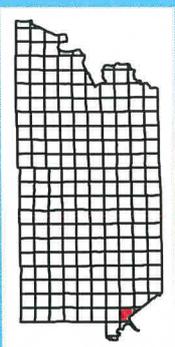
Address : south and west of
1727 Columbus Ave
Duluth, MN 55803



City of Duluth Sec: 11 Twp: 50 Rng: 14

Commissioner District # 2

- 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**
June 2015



Embarrass Township Canister Site Lease

BY COMMISSIONER _____

WHEREAS, St. Louis County is committed to providing waste disposal services to residents in the northern regions of the county; and

WHEREAS, The county has been leasing the property from Embarrass Township located in the SW ¼ of the SW ¼ of Section 22, Township 60, Range 15, under the terms of the existing five-year agreement which expires on September 30, 2016; and

WHEREAS, It has been determined that it is in the best interest of the county and the township to continue to provide a canister site to the residents in this area;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Environmental Services Department to enter into an agreement with Embarrass Township to lease the above parcel to operate a solid waste canister site. The agreement will renew annually until terminated by either or both parties. The cost of this lease will be \$300 per year, payable from Fund 600, Agency 603001 Canister Site.

Mary Meyer, Duluth, MN

Parcel Code	010-1790-04200
Taxes and Assessments	\$6,491.79
Service Fees	\$114.00
Deed Tax	\$21.42
Deed Fee	\$25.00
Recording Fee	\$46.00
Total Consideration	\$6,698.21

Tyler Jespersion, Duluth, MN

Parcel Code	010-1350-08020
Taxes and Assessments	\$700.71
Service Fees	\$114.00
Deed Tax	\$2.31
Deed Fee	\$25.00
Recording Fee	\$46.00
Total Consideration	\$888.02

Repurchase of State Tax Forfeited Land – Meyer (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, Mary Meyer of Duluth, MN, has applied to repurchase state tax forfeited land legally described as:

CITY OF DULUTH
LOTS 1 THRU 29, BLOCK 68
GARY CENTRAL DIVISION DULUTH
010-1790-04200

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 Mary Meyer of Duluth, MN, on file in County Board File No.____, subject to payments including total taxes and assessments of \$6,491.79, service fee of \$114, deed tax of \$21.42, deed fee of \$25, and recording fee of \$46; for a total of \$6,698.21, to be deposited into Fund 240 (Forfeited Tax Fund).

APPLICATION FOR REPURCHASE OF TAX FORFEITED LANDS

Pursuant to Minnesota Statutes 1986, Section 282.241, as amended by Chapter 268, Laws of 1987.

TO THE COUNTY BOARD AND COUNTY AUDITOR OF ST. LOUIS COUNTY, MINNESOTA:

The undersigned, Mary Meyer, hereby makes application to repurchase from the State of Minnesota the following described land, pursuant to Minnesota Statutes 1987, Section 282.241, as amended; said land is situated in St. Louis County, Minnesota, and more particularly described as follows:

CITY OF DULUTH, LOTS 1 THRU 29, BLOCK 68, GARY CENTRAL DIVISION DULUTH

Applicant states and shows that at the time of the forfeiture to the State, he/she was (please check one):

- the owner
- heir(s) of the owner
- the representative of the owner
- the person to whom the right to pay taxes is given by statute, to wit:
- designating under what claim of right, whether mortgage or otherwise the right is exercised

That such taxes became delinquent in 2011 and remained delinquent and unpaid for the subsequent years of: 2012, 2013, 2014, 2015

That pursuant to Minnesota Statutes, the total cost of repurchase \$6,515.19 which is the greater value of all delinquent taxes and assessments computed under Section 282.241, together with all accrued interest and penalties, including fees. Please contact our office at 218-726-2606 for the current amount due which increases monthly.

That a hardship would result to the petitioner unless said repurchase is allowed, for the reason that: applicant to state reasons why taxes were not paid.

Found out about Cancer - Leukemia 2012, haven't worked since then. In & out of hospital since 2012 -

Please check the appropriate box below:

- There are one or more wells on this property (See enclosed well disclosure information sheet)
- No change since last well certificate
- Well disclosure completed - \$50.00 enclosed
- There are no wells on this property

APPLICANT REQUESTS THAT REPURCHASE BE MADE IN THE NAME OF:

Name (s):

Are you currently in active military service? NO

If you have been discharged within the last 6 months, provide discharge date N/A and documentation.

Applicant offers to pay upon such repurchase, by check or money order, as directed by the St. Louis County Board, the full price of repurchase as stated above, the terms of which will be stated by the contract and required by law.

Dated April 29 20 14

By: Mary Meyer (Signature)

Address: 431 101st Ave W
City: Duluth State: MN Zip: 55808
Phone: 218-260-6073



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

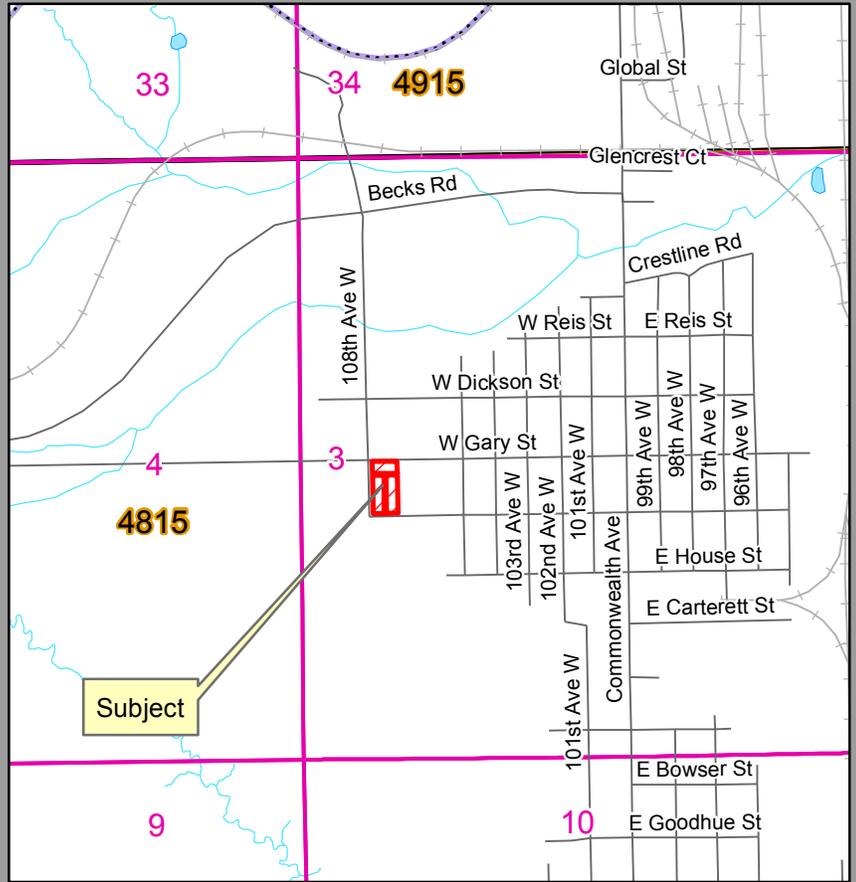
Repurchase of Property

Legal : CITY OF DULUTH
LOTS 1 THRU 29, BLOCK 68
GARY CENTRAL DIVISION DULUTH

Parcel Code : 010-1790-04200

LDKEY : 121879

Acres: 2.26

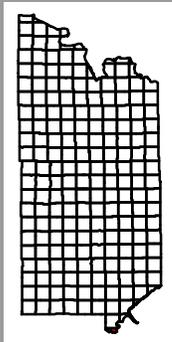


City of Duluth

Sec: 3 Twp: 48 Rng: 15

Commissioner District # 3

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



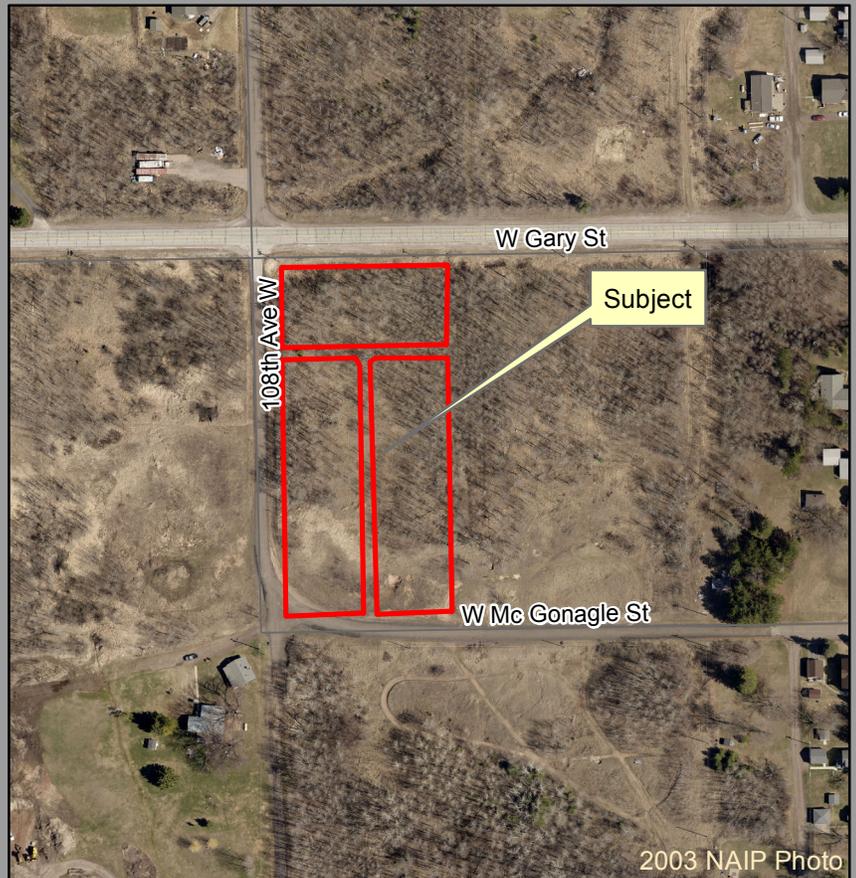
St. Louis County, Minnesota

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**



2016



2003 NAIP Photo

Repurchase of State Tax Forfeited Land – Jespersion (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, Tyler Jespersen of Duluth, MN, has applied to repurchase state tax forfeited land legally described as:

CITY OF DULUTH
N 40 FEET OF W 45 FEET, LOT 65, BLOCK 125
DULUTH PROPER THIRD DIVISION
010-1350-08020

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 Tyler Jespersen of Duluth, MN, on file in County Board File No.____, subject to payments including total taxes and assessments of \$700.71, service fee of \$114, deed tax of \$2.31, deed fee of \$25, and recording fee of \$46; for a total of \$888.02, to be deposited into Fund 240 (Forfeited Tax Fund).

APPLICATION FOR REPURCHASE OF TAX FORFEITED LANDS

Pursuant to Minnesota Statutes 1986, Section 282.241, as amended by Chapter 268, Laws of 1987.

TO THE COUNTY BOARD AND COUNTY AUDITOR OF ST. LOUIS COUNTY, MINNESOTA:

The undersigned, Tyler Jespersen, hereby makes application to repurchase from the State of Minnesota the following described land, pursuant to Minnesota Statutes 1987, Section 282.241, as amended; said land is situated in St. Louis County, Minnesota, and more particularly described as follows:

CITY OF DULUTH, N 40 FEET OF W 45 FEET of LOT 65, BLOCK 125, DULUTH PROPER THIRD DIVISION (010-1350-08020)

Applicant states and shows that at the time of the forfeiture to the State, he/she was (please check one):

- the owner
- heir(s) of the owner
- the representative of the owner
- the person to whom the right to pay taxes is given by statute, to wit:
- designating under what claim of right, whether mortgage or otherwise the right is exercised

That such taxes became delinquent in 2009 and remained delinquent and unpaid for the subsequent years of: 2010, 2011, 2012, 2013, 2014, 2015

That pursuant to Minnesota Statutes, the total cost of repurchase \$881.67 which is the greater value of all delinquent taxes and assessments computed under Section 282.241, together with all accrued interest and penalties, including fees. Please contact our office at 218-726-2606 for the current amount due which increases monthly.

That a hardship would result to the petitioner unless said repurchase is allowed, for the reason that: applicant to state reasons why taxes were not paid. I inherited the house from father at 18 years old. I am now stable with job to pay all bills and taxes for home and land.

Please check the appropriate box below:

- There are one or more wells on this property (See enclosed well disclosure information sheet)
- No change since last well certificate Well disclosure completed - \$50.00 enclosed
- There are no wells on this property

APPLICANT REQUESTS THAT REPURCHASE BE MADE IN THE NAME OF:

Name (s): TYLER James Jespersen
Are you currently in active military service? _____

If you have been discharged within the last 6 months, provide discharge date _____ and documentation.
Applicant offers to pay upon such repurchase, by check or money order, as directed by the St. Louis County Board, the full price of repurchase as stated above, the terms of which will be stated by the contract and required by law.

Dated: 6/5 2016

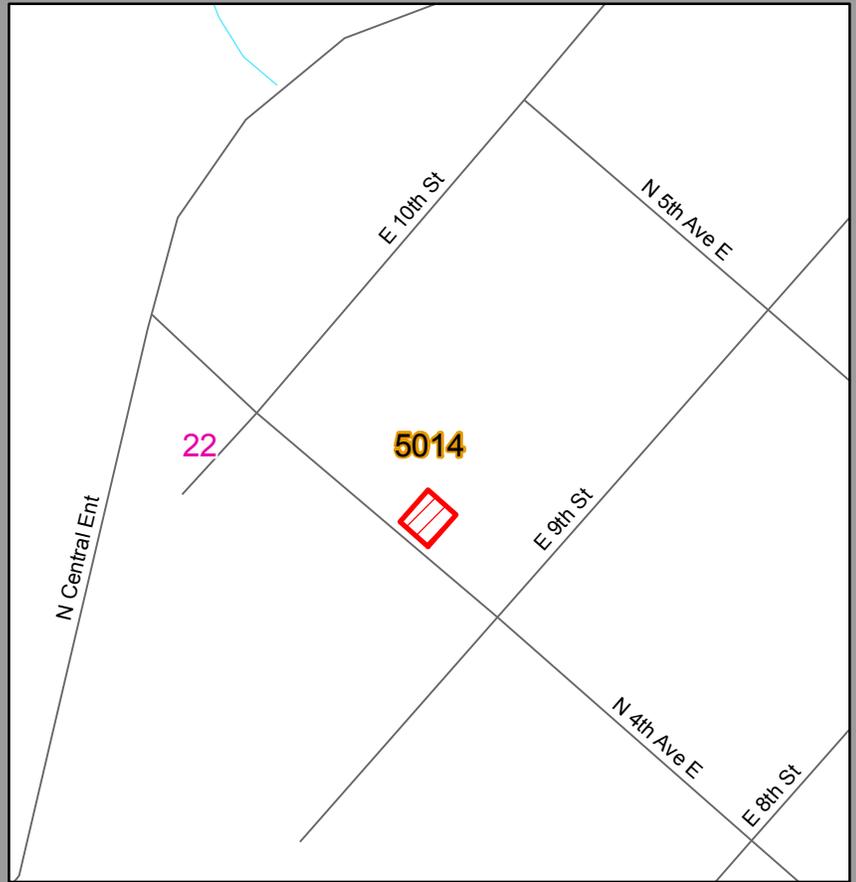
By: Tyler
(Signature)
Address: 403 E 9th St.
City: Duluth State: MN Zip: 55805
Phone: 952 261 3007



Legal : CITY OF DULUTH
N 40 FEET OF W 45 FEET
LOT 65, BLOCK 125
DULUTH PROPER THIRD DIVISION

Parcel Code : 010-1350-08020

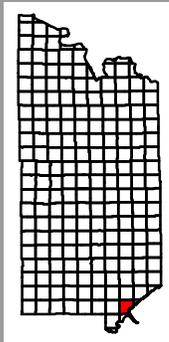
LDKEY : 121877



City of Duluth Sec: 22 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



2016



BOARD LETTER NO. 16 - 280

ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 7

BOARD AGENDA NO.

DATE: June 28, 2016

RE: Repurchase of State Tax
Forfeited Land – Smith
(Homestead)

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Director
Land and Minerals

RELATED DEPARTMENT GOAL:

To provide financial return to the county and taxing districts.

ACTION REQUESTED:

The St. Louis County Board is requested to approve an application to repurchase state tax forfeited land.

BACKGROUND:

Minn. Stat. § 282.241 provides for state tax forfeited land to be repurchased by the previous owner subject to payment equivalent to the delinquent taxes and assessments, with penalties, costs, and interest. The property to be repurchased forfeited to the State of Minnesota on November 19, 2015. Deana Marie Smith of Culver, MN, has made application to repurchase this property and is eligible to repurchase the property. The repurchase of this property will promote the use of lands that will best serve the public interest.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the repurchase request of Deana Marie Smith of Culver, MN. The repurchase fees listed below are to be deposited into Fund 240 (Forfeited Tax Fund).

Deana Marie Smith, Culver, MN

Parcel Code	475-0010-04585
Taxes and Assessments	\$18,737.80
Service Fees	\$114.00
Deed Tax	\$61.83
Deed Fee	\$25.00
Recording Fee	\$46.00
Well Fee	\$50.00
Total Consideration	\$19,034.63

Repurchase of State Tax Forfeited Land – Smith (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, Deana Marie Smith of Culver, MN, has applied to repurchase state tax forfeited land legally described as:

TOWN OF NEW INDEPENDENCE
WLY 594 FT OF NLY 1320 FT OF NE1/4 OF
SW1/4 EX 1 AC FOR THE COUNTY
SEC 28 TWP 52 RGE 17
475-0010-04585

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 Deana Marie Smith of Culver, MN, on file in County Board File No.____, subject to payments including total taxes and assessments of \$18,737.80, service fee of \$114, deed tax of \$61.83, deed fee of \$25, recording fee of \$46, and well fee of \$50; for a total of \$19,034.63, to be deposited into Fund 240 (Forfeited Tax Fund).

APPLICATION FOR REPURCHASE OF TAX FORFEITED LANDS

Pursuant to Minnesota Statutes 1986, Section 282.241, as amended by Chapter 268, Laws of 1987,

TO THE COUNTY BOARD AND COUNTY AUDITOR OF ST. LOUIS COUNTY, MINNESOTA:

The undersigned, Ladeana Smith, hereby makes application to repurchase from the State of Minnesota the following described land, pursuant to Minnesota Statutes 1987, Section 282.241, as amended; said land is situated in St. Louis County, Minnesota, and more particularly described as follows:

TOWN OF NEW INDEPENDENCE, WLY 594 FT OF NLY 1320 FT OF NE1/4 OF SW1/4 EX 1 AC FOR THE COUNTY, Sec 28 Twp 52 Rge 17

Applicant states and shows that at the time of the forfeiture to the State, he/she was (please check one):

- the owner
- heir(s) of the owner
- the representative of the owner
- the person to whom the right to pay taxes is given by statute, to wit:
- designating under what claim of right, whether mortgage or otherwise the right is exercised

That such taxes became delinquent in 2009 and remained delinquent and unpaid for the subsequent years of: 2010, 2012, 2013, 2014, 2015

That pursuant to Minnesota Statutes, the total cost of repurchase \$18,737.80 which is the greater value of all delinquent taxes and assessments computed under Section 282.241, together with all accrued interest and penalties, including fees. Please contact our office at 218-726-2606 for the current amount due which increases monthly.

That a hardship would result to the petitioner unless said repurchase is allowed, for the reason that: applicant to state reasons why taxes were not paid.

I was unaware that the taxes were not being paid by Todd Dierks, and never received notification.

Please check the appropriate box below:

- There are one or more wells on this property (See enclosed well disclosure information sheet)
- No change since last well certificate
- Well disclosure completed - \$50.00 enclosed
- There are no wells on this property

APPLICANT REQUESTS THAT REPURCHASE BE MADE IN THE NAME OF:

Name (s): Deana Marie Smith

Are you currently in active military service? No

If you have been discharged within the last 6 months, provide discharge date _____ and documentation.

Applicant offers to pay upon such repurchase, by check or money order, as directed by the St. Louis County Board, the full price of repurchase as stated above, the terms of which will be stated by the contract and required by law.

Dated: May 18, 2016

By: Deana Smith
(Signature)

Address: 7836 Swan Lake Rd.
City: Culver State: MN Zip: 55779
Phone: 218-348-7743



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

Repurchase of Property

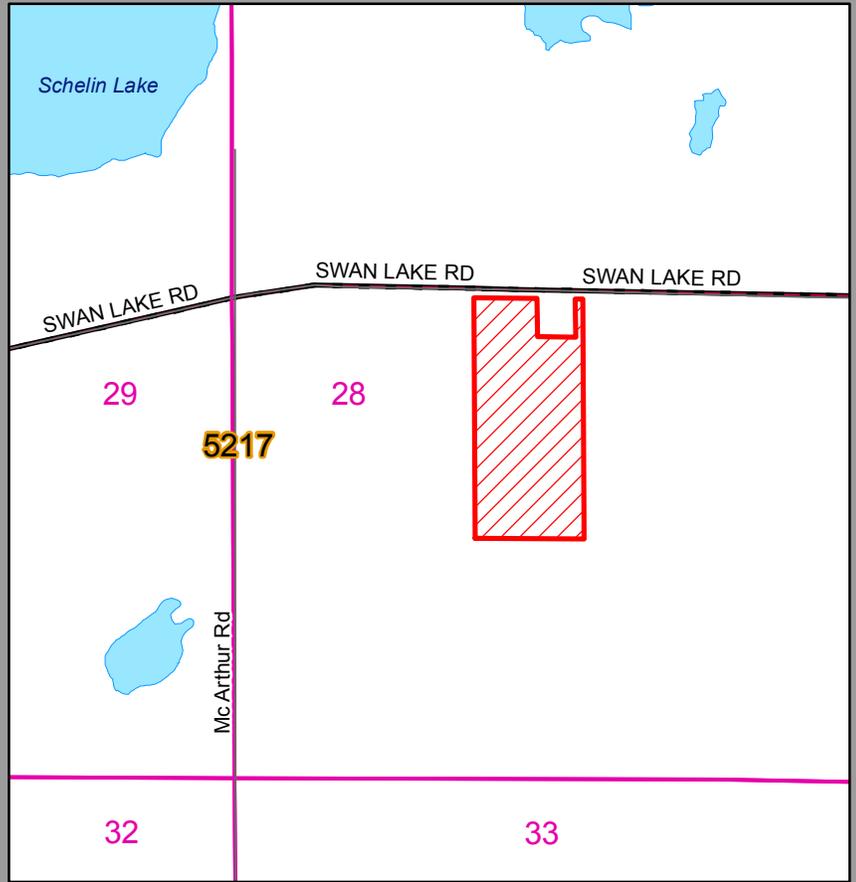
Legal : TOWN OF NEW INDEPENDENCE
WLY 594 FT OF NLY 1320 FT OF
NE1/4 OF SW1/4 EX 1 AC FOR
THE COUNTY
Sec 28 Twp 52 Rge 17

Parcel Code : 475-0010-04585

LDKEY : 122125

Acres: 17.0

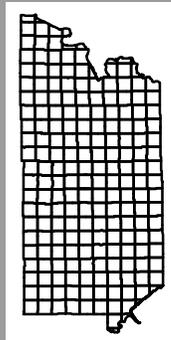
Address: 7828 Swan Lake Road
Saginaw, MN 55779



Town of New Independence Sec: 28 Twp: 52 Rng: 17

Commissioner District # 6

- 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**



2016



BOARD LETTER NO. 16 - 281

ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 8

BOARD AGENDA NO.

DATE: June 28, 2016

RE: Utility Easement Across State
Tax Forfeited Land to Lake
Country Power (Morse
Township)

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Director
Land and Minerals

Donald Dicklich
County Auditor/Treasurer

RELATED DEPARTMENTAL GOAL:

Performing public services.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize a non-exclusive utility easement to Lake Country Power to cross state tax forfeited land in Morse Township.

BACKGROUND:

Lake Country Power is requesting an easement to replace an existing overhead power line. The easement is 525.12 feet long and 50 feet wide. The total area encumbered by the easement is 0.6 acres. Exercising the easement will not cause significant adverse environmental or natural resource management impacts, and will not conflict with public use of the land.

RECOMMENDATION:

It is recommended that the St. Louis County Board grant a non-exclusive utility easement across state tax forfeited land to Lake Country Power for the amount of \$1,036 land use fee, \$37 timber damage fee, \$100 administration fee and \$46 recording fee; for a total of \$1,219, to be deposited into Fund 240 (Forfeited Tax Fund).

**Utility Easement Across State Tax Forfeited Land to Lake Country Power
(Morse Township)**

BY COMMISSIONER _____

WHEREAS, Lake Country Power has requested a utility easement across state tax forfeited land; and

WHEREAS, Exercising the easement will not cause significant adverse environmental or natural resource management impacts and will not conflict with public use of land; and

WHEREAS, Minn. Stat. § 282.04, Subd. 4 authorizes the County Auditor to grant easements across state tax forfeited land for such purposes;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the County Auditor to grant a 0.6 acre non-exclusive utility easement to Lake Country Power across state tax forfeited lands as described in County Board File No. _____.

RESOLVED FURTHER, That granting of this easement is conditioned upon payment of \$1,036 land use fee, \$37 timber damage fee, \$100 administration fee and \$46 recording fee; for a total of \$1,219, to be deposited into Fund 240 (Forfeited Tax Fund).

**Utility Easement Across State Tax Forfeited Land to Lake Country Power
(Morse Township)**

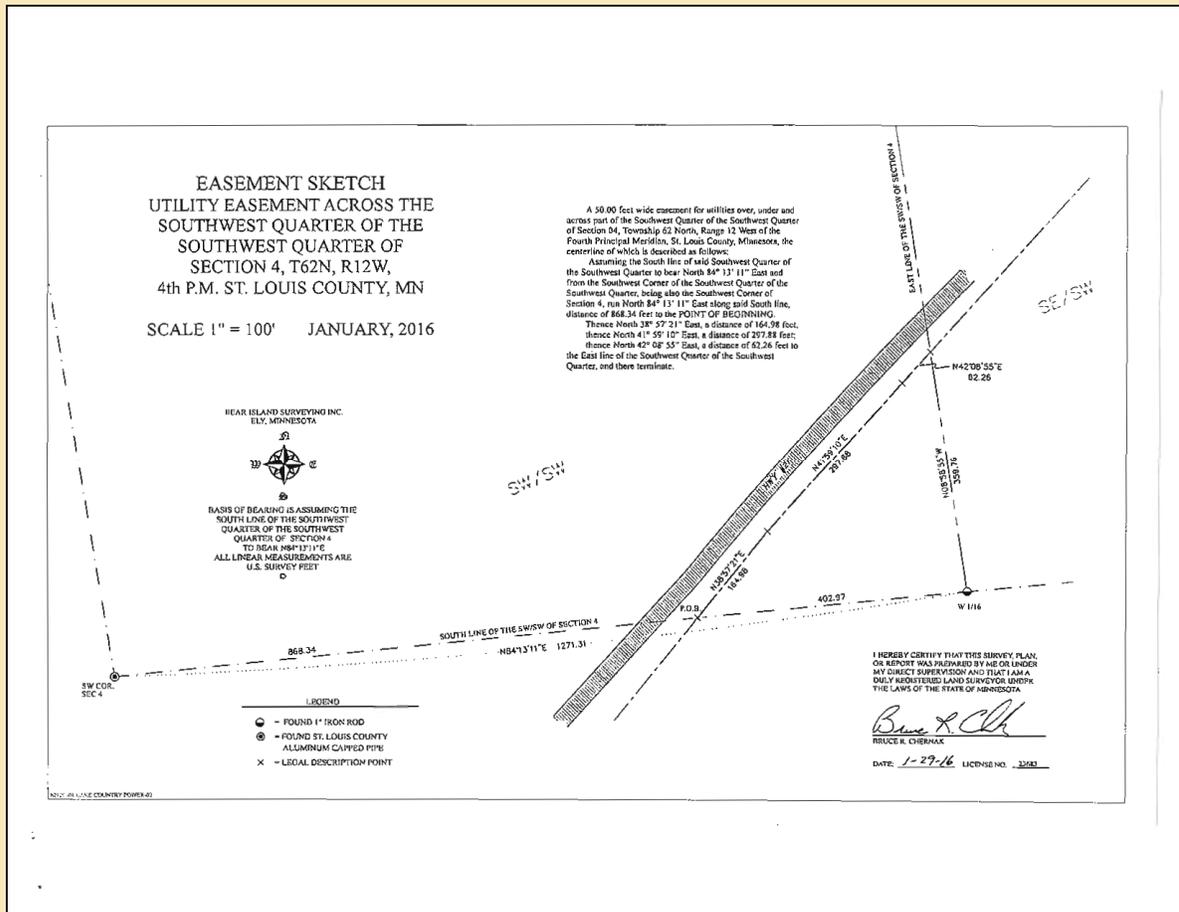
A 50.00 feet wide easement for utilities over, under and across part of the Southwest Quarter of the Southwest Quarter of Section 04, Township 62 North, Range 12 West of the Fourth Principal Meridian, St. Louis County, Minnesota, the centerline of which is described as follows:

Assuming the South line of said Southwest Quarter of the Southwest Quarter to bear North 84 degrees 13 minutes 11 seconds East and from the Southwest Corner of the Southwest Quarter of the Southwest Quarter, being also the Southwest Corner of Section 4, run North 84 degrees 13 minutes 11 seconds East along said South line, distance of 868.34 feet to the POINT OF BEGINNING.

Thence North 38 degrees 57 minutes 21 seconds East, a distance of 164.98 feet;
thence North 41 degrees 59 minutes 10 seconds East, a distance of 297.88 feet;
thence North 42 degrees 08 minutes 55 seconds East, a distance of 62.26 feet to the East line of the Southwest Quarter of the Southwest Quarter, and there terminate.



St. Louis County Land & Minerals Department Tax Forfeited Easement



Affects parcel 465-0010-00610

4th Commissioner District

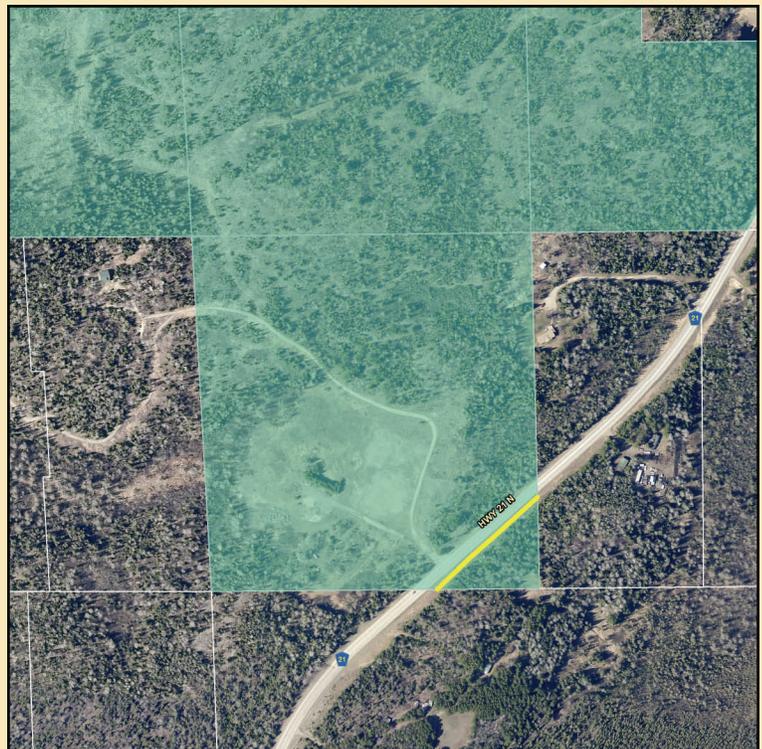
- State Tax Forfeited
- Easement
- Project location



**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 and Minerals
Department**



BOARD LETTER NO. 16 - 282

ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 9

BOARD AGENDA NO.

DATE: June 28, 2016

RE: Access Easement Across State Tax Forfeited Land for the Plat of Registered Land Survey No. 127 (Grand Lake Township)

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Director
Land and Minerals

Donald Dicklich
County Auditor/Treasurer

RELATED DEPARTMENTAL GOAL:

Performing public services.

ACTION REQUESTED:

The St. Louis County Board is requested to impose access easements across state tax forfeited land in Grand Lake Township.

BACKGROUND:

The subdivision plat of Registered Land Survey (RLS) No. 127, located on Third Lake in Grand Lake Township, was created pursuant to Minnesota Session Laws, 2012, Chapter 236, Section 28, which authorizes St. Louis County to sell state tax forfeited shoreland parcels currently under lease, and directs that the parcels be surveyed, appraised and offered for sale to the current leaseholders.

The plat of RLS No. 127 is accessed via woods roads which connect to the Uskabwanka Management Road. The existing driveway that provides access to Tract B bisects Tract A. A 33 foot wide easement is requested to allow an alternative access to Tracts B, C and D.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the imposing of an access easement across state tax forfeited land to the plat of RLS No. 127 for the benefit of the State of Minnesota in Trust for the taxing districts and for the public.

**Access Easement Across State Tax Forfeited Land for the Plat of
Registered Land Survey No. 127 (Grand Lake Township)**

BY COMMISSIONER: _____

WHEREAS, Buyers of lots in the plat of Registered Land Survey (RLS) No. 127 must cross state tax forfeited land to access their property; and

WHEREAS, There are no reasonable alternatives to obtain access to the property; and

WHEREAS, Exercising the easement will not cause significant adverse environmental or natural resource management impacts and will not conflict with public use of the land; and

WHEREAS, Minn. Stat. § 507.47 and § 282.04, Subd. 4, authorizes the St. Louis County Auditor to impose easements across state tax forfeited land for such purposes;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the St. Louis County Auditor to impose an easement across state tax forfeited lands for access to the plat of Registered Land Survey No. 127 for the benefit of the State of Minnesota in Trust for the Taxing Districts and for the public, as described in County Board File_____.

**Access Easement Across State Tax Forfeited Land for the Plat of
Registered Land Survey No. 127 (Grand Lake Township)**

A 33.00 foot wide permanent easement for access purposes over, under and across that part of the Southwest Quarter of the Northwest Quarter and that part of the Northwest Quarter of the Southwest Quarter both in Section 29, Township 52 North, Range 16 West, St. Louis County, Minnesota, the southeasterly and southerly line of said easement is described as follows:

Beginning at the most westerly corner of Tract D, REGISTERED LAND SURVEY NO. 127, according to the recorded plat thereof, St. Louis County, Minnesota; thence North 39 degrees 11 minutes 11 seconds East, assumed bearing along the northwesterly line of said Tract D, a distance of 271.37 feet to the most westerly corner of Tract C, said REGISTERED LAND SURVEY NO. 127; thence North 51 degrees 53 minutes 59 seconds East, along the northwesterly lines of Tracts C, B and A, said REGISTERED LAND SURVEY NO. 127, a distance of 778.50 feet to the most northerly corner of said Tract A; thence North 86 degrees 47 minutes 05 seconds East 158.34 feet to the east line of said Southwest Quarter of the Northwest Quarter and said line there terminating. The side line of said easement shall be prolonged or shortened to terminate on the east line of said Southwest Quarter of the Northwest Quarter.

BOARD LETTER NO. 16 – 283

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 10

BOARD AGENDA NO.

DATE: June 28, 2016 **RE:** Agreement for State
Transportation Fund Grant (Local
Road Improvement Program)

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 an agreement with the Minnesota Department of Transportation for the Local Road Improvement Program (LRIP) Grant Agreement.

BACKGROUND:

St. Louis County applied for funding from the LRIP in December 2014 to complete improvements at the intersection of County State Aid Highway (CSAH) 4/Rice Lake Road and Airport Road, located in Duluth. This funding application was supported by County Board Resolution No. 15-36 and St. Louis County was awarded \$750,000 for this project (the maximum grant amount).

This project (SAP 069-604-075, CP 0004-226569) is to install a Continuous Green T-Intersection design. This design includes a traffic signal and a dedicated acceleration lane for vehicles turning left from Airport Road which allows northbound vehicles on Rice Lake Road to have a continuous green indication on the traffic signal even when vehicles are turning left from Airport Road. The southbound direction of Rice Lake Road will be required to stop when a green indication is provided to vehicles on Airport Road. According to a summary brochure from the Federal Highway Administration, Continuous Green T-Intersections substantially reduce right-angle type crashes, which in turn reduce injury and total crashes.

The Public Works Department must process the LRIP Grant Agreement to receive the grant funding and a County Board resolution is required. The low bid for this project is

\$789,987.85. St. Louis County is responsible for the additional funding above the \$750,000 grant amount and the additional cost will be covered by the St. Louis County Transportation Sales Tax funds.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a grant agreement with the Minnesota Department of Transportation for a Local Road Improvement Program Grant for improvements to the intersection of CSAH 4/Rice Lake Road and Airport Road, SAP 069-604-075, CP 0004-226569, with the county's portion paid from Transportation Sales Tax Funds – Fund 204, Agency 204046.

**Exhibit E for Grant Agreement to State Transportation Fund
(Local Road Improvement Program)
Grant Terms and Conditions
SAP 069-604-075**

BY COMMISSIONER _____

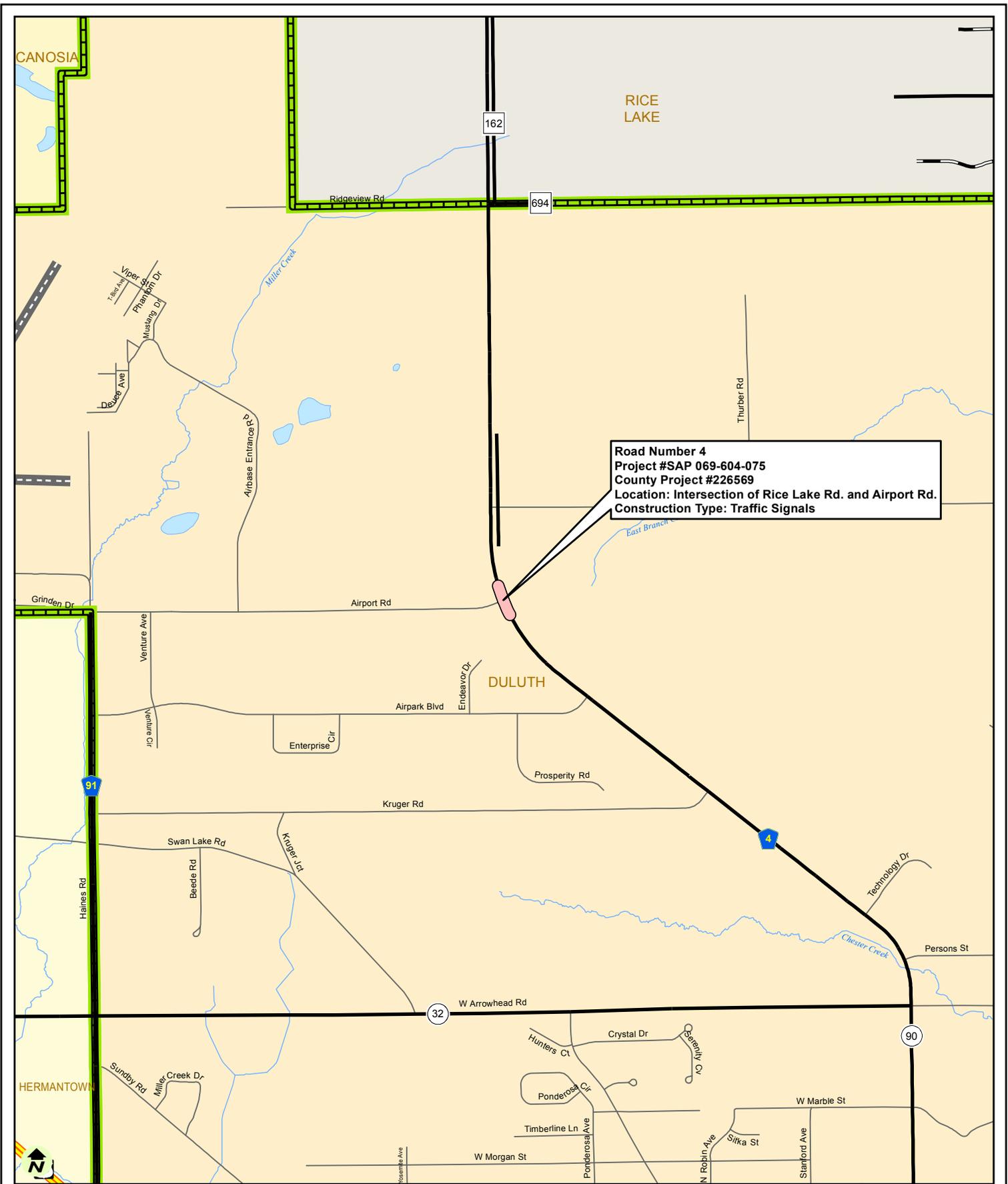
WHEREAS, St. Louis County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for Local Road Improvement; and

WHEREAS, The Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, The amount of the grant has been determined to be \$750,000 by reason of the lowest responsible bid;

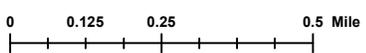
THEREFORE, BE IT RESOLVED, That St. Louis County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes § 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officials are authorized to execute a grant agreement with the Commissioner of Transportation concerning the above-referenced grant;

RESOLVED FURTHER, This project is further identified as SAP 069-604-075, CP 0004-226569, with funds for this project receipted into Fund 220, Agency 220404.



Road Number 4
Project #SAP 069-604-075
County Project #226569
Location: Intersection of Rice Lake Rd. and Airport Rd.
Construction Type: Traffic Signals

St. Louis County 2016 Road & Bridge Construction



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

BOARD LETTER NO. 16 – 284

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 11

BOARD AGENDA NO.

DATE: June 28, 2016 **RE:** Agreement with City of Eveleth
for Sidewalk Repair (2016-2017)

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 an agreement with the City of Eveleth for sidewalk repairs in 2016 and 2017.

BACKGROUND:

The City of Eveleth and St. Louis County wish to perform maintenance in the form of sidewalk repairs on various county roads and city streets in Eveleth. The City will prepare plans for the projects in 2016 and 2017. The projects are described as CP 0000-299343, 2016 sidewalk repairs; and CP 0000-299344, 2017 sidewalk repairs.

The city will perform all necessary bidding/contract administration, and will administer the terms of the contract from award to certification of final payment. The county will pay costs to the city in an amount not to exceed \$10,000 per year for each of the yearly contracts as referenced in the agreement.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize an agreement with the City of Eveleth where the county will pay its share for sidewalk repair on county roads as listed in the respective agreement. The projects will be funded with local funds from Fund 200, Agency 203446, CP 0000-299343 for 2016; and Fund 200 Agency 203447, CP 0000-299344 for 2017.

Agreement with City of Eveleth for Sidewalk Repair (2016-2017)

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board authorizes an agreement, and any amendments approved by the County Attorney, with the City of Eveleth where the county will pay its local share for items listed in the Schedule of Prices in the Proposal/Plan Packages and Plans described as:

CP 0000-299343, Sidewalk Repairs 2016, payable with St. Louis County Local funds from Fund 200, Agency 203446, Object 652800, not to exceed \$10,000; and

CP 0000-299344, Sidewalk Repairs 2017, Fund 200, Agency 203447, Object 652800, not to exceed \$10,000.

BOARD LETTER NO. 16 – 285

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 12

BOARD AGENDA NO.

DATE: June 28, 2016 **RE:** Acquisition of Right of Way –
Culvert Replacements on CSAH 5
(Morcom Township and
Unorganized Township 62-21)

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 Public Works Director to proceed with the right of way acquisition for County Project 0005-255876/SAP 69-605-046 and to authorize the County Auditor to grant highway easements across tax forfeited lands necessary for the project.

BACKGROUND:

The St. Louis County Public Works Department plans a culvert replacement project on County State Aid Highway (CSAH) 5 in Morcom Township and Unorganized Township 62-21. The project begins at the intersection of CSAH 5 and CSAH 22 in Morcom Township, and ends approximately 7.9 miles north near the intersection of CSAH 5 and MN State Highway 1 in Section 7, Unorganized Township 62-21.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the Public Works Director to acquire the right of way necessary for a culvert replacement project on CSAH 5 and to authorize the County Auditor to grant highway easements across tax forfeited lands necessary for the project. Right of way acquisition is payable from Fund 200, Agency 203001.

**Acquisition of Right of Way – Culvert Replacements on CSAH 5
(Morcom Township and Unorganized Township 62-21)**

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Works Department plans a culvert replacement project on 7.9 miles of County State Aid Highway (CSAH) 5 within Morcom Township (T61N-R21W) and Unorganized Township 62-21 (T62N-R21W); and

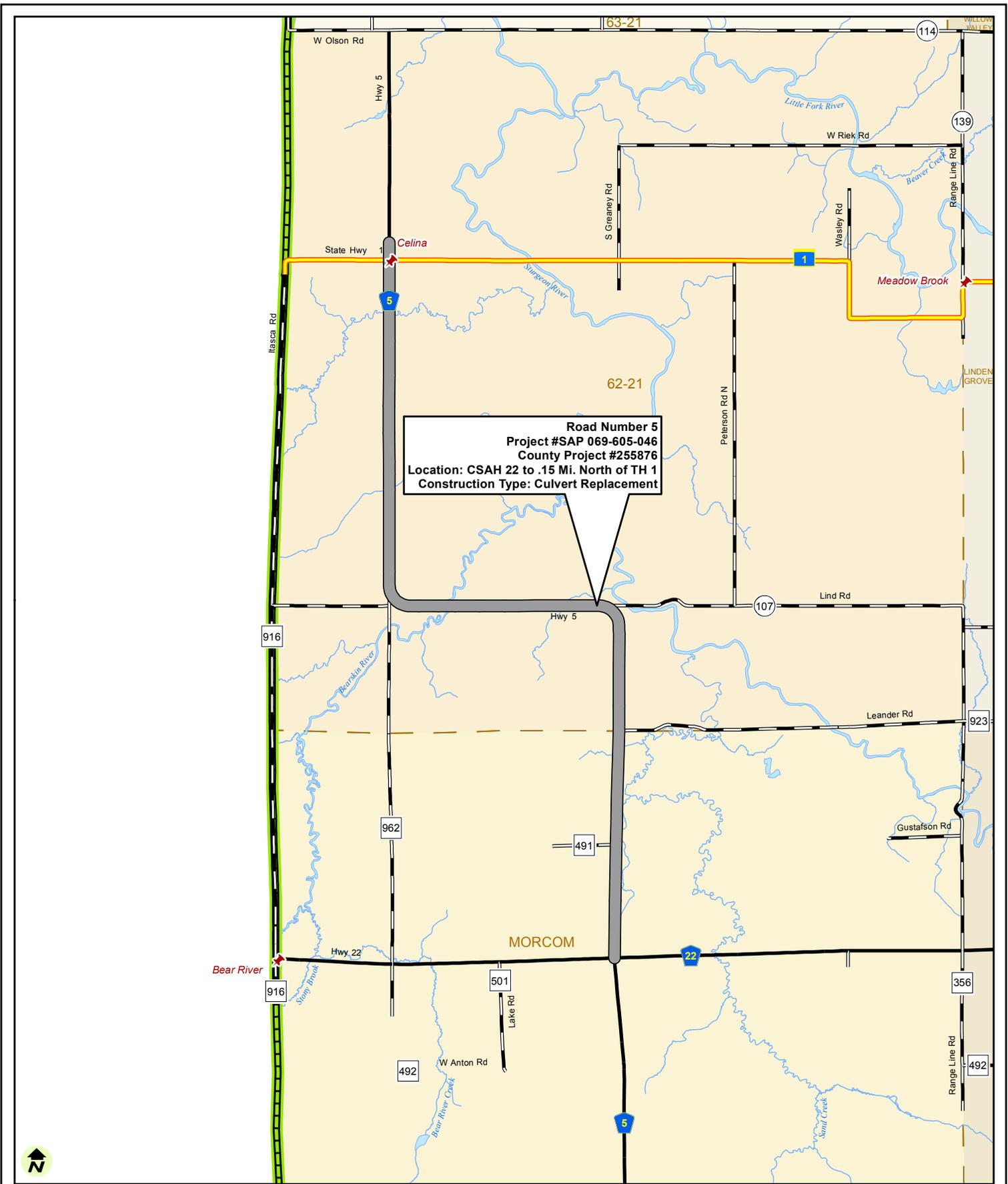
WHEREAS, The project begins at the intersection of CSAH 5 and CSAH 22 in Morcom Township (Section 16 Township 61 North-Range 21 West) and ends 7.9 miles north near the intersection of CSAH 5 and MN State Hwy 1 in Section 7 Township 62 North-Range 21 West; and

WHEREAS, The improvement consists of removing and replacing culverts as determined necessary to provide for the safety and convenience of the traveling public; and

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

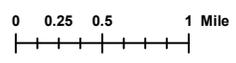
THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Works Director to proceed with the acquisition of the necessary lands and temporary easements, payable from Fund 200, Agency 203001;

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 necessary for the project.



Road Number 5
Project #SAP 069-605-046
County Project #255876
Location: CSAH 22 to .15 Mi. North of TH 1
Construction Type: Culvert Replacement

St. Louis County 2017 Road & Bridge Construction



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

**Road Restriction Enforcement Agreement between Public Works and
Sheriff's Office**

BY COMMISSIONER _____

WHEREAS, The Public Works Department establishes weight restrictions on county roads during the spring thaw in order to prevent road damage; and

WHEREAS, The Sheriff's Office provides the enforcement of these road weight restrictions; and

WHEREAS, The Public Work Department benefits from this enforcement which helps protect county roads from damage;

THEREFORE, BE IT RESOLVED, The St. Louis County Board authorizes an agreement between the Public Works Department and the Sheriff's Office whereby Public Works reimburses the Sheriff's Office \$10,000 per year for years 2016 through 2020 (5 years) as its share of the equipment and operation costs associated with enforcing county road weight restrictions;

RESOLVED FURTHER, That this reimbursement will be paid from Public Works Fund 200, Agency 200001, Object 627700 to the Sheriff's Office Fund 100, Agency 129001, Revenue 583101.

Agreement with Canosia Township – Sealing Projects 2016

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board authorizes an agreement with Canosia Township, and any amendments approved by the County Attorney, for crack sealing, seal coat and scrub sealing, where the township will pay its local share for items listed in the Schedule of Prices in the Proposal/Plan Package and Plan described as CP 0007-241426/SAP 69-607-051(Low), CP 0005-287158(Low), and CP 0000-277015(Low), with the funds to be receipted into Fund 220, Agency 220389, Fund 200, Agency 203425, and Fund 200, Agency 201085.

**Authorize Supplemental Agreements for Scrub Seal Projects on
CSAH 91 and CSAH 9 (Duluth)**

BY COMMISSIONER _____

WHEREAS, A Supplemental Agreement is proposed in the amount of \$50,000 on Project CP 0091-304809 under project CP 0005-287158(Low) for an additional Scrub Seal project on County State Aid Highway 91/Haines Road in Duluth; and

WHEREAS, An additional Supplemental Agreement is proposed in the amount of \$160,000 on Project CP 0009-153304 under project CP 0005-287158(Low) for a second additional Scrub Seal project on County State Aid Highway 9/Woodland Avenue in Duluth;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes Supplemental Agreements No. 1 and 2 with Fahrner Asphalt Sealers of Eau Claire, WI, related to work on Project CP 0005-287158 (Low) in the amount of \$50,000 for a Scrub Seal Project on CP 0091-304809, payable from Fund 200, Agency 203448, Object 652800, and for \$160,000 on CP 0009-153304, payable from Fund 200, Agency 203449, Object 652800.

BOARD LETTER NO. 16 - 289

FINANCE & BUDGET COMMITTEE CONSENT NO. 16

BOARD AGENDA NO.

DATE: June 28, 2016 **RE:** Abatement List for Board Approval

FROM: Kevin Z. Gray
County Administrator

Mark Monacelli, Director
Public Records & Property Valuation

David L. Sipila
County Assessor

RELATED DEPARTMENT GOAL:

The County Assessor will meet all state mandates for classifying and valuing taxable parcels for property tax purposes as outlined in Minn. Stat. § 270 through 273.

ACTION REQUESTED:

The St. Louis County Board is requested to approve the attached abatements.

BACKGROUND:

The intent of abatements is to provide equitable treatment to individual taxpayers while at the same time exercising prudence with the tax monies due to the taxing authorities within St Louis County. Abatements are processed in conformance with St. Louis County Board Resolution No. 16-82, dated January 26, 2016, outlining the Board's policy on abatement of ad valorem taxes. This Policy provides direction for the abatement of: 1) Current year taxes; 2) Current year penalty and costs; 3) Past year taxes; and 4) Past year penalty, interest, and costs.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the attached list of abatements.

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.

Abatements Submitted for Approval by the St. Louis County Board
on 7/5/2016

<u>PARCEL CODE</u>			<u>AUD NBR</u>	<u>NAME</u>	<u>TYPE</u>	<u>LOCATION</u>	<u>APPRAISER</u>	<u>REASON</u>	<u>YEAR</u>	<u>REDUCTION</u>	
10	2010	380	0	15864	AHLGREN, GEORGE	R	City of Duluth	Colin Payton	VALUATION	2016	764.00
10	3030	6290	0	15870	AMUNDSON, RICHARD	R	City of Duluth	Lana Anderson	DISABILITY	2016	519.00
570	0	0	00672	15875	COLLINS, SHIRLEY	M	White	Margaret Dunsmore	PP CANCEL	2014	232.28
642	10	962	0	15876	COUNTY AUDITOR	R	56-14	County Auditor	CANCEL FORFEITURE	2008	
175	140	140	0	15867	GOERDT, SHAWN	R	Mt. Iron	Sean Hainey	HOMESTEAD	2016	432.00
90	10	12310	0	15873	HELLAND, JASON	R	Virginia	Jacob Fronden	HOMESTEAD	2016	788.00
387	420	420	0	15874	HORSMAN, DARRYL	R	Greenwood	Beth Sokoloski	VALUATION	2016	186.00
10	3070	1550	0	15862	JAUDINES, ARIEL	R	City of Duluth	Dave Christensen	HOMESTEAD	2016	376.00
10	3903	160	0	15872	KUETTEL ADAM	R	City of Duluth	Cory Leinwander	CODE CHANGE	2015	1,186.00
10	3903	160	0	15871	KUETTEL, ADAM	R	City of Duluth	Cory Leinwander	CODE CHANGE	2014	947.04
10	2710	1120	0	15863	ROBINSON, SEAN	R	City of Duluth	Benjamin Hansen	VALUATION	2016	686.00
10	2720	18	0	15865	SAGE, PATRICK	R	City of Duluth	Colin Payton	VALUATION	2016	288.00
465	20	4437	0	15866	SCHLITZ, JOHN W	R	Morse	Andrew Olson	HOMESTEAD	2016	522.00
365	10	4100	0	15869	TOWN OF FREDENBERG	R	FREDENBERG	Cory Leinwander	CODE CHANGE	2016	1,836.00
10	410	215	0	15861	USA-MARSHALL SERVICE	R	City of Duluth	Terry Johnson	EXEMPT	2016	7,320.12

BOARD LETTER NO. 16 – 290

FINANCE & BUDGET COMMITTEE CONSENT NO. 17

BOARD AGENDA NO.

DATE: June 28, 2016 **RE:** Proposed Abatement of Penalties and Interest for Veteran with Military Disability

FROM: Kevin Z. Gray
County Administrator

Mark Monacelli, Director
Public Records & Property Valuation

Donald Dicklich
County Auditor/Treasurer

RELATED DEPARTMENT GOAL:

To provide effective, efficient government.

ACTION REQUESTED:

The St. Louis County Board is requested to approve an abatement of penalties and interest for property taxes payable in 2010.

BACKGROUND:

Mr. William Hanegmon is currently delinquent on his 2010 property taxes and his property is scheduled to go tax forfeit this year. He has requested consideration for abatement of penalties and interest for his 2010 property tax owed on his homestead located at 1607 Merryview Lane Hibbing, MN. Mr. Hanegmon first qualified for a 70% disability under the Veterans Administration (VA) Disabled Veterans' Homestead Property Tax Exclusion program for taxes payable in 2009.

The Minnesota Department of Revenue requires a veteran with a 70% service connected disability to reapply by July 1 of each year to receive the market value exclusion for the taxes payable the following year. In 2009, the VA changed his service disability from 70% to 100% for property taxes payable in 2010. Veterans with a permanent and total 100% disability are not required to reapply each year to receive the market value exclusion. The County Assessor's Office investigated his request and found that he did not reapply for his 70% disability abatement by July 1, 2009 (for taxes payable 2010) with the former City of Hibbing Assessor or the County Assessor. Further, Director Monacelli met with Mr. Hanegmon and reported it does appear that he did not reapply as required because he didn't think he had to due to his disability status

changing from 70% to 100%. Through the investigation, on May 6, 2016 the County Assessor was faxed a copy of a letter from the VA to Mr. Hanegmon dated May 28, 2009, notifying him of his change in disability status. Given this, he still would have been responsible to notify the Hibbing Assessor or the County Assessor of his status change by July 1, 2009. Given these circumstances, an agreement was reached with Mr. Hanegmon to request abatement of the 2010 penalty and interest in the amount of \$1,024.02 and he has agreed to pay the 2010 property taxes owed in the amount of \$1,407.90.

Director Monacelli and Auditor Dicklich have reviewed the circumstances of this case and believe that an abatement request for penalties and interest is reasonable relief and the County Board should have an opportunity to consider the case. Accordingly, in compliance with the General Provisions of the St. Louis County Real Property Tax Abatement Policy, Item 4b iii; "the County Auditor may refer any penalty abatement request to the board for their consideration." Donald Dicklich, acting in his capacity as County Auditor, is submitting this case to the County Board for consideration.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the abatement of accrued penalty and interest for property tax payable year 2010 on the homestead property of William Hanegmon at 1607 Merryview Lane, Hibbing, MN.

**Proposed Abatement of Penalties and Interest for
Veteran with Military Disability**

BY COMMISSIONER _____

WHEREAS, Mr. William Hanegmon is a disabled American Veteran who has qualified for Minnesota's Disabled Veterans' Homestead Property Tax Exclusion Program since 2009; and

WHEREAS, Mr. Hanegmon failed to timely file the required notice to receive the market value exclusion for property taxes payable 2010; and

WHEREAS, Mr. Hanegmon has agreed to pay the 2010 property taxes due, but has requested relief in the form of abatement of penalty and interest charges that have accrued on the unpaid balance; and

WHEREAS, The General Provisions of the St. Louis County Real Property Tax Abatement Policy, Item 4 b. iii authorize the County Auditor to refer any penalty abatement request to the county board for consideration; and

WHEREAS, County Auditor Donald Dicklich has made such a request;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an abatement of penalty and interest charges in the amount of \$1,024.02 accrued on the unpaid 2010 property tax payable balance of the homestead property of William Hanegmon at 1607 Merryview Lane, Hibbing, MN;

RESOLVED FURTHER, That the unpaid 2010 property tax must be paid no later than July 31, 2016, to avoid further interest charges.

Commissioner of Revenue Abatement Form 4 (Rev. 5/90)
APPLICATION FOR ABATEMENT – GENERAL FORM
(M.S. 375.192)

For Taxes Levied in 20 09
And Payable in 20 10

County Auditor's No.	County of
----------------------	-----------

Please print or type.

Applicant's Name William Hinesmaa
Applicant's Social Security Number _____

Applicant's Mailing Address
2215 E 37th St
Hibbing, MN 55746

Telephone (work) () _____
Telephone (home) () _____

DESCRIPTION OF PROPERTY Property I.D. or Parcel Number: 140-0139-00740
Street Address (if different than above) _____ City or Township Hibbing School District No. 701

Legal Description of Property:
Lot 44 Block 2

1. OWNER'S ESTIMATED MARKET VALUE:

Land \$ 16,500 Structures \$ 128,500 Total \$ 145,000 Class 201

APPLICANT'S STATEMENT OF FACTS:

2. Taxes on said real estate are delinquent and unpaid for all the following years: 2010
3. Accumulated taxes, penalties, interest, and costs which are now a lien against said real estate amount to \$ 2,431.92
4. The reasons said taxes are not paid are as follows: (Explain fully)
5. Applicant is willing and now offers to pay in full settlement of said accumulated taxes, penalties, interest, and costs the sum of \$ 1,407.90
6. Such settlement is reasonable because: (Explain fully why applicant will not pay anymore, include breakdown of land & structures estimates)

Applicant's Signature Date

Applicant requests that said taxes, penalties, interest, and cost in excess of said sum offered by applicant be abated and cancelled upon the payment by taxpayer of said sum, and that such payment be accepted in full payment thereof. This statement is a true and full statement of all facts known to applicant relative to this matter.

NOTE: Minnesota Statutes 1988, Section 609.41, "Whoever, in making any statement, oral or written, which is required or authorized by law to be made as a basis of imposing, reducing, or abating any tax or assessment, intentionally makes any statement as to any material matter which the maker of this statement knows is false may be sentenced, unless otherwise provided by law, to imprisonment for not more than one year or to payment of a fine of not more than \$3,000, or both."

I, the undersigned County Auditor, hereby certify that the following information is true and correct.

Parcel	Year	Market Value	Assessed Value/Tax Capacity	Taxes	Penalties	Interest	Cost	Total
140-0159-00710	2010			1407.90	140.79	\$71.33	11.90	2,431.92
140-0159-0702010				1407.90	0	0	0	1407.90
Total: Abatement Amount								1,024.02

Certification of Approval

Note: For this abatement to be approved, the assessor, county auditor, and the county board of commissioners must be favorably recommend its adoption.

Assessor's Recommendation (County assessor or city assessor in certain cities)

Approved Denied

Assessor's Signature: _____

Auditor's Recommendation

Approved Denied

Auditor's Signature: Don Dickel

County Board of Commissioner's Action

Approved Denied

I certify that at a meeting held _____, 20____ the County Board, took the above official action on this abatement. This action was duly adopted and entered upon the minutes of its proceedings as a public record, showing the names of taxpayers, other concerned persons and the amounts involved.

- Said real estate was bid in by the state at tax sale for the year _____ and the state has not assigned the same to any person. No redemption from such sale has been made. The time of redemption has not expired.
- A careful investigation has been made by the County Board of said County and by me as the value of said real estate and all of the allegations not forth in said application. From this investigation we are convinced and believe that the market value of said real estate at the date of this application did not exceed \$_____. It would not sell at private sale for more than said sum, and it would be for the best interest of the state and all the subdivisions thereof interested in said taxes that the same be settled in some way so that said property may again become taxable property on the tax rolls of said County.
- In our judgement, \$_____ is all that can be obtained in settlement of said taxes, penalties, interest, and costs, and would be desirable settlement of the same for the state and for all of the subdivisions concerned.

Certification of Final Approval (Complete only for approved abatements)

I further certify that at a meeting held _____, 20____ said County Board, by official action upon said motion, duly adopted and entered open the minutes of its proceeding as a public record, showing the names of taxpayers and other persons concerned and the amounts involved, made the following recommendation, with which I concur:

Total Tax, Penalty & Interest	\$ _____	Proposed Penalty Reduction	\$ _____
Proposed Tax Reduction	\$ _____	Total Proposed Reduction	\$ _____
Proposed Interest Reduction	\$ _____	Total Amount Payable	\$ _____

Upon the payment of the sum of \$_____ by the applicant, all taxes, penalties, interest, and costs above set forth in excess of said sum be abated and cancelled, and that sum be accepted in full settlement thereof.

X _____
Signature of County Auditor Date

ST LOUIS COUNTY DELINQUENT REAL ESTATE TAX STATEMENT

PROPERTY DESCRIPTION

DATE ISSUED 6/10/16

PARCEL CODE: 140-0139-00790 7 SEC/LOT: 0044 TWP/BLK: 002 RGE: ACRES: .00 INTEREST COMPUTED TO: 7/31/16
 LOT: 0044 BLOCK:002

MAKE CHECKS PAYABLE TO COUNTY AUDITOR:

TAXPAYER

HANEGMON WILLIAM W
 2215 E 37TH ST
 HIBBING MN 55746

MAIL TO:
DONALD DICKLICH
 COUNTY AUDITOR
 TAX DIVISION
 100 N 5TH AVE W
 DULUTH MN 55802-1293
 QUESTIONS CALL (218)726-2383

TAX YEAR	TAX BALANCE	PENALTY	FEES	INTEREST	TOTAL
2010	\$1,407.90	\$140.79	\$11.90	\$871.33	\$2,431.92

All Tax Receipts Subject To Cancellation
 By County Auditor For Dishonor of
 Negotiable Paper Offered in Payment
 Your cancelled check will be your receipt. \$30.00 Service charge for all returned checks

PAY THIS AMOUNT BY: TO AVOID ADDITIONAL CHARGES.	7/31/16	\$2,431.92
--	---------	------------

ST LOUIS COUNTY DELINQUENT REAL ESTATE TAX STATEMENT

INTEREST COMPUTED TO: 7/31/16

HANEGMON WILLIAM W
 2215 E 37TH ST
 HIBBING MN 55746

00214001390079070000243192

PARCEL CODE:	140-0139-00790 7
PAYMENT DUE:	\$2,431.92
PAYMENT IF OTHER:	


**Department of
Veterans Affairs**

 1 FEDERAL DRIVE
ST PAUL MN 55111

Veteran's Name:

Hanegmon, William, W

 WILLIAM W HANEGMON
1607 MERRYVIEW LANE
HIBBING MN 55746

May 28, 2009

5/6/16:
VA faxed their back year
form from 2009

↓
this tapp
is what
we never
received
in 2009.

This letter is a summary of benefits you currently receive from the Department of Veterans Affairs (VA). We are providing this letter to disabled veterans to use in applying for benefits such as state or local property or vehicle tax relief, civil service preference, to obtain housing entitlements, free or reduced state park annual memberships, or any other program or entitlement in which verification of VA benefits is required. Please safeguard this important document. This letter is considered an official record of your VA entitlement.

Our records contain the following information:

Personal Claim Information:

Your VA claim number is: 27 048 381

You are the veteran.

Military Information:

Your character(s) of discharge and service date(s) include:

Honorable, 25-Nov-1969 - 29-Jun-1971

(You may have additional periods of service not listed above)

Are you a former prisoner of war: Not Indicated

VA Benefits Information:

Service-connected disability: Yes

Your combined service-connected evaluation is: 100%

Are you entitled to a higher level of disability due to being unemployable: Not Indicated

Are you considered to be totally and permanently disabled due to your service-connected disabilities: No

Are you service-connected for loss of or loss of use of a limb, or are you totally blind in or missing at least one eye: No

Have you received a Specially Adapted Housing (SAH) and/or Special Home Adaptation (SHA) grant: No

Are you in receipt of non-service-connected pension: No

You should contact your state or local office of veterans' affairs for information on any tax, license, or fee-related benefits for which you may be eligible. State offices of veterans' affairs are available at <http://www.va.gov/statedva.htm>.

If you have any questions about this letter or need additional verification of VA benefits, please call us at 1-800-827-1000. If you use a Telecommunications Device for the Deaf (TDD), the number is 1-800-829-4833. Send electronic inquiries through the Internet at <https://irts.va.gov>.

Sincerely yours,

K. L. ANDERSON
VETERANS SERVICE CENTER MANAGER

**CHAPTER 25
TAXES**

**AUDITOR TO COLLECT ADMINISTRATIVE EXPENSES FROM TAX
INCREMENT FINANCE DISTRICT AUTHORITIES**

RESOLUTION NO. 818

October 15, 1991

WHEREAS, the St. Louis County Auditor's Office has responsibility for administering the calculations for the various Tax Increment Finance Districts located within St. Louis County; and

WHEREAS, the administration of these Tax Increment Finance Districts is costly and time consuming to St. Louis County;

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board of Commissioners does hereby authorize the County Auditor's Office to collect administrative expenses from all Tax Increment Finance District Authorities, for costs incurred in 1991, and by the method for assessing these costs developed by the County Auditor's Office and made part of this resolution by reference, a copy on file in Board File No. 54294;

BE IT FURTHER RESOLVED, that consistent with Minnesota Statutes, the County Auditor shall notify all Tax Increment Finance District Authorities of these expenses by February 15 of 1992 and of each year thereafter.

**~~REVISED ST. LOUIS COUNTY REAL PROPERTY TAX ABATEMENT
POLICY AND RESCIND RESOLUTIONS NO. 89-691 AND 93-861~~**

RESOLUTION NO. 16-82

January 26, 2016

WHEREAS, On August 15, 1989, the St. Louis County Board, by Resolution No. 89-691, adopted a policy concerning disaster credits; and

WHEREAS, On November 30, 1993, the St. Louis County Board, by Resolution No. 93-861, adopted a policy concerning the abatement of ad valorem taxes; and

WHEREAS, These policies have become outdated due to statutory and procedural changes;

THEREFORE, BE IT RESOLVED, That County Board Resolution No. 89-691, dated August 15, 1989, and County Board Resolution No. 93-861, dated November 30, 1993, are rescinded and the authority to abate penalties due on current year taxes is delegated to the County Auditor. The County Board also authorizes the County Auditor to abate penalties of up to \$20.00 that are assessed for late payment of homestead taxes pursuant to the policy;

RESOLVED FURTHER, That the St. Louis County Board adopts the Real Property Tax Abatement Policy in County Board File No. 60301 with respect to standards and procedures for the abatement of ad valorem taxes and abatement of penalties and interest assessed on delinquent or past due taxes and costs.

ST. LOUIS COUNTY REAL PROPERTY TAX ABATEMENT POLICY

PURPOSE

The intent of this policy is:

1. To ensure all taxpayers and property owners in St. Louis County are treated fairly and equitably, and have equal access and consideration under the statutory procedures, and
2. To exercise prudence with the tax and other monies due to the taxing authorities operating within St. Louis County, and
3. To guide St. Louis County's evaluation of abatement applications. This policy does not address abatements for economic development (see Resolution No. 187 adopted March 12, 2002) or disaster credits and abatements. Both economic and disaster-related abatements shall be evaluated as directed by statute.

GENERAL PROVISIONS

1. Abatement defined. An abatement is an administrative process to correct errors and injustices in assessed valuation or classification. It is not part of the property tax appeal process. M.S. 375.192 provides the County Board statutory authority to grant abatements.
2. Application. A taxpayer seeking an abatement must file a written application with the County Assessor. The application must be submitted on the standard form approved by the County Assessor and County Auditor.
3. Approvals. After the approval of the County Assessor and the County Auditor, the County Board may consider, and approve or deny, any abatement related to taxes payable in the current year and the two previous years.
4. Current year
 - a. **Tax:** For current year taxes, abatements may be used to correct virtually any type of valuation or classification issue.
 - b. **Penalty and costs.**
 - i. The Auditor may abate penalties due on taxes payable in the current year if the imposition of the penalty would be unjust or unreasonable. Unjust or unreasonable for purposes of this policy shall include, but is not limited to, demonstrable medical or familial distress. The Auditor may require written documentation and/or sworn affidavits to support any request for an abatement.

The Auditor may only grant such an abatement if all current year taxes due are paid.

- ii. The Auditor may also abate penalty of up to \$20.00 assessed for late payment of homestead taxes, provided that payment of all due taxes is tendered and received in the Office of the Auditor by June 30 for 1st half taxes and November 30 for 2nd half taxes, there is no record of late payments of any tax obligation on the property in the prior 5 years and there exists no outstanding delinquency on the property or other property owned by the taxpayer. Delinquency includes any balances of record under a confession of judgment.
- iii. The Auditor may refer any penalty abatement request to the board for their consideration.

5. Past years: not more than 2 years prior to the current year

- a. Tax: For prior year taxes, abatements are limited to instances where a clerical error was made or the taxpayer failed to file for a reduction or an adjustment due to hardship.
 - i. Clerical errors. Clerical errors are narrowly defined as errors made by someone doing the work of a clerk. These include math errors, transposition of numbers, data entry errors, and coding errors. Errors that occur when making estimations during the inspection and appraisal process are not considered to be clerical errors under this policy.
 - ii. Hardship. The board may consider abatements for failure to apply for property tax relief due to hardship. Hardship is defined as any documented event or circumstance beyond the control of the applicant which precludes the applicant from filing for property tax relief in a timely manner, typically involving the physical or mental incapacity of the taxpayer. Financial hardship or inability to pay a tax is not considered a hardship under this policy.
- b. Penalty, interest, and costs. Prior year penalty, interest and costs may be abated for clerical errors or hardship, and can exceed proportionally any abatement granted on the taxes.

6. Notification. Pursuant to M.S. 375.192, Subd. 2, if any abatement exceeds \$10,000, the County Auditor shall provide 20 days notice to the affected school board and municipality.

7. Fees. There is no cost or fee for a taxpayer to submit an abatement application. However, should an abatement be approved, a processing fee shall be collected by the County Auditor via a reduction in the amount refunded to the taxpayer. The amount of the fee will be as approved in the County fee schedule. The fee will include any linked parcels, and will be administered on a per year basis. The abatement processing fee will be waived in circumstances where clerical, judgement, or objective errors by the assessor are being corrected. The fee will also be waived in situations where a classification is being changed from a taxable to exempt status.

8. An abatement application will NOT be approved if any of the following apply:
 - a. A petition has been filed with the Minnesota Tax Court and the outcome is still pending.
 - b. The taxpayer had inadvertently omitted one parcel when making payment on other parcels owned.
 - c. The taxpayer failed to receive a tax statement . The Auditor and County Board shall only grant an abatement if, in reviewing the records of the Auditor, it is determined that the Auditor's office failed to properly transcribe mailing information or failed to timely provide a copy of the tax statement subsequent to a written request.
 - d. A contract for deed vendor, upon cancellation of contract, was unaware of unpaid taxes.

BOARD LETTER NO. 16 – 291

FINANCE & BUDGET COMMITTEE CONSENT NO. 18

BOARD AGENDA NO.

DATE: June 28, 2016

RE: Authorization to Manage
Purchases Outside of Normal
Procurement Policy for IRYA
Service Learning Trip

FROM: Kevin Z. Gray
County Administrator

Donald Dicklich
County Auditor/Treasurer

Donna Viskoe, Procurement Manager
Purchasing Division – Administration

RELATED DEPARTMENT GOAL:

The Iron Range Youth in Action (IRYA) program connects area youth with the needs of their local communities located on the Iron Range of St. Louis County.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the County Auditor to manage certain purchases outside of the normal Purchasing Policy for the second annual “Iron Range Youth in Action Program Service Learning Trip.”

BACKGROUND:

The IRYA Program was developed by St. Louis County’s Range area Commissioners and was designed specifically to provide educational opportunities to involve youth and to prepare them for a variety of future relationships and responsibilities including civic engagement projects and events. The program is currently located within the structure of the County Extension Office, a division of the Administration Department.

The first “IRYA Service Learning Trip” to the Twin Cities area evolved in July 2015. This event served as an educational and cultural trip for IRYA students and St. Louis County Youth Program Coordinators to perform community volunteer services in a large urban location. The outcome of last year’s event was very rewarding and enriching to the students. Additional students have indicated a desire to participate in a similar trip this summer. Currently there are 16 students planning to participate. Itinerary plans include shopping for food to prepare a meal for families at the Ronald MacDonald House in Minneapolis, MN and volunteer services at a Salvation Army location in St. Paul, MN - the King Family Child Development Center - during July 25-26, 2016.

In consultation with the County Auditor and the Purchasing Division regarding the management of trip finances, specific recommendations have been suggested consisting of creating a purchase order for LSC Bus Transportation Company, pre-payment for lodging at Comfort Suites located in Bloomington, MN and adding restaurant merchant codes to procurement cards for the use by the Youth Program Coordinators to pay for the group meals. The employee expenses will be handled separately following normal county reimbursement rules. The estimated cost of the two-day trip is \$4,000.

From time to time, various community agencies and organizations have occasion to generate proceeds and donations intended to specifically benefit the activities of the students participating in the IRYA Program. In addition, County Youth Program Coordinators plan and manage fundraising activities annually to financially support specific events, such as the service trip. In January 2015, a separate County Extension budget (186006 and 186007) was established by County Board Resolution No.15-46, to accept donations from community agencies and income generated through fundraising efforts. All trip expenses will be funded by these agencies.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the management of purchases outside the normal purchasing policy related to standard procurement and p-Card policies for the IRYA Service Learning Trip. The County Auditor has endorsed following the same procedural steps as were used for the 2015 IRYA Service Learning Trip. Expenses will be payable from Fund 184, Agencies 186006 and 186007, Objects 629900 and 641100.

**Authorization to Manage Purchases Outside Normal Procurement Policy
for IRYA Service Learning Trip**

BY COMMISSIONER _____

WHEREAS, The Iron Range Youth in Action Program (IRYA) has initiated an annual "Service Learning Trip" for IRYA participants as an educational and cultural learning experience; and

WHEREAS, Various community agencies and organizations have occasion to generate proceeds and donations intended to specifically benefit the activities of participants in the IRYA program; and

WHEREAS, County Youth Program Coordinators plan and manage fundraising activities to financially support specific events and these activities and community donations have provided revenue to fund the 2016 IRYA Service Learning Trip; and

WHEREAS, Purchases outside the normal St. Louis County Purchasing Rules and Regulations are necessary to facilitate payment of trip expenses;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the County Auditor to manage purchases outside the normal purchasing policy related to standard procurement and p-Card policies for the County Extension Office sponsored "Iron Range Youth in Action Service Learning Trip", with estimated trip expenses of \$4,000, payable from Fund 184, Agencies 186006 and 186007, Objects 629900 and 641100.

Lawful Gambling Application (Unorganized Township 59-16)

BY COMMISSIONER _____

RESOLVED, That pursuant to Minn. Stat. § 349.213, Subd. 2, the St. Louis County Board approves the following Lawful Gambling License Application (Pull-Tabs {paper}) on file in the office of the County Auditor, identified as County Board File No. _____, for the following organization:

Climb, Inc., Inver Grove Heights, Minnesota, to operate out of the following:

The Shack, Unorganized Township 59-16, 7075 Highway 169, Virginia, Minnesota 55792, NEW

BOARD LETTER NO. 16 – 293

PUBLIC WORKS & TRANSPORTATION COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: June 28, 2016 **RE:** State of Minnesota Contract
Purchase of Sodium Chloride
(Road Salt)

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Highway Engineer/Public Works Director

RELATED DEPARTMENT GOAL:

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

ACTION REQUESTED:

The St. Louis County Board is requested to approve the purchase of sodium chloride (road salt) for snow and ice control on roads.

BACKGROUND:

The Public Works Department's 2016 budget includes funding for road salt. Each year, the county opts into the State of Minnesota Contract for its road salt needs. The estimated quantity needed is based upon previous years' purchases. With the State Contract, it is required to purchase at least 80% of the estimated quantity, and the county may go up to 120% of this identified quantity without a unit price adjustment. The estimated total quantity of salt for the county's 120% quantity is 21,060 tons, and will be purchased from the lowest delivered price State Contract vendor. The per ton price varies per delivery location across the county. There is an overall decrease in price on the state bid of 5.0% below 2015 bids. The successful low delivered price bid for all county locations is:

Compass Minerals America Inc., Overland Park, Kansas \$1,389,074.40

RECOMMENDATION:

It is recommended the St. Louis County Board authorize the estimated purchase of salt at the State of Minnesota Contract price from Compass Minerals America Inc. of Overland Park, Kansas, for a maximum delivered cost of \$1,389,074.40. The total amount of \$1,389,074.40 is payable from Fund 200, Agency 207016, Object 651700.

State of Minnesota Contract Purchase of Sodium Chloride (Road Salt)

BY COMMISSIONER _____

WHEREAS, The Public Works Department's 2016 budget includes purchase of sodium chloride (road salt) for snow and ice control on roads; and

WHEREAS, The Public Works Department requested State Contact Pricing for road salt; and

WHEREAS, Compass Minerals America Inc. submitted the bid for the lowest delivered price to 17 locations in the amount of \$1,389,074.40;

THEREFORE, BE IT RESOLVED, The St. Louis County Board authorizes the estimated purchase of salt at the State of Minnesota Contract price from Compass Minerals America Inc. of Overland Park, Kansas, for a maximum delivered cost of \$1,389,074.40, payable from Fund 200, Agency 207015, Object 651700.

BOARD LETTER NO. 16 – 294

PUBLIC WORKS & TRANSPORTATION COMMITTEE NO. 2

BOARD AGENDA NO.

DATE: June 28, 2016 **RE:** Award of Bids: Temporary
Traffic Signal on CSAH 16/6th
Street (Chisholm)

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 award to low bidder a traffic signal project on County State Aid Highway (CSAH) 16/6th Street in Chisholm.

BACKGROUND:

County staff is authorized under Resolution No. 88-381, dated May 24, 1988, to call for bids on projects which are already included in the budget document. Bids were requested for a traffic signal project in Chisholm funded with St. Louis County Local funds and Hibbing Taconite funds.

A call for bids was received by the St. Louis County Public Works Department on June 23, 2016, for the project in accordance with the plans and specifications on file in the office of the County Highway Engineer:

- Project:** CP 0136-298567
Location: CSAH 136/6th Street and TH 73 in Chisholm, MN
Traffic: N.A.
PQI: N.A.
Construction: Temporary Traffic Signal

Funding: Fund 200, Agency 203445, Object 652800
Anticipated Start Date: August 15, 2016
Anticipated Completion Date: December 31, 2017
Engineer's Estimate: \$152,000.00

BIDS:

Hunt Electric Corp. Duluth, MN \$119,432.00 (-\$32,568.00, -21.43%)

RECOMMENDATION:

It is recommended that the St. Louis County Board award CP 0136-298567 to low bidder Hunt Electric Corp. of Duluth, MN, in the amount of \$119,432, payable from Fund 200, Agency 203445, Object 652800 (50% St. Louis County Local Funds, 50% Hibbing Taconite Company funding).

Award of Bids: Temporary Traffic Signal on CSAH 16/6th Street (Chisholm)

BY COMMISSIONER _____

WHEREAS, Bids have been received electronically by St. Louis County Public Works Department for a temporary traffic signal project described as follows:

CP 0136-298567, CSAH 136/6th Street and TH 73 in Chisholm, MN; and

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on June 23, 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:

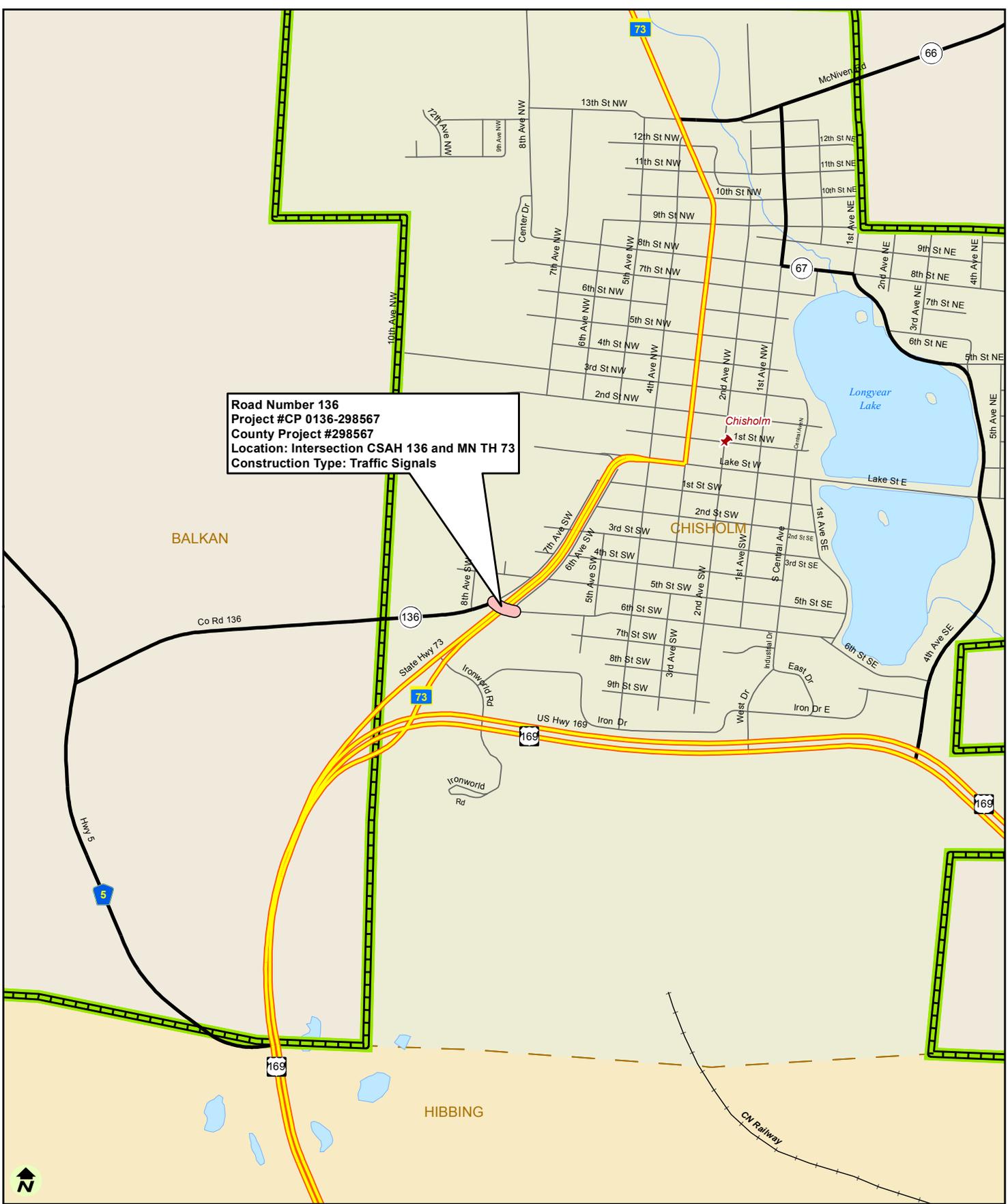
<u>LOW BIDDER</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Hunt Electric Corp.	4300 W. 1st St Duluth, MN 55807	\$119,432.00

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 203445, Object 652800.

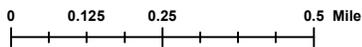
With additional revenue budgeted for expense:

Hibbing Taconite Co. Fund 200, Agency 203445, Rev. Obj. 583100 \$59,716.00

Road Number 136
Project #CP 0136-298567
County Project #298567
Location: Intersection CSAH 136 and MN TH 73
Construction Type: Traffic Signals



St. Louis County 2016 Road & Bridge Construction



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

annual distribution approximating the current property tax revenue total for the Bank area: \$100,228.

As state authorities have recently authorized EIP to sell 4,644.63 credits, in order to reach the goal of replicating the current property tax revenue, EIP will contribute into the Fund \$402 for each wetland bank credit sold. The deposit shall be made within 30 days of the credit sale closing.

The attached Memorandum of Understanding establishes this per-credit contribution rate and is submitted for the County Board's review.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the execution of the proposed Memorandum of Understanding.

Memorandum of Understanding – Lake Superior Wetland Bank Fund Agreement

BY COMMISSIONER _____

WHEREAS, The Lake Superior Wetland Bank Fund ("the Fund") has been established to ensure that St. Louis County continues to receive distributions equivalent to current property tax revenue from the Lake Superior Wetland Bank area; and

WHEREAS, In order to obtain contributions to the Fund to realize the goal of replicating the current property tax revenue, a per-credit contribution amount must be set based on the total number of credits to be sold, now known to be 4,644.63 credits; and

WHEREAS, Duluth Superior Area Community Foundation (DSACF) and Ecosystem Investment Partnership Credit Company LLC (EIP) agree that EIP's per-credit contribution to the Fund should be set at \$402 per credit sold in order to realize the aforementioned goal, said calculation having been verified by the St. Louis County Auditor;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves and authorizes the execution of the proposed Memorandum of Understanding regarding the Lake Superior Wetland Bank Fund agreement (County Board File No. _____).

MEMORANDUM OF UNDERSTANDING
LAKE SUPERIOR WETLAND BANK FUND
A Designated Fund

PER CREDIT CONTRIBUTION AGREEMENT

EIP Credit Co., LLC ("EIP"), the Duluth-Superior Area Community Foundation ("the Foundation") and St. Louis County ("the County") entered into an agreement establishing the Lake Superior Wetland Bank Fund on June 24, 2015.

The Memorandum of Understanding attached to Lake Superior Wetland Bank Fund founding document referenced a future agreement to establish the amount per credit sold to be deposited into the Wetland Bank Fund. This Memorandum of Understanding establishes the per credit contribution amount EIP shall deposit into the Wetland Bank Fund.

EIP, the Foundation and the County share the mutual goal to obtain perpetual disbursements replicating the wetland bank area's present property tax contribution of approximately \$100,000 per year following the sale of all wetland bank credits and/or the transfer of property to a tax-exempt entity. The attached Exhibit B outlines the per credit calculation projection, incorporating EIP's plan to sell 4,644.63 credits beginning in 2016.

Therefore, EIP, the Foundation and the County agree that EIP shall deposit \$402 for each wetland bank credit sold into the Lake Superior Wetland Bank Fund, within 30 days of the credit sale closing.

IN WITNESS WHEREOF, the parties have executed this Agreement as of _____.

EIP CREDIT CO., LLC

DULUTH SUPERIOR AREA
COMMUNITY FOUNDATION

By 

Nick Dilks, Managing Partner

By _____
James Zastrow, Chair

ST. LOUIS COUNTY

By _____
Steve Rauker, Chair, St. Louis County Board of
Commissioners

APPROVED AS TO FORM AND
EXECUTION THIS ____ DAY OF
_____, 2016

By _____
Donald Dicklich, St. Louis County Auditor

By _____
Nora Sandstad, Assistant County Attorney
DAMION No.: 2016-010391

Year		2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total				
Credits sold		387.0525	387.0525	387.0525	387.0525	387.0525	387.0525	387.0525	387.0525	387.0525	387.0525	387.0525	387.0525	4,644.6300				
Value per Credit	\$ 402.00	\$ 155,595.105	\$ 155,595.105	\$ 155,595.105	\$ 155,595.105	\$ 155,595.105	\$ 155,595.105	\$ 155,595.105	\$ 155,595.105	\$ 155,595.105	\$ 155,595.105	\$ 155,595.105	\$ 155,595.105	\$ 1,867,141.260				
Cumulative		\$ 155,595.11	\$ 311,190.21	\$ 466,785.32	\$ 622,380.42	\$ 777,975.53	\$ 933,570.63	\$ 1,089,165.74	\$ 1,244,760.84	\$ 1,400,355.95	\$ 1,555,951.05	\$ 1,711,546.16	\$ 1,867,141.26					
Into Fund		\$ 155,595.11	\$ 155,595.11	\$ 155,595.11	\$ 155,595.11	\$ 155,595.11	\$ 155,595.11	\$ 155,595.11	\$ 155,595.11	\$ 155,595.11	\$ 155,595.11	\$ 155,595.11	\$ 155,595.11	\$ 1,867,141.26				
Return*	3.35%																	
Endowment		\$ 155,595.11	\$ 316,402.65	\$ 482,597.24	\$ 654,359.35	\$ 831,875.50	\$ 1,015,338.43	\$ 1,204,947.37	\$ 1,400,908.21	\$ 1,603,433.74	\$ 1,812,743.88	\$ 2,029,065.90	\$ 2,252,634.72					
	invest returns		\$ 5,212.44	\$ 15,811.92	\$ 31,978.93	\$ 53,899.97	\$ 81,767.80	\$ 115,781.64	\$ 156,147.37	\$ 203,077.80	\$ 256,792.83	\$ 317,519.75	\$ 385,493.46	\$ 385,493.46	total investment returns			
Tax base target			\$ 100,000.00															
Fund Dist at Full Funding**			\$ 100,242.24				\$ 316,402.65											
*DSACF's most recent 5 year annualized Investment Return of 3.9% less 55 bps Admin Fees -thus 3.35%																		
** DSACF Spending Policy of 4.45%																		
May-16																		

BOARD LETTER NO. 16 - 296

CENTRAL MANAGEMENT AND INTERGOVERNMENTAL COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: June 28, 2016 **RE:** Appointment of Public Health
and Human Services Advisory
Committee Member

FROM: Kevin Z. Gray
County Administrator

Dave Lee, Director
Public Health & Human Services

RELATED DEPARTMENT GOAL:

To protect, promote, and improve the health and quality of life in St. Louis County.

ACTION REQUESTED:

The St. Louis County Board is requested to appoint a member to the St. Louis County Public Health and Human Services (PHHS) Advisory Committee.

BACKGROUND:

In September 2006, the PHHS Advisory Committee was established by the St. Louis County Board. The primary function of the committee is to make recommendations relative to the public health and human service needs of St. Louis County communities. Citizen committee members are appointed by the County Board to serve three-year staggered terms of membership. Each commissioner district is to be represented by two members.

Cynthia Kafat-Hagen from Hibbing, has applied to serve on the Advisory Committee representing Commissioner District 7, but no openings currently exist. However, an opening does exist in Commissioner District 6.

The PHHS Advisory Committee By-Laws allow some flexibility in appointments. This flexibility is demonstrated by the following statements:

“Each commissioner shall appoint at least two members representing their district.”

“There will be special consideration given to ensure a balanced geographical representation between the Duluth area...and northern St Louis County...as well as representation from under represented or underserved communities.”

“Members appointed to fill vacancies or increase the membership shall be appointed by the Board of Commissioners.”

Based on this language, an agreement has been reached between Commissioners Raukar and Nelson to allow the applicant to be appointed into the District 6 vacancy with a term ending December 31, 2016. These Commissioners have requested that the Board Appointment Policy, requiring a three week review of applicants, be waived in this case.

RECOMMENDATION:

It is recommended that the St. Louis County Board appoint Cynthia Kafat-Hagen, from Hibbing, MN, to the St. Louis County Public Health and Human Services (PHHS) Advisory Committee representing Commissioner District 6, with a term ending on December 31, 2016.

Appointment of Public Health and Human Services Advisory Committee Member

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 service needs of St. Louis County communities; and

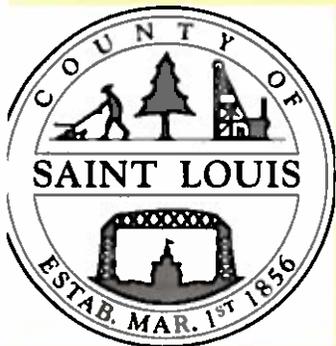
WHEREAS, Members of the PHHS Advisory Committee are appointed by the St. Louis County Board to serve three-year staggered terms of membership, with each Commissioner District represented by two members; and

WHEREAS, Cynthia Kafat-Hagen from Hibbing, has applied to serve on the Advisory Committee representing Commissioner District 7, however, no vacancy exists in that District, but does exist in Commissioner District 6; and

WHEREAS, The PHHS Advisory Committee By-Laws allow some flexibility in appointments; and

WHEREAS, Based on that flexibility an agreement has been reached between Commissioners Raukar and Nelson to allow the applicant to be appointed into the District 6 vacancy and to waive the Board Appointment Policy three (3) week review period for consideration of applicants;

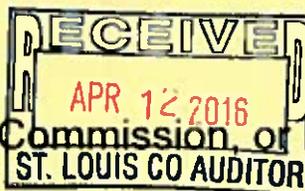
THEREFORE, BE IT RESOLVED, That the St. Louis County Board appoints Cynthia Kafat-Hagen, Hibbing, MN, to the St. Louis County Public Health and Human Services Advisory Committee representing Commissioner District 6, for a term ending December 31, 2016.



Revised 1-2008
APP-CACCB

Application

Citizen Advisory Committee, Commission, or Board
St. Louis County



Return Application to:
Clerk of the County Board
100 N. 5th Avenue West, #214
Duluth, MN 55802-1293

Note: Please mail or deliver your completed application to the Clerk of the Board at the adjacent address. Your application will be on file for approximately one year.

Application For:

Public Health & Human Services

Please list the committee, commission, or board for which you are applying

Applicant Name:

Kafuthagen Cynthia R
Last Name First Name Middle Initial

Mr. Mrs. Ms.

Home Address:

12413 Old Hwy 169
Street
Hibbing MN 55746
City State Zip

Telephone/Fax/

E-Mail:

(218) 262-3882 (218) 929-3448 ekafuthagen@
Home Work Fax E-mail Address
hotmail.com

1. How long have you lived in St. Louis County?

56 years

2. List other community groups, boards, committees, or commissions for which you are, or have been a member?

- St Louis County CDBG - 2 terms
- Hibbing HRA Serving 3 term
- St Louis County Smoke Free Coalition
- Androy Project Committee
- Hibbing Chemical Advisory board
- Chisholm Northland Foundation KIDS PLUS
- Hibbing & Chisholm
- Range Fiber Art Guild
- American Worker MN Reading Corps

11
12
13
14
15
16

3. What interests you about becoming a member of the committee, commission or board for which you are applying?

I have a long history of Public Service and my background and interests lead me to wanting to serve on The PTHS Advisory Board

4. Please describe your education, employment, areas of interest, and expertise.

I have a AA in Fine Art from HCC and a BFA in Studio art from UMD. I work as a Hairstylist & Artist self employed so would have time to participate in this board

5. Please provide additional information you believe is important in considering your application?

I have work with at risk children in ~~now~~ different capacities: KIDS PLUS/MR Reading Corps, My interests in helping children and families at risk would make me an asset on this board

6. Please list two references including name, address, and telephone number.

Mayor Rick Cannata
Comm Steve Raukas

I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

Signature:

Quiltra Lafut Hagon

Date

THANK YOU!

Office Use Only

Date Received

Appointment Date

Date Entered

Term End Date

Commissioner District

Retention Date

Appointed: Yes No

Committee/Board/Commission:

Public Health and Human Services (PHHS) Advisory Committee. Established 10/3/06, Res. #533 (Public Health Advisory and Social Service Advisory Coms. dissolved.) Res. #12-712 adopted Dec. 18, 2012, changed the dates of expiration of terms.

Commissioner Boyle (HHS Chair)	1/05/16 - #29	12/31/16
Commissioner Jewell	1/05/16 - #29	12/31/16
VACANT (Dist.1)		
Melanie F. Shepard (Dist. 1)	5/12/15 - #296	12/31/17
Kathy Heltzer (Dist. 2)	2/10/15 - #76	12/31/16
Kevin Walsh (Dist. 2)	12/15/15 - #791	12/31/18
J. Reyna Crow (Dist. 3)	4/26/16 - #257	12/31/18
Janet E. Kennedy (Dist. 3)	5/12/15 - #296	12/31/17
Cindy Lustig (Dist. 4)	12/15/15 - #791	12/31/18
John Soghigian (Dist. 4)	12/15/15 - #791	12/31/18
Amber Madoll (Dist. 5)	12/15/15 - #791	12/31/17
VACANT (Dist. 5)		
VACANT (Dist. 6)		
VACANT (Dist. 6)		
Dawn Lamping (Dist. 7)	12/15/15 - #791	12/31/16
Anthony Kuznik (Dist. 7)	2/10/15 - #76	12/31/16
Tina Welsh (At Large)	12/15/15 - #791	12/31/18
Mary Zupancich (At Large)	2/10/15 - #76	12/31/17
Pat Ives (At Large)	2/10/15 - #76	12/31/17
Sarah Priest (At Large)	4/26/16 - #257	12/31/16
Nate Sandman (Appointed by the Fond du Lac Band)		
VACANT (Bois Forte Band)		

St. Louis County Historical Society Board of Governors

Commissioner Boyle	1/05/16 - #30	12/31/16
Commissioner Dahlberg (alt)	1/05/16 - #30	12/31/16

St. Louis/Lake Counties Regional Railroad Authority (M.S. 398A.03, Subd 1.d, 5)

Commissioner Nelson	1/05/16 - #31	12/31/16
Commissioner Raukar	1/05/16 - #31	12/31/16
Commissioner Rukavina	1/05/16 - #31	12/31/16
Commissioner Boyle (alt)	1/05/16 - #31	12/31/16
Commissioner Jewell (alt)	1/05/16 - #31	12/31/16

Seaway Port Authority (6 year terms) (M.S. 469.050, Subd. 2)

Commissioner Raukar	1/05/16 - #32	12/31/21
Commissioner Dahlberg	1/03/12 - #21	12/31/17
Commissioner Stauber (alt)	1/05/16 - #33	None

Septic Subcommittee

Commissioner District 4	6/27/95 - #517	Ongoing
Commissioner District 5	6/27/95 - #517	Ongoing
Commissioner District 6	6/27/95 - #517	Ongoing
Commissioner District 7	6/27/95 - #517	Ongoing