

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

June 28, 2016

Pike Town Hall, 6862 Highway 68, Embarrass, Minnesota

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

RESOLUTIONS FOR APPROVAL:

Minutes for June 14, 2016.

Health & Human Services Committee – Commissioner Boyle, Chair

1. Joint Powers Agreement between the Public Health and Human Services Department and the State of Minnesota, Department of Public Safety Bureau of Criminal Apprehension for the use of systems and tools available over the state's criminal justice data communications network for which the county is eligible. *[16-258]*

Environment & Natural Resources Committee – Commissioner Rukavina, Chair

2. Special sale of state tax forfeited lands described as: Lot 13, Block 3, Merritts First Addition to Mountain Iron, and the North ½ of Lot 1, Block 15 and South ½ of Lot 1, Block 15, Town of Grant to Mountain Iron, to the City of Mountain Iron for \$3,500 plus fees, for the purpose of affordable housing. *[16-259]*
3. Free conveyance of state tax forfeited land described as Lots 1 thru 12, including vacated alley adjacent, Block 7, Fall Lake, City of Winton, to the City of Winton for a community building, city hall, and recreation and parking areas, upon payment of fees totaling \$572.65. *[16-260]*
4. One-year contract with Dynamic Recycling, Onalaska, WI, for the transportation and processing of waste electronics at an estimated total cost of \$105,000. *[16-261]*
5. One-year contracts authorized with Mahkahta Trucking, Inc., Eveleth, MN, and the G-Men, Inc., Ely, MN, beginning July 1, 2016, for Class I demolition waste haulage at an estimated annual cost of \$81,312.50 and \$107,448.90 respectively, plus fuel adjustment charges and subject to delivery amounts. *[16-262]*
6. Appraisal reports for the sale of timber at a Public Sealed Bid Auction to be held on August 4, 2016 as submitted by the Land Commissioner.

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Public Works & Transportation Committee – Commissioner Stauber, Chair

7. Amend an agreement with LHB Corp., Duluth, MN, increasing the cost of design services for County Bridge 488 located on County State Aid Highway (CSAH) 110 in White Township by \$42,881.61 and extending the contract term to September 30, 2016 (CP 0110-176330, SAP 69-710-025). *[16-263]*
8. Bid awarded to **KGM Contractors, Inc.**, Angora, MN, in the amount of **\$1,157,260.88** for a sidewalk project on CSAH 4/Rice Lake Road in Duluth (**CP 0004-136147, SP 69-604-073**). *[16-265]*
9. Bid awarded to **Four Star Construction, Inc.**, Superior, WI, in the amount of **\$182,800** for the construction of a survey equipment storage building in Virginia, MN. *[16-266]*
10. Professional Services contract with LHB Corp., Duluth, MN, in the amount of \$657,471 for architectural, engineering and design services for the Cook Public Works Building construction project. *[16-267]*
11. Bid awarded to **Traffic Marking Service, Inc.**, Maple Lake, MN, in the amount of **\$487,087.30** for 2016 Maintenance Striping on various streets and highways within St. Louis and Lake Counties, City of Babbitt, and Fayal and White Townships (**CP 0000-275364**). *[16-268]*

Finance & Budget Committee – Commissioner Nelson, Chair

12. Contracts authorized with LBC Garage Doors, of Duluth, MN, Quality Garage Door Service, of Duluth, MN, and Door Service, Inc., of Superior, WI, for three-year terms beginning July 1, 2016 through June 30, 2019, with two (2) optional one-year extensions, for county-wide overhead door services. *[16-264]*
13. Contract with PMA Companies, of St. Louis Park, MN, for third party administrative services of the workers' compensation program during the period July 1, 2016 to June 30, 2019, with two (2) optional one-year extensions (2% increase), for the annual fee of \$111,500 and Medical Cost Containment charges at \$7.00 per bill, not to exceed \$30,000. *[16-269]*
14. Workers' compensation report dated June 10, 2016.
15. Application for a Temporary On-Sale Intoxicating Liquor License by Bear River Fair Committee, Morcom Township, for August 19, 20 & 21, 2016.
16. Application for a Temporary On-Sale 3.2 Percent Malt Liquor License by Lake 14 & Lake Leander Club, Unorganized Township 60-19, for July 2, 2016 (rain date July 3, 2016).
17. Application to sell/serve intoxicating liquor outside the designated serving area of the county liquor license by MSO & ALS L.L.C. d/b/a The Landing, Beatty Township, for September 4, 2016.

Official Proceedings of the County Board of Commissioners

BY COMMISSIONER _____

RESOLVED, That the official proceedings of the St. Louis County Board of Commissioners for the meeting of June 14, 2016, are hereby approved.

State of Minnesota Joint Powers Agreement with St. Louis County on behalf of the Public Health & Human Services Department

BY COMMISSIONER _____

WHEREAS, The State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension (BCA) and human service agencies are empowered to create agreements that are necessary to exercise their powers; and

WHEREAS, Under Minn. Stat. § 299C.46, the BCA must provide a criminal justice data communications network to benefit these agencies in Minnesota; and

WHEREAS, The Public Health and Human Services Department (PHHS) is authorized by law to use the criminal justice data communications network; and

WHEREAS, The BCA either maintains repositories of data or has access to repositories of data that benefit PHHS in performing its duties, of which PHHS would like to access in support of its official duties; and

WHEREAS, The purpose of creating this Joint Powers Agreement is to create a method by which PHHS has access to those systems and tools for which it has eligibility, taking into account the requirements and the limitations of obtaining that access;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves a Joint Powers Agreement with the State of Minnesota, Department of Public Safety Bureau of Criminal Apprehension (BCA) to use systems and tools available over the state's criminal justice data communications network for which the county is eligible, a copy of which is contained in County Board File No. _____;

RESOLVED FURTHER, That the appropriate county officials are hereby authorized to sign the State of Minnesota Joint Powers Agreement and any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the county's connection to the systems and tools offered by the state.

Special Sale to the City of Mountain Iron

BY COMMISSIONER _____

WHEREAS, The City of Mountain Iron has requested to purchase state tax forfeited land described as follows for the price of \$3,500 plus fees, for the purpose of affordable housing:

Legal: Lot 13, Block 3, Merritts First Addition to Mountain Iron; and
North ½ of Lot 1, Block 15, Town of Grant to Mountain Iron; and
South ½ of Lot 1, Block 15, Town of Grant to Mountain Iron
Parcel Codes: 175-0020-00400, 175-0010-01550, 175-0010-01560
Acres: 0.28
LDKeys: 117936, 120574, 120575; and

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 have not been withdrawn from sale pursuant to Minn. Stat. §§ 85.012, 92.461, 282.01, Subd. 8, and 282.018, and other statutes that require the withholding of state tax forfeited lands from sale; and

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the sale of approximately 0.28 acres of state tax forfeited lands, as described, to the City of Mountain Iron for the price of \$3,500 plus fees 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 City of Mountain Iron does not purchase the land by October 1, 2016.

Request for Conveyance of State Tax Forfeited Land to the City of Winton

BY COMMISSIONER _____

WHEREAS, Pursuant to Minn. Stat. § 282.01a, Subd. 1, upon recommendation of the County Board, the Commissioner of Revenue may convey state tax forfeited land to another governmental subdivision for an authorized public use; and

WHEREAS, The City of Winton has requested a free conveyance of state tax forfeited land for a community building, city hall, and recreation and parking areas, legally described as:

CITY OF WINTON
LOTS 1 THRU 12 INC VAC ALLEY ADJ
BLOCK 7
FALL LAKE
Parcel Code: 190-0010-01210
0.86 acres;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board recommends that the Commissioner of Revenue convey the above described state tax forfeited land to the City of Winton to be used for a community building, city hall, and recreation and parking areas, upon payment of \$250 administrative fee, \$250 Department of Revenue fee, \$1.65 deed tax, \$25 deed fee, and \$46 recording fee, for a total of \$572.65 to be deposited into Fund 240 (Forfeited Tax Fund).

Agreement with Dynamic Recycling for Household Electronics Waste Recycling

BY COMMISSIONER_____

WHEREAS, Minn. Stat. §115A.1310-1330 prohibits the landfilling of video display devices and also requires that they be recycled; and

WHEREAS, The Environmental Services Department negotiated prices with its current contractor, Dynamic Recycling, of Onalaska, WI, for the transportation and processing of collected video display devices; and

WHEREAS, The prices negotiated are more advantageous to the Department than prices available through the state contract;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Environmental Services Department to enter into a one (1) year contract with Dynamic Recycling, of Onalska, WI, for the transportation and processing of waste electronics at an estimated total cost of \$105,000 payable from Fund 600, Agency 601003, subject to approval of the County Attorney.

Award of Bid: Class I Demolition Waste Haulage Contracts

BY COMMISSIONER _____

WHEREAS, St. Louis County supports effective and efficient waste management programs to enhance services to residents and businesses while protecting the environment; and

WHEREAS, St. Louis County requires a contractor to load and haul Class I demolition waste from five (5) specified transfer locations to designated Minnesota Pollution Control Agency landfills for disposal; and

WHEREAS, The haulage service was competitively bid in April 2016, with several bids received;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a one-year haulage contract with Mahkahta Trucking, Inc., Eveleth, MN, and the G-Men, Inc., Ely, MN, beginning July 1, 2016, at an estimated annual cost of \$81,312.50 and \$107,448.90 respectively, plus possible fuel adjustment charges and subject to delivery amounts, payable from Fund 600, Agency 605001, Object 629901.

Appraisal Reports for the Sale of Timber – Public Sealed Bid Auction

BY COMMISSIONER _____

RESOLVED, That the appraisal reports for the sale of timber to be offered at PUBLIC SEALED BID AUCTION, Tracts 1 through 4 (totaling \$53,020.20), as submitted by the Land Commissioner, on file in the office of the County Auditor, identified as County Board File No. 60295, are approved and the County Auditor is authorized to carry out the recommendations as listed in said appraisal reports.

**Amend Agreement with LHB Corp. for Design Services on County Bridge 488
(White Township)**

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board authorizes 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.

Award of Bid: Sidewalk Project on CSAH 4/Rice Lake Road (Duluth)

BY COMMISSIONER _____

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

CP 0004-136147, SP 69-604-073, CSAH 4 (Rice Lake Road) from 1000' North of TH 194 (Central Entrance) to MSA 160 (Arrowhead Road); and

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on May 26, 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>
KGM Contractors, Inc.	9211 Hwy. 53 Angora, MN 55703	\$1,157,260.88

RESOLVED FURTHER, That the appropriate county officials are authorized to approve the Contractor's Performance Bonds and to execute the bonds and contract for the above listed project payable from Fund 220, Agency 220398, Object 652700.

Award of Bid: Construction of Survey Equipment Storage Building (Virginia)

BY COMMISSIONER _____

WHEREAS, The St. Louis County Public Works Survey Division has been expanding to meet the wide ranging needs of other county departments and constituents; and

WHEREAS, The Virginia Division is storing two survey vehicles, complete with a wide variety of tools, outside of its allocated garage space; and

WHEREAS, Specifications were developed by the Public Works Department for a 36' x 56' wood framed, slab on grade foundation building, and forwarded to the Purchasing Division for bid preparation; and

WHEREAS, Four Star Construction, Inc., of Superior WI, provided the low qualifying bid price of \$182,800;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes 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 payable from Fund 405, Agency 405050, Object 661100.

**Architectural, Engineering and Design Services Agreement –
Cook Public Works Building**

BY COMMISSIONER _____

WHEREAS, The current District 4 Public Works Buildings have failing water-sewer utilities, inadequate space needs, are energy inefficient, do not meet code requirements and have the lowest Facility Condition Indexes of all County Public Works Districts; and

WHEREAS, The St. Louis County Purchasing Division solicited proposals for the pre-design/design and contract management services for the construction of the Cook Public Works Building, and eleven (11) architectural and engineering firms submitted proposals, with four (4) being interviewed; and

WHEREAS, It is the consensus of the interview team that LHB Corp., of Duluth, MN, submitted the successful proposal;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into a professional services contract with LHB Corp., of Duluth, MN, for all phases of the Cook Public Works Building construction project in an amount of \$657,471 payable from Fund 405, Agency 405069, Object 626600, transferred in from the Capital Project Fund 400, Agency 400023.

**Award of Bid: 2016 Maintenance Striping
(St. Louis and Lake Counties, City of Babbitt, Fayal and White Townships)**

BY COMMISSIONER _____

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

CP 0000-275364, 2016 Maintenance Striping on various streets and highways within St. Louis and Lake Counties, City of Babbitt, and Fayal and White Townships; and

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on June 9, 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>
Traffic Marking Service, Inc.	621 Division St. East Maple Lake, MN 55358	\$487,087.30

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 207001, Object 651800.

With additional revenue budgeted for expense:

Lake County	Fund 200, Agency 207001, Rev. Obj. 551508	\$18,013.50
City of Babbitt	Fund 200, Agency 207001, Rev. Obj. 551518	\$ 1,482.70
Fayal Township	Fund 200, Agency 207001, Rev. Obj. 551537	\$ 1,477.10
White Township	Fund 200, Agency 207001, Rev. Obj. 551520	\$ 5,663.00

County-wide Overhead Door Service Contracts

BY COMMISSIONER _____

WHEREAS, The St. Louis County Purchasing Division worked with the Public Works, Land & Minerals, Environmental Services, and Property Management Departments to create a standing overhead door service contract to standardize this service and ensure the best value for the county; and

WHEREAS, The services provided include emergency calls, preventative maintenance, annual inspections/service, replacements, and general repairs for the 23 locations with over 136 overhead doors; and

WHEREAS, The St. Louis County Purchasing Division issued a Request for Proposals with five (5) companies responding and the following three (3) meeting the Purchasing Division's qualifications:

LBC Garage Doors – Duluth, MN
Quality Garage Door Service – Duluth, MN
Door Service Incorporated – Superior, WI; and

WHEREAS, Departments will have the option to engage the services of any one of the contractors as needs and situations dictate, and to pay for these services from the appropriate departmental budget;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute three-year contracts beginning July 1, 2016 through June 30, 2019, with two 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.

Contract for Workers' Compensation Assistance from Third Party Administrator

BY COMMISSIONER _____

WHEREAS, St. Louis County solicited competitive proposals from insurance administrators interested in providing third party administrative services for the county's workers' compensation insurance beginning July 1, 2016; and

WHEREAS, Competitive proposals were received and reviewed from five (5) carriers, with three (3) extensive interviews conducted; and

WHEREAS, It was concluded that PMA Companies, of St. Louis Park, MN, offered the best value proposal with comprehensive understanding of the county's program goals, competitive price structure and value-add elements;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes 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;

RESOLVED FURTHER, That 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, payable from Fund 730, Agency 730001, Object 629900, with funds transferred in from Fund 730, Object 311500, Workers' Comp Fund Balance.

Workers' Compensation Report

BY COMMISSIONER _____

RESOLVED, That the workers' compensation report of claims by employees for work-related injuries, dated June 10, 2016, on file in the office of the County Auditor, identified as County Board File No. 60274, is hereby received and ratified as payable from Fund 730, Agency 730001.

**Application for Temporary On-Sale Intoxicating Liquor
(Morcom Township)**

BY COMMISSIONER _____

RESOLVED, That pursuant to the provisions of Minn. Stat. § 340A, as amended, and Rules and Regulations adopted by this Board under St. Louis County Ordinance No. 28, dated May 22, 1978, as amended, the following application for a temporary on-sale intoxicating liquor license is hereby approved, on file in the office of the County Auditor, identified as County Board File No. 60311:

Bear River Fair Committee, Morcom Township, Temporary On-Sale Intoxicating Liquor, for August 19, 20 & 21, 2016.

**Temporary On-Sale 3.2 Percent Malt Liquor License
(Unorganized Township 60-19)**

BY COMMISSIONER _____

RESOLVED, That the application for a Temporary On-Sale 3.2 Percent Malt Liquor License, on file in the office of the County Auditor, identified as County Board File No. 60273, is hereby approved and the County Auditor is authorized to issue the license to the applicant:

Lake 14 & Lake Leander Club, Unorganized Township 60-19, Temporary On-Sale 3.2 Percent Malt Liquor License, for July 2, 2016 (rain date July 3, 2016).

**Application to Sell/Serve Liquor Outside the Designated Serving Area
(Beatty Township)**

BY COMMISSIONER _____

RESOLVED, That pursuant to Ordinance No. 28, Section 11, Subdivision 11.06, authorization is hereby granted to MSO & ALS L. L. C. d/b/a The Landing, Beatty Township, to sell/serve intoxicating liquor outside the designated serving area of the County Liquor License for the date of September 4, 2016, as per application on file in the office of the County Auditor, identified as County Board File No. 60311.