

**OFFICIAL PROCEEDINGS OF THE MEETING  
OF THE BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF ST. LOUIS, MINNESOTA,  
HELD ON OCTOBER 11, 2016**

The Board of County Commissioners of the County of St. Louis, Minnesota, met this 11<sup>th</sup> day of October 2016, at 9:42 a.m., at the Lakewood Town Hall, Duluth, Minnesota, with the following members present: Commissioners Frank Jewell, Patrick Boyle, Chris Dahlberg, Pete Stauber, Keith Nelson, and Chair Steve Raukar - 6. Absent: Commissioner Rukavina - 1.

Chair Raukar asked for a moment of silence to honor U.S. troops, their families, and for all innocent victims of war and conflict, with the hope that world leaders realize that our commonalities outweigh our differences, followed by the pledge of allegiance.

Lakewood Township Deputy Clerk Casey Olson welcomed the Board to Lakewood Township.

Chair Raukar then opened the meeting to persons who wanted to address the Board concerning issues not on the agenda. Todd Youngberg, of Duluth, discussed various concerns relating to property issues he had during 2015.

Commissioner Stauber offered his “Words of Wisdom” by reading quotes from Herb Brooks. (Board File No. 60292)

Commissioner Nelson, supported by Commissioner Boyle, moved to approve the consent agenda without Item #1a, Repurchase of State Tax Forfeited Land – Ringsred (Non-Homestead). The motion passed; six yeas, zero nays, one absent (Rukavina).

Commissioner Stauber, supported by Commissioner Nelson, moved that the St. Louis County Board hereby expresses its approval and support for the development of United States Bicycle Route 41 to the extent that the designation does not obligate the county to future expenditures as a result of the designation and requests that the appropriate government officials take action to officially designate the route accordingly as soon as possible; and further, that the St. Louis County Board urges the Minnesota Department of Transportation (MnDOT), and the American Association of State Highway and Transportation Officials (AASHTO) and the Federal Highway Administration to seek and/or support the creation of funding sources or programs specific to designated United States Bicycle Routes for the purpose of constructing, reconstructing and maintaining those routes. St. Louis County Public Works Director Jim Foldesi reviewed changes to the replacement resolution as recommended by the Board during the October 4, 2016 Committee of the Whole meeting. The motion passed; six yeas, zero nays, one absent (Rukavina). Resolution No. 16-637.

Commissioner Nelson, supported by Commissioner Boyle, moved to approve the repurchase application by Eric and Deborah Ringsred of Duluth, MN, for state tax forfeited land legally described as: CITY OF DULUTH, N 100 FT OF LOT 2, BLOCK 84, ENDION DIVISION OF DULUTH, Parcel Code: 010-1480-05510, on file in County Board File No. 60327, for a total of \$2,015.95. St. Louis County Administrator Kevin Gray indicated that the property owners have a

history of delinquent taxes and said new guidelines regarding tax forfeited land would be discussed at the October 18, 2016 Board Workshop. After further discussion, Commissioner Nelson, supported by Commissioner Boyle, moved to table the resolution. The tabling motion passed; five yeas, one nay (Jewell), one absent (Rukavina).

The following Board and Contract files were created from documents received by this Board:

Kevin Gray, County Administrator, and James Foldesi, Public Works Director/Highway Engineer, submitting Board Letter No. 16-446, Resolution of Support to Develop and Implement U.S. Bicycle Route 41.—60464

Kevin Gray, County Administrator, submitting Board Letter No. 16-444, Establish a Public Hearing to Consider Adoption of the 2017 Fee Schedule.—60465

Kevin Gray, County Administrator, and Jeremy Craker, Information Technology Director, submitting Board Letter No. 16-441, Agreement for St. Louis County Website Redesign Discovery Services.—60466

Kevin Gray, County Administrator, and James Gottschald, Human Resources Director, submitting Board Letter No. 16-450, Health and Dental Plan Rates 2017.—60467

Kevin Gray, County Administrator, submitting Board Letter No. 16-442, Reschedule Location for October 25, 2016 and November 1, 2016 County Board Meetings.—60468

Supply Contract No. 5330-D between the County of St. Louis and Inter City Oil Company, Inc., Duluth, MN, for fuel deliveries of gasohol, fuel oil and diesel fuel during the period October 1, 2016 through September 30, 2017.—16-867

Group Residential Housing Rate Agreement, Contract No. 63220, by and between the St. Louis County Board of Commissioners and Vallie Adult Foster Care Home, Duluth, MN.—16-868

Group Residential Housing Rate Agreement, Contract No. 63245, by and between the St. Louis County Board of Commissioners and Better Living LLC, Duluth, MN.—16-869

Group Residential Housing Rate Agreement, Contract No. 63227, by and between the St. Louis County Board of Commissioners and Rankin Adult Foster Home, Duluth, MN.—16-870

Group Residential Housing Rate Agreement, Contract No. 63251, by and between the St. Louis County Board of Commissioners and New Opportunities, LLC, Duluth, MN.—16-871

Group Residential Housing Rate Agreement, Contract No. 63198, by and between the St. Louis County Board of Commissioners and September House, Duluth, MN.—16-872

Purchase of Service Agreement, Contract No. 15900, between the St. Louis County Board of Commissioners and Scooters Snow and Lawn, Hibbing, MN, for Chore Services during the period September 1, 2016 to June 30, 2017.—16-873

Contract for County-State Aid Highway Project between the County of St. Louis and Mesabi Bituminous, Inc., Gilbert, MN for Grading, Aggregate Base, and Bituminous Paving of a Recreational Trail Segment from Eagle's Nest Town Hall to Camp Lake Road in Eagle's Nest Township.—16-874

Purchase agreement between the St. Louis County Board of Commissioners and Douglas W. Hanson and Katrina M. Hanson for property acquisition of the Pioneer Building in Virginia, MN, described as Lots One (1), Two (2), and the Easterly Four Inches (E'y 4") of Lot Three (3), Block Thirty (30), VIRGINIA: Parcel Code 090-0010-07120.—16-875

Purchase of Service Agreement between the County of St. Louis and Stack Brothers Mechanical Contractors, Inc., for demolition of the Clover Valley School, Bid #5328A, Damion # 2016-010605.—16-876

Purchase of Service Contract between the County of St. Louis and National Business Systems, Inc., to Electronically scan the closed Public Health and Human Services (PHHS) files currently in the Hibbing, Ely and Virginia offices.—16-877

Upon motion by Commissioner Nelson, supported by Commissioner Boyle, resolutions numbered 16-620 through 16-636, as submitted on the consent agenda, were unanimously adopted as follows:

**BY COMMISSIONER NELSON:**

RESOLVED, That the official proceedings of the St. Louis County Board of Commissioners for the meeting of October 4, 2016, are hereby approved.

Adopted October 11, 2016. No. 16-620

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

WHEREAS, The applicant Barbara Jo Rivet, heir of Barbara Skerjance, of Solon Springs, WI, has applied to repurchase state tax forfeited land legally described as:

CITY OF HIBBING

S 5 AC OF N 20 AC OF LOT 12 BEING THE S 142 30/100 FT OF N 570 50/100 FT OF LOT 12 OR SW 1/4 OF SW 1/4

SECTION 6, TOWNSHIP 56 NORTH, RANGE 20 WEST

Parcel Code: 141-0010-01130; and

WHEREAS, The applicant was the heir of 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 Barbara Jo Rivet, heir of Barbara Skerjance, of Solon Springs, WI, on file in County Board File No. 60327, subject to payments including total taxes and assessments of \$16,740.04, service fee of \$114, deed tax of \$55.24, deed fee of \$25, recording fee of \$46, and locks and hasps of

\$36, for a total of \$17,016.28 to be deposited into Fund 240 (Forfeited Tax Fund).

Adopted October 11, 2016. No. 16-621

WHEREAS, Lake Country Power has requested a utility easement across state tax-forfeited land to replace an existing overhead electrical line; and

WHEREAS, Exercising the easement 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 utility easement to Lake Country Power over, under and across state tax-forfeited lands as described in County Board File No. 60294;

RESOLVED FURTHER, That granting of this easement is conditioned upon payment of \$8,230 land use fee, \$100 administration fee and \$46 recording fee, for a total of \$8,376 to be deposited into Fund 240 (Forfeited Tax Fund).

Adopted October 11, 2016. No. 16-622

RESOLVED, That the appraisal reports for the sale of timber, numbered Tracts 1 through 3 (totaling \$8,421.75) 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.

Adopted October 11, 2016. No. 16-623

RESOLVED, That the appraisal report for the sale of timber, numbered Tract 1 (totaling \$465) as submitted by the Land Commissioner, on file in the office of the County Auditor, identified as County Board File No. 60295, is approved and the County Auditor is authorized to carry out the recommendations as listed in said appraisal reports.

Adopted October 11, 2016. No. 16-624

WHEREAS, The St. Louis County Public Works Department equipment budget includes a field service truck package for a truck chassis purchased separately; and

WHEREAS, Towmaster, Inc., of Litchfield, MN, responded with the State Contract quotation for one (1) field service truck package for \$89,501;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase and installation of one (1) field service truck equipment package from Towmaster, Inc., of Litchfield, MN, for \$89,501, payable from Fund 407, Agency 407001, Object 665900.

Adopted October 11, 2016. No. 16-625

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

CP 0025-275062 TST (Prime), 39 Locations throughout St. Louis County; and

WHEREAS, Bids were opened in the Richard H. Hansen Transportation & Public Works Complex, Duluth, MN, on September 29, 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>
Northland Constructors, LLC	4843 Rice Lake Rd. Duluth, MN 55803	\$1,210,038.00

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:

CP 0025-275062 TST (Prime), Fund 204, Agency 204068, Object 652806, \$1,210,038.00

Adopted October 11, 2016. No. 16-626

WHEREAS, The St. Louis County Public Works Department's revised equipment budget includes replacement of ten (10) tandem trucks for snow and ice control, and gravel hauling; and

WHEREAS, The Public Works Department and Purchasing Division presented specifications and requested State of Minnesota contract pricing for the Mack GU713, due to its quality, department experience, savings in inventory, and mechanic familiarity; and

WHEREAS, Twin Cities Mack & Volvo of Roseville, MN, responded with the state contract price for ten (10) Mack GU713 tandem trucks of \$1,143,770, plus 6.5% state sales tax of \$74,345.05, plus Vehicle Excise Tax of \$200, for a total cost of \$1,218,315.05;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of ten (10) 2017 Mack GU713 tandem trucks from Twin Cities Mack and Volvo Trucks of Roseville, MN, for a total cost of \$1,218,315.05, payable from Fund 407, Agency 407001, and Object 666300.

Adopted October 11, 2016. No. 16-627

WHEREAS, The St. Louis County Public Works Department's revised equipment budget includes ten (10) dump bodies with hydraulic systems and snow fighting equipment for trucks purchased separately; and

WHEREAS, Towmaster, Inc., of Litchfield, MN, responded with the State of Minnesota contract price for this equipment in the amount of \$1,057,156;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase and installation of ten (10) dump bodies with hydraulic systems and snow fighting equipment from Towmaster, Inc., of Litchfield, MN, for \$1,057,156 payable from Fund 407, Agency 407001, Object 666300.

Adopted October 11, 2016. No. 16-628

RESOLVED, That the St. Louis County Board will convene a public hearing at 9:40 a.m., Tuesday, November 8, 2016, in the St. Louis County Courthouse, Duluth, MN, to consider the adoption of the fee schedule for various county services for the year 2017.

Adopted October 11, 2016. No. 16-629

WHEREAS, In 2016 the results of a Citizens Survey identified the need for St. Louis County to update its website to make information more readily accessible; and

WHEREAS, The Information Technology (IT) Department in coordination with Administration began a search for an agency that St. Louis County could partner with to provide initial discovery services for the purpose of analyzing the current website and helping develop a plan for a future website redesign; and

WHEREAS, The key deliverable from this initial discovery will be a website design framework which will aid the IT Department in considering options and overall cost to develop the recommended design during a future implementation phase of the project; and

WHEREAS, Creative Arcade of Duluth, MN, was selected as the preferred professional services partner to complete the initial discovery of the St. Louis County website redesign with a total one-time cost of \$43,800;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to execute a professional services agreement with Creative Arcade of Duluth, MN, for initial discovery services for a future county website redesign, in the amount of \$43,800, payable from Fund 100, Agency 117001, Object 629900, with funds transferred from the Information Technology assigned fund balance, Fund 100, Object 311139.

Adopted October 11, 2016. No. 16-630

WHEREAS, St. Louis County Purchasing Rules and Regulations were revised and adopted by the St. Louis County Board on November 10, 2015 (County Board Resolution No. 15-685); and

WHEREAS, St. Louis County Board Resolution No. 16-181, dated March 22, 2016, acknowledges the need to update the St. Louis County Purchasing Rules and Regulations to comply with the new “Uniform Administrative Requirements for Federal Awards” by January 1, 2017; and

WHEREAS, The addition of proposed “Section VII. UNIFORM GUIDANCE PROCUREMENT POLICY APPLICABLE TO FEDERAL AWARDS” to the St. Louis County Purchasing Rules and Regulations complies with the new federal procurement standards within the “Uniform Administrative Requirements for Federal Awards”;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes “Section VII. UNIFORM GUIDANCE PROCUREMENT POLICY APPLICABLE TO FEDERAL AWARDS” found in County Board File No. 60463 as an addendum to the 2015 St. Louis County Purchasing Rules and Regulations in compliance with the “Uniform Administrative Requirements for Federal Awards”, effective December 31, 2016.

Adopted October 11, 2016. No. 16-631

WHEREAS, The County Board annually reviews health insurance trends, expected claims, and its self-insured health and dental fund to establish funding levels for the employee and retiree medical and dental plans; and

WHEREAS, The County Board believes a 12.5% increase for the self-funded health and dental plans in 2017 is reasonable based on projections prepared by its claims administrators and the County Auditor and as recommended by its Health Insurance Committee;

THEREFORE BE IT RESOLVED, That the St. Louis County Board authorizes 2017 monthly premium rates for the self-funded employee and retiree health insurance as follows:

SINGLE COVERAGE:       \$ 801.86

FAMILY COVERAGE:     \$1,862.33

RESOLVED FURTHER, That the Board authorizes the appropriate county officials to make necessary adjustments to the premium collected consistent with collective bargaining agreements and compensation plans;

RESOLVED FURTHER, That the 2017 stop-loss rate payable to Blue Cross Blue Shield of Minnesota of \$8.84 per contract per month is approved;

RESOLVED FURTHER, That a 2017 per contract per month administrative service fee of

\$35.61 payable to Blue Cross Blue Shield of Minnesota is approved;

RESOLVED FURTHER, That the 2017 monthly premium rate for the self-insured dental plan is approved, with a 2.0% increase, in the amount of \$38.41;

RESOLVED FURTHER, That the 2017 per contract per month administrative service fee of \$2.23 payable to Delta Dental Plan of Minnesota is approved;

RESOLVED FURTHER, That the Board authorizes the appropriate county officials to execute a contract for administrative services of the medical and dental plans for the time period covering January 1 – December 31, 2017 as set forth above.

Adopted October 11, 2016. No. 16-632

RESOLVED, That the recommendations of the Finance Committee for payment of claims and bills against the County of St. Louis, on file in the office of the County Auditor, identified as County Board File No. 60275, are hereby approved and the County Auditor shall issue checks in the following amounts:

**August 2016**

100	General Fund	\$5,583,340.36
149	Personal Service Fund	926.10
150	Sheriff's NEMESIS Fund Group	26,682.47
160	MN Trail Assistance	32,233.44
167	Attorney's Forfeitures	500.00
168	Sheriff's State Forfeitures	1,072.63
169	Attorney Trust Accounts-VW	1,336.58
173	Emergency Shelter Grant	12,765.28
176	Revolving Loan Fund	251.93
178	Economic Development – Tax Forf.	59,105.26
179	Enhanced 9-1-1	2,091.60
180	Law Library	14,974.56
183	City/County Communications	2,350.10
184	Extension Service	42,904.17
200	Public Works	6,949,489.38
204	Local Option Transit Sales Tax	971,599.37
210	Road Maint – Unorg Townships	63,363.56
220	State Road Aid	4,129,957.87
230	Public Health & Human Services	6,979,053.47
240	Forfeited Tax	385,944.96
260	CDBG Grant	100,198.89
261	CDBG Program Income	829.20
270	HOME Grant	18,757.07
280	Federal Septic Loan – EPA Fund	20,000.00
281	SLC Septic Loans	116.67
290	Forest Resources	40,476.15
321	2013C Refunding 2004A&2005A	1,968.50
327	2016B Refunding 318-2013A	7,500.00
400	County Facilities	540,262.78
402	Depreciation Reserve Fund	94,207.71

407	Public Works – Equipment	113,450.75
444	2015C – Capital Improvement Bond	8,238,254.40
446	2016A – PW TST Bond	7,500.00
600	Environmental Services	588,730.54
616	On-Site Waste Water Division	43,348.52
715	County Garage	66,638.67
720	Property Casualty Liability	301,992.18
730	Workers Compensation	154,104.49
740	Medical Dental Insurance	<u>2,919,166.86</u>
		<b>\$38,517,446.47</b>

Adopted October 11, 2016. No. 16-633

RESOLVED, That the workers’ compensation report of claims by employees for work-related injuries, dated September 30, 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.

Adopted October 11, 2016. No. 16-634

RESOLVED, That the St. Louis County Board will adjust its 2016 Board Meeting Schedule to substitute the meeting location of its October 25<sup>th</sup> meeting from the Cotton Town Hall to the County Courthouse, Duluth;

RESOLVED FURTHER, That the St. Louis County Board will adjust its 2016 Board Meeting Schedule to substitute the meeting location of its November 1<sup>st</sup> meeting from the County Courthouse, Duluth to the Cotton Town Hall.

Adopted October 11, 2016. No. 16-635

WHEREAS, The St. Louis County Recorder’s Office has advanced from a paper-based business model to an electronic business model that has resulted in reduced time to record, process and retrieve a real estate transaction and is now able to reduce the FTE staff compliment by another 1.0 Information Specialist I position; and

WHEREAS, To provide assessors access to property valuation and classification information using their mobile devices in the field and also provide clerical support staff with the enhanced capability to review converted paper-based records and files using their computer desk top, it is necessary to convert County Assessor’s paper-based records and files into an electronic digital file format; and

WHEREAS, To accomplish the goal of converting paper-based records, an additional 1.0 FTE Information Specialist I in the Assessor’s Office is required;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the reallocation of a 1.0 FTE Information Specialist I position from the County Recorder’s Office to the County Assessor’s Office and that funding for the remainder of 2016 for this position be transferred from the Recorder, Fund 121001 to Assessor, Fund 118001, effective upon the first day of the next pay period, October 15, 2016.

Adopted October 11, 2016. No. 16-636

**BY COMMISSIONER STAUBER:**

WHEREAS, Bicycle tourism is a growing industry in North America, presently contributing approximately \$47 billion a year nationally to the economies of communities that provide facilities for this recreational activity; and

WHEREAS, The American Association of State Highway and Transportation Officials (AASHTO) has designated a corridor connecting St. Paul to Grand Portage State Park, through Duluth, to be developed as United States Bicycle Route 41; and

WHEREAS, The Minnesota Department of Transportation (MnDOT) has convened several public open houses and offered online public comment opportunities throughout the corridor to gather information and review route alternatives; and

WHEREAS, MnDOT, in cooperation with road and trail authorities, has proposed a specific route to be designated as United States Bicycle Route 41, a map of which is herein incorporated into this resolution by reference; and

WHEREAS, The proposed United States Bicycle Route 41 traverses through St. Louis County and is expected to provide a benefit to local residents and businesses; and

WHEREAS, MnDOT will continue to maintain statewide mapping and information regarding United States Bicycle Route 41, convene meetings and facilitate resolving issues and future alignment revisions within the state; and

WHEREAS, St. Louis County has duly considered said proposed route and determined it to be a suitable route through the county and desires that the route be formally designated so that it can be appropriately mapped and signed, thereby promoting bicycle tourism locally and throughout Minnesota along the corridor;

THEREFORE BE IT RESOLVED, That the St. Louis County Board hereby expresses its approval and support for the development of United States Bicycle Route 41 to the extent that the designation does not obligate the county to future expenditures as a result of the designation and requests that the appropriate government officials take action to officially designate the route accordingly as soon as possible;

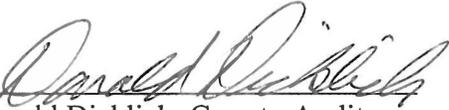
RESOLVED FURTHER, That the St. Louis County Board urges MnDOT, AASHTO and the Federal Highway Administration to seek and/or support the creation of funding sources or programs specific to designated United States Bicycle Routes for the purpose of constructing, reconstructing and maintaining those routes.

Unanimously adopted October 11, 2016. No. 16-637

At 10:14 a.m., October 11, 2016, Commissioner Jewell, supported by Commissioner Boyle, moved to adjourn the meeting. The motion passed; six yeas, zero nays, one absent (Rukavina).

  
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Vice - Steve Raukar, Chair of the Board  
of County Commissioners

Attest:

  
Donald Dicklich, County Auditor  
and Ex-Officio Clerk of the Board  
of County Commissioners

(Seal of the County Auditor)