



(*) AMENDED
COMMITTEE OF THE WHOLE AGENDA
Board of Commissioners, St. Louis County, Minnesota

November 1, 2016
Immediately following the Board Meeting, which begins at 9:30 A.M.
Cotton Town Hall, 9087 Highway 53, Cotton, MN

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 October 25, 2016

Environment & Natural Resources Committee, Commissioner Rukavina, Chair

1. Repurchase of State Tax Forfeited Land – Abrahamson (Non-Homestead) [16-484]

Public Works & Transportation Committee, Commissioner Stauber, Chair

2. Cooperative Agreement with City of Hermantown to Install a Fiber Optic Interconnect on CSAH 32/West Arrowhead Road [16-485]
3. Cooperative Agreement with City of Chisholm – Water Utilities Replacement in Chisholm Roundabout Project on CSAH 5/136 [16-486]
4. Professional Services Agreement for Public Outreach/Education and Design Services – Proposed Roundabout at CSAH 13 and CSAH 6 (Hermantown) [16-487]

ESTABLISHMENT OF PUBLIC HEARINGS:

Environment & Natural Resources Committee, Commissioner Rukavina, Chair

1. Establish a Public Hearing on the Intent to Re-issue a Peat Lease on State Tax Forfeited Land (Tuesday, December 13, 2016, at 9:40 a.m. at the Hoyt Lakes Community Center) [16-488]

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. **Public Works Joint Use Facility Property Purchase from Disability Specialists (Cook)**
[16-489]
Resolution authorizing the purchase of 10 acres of property and building from Disability Specialists of Cook, MN, for the eventual Public Works Joint Use Facility.

Finance & Budget Committee, Commissioner Nelson, Chair

- *1. **Intent to Issue Capital Improvement Bonds [16-492]**
Resolution declaring the Board's intent to issue General Obligation Capital Improvement Bonds.

Central Management & Intergovernmental Committee, Commissioner Jewell, Chair

1. **County Assessor Reappointment [16-490]**
Resolution reappointing David L. Sipila as St. Louis County Assessor.
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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:

November 8, 2016 **St. Louis County Courthouse, Duluth, MN**

November 22, 2016 **City Hall, 401 East 21st Street, Hibbing, MN**

December 13, 2016 **Hoyt Lakes Community Center, 101 Kennedy Memorial Drive, Hoyt Lakes, MN**

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

October 25, 2016

Location: St. Louis County Courthouse, Duluth, Minnesota

Present: Commissioners Boyle, Dahlberg, Rukavina, Stauber, and Vice-Chair Jewell

Absent: Commissioners Nelson and Raukar

Convened: Vice-Chair Jewell called the meeting to order at 11:20 a.m.

CONSENT AGENDA

Rukavina/Boyle moved to approve the consent agenda without Item #7, Special Sale to the Duluth Economic Development Authority (Steel Plant Terminal Addition). [16-470]; Administration removed the item from the agenda. The motion passed. (5-0, Nelson, Raukar absent)

- Minutes of October 11, 2016
- Contract with CHB to accept Community Wellness Grant Funds and enter into a Contract with Community Action Duluth [16-464]
- Amendment to the Arrowhead Health Alliance Joint Powers Agreement [16-465]
- Repurchase of State Tax Forfeited Land - Bussey (Non-Homestead) [16-466]
- Repurchase of State Tax Forfeited Land - Byers (Non-Homestead) [16-467]
- Repurchase of State Tax Forfeited Land - Wagner (Homestead) [16-468]
- Award of Bid: 2018-2019 Containerized Tree Seedlings [16-469]
- Special Sale to the Duluth Economic Development Authority (Vacant Lot Between 1604 – 1610 West Superior Street, Duluth) [16-471]
- Special Sale to the Duluth Economic Development Authority (4014 Grand Avenue, Duluth) [16-472]
- Access Easement Across State Tax Forfeited Land to St. Louis and Lake Counties Regional Rail Authority (Morse Township) [16-473]
- Acquisition of Right of Way by Condemnation Proceedings for Bridge Replacement on CSAH 99 (White Township) [16-474]
- Cooperative Agreement with City of Duluth Amendment No. 2 – Intersection Improvements on CSAH 34/Kenwood Avenue and Arrowhead Road [16-475]
- Violation of St. Louis County Ordinance No. 28, The Pines of Kabetogama Resort (Kabetogama Township) [16-476]
- Authorization to Apply to the IRRRB – Commercial Redevelopment Grant Program (Chisholm Structure) [16-477]
- Authorization to Apply to the IRRRB – Commercial Redevelopment Grant Program (Eveleth Structures) [16-478]
- Abatement List for Board Approval [16-479]

Environment & Natural Resources Committee

Rukavina/Boyle moved adopt the alternative treatment for the repurchase of non-homestead tax forfeit property as provided for in Minn. Stat. § 282.261, Subd. 3., allowing a “minimum down payment of 20 percent of the repurchase price and the balance to be paid in four (4) equal annual installments,” effective November 19, 2016. [16-480]. The motion passed. (5-0, Nelson, Raukar absent)

Finance & Budget Committee

Boyle/Stauber moved to approve the 2016 third quarter budget changes. [16-481]. Commissioner Dahlberg stepped out of the meeting from 11:27 a.m. to 11:30 a.m. The motion passed. (4-1, Rukavina nay, Nelson, Raukar absent)

Rukavina/Boyle moved to approve a grant application of up to \$5,000 to the Arrowhead Arts Council for partial funding of a mural depicting “The Hill of Three Waters” to be installed in one of the courtrooms of the St. Louis County Courthouse in Hibbing, MN. [16-483]. The motion passed without recommendation. (5-0, Nelson, Raukar absent)

Central Management & Intergovernmental Committee

Jewell/Rukavina moved to approve the adoption of the Policy on Compliance with the Health Insurance Portability and Accountability Act (HIPAA); that the St. Louis County is designated as a “hybrid entity” for purposes of HIPAA compliance and the County Administrator or designee shall be the St. Louis County HIPAA Coordinator; and further, that the St. Louis County Board rescinds the previous HIPAA policy contained in County Board File No. 58050. [16-482]. Deputy Administrator Linnea Mirsch indicated that the current policy was last updated in 2002. The motion passed. (5-0, Nelson, Raukar absent)

COMMISSIONER DISCUSSION ITEMS AND REPORTS

Commissioner Boyle said the St. Louis County Embedded Social Worker program was selected as a “Top 20 Minnesota Local Government Innovation Award” winner for 2016.

At 11:49 a.m., Rukavina/Boyle moved to adjourn the Committee of the Whole meeting. The motion passed. The motion passed. (5-0, Nelson, Raukar absent)

Steve Raukar, Chair of the County Board

Phil Chapman, Clerk of the County Board

BOARD LETTER NO. 16 - 484

ENVIRONMENT & NATURAL RESOURCES COMMITTEE CONSENT NO. 1

BOARD AGENDA NO.

DATE: November 1, 2016 **RE:** Repurchase of State Tax
Forfeited Land - Abrahamson
(Non-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, plus penalties, costs, and interest. The property to be repurchased forfeited to the State of Minnesota on November 19, 2015. Ronald Abrahamson of Tower, 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 Ronald Abrahamson of Tower, MN. The repurchase fees listed below are to be deposited into Fund 240 (Forfeited Tax Fund).

Ronald Abrahamson, Tower, MN

Parcel Code	270-0110-00023
Taxes and Assessments	\$9,531.46
Service Fees	\$114.00
Deed Tax	\$31.45
Deed Fee	\$25.00
Recording Fee	\$46.00
Hasp & Locks	\$18.00
Total Consideration	\$9,765.91

Repurchase of State Tax Forfeited Land – Abrahamson (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, Ronald Abrahamson of Tower, MN, has applied to repurchase state tax forfeited land legally described as:

TOWN OF BREITUNG
ELY 100 FT OF NLY 113.50 FT OF LOT 2, BLOCK 1
SOUDAN TOWN OF BREITUNG
270-0110-00023

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 Ronald Abrahamson of Tower, MN, on file in County Board File No._____, subject to payments including total taxes and assessments of \$9,531.46, service fee of \$114, deed tax of \$31.45, deed fee of \$25, recording fee of \$46, and hasp & locks of \$18; for a total of \$9,765.91, 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, Ronald Abrahamson, 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 BREITUNG, ELY 100 FT OF NLY 113.50 FT of LOT 2, BLOCK 1, SOUDAN

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 or devisee of owner
- the person to whom the right to pay taxes is given by statute, mortgage or other agreement

That such taxes became delinquent in 2008 and remained delinquent and unpaid for the subsequent years of: 2009, 2010, 2011, 2012, 2013, 2014, 2015

That pursuant to Minnesota Statutes, the total cost of repurchase \$9,765.91 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.

Please describe how undue hardship or injustice resulting from the tax forfeiture will be corrected by the repurchase; or how the repurchase will best serve the public interest:

I was involved in a lawsuit for almost 9 years my wife died in 2013, I am Probating her will and will get Properties back shortly and be able to refinance and be able to sell and cash out of contracts + delinquent taxes

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 _____ 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: 10/14 2016

By: Ronald L. Abrahamson
(Signature)

Address: 204 PINE ST.
City: TOWER State: MINN Zip: 55790
Phone: 218-780-3426



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

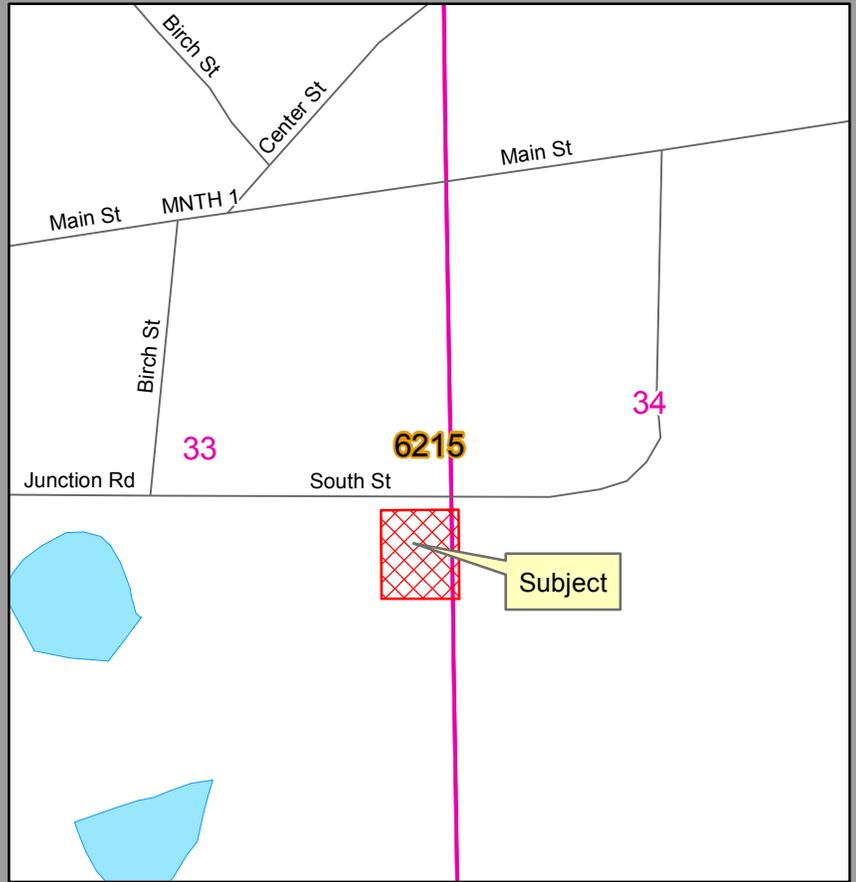
Repurchase of Property

Legal : TOWN OF BREITUNG
ELY 100 FT OF NLY 113.50 FT
of LOT 2, BLOCK 1
SOUDAN TOWN OF BREITUNG

Parcel Code : 270-0110-00023

LDKEY : 122084

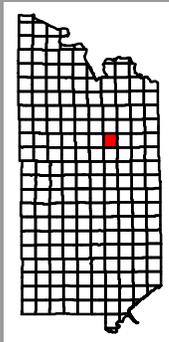
Address: 20 South St.
Soudan, MN 55782



Town of Breitung Sec: 33 Twp: 62 Rng: 15

Commissioner District # 4

- 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 – 485

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 2

BOARD AGENDA NO.

DATE: November 1, 2016 **RE:** Cooperative Agreement with
City of Hermantown to Install a
Fiber Optic Interconnect on
CSAH 32/West Arrowhead
Road

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 a cooperative agreement with the City of Hermantown to install a fiber optic interconnect along US Highway 53 (Highway 53) and County State Aid Highway (CSAH) 32/West Arrowhead Road.

BACKGROUND:

St. Louis County, in cooperation with the Minnesota Department of Transportation (MnDOT) and the City of Hermantown, are preparing a project to install a fiber optic interconnect along Highway 53 and CSAH 32/West Arrowhead Road in Hermantown. This work will be incorporated into the project to repave West Arrowhead Road from Highway 53 to CSAH 90/Arlington Avenue, identified as SAP 069-632-022, CP 0032-153443 TST. This project is expected to be constructed and completed in 2017.

The fiber optic interconnect will be a fiber optic cable that will connect four (4) traffic signals located on Highway 53 at Loberg Avenue and West Arrowhead Road, and on West Arrowhead Road at Menards Drive and Haines Road. The traffic signal at the intersection of West Arrowhead Road and Menards Drive will be constructed as part of the West Arrowhead Road paving project. The fiber optic interconnect will allow the traffic signals to function in an interconnected way to improve efficiency and reduce traffic delays.

The total estimated cost of the fiber optic interconnect, including preliminary engineering, is estimated to be \$300,000. The City of Hermantown will be responsible for 20% (\$60,000), MnDOT will be responsible for 27% (\$81,000) and St. Louis County will be responsible for 53% (\$159,000). The cost share was determined by ownership of sections being served by the traffic signals that will be connected to this new fiber optic interconnect. St. Louis County will enter into a separate agreement with MnDOT to share the costs of this fiber optic interconnect. The City of Hermantown will pay St. Louis County for its share of the project costs.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a cooperative agreement with the City of Hermantown to install a fiber optic interconnect along US Highway 53 and CSAH 32/West Arrowhead Road, with the city's share of the project costs estimated at \$60,000 receipted into Fund 220, Agency 220392, Revenue Object 551503, City of Hermantown.

Cooperative Agreement with City of Hermantown to Install a Fiber Optic Interconnect on CSAH 32/West Arrowhead Road

BY COMMISSIONER _____

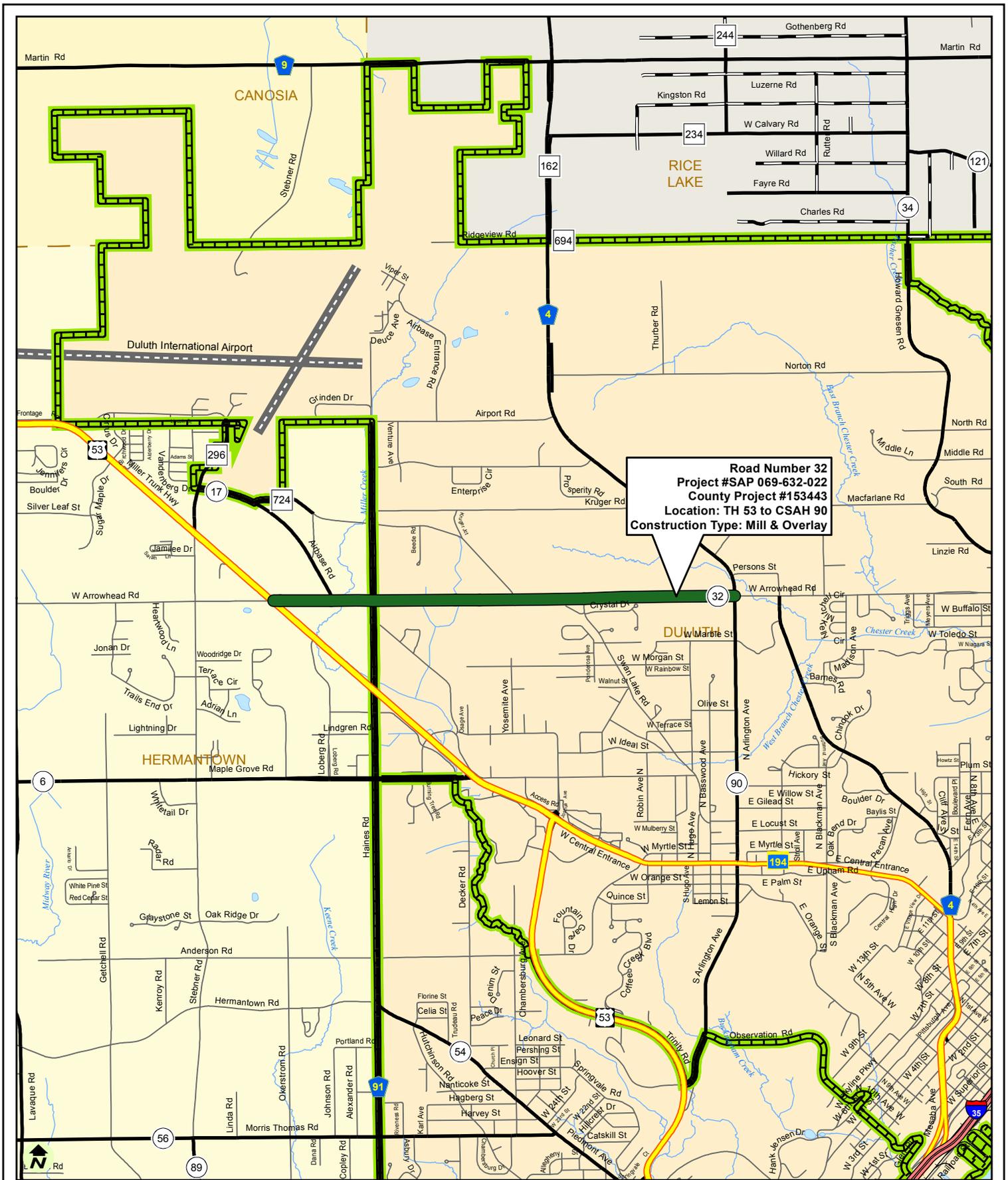
WHEREAS, St. Louis County, in cooperation with the Minnesota Department of Transportation (MnDOT), and the City of Hermantown, are preparing a project to install a fiber optic interconnect on US Highway 53 and County State Aid Highway (CSAH) 32/West Arrowhead Road in Hermantown, MN; and

WHEREAS, The project, identified as SAP 069-732-022, CP 0032-153443 TST will provide fiber optic interconnect of four (4) traffic signals on Highway 53 at Loberg Avenue and CSAH 32/West Arrowhead Road, and on CSAH 32/West Arrowhead Road at Menards Drive and CSAH 91/Haines Road; and

WHEREAS, The fiber optic interconnect will improve efficiency and reduce traffic delays; and

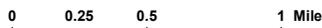
WHEREAS, The cost of the project will be shared by St. Louis County (53% estimated at \$159,000), the City of Hermantown (20%, estimated at \$60,000) and MnDOT (27%, estimated at \$81,000) as determined by cooperative agreement;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into a cooperative agreement with the City of Hermantown to install a fiber optic interconnect along US Highway 53 and County State Aid Highway 32/West Arrowhead Road, in Hermantown, MN, with the city's share of the project costs estimated at \$60,000 receipted into Fund 220, Agency 220392, Revenue Object 551503, City of Hermantown.



Road Number 32
Project #SAP 069-632-022
County Project #153443
Location: TH 53 to CSAH 90
Construction Type: Mill & Overlay

St. Louis County 2017 Road & Bridge Construction



Map Components

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

BOARD LETTER NO. 16 – 486

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 3

BOARD AGENDA NO.

DATE: November 1, 2016 **RE:** Cooperative Agreement with
City of Chisholm – Water
Utilities Replacement in
Chisholm Roundabout Project
on CSAH 5/136

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 a cooperative agreement with the City of Chisholm to replace its underground water utilities in coordination with the Chisholm Roundabout Project at the intersection of MNTH-73 and proposed CSAH 5, (currently CSAH 136) located in Chisholm.

BACKGROUND:

St. Louis County, in cooperation with the Minnesota Department of Transportation and Hibbing Taconite, has prepared a project to construct a roundabout at the intersection of MNTH-73 and proposed CSAH 5, in Chisholm (project SAP 069-736-001, CP 0136-287483). St. Louis County currently has a professional services contract with Short Elliott Hendrickson, Inc. (SEH) to prepare the plan, specifications and engineer's estimate for the roundabout project which is expected to be constructed in 2017.

The City of Chisholm has requested to replace its underground water utilities, located within the project, during the construction of the roundabout. To complete this work, the city will be responsible to provide a scope of professional services to SEH to prepare the plan, specifications and engineer's estimate to replace its underground water utilities, which will be incorporated into the roundabout plan. The city will pay St. Louis County its cost share of the professional services contract with SEH and actual construction costs to replace its underground water utilities.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a cooperative agreement with the City of Chisholm to replace its underground water utilities in coordination with the Chisholm Roundabout Project at the intersection of MNTH-73 and CSAH 5, located in Chisholm, MN, with funds received from Chisholm in Fund 220, Agency 220405, Revenue Object 551530, City of Chisholm.

Cooperative Agreement with City of Chisholm – Water Utilities Replacement in Chisholm Roundabout Project on CSAH 5/136

BY COMMISSIONER _____

WHEREAS, St. Louis County, in cooperation with the Minnesota Department of Transportation and Hibbing Taconite, has prepared a project to construct a roundabout at the intersection of MNTH-73 and CSAH 5, in the City of Chisholm; and

WHEREAS, St. Louis County has a professional services contract with Short Elliott Hendrickson, Inc. to prepare the plan, specifications and engineer's estimate for the roundabout project; and

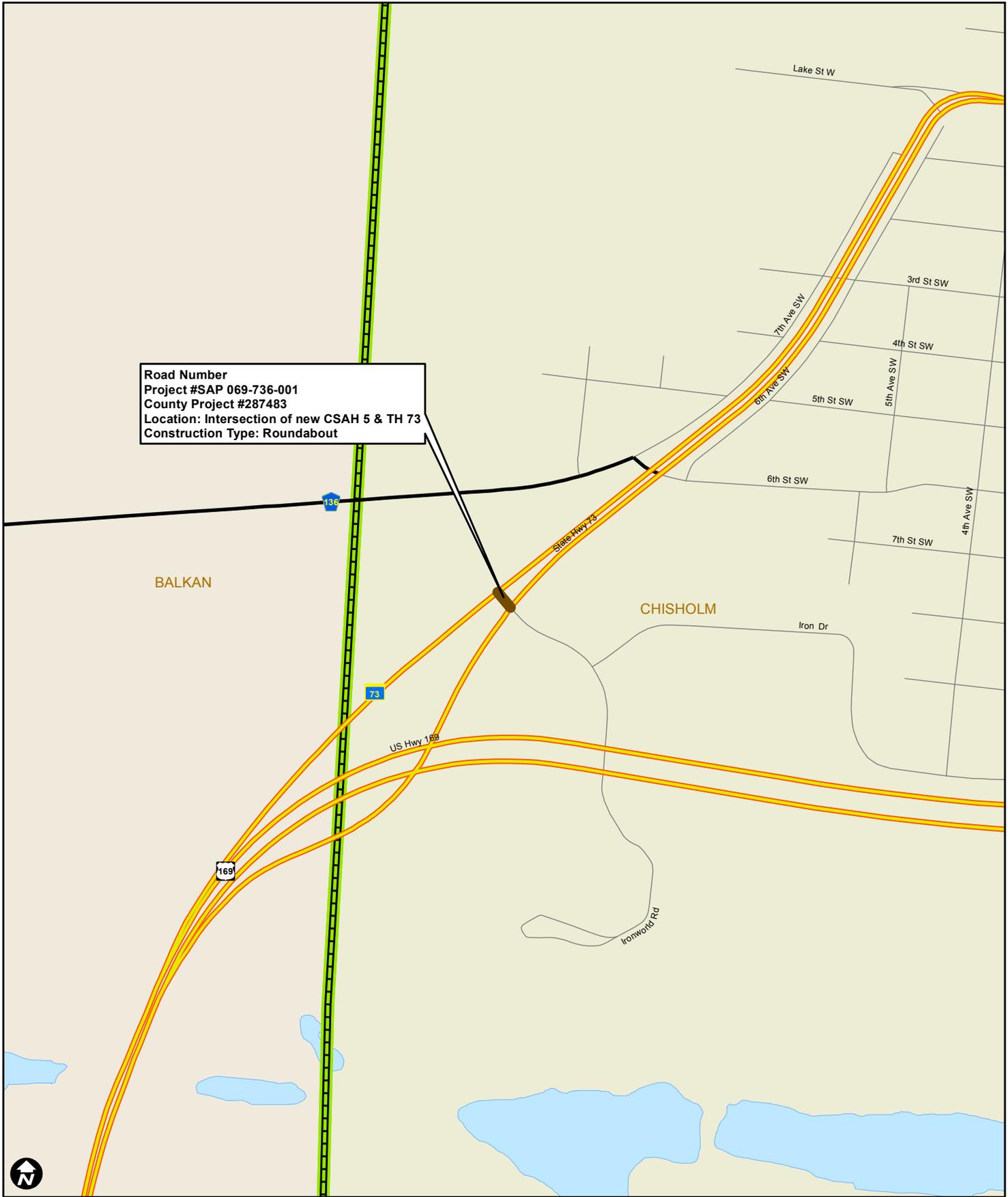
WHEREAS, The City of Chisholm has requested to replace its underground water utilities, located within the project, during the construction of the roundabout; and

WHEREAS, The City of Chisholm will provide a scope of professional services to Short Elliott Hendrickson, Inc. to prepare the plan, specifications and engineer's estimate to replace its underground water utilities, which will be incorporated into the roundabout plan; and

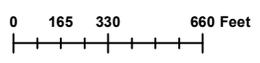
WHEREAS, The City of Chisholm will be responsible for the cost of its share of the professional services and the construction cost to replace its underground water utilities;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into a cooperative agreement with the City of Chisholm to replace its underground water utilities in coordination with the Chisholm Roundabout Project at the intersection of MNTH-73 and CSAH 5, located in Chisholm. This project is identified as SAP 069-736-001, CP 0136-287483, with funds received from Chisholm in Fund 220, Agency 220405, Revenue Object 551530, City of Chisholm.

Road Number
 Project #SAP 069-736-001
 County Project #287483
 Location: Intersection of new CSAH 5 & TH 73
 Construction Type: Roundabout



St. Louis County 2017 Road & Bridge Construction



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

BOARD LETTER NO. 16 – 487

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 4

BOARD AGENDA NO.

DATE: November 1, 2016 **RE:** Professional Services Agreement
with WSB & Associates for Public
Outreach/Education and Design
Services – Proposed Roundabout
at CSAH 13 and CSAH 6
(Hermantown)

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 a professional services agreement with WSB & Associates, Inc. of Minneapolis, MN, to perform public outreach/education and design services for the proposed roundabout at the intersection of County State Aid Highway (CSAH) 13/Midway Road and CSAH 6/Maple Grove Road, located in Hermantown. The project is identified as CP 0013-319131 TST.

BACKGROUND:

St. Louis County, in partnership with the Duluth-Superior Metropolitan Interstate Council, City of Duluth and City of Hermantown, performed an Intersection Control Evaluation Study for eight intersections in the Duluth and Hermantown areas in 2013. The intersection of Midway Road and Maple Grove Road was included in this study. Four different intersection control strategies were considered for this intersection: all-way stop control; traffic signal control; roundabout control; and an alternative intersection control using a median u-turn concept. Based upon all available information, the study recommended that a roundabout is the best form of traffic control for this intersection given present and future conditions.

This intersection is a rural, four-legged intersection with side-street stop control on Maple Grove Road. The speed limit is 55 mph on Midway Road and 50 mph on Maple Grove Road. The predominant crash types for this intersection are right-angle and rear-

end crashes. Right-angle crashes generally result in higher severity. One of the primary benefits of roundabouts is the reduction in these high severity crashes. In addition, roundabouts can provide a significant reduction in delay for vehicles on the side-street.

The Public Works Department identified the need to secure an engineering consultant to assist with the public outreach/education and design. The project will be split into two phases. Phase 1 will include public outreach/education and development of a preliminary layout of the roundabout. Phase 2 will include the final design of the roundabout. In an effort to be responsive to the public, the project will not move forward into Phase 2 unless there is local support of the project. A request for proposals was sent to six (6) engineering consultants.

Bolton & Menk, Inc.	Mankato, MN
Short Elliott Hendrickson, Inc. (SEH)	Duluth, MN
SRF Consulting Group, Inc.	Minneapolis, MN
Stonebrooke Engineering	Burnsville, MN
TKDA	Duluth, MN
WSB & Associates, Inc.	Minneapolis, MN

Through the quality based selection method, WSB & Associates, Inc. was selected as the engineering consultant. The cost of Phase 1 is \$55,000 and the cost of Phase 2 is \$62,000, for a total cost of \$117,000.

RECOMMENDATION:

The St. Louis County Board is requested to authorize a professional services agreement with WSB & Associates, Inc., of Minneapolis, MN, to perform public outreach/education and design services for the proposed roundabout at the intersection of CSAH 13/Midway Road and CSAH 6/Maple Grove Road, located in Hermantown. The project is further identified as CP 0013-319131 TST, payable from Fund 204, Agency 204076, Object 626600 St. Louis County Transportation Sales Tax funds.

**Professional Services Agreement with WSB & Associates for Public
Outreach/Education and Design Services – Proposed Roundabout at CSAH 13
and CSAH 6 (Hermantown)**

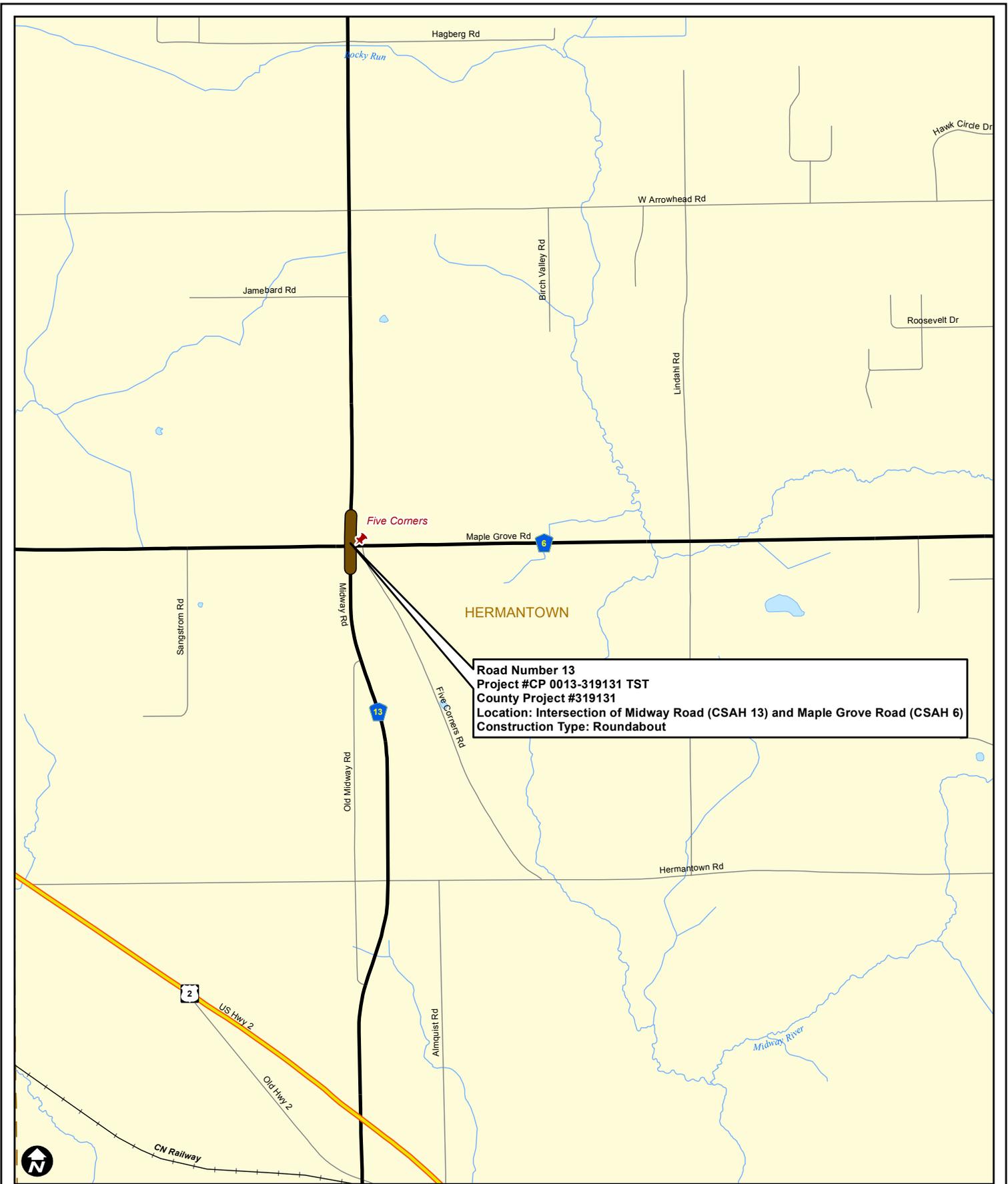
BY COMMISSIONER _____

WHEREAS, St. Louis County, in cooperation with the Duluth-Superior Metropolitan Interstate Council, City of Duluth, and City of Hermantown, performed an Intersection Control Evaluation Study for eight intersections in the Duluth and Hermantown areas in 2013; and

WHEREAS, The intersection of County State Aid Highway (CSAH) 13/Midway Road and CSAH 6/Maple Grove Road was included in this study, concluding that a roundabout is the preferred design for this intersection; and

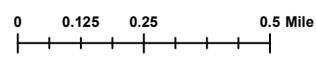
WHEREAS, The Public Works Department submitted a request for proposals to six (6) engineering consultants to request public outreach/education and design services for this roundabout and WSB & Associates, Inc. of Minneapolis, MN, was selected as the engineering consultant through the quality based selection method;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into an agreement, and approve any amendments authorized by the County Attorney, with WSB & Associates, Inc., of Minneapolis, MN, to perform public outreach/education and design a roundabout at the intersection of CSAH 13/Midway Road and CSAH 6/Maple Grove Road, in Hermantown, MN, identified as CP 0013-319131 TST. The total cost of these services is \$117,000, payable from Fund 204, Agency 204076, Object 626600.



Road Number 13
Project #CP 0013-319131 TST
County Project #319131
Location: Intersection of Midway Road (CSAH 13) and Maple Grove Road (CSAH 6)
Construction Type: Roundabout

St. Louis County 2018 Road & Bridge Construction



Map Components	
2018 Road & Bridge Construction	
County/Unorg. Twp. Road - Paved	Township Boundary
Roundabout	City/Town
County/Unorg. Twp. Road - Gravel	Lake
Interstate Highway	River/Stream
U.S./State Highway	Commissioner District
Local Road/City Street	
Railroad	

BOARD LETTER NO. 16 - 488

ESTABLISHMENT OF PUBLIC HEARINGS ENVIRONMENT & NATURAL RESOURCES COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: November 1, 2016 **RE:** Establish a Public Hearing on
the Intent to Re-issue a Peat
Lease on State Tax Forfeited
Land (Toivola Township)

FROM: Kevin Z. Gray
County Administrator

Mark Weber, Director
Land and Minerals

Donald Dicklich
County Auditor/Treasurer

RELATED DEPARTMENTAL GOAL:

Financial return to the county and taxing districts.

ACTION REQUESTED:

The St. Louis County Board is requested to establish a public hearing on the intent to re-issue a peat lease to Northwoods Organics of Minnesota, LLC for lands in Toivola Township.

BACKGROUND:

St. Louis County awarded a peat lease to Northwoods Organics of Minnesota, LLC in 1992 for a period of 20 years. The lease was renewed in 2012 for five years, and will expire in 2017. Northwoods has requested that the lease be re-issued for 25 years as is currently allowed by statute. Minn. Stat. § 282.04 Subdivision 1 (h) requires a public hearing prior to the issuance of a lease for the removal of peat from state tax forfeited lands.

RECOMMENDATION:

It is recommended that the St. Louis County Board establish a public hearing on Tuesday, December 13, 2016, at 9:40 a.m. at the Hoyt Lakes Community Center on the County Auditor's intent to re-issue a peat lease to Northwoods Organics of Minnesota, LLC.

**Establish a Public Hearing on the Intent to Re-issue a Peat Lease on
State Tax Forfeited Land (Toivola Township)**

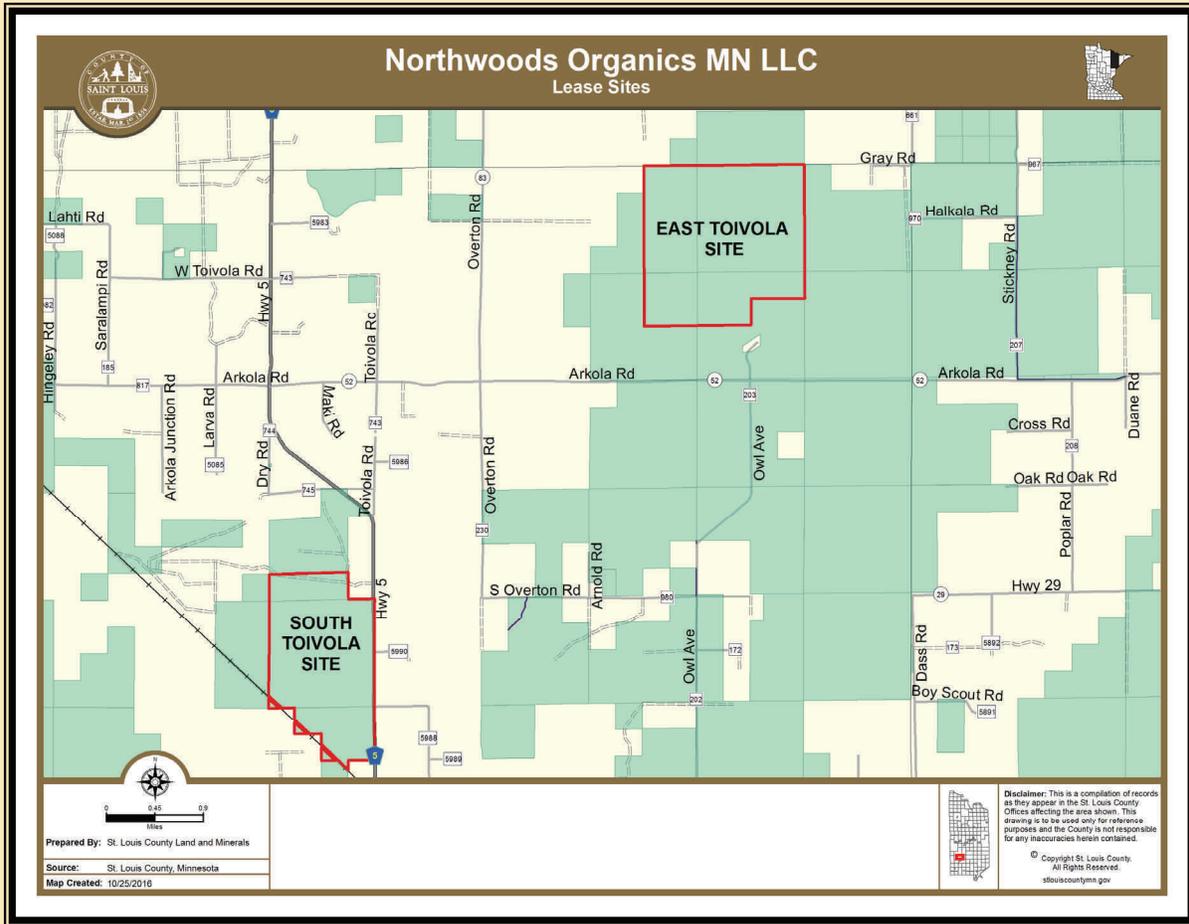
BY COMMISSIONER: _____

WHEREAS, Northwoods Organics of Minnesota, LLC has requested that an existing peat lease be re-issued for 25 years; and

WHEREAS, Minn. Stat. § 282.04 Subdivision 1 (h) authorizes the county auditor, with the approval of the county board, to grant leases for the removal of peat from state tax forfeited lands for a term not to exceed 25 years; and

WHEREAS, No lease for the removal of peat from state tax forfeited lands shall be made by the county auditor pursuant to this section without first holding a public hearing on the auditor's intention to lease;

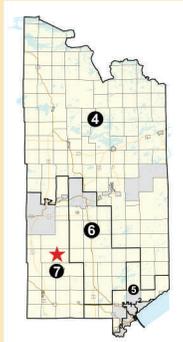
THEREFORE, BE IT RESOLVED, That the St. Louis County Board, pursuant to Minn. Stat. § 282.04 Subdivision 1 (h), will hold a public hearing to hear comments on the intent to re-issue a peat lease on state tax forfeited land to Northwood Organics of Minnesota, LLC, on Tuesday, December 13, 2016, at 9:40 a.m. at the Hoyt Lakes Community Center, Hoyt Lakes, MN.



7th Commissioner District

State Tax Forfeited

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 – 489

FINANCE & BUDGET COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: November 1, 2016 **RE:** Public Works Joint Use Facility
Property Purchase from
Disability Specialists (Cook)

FROM: Kevin Z. Gray
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

Tony Mancuso, Director
Property Management

RELATED DEPARTMENT GOALS:

To administer capital improvement and facilities construction projects, to extend life cycle of facilities, and to increase building operational efficiency.

ACTION REQUESTED:

The St. Louis County Board is requested to authorize the purchase of property from Laurentian Holdings LLC doing business as Disability Specialists, 9558 Ashawa Road, Cook, MN, in the amount of \$2,156,000, for the purpose of office space for a new Public Works joint use facility in Cook, MN.

BACKGROUND:

The Public Works Department completed a District 4 operations study in 2014 to optimize the delivery of services, road maintenance, snow plowing, and increase overall operational efficiency to reduce expenditures. The Department also completed a facilities condition/asset management program to determine the viability of existing facilities. These studies concluded that services for the western portion of District 4 should be consolidated into one building near the city of Cook and that none of the existing buildings or sites were viable for reuse. This information was presented to the County Board at a Board Workshop on January 19, 2016 and the decision was made to seek property and begin the process of constructing a new facility.

The Minnesota Department of Transportation (MnDOT), St. Louis County Land & Minerals Department and other county departments were contacted for potential interest in a joint use facility. MnDOT has a facility in Cook which is in poor condition and is on a priority list for replacement. MnDOT representatives have attended several meetings and are interested in a partnership. The Land & Minerals Department and other county departments have also expressed interest in having a presence in a new facility.

County staff investigated potential properties of suitable size, location and available utilities and has determined that two adjacent sites with utilities and an existing office building totaling over 70 acres (60 acres owned by the City of Cook and 10.7 acres owned by Disability Specialists) is the appropriate site for a new Public Works joint use facility. The purchase of the 60 acres from the City of Cook was approved by County Board Resolution No. 16-647, dated October 25, 2016.

County staff has conducted negotiations with Disability Specialists representatives over the past 10 months and have agreed on a recommended purchase price of \$2,156,000.00 and usual and customary purchase agreement details. In addition, the purchase agreement contemplates Laurentian Holdings LLC (DBA Disability Specialists) leasing the property from St. Louis County from date of closing through December 31, 2017.

The 11,000 square foot office building was built in 2010, occupied in 2011, and is constructed of long life cycle, low maintenance materials. It has high efficiency windows, wall/roof insulation (building shell) that exceeds energy codes, a premium efficiency HVAC system, water saving fixtures, and the same automated building controls the county already employs. The building is constructed to the same standards that the county requires on new construction. As a comparison, the construction cost of a new office building is estimated at \$260 per square foot, or \$2,860,000 for a comparable size/comparable quality building. This does not include land purchase costs, utility connection costs, permit fees, design and construction architectural and engineering fees, site prep, furniture, fixtures, and other "soft costs". Additionally, the 66 space parking lot and access road have a value of approximately \$225,000.

It is desired that the sale of both properties close simultaneously, as individually neither fulfill Public Works' requirements, but together they will meet the needs. This current request is for authorization to purchase a parcel of land totaling approximately 10.7 acres and the existing building from Disability Specialists for an amount of \$2,156,000.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize the purchase of property and building in the amount of \$2,156,000 from Disability Specialists of Cook, MN, for a joint use public works facility. Funds are available from Fund 405, Agency 405069, Object 661200, transferred from the Capital Project Fund 400, Agency 400023 and Public Works Fund 200 Agency 203001.

**Public Works Joint Use Facility Property Purchase from Disability Specialists
(Cook)**

BY COMMISSIONER _____

WHEREAS, St. Louis County Public Works completed a District 4 operations study in 2014 to optimize the delivery of services, road maintenance, snow plowing, and increase overall operational efficiency to reduce expenditures; and

WHEREAS, These studies concluded that to consolidate services for this part of District 4, Cook would be the best site for a facility, and that none of the existing buildings or sites were viable for reuse; and

WHEREAS, The Minnesota Department of Transportation, St. Louis County Land & Minerals Department and other county departments were contacted and have expressed interest in a joint use facility; and

WHEREAS, County staff investigated potential properties of suitable size, location, and available utilities and has determined that two adjacent sites totaling over 70 acres (60 acres owned by the City of Cook) with utilities and an existing office building (with 10.7 acres owned by Disability Specialists) as the recommended site for a new joint use facility; and

WHEREAS, Negotiations with Laurentian Holdings LLC doing business as Disability Specialists, 9558 Ashawa Road, Cook, MN, have resulted in a recommended purchase price of \$2,156,000 for the property and building;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate county officials to enter into a purchase agreement with Laurentian Holdings LLC doing business as Disability Specialists, 9558 Ashawa Road, Cook, MN for a 10.7 acre parcel with building and various items of personal property, legally described in County Board File No. _____, in the amount of \$2,156,000, payable from Fund 405, Agency 405069, Object 661200, transferred from the Capital Project Fund 400, Agency 400023 in the amount of \$1,756,000 and Public Works Fund 200, Agency 203001 in the amount of \$400,000;

RESOLVED FURTHER, That this sale shall be contingent upon the purchase of the adjoining property, and that the appropriate county officials are authorized to enter into a lease with Laurentian Holdings LLC (DBA Disability Specialists) for the period from the date of closing through December 31, 2017, with St. Louis County as Lessor.

Disability Specialist Property Description

All that part of the Northwest Quarter of the Northeast Quarter (NW $\frac{1}{4}$ of NE $\frac{1}{4}$) and the Southwest Quarter of the Northeast Quarter (SW $\frac{1}{4}$ of NE $\frac{1}{4}$), Section Thirteen (13), Township Sixty-two (62) North, Range Nineteen (19), West, St. Louis County, Minnesota, described as follows:

Commencing at the Northeast corner of said Section 13; thence South 0 Degrees 25'45" East along the line common to Section 13, Township 62 North, Range 19 West, and Section 7, Township 62 North, Range 18 West, a distance of 517.32 ft. to the Southwest corner of said Section 7, thence North 90 Degrees 00'00" West, a distance of 1,509.00 ft. to the Point of Beginning; thence South 0 Degrees 00'00" West a distance of 1031.14 ft. thence South 90 Degrees 00'00" West, a distance of 450.00 ft.; thence North 0 Degrees 00'00" West, a distance of 1,031.14 ft. to a line due West of the Point of Beginning; thence South 90 Degrees 00'00" East, a distance of 450.00 ft. to the Point of Beginning, and there terminating. (From Document 1175475)

And

That part of the Northwest Quarter of the Northeast Quarter commencing at a point which is the intersection of the South right-of-way of County Highway No. 115 and the East boundary line of Section 13, Township 62, Range 19, West; thence West 1,583 ft. along the South right-of-way of said County Highway No. 115; thence East along the South right-of-way of said County Highway No. 115, a distance of 67 ft. to the Point of Beginning; thence South and parallel with the East boundary line of Section 13, a distance of 968 ft.; thence West and parallel with the North boundary line of Section 13, a distance of 450 ft.; thence North and parallel with the East boundary line of Section 13, 991 ft., more or less, to the South right-of-way of County Highway No. 115; thence East along said highway right-of-way, a distance of 451 ft., more or less, to the Point of Beginning. (From Document 1156986)

Disability Specialists Property Parcel 120-0060-00015
Located within the NE 1/4 of Section 13, T62N, R19W
Deeded Acres: 10.7 - Measured on GIS 10.64 Acres



Parcel 120-0060-00015
Disability Specialists Building
Outlined in Yellow

Parcel 120-0060-00020
Owner: City of Cook
Outlined in Blue

BOARD LETTER NO. 16 - 490

CENTRAL MANAGEMENT & INTERGOVERNMENTAL COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: November 1, 2016 **RE:** County Assessor Reappointment

FROM: Kevin Z. Gray
County Administrator

Mark Monacelli, Director
Public Records & Property Valuation

RELATED DEPARTMENT GOAL:

To ensure that County Board directives are followed and are in full compliance with state laws and regulations.

ACTION REQUESTED:

The St. Louis County Board is requested to reappoint David L. Sipila, County Assessor, to a four-year term from January 1, 2017 through December 31, 2020.

BACKGROUND:

Minn. Stat. § 273.061 declares that the term of office as county assessor shall begin on January 1 of every fourth year after 1973. January 1, 2017 will begin a new term of office for county assessors statewide. Statute also requires the Commissioner of Revenue to approve the reappointment of all county assessors. The Department of Revenue (DOR) requires the following forms must be completed by every county assessor who has been reappointed to the position by the County Board no later than November 18, 2016:

- *Request of Information for County Assessor Reappointment*
- *Notice of Intent to Collect Private Data*
- *Acknowledgment and Authorization for Background Check*
- *Authorization for Income Tax Check*

RECOMMENDATION:

It is recommended that the St. Louis County Board reappoint David L. Sipila, County Assessor, to a four year term beginning January 1, 2017 through December 31, 2020, subject to the approval of the Commissioner of Revenue.

County Assessor Reappointment

BY COMMISSIONER _____

WHEREAS, Minn. Stat. § 273.061 declares that the term of office as county assessor shall begin on January 1 of every fourth year after 1973; and

WHEREAS, January 1, 2017 will begin a new term of office for county assessors statewide.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board reappoints David L. Sipila, St. Louis County Assessor, to a four-year term beginning January 1, 2017 through December 31, 2020, pursuant to the provisions of Minn. Stat. § 273.061, subject to the approval of the Commissioner of Revenue.

BOARD LETTER NO. 16 - 492

FINANCE & BUDGET COMMITTEE NO. 1

BOARD AGENDA NO.

DATE: November 1, 2016 **RE:** Intent to Issue Capital
Improvement Bonds

FROM: Kevin Z. Gray
County Administrator

Donald Dicklich
County Auditor

RELATED DEPARTMENT GOAL:

To provide effective, efficient government.

ACTION REQUESTED:

The St. Louis County Board is requested to declare its intent to issue Capital Improvement Bonds.

BACKGROUND:

Pursuant to authority contained in Minnesota Statutes, Section 373.40 and Minnesota Statutes, Chapter 475, the County Board is asked to declare its intent to issue and sell General Obligation Capital Improvement Bonds of the County in the approximate amount of \$33,000,000 for the purpose of providing funds to:

- Purchase an existing building located in Cook, Minnesota, and to improve and equip such building for use as a public works facility,
- Construct an administrative office building in Virginia, Minnesota, including demolition of an existing building,

as authorized by the Statute and for payment of costs of issuance of the Bonds.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve a resolution declaring its intent to issue General Obligation Capital Improvement Bonds for the forgoing purpose.

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF ST.
LOUIS COUNTY, MINNESOTA, DECLARING OFFICIAL
INTENT FOR THE ISSUANCE OF GENERAL OBLIGATION
CAPITAL IMPROVEMENT BONDS**

BE IT RESOLVED, by the Board of Commissioners (the “Board”) of St. Louis County, Minnesota (the “County”), as follows:

Section 1. Authority. Pursuant to authority contained in Minnesota Statutes, Section 373.40 (the “Act”) and Minnesota Statutes, Chapter 475, the Board does hereby declare its intent to issue and sell General Obligation Capital Improvement Bonds of the County (the “Bonds”), in the approximate amount of \$33,000,000 for the purpose of providing funds to (i) purchase an existing building located in Cook, Minnesota, and to improve and equip such building for use as a public works facility; and (ii) construct an administrative building in Virginia, Minnesota, including demolition of an existing building on the project site; each as authorized by the Act and for the payment of costs of issuance of the Bonds.

Section 2. Official Terms of Offering; Repayment of Bonds. The official terms of offering and the form, specifications and provisions for repayment of the Bonds shall be set forth in subsequent resolutions of the Board.

Section 3. Official Intent. This resolution constitutes a declaration of official intent under Treasury Regulations Section 1.150-2. The County reasonably expects to reimburse expenditures with respect to the capital improvements being financed with the proceeds of the Bonds.

Adopted: _____, 2016.