



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

July 25, 2023

Immediately following the Board Meeting, which begins at 9:30 A.M.
Proctor City Hall, 100 Pionk Dr., Proctor

CONSENT AND REGULAR 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. For items on the Regular Agenda, citizens will be allowed to address the Board at the time a motion is on the floor.

CONSENT AGENDA:

Minutes of July 11, 2023

Health & Human Services Committee, Commissioner McDonald, Chair

1. Duluth Farm to School Program [23-293]
2. Appoint Members to Local Mental Health Advisory Council [23-294]
3. Acceptance of Public Health Infrastructure Grants [23-295]

Public Works & Transportation Committee, Commissioner Musolf, Chair

4. State Contract Purchase of Nine All-Wheel Drive SUVs [23-296]
5. Amendment 1: 2023 Liquid Surface Treatment (Calcium Chloride/ Magnesium Chloride) [23-297]
6. Apply for Federal Highway Administration (FHWA) Promoting Resilient Operations for Transformative, Efficient, and Cost-Savings Transportation (PROTECT) Discretionary Program grant opportunity for CSAH 61 Reinforced Soil Slope Project (CP 0061-726178) [23-298]
7. Apply for Minnesota Board of Water and Soil Resources (BWSR) grant for Woodland Avenue Green Infrastructure Project (CP 0009-689681) [23-299]
8. Accept Additional Federal Funds from the Department of the Army for CP 0009-689681 ("Tischer Creek Project") [23-300]

Finance & Budget Committee, Commissioner Nelson, Chair

9. Permission to Enter into Negotiations for Tenant Lease Agreements at The Depot [23-301]
10. Abatement List for Board Approval [23-302]
11. Engineering Services for the Reconstruction of the Green Lot – Downtown Duluth [23-303]

Public Safety & Corrections Committee, Commissioner Harala, Chair

12. State Contract Purchase of Four Fleet Pickup Trucks [23-304]
13. Food Services Contract for the Hibbing and Virginia Lockup Facilities [23-305]

Environment & Natural Resources Committee, Commissioner Jugovich, Chair

14. Approval of Registered Land Survey No. 152 [23-306]
15. Final Plat Approval of Maple Shores, Sections 10 and 15, Township 52N, Range 15W (Fredenberg) [23-307]
16. Authorization to Apply for and Accept FY2024 MPCA SSTS Base Grant and SSTS Low-Income Fix-Up Grant [23-308]

17. Non-Exclusive Right-of-Way Lease Across County Fee Land and Tax-Forfeit Land to Bruce Kainz and Mark Larson (Breitung and Eagles Nest Twps 62-14) [23-309]
 18. Acceptance of Iron Range Resources & Rehabilitation Residential Redevelopment Program Grant [23-310]
 19. Acceptance of Iron Range Resources & Rehabilitation Development Partnership Grant [23-311]
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REGULAR AGENDA:

Finance & Budget Committee, Commissioner Nelson, Chair

1. **Breitung Township Recreation and Culture Improvement Project, American Rescue Plan Act Revenue Loss Funding [23-312]**
Resolution approving the use of American Rescue Plan Act Revenue Loss funding for the Breitung Township Recreation and Culture Improvement project.
2. **Duluth Government Services Center Remodel of the First Floor (PHHS – Children and Family Services), American Rescue Plan Act Revenue Loss Funding [23-313]**
Resolution authorizing an agreement with Gardner Builders, LLC, Duluth, MN, to provide all construction services related to the remodeling of the first floor, room 104 in the Duluth Government Services Center.

Central Management & Intergovernmental Committee, Commissioner Grimm, Chair

1. **Deputy Sheriff Unit 2023-2025 Collective Bargaining Agreement [23-314]**
Resolution ratifying the 2023-2025 Deputy Sheriff Unit collective bargaining agreement and memorandum of understanding.

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:

August 1, 2023	St. Louis County Courthouse, 100 N. 5th Ave. W., Duluth
August 8, 2023	Mt. Iron Community Center, 8586 Enterprise Dr., Mt. Iron
September 5, 2023	St. Louis County Courthouse, 100 N. 5th Ave. W., Duluth

BARRIER FREE: *All St. Louis County Board meetings are accessible to individuals with physical or intellectual differences. Attempts will be made to accommodate any individual needs for special services. Please contact St. Louis County Administration (218-726-2450) early so necessary arrangements can be made.*

COMMITTEE OF THE WHOLE ST. LOUIS COUNTY BOARD OF COMMISSIONERS

July 11, 2023

Location: Melgeorge's Elephant Lake Lodge and Resort, Orr, Minnesota

Present: Commissioners Harala, Grimm, McDonald, Musolf, Nelson, Jugovich and Chair Boyle

Absent: None

Convened: Chair Boyle called the meeting to order at 10:38 a.m.

CONSENT AGENDA

Harala/Musolf moved to approve the consent agenda. The motion passed. (7-0)

- Minutes of June 27, 2023
- Acceptance of Donation Valued at \$900 [23-282]
- Cooperative Agreements with the State of Minnesota and the Prospector ATV Club for the Pike River Bridge Salvage and Relocation for ATV Recreational Use [23-283]
- Safe Streets and Roads for All Safety Action Plan Grant Agreement [23-284]
- Abatement List – July 25, 2023 [23-285]
- Penalty & Interest Abatement List – July 25, 2023 [23-286]
- Authorization to Renew Radio Maintenance Service Contracts with Carlton and Lake Counties [23-287]
- Right-of-Way Easement across State Tax-Forfeited Land to Alex and Ahlena Kerry Manthei (Morcom Twp. 61-21) [23-288]
- Repurchase of State Tax-Forfeited Land – Northwood, LLC (Non-Homestead) [23-289]

Health & Human Services Committee

McDonald/Harala moved that the St. Louis County Board authorizes the reallocation of a 1.0 FTE Information Specialist II position (Position code 0421-004, Pay Grade B10, Step 1) to a 1.0 FTE Social Worker position (Pay Grade MAE, Step 1) in the Public Health and Human Services Department, resulting in an annual increase of \$16,248 to be accounted for in Fund 230, Agency 230023, Object 610100. [23-290]. County Administrator Kevin Gray commented that the reallocation will better support the department's operations. The motion passed. (7-0)

Finance & Budget Committee

Musolf/Jugovich moved that the St. Louis County Board authorizes the Public Works Department to purchase software licensing from IBM Corporation, sourced with use of the Naspo Value Point Cooperative Agreement, for an initial cost of \$450,000 payable from Fund 100, Agency 117001, Object 634800, with funds transferred from the Information Technology assigned fund balance, Fund 100, Object 311139; and further, authorizes the ongoing maintenance and support costs estimated to be \$142,000 annually, to be budgeted in the Information Technology Budget in future years from Fund 100, Agency 117001, Object 634800. [23-291]. St. Louis County Public Works Director Jim Foldesi noted that the

annual maintenance and support cost is approximately \$142,000; however, the department is hoping to decrease the annual cost by reviewing and making changes to user profiles. The motion passed. (7-0)

COMMISSIONER DISCUSSION ITEMS AND REPORTS

Commissioner Harala commented that the county needs to have discussions regarding ongoing funding of the St. Louis County Historical Society. To avoid a conflict of interest, Commissioner Harala indicated that she would be resigning from her position as a St. Louis County Historical Society Board member.

Commissioner Nelson acknowledged Commissioners Jugovich and McDonald and area volunteers for their work relating to ATV trails. Commissioner Nelson commented that the ATV trails are an enhancement to the area and noted the economic benefits of ATV trails to the entire county.

Commissioner Musolf said that the Minnesota State Building Trades Convention will be held next week in Duluth and noted that he has been asked to give the opening remarks. St. Louis County is the most worker friendly county in Minnesota when it comes to worker's rights and labor, due to Project Labor Agreements and the inclusion of prevailing wages for projects.

Commissioner Grimm said she would be providing an update after she gathers information regarding the St. Louis County Historical Society. Commissioner Grimm thanked C.J. Ham of the Minnesota Vikings for visiting and signing autographs at Denfeld High School.

Commissioner Jugovich thanked everyone for yesterday's ATV tour.

Commissioner McDonald commented that the area is a special part of America and Commissioners need to be messengers to encourage people to visit the area. Commissioner McDonald thanked Steve and Karla Koch for their hospitality.

At 10:57 a.m., Commissioner Nelson, supported by Commissioner Jugovich, moved to adjourn the Committee of the Whole meeting. The motion passed. (7-0)

Patrick Boyle, Chair of the County Board

Phil Chapman, Clerk of the County Board



St. Louis County Board of Commissioners Request for Board Action 23 - 293

Committee: **Health & Human Services**

Date: July 25, 2023

From: Linnea Mirsch, Director
Public Health & Human Services

Attachments: yes no

Reviewed by: Kevin Z. Gray, County Administrator

Consent: yes no

ITEM: Duluth Farm to School Program

Background/Overview:

Farm to School programming enhances student learning and well-being by providing nutritious and local food to children. The Duluth Farm to School program originated at the Community Health Board in 2012. From 2012-2018, federal funding sources supported the Farm to School work in both St. Louis and Lake County. To sustain Farm to School efforts in Duluth and St. Louis County, local funders, like Essentia Health have stepped up. In 2019, the Public Health and Human Services Department (PHHS) overtook fiscal management of the Farm to School program, contracting with community providers to implement the Farm to School programming at Duluth public schools.

Essentia Health has made funds available to PHHS in the amount of \$34,000 for the time period of July 1, 2023 through June 30, 2024 for purposes of managing the Farm to School program. As a result, PHHS wishes to enter into contract with community provider(s) for the amount up to \$34,000 for the time period of July 1, 2023 through June 30, 2024 for purposes of implementing the Farm to School program in the Duluth public schools.

Food security, including access to healthy foods, is one of the three goals outlined in the 2022 - 2025 Bridging Health Duluth Community Health Improvement Plan. Given that the number of kids receiving the primary percentage of their food at schools has continued to increase, the proposed project helps address youth food access issues in Duluth. Furthermore, Duluth Farm to School helps leverage statewide health improvement initiatives while providing much needed nutrition education. Research shows that:

- Students who are involved in the growing and harvesting of their food, have increased likelihood of eating healthy foods.
- Garden programs are living laboratories and enhance academic achievement.
- Outdoor learning provides attention restoration, stress reduction therapy, and physical activity.

Formal partnership between community providers and the Duluth Public School District is already established for the Farm to School program.

Policy Objectives:

In the State of Minnesota, governmental public health agencies are required to complete a Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) every five years according to Minn. Stat. § 145A. The St. Louis County Public Health Division

partnered with the Bridging Health Duluth Coalition to assess community health needs and strategic approaches to meet those needs. Duluth Farm to School is a strategy that was identified in the coalition's CHIP.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

The funding associated with the Farm to School program will not impact levy. Sustaining support for Duluth Farm to School already falls within a Public Health program coordinator's job responsibilities and will not impact personnel costs.

Budget Coding:

Coding 230-233999-545158-23333-99999999-2023

Coding 230-233999-629900-23333-99999999-2023

Recommendation:

It is recommended that the St. Louis County Board authorize PHHS to accept up to \$34,000 from Essentia Health for the Duluth Farm to School program.

It is also recommended that the Board authorize a contract with community provider(s) up to \$34,000 for the time period of July 1, 2023 through June 30, 2024 to conduct Farm to School programming within Duluth Public Schools.

Duluth Farm to School Program

BY COMMISSIONER _____

WHEREAS, Farm to School programming enhances student learning and well-being; and

WHEREAS, Farm to School programming is supported by a collaborative Community Health Needs Assessment and Community Health Improvement Plan developed by multiple partners within Bridging Health Duluth; and

WHEREAS, Essentia Health has made funds available to Public Health and Human Services (PHHS) in the amount of \$34,000 for the time period of July 1, 2023 through June 30, 2024 for purposes of managing the farm to school program; and

WHEREAS, PHHS wishes to enter into contract with community provider(s) for the amount up to \$34,000 for the time period of July 1, 2023 through June 30, 2024 for purposes of implementing the Farm to School program.

THEREFORE, BE IT RESOLVED, That St. Louis County Board authorizes PHHS to enter into contract and accept up to \$34,000 from Essentia Health for the time period of July 1, 2023 through June 30, 2024 for the Duluth Farm to School program; and

THEREFORE, BE IT ALSO RESOLVED, That St. Louis County Board authorizes PHHS to enter into contract with a community provider(s) for the amount up to \$34,000 for the time period of July 1, 2023 through June 30, 2024 for the purposes of implementing the Farm to School program in Duluth Public Schools.

BUDGET REFERENCE: 230-233999-545158-23333-99999999-2023
230-233999-629900-23333-99999999-2023



St. Louis County Board of Commissioners Request for Board Action 23 – 294

Committee: **Health & Human Services**

Date: July 25, 2023

From: Linnea Mirsch, Director

Public Health & Human Services

Attachments: yes no

Reviewed by: Kevin Z. Gray, County Administrator

Consent: yes no

ITEM: **Appoint Members to Local Mental Health Advisory Council**

Background/Overview:

The Minnesota Comprehensive Mental Health Act of 1987 and the Minnesota Comprehensive Children’s Mental Health Act of 1989 set the stage for visionary mental health policies for all Minnesotans. The establishment of Local Mental Health Advisory Councils at the county level was an essential part of that vision. The legislations of 1987 and 1989 made it law that the voices of those with lived mental health experiences and their families needed to be heard. Since then, legislation has required individual counties or multiple counties to create a local advisory council (LAC). Legislation also requires that the membership of LACs include individuals with lived experiences who have received mental health services as adults, individuals with lived experiences who have received mental health services as children and/or adolescents, family members of individuals with lived experiences, mental health professionals and representatives from community service programs. The group must be made up of the following individuals:

The adult LAC includes:

- At least one person with mental illness
- One family member of an adult with mental illness
- One mental health professional
- One community support services program representative

The children’s LAC includes:

- At least one person who was in a mental health program as a child or adolescent
- At least one parent of a child or adolescent with severe emotional disturbance
- One children’s mental health professional
- Representatives of minority populations of significant size residing in the county
- Representative of the children’s mental health local coordinating council
- One family community support services program representative

The St. Louis County groups represent adults and children together on the north and south LAC. Public Health and Human Services (PHHS) developed process with Board approval in 2020.

Policy Objectives:

Local Adult Mental Health Advisory Council (Minn. Stat. § 245.466 Subd. 5) establishes that the County Board, individually or in conjunction with other county boards, shall

establish a local adult mental health advisory council or mental health subcommittee of an existing advisory council.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

PHHS has budgeted for stipends to pay members who serve on the advisory council. PHHS also allocates a staff person to attend monthly meetings to act in a support role to the advisory council.

Recommendation:

It is recommended that the St. Louis County Board approve the list of individuals below for the North LAC and the South LAC.

North LAC Members

	<u>Appointment End Dates</u>
Heather Kainz	June 2025
Katy Lofquist	June 2024
Linda O'Neil Deremee	June 2025
Jennifer Rich	October 2025
Lacy Podlogar	August 2023
Brenda Shafer-Pellinen	November 2024
Tod Swenson	July 2024
Macy Viita	June 2024
Samantha Stocco	June 2026
Howard Anthony	June 2026
Blair Smith	June 2025
Katrina Broten	June 2026
Melissa Brusacoram	June 2026
Colleen Davern	June 2025
Dana Stroschein	June 2025
Joseph Laufeia	June 2026

South LAC Members

	<u>Appointment End Dates</u>
Alison Shulstad	June 2025
Rochelle Koehne	June 2024
Roger Raymond, Jr.	June 2024
Sonja Wildwood	June 2024
Taylor Soghigian	October 2023
Traci Laughlin	June 2024
Jessica Marquadt	June 2025
Tara Aase	June 2026
Jessica Marie Johnson	June 2025

Appoint Members to Local Mental Health Advisory Council

BY COMMISSIONER _____

WHEREAS, Local Mental Health Advisory Council (Minn. Stat. § 245.466 Subd. 5) establishes that the County Board shall establish a Local Mental Health Advisory Council; and

WHEREAS, The goal of the Local Advisory Councils (LACs) is to utilize the knowledge of diverse groups of individuals in order to improve mental health services for Minnesotans; and

WHEREAS, St. Louis County has a North LAC and a South LAC that will serve in an advisory role to the Public Health and Human Services Department on ways to improve mental health services;

THEREFORE, BE IT RESOLVED, The St. Louis County Board appoints the list of members to the North LAC and to the South LAC as follows:

<u>North LAC Members</u>	<u>Appointment End Dates</u>
Heather Kainz	June 2025
Katy Lofquist	June 2024
Linda O'Neil Deremee	June 2025
Jennifer Rich	October 2025
Lacy Podlogar	August 2023
Brenda Shafer-Pellinen	November 2024
Tod Swenson	July 2024
Macy Viita	June 2024
Samantha Stocco	June 2026
Howard Anthony	June 2026
Blair Smith	June 2025
Katrina Broten	June 2026
Melissa Brusacoram	June 2026
Colleen Davern	June 2025
Dana Stroschein	June 2025
Joseph Laufeia	June 2026

<u>South LAC Members</u>	<u>Appointment End Dates</u>
Alison Shulstad	June 2025
Rochelle Koehne	June 2024
Roger Raymond, Jr.	June 2024
Sonja Wildwood	June 2024
Taylor Soghigian	October 2023
Traci Laughlin	June 2024
Jessica Marquadt	June 2025
Tara Aase	June 2026
Jessica Marie Johnson	June 2025



St. Louis County Board of Commissioners
Request for Board Action 23 – 295

Committee:	Health & Human Services	Date:	July 25, 2023
From:	Linnea Mirsch, Director Public Health & Human Service	Attachments:	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Reviewed by:	Kevin Z. Gray, County Administrator	Consent:	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

ITEM: Request to Accept Public Health Infrastructure Grants

Background/Overview:

The Centers for Disease Control and Prevention (CDC) have made funds available to states for purposes of recruiting, retaining, and training a skilled and diverse public health workforce, and addressing longstanding public health infrastructure needs. Funds have been provided to the Minnesota Department of Health (MDH) to distribute to local community health boards. The Carlton-Cook-Lake-St Louis County Community Health Board (CHB) has received \$787,575 from the MDH in grant funding for these purposes and has made available up to \$231,018 to Public Health & Human Services (PHHS) for the timeframe of March 6, 2023 through November 30, 2027.

The MDH has made funds available to community health boards to support and strengthen the local public health system. The CHB has made available \$60,000 in grant funding to PHHS for these purposes for the timeframe of July 1, 2023 through June 30, 2024.

PHHS plans to utilize both funding sources to address public health infrastructure and workforce needs by contracting with Superior Healthcare Consulting, LLC for project management services in the amount up to \$240,000 for the timeframe of July 1, 2023 through June 30, 2025. Projects consist of streamlining the statutorily required activity of Community Health Assessment and Community Health Improvement Planning; creating and implementing planning processes such as communications strategy, data maximization; and implementing health equity principles into practice.

PHHS also intends to utilize the CDC funding for the continuation of delivering sustainable mental health and substance use resources to counter suicide and opioid overdose among residents of northern St. Louis County.

Policy Objectives:

To comply with MN State Statute Chapter 145A, “The Local Public Health Act”, sub. 1a. Duties (1): identify local public health priorities and implement activities to address the priorities and the areas of public health responsibility, which include (i) assuring an adequate local public health infrastructure; and (ii) promoting healthy communities and healthy behavior through activities that improve health in a population.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

The two grant funding sources will be used primarily for operational expenses and will have a neutral impact to the levy. In addition, the funding will cover short-term personnel expenses in 2023 for position code: G0802-002, formerly funded by the Thrive Range grant which ended June 30, 2023.

Budget coding:

CDC grant

230-233999-541963-23386-99999999-2023

230-233999-629900-23386-99999999-2023

230-233999-610000-23386-99999999-2023

MDH grant

230-233999-530508-23383-99999999-2023

230-233999-629900-23383-99999999-2023

Recommendation:

It is recommended that the County Board accept the two Public Health Infrastructure grants and authorize the contract with Superior Healthcare Consulting, LLC. It is also recommended that the County Board approve to fund position code G0802-002 with CDC grant funding.

Request to Accept Public Health Infrastructure Grants

BY COMMISSIONER _____

WHEREAS, The Centers for Disease Control and Prevention have made funds available to states for purposes of supporting efforts to recruit, retain, and train a skilled and diverse public health workforce, and address longstanding public health infrastructure needs; and

WHEREAS, The Minnesota Department of Health is granting the Carlton-Cook-Lake-St. Louis Community Health Board \$787,575 for the timeframe of March 6, 2023 through November 30, 2027 for these purposes; and

WHEREAS, The Carlton-Cook-Lake-St. Louis Community Health Board wishes to contract for up to \$231,018 to Public Health & Human Services (PHHS) for the time period of March 6, 2023 through November 30, 2027 for purposes of recruiting, retaining, and training a skilled and diverse public health workforce, addressing longstanding public health infrastructure needs; and

WHEREAS, The Minnesota Department of Health has made funds available to community health boards for purposes of supporting and strengthening the local public health system; and

WHEREAS, The Carlton-Cook-Lake-St. Louis Community Health Board wishes to contract with PHHS for up to \$60,000 for the time period of July 1, 2023 through June 30, 2024 for these purposes; and

WHEREAS, PHHS wishes to enter into a contract with Superior Healthcare Consulting, LLC for up to \$240,000 for the timeframe of July 1, 2023 through June 30, 2025 for project management services to address longstanding public health infrastructure needs;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department to enter into contract and accept up to \$231,018 from the Carlton-Cook-Lake St. Louis Community Health Board for the time period of March 6, 2023 through November 30, 2027 for purposes of recruiting, retaining, and training a skilled and diverse public health workforce, and addressing longstanding public health infrastructure needs.

RESOLVED FURTHER, That the St. Louis County Board authorizes PHHS to enter into a contract and accept up to \$60,000 from the Carlton-Cook-Lake St. Louis Community Health Board for the time period of July 1, 2023 through June 30, 2024 for purposes of supporting and strengthening the local public health system.

RESOLVED FURTHER, That the St. Louis County Board authorizes PHHS to enter into a contract with Superior Healthcare Consulting, LLC for the amount up to \$240,000 for the timeframe of July 1, 2023 through June 30, 2025 for purposes of addressing longstanding public health infrastructure needs.

RESOLVED FURTHER, That the St. Louis County Board authorizes PHHS to utilize the Centers for Disease Control and Prevention grant funding to support personnel expenses of position code G0802-002 for purposes of delivering sustainable mental health and substance use resources.

**Exhibit A
GRANT APPROVAL FORM**

This form must be completed for any and all grants.

SECTION I—GRANT INFORMATION *(to be completed by department's assigned accounting staff)*

Please Note: It is acceptable that some details are later added (once the grant is awarded).

GRANT NAME: MDH Infrastructure **GRANT PERIOD:** 07/01/23
(if known) (begin date)
GRANTOR: MDH 06/30/2024
(end date)
FUND: 230 **AGENCY:** 233999 **GRANT:** 23383 **GRANT YEAR:** 2023

Indicate the source of funds—*(check all that apply)*

Local—Object Code: _____ Amount: _____ Amount: _____
(Apply) (Accept)

Local Agency: _____

State—Object Code: 530508 Amount: \$60,000.00 Amount: \$60,000.00
(Apply) (Accept)

State Agency: _____ Award #: _____

Federal—Object Code: _____ Amount: _____ Amount: _____
(Apply) (Accept)

Grant Agreement (State Contract) #: _____
(if federal dollars are passed through state)

Federal Agency: _____ CFDA#: _____

Federal Agency: _____ CFDA#: _____
(if applicable) (if applicable)

Federal Agency: _____ CFDA#: _____
(if applicable) (if applicable)

TOTAL GRANT AMOUNT: \$60,000.00

Expenditure for match amount should be moved into grant code. However, if this is *not* possible, indicate where expenditures will be accounted for.

FUND: _____ AGENCY: _____ OBJECT: _____ PROJECT: _____ AMOUNT: _____
 FUND: _____ AGENCY: _____ OBJECT: _____ PROJECT: _____ AMOUNT: _____
 FUND: _____ AGENCY: _____ OBJECT: _____ PROJECT: _____ AMOUNT: _____

TOTAL MATCH AMOUNT: _____

ACCOUNTING STAFF *(who is primarily responsible for fiscal oversight of grant):*

NAME: Neil Hardy PHONE: 218 726 2148

DEPARTMENT CONTACT *(who is primarily responsible for program/project outcomes of grant):*

NAME: Amy Westbrode PHONE: 45267

****IMPORTANT****

Please submit this document (SECTION I) to the department contact, providing direction regarding which form should be completed.

- New *(first-time submitted)* or previously-submitted grant—**Complete Form A**
- Request for recurring grant to be included in December Budget Resolution*—**Complete Form B**
- Request for amendment of previously adopted Board Resolution—**Complete Form C**

*Departments must complete **Form B** for any grant (of any amount) that is included in the proposed budget.

SECTION II—APPROVAL (to be completed by department contact)

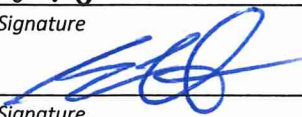
Form B (Request for recurring grant of any amount to include in December Budget Resolution)

PURPOSE: Request to include grant in December Budget Resolution—

DEADLINE: Signatures must be submitted by November 1.

STEP #1: Obtain authorization to include grant award in December Budget Resolution—

Dept. Head Authorization:  7.19.23
Signature Date

Administrator Authorization:  7.20.23
Signature Date

Auditor Authorization: _____
Signature Date

STEP #2: Submit **Section I and II** (*Form B*) of this “Grant Approval Form” to the Auditor’s Office to ensure the grant is listed on the December Budget Resolution.

Follow-up information to record—(once grant award notification has been received)

DEADLINE: The following must be completed when the information becomes available:

STEP #3: Record December Budget Resolution Number and Date Adopted.

Board Resolution #: _____ **Date Adopted:** _____

STEP #4: Give grant contract (once received) to County Attorney’s Office for review.

Reviewed by: _____
Attorney Name Date

Damion #: _____

STEP #5: Ensure proper documentation is entered into the system, and the appropriate parties are notified.

DEPARTMENT CONTACT: Submit **Section I and II** (*Form B*) of this “Grant Approval Form,” along with all grant documents (application, award notification, contract, etc.) to the accounting staff person to ensure the grant award matches what is in the financial system.

****IMPORTANT****

If the actual grant award amount differs from the amount listed in the December Budget Resolution, complete **Form C**.

ACCOUNTING STAFF: Ensure the grant award amount matches what is in the financial system. If the grant award amount does NOT match what is in the system, instruct the department contact to complete **Form C**. If this grant includes federal funding, please send an electronic copy of **Section I and II** (*Form B*) of this “Grant Approval Form” as notification to wehselerh@stlouiscountymn.gov with “Federal Funds” in the *Subject* of the e-mail.

Exhibit A
GRANT APPROVAL FORM

This form must be completed for any and all grants.

SECTION I—GRANT INFORMATION (to be completed by department's assigned accounting staff)

Please Note: It is acceptable that some details are later added (once the grant is awarded).

GRANT NAME: CDC Infrastructure **GRANT PERIOD:** 03/06/23
(if known) (begin date)
GRANTOR: CDC 11/30/2027
(end date)
FUND: 230 **AGENCY:** 233999 **GRANT:** 23386 **GRANT YEAR:** 2023

Indicate the source of funds—(check all that apply)

Local—Object Code: _____ Amount: _____ Amount: _____
(Apply) (Accept)

Local Agency: _____

State—Object Code: _____ Amount: _____ Amount: _____
(Apply) (Accept)

State Agency: _____

Award #: _____

Federal—Object Code: 541963 Amount: \$231,018.00 Amount: \$231,018.00
(Apply) (Accept)

Grant Agreement (State Contract) #: _____
(if federal dollars are passed through state)

Federal Agency: CDC **CFDA#:** _____

Federal Agency: _____ **CFDA#:** _____
(if applicable) (if applicable)

Federal Agency: _____ **CFDA#:** _____
(if applicable) (if applicable)

TOTAL GRANT AMOUNT: \$231,018

Expenditure for match amount should be moved into grant code. However, if this is *not* possible, indicate where expenditures will be accounted for.

FUND: _____ AGENCY: _____ OBJECT: _____ PROJECT: _____ AMOUNT: _____
FUND: _____ AGENCY: _____ OBJECT: _____ PROJECT: _____ AMOUNT: _____
FUND: _____ AGENCY: _____ OBJECT: _____ PROJECT: _____ AMOUNT: _____

TOTAL MATCH AMOUNT: _____

ACCOUNTING STAFF (who is primarily responsible for fiscal oversight of grant):

NAME: Neil Hardy PHONE: 218 726 2148

DEPARTMENT CONTACT (who is primarily responsible for program/project outcomes of grant):

NAME: Amy Westbrook PHONE: X 5267

****IMPORTANT****

Please submit this document (SECTION I) to the department contact, providing direction regarding which form should be completed.

- New (first-time submitted) or previously-submitted grant—**Complete Form A**
- Request for recurring grant to be included in December Budget Resolution*—**Complete Form B**
- Request for amendment of previously adopted Board Resolution—**Complete Form C**

*Departments must complete **Form B** for any grant (of any amount) that is included in the proposed budget.

SECTION II—APPROVAL (to be completed by department contact)

Form B (Request for recurring grant of any amount to include in December Budget Resolution)

PURPOSE: Request to include grant in December Budget Resolution—

DEADLINE: Signatures must be submitted by November 1.

STEP #1: Obtain authorization to include grant award in December Budget Resolution—

Dept. Head Authorization:	 _____ <i>Signature</i>	<u>7.19.23</u> _____ <i>Date</i>
Administrator Authorization:	 _____ <i>Signature</i>	<u>7.20.23</u> _____ <i>Date</i>
Auditor Authorization:	_____ <i>Signature</i>	_____ <i>Date</i>

STEP #2: Submit **Section I and II** (*Form B*) of this “Grant Approval Form” to the Auditor’s Office to ensure the grant is listed on the December Budget Resolution.

Follow-up information to record—(once grant award notification has been received)

DEADLINE: The following must be completed when the information becomes available:

STEP #3: Record December Budget Resolution Number and Date Adopted.

Board Resolution #: _____ **Date Adopted:** _____

STEP #4: Give grant contract (once received) to County Attorney’s Office for review.

Reviewed by: _____
Attorney Name *Date*

Damion #: _____

STEP #5: Ensure proper documentation is entered into the system, and the appropriate parties are notified.

DEPARTMENT CONTACT: Submit **Section I and II** (*Form B*) of this “Grant Approval Form,” along with all grant documents (application, award notification, contract, etc.) to the accounting staff person to ensure the grant award matches what is in the financial system.

****IMPORTANT****

If the actual grant award amount differs from the amount listed in the December Budget Resolution, complete **Form C**.

ACCOUNTING STAFF: Ensure the grant award amount matches what is in the financial system. If the grant award amount does NOT match what is in the system, instruct the department contact to complete **Form C**. If this grant includes federal funding, please send an electronic copy of **Section I and II** (*Form B*) of this “Grant Approval Form” as notification to wehselerh@stlouiscountymn.gov with “Federal Funds” in the *Subject* of the e-mail.



St. Louis County Board of Commissioners Request for Board Action 23 - 296

Committee: **Public Works & Transportation**
From: James T. Foldesi, Public Works Director/
Highway Engineer
Reviewed by: Kevin Z. Gray, County Administrator

Date: July 25, 2023

Attachments: yes no
Consent: yes no

ITEM: State Contract Purchase of Nine All-Wheel Drive SUVs

Background/Overview:

The St. Louis County Public Works Motor Pool needs to replace aging and failing pool vehicles. Supply chain issues have caused Public Works to be unable to procure SUVs through traditional methods. Public Works received Board approval in November 2022 to lease 50 light duty trucks for similar reasons. At that time, Public Works indicated it would continue to pursue purchasing vehicles via traditional methods when opportunities were presented. The proposed purchase follows through on that commitment.

North Country GM of Hibbing was able to secure the delivery of nine all-wheel drive SUVs that will meet the needs of the Motor Pool. These vehicles are available to St. Louis County on the State Contract. The dealership is giving Public Works the first opportunity to purchase these vehicles. The Public Works Department is recommending the purchase of these nine Chevrolet Equinox all-wheel drive SUVs.

The Public Works Motor Pool vehicle inventory currently operates 143 vehicles. Depending on the adopted budget, vehicle condition, and market conditions, the Department plans for the replacement of multiple units each year. For the last three years, supply chain issues have not allowed Public Works to follow the typical replacement program and thus a backlog has developed. The 9 SUVs secured by North Country GM will help address the backlog.

The SUVs proposed for replacement this year are used for transportation needs for all County Departments. The condition of these vehicles is poor due to age and costs associated with the maintenance of vehicles that are past the optimal life cycle replacement period.

Policy Objectives:

The vehicles requested have been solicited under the State of Minnesota utilizing Minn. Stat. §471.345, Uniform Municipal Contracting Law. The County's Purchasing Policy further allows for the acquisition of the vehicles under the State Contract. The County did not conduct a formal bid or quote process as it is not required when purchasing under the State contract.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

The 2023 adopted budget included funding for the replacement of nine SUVs. The total budget for the replacement of these vehicles is adequate to cover the total cost of \$268,993. The funds will come from the Public Works Motor Pool Fund (Fund 715). Using the State of Minnesota contract the vehicles are available at a price of \$27,993.60 each. 6.5% State Motor Vehicle tax will apply to this purchase and will total \$1,819.59 per vehicle. Title and licensing fees will total

approximately \$55.00 per vehicle. Excise tax will total \$20.00 per vehicle, for a total cost of approximately \$29,888.19 per vehicle.

Recommendation:

It is recommended that the St. Louis County Board authorize the purchase of nine SUVs from North Country GM of Hibbing, MN, in the amount of \$268,993.71 payable from Fund 715, Agency 715001, and Object 666100.

State Contract Purchase of Nine All-Wheel Drive SUVs

BY COMMISSIONER _____

WHEREAS, The Public Works Motor Pool 2023 vehicle budget includes nine SUVs; and

WHEREAS, North Country GM of Hibbing, MN responded with the State of Minnesota contract price for nine SUVs, of \$268,993.71

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of nine SUVs from North Country GM of Hibbing, MN for \$268,993.71, payable from Fund 715, Agency 715001, Object 666100.



St. Louis County Board of Commissioners
Request for Board Action 23 - 297

Committee:	Public Works & Transportation	Date:	July 25, 2023
From:	James T. Foldesi, Public Works Director/ Highway Engineer	Attachments:	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
Reviewed by:	Kevin Z. Gray, County Administrator	Consent:	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

**ITEM: Amendment 1: 2023 Liquid Surface Treatment (Calcium Chloride/
Magnesium Chloride)**

Background/Overview:

On Tuesday, May 9, 2023 the Public Works Department received authorization from the St. Louis County Board to enter into a contract with EnviroTech Services, Inc. of Greeley, CO, to provide delivery and application of calcium chloride liquid surface treatment services at a total cost of \$1,125,000 plus \$100,000 for alternates for a total cost of \$1,225,000, payable from Fund 200, Agency 207001, Object 653400.

Due to dry conditions and numerous complaints, Public Works has determined increasing the application of liquid calcium chloride on gravel roads by 160,000 gallons will allow the department to appropriately treat roads impacted. To date, the full 900,000 gallons of chloride allowed by contract has been successfully applied. The additional gallons being requested would be allocated equally between each maintained district and would allow treatment on lower traffic roads impacted by adverse weather conditions. There is not a need to increase the contracted amounts specific to alternate deductions offered within the original contract.

Policy Objectives:

The project was bid and negotiated in accordance with the County's purchasing rules. Further, the County's purchasing rules requires that any individual change order greater than \$150,000 receive Board approval.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

The Department's adopted 2023 budget includes an additional \$200,000 for the purchase of Liquid Calcium Chloride payable from Fund 200, Agency 207001, Object 653400.

Recommendation:

It is recommended that the St. Louis County Board authorize the appropriate personnel to amend Contract 5912 with EnviroTech Services, Inc. of Greeley, CO, to provide delivery and application of calcium chloride liquid surface treatment services for an additional \$200,000.00, bringing the new contract value to an amount not to exceed \$1,425,000.00 payable from Fund 200, Agency 207001, Object 653400.

Amendment 1: 2023 Liquid Surface Treatment (Calcium Chloride/ Magnesium Chloride)

BY COMMISSIONER _____

WHEREAS, A Request for Bids has been issued and received by the St. Louis County Purchasing Division for Bid #5912 - 2023 Liquid Surface Treatment (Calcium Chloride/Magnesium Chloride), requesting services to furnish and apply 900,000 gallons of liquid calcium chloride; and

WHEREAS, The St. Louis County Board previously authorized the St. Louis County Purchasing Division to enter into contract with EnviroTech Services, Inc. of Greeley, CO, for 900,000 gallons of 38% liquid calcium chloride delivered and applied for the bid price of \$1.25 cents per gallon with a total cost of \$1,125,000 plus \$100,000 for alternates for a total cost of \$1,225,00.00, payable from Fund 200, Agency 207001, Object 653400; and

WHEREAS, Public Works has determined that it is necessary to increase the original contract value by \$200,000.00 for an additional 160,000 gallons of liquid calcium chloride to allow the department to appropriately treat roads impacted by drier than normal weather conditions and provides a reasonable solution to numerous complaints made by the public.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the St. Louis County Purchasing Division to amend Contract 5912 with EnviroTech Services, Inc. of Greeley, CO, for 1,100,000 gallons of 38% liquid calcium chloride delivered and applied for the bid price of \$1.25 cents per gallon, plus \$100,000.00 for alternates bringing the total contract cost to an amount not to exceed \$1,425,000, payable from Fund 200, Agency 207001, Object 653400.



St. Louis County Board of Commissioners Request for Board Action 23 - 298

Committee: **Public Works & Transportation**
From: James T. Foldesi, Public Works Director /
Highway Engineer
Reviewed by: Kevin Z. Gray, County Administrator

Date: July 25, 2023
Attachments: yes no
Consent: yes no

ITEM: Apply for Federal Highway Administration (FHWA) Promoting Resilient Operations for Transformative, Efficient, and Cost-Savings Transportation (PROTECT) Discretionary Program grant opportunity for CSAH 61 Reinforced Soil Slope Project (CP 0061-726178)

Background/Overview:

During a spring 2022 flooding event, a portion of CSAH 61 (Scenic North Shore Drive) located at the New Scenic Café restaurant experienced sloughing and hillside slope movement which has encroached into CSAH 61 foundation. Distress in pavement cracking and settlement has been documented. An emergency repair on this section of road, approximately 185' in length, was completed in the fall of 2022.

The County is pursuing a permanent landslide repair along approximately 1,500' of CSAH 61 from northbound shoulder to the shoreline of Lake Superior. The County has acquired geotechnical exploration borings information, completed by American Engineering Testing (AET), and hired Gal-Tec Engineering to prepare a slope remediation design based on the exploration and site conditions. Slope remediation will utilize natural infrastructure (riprap, select granular embankment, crushed filter rock) plus layers of geogrid reinforcement for a Reinforced Soil Slope (RSS) design. In addition to the slope remediation work, three (3) centerline pipe culverts will be replaced and two (2) centerline pipe culvert outlets will be reconstructed to improve stormwater runoff into Lake Superior.

Over the past two (2) years, the City of Duluth and County has conducted a coastal infrastructure and resilience research project funded by a FEMA Hazard Mitigation grant. The research project identified vulnerable shoreline areas, evaluated mitigation measures, and provided mitigation alternatives per area site. The report identified 20 sites along Lake Superior shoreline extending from the City of Duluth to St. Louis County limits. Our proposed RSS project is one (1) of the 20 identified sites.

For the PROTECT Discretionary Grant Program, the Federal share of an eligible project shall not exceed 80 percent (%) of the total cost of the project. Eligible project costs include developmental phase activities (planning, environmental review, prelim engineering, design), right-of-way acquisition, and construction. Total project costs are estimated to be \$5,900,000. If selected, FHWA could provide up to 80% of the project costs (\$4,720,000) the County would need to agree to provide up to \$1,180,000 to cover the 20% grant match.

Policy Objectives:

Chapter 11 (Grant Management) of the St. Louis County Board Policy Manual requires specific financial and cost information be provided to the Board prior to applying for and/or accepting a grant.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

St. Louis County estimates a total project cost of \$5,900,000. Eligible project costs include developmental phase activities (planning, environmental review, prelim engineering, design), right-of-way acquisition, and construction. Upon selection and acceptance of award, St. Louis County is to provide up to \$1,180,000 to cover the 20% grant match for this project. FHWA's share shall not exceed 80% of the total project costs.

Recommendation:

It is recommended that the St. Louis County Board authorize the appropriate County officials to apply for the FHWA PROTECT Discretionary Program grant opportunity and upon selection provide a funding match of up to \$1,180,000 for the CSAH 61 Reinforced Soil Slope Project, further identified as CP 0061-726178.

Apply for Federal Highway Administration (FHWA) Promoting Resilient Operations for Transformative, Efficient, and Cost-Savings Transportation (PROTECT) Discretionary Program grant opportunity for CSAH 61 Reinforced Soil Slope Project (CP 0061-726178)

BY COMMISSIONER _____

WHEREAS, The Public Works department is pursuing a permanent landslide repair consisting of natural infrastructure (riprap, select granular embankment, crushed filter rock) and layers of geogrid reinforcement to create a Reinforced Soil Slope (RSS) design along approximately 1,500' of CSAH 61 from northbound shoulder to the shoreline of Lake Superior; and

WHEREAS, The proposed project is eligible for the Federal Highway Administration (FHWA) Promoting Resilient Operations for Transformative, Efficient, and Cost-Savings Transportation (PROTECT) Discretionary Program grant opportunity; and

WHEREAS, The total eligible project costs are estimated to be \$5,900,000; and

WHEREAS, FHWA Federal share shall not exceed 80 percent (%) of the total eligible project costs; and

WHEREAS, Upon selection and acceptance of award, St. Louis County is obligated to provide a 20% grant match of up to \$1,180,000; and

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate County officials to apply for the FHWA PROTECT Discretionary Program grant opportunity for the CSAH 61 Reinforced Soil Slope Project (CP 0061-726178).

RESOLVED FURTHER, Upon selection and acceptance of award, St. Louis County is authorized to provide funding for the 20% grant match.



St. Louis County Board of Commissioners Request for Board Action 23 - 299

Committee: **Public Works & Transportation**
From: James T. Foldesi, Public Works Director /
Highway Engineer
Reviewed by: Kevin Z. Gray, County Administrator

Date: July 25, 2023

Attachments: yes no
Consent: yes no

ITEM: Apply for Minnesota Board of Water and Soil Resources (BWSR) grant for Woodland Avenue Green Infrastructure Project (CP 0009-689681)

Background/Overview

In 2021, St. Louis County Public Works staff identified an opportunity to reduce the environmental impacts of urban stormwater that discharges untreated from a Woodland Avenue storm sewer to Tischer Creek in City of Duluth's Hartley Park. Pursuant to County Board Resolution No. 21-640, dated November 16, 2021, the County has entered into an agreement with the US Department of the Army Corps of Engineers (USACE) to accept grant funding to cover 75% of project design and construction costs. The initial agreement anticipated a grant amount of \$600,000 for construction of green infrastructure to be located adjacent to Woodland Avenue. The grant award is entitled "Tischer Creek Project."

Over the past year the project team (County, City and consultant) worked closely to prioritize project objectives, complete a conceptual design phase, and begin preparing full plans and specifications. Four primary alternatives were evaluated during an extensive conceptual design phase. Alternatives included one that minimized earth work and associated costs but would require significant wetland impacts; two that reduced wetland impacts but provided minimal treatment capacity; and one that avoided nearly all wetland impacts while maximizing treatment capacity and water quality benefits (Alternative 4). The project team concluded that Alternative 4 best meets the project objectives.

Bolton & Menk, Inc. estimated the construction cost of the preferred alternative to be approximately \$1,500,000. To account for costs associated with design and rising construction costs, County staff aims to establish total funding of \$2,000,000 for the project. It is proposed to cover most of the project cost via state and federal grants.

Policy Objectives:

Chapter 11 (Grant Management) of the St. Louis County Board Policy Manual requires specific financial and cost information be provided to the Board prior to applying for and/or accepting a grant.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

Board Resolution No. 21-640 authorizes St. Louis County to provide up to \$200,000 to cover the 25% grant match for this project. St. Louis County estimates a total project cost of \$2,000,000; USACE has agreed to provide the County up to \$1,500,000. County staff have identified a Minnesota Board of Water and Soil Resources (BWSR) grant opportunity that, if selected, could

provide up to \$500,000 toward construction costs, with the federal funding providing the required state match and vis versa. The total County responsibility is estimated to be \$50,000.

Recommendation:

It is recommended that the St. Louis County Board authorize the appropriate County officials to apply for a state funding match of up to \$500,000 from the Minnesota Board of Water and Soil Resources (BWSR) for the Woodland Avenue green infrastructure project, further identified as CP 0009-689681.

Apply for Minnesota Board of Water and Soil Resources (BWSR) grant for Woodland Avenue Green Infrastructure Project (CP 0009-689681)

BY COMMISSIONER _____

WHEREAS, The Public Works department has identified an opportunity to reduce the environmental impacts of urban stormwater that discharges untreated from a Woodland Avenue storm sewer to Tischer Creek in the City of Duluth's Hartley Park; and

WHEREAS, The total project costs are estimated to be \$2,000,000, and

WHEREAS, A federal grant with the Department of the Army (USACE) has been secured for up to \$600,000, and is in the process of being amended to provide an additional \$900,000, for a total of \$1,500,000; and

WHEREAS, St. Louis County is obligated to provide a 25% match and has been approved on Board Resolution No. 21-640 to provide up to \$200,000; and

WHEREAS, The Public Works department has identified a Minnesota Board of Water and Soil Resources (BWSR) grant opportunity that, if selected, could provide up to \$500,000 toward construction costs for the Woodland Avenue green infrastructure project.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate County officials to apply for the Minnesota Board of Water and Soil Resources (BWSR) grant for the Woodland Avenue green infrastructure project, further identified as CP 0009-689681.

RESOLVED FURTHER, That advancement of this project to construction is contingent on securing additional grant funding for the 25% match, to limit St. Louis County's financial responsibility.



St. Louis County Board of Commissioners Request for Board Action 23 - 300

Committee:	Public Works & Transportation	Date:	July 25, 2023
From:	James T. Foldesi, Public Works Director / Highway Engineer	Attachments:	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
Reviewed by:	Kevin Z. Gray, County Administrator	Consent:	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

ITEM: Accept Additional Federal Funds from the Department of the Army for CP 0009-689681 (“Tischer Creek Project”)

Background/Overview:

In 2021, St. Louis County Public Works staff identified an opportunity to reduce the environmental impacts of urban stormwater that discharges untreated from a Woodland Avenue storm sewer to Tischer Creek in City of Duluth’s Hartley Park. Pursuant to County Board Resolution No. 21-640 dated November 16, 2021, the County has entered into an agreement with the US Department of the Army Corps of Engineers (USACE) to accept grant funding to cover 75% of project design and construction costs. The initial agreement anticipated a grant amount of \$600,000 for construction of green infrastructure to be located adjacent to Woodland Avenue. The grant award is entitled “Tischer Creek Project.”

In May 2022 the County and City selected Bolton & Menk as the best qualified consultant to provide engineering and ecological design services for the project. Pursuant to County Board Resolution No. 22-401 dated July 26, 2022, the County entered into a professional services agreement with Bolton & Menk.

Over the past year the project team (County, City and consultant) worked closely to prioritize project objectives, complete a conceptual design phase, and begin preparing full plans and specifications. Four primary alternatives were evaluated during an extensive conceptual design phase. Alternatives included one that minimized earth work and associated costs but would require significant wetland impacts; two that reduced wetland impacts but provided minimal treatment capacity; and one that avoided nearly all wetland impacts while maximizing treatment capacity and water quality benefits (Alternative 4). The project team concluded that Alternative 4 best meets the project objectives.

Bolton & Menk, Inc. estimated the construction cost of the preferred alternative to be approximately \$1,500,000. To account for costs associated with design and rising construction costs, County staff aims to establish total funding of \$2,000,000 for the project. County staff propose to cover the majority of the project cost via state and federal grants. USACE has agreed to provide the County up to \$1,500,000. County staff have identified a Minnesota Board of Water and Soil Resources (BWSR) grant opportunity that, if selected, could provide up to \$500,000 toward construction costs, with the federal funding providing the required state match and visa versa. While this increases the County’s 25% grant match obligation, advancement of this project to construction is contingent on securing additional grant funding to limit St. Louis County’s financial responsibility. Staff estimate that the total cost to the County will be \$50,000 or less (25% match incurred during the 2022 – 2023 design process).

The selected approach, for which the consultant has begun preparing plans and specifications, is expected to treat at least ten times more runoff for approximately 2.5 times the cost of the treatment system anticipated when the project began. As such, in addition to greater environmental benefit, the project has become more cost-effective.

Policy Objectives:

County Board Resolution No. 21-640, dated November 16, 2021 authorizes an agreement between the County and the US Department of the Army Corps of Engineers (USACE) to accept grant funding that will cover 75% of project design and construction costs.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

Board Resolution No. 21-640 authorizes St. Louis County to provide up to \$200,000 to cover the 25% grant match for this project. St. Louis County estimates a total project cost of \$2,000,000; USACE has agreed to provide the County up to \$1,500,000. County staff have identified a Minnesota Board of Water and Soil Resources (BWSR) grant opportunity that, if selected, could provide up to \$500,000 toward construction costs, with the federal funding providing the required state match and vis versa. The total County responsibility is estimated to be \$50,000.

Recommendation:

It is recommended that the St. Louis County Board authorize the appropriate County officials to accept an additional \$900,000 in federal grant funding from the Department of the Army (USACE). The funds received from the Department of the Army will be receipted into Fund 220, Agency 220653, Object 540982.

**Accept Additional Federal Funds from the Department of the Army for CP 0009-689681
("Tischer Creek Project")**

BY COMMISSIONER _____

WHEREAS, St. Louis County Public Works was awarded a grant from the Department of the Army in 2021 for construction of green infrastructure on Woodland Avenue. Pursuant to County Board Resolution 21-640, the Public Works department entered into an agreement with the Department of the Army to accept grant funds in the amount of \$600,000 with a required 25% match and coverage of all overages. The project is further identified as CP 0009-689681 ("Tischer Creek Project"); and

WHEREAS, The scope of the "Tischer Creek Project" has expanded significantly, requiring additional funding to advance to construction. With a total estimated project cost of \$2,000,000, the Department of the Army has agreed to increase the federal grant amount, providing St. Louis County Public Works up to \$1,500,000; and

WHEREAS, Advancement of this project to construction is contingent on securing additional grant funding for the 25% match, to limit St. Louis County's financial responsibility.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board accepts additional federal grant funds in the amount of \$900,000, increasing the total federal grant amount to \$1,500,000. Funds from the Department of the Army will be receipted into Fund 220, Agency 220653, Object 540982.



St. Louis County Board of Commissioners Request for Board Action 23 - 301

Committee: **Finance & Budget**

Date: July 25, 2023

From: Mary Tennis, Director, Depot & Extension

Attachments: yes no

Reviewed by: Kevin Z. Gray, County Administrator

Consent: yes no

ITEM: Permission to Enter into Negotiations for Tenant Lease Agreements at The Depot

Background/Overview:

In May 2023, St. Louis County issued a Request for Proposals (RFP) for the use of space at The Depot beginning January 1, 2024. The County issued the RFP to comply with Minn. Stat. § 373.01, St. Louis County Purchasing Rules, and to ensure use of space within the 130-year-old building aligns with The Depot Mission and Vision Statements.

The 2022 RFP addressed only calendar year 2023 because at the time it was released St. Louis County had a pending state bonding request for significant capital improvement projects at The Depot that would have impacted tenant operations in 2023. Another RFP for calendar-year 2024 and beyond was required. Proposed capital projects are still pending funding requests and lease terms will take this into account.

The County received six (6) responses to the RFP. The respondents included:

- Duluth Superior Symphony Association
- Duluth Art Institute
- Lake Superior Railroad Museum
- Minnesota Ballet
- Depot Foundation
- St. Louis County Historical Society

A selection committee consisting of representatives of County Commissioners and staff was assembled for this process. The Committee evaluated the proposals utilizing the processes required under the County's Purchasing Rules and applying the criteria established in the RFP by the Selection Team. Proposals were evaluated based on a number of criteria including intended use of space, rental rate, alignment with the Mission and Vision Statements of the Depot, organization specific questions, facility related questions and references.

Regarding rental rates, the RFP contained a required minimum rental rates of \$4.97/sq.ft/year for non-profit organizations and \$8.16/sq.ft/year for for-profit organizations. The required minimum rates were established by the Selection Team upon review of the operating costs of The Depot and with the goal of making The Depot financially sustainable. Even at the required minimum rental rates, St. Louis County taxpayers will be providing significant subsidies to the recommended organizations.

The Selection Team recommendations for terms beginning January 1, 2024 are as follows:

- Depot Foundation: permission to negotiate and enter lease for current spaces;
- Duluth Art Institute: proposal rejected;
- Lake Superior Railroad Museum: permission to negotiate and enter lease for 43,201 square feet of space, consistent with current lease, with additional areas being used by LSRM not subject to current lease being added;
- Minnesota Ballet: permission to negotiate and enter lease for current spaces and the theatre box office;
- Duluth Superior Symphony Association: permission to negotiate and enter lease for current spaces;
- St. Louis County Historical Society: permission to negotiate and enter lease for current spaces.

Robust discussions amongst the Selection Team led to these recommendations, with difficult decisions being made regarding Duluth Art Institute and the request of LSRM for the space formerly known as the Underground Theatre, now Studio 4.

Regarding the Duluth Art Institute, the Selection Team recommends rejecting the DAI proposal and ending DAI's tenancy in The Depot based on the nature of the space does not align with the needs of the organization, which has caused issues related to their tenancy, insufficient proposed rental rate (\$3.61/sq.ft/year), and the need for flex space to be used during capital improvement projects and for temporary rotating exhibits during other times.

Regarding LSRM's request for the space now known as Studio 4, the Selection Team recommends Studio 4 remain with the Minnesota Ballet. Since January 1, Minnesota Ballet has held several events, programs, and performances in Studio 4 for the benefit of the building's Mission and the community as a whole. The current use and commitment to public engagement is the best use of this space according to the building's Mission and Vision. LSRM has not shown a state of readiness to erect the Seacrest beyond what they had last year, nor has LSRM adequately addressed the fact Studio 4 cannot house the entirety of the Seacrest Model Train.

Throughout this process, the Selection Team was guided by the idea St. Louis County has an obligation to steer The Depot towards a point of a healthier, more sustainable financial future.

Policy Objectives:

Minn. Stat. § 373.01 requires a competitive bidding process be used for all leases of government owned property anticipated to be in excess of \$15,000 per year. St. Louis County Purchasing Rules were followed.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

The suggested minimum rates of \$8.16/sq ft/year for for-profits and \$4.97/sq ft/year for non-profits were established by the Selection Team upon review of the operating costs of The Depot and a goal of getting The Depot to a healthier, more sustainable, financial state. Even at the suggested minimum rental rates, St. Louis County taxpayers will be providing significant subsidies to the recommended organizations.

Recommendation:

It is recommended that the St. Louis County Board authorize appropriate County staff to negotiate and enter lease agreements, for calendar-year 2024 and beyond, consistent with the recommendations provided by the Selection Team.

It is further recommended the Depot Operations Committee be authorized to implement future RFPs as may be needed.

Permission to Enter into Negotiations for Tenant Lease Agreements at The Depot

BY COMMISSIONER _____

WHEREAS, Minn. Stat. § 373.01 and St. Louis County Purchasing Rules require a competitive bidding process for the lease of county owned property;

WHEREAS, a Request for Proposals was completed and the Selection Team made its recommendations;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes Depot appropriate County staff to negotiate and enter into leases for space within The Depot consistent with the recommendations of the Selection Team as follows:

- Depot Foundation: permission to negotiate and enter lease for current spaces;
- Duluth Art Institute: proposal rejected;
- Lake Superior Railroad Museum: permission to negotiate and enter lease for 43,201 square feet of space, consistent with current lease, with additional areas being used by LSRM not subject to current lease being added;
- Minnesota Ballet: permission to negotiate and enter lease for current spaces and the theatre box office;
- Duluth Superior Symphony Association: permission to negotiate and enter lease for current spaces;
- St. Louis County Historical Society: permission to negotiate and enter lease for current spaces.

RESOLVED FURTHER, That the St. Louis County Board authorizes the Depot Operations Committee to implement competitive bidding processes as needed in the future.



St. Louis County Board of Commissioners Request for Board Action 23 - 302

Committee: **Finance & Budget**

Date: July 25, 2023

From: Mary Garness, Director
Public Records & Property Valuation
David L. Sipila, County Assessor

Attachments: yes no

Reviewed by: Kevin Z. Gray, County Administrator

Consent: yes no

ITEM: Abatement List for Board Approval

Background/Overview:

An abatement is an administrative process to correct errors and injustices in assessed valuation or classification. It is not part of the property tax appeal process.

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

Property owners must submit a written application to be considered for a property tax abatement. Completed applications have been submitted for the attached list of properties.

Policy Objectives:

Minn. Stat. § 375.192 provides the Board with statutory authority to grant abatements that have been approved by the County Assessor and County Auditor. The St. Louis County Real Property Tax Abatement Policy, adopted in 2016, further details the County's process to address property tax abatements.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

The total reduction in property tax, not including processing fees, is included on the attached list for each abatement. Each entry also includes a notation indicating whether a processing fee is required, according to County policy.

Recommendation:

It is recommended that the St. Louis County Board approve the list of applications for abatement dated August 1, 2023.

Abatement List for Board Approval

BY COMMISSIONER _____

RESOLVED, That the St. Louis County Board approves the applications for abatement, correction of assessed valuations and taxes plus penalty and interest, and any additional accrual, identified in County Board File No. 61875.



Abatements Submitted for Approval by the St. Louis County Board

August 1, 2023

AUD. NO.	PARCEL ID	TAXPAYER NAME	LOCATION	APPRAISER	REASON	TAX YR.	FEE	REDUCTION
000825	020-0106-00170	DUBOVICH, PAMELA	CHISHOLM	BEN THOMAS	HOMESTEAD	2023	Y	\$796.00
000826	020-0150-00890	BUSBY, FELICIA	CHISHOLM	BEN THOMAS	HOMESTEAD	2023	Y	\$896.00
000827	030-0330-00450	PREBLICH, MICHAEL	ELY	PAUL CHERRY	HOMESTEAD	2023	Y	\$784.00
000828	080-0010-00030	DALE, JOSEPH	TOWER	ANDREW OLSON	HOMESTEAD	2023	Y	\$822.00
000829	100-0080-00382	WALBURN, ZACHARY & ROSE	AURORA	BRIAN GRAHEK	HOMESTEAD	2023	Y	\$962.00
000830	105-0051-00300	MORAVITZ, SHEILA	BABBITT	ANDREW OLSON	HOMESTEAD	2023	Y	\$840.00
000831	141-0010-00300	ORBITA, GIOVANNI & KRISTINE	HIBBING	BEN THOMAS	HOMESTEAD	2023	Y	\$500.00
000832	142-0024-03060	WEHRMAN, AMANDA	HOYT LAKES	ANDREW OLSON	HOMESTEAD	2023	Y	\$830.00
000833	142-0024-05540	CARLSON, KELLY & AARON	HOYT LAKES	ANDREW OLSON	HOMESTEAD	2023	Y	\$702.00
000834	235-0030-04860	OIKARI, RONALD	BALKAN	BEN THOMAS	HOMESTEAD	2023	Y	\$736.00
000835	285-0010-01380	FROEHLICH, LARRY & SUSAN	CEDAR VALLEY	BRIAN GRAHEK	AGRICULTURAL	2023	Y	\$950.00
000836	285-0010-01390	FROEHLICH, LARRY & SUSAN	CEDAR VALLEY	BRIAN GRAHEK	AGRICULTURAL	2023	N	\$36.00
000837	285-0010-01430	FROEHLICH, LARRY & SUSAN	CEDAR VALLEY	BRIAN GRAHEK	AGRICULTURAL	2023	N	\$222.00
000838	425-0046-00070	SAISA, JAMES & TAMARA	LEIDING	BETH SOKOLOSKI	HOMESTEAD	2023	Y	\$470.00



St. Louis County Board of Commissioners Request for Board Action 23 - 303

Committee: **Finance & Budget**

Date: July 25, 2023

From: Jerry Hall, Director of Property Management

Attachments: yes no

Reviewed by: Kevin Z. Gray, County Administrator

Consent: yes no

ITEM: Engineering Services for the Reconstruction of the Green Lot – Downtown Duluth

Background/Overview:

The County has identified as part of its Capital Improvement Plan a project to reconstruct the northern half of the Green Lot located across from the Government Services Center in downtown Duluth. The existing lot has very steep grades and the pavement is severely deteriorated.

Property Management, with the assistance of the Purchasing Division, solicited a Request for Proposal (RFP), seeking a qualified contractor to provide all architectural and engineering services related to the reconstruction of the northern half of the Green Lot adjacent to the Government Services Center. Proposals were requested and due on July 7, 2023, with responses submitted from the following firms:

- Windsor Engineering – Duluth, MN
- Northland Consulting, LLC – Duluth, MN
- LHB, Inc. – Duluth, MN

Objective evaluation and review of the received responses found Northland Consulting, LLC of Duluth, Minnesota to be the most qualified to provide the requested services at the lowest proposed project cost of \$111,705.

Policy Objectives:

The project was bid and negotiated in accordance with the County's purchasing rules.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

The architectural and engineering work will be funded by parking fees collected from public and employee parking at the County's downtown Duluth facilities and is available within Fund 100, Agency 128010, Object 626600

Recommendation:

It is recommended that the St. Louis County Board authorize an agreement with Northland Consulting, LLC of Duluth, Minnesota, to provide all architectural and engineering services related to the reconstruction of the northern half of the Green Lot adjacent to the Government Services Center not to exceed \$111,705.00 payable from Fund 100, Agency 128010, Object 626600.

Engineering Services for the Reconstruction of the Green Lot – Downtown Duluth

BY COMMISSIONER _____

WHEREAS, Property Management, with the assistance of the Purchasing Division, solicited a Request for Proposal (RFP), seeking a qualified contractor to provide all architectural and engineering services related to the reconstruction of the northern half of the Green Lot adjacent to the Government Services Center; and

WHEREAS, Proposals were due on July 7, 2023, with responses submitted from the following firms Windsor Engineering – Duluth, MN, Northland Consulting, LLC – Duluth, MN, and LHB, Inc. – Duluth, MN; and

WHEREAS, Objective evaluation and review of the received responses found Northland Consulting, LLC of Duluth, Minnesota to be the most qualified to provide the requested services at the lowest proposed project cost.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the appropriate County officials to enter into an agreement with Northland Consulting, LLC of Duluth, Minnesota, to provide all architectural and engineering services related to the reconstruction of the northern half of the Green Lot adjacent to the Government Services Center not to exceed \$111,705 payable from Fund 100, Agency 128010, Object 626600.



St. Louis County Board of Commissioners
Request for Board Action 23 - 304

Committee: **Public Safety & Correction**
From: Gordon Ramsay, County Sheriff
Reviewed by: Kevin Z. Gray, County Administrator

Date: July 25, 2023
Attachments: yes no
Consent: yes no

ITEM: State Contract Purchase of Four Fleet Pickup Trucks

Background/Overview:

The Sheriff's Department is looking to replace aging fleet, due to the inability to procure vehicles in the accustomed timely fashion. The Sheriff's 2023 equipment budget includes replacement of four medium duty trucks to perform multiple services to meet the needs of the Department. The purchase of four (4) Chevrolet Silverado's are readily available via North County GM, out of Hibbing, MN.

Acquisition: Vehicles have been sourced using the below State of Minnesota Cooperative Purchasing Contracts:

- **MN State Contract Release T-642(5): Trucks: Pickups and Light Duty Vehicles**
 - o North Country GM, out of Hibbing, MN (SWIFT 199799)
- **MN State Contract Release V-30 (5): Vehicle Outfitting – Police Equipment**
 - o Emergency Automotive Technologies, Inc. of Oakdale, MN (SWIFT 144563)

EPA Fuel Economy: Please note that these are estimations, and any actual results will vary for many reasons including driving conditions and how the car was driven, maintained, or modified:

- Chevrolet Silverado 1500 (CK10543) 5.3L, 8cyl, Automatic 10-spd Regular Gasoline
 - o Fuel Economy Average: 17 MPG (16 CITY/20 HIGHWAY)
 - o Fuel Consumption: 5.9 gallons per 100 miles
 - o This vehicle emits 523 grams of CO2 per mile.

Vehicle Outfitting: Please note that these are estimations, and any actual results will vary depending on what the vehicle is used for.

- Two (2) Marked units at \$20,600.00 each, for an Extended total of: \$41,200.00.
- Two (2) Unmarked units at \$16,00.00 each, for an Extended total of: \$32,000.00

Taxes and Fees: Please note that these are estimations, and any actual results may vary due to filing fees and whether plates are "marked" or not.

- Paid to the State of Minnesota:
 - o Filing fees for title/licensing of \$55.00 per vehicle, and
 - o Motor Vehicle Sales Tax (for Unmarked Vehicles) of 6.5%
- Paid to Dealer:
 - o Excise tax at \$20.00

Policy Objectives:

Vehicles requested have been Solicited by the State of Minnesota utilizing MN State Statute 471.345 Uniform Municipal Contracting Law.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

The 2023 adopted capital budget included funding for the replacement of four pickups. The total budget for the replacement of these vehicles is adequate to cover the cost of \$183,500.00 to purchase the four pickup trucks. The funds will come from the St. Louis County Sheriff's Office capital budget, Fund 100, Agency 129003, Object 666300.

Recommendation:

It is recommended that the St. Louis County Board authorize the following purchases of four (4) Chevrolet Silverado 1500 (CK10543), from North County GM, Hibbing, MN, in accordance with the above stated State of Minnesota Contract pricing, inclusive of additional fees and taxes for a total amount of \$183,500.00, payable from Fund 100, Agency 129003, and Object 666300 and \$73,200.00 for outfitting from Fund 100, Agency 129003, and Object 643200.

State Contract Purchase of Four Fleet Pickup Trucks

BY COMMISSIONER _____

WHEREAS, The Sheriff's Office 2023 capital budget includes four (4) pickup trucks;
and

WHEREAS, North Country GM of Hibbing, MN responded with State of Minnesota contract price for four (4) pickup trucks for \$183,500.

THEREFORE, BE IT RESOLVED, The St. Louis County Board authorizes the purchase of Four (4) Chevrolet Silverado 1500 (CK10543) in accordance with the State of Minnesota Contract Pricing as follows:

Two (2) 1500 Crew Cab Trucks, 4WD, 4 Door, (**Chevy Silverado CK10543**) from **North Country GM, of Hibbing, MN**, at the State of Minnesota Contract price of \$46,385.00 each. Additional fees associated with the purchase of this vehicles are as follows: Excise Tax of \$20.00 each, tax exempt, estimated license and registration fees of \$55.00 per unit, and a gear up cost of \$41,200.00, **for a fully loaded acquisition price of \$133,970.00** delivered to EATI, payable from Fund 100, Agency 129003, Object 666300 and 643200 (pickups/vans). **SHERIFF MARKED**

Two (2) 1500 Crew Cab Trucks, 4WD, 4 Door, (**Chevy Silverado CK10543**) from **North Country GM, of Hibbing, MN**, at the State of Minnesota Contract price of \$45,365.000 each. Additional fees associated with the purchase of this vehicles are as follows: Excise Tax of \$20.00 each, 6.5% motor vehicle sales tax of \$2,948.73 per unit, estimated license and registration fees of \$55.00 per unit, and a gear up cost of \$32,000.00, **for a fully loaded acquisition price of \$122,730.00** delivered to EATI, payable from Fund 100, Agency 129003, Object 666300 and 643200 (pickups/vans). **SHERIFF UNMARKED**



St. Louis County Board of Commissioners
Request for Board Action 23 - 305

Committee: **Public Safety & Correction**
From: Gordon Ramsay, County Sheriff
Reviewed by: Kevin Z. Gray, County Administrator

Date: July 25, 2023
Attachments: yes no
Consent: yes no

ITEM: Food Services Contract for the Hibbing and Virginia Lockup Facilities

Background/Overview:

The Purchasing Division prepared a solicitation for the Hibbing and Virginia Lockup Facilities Food Service, Request for Proposals (RFP) 5918-2, to ensure establishment of a new qualified Contractor to provide food services to meet the nutritional needs of inmates and to provide the specified nutritional requirements for a one (1) year term, with four (4) optional annual extensions, provided the Contractor has satisfactorily performed and completed the services, as determined solely by the County.

Hibbing Courthouse, located at 1810 12th Ave East, Hibbing, MN 55746:

Facility is a secure institution, providing 9 beds for detention, average daily population is around 4 detainees that receive breakfast, lunch, and dinner each day.

Virginia Courthouse, located at 300 South 5th Avenue, Virginia, MN 55792:

Facility is a secure institution, providing 13 beds for detention, average daily population is around 5 detainees that receive breakfast, lunch, and dinner each day.

Neither facility has an on-site kitchen available to produce these meals, meals need to be made offsite and delivered. Historically, facilities have been billed together, and as such, the estimated annual purchases for both facilities combined are around \$200,000.00.

The following information indicates the Vendors which had submitted proposals:

BoomTown Brewery & Woodfire Grill of Hibbing, Minnesota

Upon review it was determined that BoomTown Brewery & Woodfire Grill (BoomTown) was the sole Responder whose Proposal best demonstrated, in St. Louis County's sole opinion, the clear capability and capacity to best fulfill the purpose of the Request for Proposals in a cost-effective manner.

Previous solicitations were completed prior to this resulting effort, and may be seen via Board Memo 23-18. The Resulting Contract cost would be \$12.50 per meal. Payment will be made only for services rendered and accepted whether greater or less than any stated amounts.

Policy Objectives:

In accordance with the Minnesota Department of Public Health regulations and Minn. Stat. § 641.15, inmates shall be provided three (3) meals per day, seven days a week. This action must also be in compliance with the Minnesota Department of Health regulations found in the MN Rules

Chapter 4626, as well as the Minnesota Department of Corrections Regulations found in MN Rules Sections 2911.3800 through 2911.4700, or as hereafter amended and adopted.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

There is no specific budgetary impact resulting from the proposed changes. This will be paid from Fund 100, Agency 137002, Object 635500.

Recommendation:

It is recommended that the St. Louis County Board authorize an agreement with BoomTown Brewery & Woodfire Grill, Hibbing, MN, to provide food services at the Hibbing and Virginia lockup facilities for one year, at a cost of \$12.50 per meal, with four optional annual extensions, payable from Fund 100, Agency 137002, Object 635500.

Food Services Contract for the Hibbing and Virginia Lockup Facilities

BY COMMISSIONER _____

WHEREAS, The St. Louis County Sheriff's Office, in tandem with the Purchasing Division, has solicited proposals for the purchase of Hibbing and Virginia lockup Facilities Foodservices in accordance with Minnesota Department of Health, as well as the Minnesota Department of Corrections Regulations, and

WHEREAS, Inmates at these facilities are provided three (3) meals per day, in accordance with the Minnesota Department of Public Health regulations and Minn. Stat. § 641.15

WHEREAS, The Contract may be renewed upon agreement of County and Contractor for four (4) optional one (1) year terms, provided that Contractor has satisfactorily performed the services as determined solely by the County; and

WHEREAS, BoomTown Brewery & Woodfire Grill (BoomTown) was the sole Responder whose Proposal best demonstrated, in St. Louis County's sole opinion, the clear capability and capacity to best fulfill the purpose of the Request for Proposals in a cost-effective manner; and

WHEREAS; The resulting contract cost would be \$12.50 per meal with payment being made only for services rendered and accepted whether greater or less than any stated amounts.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes an agreement with Boomtown Brewery & Woodfire Grill of Hibbing, MN, to provide food services to the Hibbing and Virginia lockup facilities for a one (1) year term, with four (4) optional extensions, at a cost of \$12.50 per meal, from Fund 100, Agency 137002, Object 635500.



St. Louis County Board of Commissioners
Request for Board Action 23 - 306

Committee: **Environment & Natural Resources**
From: Mary Garness, Director
Public Records & Property Valuation
Reviewed by: Kevin Z. Gray, County Administrator

Date: July 25, 2023
Attachments: yes no
Consent: yes no

ITEM: Approval of Registered Land Survey No. 152

Background/Overview:

Pursuant to Minn. Stat. § 508.47, the Registrar of Titles is authorized to require a Registered Land Survey to rename parcels where legal descriptions have become unmanageable. Chris Mattila, Minnesota Licensed Land Surveyor No. 51766, has submitted the final prints and they have been approved by the County Surveyor and the Examiner of Titles. Registered Land Survey Number 152 located in part of NE ¼ of SW ¼ Section 26, Township 55 North Range 15 West.

Policy Objectives:

Promptly record real estate documents in accordance with Minn. Stat. § 508.47 and County policies.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

None.

Recommendation:

It is recommended that the St. Louis County Board grant final approval to Registered Land Survey Number 152.

Approval of Registered Land Survey No. 152

BY COMMISSIONER _____

WHEREAS, The Registrar of Titles is authorized to require Registered Land Survey Number 152 pursuant to Minn. Stat. 508.47; and

WHEREAS, The County Surveyor and Examiner of Titles have approved Registered Land Survey Number 152; and

WHEREAS, The final prints have been submitted for filing;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board grants final approval to Registered Land Survey Number 152 located in part of the NE $\frac{1}{4}$ of SW $\frac{1}{4}$ in Section 25, Township 55 North, Range 15 West.



St. Louis County Board of Commissioners
Request for Board Action 23 – 307

Committee: **Environment and Natural Resources** Date: July 25, 2023
From: Darren Jablonsky, Interim Director
Planning and Community Development Attachments: yes no
Reviewed by: Kevin Z. Gray, County Administrator Consent: yes no

ITEM: Final Plat Approval of Maple Shores, Sections 10 and 15, Township 52N, Range 15W (Fredenberg)

Background/Overview:

Minnesota Power has leased parcels of land on Island Lake Reservoir for many years. The leased parcels are considered lots of record according to St. Louis County Zoning Ordinance 62, Article II, Section 2.7. Minnesota Power desires to formally plat the leased parcels and, in furtherance of this goal, has prepared and submitted a final plat application and map for the parcels. Subdivision Ordinance 60 was amended in May 2022 to include a lease lot of record process. The Lease Lot of Record Subdivision Plat procedure is for parcels on federal, state, tax forfeit or private lands that transition into private ownership. The Subdivision Ordinance amendments were adopted and made effective by County Board Resolution No. 22-316 on May 24, 2022.

The plat of Maple Shores consists of 39 lots and 4 outlots. All lots conform to lot of record standards of St. Louis County Zoning Ordinance 62 and Subdivision Ordinance 60. The final plat is also in accordance with the County Lease Lot of Record Subdivision Plat procedure and conforms with the platting and recording requirements set forth by St. Louis County Subdivision Ordinance 60 and Subsurface Sewage Treatment System Ordinance 61.

The applicant, pursuant to and in accordance with the County Lease Lot of Record Subdivision Plat procedure, has submitted the final prints complying with the requirements set forth by St. Louis County Subdivision Ordinance 60 and Subsurface Sewage Treatment System Ordinance 61. The County Surveyor has reviewed the plat. A copy of the official plat is attached.

Policy Objectives:

Administer St. Louis County Subdivision Ordinance 60 and Zoning Ordinance 62.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

This action will have no funding impacts on St. Louis County.

Recommendation:

It is recommended that the St. Louis County Board grant final approval to the plat of Maple Shores in Fredenberg Township (52N-15W).

**Final Plat Approval of Maple Shores,
Sections 10 and 15, Township 52N, Range 15W (Fredenberg)**

BY COMMISSIONER _____

WHEREAS, Minnesota Power desires to plat existing lease lots in the Township of Fredenberg; and

WHEREAS, All lots conform to lot of record standards of St. Louis County Zoning Ordinance 62 and Subdivision Ordinance 60; and

WHEREAS, The final application and plat have been submitted pursuant to and in accordance with the County Lease Lot of Record Subdivision Plat procedure, and conform with the platting and recording requirements set forth by St. Louis County Subdivision Ordinance 60 and Subsurface Sewage Treatment System Ordinance 61.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board grants final approval to the plat of Maple Shores, Sections 10 and 15, Township 52N, Range 15W (Fredenberg).

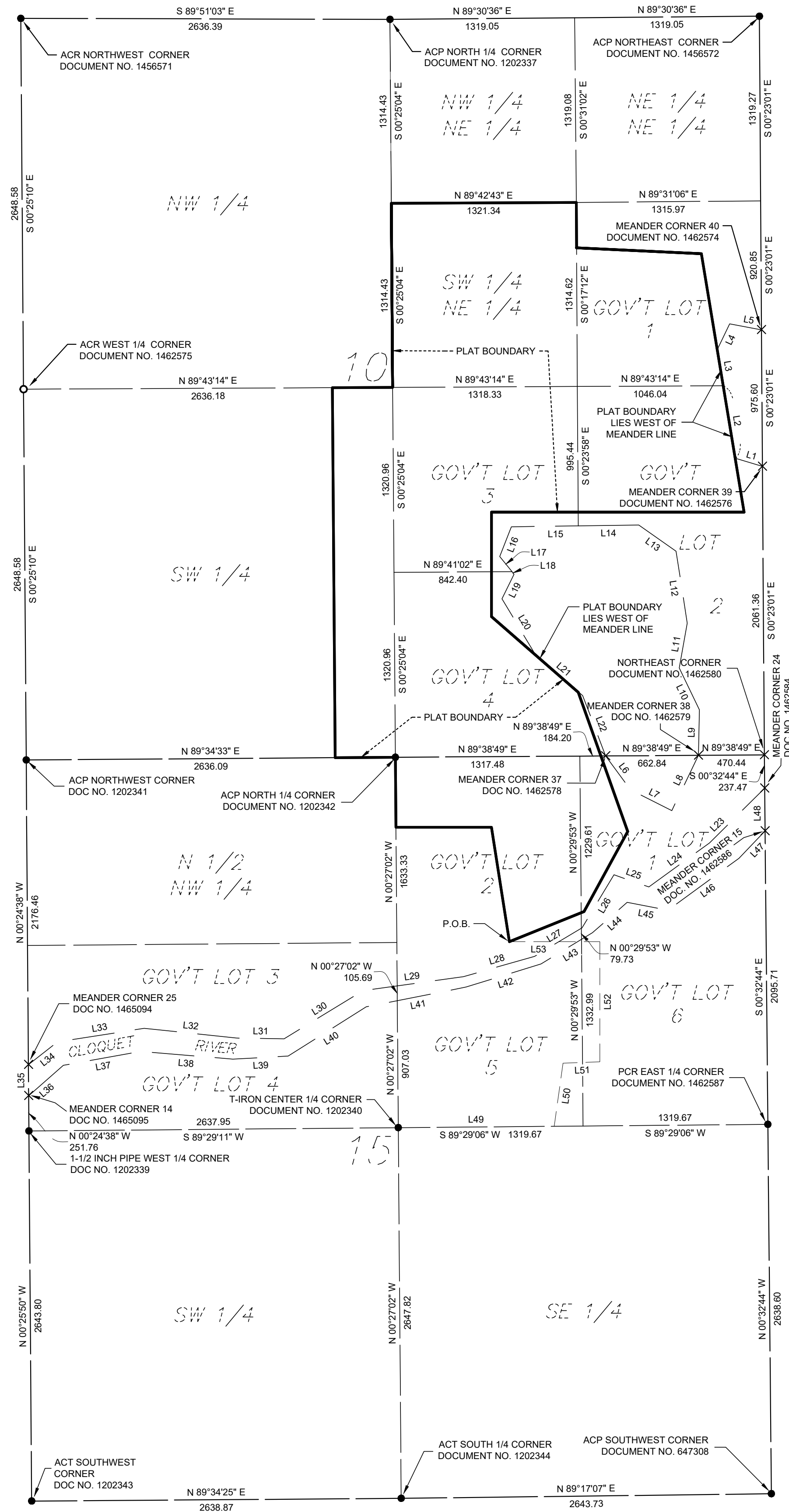
MAPLE SHORES

LOCATED IN PARTS OF THE EAST HALF OF THE SOUTHWEST QUARTER,
THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER,
GOVERNMENT LOTS 1, 2, 3, AND 4, SECTION 10, AND GOVERNMENT LOTS 1 AND 2, SECTION 15,
ALL IN TOWNSHIP 52 NORTH, RANGE 15 WEST OF THE 4TH PRINCIPAL MERIDIAN, SAINT LOUIS COUNTY, MINNESOTA

ORIENTATION OF THIS BEARING
SYSTEM IS BASED ON THE SLCTM96
COORDINATE SYSTEM, NAD83 (1996 ADJ)
WITH THE SOUTH LINE OF
THE SW 1/4 OF SECTION 10
MEASURED TO BEAR N 89°34'33" E



SECTION BREAKDOWN
SECTIONS 10 AND 15, T52N, R15W
1 INCH = 600 FEET

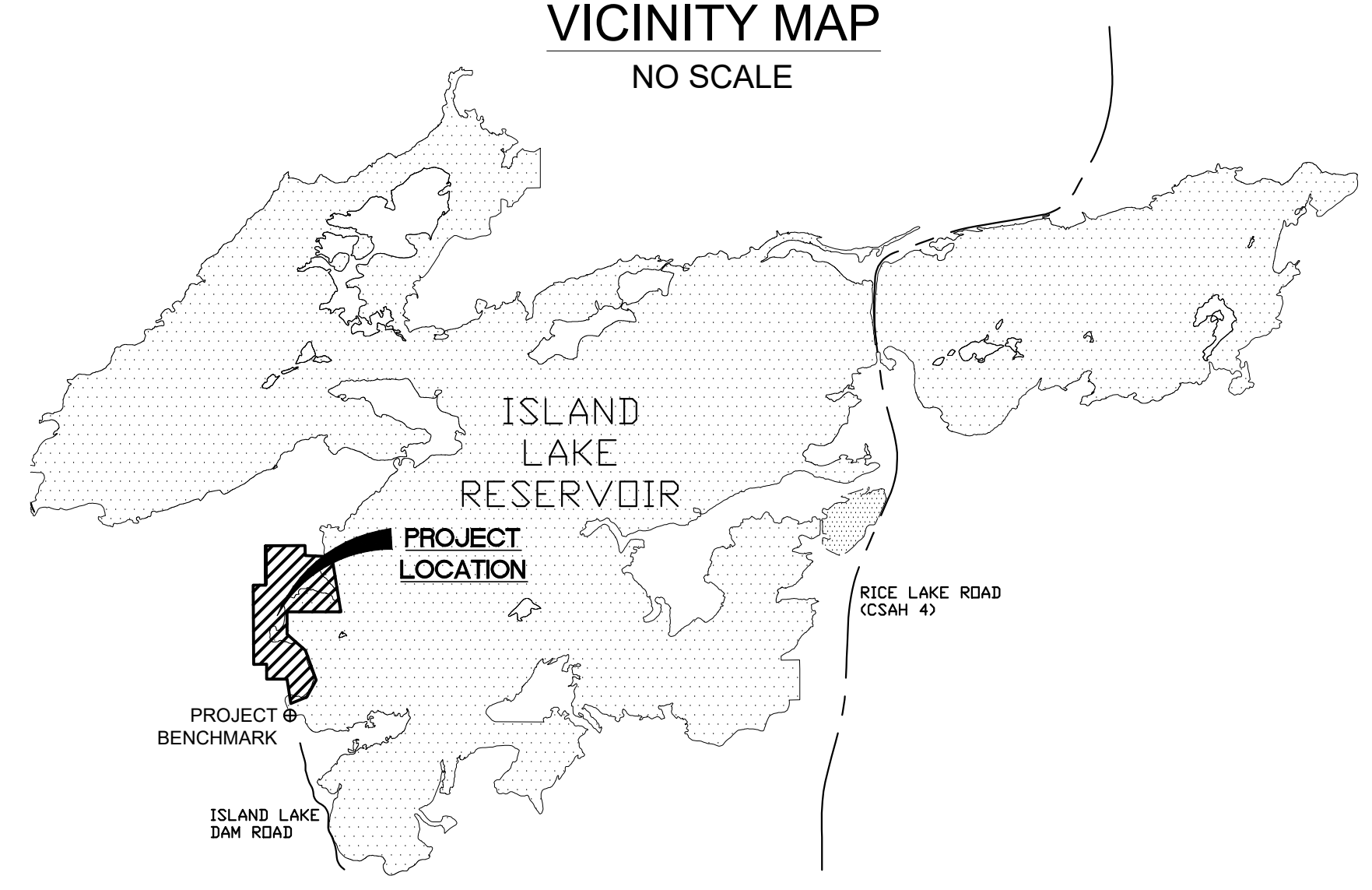
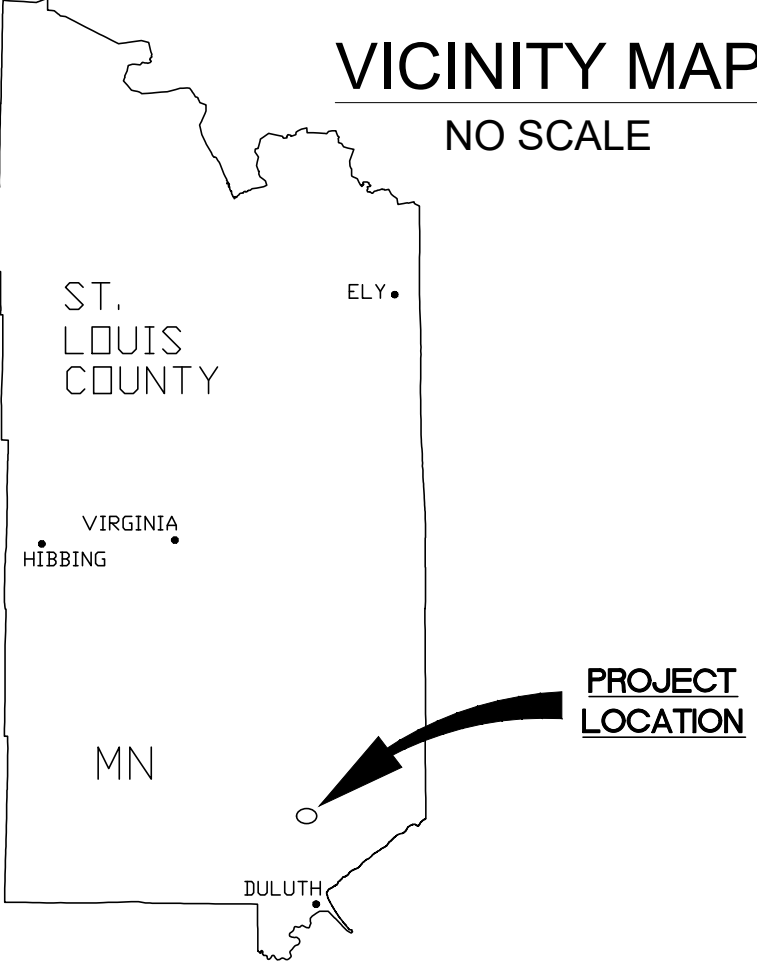


MEANDER LINE DATA		
SEGMENT	LENGTH	DIRECTION
L1	198.32	N 73°24'07" W
L2	526.26	N 09°24'07" W
L3	267.02	N 09°24'07" W
L4	198.32	N 25°35'53" W
L5	231.37	S 79°24'07" E
L6	298.48	S 36°13'47" E
L7	331.64	S 63°13'47" E
L8	437.76	N 25°46'13" E
L9	325.26	N 01°11'05" E
L10	331.77	N 25°48'55" W
L11	325.26	N 10°11'05" E
L12	520.42	N 08°48'55" W
L13	325.26	N 54°48'55" W
L14	432.70	S 89°11'05" W
L15	478.04	S 89°11'05" W
L16	227.69	S 21°11'05" W
L17	138.86	S 38°48'55" E
L18	23.78	S 38°48'55" E
L19	195.16	S 26°11'05" W
L20	455.37	S 30°48'55" E
L21	455.37	S 48°48'55" E
L22	461.88	S 20°48'55" E
L23	555.23	S 45°14'36" W
L24	534.25	S 54°02'30" W
L25	263.83	N 70°57'30" W
L26	441.91	S 31°02'30" W
L27	395.74	S 59°02'30" W
L28	527.65	S 74°02'30" W
L29	725.52	S 82°02'30" W
L30	659.56	S 58°32'30" W
L31	342.97	N 88°57'30" W
L32	659.56	N 83°57'30" W
L33	626.59	S 81°02'30" W
L34	263.83	S 52°02'30" W
L35	221.96	N 00°24'38" W
L36	329.91	N 48°48'01" E
L37	560.85	N 79°48'01" E
L38	659.82	S 85°11'59" E
L39	395.89	N 86°48'01" E
L40	659.82	N 57°48'01" E
L41	725.81	N 78°48'01" E
L42	560.85	N 72°48'01" E
L43	428.88	N 58°48'01" E
L44	329.91	N 48°48'01" E
L45	296.92	S 79°11'59" E
L46	626.83	N 53°48'01" E
L47	270.53	N 43°48'01" E
L48	305.42	S 00°32'44" W

PARCEL LINE DATA		
SEGMENT	LENGTH	DIRECTION
L49	1113.61	N 89°29'06" E
L50	454.71	N 07°59'30" E
L51	263.09	N 87°47'44" E
L52	858.65	N 00°00'00" E
L53	646.10	N 90°00'00" W

KNOW ALL PERSONS BY THESE PRESENTS: That ALLETE, INC., a Minnesota corporation, being the owner of the following described property located in Fredenberg Township, Saint Louis County, Minnesota, to wit:

All those parts of:
Government Lot 1, Section 10, AND
Government Lot 2, Section 10, AND
Government Lot 3, Section 10, AND
Government Lot 4, Section 10, AND
Southwest Quarter of the Northeast Quarter (SW 1/4 of NE 1/4), Section 10, AND
Southwest Quarter (SW 1/4), Section 10, AND
Government Lot 1, Section 15, AND
Government Lot 2, Section 15,
Lying within the following described figure:
Commencing at the southwest corner of Government Lot 5, said Section 15; thence North 89 degrees 29 minutes 06 seconds East, along the south line of said Government Lot 5, a distance of 1113.61 feet; thence North 07 degrees 59 minutes 30 seconds East a distance of 454.71 feet; thence North 87 degrees 47 minutes 44 seconds East a distance of 263.09 feet; thence North 00 degrees 00 minutes 00 seconds East a distance of 858.65 feet; thence North 90 degrees 00 minutes 00 seconds West a distance of 646.10 feet to the POINT OF BEGINNING; thence North 08 degrees 52 minutes 55 seconds West a distance of 826.82 feet; thence North 90 degrees 00 minutes 00 seconds West a distance of 682.79 feet to the west line of said Government Lot 2 of Section 15; thence North 00 degrees 27 minutes 02 seconds West, along said west line, a distance of 500.00 feet to the southeast corner of said SW 1/4 of Section 10; thence South 89 degrees 34 minutes 33 seconds West, along the south line of said SW 1/4, a distance of 430.00 feet to the west line of the East 430.00 feet of the said SW 1/4; thence North 00 degrees 25 minutes 04 seconds West, along the said west line of the East 430.00 feet, a distance of 2643.01 feet to the north line of said SW 1/4; thence North 89 degrees 43 minutes 14 seconds East, along said north line, a distance of 430.00 feet to the southwest corner of said SW 1/4 of the NE 1/4 of Section 10; thence North 00 degrees 25 minutes 04 seconds West, along the west line of said SW 1/4 of NE 1/4, a distance of 1314.43 feet to the northwest corner of said SW 1/4 of the NE 1/4; thence North 89 degrees 42 minutes 43 seconds East, along the north line of the said SW 1/4 of the NE 1/4, a distance of 1321.34 feet to the northeast corner of said SW 1/4 of the NE 1/4; thence South 00 degrees 17 minutes 12 seconds East, along the east line of said SW 1/4 of the NE 1/4, a distance of 324.40 feet; thence South 87 degrees 18 minutes 54 seconds East a distance of 891.70 feet; thence South 09 degrees 24 minutes 07 seconds East a distance of 1871.56 feet; thence North 90 degrees 00 minutes 00 seconds West a distance of 1803.86 feet; thence South 00 degrees 00 minutes 00 seconds West a distance of 745.19 feet; thence South 48 degrees 48 minutes 55 seconds East a distance of 822.63 feet; thence South 19 degrees 36 minutes 03 seconds East a distance of 1054.73 feet; thence South 28 degrees 37 minutes 50 seconds West a distance of 652.24 feet; thence South 68 degrees 05 minutes 43 seconds West a distance of 574.18 feet to the Point of Beginning and there terminating;
All in Township 52 North, Range 15 West, Fourth Principal Meridian, Saint Louis County, Minnesota, according to the US Government survey thereof.



Has caused the same to be surveyed and platted as MAPLE SHORES and does hereby dedicate to the public, for public use, the public way(s), as created by this plat.

In witness whereof, said ALLETE, INC., a Minnesota corporation, has caused these presents to be signed by its proper officers on this ____ day of _____, 20__.

Signed: ALLETE, INC.

Margaret A. Thickens
Vice President, Chief Legal Officer and Corporate Secretary of ALLETE, INC.,
a Minnesota corporation

STATE OF MINNESOTA
COUNTY OF SAINT LOUIS

This Instrument was acknowledged before me on this ____ day of _____, 20__, A.D. by Margaret A. Thickens, Vice President, Chief Legal Officer and Corporate Secretary of ALLETE, INC., a Minnesota corporation.

_____, Notary Public
_____, Minnesota

My Commission Expires _____

LAND SURVEYOR

I, Chris A. Larsen do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota, that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.021, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20__.

Chris A. Larsen, Professional Land Surveyor
Minnesota License No. 45848

STATE OF MINNESOTA
COUNTY OF SAINT LOUIS

This Instrument was acknowledged before me on this ____ day of _____, 20__, A.D. by Chris A. Larsen, Minnesota License Number 45848.

Michele Hayes, Notary Public
St. Louis County, Minnesota
My Commission Expires 01-31-2025

SAINT LOUIS COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved on this ____ day of _____, 20__.

Nick C. Stewart
County Surveyor Deputy

SAINT LOUIS COUNTY BOARD OF COMMISSIONERS

Approved by the Board of Commissioners of Saint Louis County, Minnesota, on this ____ day of _____, 20__.

Chairperson _____ Attest _____

SAINT LOUIS COUNTY AUDITOR

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, and to Minnesota Statutes, Section 272.12, taxes payable in the year 20__ on the land hereinbefore described have been paid; there are no delinquent taxes and transfer entered this ____ day of _____, 20__.

Nancy Nilsen
County Auditor Deputy

SAINT LOUIS COUNTY RECORDER

I hereby certify that this plat of MAPLE SHORES as filed in this office of the Recorder for public record on this ____ day of _____, 20__, at ____ o'clock ____ M., as Document No. _____.

Wendy Levitt
County Recorder Deputy

Save: 7/13/2023 12:22 PM mhasellus Plot: 7/13/2023 12:22 PM X:\KOMM\POW154970\9-surveys\92-CAD15-dwg\Plat 3 - MAPLE SHORES\MAPLE SHORES Final Plat BG.dwg

MAPLE SHORES

LOCATED IN PARTS OF THE EAST HALF OF THE SOUTHWEST QUARTER,
 THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER,
 GOVERNMENT LOTS 1, 2, 3, AND 4, SECTION 10, AND GOVERNMENT LOTS 1 AND 2, SECTION 15,
 ALL IN TOWNSHIP 52 NORTH, RANGE 15 WEST OF THE 4TH PRINCIPAL MERIDIAN, SAINT LOUIS COUNTY, MINNESOTA

TYPICAL LOT DETAIL

(NOT TO SCALE)

NOTES

- The purpose of the Typical Lot Detail is to graphically depict the defined relationship between the "Full Pool Level" and the "Project Boundary." Atypical Project Boundary conditions are so noted and/or depicted on the plat.
- Definitions:
 - Full Pool Level - The water elevation at maximum reservoir storage capacity.
 - Project Boundary - Limits of the Federal Energy Regulatory Commission (FERC) regulated area. The project boundary coincides with a Lot, Block, and Outlot boundary within the plat. (See note 5).
 - Waterline - The intersection of the contiguous reservoir water surface and the upland. (See note 6).
- The Full Pool Level is defined as 1370.00 feet (NGVD 29), or 1370.39 (NAVD 88). Although the Full Pool Level is fixed in the vertical dimension, the horizontal location may change through time due to the action of the natural forces of accretion and reliction.
- Isolated areas, non-contiguous with the main body of the reservoir, lying within a Lot, and falling below the Full Pool Level are not within the Project Boundary.
- The Project Boundary is a line parallel with and 3.00 feet upland, horizontal measure, of the Full Pool Level as depicted upon the plat. The Project Boundary is the boundary between each Lot and Outlot A. Since the horizontal location of the Full Pool Level may change through time due to the action of the natural forces of accretion and reliction, so may the location of the Project Boundary.
- The elevation and horizontal location of the "Waterline" (not depicted) is transient, variable, and generally at or below and lakeward of the Full Pool Level.
- The public has neither been granted, nor has it accrued, rights to the underlying bed of the reservoir, excepting the rights of the State of Minnesota in the portions of the underlying bed of the reservoir, if any, that constituted navigable waters of the United States at the time of statehood.

LEGEND

LOT LINE	—————
PROJECT BOUNDARY / BLOCK LINE	=====
PLAT BOUNDARY	—————
RIGHT OF WAY	- - - - -
PRIVATE ROAD EASEMENT	—————
FULL POOL LEVEL	- - - - -
SECTION LINE	—————
SECTION SUBDIVISION LINE	—————
SURVEY LINE	- - - - -
CURVE RADIAL LINE	———
FOUND MONUMENT	●
SET 5/8" PCR - PLS 45848	○
CALCULATED POINT	X
MEASURED	(M)
DEED	(D)
WET LAND	

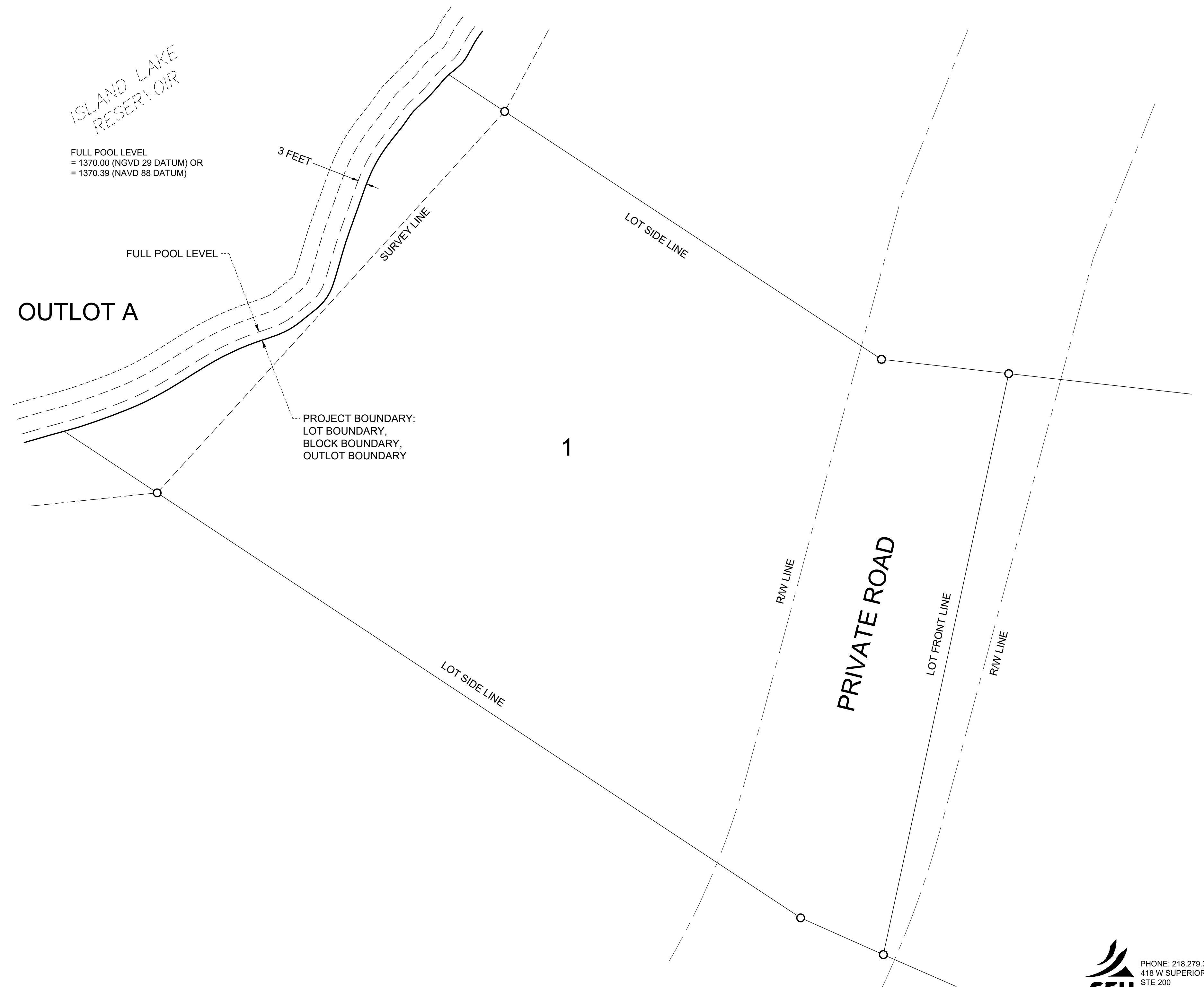
THE PROJECT BENCHMARK (ALUMINUM CAPPED MONUMENT IN SLEEVE) IS LOCATED SOUTHERLY OF ISLAND LAKE DAM, WITHIN GOVERNMENT LOT 5, SECTION 15, TOWNSHIP 52 NORTH, RANGE 15 WEST, AND IS DEPICTED ON THE LOCATION MAP.

NORTHING: 3417361.87
 EASTING: 4813396.93
 ELEVATION: 1377.33 (GEOID 12A)

THE SURFACE ELEVATION OF ISLAND LAKE RESERVOIR WAS FOUND TO BE 1370.10 (NAVD 88) ON MAY 19, 2022.

THE ORDINARY HIGH WATER LEVEL (OHWL) IS
 = 1369.81 (NGVD 29 DATUM) OR
 = 1370.20 (NAVD 88 DATUM)

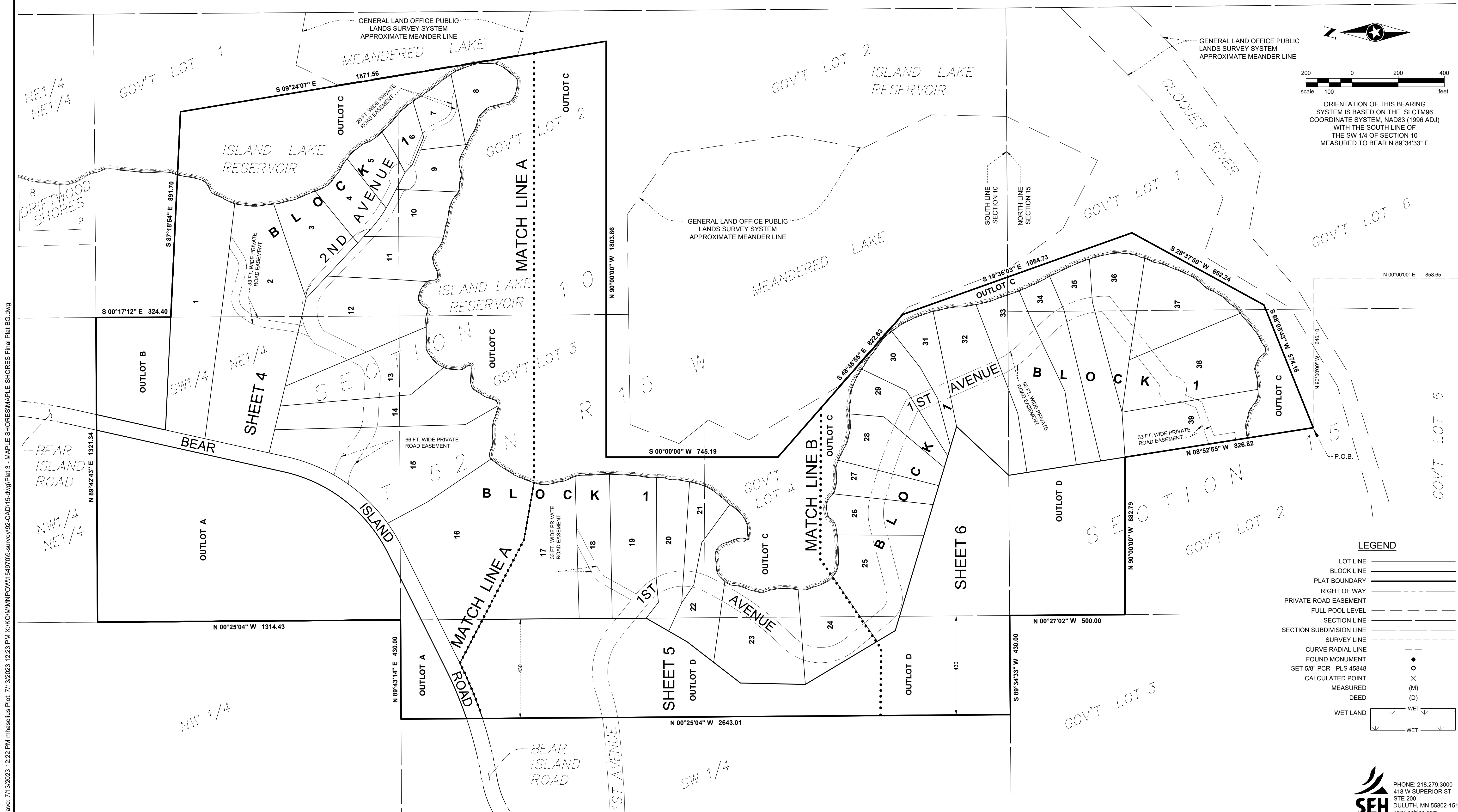
THE HIGHEST RECORDED SURFACE ELEVATION IS 1369.14 (DATUM NOT PROVIDED) REPORTED ON OCTOBER 2, 1979 (SOURCE: MINNESOTA DEPARTMENT OF NATURAL RESOURCES)



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MAPLE SHORES

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ALL IN TOWNSHIP 52 NORTH, RANGE 15 WEST OF THE 4TH PRINCIPAL MERIDIAN, SAINT LOUIS COUNTY, MINNESOTA



ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE SLCTM96 COORDINATE SYSTEM, NAD83 (1996 ADJ) WITH THE SOUTH LINE OF THE SW 1/4 OF SECTION 10 MEASURED TO BEAR N 89°34'33" E

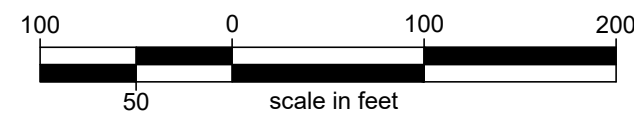
LEGEND

- LOT LINE
- BLOCK LINE
- PLAT BOUNDARY
- RIGHT OF WAY
- PRIVATE ROAD EASEMENT
- FULL POOL LEVEL
- SECTION LINE
- SECTION SUBDIVISION LINE
- SURVEY LINE
- CURVE RADIAL LINE
- FOUND MONUMENT
- SET 5/8" PCR - PLS 45848
- CALCULATED POINT
- MEASURED
- DEED
- WET LAND

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MAPLE SHORES

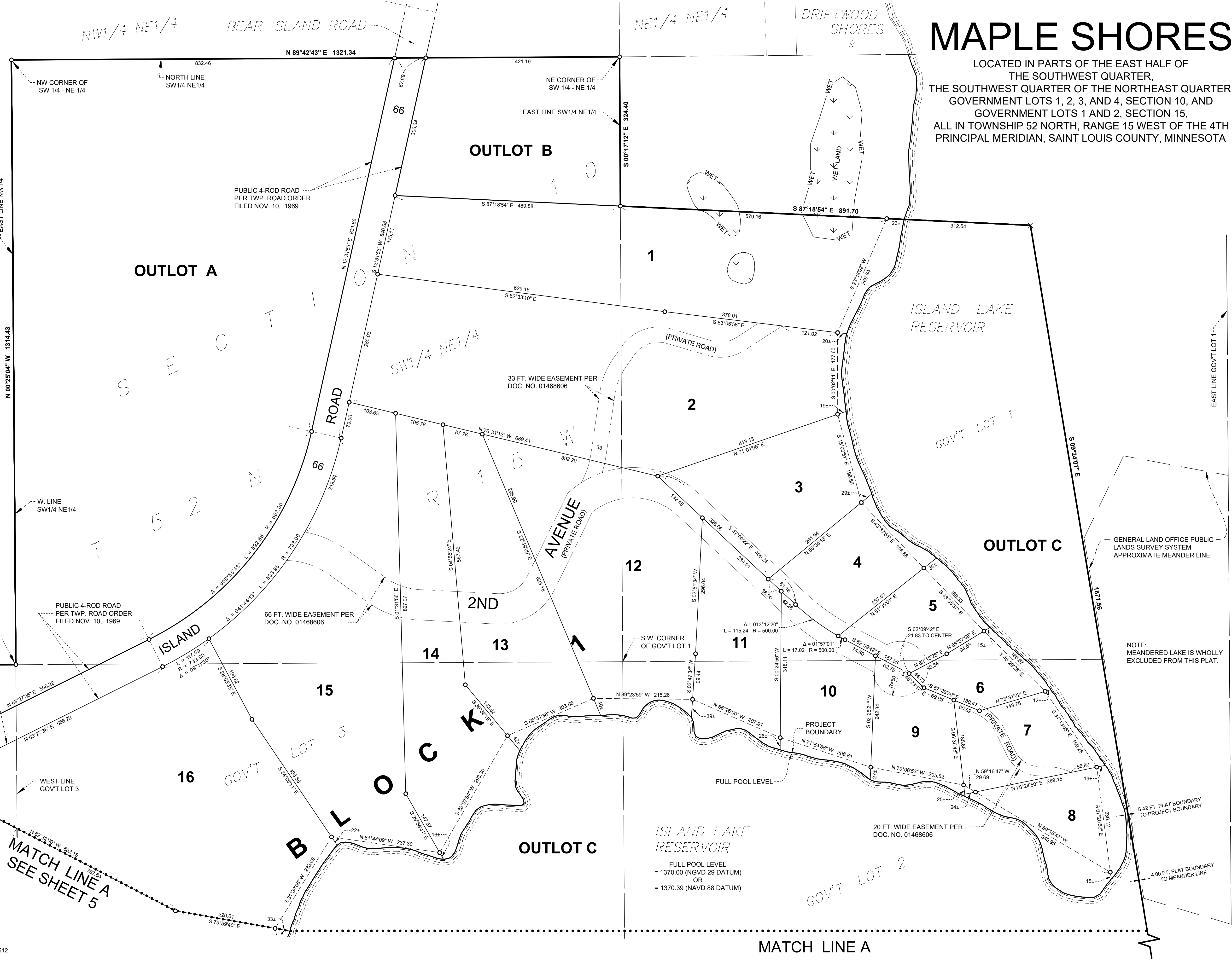
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LEGEND

- LOT LINE
- BLOCK LINE
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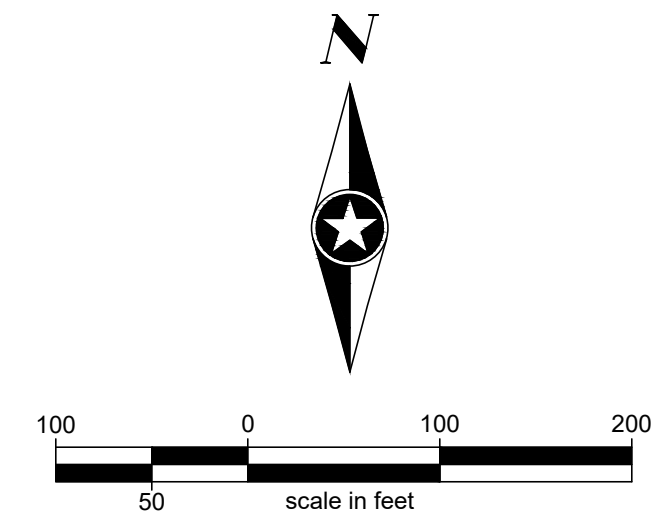
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PHONE: 218.279.3000
418 W SUPERIOR ST
STE 200
DULUTH, MN 55802-1512
www.sehinc.com

MATCH LINE A

MAPLE SHORES

LOCATED IN PARTS OF THE EAST HALF OF THE SOUTHWEST QUARTER,
THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER,
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ORIENTATION OF THIS BEARING
SYSTEM IS BASED ON THE SLCTM96
COORDINATE SYSTEM, NAD83 (1996 ADJ.)
WITH THE SOUTH LINE OF
THE SW 1/4 OF SECTION 10
MEASURED TO BEAR N 89°34'33" E

SEE SHEET 4
MATCH LINE A

SEE SHEET 4
MATCH LINE A

SEE SHEET 4
MATCH LINE A

OUTLOT C

GOV'T LOT 3

GOV'T LOT 2

OUTLOT D

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24

OUTLOT C
ISLAND LAKE
RESERVOIR

FULL POOL LEVEL
= 1370.00 (NGVD 29 DATUM)
OR
= 1370.39 (NAVD 88 DATUM)

LEGEND

- LOT LINE
- BLOCK LINE
- PLAT BOUNDARY
- RIGHT OF WAY
- PRIVATE ROAD EASEMENT
- FULL POOL LEVEL
- SECTION LINE
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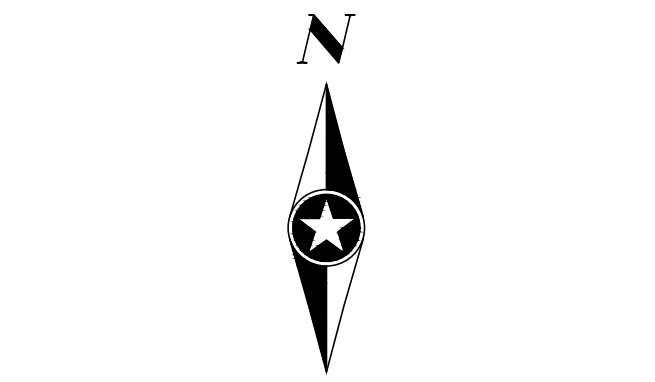
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MAPLE SHORES

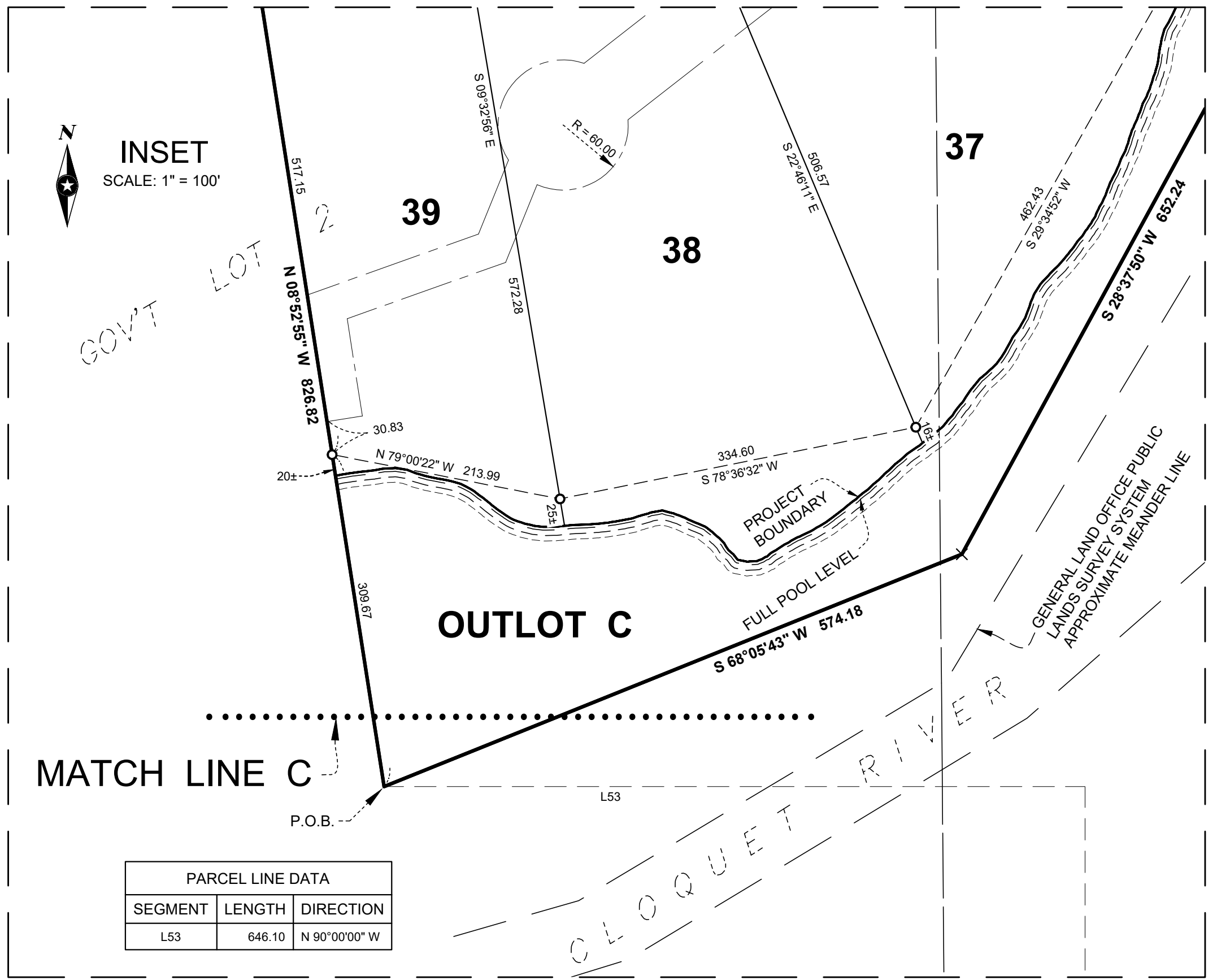
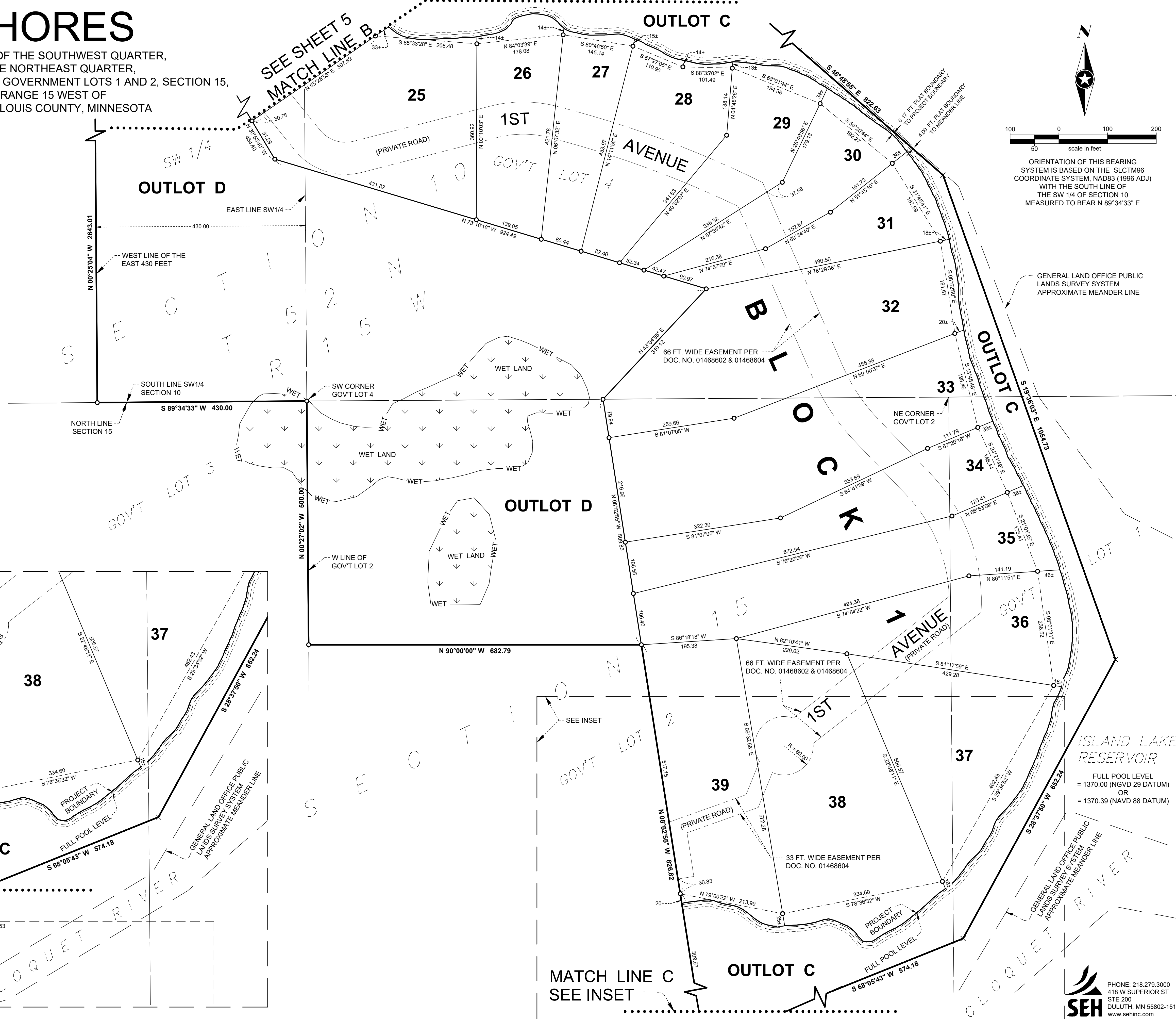
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PARCEL LINE DATA		
SEGMENT	LENGTH	DIRECTION
L53	646.10	N 90°00'00" W

ISLAND LAKE RESERVOIR

FULL POOL LEVEL = 1370.00 (NGVD 29 DATUM)
 OR
 = 1370.39 (NAVD 88 DATUM)

GENERAL LAND OFFICE PUBLIC LANDS SURVEY SYSTEM APPROXIMATE MEANDER LINE



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St. Louis County Board of Commissioners Request for Board Action 23 – 308

Committee: **Environmental and Natural Resources**
From: Darren Jablonsky, Interim Director
Planning and Community Development
Reviewed by: Kevin Z. Gray, County Administrator

Date: July 25, 2023

Attachments: yes no

Consent: yes no

ITEM: Authorization to Apply for and Accept FY2024 MPCA SSTS Base Grant and SSTS Low-Income Fix-Up Grant

Background/Overview:

The Minnesota Pollution Control Agency (MPCA) announced that FY2024 grant funding is available to counties for administration of Subsurface Sewage Treatment System (SSTS) programs and to assist low-income homeowners with needed SSTS upgrades. The Department will use MPCA grant funds to assist low-income residents with the upgrade of substandard SSTS. The FY2024 County grant request will be for a total of up to \$61,200. In FY2023, the County received \$52,018 in grant funding.

If successful, the grant funds will help bolster the St. Louis County Failing SSTS Abatement Program. This program was established using Board of Soil and Water Resources funding and is administered through a partnership between the Planning and Community Development Department and the Arrowhead Economic Opportunity Agency.

Policy Objectives:

To administer St. Louis County SSTS Loan Ordinance 49 and SSTS Ordinance 61 authorized under Minn. Stat. § 115.55-115.58 and Minnesota Rules Chapters 7080 through 7083.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

MPCA SSTS Base Grant – In FY 2024, the County will receive a MPCA SSTS base grant in the amount of \$21,200 for counties that administer a SSTS program. A local match is not required.

MPCA SSTS Low-Income Fix-Up Grant – In FY 2024, the County has an additional grant funding opportunity available to upgrade eligible SSTS (Notice of Non-Compliance issued, Imminent Threat to Public Health or Safety, or Failing to Protect Groundwater) for low-income residents. The County is requesting to apply for up to an additional \$40,000. A local match is not required.

Recommendation:

It is recommended that the St. Louis County Board authorize the Planning and Community Development Department to apply for and accept up to \$61,200 in FY2024 grant funding to be used for Subsurface Sewage Treatment System (SSTS) program administration and the upgrade of substandard SSTS for low-income residents.

**Authorization to Apply for and Accept FY2024 MPCA SSTS Base Grant
and SSTS Low-Income Fix-Up Grant**

BY COMMISSIONER _____

WHEREAS, The Minnesota Pollution Control Agency (MPCA) notified the Planning and Community Development Department that FY2024 funding is available to assist in Subsurface Sewage Treatment System (SSTS) program administration and upgrades; and

WHEREAS, The MPCA SSTS Base Grant is \$21,200 per county for counties that administer an SSTS program; and

WHEREAS, The MPCA SSTS Low-Income Fix-up Grant Program has funding available, with the County requesting to apply for up to an additional \$40,000, for eligible SSTS (Notice of Non-Compliance issued, Imminent Threat to Public Health or Safety, or Failing to Protect Groundwater) for low-income residents; and

WHEREAS, St. Louis County has applied for, and received, funding through this grant since 2012 and this is an annual distribution and additional funding that can be applied for in future fiscal years.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Planning and Community Development Department to apply for and accept up to \$61,200 in FY2024 SSTS Base and Low-Income Fix-up Grant Funding from the Minnesota Pollution Control Agency. Funds will be deposited into Fund 289, Agency 289999, Revenue 530102, Grant 28902, Year 2024 for \$21,200, and Fund 285, Agency 285999, Revenue 532503, Grant 28501, Year 2024 for up to \$40,000 or its designated fund.

Exhibit A
GRANT APPROVAL FORM

This form must be completed for any and all grants.

SECTION I—GRANT INFORMATION *(to be completed by department's assigned accounting staff)*

Please Note: It is acceptable that some details are later added (once the grant is awarded).

GRANT NAME: FY24 MPCA SSTS Grant **GRANT PERIOD:** _____
(if known) *(begin date)*
GRANTOR: MN Pollution Control Agency (MPCA) December 31, 2027
(end date)
FUND: 289/285 **AGENCY:** 289999/285999 **GRANT:** 28902/28501 **GRANT YEAR:** 2024

Indicate the source of funds—*(check all that apply)*

Local—Object Code: _____ **Amount:** _____ **Amount:** _____
(Apply) *(Accept)*

Local Agency: _____

State—Object Code: _____ **Amount:** Up to \$61,200 **Amount:** _____
(Apply) *(Accept)*

State Agency: MN Pollution Control Agency **Award #:** _____

Federal—Object Code: _____ **Amount:** _____ **Amount:** _____
(Apply) *(Accept)*

Grant Agreement (State Contract) #: _____
(if federal dollars are passed through state)

Federal Agency: _____ **CFDA#:** _____

Federal Agency: _____ **CFDA#:** _____
(if applicable) *(if applicable)*

Federal Agency: _____ **CFDA#:** _____
(if applicable) *(if applicable)*

TOTAL GRANT AMOUNT: \$61,200

Expenditure for match amount should be moved into grant code. However, if this is *not* possible, indicate where expenditures will be accounted for.

FUND: _____ **AGENCY:** _____ **OBJECT:** _____ **PROJECT:** _____ **AMOUNT:** _____

FUND: _____ **AGENCY:** _____ **OBJECT:** _____ **PROJECT:** _____ **AMOUNT:** _____

FUND: _____ **AGENCY:** _____ **OBJECT:** _____ **PROJECT:** _____ **AMOUNT:** _____

TOTAL MATCH AMOUNT: \$0

ACCOUNTING STAFF *(who is primarily responsible for fiscal oversight of grant):*

NAME: Jackie Aikey **PHONE:** 218-471-7672

DEPARTMENT CONTACT *(who is primarily responsible for program/project outcomes of grant):*

NAME: Darren Jablonsky **PHONE:** 218-725-5011

****IMPORTANT****

Please submit this document (SECTION I) to the department contact, providing direction regarding which form should be completed.

- New *(first-time submitted)* or previously-submitted grant—*Complete Form A*
- Request for recurring grant to be included in December Budget Resolution*—*Complete Form B*
- Request for amendment of previously adopted Board Resolution—*Complete Form C*

*Departments must complete *Form B* for any grant (of any amount) that is included in the proposed budget.

Application due date (received in MPCA offices via email): August 18, 2023 by 4:30 p.m.



The Minnesota Pollution Control Agency (MPCA) is seeking grant applicants to support work of the Clean Water Legacy Act (Minn. Stat. ch. 114D) in protecting groundwater and surface water from impacts resulting from the improper design and/or operation of Subsurface Sewage Treatment Systems (SSTS).

Submittal: Save the form to your computer and email the completed form to ssts.projects.mPCA@state.mn.us. If you do not receive an email confirmation receipt within two business days or if you have questions, please send an email to the same address at ssts.projects.mPCA@state.mn.us.

The MPCA is pleased to offer grants to counties for administration of SSTS programs and to assist low-income homeowners with needed SSTS upgrades. The SSTS base grant is for counties that administer an SSTS program, which requires having an SSTS ordinance that complies with state rules (includes all required provisions and includes 2011 provisions for systems over 2,500 gallons per day) and submitting a 2022 annual report. **No application is needed to receive the base grant.** The MPCA reviews eligibility and provides the grant to all eligible counties. This year the base grant will be \$21,200 per county.

This grant application specifically covers the **SSTS low-income fix-up grant**. This year there is a total of \$1.8 million available to counties. The MPCA will determine grant allocations based on review of applications; funds will be distributed to counties through the Board of Water and Soil Resources (BWSR) Natural Resources Block Grants (NRBG) in fall of 2023.

SSTS low-income fix-up grants

These grants will be awarded to counties for upgrading eligible SSTS (Notice of Noncompliance issued; may be Imminent Threat to Public Health or Safety or Failing to Protect Groundwater). Grants may be awarded without a list of specific noncompliant SSTS or properties and may be held by the county for the duration of the grant period. Funds must be spent by December 31, 2027. Grant awards have no maximum and distributions may be reduced if the total of all county requests exceeds the total low-income fix-up grant funds available. Request only as much money as can be utilized by the above fund spend date. Also, please keep in mind, this is an annual distribution and additional funding can be applied for in future fiscal years. Progress on work relating to the SSTS low-income fix-up grant will be reported through BWSR's [eLINK](#) system.

1) Counties that seek these funds commit to using the following criteria in determining grant eligibility for specific projects:

- a) Fix SSTS that have been deemed *Failing to Protect Groundwater* or an *Imminent Threat to Public Health or Safety* (must have been issued a *Notice of Noncompliance*).
- b) Funding can only be used for homesteaded single-family homes or duplexes.
- c) Homeowner must be low-income.
- d) Recommend use of a sliding scale for grant funds based on income.
- e) Funds must be used for eligible SSTS upgrades or returned to the state if not expended by December 31, 2027.

2) Other considerations:

- a) Counties may use a portion of funds for work directly related to, and necessary for, administering the grants as approved in the grant award. This amount must not exceed the lesser of \$4,000 or 10% of the distribution received.
- b) Preference in awarding grants will be given to:
 - i. Counties with no unspent SSTS low-income fix-up grant funds (Detail will be requested on county plans for any unspent funds.)
 - ii. Counties with the greatest proportion of impaired water body assessment units (AUID) impaired for E. coli, nutrients, or fecal coliform from all applicants. Determined from MPCA's [inventory of impaired waters](#).
 - iii. Counties that administer active programs to identify and address noncompliance
 - iv. Counties with the lowest average annual income
- c) Grant awards will be reduced if the requests exceed the amount of grant funds available.

Amount requested* : \$ 40,000.00 Amount proposed for grant administration (lesser of \$4,000 or 10%): \$ 0.00

*Request only how much money that can reasonably be utilized by December 31, 2027

Estimated number of upgrades that will be completed: 2-3

Counties applying for low-income fix-up funds **must answer** whether or not they have received low-income fix-up funds in previous years (Question 1). If you answer yes to Question 1 then Questions 2 thru 6 **must be completed** for that calendar year.

	Question 1	Question 2	Question 3	Question 4	Question 5	Question 6
Calendar Year (Fiscal Year) Funds Expiration Date	Did your county receive Low-income fix-up funds in: (Must answer yes or no)	How much money did your county receive:	How much money has not yet been allocated to specific projects:	Have you received an extension through BWSR for any unallocated funds:	If yes to Question 4, when does the extension expire:	How much unallocated money was returned to BWSR:
2019 (FY20) Expired 12/31/2022	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	\$ 38,600.00	\$ 0	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		\$ 0
2020 (FY21) Expired 12/31/2022	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	\$ 58,600.00	\$ 0	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		\$ 0
2021 (FY22) Expires 12/31/2024	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	\$ 54,047.00	\$ 0	Not applicable	Not applicable	Not applicable
2022 (FY23) Expires 12/31/2024	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	\$ 52,018.00	\$ 0	Not applicable	Not applicable	Not applicable

Certification (required)

Yes - I certify under penalty of law that the appropriate person(s) have executed the grant application on behalf of the county as required by the county's applicable articles, bylaws, resolutions, or ordinances.

By typing my name in the following box I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing my application.

County Official responsible for Grant

Name: Darren Jablonsky
(This document has been electronically signed.)

Title: Interim Planning & Community Dev. Director

Date (mm/dd/yyyy): 7/11/2023

County name: St. Louis County

Watershed(s) impacted by work: Lk. Sup. So., St. Louis, Cloquet, Vermilion, Mississippi Gr.

Local agency responsible: St. Louis County Planning & Comm. Dev.

Submittal: Save the form to your computer and email the completed form to ssts.projects.mpca@state.mn.us. If you do not receive an email confirmation receipt within two business days or if you have questions, please send an email to the same address at ssts.projects.mpca@state.mn.us.



St. Louis County Board of Commissioners
Request for Board Action 23 - 309

Committee: **Environment & Natural Resources** Date: July 25, 2023
From: Julie Marinucci, Director
Land & Minerals
Nancy J. Nilsen, County Auditor/Treasurer Attachments: yes no
Reviewed by: Kevin Z. Gray, County Administrator Consent: yes no

ITEM: Non-Exclusive Right-of-Way Lease Across County Fee Land and Tax-Forfeit Land to Bruce Kainz and Mark Larson (Breitung and Eagles Nest Twps 62-14)

Background/Overview:

Bruce Kainz and Mark Larson are requesting a non-exclusive right-of-way lease across county fee land and tax-forfeit land utilizing an abandoned DM&IR railroad grade to access privately and jointly owned property in Breitung and Eagles Nest Townships (62-14).

The former DM&IR railroad grade is open for public use. This section of abandoned railroad grade currently provides access to several private and county lease cabins in the area. The Prospectors Loop ATV Trail also utilizes this route. Land and Minerals staff have confirmed with trail managers that no public bonding funds were used to improve this segment of trail and the proposed lease will not conflict with ongoing public use of the trail.

The proposed access lease is 33-feet wide, 5,062 feet long, and will encumber approximately 3.83 acres. The county fee portion is 4,712 feet, the State tax-forfeit portion is 350 feet. There are no reasonable alternatives to obtain access to the property, and exercising the lease will not cause significant adverse environmental or natural resource management impacts. Bruce Kainz and Mark Larson have a recorded easement coming off the railroad grade to their property of record: Doc #01123979 AFR 248866.

The proposed lease would provide the applicants with documented access to their jointly owned property for a period of five years, expiring December 31, 2027. If approved, the lease will be reviewed, and terms, conditions, and fees updated, upon pending expiration of the lease.

County staff have reviewed this lease for accuracy. It has been determined this lease meets all statutory and internal policies. There is no formal action required by the State as it relates to the proposed lease.

Policy Objectives:

To properly balance and manage use of County fee lands and State tax-forfeit lands for public recreation, private access, development, and expansion of existing property tax base.

Pursuant to Minn. Stat. § 373.01, subd. 1(a)(4), and with the approval of the County Board, County fee land may be leased as deemed conducive to the interests of the County's inhabitants. Moreover,

under Minn. Stat. § 373.01, subd. 1(b), leases that do not exceed \$15,000 in any one year may be directly negotiated and are not subject to the public advertising and bidding procedures.

Minn. Stat. § 282.04, subd. 1(d), states that a county board may convey a right of way lease across unsold tax-forfeited land to an individual or a private entity requesting such lease.

Leases are subject to property taxes per Minn. Stat. § 273.19 and Minn. Stat. § 272.01, subd. 2.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

Under the County's 2023 adopted fee schedule there is a required \$1,921 land use fee and a \$75 administration fee, for a total of \$1,996. \$1,825.50 will be deposited into Fund 100 Agency 143001 (County Fee) and \$170.50 will be deposited into Fund 240 (Tax-Forfeited Land Fund).

Recommendation:

It is recommended that the St. Louis County Board approve the granting of a non-exclusive lease for right-of-way purposes to Bruce Kainz and Mark Larson upon receipt of payment in the amount of a \$1,921 land use fee and a \$75 administration fee, for a sum total of \$1,996. \$1,825.50 will be deposited into Fund 100 Agency 143001 (County Fee) and \$170.50 will be deposited into Fund 240 (Tax-Forfeited Land Fund).

**Non-Exclusive Right-of-Way Lease Across
County Fee Land and Tax Forfeit Land to Bruce Kainz and Mark Larson
(Breitung and Eagles Nest Twps, 62-14)**

BY COMMISSIONER _____

WHEREAS, Bruce Kainz and Mark Larson have requested a non-exclusive, 33-foot-wide access lease for right-of-way purposes across county fee land and tax-forfeit land on the abandoned DM&IR railroad grade in Breitung and Eagles Nest Townships to access privately owned property; and

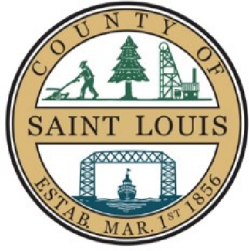
WHEREAS, Minn. Stat. § 373.01, subd. 1(a)(4), authorizes the St. Louis County Board to grant leases, if deemed conducive to the interests of the County's inhabitants, for access road purposes over county fee lands; and

WHEREAS, Under Minn. Stat. § 373.01, subd. 1(b), leases that do not exceed \$15,000 in any one year may be directly negotiated and are not subject to the public advertising or competitive bidding procedures set forth therein; and

WHEREAS, Minn. Stat. § 282.04, subd. 1(d), authorizes the St. Louis County Auditor to grant leases across state tax-forfeited land for such purposes;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the St. Louis County Auditor to grant a five-year, non-exclusive right of way lease for access purposes over county fee and tax forfeit lands to Bruce Kainz and Mark Larson, as further described in County Board File No. _____.

RESOLVED FURTHER, That the granting of this right of way lease is conditioned upon payment of a \$1,921 land use fee and a \$75 administration fee, for a sum total of \$1,996. \$1,825.50 will be deposited into Fund 100 Agency 143001 (County Fee) and \$170.50 will be deposited into Fund 240 (Tax-Forfeited Land Fund).



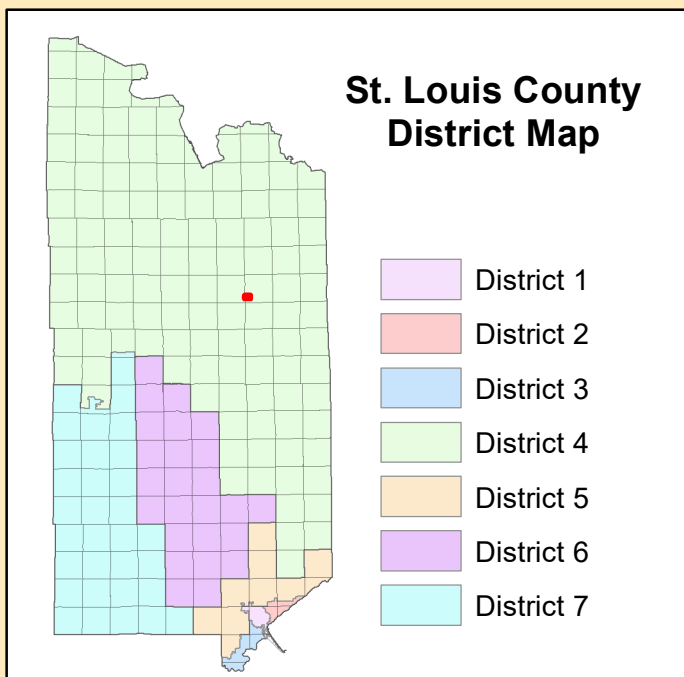
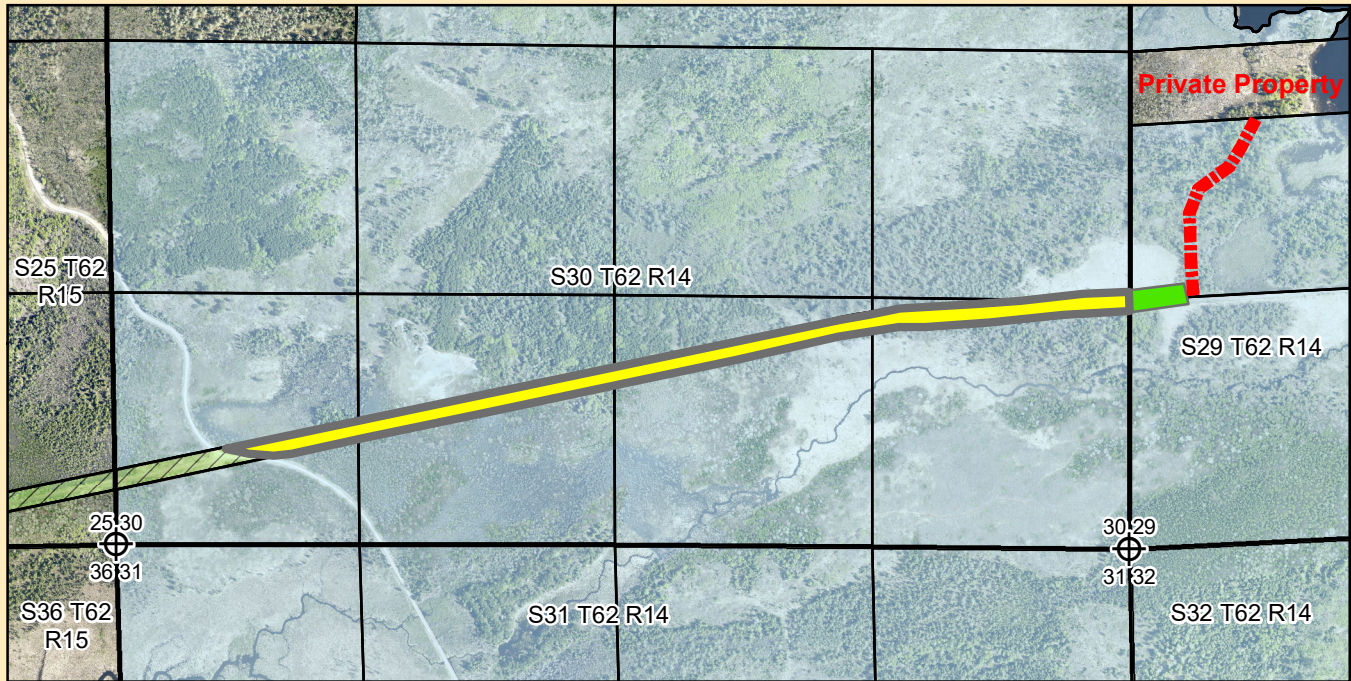
LAND & MINERALS

ST. LOUIS COUNTY, MN

Tax-Forfeited Lease

Affected Parcels:
 270-0010-04945
 317-0010-04710
 317-0010-04202

Sec 29 and 30, T62N R14



- Tax Forfeit
- Lease access (County Fee) 4712 ft
- Lease access (Tax Forfeit) 350 ft
- Access to Kainz/Larson Property
Doc #01123979 AFR 248866

Access is the former DM&IR RR grade.



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 Board of Commissioners Request for Board Action 23 - 310

Committee: **Environmental & Natural Resources**

Date: July 25, 2023

From: Julie Marinucci, Director

Land & Minerals

Attachments: yes no

Nancy J. Nilsen, County Auditor/Treasurer

Consent: yes no

Reviewed by: Kevin Z. Gray, County Administrator

**ITEM: Acceptance of Iron Range Resources & Rehabilitation Residential
Redevelopment Program Grant**

Background/Overview:

The St. Louis County Lands & Minerals (SLCLM) has applied for grant funds from the Department of Iron Range Resources & Rehabilitation (IRRR) for their Residential Redevelopment Program. This funding source is essential to support the removal of blighted residential structures throughout St. Louis County. SLCLM will utilize department staff and equipment in conjunction with this funding, and the St. Louis County Environmental Services Solid Waste division will provide dumpster and demolition debris disposal.

Policy Objectives:

Under the adopted County's Grant Policy, the Board is required to authorize the acceptance of grant funding.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

The IRRR's Residential Redevelopment Program Grant requires a 1:1 match. This match will be achieved with SLCLM department blight funds.

Recommendation:

It is recommended that the St. Louis County Board authorize the Land & Minerals Department to accept \$34,860.00 from the Department of Iron Range Resources & Rehabilitation Residential Redevelopment Grant.

**Acceptance of Iron Range Resources & Rehabilitation Residential
Redevelopment Program Grant**

BY COMMISSIONER: _____

WHEREAS, St. Louis County Land & Minerals (SLCLM) project identified blighted residential properties located within the Department of Iron Range Resources & Rehabilitation (IRRR) service area and the project is eligible for the Residential Redevelopment Program Grant; and

WHEREAS, The IRRR Residential Redevelopment Program Grant provides funding for the removal of blighted residential structures; and

WHEREAS, The match will be achieved with SLCLM department blight funds; and

WHEREAS, SLCLM will utilize department staff and equipment in collaboration with the St. Louis County Environmental Services Solid Waste division for dumpster and demolition debris disposal;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the acceptance of IRRR Residential Redevelopment Grant in the amount of \$34,860.



St. Louis County Board of Commissioners Request for Board Action 23 - 311

Committee: **Environmental & Natural Resources**
From: Julie Marinucci, Director
Land & Minerals
Nancy J. Nilsen, County Auditor/Treasurer
Reviewed by: Kevin Z. Gray, County Administrator

Date: July 25, 2023

Attachments: yes no
Consent: yes no

ITEM: Acceptance of Iron Range Resources & Rehabilitation Development Partnership Grant

Background/Overview:

The St. Louis County Lands & Minerals (SLCLM) has applied for grant funds from the Department of Iron Range Resources & Rehabilitation (IRRR) for their Development Partnership Program. This funding source will enhance the funding secured by the Minnesota Department of Natural Resources (MNDNR) from the Legislative-Citizen Commission of Minnesota Resources (LCCMR) for Aggregate Resource Mapping, focused on St. Louis County.

The funding provided by the LCCMR and further supported by State general fund monies support the MNDNR personnel costs, and St. Louis County has committed to provide in-kind support in the aggregate sample collection and processing. This grant award would provide additional resources for equipment rental and enhanced sample processing in the IRRR service area.

Policy Objectives:

Under the adopted County's Grant Policy, the Board is required to authorize the acceptance of grant funding.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

The Development Partnership Grant requires a 1:1 match. This match will be achieved with MNDNR funds secured through the 2022 LCCMR Project Aggregate Resource Mapping project (2022-295).

Recommendation:

It is recommended that the St. Louis County Board authorize the Land & Minerals Department to accept \$25,000.00 from the Department of Iron Range Resources & Rehabilitation Development Partnership Grant in partnership with the Minnesota Department of Natural Resources.

**Acceptance of Iron Range Resources & Rehabilitation
Development Partnership Grant**

BY COMMISSIONER: _____

WHEREAS, A portion of the St. Louis County Aggregate Mapping Project is located within the Department of Iron Range Resources & Rehabilitation (IRRR) service area and the project is eligible for the Development Partnership Grant; and

WHEREAS, The IRRR Development Partnership provides funding in part for research to support long-term regional economic growth; and

WHEREAS, The match will be achieved with Minnesota Department of Natural Resources funds secured through the 2022 Legislative-Citizen Commission of Minnesota Resources Project Aggregate Resource Mapping project (2022-295).

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the acceptance of the IRRR Development Partnership Grant in the amount of \$25,000.



St. Louis County Board of Commissioners Request for Board Action 23 - 312

Committee: **Finance & Budget**

Date: July 25, 2023

From: Brian Fritsinger, Deputy Administrator

Attachments: yes no

Reviewed by: Kevin Z. Gray, County Administrator

Consent: yes no

ITEM: Breitung Township Recreation and Culture Improvement Project, American Rescue Plan Act Revenue Loss Funding

Background/Overview:

Breitung Township has made an application seeking \$20,000 in ARPA funding for a recreation and culture improvement project. The recreation and culture improvement project is designed to upgrade the existing recreational facilities by providing additional opportunities for young children, their parents and seniors as requested by the community, to provide a safe and secure access to and from Lake Vermilion and to create a more efficient means for culture events and community gatherings. These highly visible improvements will help meet the Community's Comprehensive Plan's mission statement that says in part "Breitung is a place where children and families can grow and thrive with safe parks and recreational facilities..."

The constant use of the existing park facilities requires maintenance and up to date equipment to ensure a safe and reliable environment for all to enjoy. These requested improvements to the decking on the existing docks will ensure high quality and safe access to Lake Vermilion at multiple points on the lake. The updated playground equipment will replace a fifteen-year-old residential type slide system that was donated by a family who outgrew the equipment. The new equipment will be ADA compliant and will provide for a more inclusive and welcoming site for all to enjoy and provide an improved and safe playground area. The existing playground is located at the campground at McKinley Park on Lake Vermilion so both citizens and visitors to the campground and beach will benefit as they enjoy the outdoor experience.

The sound system, canopy and tables will enhance the quality of the cultural experiences of numerous events that are held throughout our township parks and community center. The sound system and bullhorn will replace the loud shouting of instructions by the event organizers, the large capacity canopy will replace an older makeshift canopy that was destroyed in a brief but powerful windstorm that occurred in July of last year. Additional tables are needed to provide for the increasing number of visitors to these popular cultural events.

The County Board adopted Resolution No. 21-582 approving its framework associated with the use of American Rescue Plan Act (ARPA) monies. The Board subsequently allocated ARPA funding for youth recreation projects. There was consensus on the provision of up to \$900,000 for eligible projects identified in each Commissioner district. This project is located in Commissioner District #4. This project is proposed to be funded through Fund 239, American Rescue Plan Act Revenue Loss funds.

Policy Objectives:

Under the U.S. Treasury's Final Rule guidance, as it relates to the American Rescue Plan Act (ARPA), the costs associated with the proposed project may be considered an eligible use. However, consistent with previous County Board actions on the youth recreation projects it is proposed that the County use Revenue Loss funds for the project.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

The proposed \$20,000 would be funded from the Revenue Loss category of the County's ARPA funding framework. The total project cost is estimated at \$80,000 with \$18,000 of funding from the IRRR, \$42,000 from the township and the remaining \$20,000 from the County.

In terms of the ARPA framework, \$7,500 of this project is proposed to come from Commissioner Musolf's allocation and the remaining \$12,500 from Commissioner McDonald's allocation of Youth Recreation Funding.

Recommendation:

It is recommended that the County Board consider approving the use of up to \$20,000 of American Rescue Plan Act Revenue Loss funding for the Breitung Township Recreation and Culture Improvement Project, from Fund 239, American Rescue Plan Act Revenue Loss.

Breitung Township Recreation and Culture Improvement Project, American Rescue Plan Act Revenue Loss Funding

BY COMMISSIONER _____

WHEREAS, On March 11, 2021, the President of the United States signed into law the \$1.9 Trillion American Rescue Plan Act (ARPA) to provide continued relief from the impact of COVID-19 pandemic; and

WHEREAS, Approximately \$350 billion of the ARPA funding was allotted to assist state, local tribal, and territory governments in responding to the COVID-19 pandemic; and

WHEREAS, Funds received are required to be used in accordance with the Coronavirus Local Fiscal Recovery Fund (CLFRF) requirements as provided within the guidance issued by the United States Treasury:

- To respond to the public health emergency
- To address its negative economic impacts
- To serve the hardest hit
- To make necessary investments in water, sewer, or broadband infrastructure; and

WHEREAS, St. Louis County has been awarded \$54,536,596 in ARPA funds to be used in accordance with the above requirements; and

WHEREAS, The County Board has allocated up to \$900,000 of ARPA funds to be used for youth recreation/park projects; and

WHEREAS, Breitung Township has identified a project to improve its existing recreation facilities; and

WHEREAS, The Township has submitted documentation seeking funding assistance in the amount of \$20,000 from the County's American Rescue Plan Act Revenue Loss funds to support its project.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the use of up to \$20,000 of American Rescue Plan Act Revenue Loss funding for the Breitung Township Recreation and Culture Improvement Project.

RESOLVED FURTHER, That Breitung Township shall comply and submit all necessary information, documentation and reporting materials required by the County to ensure that the project meets any and all conditions as required under the program.

RESOLVED FURTHER, That the appropriate County officials are authorized to enter into an agreement with the Township for this project with funds for the above project payable from Fund 239, American Rescue Plan Action Revenue Loss.



St. Louis County Board of Commissioners Request for Board Action 23 - 313

Committee: **Finance & Budget**

Date: July 25, 2023

From: Jerry Hall, Director Property Management

Attachments: yes no

Reviewed by: Kevin Z. Gray, County Administrator

Consent: yes no

ITEM: Duluth Government Services Center Remodel of the First Floor (PHHS – Children and Family Services), American Rescue Plan Act Revenue Loss Funding

Background/Overview:

Public Health and Human Services (PHHS) – Children and Family Services has requested remodeling of room 104 in the Duluth Government Services Center (GSC) to improve their ability to provide core services, respond to the pandemic including with expanded clinical services, protect staff and better assist the public. The County Board previously adopted Resolution No. 21-582 approving its framework associated with the use of ARPA monies. Within that framework were funds to assist with the remodeling and renovations of certain county spaces including the proposed improvements at the GSC.

Property Management, with the assistance of the Purchasing Division, solicited a Request for Bids (RFB), seeking a qualified contractor to provide all construction services related to the remodeling of Room 104. Bids were requested and due on July 17, 2023, and the County received five bids for the project with the low bid being from Gardner Builders, LLC providing the low bid of \$347,550.

BIDS:

- Gardner Builders, LLC \$347,550
Duluth, MN
- Max Gray Construction, Inc. \$348,800
Hibbing, MN
- Versacon, Inc \$349,000
New Hope, MN
- Johnson Wilson Constructors \$353,000
Duluth, MN
- Ray Riihiluoma, Inc. \$413,250
Cloquet, MN

Policy Objectives:

Under the U.S. Treasury's Final Rule guidance, as it relates to the American Rescue Plan Act (ARPA), the costs associated with the renovation may be considered an eligible use under the COVID response and/or revenue loss category. Specifically, it would meet reporting category 1.12: Mental Health Services whereby the guidance indicates that behavioral health facilities and equipment fall within the category. The project has followed and met all County Purchasing rules in terms of the improvement and bid process.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

The adopted ARPA framework included \$750,000 for this project. Fortunately, the bids have come in lower than initially estimated and will be able to be fully covered by those available funds in Fund 239.

Recommendation:

It is recommended that the St. Louis County Board award the project to the low bidder and authorize the appropriate county officials to enter into an agreement with Gardner Builders, LLC of Duluth, Minnesota, to provide all construction services related to the remodeling of room 104 in the Duluth Government Services Center for the lump sum of \$347,550, payable from Fund 239, American Rescue Plan Act Revenue Loss.

**Duluth Government Services Center Remodel of the First Floor
(PHHS – Children and Family Services), American Rescue Plan Act Revenue Loss Funding**

BY COMMISSIONER _____

WHEREAS, On March 11, 2021, the President of the United States signed into law the \$1.9 Trillion American Rescue Plan Act (ARPA) to provide continued relief from the impact of COVID-19 pandemic; and

WHEREAS, Approximately \$350 billion of the ARPA funding was allotted to assist state, local tribal, and territory governments in responding to the COVID-19 pandemic; and

WHEREAS, Funds received are required to be used in accordance with the Coronavirus Local Fiscal Recovery Fund (CLFRF) requirements as provided within the guidance issued by the United States Treasury:

- To respond to the public health emergency
- To address its negative economic impacts
- To serve the hardest hit
- To make necessary investments in water, sewer, or broadband infrastructure; and

WHEREAS, St. Louis County has been awarded \$54,536,596 in ARPA funds to be used in accordance with the above requirements; and

WHEREAS, Property Management, with the assistance of the Purchasing Division, solicited a Request for Bids (RFB), seeking a qualified contractor to provide all construction services related to the remodeling of Room 104; and

WHEREAS, Bids were requested and due on July 17, 2023 and the County received five bids for the project with the low bid being from Gardner Builders, LLC providing the low bid of \$347,550.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the use of up to \$347,550 of American Rescue Act Plan Revenue Loss funds for the remodel of the first floor of the Duluth Government Services Center.

RESOLVED FURTHER, That the St. Louis County Board awards the project to the low bidder and authorizes the appropriate county officials to enter into an agreement with Gardner Builders, LLC of Duluth, MN to provide all construction services related the remodeling of room 104 in the Duluth Government Services Center for the lump sum of \$347,550.

RESOLVED FURTHER, That all construction and renovations shall be in compliance with local zoning regulations, state building code and accomplished using St. Louis County purchasing rules.

RESOLVED FURTHER, That the above project be payable from Fund 239, American Rescue Plan Act Revenue Loss.



St. Louis County Board of Commissioners Request for Board Action 23 - 314

Committee: **Central Management & Intergovernmental** Date: July 25, 2023
From: James R. Gottschald, Director Human Resources
and Administration Attachments: yes no
Reviewed by: Kevin Z. Gray, County Administrator Consent: yes no

ITEM: Deputy Sheriff Unit 2023-2025 Collective Bargaining Agreement

Background/Overview:

The Deputy Sheriff unit is comprised of 76 employees who work in Sheriff's Office in St. Louis County. The county's labor agreement with the Deputy Sheriff unit expired December 31, 2022. Law Enforcement Labor Services, Inc. Local #288 (LELS) reached agreement on terms of a new collective bargaining agreement effective January 1, 2023, through December 31, 2025.

The 2023-2025 wage settlement includes across the board increases of: 3.00% effective December 17, 2022; 3.00% effective December 16, 2023, and 3.00% effective December 14, 2024.

Other economic items include: an increase of 1% for 24-hour duty pay; an increase of \$0.75 per hour for on-call compensation; an increase of \$0.25 in shift differential; uniform allowance increased to \$60 monthly and Safety Shoe voucher increased to \$125 annually.

There were salary grade reassignments of a one grade increase for the following job classifications: Deputy Sheriff and Deputy Sheriff Investigator.

Other language changes include: employees' initial sick leave accrual was increased to 3.75 per pay period; 32 hours of Personal Leave will be granted to employees per year, after their first year of employment; Juneteenth was added to the list of observed holidays effective in 2023; the addition of a new language to the grievance procedure to an election of remedies section; and as part of the County's Diversity, Equity and Inclusion initiative, all specific gender references within the Agreement were updated to be gender neutral references.

Additionally, there were a number of minor housekeeping changes such as removing obsolete references, updating dates and memorializing past practices.

A Memorandum of Understanding was agreed upon to allow for experienced law enforcement applicants to be eligible to receive service credit, at the time of hire, toward initial step-placement and progression through the salary range (including longevity pay) and paid leave accruals to increase incentives for other law enforcement personnel to seek employment with the St. Louis County Sheriff's Office. This appointment process is commonly referred to as "Lateral Hires" in the law enforcement profession.

Policy Objectives:

The process and requirements for the negotiation of bargaining unit labor agreements are addressed under Minn. Stat. §179A, 375 and 383C.

Fiscal/Budget Impacts/Funding Source/FTE Considerations:

The anticipated fiscal impact includes the general wage adjustments for 2023, 2024 and 2025, and the more modest other economic items as specified above. The additional salary expense for the Sheriff's Office in 2023 have been adequately budgeted for to cover the proposed general wage adjustments. Future salary and operating budgets will take into consideration the general wage adjustments and other fiscal impacts for 2024 and 2025.

Recommendation:

It is recommended that the St. Louis County Board ratify the 2023-2025 Deputy Sheriff Unit collective bargaining agreement and memorandum of understanding and authorize county officials to execute a written agreement consistent with negotiations.

Deputy Sheriff Unit 2023-2025 Collective Bargaining Agreement

BY COMMISSIONER _____

WHEREAS, The Deputy Sheriff Unit collective bargaining agreement expired December 31, 2022; and

WHEREAS, Law Enforcement Labor Services, Inc. Local #288 (LELS) reached agreement on terms of a new collective bargaining agreement effective January 1, 2023, through December 31, 2025.

THEREFORE, BE IT RESOLVED, That the 2023-2025 Deputy Sheriff Unit contract is ratified, and county officials are authorized to execute the Collective Bargaining Unit Agreement, a copy of which is on file in County Board File No. _____.