



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

**July 11, 2023**

**Immediately following the Board Meeting, which begins at 9:30 A.M.**  
**Camp 5 Township, Melgeorge's Elephant Lake Lodge and Resort, 6376 Co Rd. 180, Orr**

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**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.*

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**DIRECTIONS:** Follow Hwy 53 until turning onto Co Rd. 180 heading East, Melgeorge's Elephant Lake Lodge and Resort will be on your right in approximately 9.5 miles.

**CONSENT AGENDA:**

**Minutes of June 27, 2023**

**Health & Human Services Committee, Commissioner McDonald, Chair**

1. Acceptance of Donation Valued at \$900 [23-282]

**Public Works & Transportation Committee, Commissioner Musolf, Chair**

2. 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]
3. Safe Streets and Roads for All Safety Action Plan Grant Agreement [23-284]

**Finance & Budget Committee, Commissioner Nelson, Chair**

4. Abatement List – July 25, 2023 [23-285]
5. Penalty & Interest Abatement List – July 25, 2023 [23-286]

**Public Safety & Corrections Committee, Commissioner Harala, Chair**

6. Authorization to Renew Radio Maintenance Service Contracts with Carlton and Lake Counties [23-287]

**Environment & Natural Resources Committee, Commissioner Jugovich, Chair**

7. Right-of-Way Easement Across State Tax-Forfeited Land to Alex and Ahlena Kerry Manthei (Morcom Twp. 61-21) [23-288]
8. Repurchase of State Tax-Forfeited Land – Northwood LLC (Non-Homestead) [23-289]

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**REGULAR AGENDA:**

**Health & Human Services Committee, Commissioner McDonald, Chair**

1. **Reallocation of Information Specialist II to Social Worker for SSIS** [23-290]  
Resolution approving the reallocation of a 1.0 FTE Information Specialist II position to a 1.0 FTE Social Worker position.

**Finance & Budget Committee, Commissioner Nelson, Chair**

**1. Public Works Maximo Application Suite Upgrade [23-291]**

Resolution authorizing the purchase of software licensing and ongoing maintenance from IBM Corporation.

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**COMMISSIONER DISCUSSION ITEMS AND REPORTS:**

*Commissioners may introduce items for future discussion, or report on past and upcoming activities.*

**ADJOURNED:**

**NEXT COMMITTEE OF THE WHOLE MEETING DATES:**

<b>July 25, 2023</b>	<b>Proctor City Hall, 100 Pionk Dr., Proctor</b>
<b>August 1, 2023</b>	<b>St. Louis County Courthouse, 100 N. 5<sup>th</sup> Ave. W., Duluth</b>
<b>August 8, 2023</b>	<b>Mt. Iron Community Center, 8586 Enterprise Dr., Mt. Iron</b>

**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

June 27, 2023

Location: Halden Town Hall, Floodwood, Minnesota

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

Absent: Commissioner Harala

Convened: Chair Boyle called the meeting to order at 10:24 a.m.

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## CONSENT AGENDA

Nelson/Musolf moved to approve the consent agenda. The motion passed. (6-0, Harala absent)

- Minutes of June 13, 2023
- State Contract Purchase of Three Brine Storage and Blending Systems [23-267]
- Abatement List for Board Approval [23-268]
- Renew/Amend Minnesota Workforce Joint Powers Agreement [23-269]
- Citizen Reappointments to the St. Louis County Planning Commission and Board of Adjustment [23-270]
- Repurchase of State Tax-Forfeited Land – Harp (Homestead) [23-271]
- Repurchase of State Tax-Forfeited Land – Putkonen (Non-Homestead) [23-272]

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## Establishment of Public Hearings

Nelson/Jugovich moved that the St. Louis County Board establish a public hearing on Tuesday, July 25, 2023, at 9:35 a.m. at the Proctor City Hall, 100 Pionk Drive, Proctor, MN, regarding the application for an Off-Sale Intoxicating Liquor License for The Hideaway Bar, Inc. dba The Hideaway Bar (Unorganized Township 61-13). [23-273]. The motion passed. (6-0, Harala absent)

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## Public Works & Transportation Committee

Musolf/Jugovich moved to award a bid to KGM Contractors, Inc., Angora, MN, in the amount of \$893,502.29 for project CP 0000-458860, SP 069-070-048, HSIP 6923(255): grading, aggregate base, bituminous surfacing, and signing located on various county and township roads within St. Louis County. [23-274]. Commissioner Musolf noted that the bid was 6.41% under the engineer's estimate. The motion passed. (6-0, Harala absent)

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## Finance & Budget Committee

Nelson/Musolf moved that the St. Louis County Board authorizes the purchase of Property and Related Insurance coverage on major structures and equipment, amended contents, and boiler and machinery from Chubb Group of Insurance Companies through Marsh McLennan Agency, LLC of Duluth, MN, for the period July 24, 2023, to July 24, 2024, at the annual premium of \$494,720; and further, that the Purchasing

Division is authorized to add or delete county properties to the policy or increase the base amount on future determination of valuation of county structures during the policy period. [23-275]. St. Louis County Senior Procurement Specialist Kristi Anton commented that the county's insurance premium increased by 10%; however, coverage increased by 6%. Chris James, Vice President of Risk Services, Marsh & McLennan Agency, provided the Board with a brief overview of the policy and said the insurance market has seen typical increases between 15% and 20%. After further discussion, the motion passed. (6-0, Harala absent)

Nelson/Boyle moved that the St. Louis County Board approves the use of up to \$100,000 of American Rescue Act Plan Revenue Loss funds for the remodel of the St. Louis County DMV Service Center; that all construction and renovations shall be in compliance with local zoning regulations, state building code and accomplished using St. Louis County purchasing rules; and further, that the project be payable from Fund 239, American Rescue Plan Act Revenue Loss. [23-276]. St. Louis County Auditor Nancy Nilsen recognized the dedication to providing quality customer service by Service Center Manager Ben Martin and said that approximately 10,000 to 12,000 people use the Service Center on a monthly basis. Auditor Nilsen commented that modifications to the Service Center include HVAC improvements, upgrade to plexiglass that was temporarily installed during COVID, counter modifications to better meet the Americans with Disabilities Act (ADA), and changes to allow for more social distancing in the lobby. Auditor Nilsen also commented that the goal is to do the upgrades without disrupting business. The motion passed. (6-0, Harala absent)

McDonald/Jugovich moved that the St. Louis County Board approves the use of up to \$144,200 of American Rescue Plan Act Revenue Loss funds to assist with the Lake Vermilion Fire Brigade Parking Lot Improvement project; approves the use of up to \$100,000 of American Rescue Plan Act Revenue Loss funds to assist with the Mesabi Fit Coalition/Virginia Community Foundation project; approves the use of up to \$250,000 of American Rescue Plan Act Revenue Loss funds to assist with the St. Louis County Agricultural Society 4-H Building project; that the Lake Vermilion Fire Brigade, Mesabi Fit Coalition/Virginia Community Foundation, and St. Louis County Agricultural Society 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; and further, that the appropriate County officials are authorized to enter into an agreement with the Lake Vermilion Fire Brigade, Mesabi Fit/Virginia Community Foundation, St. Louis County Fair Association and/or related recipients for this project with funds for the above project payable from Fund 239, American Rescue Plan Act Revenue Loss. [23-277]. Commissioner Grimm asked that the question be divided. The Board divided the question and a separate vote was taken for each item. McDonald/Jugovich moved that the St. Louis County Board approves the use of up to \$144,200 of American Rescue Plan Act Revenue Loss funds to assist with the Lake Vermilion Fire Brigade Parking Lot Improvement project. (6-0, Harala absent) McDonald/Jugovich moved that the St. Louis County Board approves the use of up to \$100,000 of American Rescue Plan Act Revenue Loss funds to assist with the Mesabi Fit Coalition/Virginia Community Foundation project. (6-0, Harala absent) McDonald/Jugovich moved that the St. Louis County Board approves the use of up to \$250,000 of American Rescue Plan Act Revenue Loss funds to assist with the St. Louis County Agricultural Society 4-H Building project. Commissioner Grimm requested additional information regarding construction costs. After further discussion, motion passed without recommendation. (6-0, Harala absent)

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### **Central Management & Intergovernmental Committee**

Grimm/Boyle moved that that the St. Louis County Board approves the amendments to the Standing Rules and Bylaws of the County Board and rescinds Resolution No. 607 of 9/28/87, Resolution No. 777 of

12/14/87, Resolution No. 32 of 1/12/88, Resolution No. 762 of 10/4/88, Resolution No. 1 of 1/8/91, Resolution No. 99 of 1/21/97, Resolution No. 809 of 10/21/97, and Resolution No. 980 of 12/23/97 and any other resolutions previously adopted by the County Board that pertain to the Standing Rules and Bylaws. Per Article I, Section 6 of the Rules and Bylaws, all amendments shall become effective immediately upon approval of the Board. [23-278]. County Attorney Kim Maki commented that other than revisions to comply with open meeting law, the proposed rules are the same version that the Board reviewed at the last County Board workshop. The motion passed without recommendation. (6-0, Harala absent)

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### **Public Safety & Corrections Committee**

Grimm/McDonald moved that the St. Louis County Board approves the new Emergency Support Services Administrator job class assigned to Pay Grade E30A in the Civil Service Supervisors Unit Pay Plan; and further, that the St. Louis County Board approves the reallocation of a vacant 1.0 FTE Deputy Sheriff – Division Commander position (Deputy Sheriff Supervisor Unit, \$7,117/mo. at Grade T31B, Step 1, position code 0852-003) to an Emergency Support Services Administrator position (Civil Service Supervisors Unit, \$6,704/mo. at Grade E30, Step 1) in the Sheriff’s Office. [23-279]. County Administrator Kevin Gray commented that the proposed changes are part of the Sheriff’s strategic plan. Jim Gottschald, Director of Human Resources and Administration, provided the Board with an overview of the reallocation. Director Gottschald noted that the administrative work was previously performed by Brandon Silgjord, who recently resigned from the county to accept a Chief of Police position in Sartell, Minnesota. After further discussion, the motion passed. (6-0, Harala absent) Silgjord

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### **Environment & Natural Resources Committee**

Jugovich/Nelson moved that the St. Louis County Board approves and adopts the Northeast Minnesota Regional Solid Waste Management Plan; that any changes recommended by the Minnesota Pollution Control Agency as a result of the required public comment period ending July 21, 2023, be incorporated and made part of the Plan; that the St. Louis County Board agrees to maintain and implement the plan as required by Minnesota Rules 9215.0530; and further, that the St. Louis County Board submits this document to the Commissioner of the Minnesota Pollution Control Agency for final approval pursuant to applicable Minnesota law. [23-280]. St. Louis County Environmental Services Director Dave Fink commented that components of the Regional Plan include characterizing the existing system and programs, evaluating program options, and developing a recommended implementation plan for the designated 10-year planning period. Participants in the Regional Plan collaborate and share resources across the region. Director Fink noted that it is expected that the Superior Landfill reaches capacity at the end of 2026. Commissioner Nelson briefly discussed and provided the Board with a handout summarizing the need for a solid waste management campus in Canyon. After further discussion, the motion passed. (6-0, Harala absent)

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### **COMMISSIONER DISCUSSION ITEMS AND REPORTS**

Commissioner Jugovich said that the Annual Report from the Inspector of Mines has been submitted and encouraged Commissioners to review.

Commissioner Musolf commented that there have been several water-related fatalities recently and encouraged everyone to be safe over the holiday weekend.

Commissioner Nelson said he received a report from Commissioner Harala, who sits on the finance committee for the Arrowhead Regional Corrections (ARC) Board; they expect a 3% increase for next year. In addition, Commissioner Nelson noted that Carlton County is conducting another study on how they are going to handle probation, their jail, and whether they will stay in ARC. If Carlton County leaves ARC, could potentially be a \$3 million hit to the agency.

Commissioner McDonald encouraged everyone to be safe over the Independence Day weekend and noted the next Board meeting will be held in Camp 5 Township for the first time ever.

Commissioner Grimm thanked all of the departments for putting on the electrical vehicle event in Virginia and said she learned a lot about electric vehicles including concerns and pitfalls. Commissioner Grimm said there was an opportunity to ask a lot of questions; staff provided thoughtful responses and discussed what has been done in the private sector and what could be done in the public sector.

Commissioner Nelson said that he disagreed with the use of taxpayer money to drive staff and bring vehicles to the event. Commissioner questioned the feasibility of electrical vehicles given that the electrical grid cannot support them at this time. Commissioner Nelson requested that the St. Louis County Public Health Director provide an update to the Board on what has been learned due to the COVID-19 pandemic and what could impact the county in the future. Commissioner Nelson also said that St. Louis County needs to develop a policy regarding staff signature lines on county email; the signature line should contain contact information and not share political images.

Commissioner Grimm questioned why the electrical vehicle event was being targeted considering it was a modest event that included a handful of staff and was much less extravagant than other events hosted by the county.

Chair Boyle thanked Commissioner Grimm for attending the electrical vehicle event and commented that the county must be prepared to deal with upcoming state and federal mandates. Chair Boyle said he, Commissioner Harala, and Commissioner Jugovich attended last week's celebration for COVID-19 public health volunteers. Chair Boyle noted that 600 lives were lost in St. Louis County because of the pandemic and said that 300 to 400 volunteer hours were donated to administer approximately 60,000 vaccinations in St. Louis County.

At 12:07 p.m., Commissioner Boyle, supported by Commissioner Nelson, moved to adjourn the Committee of the Whole meeting. The motion passed. (6-0, Harala absent)

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Patrick Boyle, Chair of the County Board

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Phil Chapman, Clerk of the County Board



## St. Louis County Board of Commissioners Request for Board Action 23 – 282

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Committee: **Health & Human Services**  
From: Linnea Mirsch, Director  
Public Health & Human Services  
Reviewed by: Kevin Gray, County Administrator

Date: July 11, 2023  
Attachments:  yes  no  
Consent:  yes  no

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**ITEM: Acceptance of Donation Valued at \$900**

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**Background/Overview:**

St. Louis County began planning for a public health pandemic response luncheon to recognize the work of our Public Health team, other County departments assisting with the public health COVID-19 response and our 86 Minnesota Responds Volunteers who volunteered over 9300 hours expanding our clinical service capacity.

St. Louis County Public Health and Human Services (PHHS) received a donation of \$900 towards the ice cream provided by Love Creamery for the Public Health Pandemic Appreciation event.

**Policy Objectives:**

Minnesota Statute § 465.03 requires County Board approval of any donation, specifying acceptance requires two-thirds majority of its members.

**Fiscal/Budget Impacts/Funding Source/FTE Considerations:**

During the planning for the event a local business, Love Creamery, asked to provide the ice cream for dessert as a donation. The value of the donation is \$900.

**Recommendation:**

It is recommended that the St. Louis County Board accept the donation of ice cream, valued at \$900, from Love Creamery towards the pandemic appreciation event June 20, 2023.

## Acceptance of Donation Valued at \$900

BY COMMISSIONER \_\_\_\_\_

WHEREAS, St. Louis County coordinated a pandemic appreciation event June 20, 2023 to honor the public health pandemic response, including 86 Minnesota Responds volunteers whose 9300 volunteer hours expanded our clinical capacity; and

WHEREAS, Love Creamery provided the ice cream as a donation, valued at \$900; and

WHEREAS, Minn. Stat. § 465.03 requires donations towards counties to be accepted by the governing body;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board accepts the donation of ice cream, valued at \$900, from Love Creamery towards the pandemic appreciation event held June 20, 2023.





## St. Louis County Board of Commissioners Request for Board Action 23-283

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

Date: July 11, 2023  
Attachments:  yes  no  
Consent:  yes  no

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**ITEM: Cooperative Agreements with the State of Minnesota and the Prospector ATV Club for the Pike River Bridge Salvage and Relocation for ATV Recreational Use**

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**Background/Overview:**

The State of Minnesota (State) owns and/or administers the recreational trail bridge that carries the Taconite State Trail over the Pike River, located in the NW ¼ of the SE ¼ of Sec. 8, T61 N, R16 W, St. Louis County. The State has determined that the existing recreational State Trail Bridge over the Pike River, formally identified as BR01322, which as constructed by the State in 1989 has a structural load rating of 5 tons that can no longer meet the requirements associated with the operations and maintenance of a snowmobile trail. As such, the State has determined that the replacement of State Trail Bridge is required to assure the continued operation, maintenance, and public use of the Taconite State Trail in this area.

The State has completed the required plans and specifications for the replacement of the State Trail Bridge, the installation of which is currently scheduled to be completed in late 2023 and early 2024. The plans and specifications for the replacement of the State Trail Bridge would typically require the disassembly and disposal of the existing structure, however, the County, on behalf of the Prospector ATV Club, has requested that the County be permitted to utilize and reuse the State Trail Bridge on a new segment of the Prospector ATV trail where the 5 Ton Load Rating meets the requirements of the operations and maintenance of a trail of that type.

The State and the County have determined that the continued utilization of the State Trail Bridge by the County and Prospector ATV Club for recreational trail purposes represents an opportunity to extend the use of the structure and its public benefit. The County, on behalf of the Prospector ATV Club, shall provide funding assistance for the transportation and delivery of the Trail Bridge to the location identified by the County, situated along and adjacent to TH 169 near County Road 467 (Flaim Road).

The Prospector ATV Club, or its Consultant, and the County shall be responsible to secure a Limited Use Permit from the Minnesota Department of Transportation for the temporary storage of the State Trail Bridge.

Upon completion of the salvage, relocation, and placement of the salvaged Pike River Bridge and ATV Trail segment, St. Louis County shall function as the bridge owner and complete periodic bridge inspections as required for the Pike River Bridge.

The Prospector ATV Club shall be responsible for all construction, maintenance, and operations costs for the salvaged Pike River Bridge and ATV Trail segment.

**Policy Objectives:**

Two or more governmental units may enter into an agreement to jointly provide services as described under Minn. Stat. 471.59, subd. 1. A joint powers agreement between Koochiching, Lake and St. Louis Counties, authorized on County Board Resolution 21-363, dated June 8, 2021, allows for the County to coordinate and collaborate on the development and maintenance of a regional ATV system.

**Fiscal/Budget Impacts/Funding Source/FTE Considerations:**

The Prospector ATV Club will be responsible for reimbursing the County for 100 percent of the costs of the Pike River Bridge salvage and relocation. In addition, the Prospector ATV Club shall be responsible for all future construction, maintenance, and operations costs for the salvaged Pike River Bridge and ATV Trail segment.

**Recommendation:**

It is recommended the St. Louis County Board authorize the appropriate County officials to enter into cooperative agreements with the State of Minnesota and the Prospector ATV Club for the Pike River Bridge Salvage and Relocation for ATV recreational use located in Vermilion Lake Township, St. Louis County. This project is further identified as CP 0000-784101.

**Cooperative Agreements with the State of Minnesota and the Prospector ATV Club for the Pike River Bridge Salvage and Relocation for ATV Recreational Use**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, The State has determined that the replacement of State Trail Bridge that carries the Taconite State Trail over the Pike River is required to assure the continued operation, maintenance, and public use of the Taconite State Trail in this area; and

WHEREAS, The plans and specifications for the replacement of the State Trail Bridge would typically require the disassembly and disposal of the existing structure, however, the County, on behalf of the Prospector ATV Club, has requested that the County be permitted to utilize and reuse the State Trail Bridge on a new segment of the Prospector ATV trail where the 5 Ton Load Rating meets the requirements of the operations and maintenance of a trail of that type; and

WHEREAS, The State and the County have determined that the continued utilization of the State Trail Bridge by the County for recreational trail purposes represents an opportunity to extend the use of the structure and its public benefit; and

WHEREAS, The Prospector ATV Club, or its Consultants, shall perform any required inspection of the salvaged Pike River Bridge to determine its structural integrity and shall be responsible for completing the planning, design, and environmental permitting for the placement of the Pike River Bridge at its permanent location; and

WHEREAS, Upon completion of the salvage, relocation, and placement of the salvaged Pike River Bridge and ATV Trail segment, St. Louis County shall function as the bridge owner and complete periodic bridge inspections as required for the Pike River Bridge; and

WHEREAS, The Prospector ATV Club will be responsible for 100 percent of the cost to complete the salvage and relocation of the Pike River Bridge and for all future construction, maintenance, and operational costs for the salvaged Pike River Bridge and ATV Trail segment.

THEREFORE, BE IT RESOLVED, The St. Louis County Board authorize the appropriate County officials to enter into cooperative agreements with the State of Minnesota and the Prospector ATV Club for the Pike River Bridge Salvage and Relocation for ATV recreational use located in Vermilion Lake Township, St. Louis County. This project is further identified as CP 0000-784101. Funds for this project will be receipted into Fund 220, Agency 220747, Object 583100.



## St. Louis County Board of Commissioners Request for Board Action 23-284

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Committee: **Public Works & Transportation** Date: July 11, 2023  
From: James T. Foldesi, Public Works Director Attachments:  yes  no  
Reviewed by: Kevin Z. Gray, County Administrator Consent:  yes  no

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### **ITEM: Safe Streets and Roads for All Safety Action Plan Grant Agreement**

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#### **Background/Overview:**

The Bipartisan Infrastructure Law (BIL) established the Safe Streets and Roads for All (SS4A) discretionary grant program, with \$5 billion in appropriated funds for over 5 years, 2022-2026. The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries.

The Public Works Department submitted a funding application to the SS4A program in 2022 for funding to complete a Safety Action Plan for the county road system. St. Louis County was awarded \$200,000 to complete this Safety Action Plan.

A key component to this Safety Action Plan is to upgrade the County Road Safety Plan (CRSP) so that the recommended projects in the CRSP are eligible for implementation funding from SS4A.

#### **Policy Objectives:**

This funding was identified and applied for consistent with County practices for Public Works projects that follow the Board-approved 5-year Capital Improvement Plan (CIP).

#### **Fiscal/Budget Impacts/Funding Source/FTE Considerations:**

St. Louis County was awarded \$200,000 in federal funding for the SS4A Safety Action Plan. St. Louis County must also provide a 20 percent local match, or \$50,000. The total SS4A Safety Action Plan budget is \$250,000.

#### **Recommendation:**

It is recommended the St. Louis County Board Authorize the appropriate County Officials to enter into an agreement with the Federal Highway Administration for the Safe Streets and Roads for All Safety Action Plan. This project is further identified as CP 0000-803757. Funds received from the Federal Highway Administration will be receipted into Fund 200, Agency 220748, Object 540716. Funds for St. Louis County's local match will be payable from Fund 200, Agency 203671, Object 652800.

## Safe Street and Roads for All Safety Action Plan Grant Agreement

BY COMMISSIONER \_\_\_\_\_

WHEREAS, the Bipartisan Infrastructure Law (BIL) established the Safe Streets and Roads for All (SS4A) discretionary grant program, with \$5 billion in appropriated funds for over 5 years, 2022-2026; and

WHEREAS, the SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries; and

WHEREAS, the Public Works Department submitted a funding application to the SS4A program in 2022 for funding to complete a Safety Action Plan for the county road system and was awarded \$200,000 to complete this Safety Action Plan; and

WHEREAS, St. Louis County must provide a 20 percent local match, or \$50,000, for this grant; and

WHEREAS, a key component to this Safety Action Plan is to upgrade the County Road Safety Plan (CRSP) so that the recommended projects in the CRSP are eligible for implementation funding from SS4A.

THEREFORE, BE IT RESOLVED, that the St. Louis County Board authorizes the appropriate County Officials to enter into an agreement with the Federal Highway Administration for the Safe Streets and Roads for All Safety Action Plan.

RESOLVED FURTHER, that this project is further identified as CP 0000-803757. Funds received from the Federal Highway Administration will be receipted into Fund 200, Agency 220748, Object 540716. Funds for St. Louis County's local match will be payable from Fund 200, Agency 203671, Object 652800.



## St. Louis County Board of Commissioners Request for Board Action 23 – 285

Committee: **Finance & Budget**

Date: July 11, 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

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**ITEM: Abatement List – July 25, 2023**

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**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 July 25, 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

July 25, 2023

AUD. NO.	PARCEL ID	TAXPAYER NAME	LOCATION	APPRAISER	REASON	TAX YR.	FEE	REDUCTION
000822	010-4520-15510	JACKSON, JAMES & LOCKETT, LISA	DULUTH	FRANK CARVER	HOMESTEAD	2023	Y	\$234.00
000823	010-4570-00160	HORVATICH, PAUL	DULUTH	RYAN SAUVE	HOMESTEAD	2023	Y	\$362.00
000824	375-0023-00380	BRUCKELMYER, CHAD & JENNIFER	GNESEN	CASSONDRA ROSETH	HOMESTEAD	2023	Y	\$102.00





## St. Louis County Board of Commissioners Request for Board Action 23 – 286

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Committee: **Finance & Budget**

Date: July 11, 2023

From: Nancy J. Nilsen, County Auditor/Treasurer  
Brandon Larson, Deputy County Auditor/  
Tax Division Manager

Attachments:  yes  no

Reviewed by: Kevin Z. Gray, County Administrator

Consent:  yes  no

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### **ITEM: Penalty & Interest Abatement List – July 25, 2023**

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#### **Background/Overview:**

When the imposition of penalty and interest on property taxes due would be unjust or unreasonable, state statute and St. Louis County policy allow for the abatement of such penalty. Abatements of penalty and interest may be granted in instances of demonstrable hardship, such as medical or familial distress, as outlined in County policy.

An application for abatement of penalties and interest must be reviewed and approved by the St. Louis County Auditor before going to the St. Louis County Board for approval. Approval of the County Assessor is not required for abatements of penalty and interest.

#### **Policy Objectives:**

Minn. Stat. § 375.192 provides the Board with statutory authority to grant abatements of penalty and interest that have been approved by the County Auditor. The process is further governed by St. Louis County Board Resolution No. 16-82, dated January 26, 2016, outlining the Board's policy on abatement of penalties and interest assessed on delinquent or past due taxes and costs.

#### **Fiscal/Budget Impacts/Funding Source/FTE Considerations:**

The total reduction in penalties and interest for each property is included on the attached list. According to County policy, penalty and interest abatements may only be granted if all current year taxes due are paid.

#### **Recommendation:**

It is recommended that the St. Louis County Board approve the list of applications for abatement of penalty and interest dated July 25, 2023.

**Penalty & Interest Abatement List for Board Approval**

BY COMMISSIONER \_\_\_\_\_

RESOLVED, That the St. Louis County Board approves the applications for abatement of penalty and interest identified in County Board File No. 61635.



**Penalty and Interest Abatements  
Submitted for Approval by  
the St. Louis County Board**

**July 25, 2023**

<b>AUD. NO.</b>	<b>PARCEL ID</b>	<b>TAXPAYER NAME</b>	<b>LOCATION</b>	<b>TAX YR.</b>	<b>REDUCTION</b>
000821	010-3451-00020	GROHS, WILLIAM	DULUTH	2022	\$1,292.35



## St. Louis County Board of Commissioners Request for Board Action 23 - 287

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

Date: July 11, 2023  
Attachments:  yes  no  
Consent:  yes  no

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**ITEM: Authorization to Renew Radio Maintenance Service Contracts with Carlton and Lake Counties**

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**Background/Overview:**

St. Louis, Carlton, and Lake Counties share the infrastructure for radio communications. In order to maintain the shared system infrastructure to a high standard and to ensure public safety, St. Louis County radio communications division provides ongoing maintenance to public safety communications systems.

County Board Resolution No. 17-665, dated October 19, 2017, authorized an Agreement for Technical Services between St. Louis, Carlton and Lake Counties, in the amount of \$37,000 per year (Carlton) and \$25,000 per year (Lake) to provide scheduled and preventative maintenance of communications infrastructure. St. Louis County has maintained Carlton County's radio communications system since 2012 and Lake County's radio communications system since 2009.

**Policy Objectives:**

Minn. Stat. § 471.59, Subd. 8, authorizes a county to contract with another governmental unit for any service the county could lawfully provide for itself.

**Fiscal/Budget Impacts/Funding Source/FTE Considerations:**

The anticipated fiscal impact includes an increase of services from \$37,000 to \$56,000 for Carlton County and \$25,000 to \$35,000 for Lake County. This reflects the increased costs of radio maintenance salaries, vehicle usage and additional costs.

Carlton County shall pay St. Louis County the sum of \$56,000 annually and Lake County shall pay St. Louis County the sum of \$35,000 annually. St. Louis County shall invoice Carlton and Lake Counties monthly or upon completion of specific services. Carlton and Lake Counties shall reimburse St. Louis County for all sales, use, excise or other takes or assessment now or hereafter imposed by authority of any Federal, State or Local Law, rule, or regulation with respect to Service performed pursuant to this Agreement. Funds for this agreement will be accounted for in Fund 100, Agency 136001, Object 551506 (Carlton) and 551508 (Lake).

**Recommendation:**

It is recommended that the St. Louis County Board authorize a renewed agreement with Carlton and Lake Counties, in the amount of \$56,000 per year (Carlton) and \$35,000 per year (Lake), to provide scheduled and preventative radio infrastructure maintenance.

**Authorization to Renew Radio Maintenance Service Contracts with Carlton and Lake Counties**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, St. Louis, Carlton, and Lake Counties share radio communication infrastructure and require ongoing system maintenance; and

WHEREAS, St. Louis County Sheriff's Office Radio Maintenance Technicians provide a high standard of maintenance for the infrastructure; and

WHEREAS, St. Louis County has maintained Carlton County's radio communications since 2012; and

WHEREAS, St. Louis County has maintained Lake County's radio communications since 2009.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes a renewed agreement with Carlton County, in the amount of \$56,000 per year, and Lake County, in the amount of \$35,000 per year, to provide scheduled and preventative radio infrastructure maintenance, to be accounted for in Fund 100, Agency 136001, Object 551506 (Carlton) and 551508 (Lake).



St. Louis County Board of Commissioners  
**Request for Board Action 23 - 288**

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Committee: **Environment & Natural Resources** Date: July 11, 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

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**ITEM: Right-of-Way Easement Across State Tax-Forfeited Land to Alex and Ahlena Kerry Manthei (Morcom Twp. 61-21)**

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**Background/Overview:**

Alex and Ahlena Kerry Manthei are requesting a perpetual, non-exclusive, 43-foot-wide right-of-way and utility easement across state tax-forfeited parcels to access private land in Morcom Township 61-21. Approximately 2.71 acres would be encumbered by the easement.

The County has reviewed the request and found that there are no reasonable alternatives to obtain access to the property and exercising the easement will not cause significant adverse environmental or natural resource management impacts. Further, the easement was reviewed for accuracy by County staff and determined to satisfy all statutory and internal requirements for encumbrance of public lands.

**Policy Objectives:**

Minn. Stat. § 282.04, subd. 4a, states that a county board may convey a road easement across unsold tax-forfeited land to an individual or a private entity requesting such easement.

**Fiscal/Budget Impacts/Funding Source/FTE Considerations:**

Under the County's 2023 adopted fee schedule, a grant of this easement would require payment of a \$2,710 land use fee, a \$200 administration fee, and a \$46 recording fee, for a sum total of \$2,956, funds to be deposited into Fund 240 (Tax-Forfeited Land Fund).

**Recommendation:**

It is recommended that the St. Louis County Board approve the granting of a perpetual, non-exclusive, 43-foot-wide easement for right-of-way and utility purposes to Alex and Ahlena Kerry Manthei upon receipt of payment in the amount of a \$2,710 land use fee, a \$200 administration fee, and a \$46 recording fee, for a sum total of \$2,956, all to be deposited into Fund 240 (Tax-Forfeited Land Fund).

**Right-of-Way Easement Across State Tax-Forfeited Land to  
Alex and Ahlena Kerry Manthei (Morcom Twp. 61-21)**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, Alex and Ahlena Kerry Manthei have requested a non-exclusive, perpetual, 43-foot-wide right-of-way and utility easement across state tax-forfeited land to access private property; and

WHEREAS, There are no reasonable alternatives to obtain access to the property, and exercising the easement will not cause significant adverse environmental or natural resource management impacts; and

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the St. Louis County Auditor to grant a non-exclusive, perpetual, 43-foot-wide right-of-way and utility easement to Alex and Ahlena Kerry Manthei across state tax-forfeited lands as described in County Board File No. \_\_\_\_\_.

RESOLVED FURTHER, That the granting of this easement is conditioned upon receipt of payment in the amount of a \$2,710 land use fee, a \$200 administration fee, and a \$46 recording fee, for a sum total of \$2,956, all to be deposited into Fund 240 (Tax-Forfeited Land Fund).

**EXHIBIT A – LEGAL DESCRIPTION**

**Non-Exclusive Right-of-Way/Utility Easement  
Across State Tax-Forfeited Land Benefitting Property Owned by  
Alex and Ahlena Kerry Manthei (Morcom Twp. 61-21)**

A 43 foot easement, lying 33 feet right and 10 feet left of the centerline to be described, for ingress, egress and utility purposes over, under and across part of Government Lots 2, 3 and 4 of Section 33, Township 62 North, Range 21 West of the Fourth Principal Meridian, St. Louis County, Minnesota the centerline of said easement is further described as follows:

Commencing at the southeast corner of said Section 33 and assigning a bearing of North 89 degrees 04 minutes 53 seconds West to the south line of said Government Lots 3 and 4; thence North 01 degrees 52 minutes 48 seconds East 9.89 feet to the point of beginning of said centerline;

thence North 88 degrees 05 minutes 22 seconds West 141.59 feet;  
thence North 80 degrees 47 minutes 55 seconds West 127.88 feet;  
thence North 82 degrees 50 minutes 16 seconds West 110.67 feet;  
thence North 84 degrees 01 minutes 50 seconds West 122.10 feet;  
thence North 85 degrees 16 minutes 02 seconds West 98.22 feet;  
thence North 82 degrees 54 minutes 44 seconds West 102.77 feet;  
thence North 80 degrees 21 minutes 07 seconds West 110.00 feet;  
thence North 84 degrees 27 minutes 18 seconds West 115.05 feet;  
thence North 84 degrees 13 minutes 33 seconds West 129.81 feet;  
thence South 86 degrees 55 minutes 33 seconds West 56.37 feet;  
thence South 75 degrees 51 minutes 00 seconds West 43.30 feet;  
thence South 41 degrees 31 minutes 03 seconds West 93.01 feet;  
South 86 degrees 56 minutes 54 seconds West 99.21 feet;  
thence South 89 degrees 38 minutes 55 seconds West 91.15 feet;  
thence North 77 degrees 34 minutes 28 seconds West 84.84 feet;  
thence North 85 degrees 17 minutes 45 seconds West 124.68 feet;  
thence South 85 degrees 36 minutes 06 seconds West 87.77 feet;  
thence South 89 degrees 18 minutes 24 seconds West 132.29 feet;  
thence North 82 degrees 51 minutes 58 seconds West 158.73 feet;  
thence North 87 degrees 29 minutes 46 seconds West 75.84 feet;  
thence South 79 degrees 13 minutes 46 seconds West 90.70 feet;  
North 81 degrees 36 minutes 16 seconds West 106.61 feet;  
thence South 89 degrees 46 minutes 58 seconds West 124.20 feet;  
thence South 79 degrees 20 minutes 12 seconds West 87.27 feet;  
thence North 88 degrees 43 minutes 24 seconds West 189.24 feet;  
thence South 58 degrees 04 minutes 57 seconds West 42.77 feet,

more or less, to the south line of said Government Lot 2 and there terminating. The side lines of said easement are to be prolonged or shortened to terminate at the south line of said Government Lot 2 and the centerline of Highway No. 5.



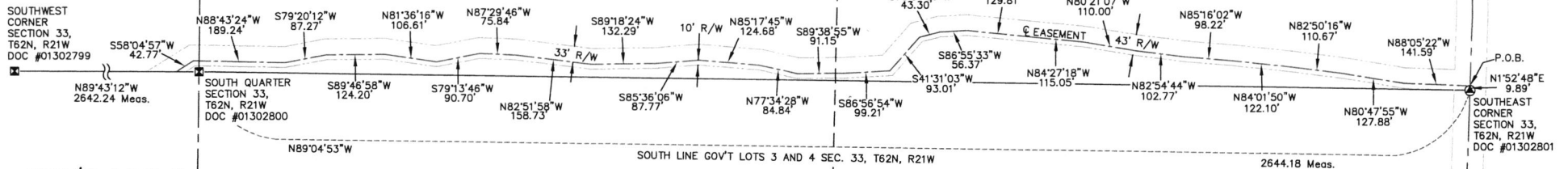
# EASEMENT DESCRIPTION EXHIBIT

For Robert Sura  
 Across part of Gov't Lots 2-4  
 Section 33, Township 62 North, Range 21 West,  
 St. Louis County, Minnesota

GOV'T LOT 2  
 SEC. 33  
 T62N, R21W

GOV'T LOT 3  
 SEC. 33, T62N, R21W

GOV'T LOT 4  
 SEC. 33, T62N, R21W



GOV'T LOT 3  
 SEC. 4  
 T61N, R21W

GOV'T LOT 2  
 SEC. 4, T61N, R21W

GOV'T LOT 1  
 SEC. 4, T61N, R21W

**NORTHERN LIGHTS** SURVEYING SERVICES  
 611 9th St. N.  
 Virginia, MN. 55792  
 Phone: (218) 741-2575  
 northernlights@nlsurvey.com

PREPARED FOR:  
**Robert Sura**

SECTION: 33  
 TOWNSHIP: 62 NORTH  
 RANGE: 21 WEST  
 COUNTY: St. Louis  
 DATE: 03/15/2023  
 DRAWN BY: JMW  
 JOB NO.: 2023-018  
 DRAWING NO.: V2023018

**Proposed Easement Description:**  
 A 43 foot easement, lying 33 feet right and 10 feet left of the centerline to be described, for ingress, egress and utility purposes over, under and across part of Government Lots 2, 3 and 4 of Section 33, Township 62 North, Range 21 West of the Fourth Principal Meridian, St. Louis County, Minnesota the centerline of said easement is further described as follows:  
 Commencing at the southeast corner of said Section 33 and assigning a bearing of North 89 degrees 04 minutes 53 seconds West to the south line of said Government Lots 3 and 4; thence North 01 degrees 52 minutes 48 seconds East 9.89 feet to the point of beginning of said centerline; thence North 88 degrees 05 minutes 22 seconds West 141.59 feet; thence North 80 degrees 47 minutes 55 seconds West 127.88 feet; thence North 82 degrees 50 minutes 16 seconds West 110.67 feet; thence North 84 degrees 01 minutes 50 seconds West 122.10 feet; thence North 85 degrees 16 minutes 02 seconds West 98.22 feet; thence North 82 degrees 54 minutes 44 seconds West 102.77 feet; thence North 80 degrees 21 minutes 07 seconds West 110.00 feet; thence North 84 degrees 13 minutes 33 seconds West 129.81 feet; thence South 86 degrees 55 minutes 33 seconds West 56.37 feet; thence South 84 degrees 13 minutes 33 seconds West 129.81 feet; thence South 89 degrees 41 minutes 31 seconds West 93.01 feet; thence South 86 degrees 56 minutes 54 seconds West 99.21 feet; thence South 89 degrees 38 minutes 55 seconds West 91.15 feet; thence North 77 degrees 34 minutes 28 seconds West 84.84 feet; thence North 85 degrees 17 minutes 45 seconds West 124.68 feet; thence North 81 degrees 17 minutes 45 seconds West 124.68 feet; thence North 82 degrees 51 minutes 58 seconds West 158.73 feet; thence North 87 degrees 29 minutes 46 seconds West 75.84 feet; thence South 79 degrees 13 minutes 46 seconds West 90.70 feet; thence North 81 degrees 36 minutes 16 seconds West 106.61 feet; thence South 87 degrees 29 minutes 46 seconds West 75.84 feet; thence North 88 degrees 43 minutes 24 seconds West 189.24 feet; thence North 89 degrees 43 minutes 12 seconds West 264.24 Meas. to the southwest corner of Section 33, T62N, R21W (DOC #01302799). The side lines of said easement are to be prolonged and or shortened to terminate at the south line of said Government Lot 2 and the centerline of Highway No. 5.



- LEGEND**
- ⊗ Found Aluminum Capped Rebar
  - ⊠ Found Aluminum Capped Square Tube

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Chris Mattila  
 Date: \_\_\_\_\_ License No. 51766



## St. Louis County Board of Commissioners Request for Board Action 23 - 289

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

Date: July 11, 2023

Attachments:  yes  no  
Consent:  yes  no

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**ITEM: Repurchase of State Tax-Forfeited Land – Northwood LLC (Non-Homestead)**

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**Background/Overview:**

The County received an application from Northwood LLC, of Wayzata, MN, seeking to repurchase property located at 210 Ashawa Rd., Cook, MN. The applicant was the record owner of property which was forfeited to the State of Minnesota on December 7, 2022. Based on the application review and research by Land and Minerals staff, along with the Minnesota statutes referenced below, the applicant is eligible to repurchase said property and has made satisfactory application to do so.

**Policy Objectives:**

Minn. Stat. § 282.241 permits state tax-forfeited land to be repurchased by the previous owner upon payment of the sum of all delinquent taxes and assessments computed under Minn. Stat. § 282.251, together with penalties, interest, and maintenance costs, that accrued or would have accrued if the land had not forfeited to the state.

Minn. Stat. § 282.302, subd. 1, provides that the state's eventual quitclaim deed must be issued to the record owner of the property at the time of the expiration of the redemption period established under § 281.23. The record owner at the time of forfeiture was Northwood LLC.

**Fiscal/Budget Impacts/Funding Source/FTE Considerations:**

The applicant has made the required downpayment of \$3,214.27 to enter into a four-year contract for deed to pay all amounts due and owing under Minn. Stat. § 282.241 per county board guidelines. The repurchase of this property will promote the use of lands that will best serve the public interest. Funds will be deposited into Fund 240 (Tax-Forfeited Land Fund), except a service fee of \$500, which will be deposited into Fund 100 (General Fund).

**Recommendation:**

It is recommended that the St. Louis County Board approve the repurchase application of Northwood LLC of Wayzata, MN, subject to payments including: total taxes and assessments of \$13,246.33, deed fee of \$25, deed tax of \$43.71, recording fee of \$46, and maintenance cost of \$19, for a total amount of \$13,380.04 to be deposited into Fund 240 (Tax-Forfeited Land Fund); plus a service fee of \$500 to be deposited into Fund 100 (General Fund).

**Repurchase of State Tax-Forfeited Land – Northwood LLC  
(Non-Homestead)**

BY COMMISSIONER: \_\_\_\_\_

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

WHEREAS, The applicant, Northwood LLC of Wayzata, MN, has applied to repurchase state tax-forfeited land legally described as:

Legal: Govt Lot 1, EXCEPT that part thereof lying Southwesterly of the Northeasterly line of the right of way of the Duluth, Rainy Lake and Winnipeg Railway Company; AND EXCEPT Commencing at the Southeast corner of said Lot 1; thence running North along the east line thereof, a distance of 1311.44 feet; thence running West, a distance of 460 feet; thence running South, a distance of 251 feet; thence running West, a distance of 103.5 feet; thence running South to the Northeasterly line of the right of way of the Duluth, Rainy Lake and Winnipeg Railway Company; thence running Southeasterly along the Northeasterly line of said Railroad right of way to the south line of said Lot 1; thence running East along the south line of said Lot 1 to the Point of Beginning.

Sec 18 Twp 62N Rge 18W

Parcel ID No: 120-0040-00110

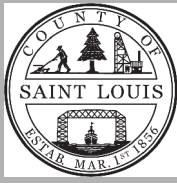
LDKey: 130470

WHEREAS, The applicant was the owner of record at the time of forfeiture and is eligible to repurchase the property; and

WHEREAS, The applicant has made satisfactory downpayment to enter into a four-year contract for deed to pay the amounts due and owing under Minn. Stat. § 282.241 to repurchase the non-homestead property; and

WHEREAS, Approving the repurchase will promote the use of lands that will best serve the public interest;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves the repurchase application by Northwood LLC of Wayzata, MN, on file in County Board File No. \_\_\_\_, subject to payments including: total taxes and assessments of \$13,246.33, deed fee of \$25, deed tax of \$43.71, recording fee of \$46, and maintenance cost of \$19, for a total of \$13,380.04, to be deposited into Fund 240 (Tax-Forfeited Land Fund); plus a service fee of \$500, to be deposited into Fund 100 (General Fund).



# St. Louis County Land and Minerals Department Tax-Forfeited Land Sales - Repurchase

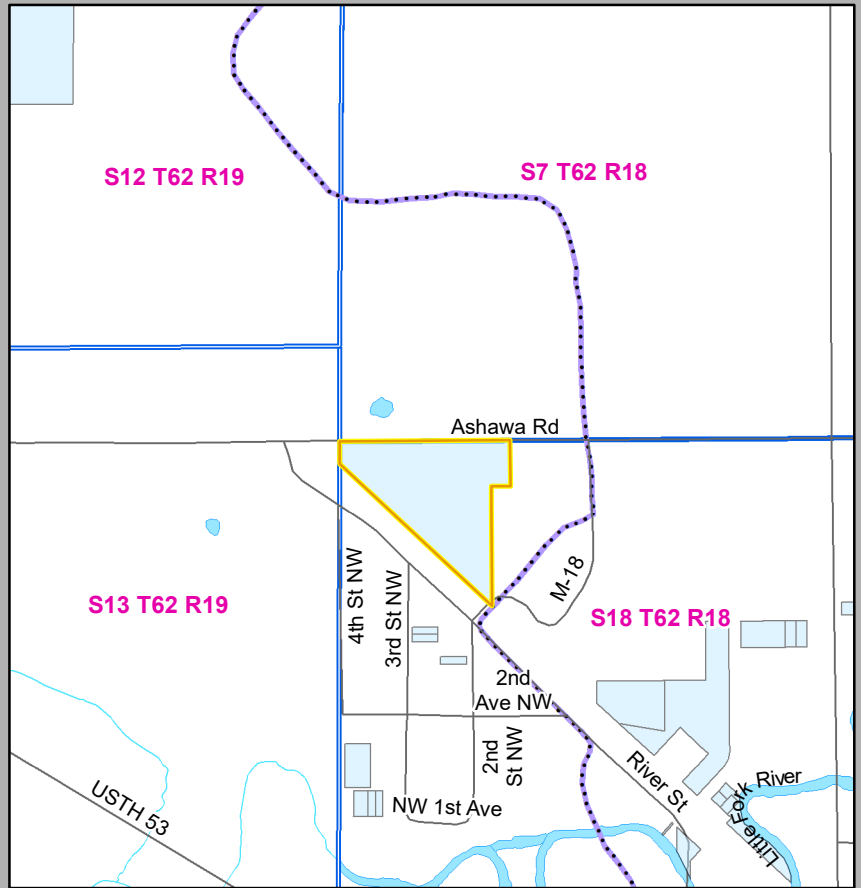
Legal: Govt Lot 1, EXCEPT that part thereof lying Southwesterly of the Northeasterly line of the right of way of the Duluth, Rainy Lake and Winnipeg Railway Company; AND EXCEPT Commencing at the Southeast corner of said Lot 1; thence running North along the east line thereof, a distance of 1311.44 feet; thence running West, a distance of 460 feet; thence running South, a distance of 251 feet; thence running West, a distance of 103.5 feet; thence running South to the Northeasterly line of the right of way of the Duluth, Rainy Lake and Winnipeg Railway Company; thence running Southeasterly along the Northeasterly line of said Railroad right of way to the south line of said Lot 1; thence running East along the south line of said Lot 1 to the Point of Beginning. Sec 18 Twp 62N Rge 18W

Parcel Code: 120-0040-00110

LDK: 130470

Address: 210 Ashawa Rd.  
Cook, MN 55723

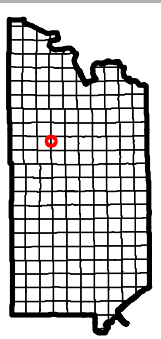
Acres: 14.32



City of Cook Sec: 18 Twp: 62N Rng: 18W

## Commissioner District # 4

- Area of Interest
- Tax Forfeited
- Road

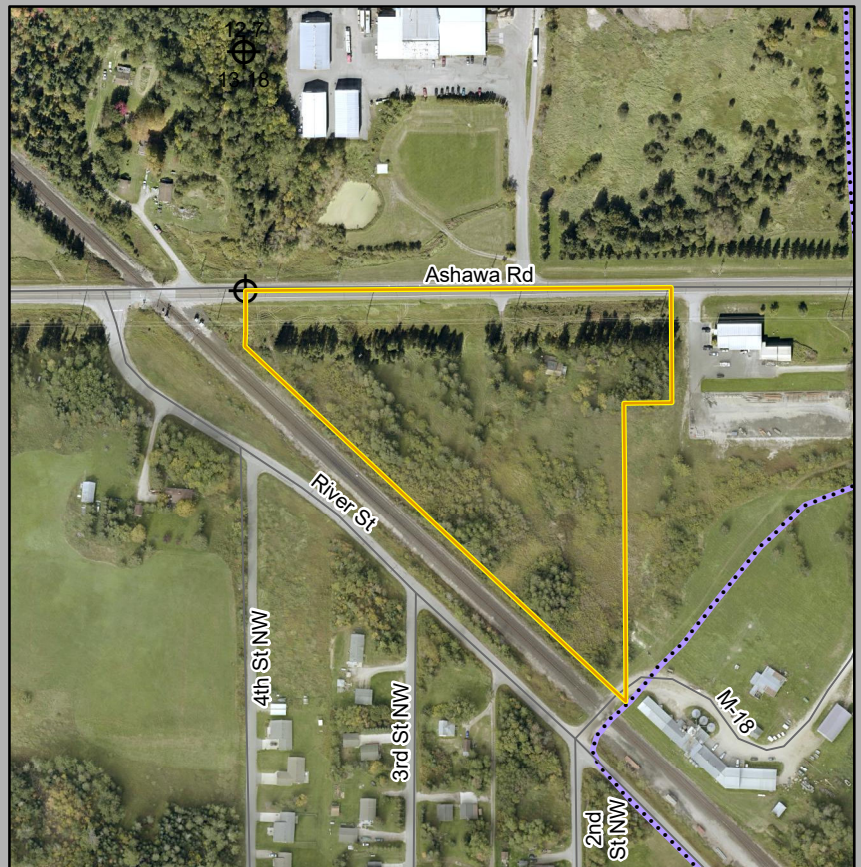


St. Louis County, Minnesota

This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. This drawing is a compilation of recorded information and data located in various city, county, state and federal offices. St. Louis County is not responsible for any incorrectness herein.

**St. Louis County  
Land and Minerals Department**

**2023**





# REPURCHASE APPLICATION

## Tax-Forfeited Lands

St. Louis County, Minnesota

4000

PURSUANT TO MINNESOTA STATUTES, SECTION 282.241, the undersigned hereby makes application to repurchase from the State of Minnesota the following described tax-forfeited land, pursuant to Minnesota Statutes, Section 282.241, as amended; said land is situated in St. Louis County, Minnesota, and more particularly described as follows:

### PROPERTY

Parcel Identification Number(s) (PIN) 120-0040-00110

Physical Street Address

210 Ashawa Rd.

Legal Description

Govt Lot 1, EXCEPT that part thereof lying Southwesterly of the Northeasterly line of the right of way of the Duluth, Rainy Lake and Winnipeg Railway Company; AND EXCEPT Commencing at the Southeast corner of said Lot 1; thence running North along the east line thereof, a distance of 1311.44 feet; thence running West, a distance of 460 feet; thence running South, a distance of 251 feet; thence running West, a distance of 103.5 feet; thence running South to the Northeasterly line of the right of way of the Duluth, Rainy Lake and Winnipeg Railway Company; thence running Southeasterly along the Northeasterly line of said Railroad right of way to the south line of said Lot 1; thence running East along the south line of said Lot 1 to the Point of Beginning.

City  
Cook

State  
MN

ZIP  
55723

### APPLICANT

Applicant Name (First, Middle, Last, Suffix)

Northwood LLC

Daytime Phone #

320-293-9448

Mobile #

320-293-9448

Applicant Name (First, Middle, Last, Suffix)

Email

northwood@USA.COM

Mailing Address

PO Box 556

City

WAYZATA

State

MIN

ZIP

55391

Applicant states and shows that at the time of the forfeiture to the State, they were (please check one):

- Owner  Representative or devisee of owner
- Heir(s) of the owner  Person to whom the right to pay taxes is given by statute, mortgage or other agreement  
(Provide documentation with application)

### REPURCHASE JUSTIFICATION

Based on the following information, the County Board will determine how undue hardship or injustice resulting from the tax forfeiture will be corrected by the repurchase; or how the repurchase will best serve the public interest.

1. List all individuals or entities that are eligible to repurchase the parcel(s). Must provide legal documentation.

Northwood LLC

ATTACHED

**Who is Eligible to Repurchase:** Minnesota Statutes 282.241, Subdivision 1. Repurchase requirements: The owner at the time of forfeiture, or the owner's heirs, devisees, or representatives, or any person to whom the right to pay taxes was given by statute, mortgage, or other agreement, may repurchase any parcel of land claimed by the state to be forfeited to the state for taxes unless before the time repurchase is made the parcel is sold under installment payments, or otherwise, by the state as provided by law, or is under mineral prospecting permit or lease, or proceedings have been commenced by the state or any of its political subdivisions or by the United States to condemn the parcel of land.

2. Describe when and how you first became aware of any tax delinquency and explain by each year, why the property taxes were not paid.

WAS AWARE OF BACK TAXES DUE, RECEIVED NOTICE OF THE DELINQUENCY IN DEC 2022, WAS NOT ABLE TO PAY THE ENTIRE AMOUNT DUE TO FINANCIAL DIFFICULTY.

3. Did the tax forfeiture create an undue hardship or injustice for you?  Yes  No *If no, skip to #5.*

4. If your answer to question #3 is "Yes," please answer the following:

A. Explain how the tax forfeiture created an undue hardship or injustice for you.

WHEN PURCHASED, THE INTENTION WAS TO CORRECT THE INDUSTRIAL ZONING OF THE SINGLE FAMILY DWELLING BY SUBDIVISION AND RE ZONING

B. If approved to repurchase, explain how the undue hardship or injustice will be corrected.

CONTINUE WITH THE REZONING CORRECTION AND SEPARATION OF THE SOUTHERN PORTION (INDUSTRIAL) AND THE NORTH PORTION (RESIDENTIAL LIVE/WORK)

5. Explain, in detail, how allowing you to repurchase the parcel will promote the use of the land that will best serve the public interest.

THE SINGLE FAMILY DWELLING IS UNSALEABLE AS ~~THE~~ <sup>A</sup> RESIDENCE IN THE CURRENT ZONING, OUR INTENTION IS TO CORRECT THE SITUATION AND RETURN THE PROPERTY TO AN APPROPRIATE USE, LIVE/WORK HOME OCCUPATION, COMMERCIAL USE.

**WELLS** (Please check the appropriate box below)

- There are no wells on this property
- No change since last well certificate
- There are one or more wells on this property (See enclosed well disclosure information sheet)
- Well disclosure completed - \$50.00 enclosed (Check Payable to St. Louis County Auditor)

**MILITARY SERVICE**

Yes  No Are you currently in active military service?

If you have been discharged within the last 6 months, provide discharge date and attach documentation. Discharge Date:

**DEED NAME(S)**

Minnesota Statutes 282.302 Subdivision 1 requires the deed to be issued to the previous owner of record. Subdivision 2 provides the state deed must name the record owner's estate as grantee if the previous owner is deceased. (If more than two, attach additional list.)

Name (First, Middle, Last, Suffix)

Northwood LLC

Name (First, Middle, Last, Suffix)

Mailing Address *Where to send deed, contract for deed, billings, tax statements, etc.*

PO Box 556

City

WAYZATA

State

MN

ZIP

55391

Ownership (For Deed Purposes) Check One

 Single Ownership   
  Co-ownership: Joint Tenancy   
  Co-ownership: Tenancy in Common   
  Co-ownership: Other

If more than one, what is the relationship?

**AGREEMENT AND SIGNATURE**

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

If I am allowed to repurchase the parcel, I understand that there will be conditions on the repurchase, including, but not limited to the following:

- A. To combine any split tax parcels across structure or property into common ownership.
- B. To pay all county-incurred maintenance costs and administrative fees related to the tax forfeiture of the parcel prior to the repurchase.
- C. To pay and keep current all taxes and assessments.
- D. To keep and maintain property insurance on structures for the life of the contract for deed.
- E. To comply with all state and local code requirements.
- F. To not remove any structure, minerals, sand, gravel, topsoil, subsoil, peat, timber or timber products until the contract for deed has been paid in full.

In submitting this application, I understand that it will be disclosed to the County Board as part of a resolution, and that all the contents of this application will become accessible to any member of the public, and that the County may use any data or information provided for communication and other uses as needed.

Signature *Healy MANAGER*

Date 6/7/23

Signature

Date

**CONTACT**

**St. Louis County**  
 Land and Minerals Department  
 Government Services Center  
 320 West 2nd Street, Suite 302  
 Duluth, MN 55802

**EMAIL:** landdept@stlouiscountymn.gov  
**PHONE:** (218) 726-2606  
**FAX:** (218) 726-2600  
**WEB:** stlouiscountymn.gov

**Incomplete Applications:** All application questions must be filled in for this repurchase application to be complete. All incomplete applications will be returned to the applicant to be completed and resubmitted.

Contact our office at 218-726-2606 for the current amount owed, which increases monthly.

**OFFICE USE ONLY****TAX DELINQUENCY**

Taxes became delinquent in (Year): 2018

Taxes remained delinquent and unpaid for the subsequent years of: 2019-2022

**REPURCHASE COSTS** (Check Payable to St. Louis County Auditor)

That pursuant to Minnesota Statutes, the total cost of the repurchase is: \$ 13,880.04 Thru: Date 6/7/23

This amount is the greater value of all delinquent taxes and assessments computed under Section 282.241 and 282.251, together with all accrued interest and penalties, including fees and maintenance costs.



## St. Louis County Board of Commissioners Request for Board Action 23 – 290

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Committee: **Health & Human Services** Date: July 11, 2023  
From: Linnea Mirsch, Director  
Public Health & Human Services Attachments:  yes  no  
Reviewed by: Kevin Gray, County Administrator Consent:  yes  no

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### **ITEM: Reallocation of Information Specialist II to Social Worker**

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#### **Background/Overview:**

The St. Louis County Board is requested to approve the reallocation of a 1.0 FTE Information Specialist II position in the Public Health and Human Services Department (PHHS) to a 1.0 FTE Social Worker position.

Whenever a vacancy occurs in PHHS, a review is done to determine if that position should be filled as is or if it should be reallocated to a level more aligned with the needs of the Department and the customers it serves. PHHS conducted this review when an Information Specialist II position became vacant in the Business Services Division and determined that a reallocation to a Social Worker was appropriate.

The current vacant Information Specialist II position is part of the Disbursements Unit of the Business Services Division. This unit has determined that there is a need for a Social Worker to train Social Workers on the use of SSIS and serve as a liaison between the Minnesota Department of Human Services and the social workers to resolve SSIS computer glitches and password resets. This expands staffing in the area of SSIS analysis and reporting to a total of 2.0 FTE based on current demand for training, support and reporting/analysis.

#### **Policy Objectives:**

PHHS requested a position reallocation review by the Human Resources Department. On June 20, 2023, Human Resources reallocated the Information Specialist II position to the Social Worker position. Because this reallocation is more than three pay grades, County Board approval is required.

#### **Fiscal/Budget Impacts/Funding Source/FTE Considerations:**

The reallocation will result in an annual increase of \$16,248 to the departmental budget. This budget is funded by county levy and revenue earned via the cost allocation plan, estimated at 40% reimbursement. The increase will be accounted for in Fund 230, Agency 230023, Object 610100.

#### **Recommendation:**

It is recommended that the St. Louis County Board reallocate 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.



## **Reallocation of Information Specialist II to Social Worker for SSIS**

BY COMMISSIONER \_\_\_\_\_

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WHEREAS, When a vacancy occurs in the Public Health and Human Services Department (PHHS), a review is done to determine if that position should be filled as is or if it should be reallocated to a level more aligned with the needs of the Department and the customers it serves; and

WHEREAS, PHHS and the Human Resources Department conducted such a review when an Information Specialist II position became vacant serving in the Disbursements Unit of the Business Services Division and determined that reallocation to Social Worker serving as SSIS support was appropriate; and

WHEREAS, County Fiscal Policies specify that any position change greater than three pay grades must go before the County Board for approval;

THEREFORE, BE IT RESOLVED, 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.

## PHHS Reallocation Tracking

<b>Former Job Title</b>	<b>New Job Title</b>	<b>Date of Reallocation</b>	<b>Position Code</b>	<b>Additional Cost</b>	<b>Decrease</b>
Social Worker (MSW)	Public Health Programs Coordinator	2/7/2023	0011-132	\$7,898.00	
Public Health Nurse	Public Health Educator I	2/9/2023	0800-002		\$3,569.00
Mental Health Professional	Social Worker (MSW)	5/24/2023	0016-016		\$2,184.00



## St. Louis County Board of Commissioners Request for Board Action 23 - 291

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Committee: **Finance & Budget**

Date: July 11, 2023

From: James T. Foldesi, Public Works Director

Attachments:  yes  no

Reviewed by: Kevin Z. Gray, County Administrator

Consent:  yes  no

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### **ITEM: Public Works Maximo Application Suite Upgrade**

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#### **Background/Overview:**

In 2006 the Public Works Department invested in a cost accounting and asset management system called Maximo. This initial purchase was acquired under software vendor MROI Software, Inc. The Maximo software has since been acquired by IBM and was rebranded as IBM Maximo Asset Management. IBM recently announced a major change in the IBM Maximo software called IBM Maximo Application Suite (MAS).

IBM contacted St. Louis County in March of 2023 to begin discussions on this software platform change. The conversation included an overview of the existing licensing model that St. Louis County utilizes, and next steps to prepare for the transition. The first step in the transition discussion was for IBM to perform a licensing audit. As part of the transition St. Louis County is required to increase the number of licensed users within the Maximo system. These licenses would then be converted into a new points model that would allow St. Louis County to migrate to the new Maximo Application Suite (MAS) solution. IBM is requiring all entities that currently utilize the legacy Maximo Asset Management system to migrate to the new IBM MAS solution to continue to maintain support.

The IBM Maximo Asset Management system is vital to the ongoing operation of the Public Works department. This critical system provides the following functions to the Public Works department including but not limited to:

- Management of all inventories including maintenance equipment, vehicles, motor pool cars, buildings, roads, bridges, culverts, ditch system, signs, guard rails, traffic signals, intersection lighting, mainline dynamic warning system, storeroom parts, and county gravel pits to name a few.
- Preventative Maintenance tracking which includes asset utilization statistics, maintenance reminders, maintenance job plans, predictive replacement schedules, and ongoing cost of each asset over its useful life.
- Reporting and Analytics on the cost of building and maintaining roadways and associated assets including all culverts, bridges, guard rails, intersection lighting, and signs to aid in future planning, and preventative maintenance activities.
- Tracking, and management of remote fuel locations including fuel usage statistics throughout St. Louis County tracked by site, vehicle, and internal/external agency billing.
- Creation of work orders that are assigned and triaged by Public Works staff.
- Scheduling various safety, building, and agency mandated inspections of various St. Louis County assets
- Creation and generation of State and FEMA disaster reporting

**Policy Objectives:**

Per St. Louis County purchasing rules, it is required that any software purchases and associated support agreements that cost in excess of funds approved for software purchases in the County budget must be approved by the County Board.

**Fiscal/Budget Impacts/Funding Source/FTE Considerations:**

The total cost to upgrade to the IBM Maximo Application Suite (MAS) software version will be \$450,000. This cost includes two components including an increase in the number of licenses St. Louis County requires under the new IBM points licensing model and upgrading to the new IBM Maximo Application Suite platform. St. Louis County's existing Flexible Contract Term (FCT) originally initiated in 2006 is set to expire on September of 2023, and will require St. Louis County to migrate to the new IBM Maximo Application Suite. This IBM Maximo Application Suite software upgrade project was budgeted to take place in 2024, however, to meet licensing compliance St. Louis County will need to execute the new contract during the June 30 IBM Maximo renewal period. This upgrade will be funded by the Information Technology (IT) Fund. The IT Department has budgeted for and will contract with a 3<sup>rd</sup> party in 2024 to aid Public Works in the transition to the new IBM Maximo Application Suite software.

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.

**Recommendation:**

It is recommended that the St. Louis County Board authorize the Public Works Department to purchase the software licensing, and ongoing maintenance from IBM Corporation in the amount of \$450,000 and further recommended to authorize the ongoing maintenance and support costs estimated to be \$142,000 annually.

## **Public Works Maximo Application Suite Upgrade**

BY COMMISSIONER \_\_\_\_\_

WHEREAS, In 2006 St. Louis County Public Works Department entered into a contract for the purchase of a new Maximo Cost Accounting and Asset Tracking system through vendor MROI Software, Inc; and

WHEREAS, This software has since been acquired by IBM Corporation, and it was recently announced Maximo will be undergoing a major hardware and software system change to Maximo Application Suite (MAS); and

WHEREAS, As part of the migration steps IBM conducted an Audit of current St. Louis County license entitlements and determined that St. Louis County will need to purchase additional licensing under the new IBM Maximo Application Suite points licensing model as part of the upgrade; and

WHEREAS, The St. Louis County Public Works Department in coordination with St. Louis County Information Technology Department have analyzed the audit results and worked closely with IBM to draft an agreement on a new licensing model that will ensure St. Louis County maintains proper licensing for current and future employees, and transitions St. Louis County to the new IBM Maximo Application software suite; and

WHEREAS, St. Louis County's existing Flexible Contract Term (FCT) originally initiated in 2006 is set to expire on September of 2023, and will require St. Louis County to migrate to the new IBM Maximo Application Suite.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Works Department to purchase the software licensing, from IBM Corporation sourced with use of the Naspo Value Point Cooperative Agreement, for an initial cost of \$450,000 from Fund 100, Agency 117001, Object 634800, with funds transferred from the Information Technology assigned fund balance, Fund 100, Object 311139.

RESOLVED FURTHER, That the St. Louis County Board authorize 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.