



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

**August 1, 2023**  
**Immediately following the Board Meeting, which begins at 9:30 A.M.**  
**County Board Room, St. Louis County Courthouse, Duluth**

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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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**CONSENT AGENDA:**

**Minutes of July 25, 2023**

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

1. Request to Accept DHS Housing Support and Services Grant Community Living Infrastructure Additional Funding and Enter into Contracts with Community-Based Providers [23-315]

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

2. Cooperative Construction Agreement with Minnesota Department of Transportation for Trunk Highway 37 at County State Aid Highway 5 (East and West) Turn Lane Project - CP 0005-533030, SP 069-070-058 [23-316]
3. Cooperative Agreement with MnDOT for Trunk Highway 169 Resurfacing Project – CP 0000-747491, SP 069-596-017 [23-317]

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

4. Chisholm Kiwanis Club Splash Pad Sunshade Fixture Project, American Rescue Plan Act Revenue Loss Funding [23-318]
5. Environmental Services Brookston Transfer Station Fiber Connectivity Project, American Rescue Plan Act, Revenue Loss Funds [23-319]

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

6. Award of Bids: Purchase of SHERP All-Terrain Vehicles [23-320]

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

7. Utility Easements Across Tax Forfeit Lands to Lake Country Power (Beatty Twp, 63-18 and Unorganized Twp 63-17) [23-321]

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**ESTABLISHMENT OF PUBLIC HEARINGS:**

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

1. Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License (Morcom Township) (Tuesday, September 5, 2023 at 9:35 a.m.) [23-322]

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**REGULAR AGENDA:**

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

- 1. Health Insurance Administrative Services – Award of Proposal [23-323]**  
Resolution awarding the RFP for health plan administration services and stop-loss coverage to Blue Cross and Blue Shield of Minnesota.

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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>August 8, 2023</b>	<b>Mt. Iron Community Center, 8586 Enterprise Dr., Mt. Iron</b>
<b>September 5, 2023</b>	<b>St. Louis County Courthouse, 100 N. 5<sup>th</sup> Ave. W., Duluth</b>
<b>September 12, 2023</b>	<b>St. Louis County Courthouse, 100 N. 5<sup>th</sup> Ave. W., Duluth</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

July 25, 2023

Location: Proctor City Hall, Proctor, Minnesota

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

Absent: Commissioners Grimm and McDonald

Convened: Chair Boyle called the meeting to order at 10:06 a.m.

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## CONSENT AGENDA

Nelson/Musolf moved to approve the consent agenda. Item #4, State Contract Purchase of Nine All-Wheel Drive SUVs [23-296], Item #9, Permission to Enter into Negotiations for Tenant Lease Agreements at The Depot [23-301], and Item #15, Final Plat Approval of Maple Shores, Sections 10 and 15, Township 52N, Range 15W (Fredenberg) [23-307] were removed from the consent agenda for separate consideration. The motion passed. (5-0, Grimm, McDonald absent)

- Minutes of July 11, 2023
- Duluth Farm to School Program [23-293]
- Appoint Members to Local Mental Health Advisory Council [23-294]
- Acceptance of Public Health Infrastructure Grants [23-295]
- Amendment 1: 2023 Liquid Surface Treatment (Calcium Chloride/ Magnesium Chloride) [23-297]
- 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]
- Apply for Minnesota Board of Water and Soil Resources (BWSR) grant for Woodland Avenue Green Infrastructure Project (CP 0009-689681) [23-299]
- Accept Additional Federal Funds from the Department of the Army for CP 0009-689681 (“Tischer Creek Project”) [23-300]
- Abatement List for Board Approval [23-302]
- Engineering Services for the Reconstruction of the Green Lot – Downtown Duluth [23-303]
- State Contract Purchase of Four Fleet Pickup Trucks [23-304]
- Food Services Contract for the Hibbing and Virginia Lockup Facilities [23-305]
- Approval of Registered Land Survey No. 152 [23-306]
- Authorization to Apply for and Accept FY2024 MPCA SSTS Base Grant and SSTS Low-Income Fix-Up Grant [23-308]
- 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]
- Acceptance of Iron Range Resources & Rehabilitation Residential Redevelopment Program Grant [23-310]
- Acceptance of Iron Range Resources & Rehabilitation Development Partnership Grant [23-311]

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## Finance & Budget Committee

Nelson/Boyle moved 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;

and further, authorizes the Depot Operations Committee to implement competitive bidding processes as needed in the future. [23-301]. St. Louis County Deputy Administrator Brian Fritsinger provided the Board with a brief overview of the proposals and noted that minimum lease rates were established to help cover Depot operating costs; however, the Depot is still receiving significant public subsidies for operation. Christina Woods, Executive Director of the Duluth Art Institute, claimed that their organization was not the only organization that offered a reduced rate; however, they were the only organization that was rejected. Ms. Woods said that the Duluth Art Institute has worked with organizations in the Great Hall regarding the safety and security of artwork, which includes the installation of security cameras, protocols of how spaces are set up, and methods to let people to know if the gallery is open or closed. Robin Washington, Board President of the Duluth Art Institute, said the organization acknowledged the minimum rate at the time of the proposal; however, they would not agree to an amount that was to be negotiated. Mr. Washington commented that state statute exempts the organization because they pay less than \$15,000 annually in lease fees. After further discussion, the motion passed without recommendation. (5-0, Grimm, McDonald absent)

Harala/Jugovich moved 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; 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; and further, that 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. [23-312]. The motion passed. (5-0, Grimm, McDonald absent)

Boyle/Harala moved 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; 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; and 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.

The project shall be payable from Fund 239, American Rescue Plan Act Revenue Loss. [23-313]. Deputy Administrator Fritsinger said the initial estimate for the project was \$750,00 and noted that the low bid was \$347,550. St. Louis County Public Health and Human Services Director Linnea Mirsch said the Government Services Building is an old building and the remodel will enhance clinical services by making the area more open and welcoming. Director Mirsch noted that the bid includes office furniture. After further discussion, the motion passed. (5-0, Grimm, McDonald absent)

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

Jugovich/Boyle moved that the St. Louis County Board grants final approval to the plat of Maple Shores, Sections 10 and 15, Township 52N, Range 15W (Fredenberg). [23-307]. Mike Roberts, of Duluth, provided the Board with a handout and said that he and his wife have a lease agreement that is in effect until 2041. Mr. Roberts commented that the proposed plat will allow Minnesota Power to take a portion of his property for a shared access road and a cul-de-sac; this action violates his lease contract and state statute. Mr. Roberts requested that the Board table the proposed plat until at least July 28, 2023. St. Louis County Assistant County Attorney Chris Pinkert commented that from the County Attorney's Office's perspective, this is a private lease matter. After further discussion, the motion passed without recommendation for consideration at the August 8, 2023 Board meeting. (5-0, Grimm, McDonald absent)

Chair Boyle temporarily exited the meeting from 10:57 a.m. to 10:58 a.m.

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### **Central Management Committee**

Harala/Nelson moved that the 2023-2025 Deputy Sheriff Unit contract is ratified, and county officials are authorized to execute the Collective Bargaining Unit Agreement. [23-314]. St. Louis County Director of Human Resources and Administration Jim Gottschald provided the Board with an overview of the agreement. Director Gottschald commented that the agreement includes a Memo of Understanding that will allow lateral hires to receive service credit towards initial step placement and progression through the salary range. The motion passed. (5-0, Grimm, McDonald absent)

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### **Public Works & Transportation Committee**

Musolf/Nelson moved that the St. Louis County Board authorizes the purchase of nine (9) SUVs from North Country GM of Hibbing, MN, for \$268,993.71. [23-296]. Commissioner Musolf commented that County Administration has asked that the resolution be passed without recommendation to allow for clerical review. The motion passed without recommendation. (5-0, Grimm, McDonald absent)

Commissioner Musolf temporarily exited the meeting from 11:09 a.m. to 11:11 a.m.

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

Commissioner Jugovich said the St. Louis County Fair – “The Five Best Days of Summer” will be held in Chisholm starting on August 2, 2023. Commissioner Nelson noted that there will be a ribbon cutting ceremony for the new rabbit and poultry building.

Commissioner Harala said that Sheriff Ramsay has committed to staff the Environmental Sheriff position on an ongoing basis.

Chair Boyle said last week the Board held budget meetings and commended the work of Brian Fritsinger, BreAnn Graber, and Angie Patullo.

At 11:13 a.m., Harala/Jugovich moved to adjourn the Committee of the Whole meeting. The motion passed. (5-0, Grimm, McDonald 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 - 315

Committee: **Health & Human Services**

Date: August 1, 2023

From: Linnea Mirsch, Director  
Public Health & Human Services

Attachments:  yes  no

Reviewed by: Kevin Z. Gray, County Administrator

Consent:  yes  no

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**ITEM: Request to Accept DHS Housing Support and Services Grant Community Living Infrastructure Additional Funding and Enter into Contracts with Community-Based Providers**

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**Background/Overview:**

In 2017, the Minnesota Legislature passed a comprehensive housing package adding language to the Housing Supports Act (Chapter 2561) to increase and improve opportunities for Minnesotans with disabling conditions to live in the community. The goals outlined in this grant opportunity merge the collective efforts outlined in Minnesota's Olmstead Plan and Minnesota's Plan to End Homelessness.

St. Louis County received \$986,175 for this initial grant for the period of June 2022 to March 2024 (Resolution No. 22-349).

The State made additional funds available to strengthen the Housing Supports infrastructure for people with disabilities. This additional award for Community Living Infrastructure (CLI) will allow St. Louis County to:

1. Do outreach to individuals who are homeless or living in institutions or facilities.
2. Build capacity through hiring, maintaining, training, and supporting housing resources specialists by contracting with community partners.
3. Continue to streamline the administration and monitoring activities related to the Housing Support Program (formerly GRH).

This funding will allow St. Louis County Public Health & Human Services (PHHS) to keep the previous grant funded FTE position (1.0 FTE Social Worker) and fill the gap in funding for the Homeless Coordinator position to fulfill these duties across St. Louis County.

On July 20, 2023, we received notification from the Minnesota Department of Human Services (MN DHS) informing St. Louis County that an amendment is being offered to our program to include the additional funding amount of \$625,198. This will result in an amended contract with MN DHS in the total amount of \$1,611,373.

DHS's intent with this additional FMAP funding is to expand, strengthen, and enhance Medicaid Home and Community-Based Services (HCBS) for people who would typically be eligible for services via the state-funded CLI program. With this temporary funding, the State temporarily

increased the scope of CLI allowable activities to include the following: (1) Outreach, (2) Housing Resource Specialist, (3) Administration and Monitoring of the Housing Support Program, and (4) Direct Assistance to Minnesotans with disabilities in accessing and maintaining housing. This temporary funding expires on March 31, 2024.

**Policy Objectives:**

In addition to the funds appropriated through the State base budget, funds were made available through increased Federal Medicaid Assistance Percentage (FMAP) funding under Section 9817 of the American Rescue Plan Act of 2021.

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

These funds will allow PHHS to keep the position that the original grant funded in 2022 and will fill the gap in funding due to a decrease in funding for the Homeless Coordinator position. It will allow SLC PHHS to contract with community providers to provide Direct Assistance and Housing Resource Specialists.

**Recommendation:**

It is recommended that the St. Louis County Board authorize the Public Health and Human Services Department to accept additional grant funds in the amount of \$625,198.00 from the Minnesota Department of Human Services Housing and Supports and Services Division to continue development of Community Living Infrastructure and enter into contracts with community partners for the period of July 1, 2023 to March 31, 2024.



**Request to Accept DHS Housing Support and Services Grant Community  
Living Infrastructure Additional Funding and Enter into Contracts with  
Community-Based Providers**

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

WHEREAS, The Minnesota Department of Human Services has awarded an additional \$625,198.00 in grant funds to St. Louis County Public Health and Human Services (PHHS) to implement a plan to improve system access to increase and improve opportunities for Minnesotans with disabling conditions to live in the community; and

WHEREAS, PHHS Behavioral Health and the PHHS Housing and Homelessness Programs teams have reviewed this opportunity and it meets unique needs of people with disabilities facing significant barriers in transitioning into community living from institutions, corrections, licensed facilities, or homelessness;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Public Health and Human Services Department to accept additional grant funds in the amount of \$625,198.00 from the Minnesota Department of Human Services Housing and Supports and Services Division to continue development of Community Living Infrastructure and enter into contracts with community partners for the period of July 1, 2023 to March 31, 2024.

**BUDGET REFERENCE:**

230-232001-610100-23286-99999999-2022  
230-232001-629900-23286-99999999-2022  
230-232001-530714-23286-99999999-2022



St. Louis County Board of Commissioners  
**Request for Board Action 23 - 316**

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Committee:	<b>Public Works &amp; Transportation</b>	Date:	August 1, 2023
From:	James T. Foldesi, Public Works Director	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

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**ITEM: Cooperative Construction Agreement with Minnesota Department of Transportation for Trunk Highway 37 at County State Aid Highway 5 (East and West) Turn Lane Project - CP 0005-533030, SP 069-070-058**

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**Background/Overview:**

The Minnesota Department of Transportation (MnDOT), in cooperation with St. Louis County, is preparing a project to construct left-turn and right-turn lanes on Trunk Highway (TH) 37 at County State Aid Highway (CSAH) 5 east and west intersections. This project will be completed in 2024 and is further identified as SP 069-070-058, CP 0005-533030. The MnDOT project number is SP 6947-57.

Both MnDOT and St. Louis County submitted funding applications to the Highway Safety Improvement Program in 2019 and MnDOT and St. Louis County were each awarded funding for this project. The following is the funding distribution for this project (based on 2023-2026 STIP, approved on October 19, 2022):

MnDOT Funding Distribution

Federal Funding = \$765,000  
Trunk Highway Funding = \$85,000  
Total Funding = \$850,000

St. Louis County Funding Distribution

Federal Funding = \$765,000  
State Aid Funding = \$85,000  
Total Funding = \$850,000

Total Funding Distribution

Federal Funding = \$1,530,000  
Trunk Highway/State Aid Funding = \$170,000  
Grand Total Funding = \$1,700,000

Both intersections of TH 37 and CSAH 5 are identified in the MnDOT District 1 Safety Plan. The west intersection is also identified in the County Road Safety Plan. MnDOT is responsible, at their cost, for design, right-of-way acquisition services, bidding, construction administration/engineering and inspection. St. Louis County is responsible for its cost share of the project items. This project will be completed in 2024.

**Policy Objectives:**

Minnesota Statute §16C.05, Subd. 2 authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority (St. Louis County) for the purposes of constructing, maintaining, and improving the trunk highway system.

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

St. Louis County was awarded \$765,000 in Federal funding through HSIP. The estimated local match for St. Louis County is \$85,000 using state aid funds. A cost estimate has not yet been developed but the allocated funding is expected to cover the project cost.

**Recommendation:**

It is recommended the St. Louis County Board authorize the appropriate County Officials to enter into a cooperative agreement and any amendments with the Minnesota Department of Transportation to construct left-turn and right-turn lanes on TH 37 at CSAH 5 (Hwy 5) east and west intersections. The project is further identified as SP 069-070-058, CP 0005-533030. Funds necessary for payment to the Minnesota Department of Transportation will be payable from Fund 200, Agency 220750, Object 652700.

**Cooperative Construction Agreement with Minnesota Department of Transportation for Trunk Highway 37 at County State Aid Highway 5 (East and West) Turn Lane Project - CP 0005-533030, SP 069-070-058**

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

WHEREAS, The Minnesota Department of Transportation, in cooperation with St. Louis County, is preparing a project to construct left-turn and right-turn lanes on Trunk Highway (TH) 37 at County State Aid Highway (CSAH) 5 (Hwy 5) east and west intersections; and

WHEREAS, This project will be completed in 2024 and is further identified as SP 069-070-058, CP 0005-533030; and

WHEREAS, Both the Minnesota Department of Transportation and St. Louis County were awarded Federal funding through the Highway Safety Improvement Program for this project; and

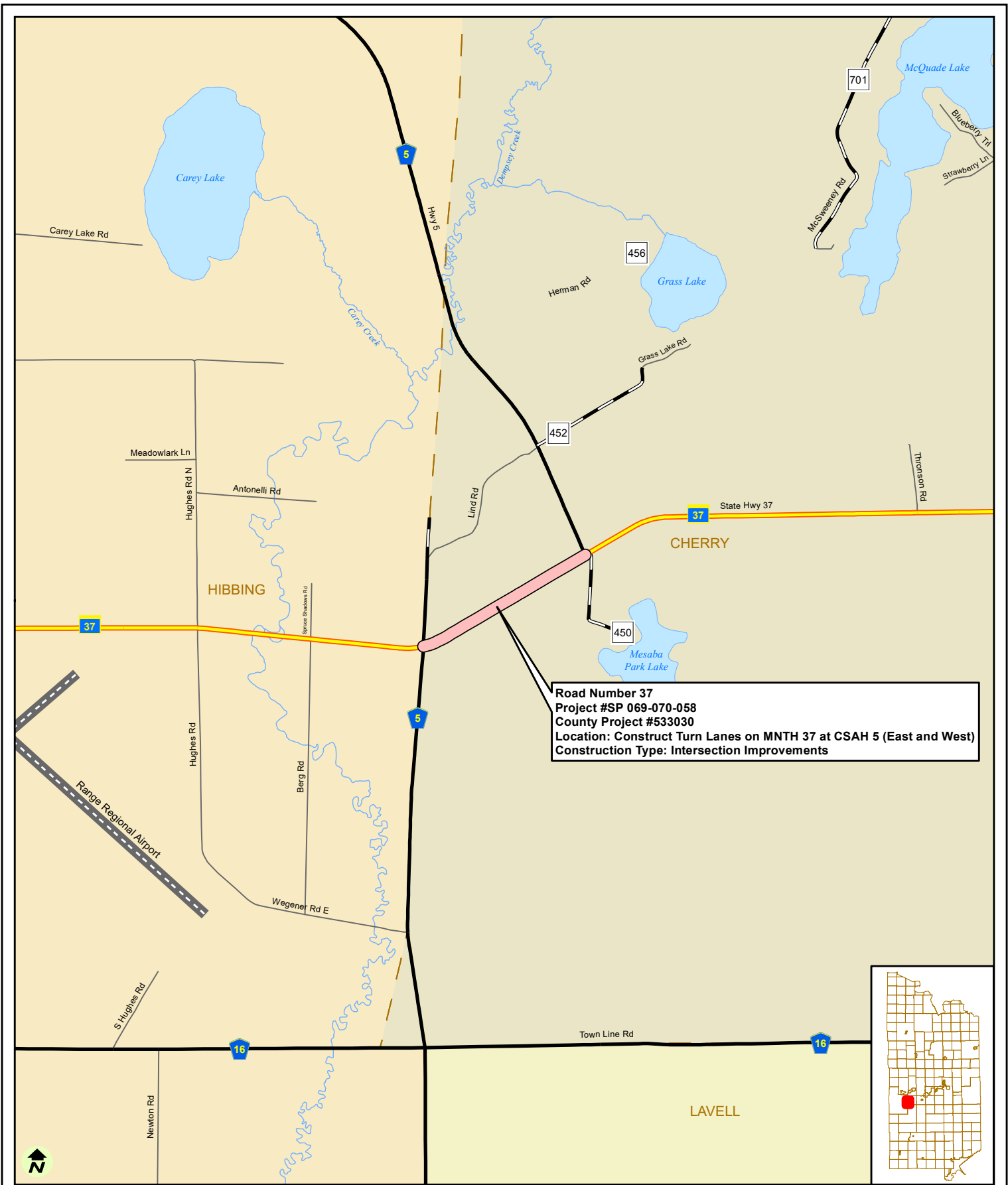
WHEREAS, Both intersections are prioritized in the Minnesota Department of Transportation Safety Plan and County Road Safety Plan and both intersections have experienced serious crashes.

THEREFORE, BE IT RESOLVED, That St. Louis County enter into MnDOT Agreement No. 1053672 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the County to the State for the County's share of the costs of grading, bituminous mill and overlay, and lighting construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway No. 37 from 0.14 miles west of the west junction of County State Aid Highway No. 5 to 0.18 miles east of the junction of County State Aid Highway No. 5 under State Project No. 6947-57 and State Aid Project No. 069-070-058 (TH 37=216).

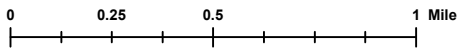
RESOLVED FURTHER, that the County Board Chair, County Auditor, Public Works Director and Assistant County Attorney are authorized to execute the Agreement and any amendments to the Agreement.

RESOLVED FURTHER, that the St. Louis County project numbers are SP 069-070-058, CP 0005-533030. Funds necessary for payment to the Minnesota Department of Transportation will be payable from Fund 200, Agency 220750, Object 652700.

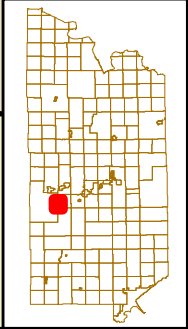


**Road Number 37**  
**Project #SP 069-070-058**  
**County Project #533030**  
**Location: Construct Turn Lanes on MNTH 37 at CSAH 5 (East and West)**  
**Construction Type: Intersection Improvements**

**St. Louis County 2024 Road & Bridge Construction**



Map Components	
<b>2024 Road &amp; Bridge Construction</b>	County Road - Paved
Intersection Improvements	County Road - Gravel
Interstate Highway	Local Road/City Street
U.S./State Highway	Railroad
	Commissioner District
	Township Boundary
	City/Town
	Lake
	River/Stream





St. Louis County Board of Commissioners  
**Request for Board Action 23 - 317**

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

Date: August 1, 2023  
 Attachments: yes no  
 Consent: yes no

**ITEM: Cooperative Agreement with MnDOT for Trunk Highway 169 Resurfacing Project – CP 0000-747491, SP 069-596-017**

**Background/Overview:**

The Minnesota Department of Transportation (MnDOT) is preparing a cold in-place recycle resurfacing project on Trunk Highway (TH) 169 beginning 2,025 feet west of County State Aid Highway (CSAH) 67 (4<sup>th</sup> Ave SE) in the City of Chisholm and ending 450 feet west of CSAH 103 (Mud Lake Rd)/CSAH 109 (Nichols Ave) in the City of Mountain Iron. This project will be completed in 2024 and is further identified as SP 6935-94.

Included in this project is installation of new roadway lighting systems and replacement of certain existing roadway lighting systems at the following county road intersections:

<b>Intersection</b>	<b>Work Description</b>
CSAH 67 (4 <sup>th</sup> Ave SE)	Replace existing lighting system
CSAH 5 (Hwy 5)	Install new lighting system
CSAH 125 (Forest St)	Replace existing lighting system
CSAH 64 (Pennsylvania Ave)/CR 453 (Morse Rd)	Replace existing lighting system
CR 457 (Country Rd)	Install new lighting system
CR 761 (Old Co Rd 101/Campground Rd)	Install new lighting system

MnDOT will be responsible for the construction cost of the roadway lighting systems and St. Louis County will be responsible for ownership and maintenance of the roadway lighting systems.

Also included in this project is construction of sidewalk along Emerald Ave, beginning at the north entrance to the Mountain Iron-Buhl School and ending at TH 169, for a total distance of approximately 220 ft. Emerald Ave is a city street owned by the City of Mountain Iron. The City of Mountain Iron received Federal funding through the Small Cities Assistance Program to construct this sidewalk. St. Louis County must act as the fiscal agent on behalf of the City of Mountain Iron for this sidewalk project. The St. Louis County project numbers for the Small Cities Assistance project are SP 069-596-017, CP 0000-747491.

**Policy Objectives:**

Minnesota Statute §16C.05, Subd. 2 authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority (St. Louis County) for the purposes of constructing, maintaining, and improving the trunk highway system.

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

St. Louis County does not have any direct construction cost participation for the roadway lighting systems. However, St. Louis County will own and maintain these roadway lighting systems which includes electrical power and maintenance for items such as replacing luminaires and replacing knocked down poles.

St. Louis County will act as the fiscal agent for the Small Cities Assistance Program funding that was awarded to the City of Mountain Iron. St. Louis County does not have any direct cost participation for the work contemplated for the City of Mountain Iron.

**Recommendation:**

It is recommended the St. Louis County Board authorize the appropriate County officials to enter into a cooperative agreement and any amendments with the Minnesota Department of Transportation for the TH 169 resurfacing project. The St. Louis County project numbers are SP 069-596-017, CP 0000-747491. Funds received from the City of Mountain will be receipted into Fund 220, Agency 220749, Object 551524. Funds necessary for payment on behalf of the City of Mountain Iron to the Minnesota Department of Transportation will be payable from Fund 220, Agency 220749, Object 652700.

**Cooperative Agreement with MnDOT for Trunk Highway 169 Resurfacing Project – CP  
0000-747491, SP 069-596-017**

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

WHEREAS, The Minnesota Department of Transportation is preparing a resurfacing project on Trunk Highway (TH) 169 beginning 2,025 ft west of CSAH 67 (4th Ave SE) in the City of Chisholm and ending 450 ft west of CSAH 103 (Mud Lake Rd)/CSAH 109 (Nichols Ave) in the City of Mountain Iron; and

WHEREAS, This resurfacing project will be completed in 2024 and is further identified as SP 6935-94; and

WHEREAS, This resurfacing project includes the installation of new roadway lighting systems and replacement of certain existing roadway lighting systems at state/county road intersections; and

WHEREAS, This project also includes construction of sidewalk along Emerald Ave, beginning at the north entrance to the Mountain Iron-Buhl School and ending at TH 169; and

WHEREAS, Emerald Ave is a city street owned by the City of Mountain Iron and the City of Mountain Iron received Federal funding through the Small Cities Assistance Program to construct this sidewalk; and

WHEREAS, St. Louis County must act as the fiscal agent on behalf of the City of Mountain Iron for this sidewalk project.

THEREFORE, BE IT RESOLVED, That St. Louis County enter into MnDOT Agreement No. 1053610 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the County to the State of the County's share of the costs of the sidewalk construction and to provide maintenance and ownership of the lighting systems construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway No. 169 from 2,025 feet west of County State Aid Highway No. 67 to 450 feet west of County State Aid Highway No. 103 under State Project No. 6935-94.

IT IS FUTHER RESOLVED that the County Board Chair, County Auditor, Public Works Director and Assistant County Attorney are authorized to execute the Agreement and any amendments to the Agreement.

IT IS FURTHER RESOLVED that the St. Louis County project numbers are SP 069-596-017, CP 0000-747491. Funds received from the City of Mountain will be receipted into Fund 220, Agency 220749, Object 551524. Funds necessary for payment on behalf of the City of Mountain Iron to the Minnesota Department of Transportation will be payable from Fund 220, Agency 220749, Object 652700.





## St. Louis County Board of Commissioners Request for Board Action 23 - 318

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Committee: **Finance & Budget**

From: Brian Fritsinger, Deputy Administrator

Reviewed by: Kevin Z. Gray, County Administrator

Date: August 1, 2023

Attachments:  yes  no

Consent:  yes  no

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**ITEM: Chisholm Kiwanis Club Splash Pad Sunshade Fixture Project, American Rescue Plan Act Revenue Loss Funding**

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**Background/Overview:**

The Chisholm Kiwanis Club has made an application seeking \$15,000 in ARPA funding for a recreation improvement project associated with the construction of a splash pad in Chisholm. The project is to add sunshades to the splash pad area.

The splash pad will be constructed next to the city-owned campground and near many of the other community recreation facilities. The park's features will be ADA compliant. The total project cost is \$195,000 for the splash pad and installation. The project has also received grant funds from the Blandin Foundation in the amount of \$50,000 as well as a CDBG grant in the amount of \$10,000. The project would be started this year and completed by the end of summer.

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 #7. 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 \$15,000 would be funded from the Revenue Loss category of the County's ARPA funding framework. In terms of the ARPA framework, the full \$15,000 is proposed to come from Commissioner Jugovich's allocation of Youth Recreation Funding.

**Recommendation:**

It is recommended that the County Board consider approving the use of up to \$15,000 of American Rescue Plan Act Revenue Loss funding for the Chisholm Kiwanis Club Splash Pad Sunshade Fixture Project, from Fund 239, American Rescue Plan Act Revenue Loss.

**Chisholm Kiwanis Club Splash Pad Sunshade Fixture 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, Chisholm Kiwanis Club (Club) has identified a project in cooperation with the City of Chisholm to develop and construct a splash pad; and

WHEREAS, The Club has submitted documentation seeking funding assistance in the amount of \$15,000 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 \$15,000 of American Rescue Plan Act Revenue Loss funding for the Chisholm Kiwanis Club Splash Pad Sun Shade Fixture Project.

RESOLVED FURTHER, That the Club 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 Club 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 - 319

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Committee: **Finance and Budget**

Date: August 1, 2023

From: David Fink, Director Environmental Services

Attachments: yes no

Reviewed by: Kevin Z. Gray, County Administrator

Consent: yes no

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**ITEM: Environmental Services Brookston Transfer Station Fiber Connectivity Project, American Rescue Plan Act, Revenue Loss Funds**

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**Background/Overview:**

The Information Technology (IT) Department has established a standard network connectivity model across all St. Louis County locations to address the networking requirements of each facility. This includes ensuring that the network connectivity securely transports data back to the core network to provide each facility with access to phone services, internet, and critical applications. However, the Brookston Transfer Station has had subpar network connectivity performance and options.

In March of 2023, the County Board approved the use of American Rescue Plan Act (ARPA) Revenue Lost Funds under Resolution No. 23-116 for the build out for four (4) other environmental services transfer stations as well as three (3) public works facilities.

The Brookston Transfer Station was not included at that time due to a high-cost estimate. New options have reduced the price to an estimated \$29,008, based on an agreement with Fond du Lac Reservation to utilize their existing connectivity enabling the use of a new credit card processing system.

**Policy Objectives:**

All projects being funded with ARPA or ARPA Revenue Loss funding must comply with U.S. Treasury rules, county purchasing rules and a variety of other federal, state and county rules depending on the scope and intended use of the project funding.

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

The cost for the fiber optics build out at the Brookston Transfer Station will be an estimated one time build out cost of \$29,008 paid from Fund 239, American Rescue Plan Act Revenue Loss Funds.

**Recommendation:**

It is recommended that the St. Louis County Board approve the use of approximately \$29,008 of American Rescue Plan Act Revenue Loss funding and authorize the Information Technology Department in coordination with the Environmental Services Department to provide fiber optics connectivity to the Brookston Transfer Station by tying in with the Fond du Lac Reservation's existing connection with \$16,508 paid to the Fond du Lac Reservation to install the fiber optic line and \$12,500 paid to KGM Contractors, Inc. to clear the land.

**Environmental Services Brookston Transfer Station Fiber Connectivity Project,  
American Rescue Plan Act Revenue Loss Funds**

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

WHEREAS, Environmental Services Leadership in coordination with the Information Technology (IT) Department has identified network connectivity as a leading cause of system and network performance issues at the Brookston Transfer Station; and

WHEREAS, The IT Department is working closely with Environmental Services to modernize strategic solid waste transfer stations to include a new credit card processing system enabling citizens to utilize credit cards to pay for solid waste disposal where the success of this project depends on solid network communications; and

WHEREAS, The Environmental Services Department has reached an agreement with the Fond du Lac Reservation to allow it to tie into their existing fiber optic line.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the Information Technology Department in coordination with Environmental Services to purchase fiber-based network connection from the Fond du Lac Reservation for \$16,508 and pay KGM Contractors, Inc. \$12,500 for land clearing services for an estimated total of \$29,008 paid from Fund 239 American Rescue Plan Act Revenue Loss Funds and monthly recurring costs to be determined payable via Fund 100, Agency 117001.

RESOLVED FURTHER, Fond du Lac Reservation shall comply and submit all necessary information, documentation and reporting materials required by the County, State or US Treasury to ensure that the project meets any and all conditions as required under the American Rescue Plan Act.

RESOLVED FURTHER, KGM Contractors, Inc. shall comply and submit all necessary information, documentation and reporting materials required by the County, State or US Treasury to ensure that the project meets any and all conditions as required under the American Rescue Plan Act.



## St. Louis County Board of Commissioners Request for Board Action 23 - 320

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

Date: August 1, 2023  
Attachments:  yes  no  
Consent:  yes  no

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**ITEM: Award of Bids: Purchase of SHERP All-Terrain Vehicles**

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**Background/Overview:**

On June 13, 2023, the St. Louis County Board adopted Resolution No. 23-323, the application and acceptance of the 2022 Emergency Management Performance American Rescue Plan Act Grant. This one-time, special project funding from the State of Minnesota is to be used to fill gaps in a jurisdiction's emergency management program. The Emergency Management division, along with Public Works and the St. Louis County Rescue Squad identified the need to purchase a SHERP all-terrain vehicle. This vehicle is designed to work under the most extreme off-road conditions by providing accessibility to remote locations for a variety of county service needs including: to the county surveyors to identify markers, extend capabilities for search and rescue victims, haul equipment, extricate patients, and much more. This SHERP all-terrain vehicle would phase out the aging ARGO and Marsh Master fleet which have proven costly to repair and maintain.

The Sheriff's Office, in tandem with the Purchasing Division, prepared a solicitation for a 2023 SHERP Argo Centaur, Request for Proposals (RFP) 5937, to provide the St. Louis County Sheriff's Office with an off-road, amphibious vehicle for server off-road terrain.

The following information indicates the Vendors which had submitted proposals:

**SHERP USA, Bemidji, Minnesota**

Upon review it was determined that SHERP USA 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.

**Policy Objectives:**

Equipment has been solicited by St. Louis County utilizing the MN Stat. Sec. 471.345 Minnesota Uniform Municipal Contracting Law, as well as the St. Louis County Purchasing Rules & Regulations.

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

The 2022 Emergency Management Performance American Rescue Plan Act Grant required a 50% match that will be funded by a transfer of funds to the Sheriff's Office capital budget by Public Works in the amount of \$40,571.00 and the St. Louis County Rescue Squad in the amount of \$25,000.00 to Fund 100, Agency 132001, Object 665900. The Sheriff's Office Emergency Management Division will use 2023 budget to cover the additional \$25,000.00 match. The grant award will be funded from Fund 100, Agency, 132999, Object 665900, Grant 13203, Year 2022.

**Recommendation:**

It is recommended that the St. Louis County Board authorize the purchase of a SHERP Argo Centaur, from SHERP USA of Bemidji, Minnesota for \$181,142.00, 50% payable from Fund 100, Agency 132001, Object 665900 and 50% from Fund 100, Agency, 132999, Object 665900, Grant 13203, Year 2022.

## **Award of Bids: Purchase of SHERP All-Terrain Vehicles**

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

WHEREAS, On June 13, 2023, the St. Louis County Board adopted Resolution No. 23-323, the application and acceptance of the 2022 Emergency Management Performance American Rescue Plan Act Grant; and

WHEREAS, The grant award included the purchase of a SHERP all-terrain vehicle that will be utilized by the St. Louis County Sheriff's Office, Public Works Division and St. Louis County Rescue Squad; and

WHEREAS, The St. Louis County Sheriff's Office, in tandem with the Purchasing Division, has solicited proposals for the purchase of a 2023 SHERP Argo Centaur; and

WHEREAS, SHERP USA 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 St. Louis County Emergency Management Division, Public Works Division and the St. Louis County Rescue Squad will fund the 50% match (\$90,571.00).

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the purchase of a SHERP Argo Centaur, from SHERP USA of Bemidji, Minnesota for \$181,142.00, 50% payable from Fund 100, Agency 132001, Object 665900 and 50% from Fund 100, Agency, 132999, Object 665900, Grant 13203, Year 2022.



St. Louis County Board of Commissioners  
**Request for Board Action 23 - 321**

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Committee: **Environment & Natural Resources** Date: August 1, 2023  
From: Julie Marinucci, Director  
Land and 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: Utility Easements Across Tax Forfeit Lands to Lake Country Power  
(Beatty Twp, 63-18 and Unorganized Twp 63-17)**

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**Background/Overview:**

Lake Country Power is requesting five 50-foot-wide utility easements across state tax-forfeited lands as part of an overhead powerline rebuild project on an existing line in Beatty Twp (63-18) and Unorganized Twp (63-17). The total area encumbered by these easements is approximately 7.84 acres. Exercising the easements will not cause significant adverse environmental or natural resource management impacts.

**Policy Objectives:**

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

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

Under the County's 2023 adopted fee schedule there is a required \$7,840 land use fee, a \$896 timber damage fee and a \$200 administration fee, and a \$46 for a sum total of \$8,982. Funds will be deposited into Fund 240 (Tax-Forfeited Land Fund).

**Recommendation:**

It is recommended that the St. Louis County Board approve the granting of these utility easements to Lake Country Power upon receipt of payment in the amount of a \$7,840 land use fee, an \$896 timber damage fee, a \$200 administration fee, and a \$46 recording fee, for a sum total of \$8,982. Funds will be deposited into Fund 240 (Tax-Forfeited Land Fund).



**Utility Easements Across Tax-Forfeit Lands to Lake Country Power  
(Beatty Twp, 63-18 and Unorganized Twp 63-17)**

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

WHEREAS, Lake Country Power is requesting five 50-foot-wide utility easements across state tax-forfeited lands as part of an overhead powerline rebuild project on an existing line in Beatty Twp (63-18) and Unorganized Twp (63-17); and

WHEREAS, The existing line is not under a current easement agreement; and

WHEREAS, Exercising the lease will not cause significant adverse environmental or natural resource management impacts; and

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

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the St. Louis County Auditor to grant non-exclusive utility easements to Lake Country Power across state tax-forfeited lands as described in County Board File No. \_\_\_\_\_.

RESOLVED FURTHER, That the granting of these easements is conditioned upon payment in the amount of a \$7,840 land use fee, an \$896 timber damage fee, a \$200 administration fee, and a \$46 recording fee, for a sum total of \$8,982. Funds will be deposited into Fund 240 (Tax-Forfeited Land Fund).

## EXHIBIT A

### (Legal Description)

#### **Utility Easements Across State Tax-Forfeited Lands to Lake Country Power (Beatty Township, 63-18, and Unorganized Township, 63-17)**

##### **Easement A: Section 10, T63N R18W**

A right-of-way easement for utility purposes over, under and across a strip of land, 50.00 feet in width, located in the Southeast Quarter of the Northeast Quarter (SE 1/4 NE 1/4), Section 10, Township 63 North, Range 18 West of the Fourth Principal Meridian, St. Louis County, Minnesota, the centerline of which is described as follows:

Commencing at the northeast corner of said Section 10; thence South 0 degrees 09 minutes 58 seconds West, assumed bearing along the east line of said Section 10, a distance of 1934.00 feet to the point of beginning of the centerline to be described; thence South 61 degrees 03 minutes 30 seconds West a distance of 1415.77 feet to the south line of said Southeast Quarter of the Northeast Quarter and said centerline there terminating.

##### **Easement B: Section 2, T63N R18W**

A right-of-way easement for utility purposes over, under and across a strip of land, 50.00 feet in width, located in the Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4), Section 2, Township 63 North, Range 18 West of the Fourth Principal Meridian, St. Louis County, Minnesota, the centerline of which is described as follows:

Commencing at the south quarter corner of said Section 2; thence North 0 degrees 46 minutes 36 seconds West, assumed bearing along the north-south quarter line of said Section 2, a distance of 651.50 feet to the point of beginning of the centerline to be described; thence South 25 degrees 10 minutes 30 seconds West a distance of 728.48 feet to the south line of said Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4) and said centerline there terminating.

##### **Easement C: Section 1, T53N R18W**

A right-of-way easement for utility purposes over, under and across a strip of land, 50.00 feet in width, located in Section 1, Township 63 North, Range 18 West of the Fourth Principal Meridian, St. Louis County, Minnesota, the centerline of which is described as follows:

Commencing at the east quarter corner of said Section 1; thence North 0 degrees 33 minutes 22 seconds West, assumed bearing along the east line of said Section 1, a distance of 763.00 feet to the point of beginning of the centerline to be described; thence North 26 degrees 15 minutes 00 seconds West a distance of 437.00 feet; thence South 70 degrees 52 minutes 00 seconds West a distance of 3188.04 feet to the south line of the Southeast Quarter of the Northwest Quarter of said Section 1 and said centerline there terminating.

**Easement D: Government Lots 5 and 6, Section 6, T63N R17W**

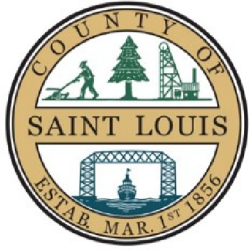
A right-of-way easement for utility purposes over, under and across a strip of land, 50.00 feet in width, located in Government Lots 5 and 6, Section 6, Township 63 North, Range 17 West of the Fourth Principal Meridian, St. Louis County, Minnesota, the centerline of which is described as follows:

Commencing at the west quarter corner of said Section 6; thence North 0 degrees 33 minutes 22 seconds West, assumed bearing along the west line of said Section 6, a distance of 763.00 feet to the point of beginning of the centerline to be described; thence South 26 degrees 15 minutes 00 seconds East a distance of 155.00 feet; thence South 30 degrees 10 minutes 00 seconds East a distance of 206.00 feet; thence South 32 degrees 17 minutes 00 seconds East a distance of 266.00 feet; thence South 36 degrees 17 minutes 00 seconds East a distance of 1241.00 feet; thence South 60 degrees 19 minutes 00 seconds East a distance of 168.07 feet to the east line of said Government Lot 6 and said centerline there terminating.

**Easement E: NE 1/4 SE 1/4 Section 6, T63N R17W**

A right-of-way easement for utility purposes over, under and across a strip of land, 50.00 feet in width, located in the Northeast Quarter of the Southeast Quarter (NE 1/4 SE 1/4), Section 6, Township 63 North, Range 17 West of the Fourth Principal Meridian, St. Louis County, Minnesota, the centerline of which is described as follows:

Commencing at the southeast corner of said NE 1/4 SE 1/4; thence North 3 degrees 03 minutes 51 seconds East, assumed bearing along the east line of said NE 1/4 SE 1/4, a distance of 83.32 feet to the point of beginning of the centerline to be described; thence North 85 degrees 09 minutes 00 seconds West a distance of 92.11 feet; thence South 72 degrees 43 minutes 30 seconds West a distance of 318.00 feet to the south line of said NE 1/4 SE 1/4 and said centerline there terminating.



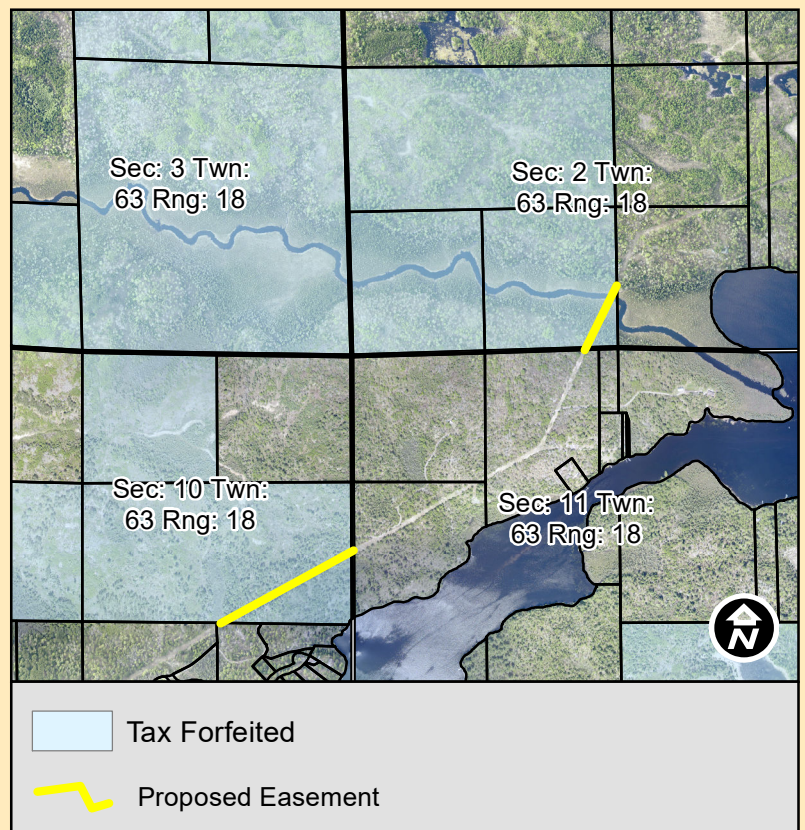
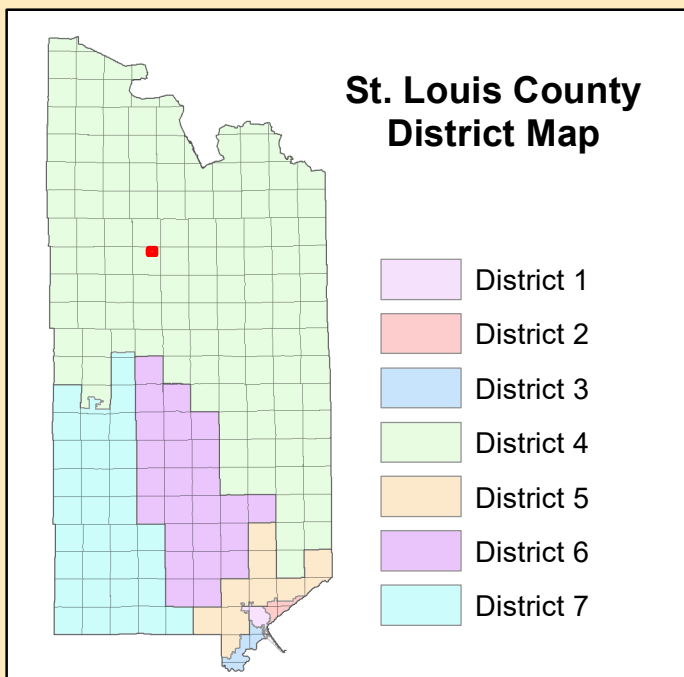
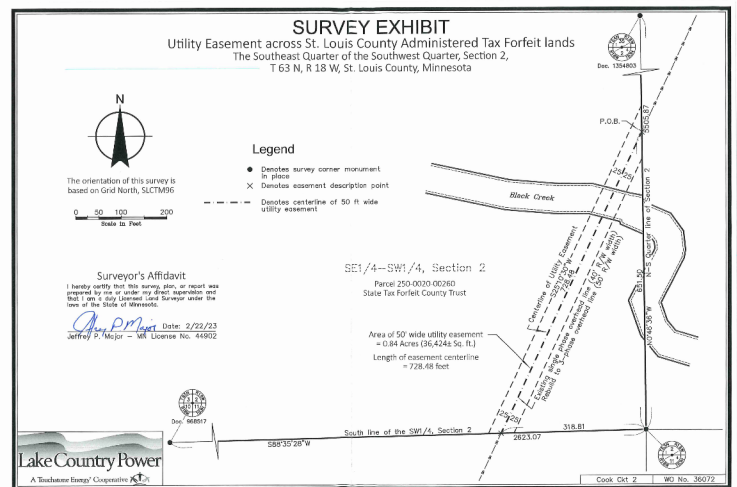
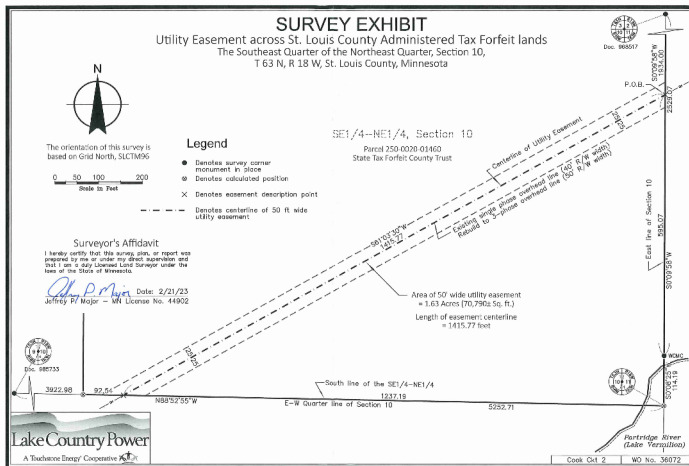
# LAND & MINERALS

## ST. LOUIS COUNTY, MN

# Tax-Forfeited Easement

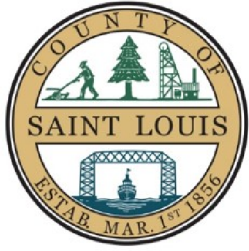
Affected Parcels: Sec 2, T63N R18W  
 250-0020-01460  
 250-0020-00260

Map 1 of 3



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.





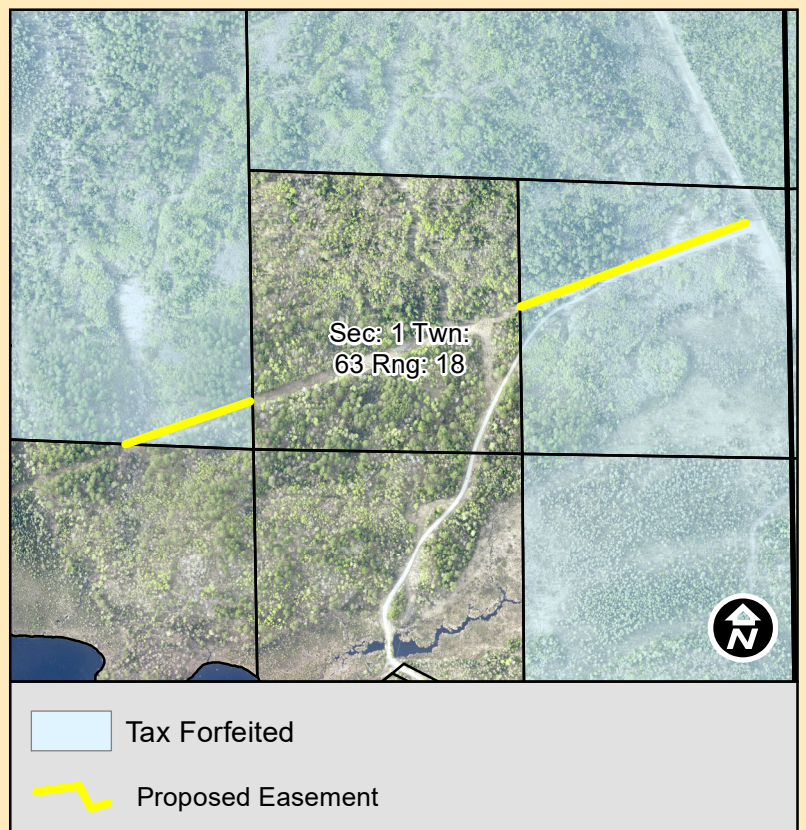
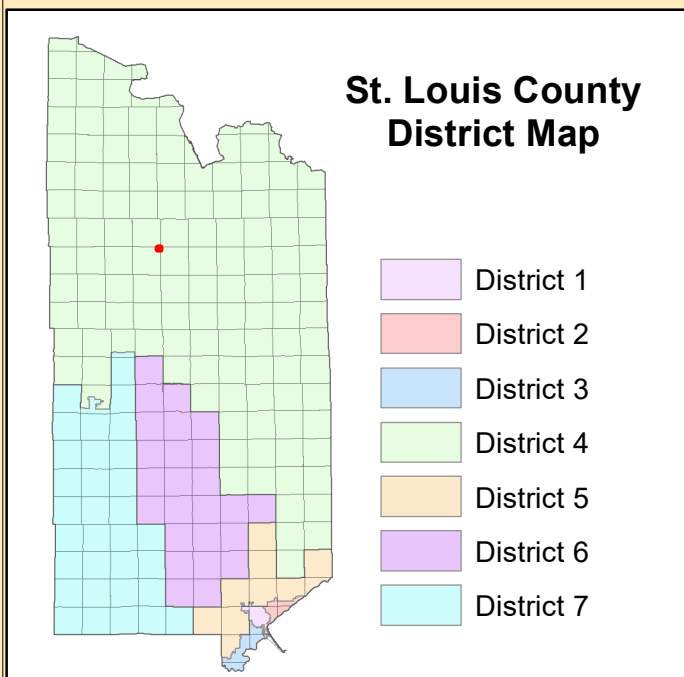
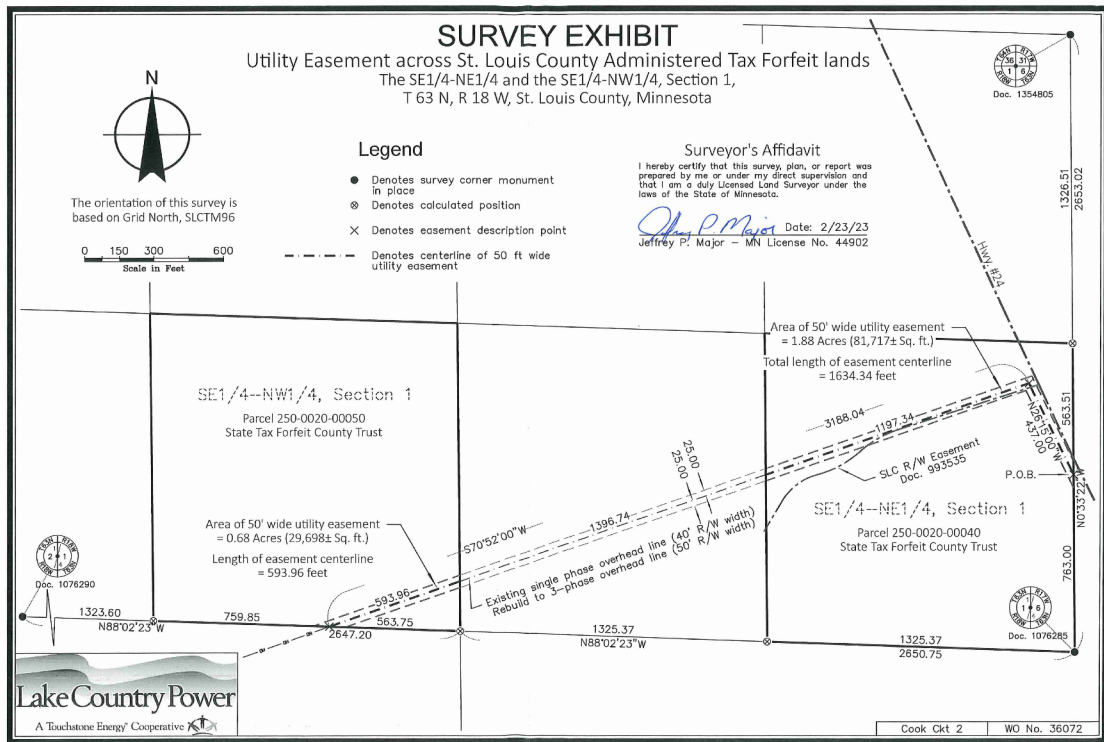
# LAND & MINERALS

## ST. LOUIS COUNTY, MN

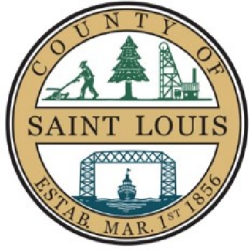
# Tax-Forfeited Easement

Affected Parcels: Sec 1, T63N R18W  
 250-0020-00050  
 250-0020-00040

Map 2 of 3



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.



# LAND & MINERALS

## ST. LOUIS COUNTY, MN

# Tax-Forfeited Easement

Affected Parcels:

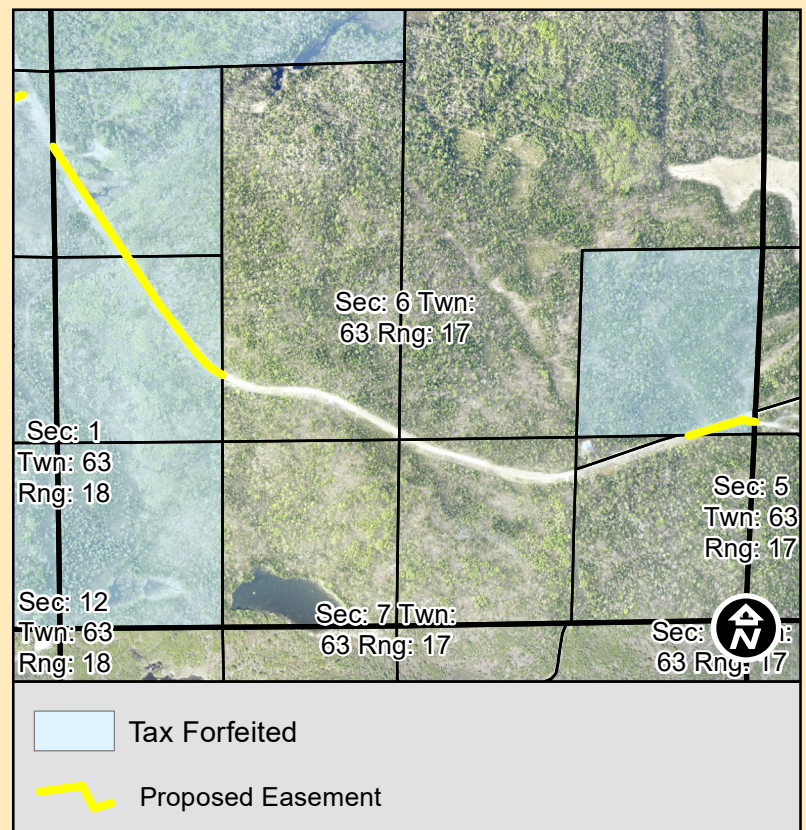
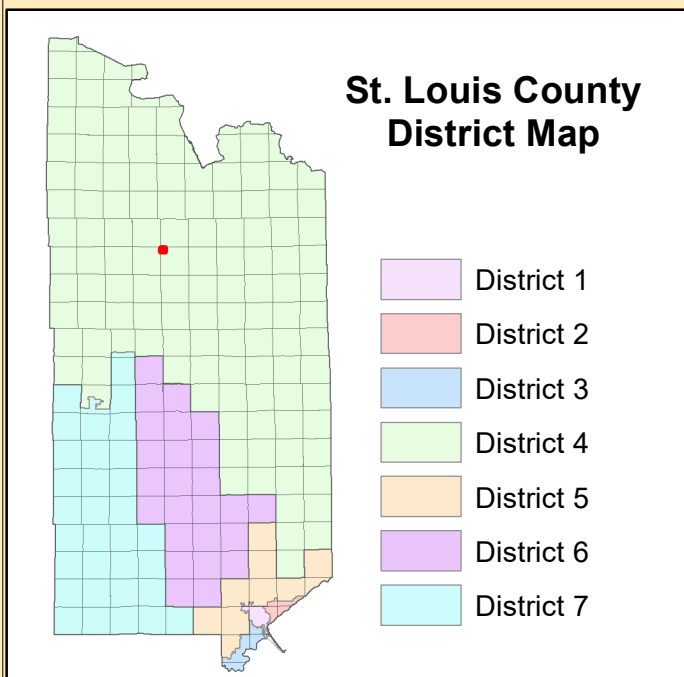
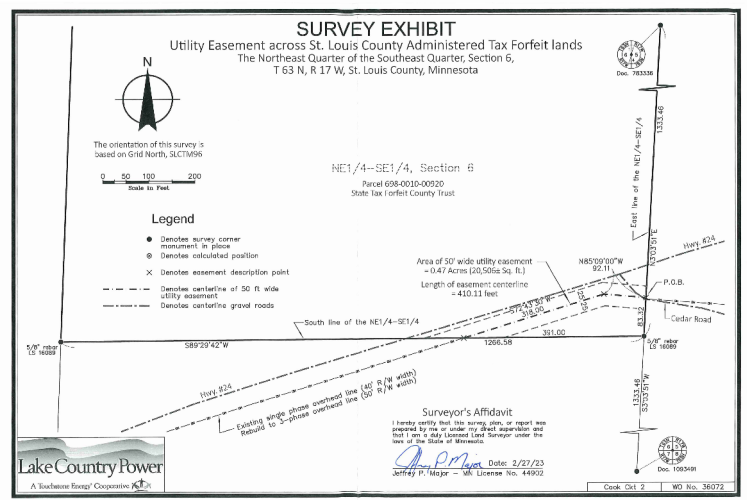
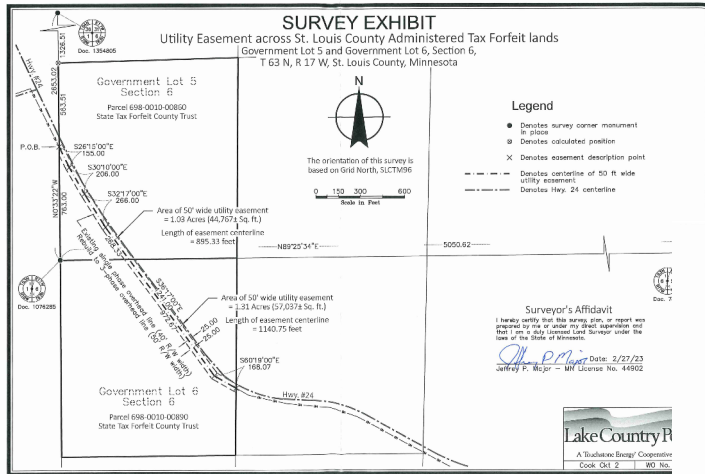
698-0010-00860

Sec 6, T63N R17W

698-0010-00920

698-0010-00890

Map 3 of 3



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 - 322**  
**Establishment of Public Hearing**

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Committee: **Finance & Budget**

Date: August 1, 2023

From: Nancy J. Nilsen, County Auditor/Treasurer

Attachments:  yes  no

Reviewed by: Kevin Z. Gray, County Administrator

Consent:  yes  no

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**ITEM: Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License (Morcom Township)**

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**Background/Overview:**

The County has received an application for an Off-Sale Intoxicating Liquor License for the establishment known as:

Sean N Marv, LLC dba Viking Bar, Morcom Township.

The St. Louis County Liquor Licensing Committee reviewed the application and has recommended its approval.

**Policy Objectives:**

Minn. Stat. § 340A.405, Subd. 2(d), relating to the issuance of off-sale intoxicating liquor licenses provides that "No license may be issued under this subdivision unless a public hearing is held on the issuance of the license. Notice must be given to all interested parties and to any city located within three miles of the premises to be licensed. At the hearing the county board shall consider testimony and exhibits presented by interested parties and may base its decision to issue or deny a license upon the nature of the business to be conducted and its impact upon any municipality, and the character and reputation of the applicant, and the propriety of the location."

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

According to the St. Louis County Fee Schedule, this establishment is applying for an Off-Sale Intoxicating Liquor License located in Area 3 and the annual license fee is \$150.00.

**Recommendation:**

It is recommended that the St. Louis County Board establish a public hearing on Tuesday, September 5, 2023, at 9:35 a.m. at the Duluth Courthouse, County Board Room, 100 N. 5<sup>th</sup> Avenue West, Duluth, MN, regarding the application for an Off-Sale Intoxicating Liquor License for Sean N Marv, LLC dba Viking Bar.

**Establish Public Hearing to Consider Off-Sale Intoxicating Liquor License  
(Morcom Township)**

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

RESOLVED, That the St. Louis County Board establish a public hearing on Tuesday, September 5, 2023, at 9:35 a.m. at the Duluth Courthouse, County Board Room, 100 N. 5<sup>th</sup> Avenue West, Duluth, MN, regarding the application for an Off-Sale Intoxicating Liquor License for Sean N Marv, LLC dba Viking Bar.





## St. Louis County Board of Commissioners Request for Board Action 23 - 323

Committee: **Finance & Budget**

Date: August 1, 2023

From: James R. Gottschald, Director Human Resources  
and Administration

Attachments:  yes  no

Reviewed by: Kevin Z. Gray, County Administrator

Consent:  yes  no

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**ITEM: Health Insurance Administrative Services – Award of Proposal**

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**Background/Overview:**

St. Louis County recently conducted a Request For Proposal (RFP) for its self-insured group health insurance for employees to re-evaluate its insurance carrier options. These services were last subject to competitive proposals in 2018. Blue Cross Blue Shield of Minnesota has been the county's insurance carrier as far as county records go back.

In June 2023, the Human Resources Department worked with County Purchasing to solicit competitive proposals from health insurance carriers interested in providing administrative health insurance services to the county commencing in January 2024. The County's decision to explore insurance carrier alternatives was not driven by any level of dissatisfaction with its present carrier, rather it was to ensure that we continue to maintain statutory compliance and receive the best available group health plan value.

Competitive proposals were received from three carriers: HealthPartners, Medica and Blue Cross Blue Shield of Minnesota. The County and its health insurance consultant conducted thorough analysis of the proposals and a labor/management team, including members from the County's health insurance committee, interviewed all three carriers. At the conclusion of the process, it was determined that Blue Cross Blue Shield of Minnesota offered the best alternative in terms of lowest fixed annual costs, ability to manage current programming, provider contracting and overall value. This recommendation was reviewed by the County's health insurance committee at its July 19, 2023 meeting and it received consensus support of all members.

Blue Cross Blue Shield of Minnesota proposed a flat \$45.27 per contract per month rate for administrative costs in 2024 (reflects a 4.0% increase over the current 2023 rates) followed by four-years of 4% rate caps, and a flat \$17.47 per contract per month stop-loss insurance premium rate for 2024 followed by a 12.0% rate cap increase for 2025 and a 14.0% rate cap increase for 2026. In addition, Blue Cross Blue Shield of Minnesota proposed to increase the Employer share of pharmaceutical manufacturer savings from 92% of the total available rebates to 95% effective 2024. Blue Cross Blue Shield of Minnesota also agreed to waive the fitness incentive administrative fee effective 2024.

Blue Cross Blue Shield of Minnesota has proven to be an excellent business partner to work with over the years, a flexible resource for meeting the changing health insurance needs of our covered members and able to meet the high standards set by our administration and health insurance committee.

**Policy Objectives:**

Every political subdivision authorized to purchase group insurance for its employees and providing group insurance coverage and benefits for 25 or more of its employees shall request proposals from and enter into contracts with entities pursuant to Minn. Stat. §§471.6161 Subd. 2., that in the judgment of the political subdivision, are best qualified to provide coverage. Group insurance contracts may not exceed five years in length, including all extensions. The political subdivision shall request proposals for coverage at least once every 60 months per Minn Stat. §§471.6161, Subd. 4.

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

The projected administrative fee expense for 2024 is \$920,249 and Stop-Loss premium is \$384,199, payable from Fund 740.

**Recommendation:**

It is recommended that the St. Louis County Board award the RFP for health plan administration services and stop-loss coverage to Blue Cross and Blue Shield of Minnesota and authorize the appropriate county officials to execute agreement for services covering the 2024-2028 plan years.

## Health Insurance Administrative Services – Award of Proposal

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

WHEREAS, The County solicited competitive proposals from health insurance carriers interested in providing administrative health insurance services to the county for the plan year commencing in January 2024; and

WHEREAS, Competitive proposals were received from three carriers: HealthPartners, Medica and Blue Cross Blue Shield of Minnesota; and

WHEREAS, It was concluded that Blue Cross Blue Shield of Minnesota offered the best alternative in terms of lowest fixed annual costs, overall network discounts and guarantees, employee wellness incentives, administration of the existing plan design and overall group health plan value.

THEREFORE, BE IT RESOLVED, That the County hereby awards the continued group health plan administrative services contract to Blue Cross Blue Shield of Minnesota.

RESOLVED FURTHER, That the per contract per month administrative fee of \$45.27 is approved for January 1, 2024 – December 31, 2024.

RESOLVED FURTHER, That the per contract per month stop-loss premium of \$17.47 is approved for January 1, 2024 – December 31, 2024.

RESOLVED FURTHER, That the County Board authorizes the appropriate county officials to execute agreements for administrative services of the health plan for the time period covering January 1, 2024 – December 31, 2028.