

# Township of Breitung Agenda-Regular Board Meeting

Township of Breitung Regular Board Meeting 07/28/2022

Breitung Community Center 12:00pm

- Call the meeting to order/Roll Call
- Acceptance of Agenda
- Approval of Minutes
  - 06/23/22 Regular Board Meeting
  - 07/14/22 Special Board Meeting
- Approval of June 2022 Treasurer's Report
  - Checks Written 46609-46695
  - Total Disbursements-\$143,747.15
  - Fund Balance-\$126,242.61
  - Voided Checks-46603-46608
- Correspondence
  - MAT-District Meeting
  - IRRR-Grant Opportunities
  - Thank You-TS Historical Society
  - Habitat for Humanity Newsletter/Donation Request
  - Ida Rukavina-Housing Survey
  - Senator Tina Smiths Statement
  - Vermilion Lake Association Annual Meeting
  - PERA-2022 Plan Update
  - North St Louis Soil & Water-request for comments on the development of Comprehensive Plan
- Public Input

## Reports:

- Police-See Attached
- Fire-See Attached
- Road and Bridge-See Attached
- McKinley Park
- Recreation
- Wastewater Board
- Ambulance Commission-Regional Opportunities for EMS

Acceptance of Reports

## **Old Business**

- Opening of Bids-McKinley Park Trail
- Infrastructure Project 2022 – Update
- Stuntz Bay Road Project-Update
- Storm Damage 06/21/22-Update
- St Louis County ARPA Funds-Outdoor Recreation-Update
- Blight

## **New Business**

- Pay Bills as presented
- Request for letter from homeowner @ 1523 Echo Narrows
- Use of Township Parking Lots/Property
- Fire Department-Request for Promotion
- JPJ Final Pay Estimate No 6 Project 21-860 Sanitary Sewer
- St Louis County Planning and Community Development-Short Term Rentals and Maximum Human Occupancy
- Resolution 2022-24-Accepting Donations

Next Regular Meeting Date-August 25<sup>th</sup>, 2022 at 12:00pm

Next Special Meeting Date-Immediately following this meeting 07/28/22 1:00pm  
-August 11<sup>th</sup>, 2022 @ 11:00am

Public Accuracy Test-August 8<sup>th</sup>, 2022 @ 11:00am

Primary Election-August 9<sup>th</sup>, 2022 7:00am-8:00pm

## **Adjourn**

## **Township of Breitung Regular Board Meeting 06-23-2022 at 12:00PM. In Person Meeting at the Breitung Community Center**

### **Present In Person:**

**Board Members:** Chairman Tim Tomsich, Supervisor Chuck Tekautz, Supervisor Greg Dostert (walked out for 3 min @ 12:16), Treasurer Jorgine Gornick, Clerk Dianna Sundahl, Deputy Clerk Renee Pearson

**Public:** Tom Gorsma, Daniel Reing (arrive 12:20pm), Preston Tripp-JPJ, Jodi Summit-Timberjay, Rachel Brophy-Timberjay, Jessica Hanine-Tower News, Valeda McDonald

Call to Order @ 12:00pm by Chairman Tim Tomsich

### **Acceptance of Agenda:**

Motion by Supervisor Dostert to accept the agenda as presented

2<sup>nd</sup> by Supervisor Tekautz

Motion Passed 3-0

### **Approval of Minutes:**

Motion by Supervisor Tekautz to accept the Minutes from the 05/26/22 Regular Board Meeting and 06/15/2022 Special Board Meeting as presented

2<sup>nd</sup> by Supervisor Dostert

Motion Passed 3-0

### **Approval of Treasurers Report:**

Motion by Supervisor Tekautz to accept the May 2022 Treasurers Report as presented

2<sup>nd</sup> by Supervisor Dostert

Motion Passed 3-0

Motion by Chairman Tomsich to move \$45,000 from the General Fund to the Road and Bridge Fund

2<sup>nd</sup> by Supervisor Tekautz

Motion Passed 3-0

### **Correspondence:**

- St Louis County-Veteran Homelessness-so noted
- City of Tower Ambulance-meeting in July
- LMC-Proposed increase in dues-so noted
- LCP Capital Credit Allocation-so noted
- State of MN-Demographic Report-so noted
- St Louis County-Notice of Public Hearing on Ordinance 62-so noted
- DNR-Outdoor Recreation Grant-Breitung Township application not accepted-so noted

### **Public Input:**

None

### **Reports:**

- Police-See attached. Chief Reing reports extremely busy

- Fire-See attached
- Road and Bridge-Busy mowing every 4 days, flushed hydrants, working on mulching, weed/feed, bug spray, crosswalks, benches, and baseball tournament. Mesabi Bituminous out of gravel pit. Gravel roads being graded, dust control to be done this afternoon
- McKinley Park- Park Manager is busy, Mosquito Control came and sprayed
- Recreation-Grant application not accepted will have to fix boards instead of replacing this year, can reapply next year. Storm damage to lights and bleachers. Recreation Board will meet in the near future.
- Wastewater Board-Meeting at Breitung Community Center last week, Force Main project to begin this year when flow is low, possible work at night. Mesabi Trail almost ready for bid
- Ambulance Commission-Letter received from the City of Tower to send an elected representative to join an ad hoc committee to discuss support and areas of opportunity for improvement. Consensus by the Board to send Supervisor Tekautz.

Motion by Supervisor Tekautz to accept reports as presented

2<sup>nd</sup> by Chairman Tomsich

Motion passed 2-0

#### **Old Business:**

- Summary of Housing Forum held 06/15/22-Summary noted in packet, Clerk Sundahl to check if Comprehensive Plan needs to be updated every 5 or 10 years. Last done in 2015
- GREAT Training vs DARE Training (Police)-Chief Reing presented a cost comparison with GREAT Training being the cheaper of the two. Busy time of year, Chief Reing to check if there is training later in the year. Consensus to table this item to a later date
- Negotiations with LU 346-Consensus by the Board to hold negotiations 07/28/22 at 2:00pm after the regular scheduled board meeting
- Soudan to McKinley Park Trail Update-Plans and specs are up to date. Tim will meet with Preston from JPJ one more time.  
Motion by Supervisor Tekautz to call for bids on the Soudan to McKinley Park Trail Project on July 28<sup>th</sup>, 2022 at 12:00pm  
2<sup>nd</sup> by Supervisor Dostert  
Motion passed 3-0
- Stuntz Bay Road Project- Stuntz Bay Project discussed by JPJ. JPJ will be sending documents to the County next week, has to go through State Aid process, Gorsma to look at possibility of installing flumes
- Infrastructure Project 2022-Preston from JPJ will meet with Maintenance Supervisor Gorsma, no action taken
- Blight-additional letters for Kangas Property and Johnson property on the Junction Rd

## New Business:

- Storm Damage 06/21/22-8 to 9 trees down, Soudan Entrance sign down, 2 light poles at hockey rink down (had outlets). Insurance adjuster will be here Monday 06/27. In order to strengthen grant, look to collaborate with MN Power.
- St Louis County ARPA Funds-Outdoor Recreation-Discussion to contact Jennifer Tarnowski at JPJ to see if she can file for this grant since she had submitted for the original recreation grant and has all the information  
Motion by Supervisor Dostert to ask Jennifer at JPJ to file for ARPA funds same as the MnDNR Outdoor Recreation Grant  
2<sup>nd</sup> by Supervisor Tekautz  
Motion passed 3-0
- Acceptance of Part Time Employees-Zachary Poderzay, Neva Levins, Julia Tuchel, Audrey Anderson, James Gerber, John Suihkonen, Trace Swanson, James Vukad  
Motion by Supervisor Tekautz to approve the hiring of the above-named part-time employees  
2<sup>nd</sup> by Supervisor Dostert  
Motion passed 3-0
- Park Labor Pay-It was noticed by Treasurer Gornick that Park Labor pay was missed at the Reorganizational Meeting, position has not received a raise in 3 years. Current rate of pay \$13.00/hr.  
Motion by Supervisor Tekautz to increase Park Laborer pay to \$15.00/hr. beginning on July 1, 2022  
2<sup>nd</sup> by Supervisor Dostert  
Motion passed 3-0
- Proposal for Taser Training-Chief Reing discussed shared training amongst members of local police departments. Request to send Officer Nyman to training at a cost of \$375 plus expenses. This will save the township money as we will have an in-house trainer  
Motion by Supervisor Dostert to send Officer Nyman to taser training in Roseville  
2<sup>nd</sup> by Supervisor Tekautz  
Motion passed 3-0
- Minnesota First Responder AED Project-Chief Reing received 5 AEDs as a part of a grant from the University of Minnesota. AED's to be placed in the Community Center, Police Dept, Police Vehicle, McKinley Park, and 1 tbd. Chief Reing available for training  
Motion by Supervisor Dostert to accept AED's and for them to be placed in the above noted locations  
2<sup>nd</sup> by Supervisor Tekautz  
Motion passed 3-0
- Election Judge Training-Election judge training is being offered by St. Louis County at \$11.00 per person. Training can be done online or in the Community Center as a group

Motion by Supervisor Dostert to approve up to 14 election judges attend training at a Cost of \$11.00/per judge

2<sup>nd</sup> by Supervisor Tekautz

Motion passed 3-0

- Casey Sunsdahl Property-Discussion by Supervisor Dostert that Casey Sunsdahl was interested in donating property 270-0110-01170 and 270-0110-01180 on Main St to the Township with the stipulation it be used as a sliding/sledding hill. Property has sewer and water hook ups. Chairman Tomsich concerned with the limited use stipulation, would be more interested if it could be used for more outdoor recreation. Supervisor Dostert to speak to Casey Sunsdahl
- Bid for 22 5<sup>th</sup> Avenue Project-Bid received from 2EZ construction on Water Service Repair at 22 5<sup>th</sup> Ave, Soudan in the amount of \$7000.00 Current Water Service does not appear to be at a proper depth when originally installed, it is not deep enough, possibly only 4'6", but will not know for sure until dug up.  
Motion by Supervisor Tekautz to go ahead with repairs at 22 5<sup>th</sup> Ave for Water Service Repair, with the Water Commission to pay the cost  
2<sup>nd</sup> by Supervisor Dostert  
Motion passed 3-0
- Resolution 2022-21 Accepting Donations  
Motion by Supervisor Tekautz to approve Resolution 2022-21 as presented  
2<sup>nd</sup> by Supervisor Dostert  
Motion passed 3-0
- Resolution 2022-23 PERA for Police Officer  
Motion by Supervisor Dostert to approve Resolution 2022-23 as presented  
2<sup>nd</sup> by Supervisor Tekautz  
Motion passed 3-0

**Next Regular Board Meeting:** Thursday, July 28<sup>th</sup>, 2022 at 12:00pm

**Next Special Board Meeting (Open/Closed):** Thursday July 28<sup>th</sup>, 2022 immediately following the Regular Board Meeting. Purpose is for Labor Negotiations with LU 346

**Adjourn:**

Motion by Supervisor Dostert to Adjourn the Meeting at 12:55pm

2<sup>nd</sup> by Supervisor Tekautz

Motion Passed 3-0

Respectfully Submitted  
Dianna Sunsdahl  
Clerk, Breitung Township

**Township of Breitung Special Board Meeting 07-14-2022 at 11:00AM. In Person Meeting at the Breitung Community Center**

**Present In Person:**

**Board Members:** Chairman Tim Tomsich, Supervisor Chuck Tekautz, Supervisor Greg Dostert, Treasurer Jorgine Gornick, Clerk Dianna Sundahl, Deputy Clerk Renee Pearson

**Public:** Tom Gorsma-Maintenance Supervisor, Matt Tuchel, Jodi Summit-Timberjay

Call to Order @ 11:00am by Chairman Tim Tomsich

**Old Business:**

- **Stuntz Bay Project**-JPJ Engineering still working on Engineering changes, wider shoulders. Matt Tuchel asked if part of the trail could become a designated snowmobile trail. Chairman Tomsich continues to work with DNR. 51k engineering costs may become a separate project to apply for funding.
- **Recreation Area Improvements**-Clerk Sundahl spoke with Diane Jamnick at JPJ in regard to County ARPA funds and applying for funds. Diane from JPJ will let the township know if they can apply for the funds. Supervisor Dostert stated that the lighting is a priority since past storm that took down 2 poles at the rink area. Permanent poles would be a better solution than temporary. Poles not covered by insurance. May use light pole to light up the trail headed to baseball field, which may be covered under a different grant.

**New Business:**

- **Pay Bills as Presented at June 23<sup>rd</sup>, 2022 Regular Meeting**  
Motion by Supervisor Tekautz to pay the bills as presented at the June 23<sup>rd</sup>, 2022 meeting  
2<sup>nd</sup> by Supervisor Dostert  
Motion passed 3-0
- **Resolution 2022-25-Election Judges**  
Motion by Supervisor Dostert to approve resolution 2022-25 as presented  
2<sup>nd</sup> by Supervisor Tekautz  
Motion passed 3-0
- **Disposition of Old Dump Truck**-New dump truck made it to Virginia this morning. Used truck market is very good right now.  
Motion by Supervisor Tekautz to Post and Publish the 2010 International Dump Truck for sale with a minimum bid of \$32,000.00.  
2<sup>nd</sup> by Supervisor Dostert  
Motion passed 3-0  
Consensus by the Board for a Special Meeting 08/11/22 @ 11:00am at the Breitung Community Center to Open Bids.

- Grader-Bid for Repairs-There is currently money in the Equipment for repairs to the grader.  
Motion by Supervisor Dostert to have repairs done per bids presented for new tires and spindle  
2<sup>nd</sup> by Supervisor Tekautz  
Motion passed 3-0
- Use of Force Training  
Motion by Supervisor Tekautz to not approve the Use of Force Training, due to the cost of each officer going would be above budget at this time  
2<sup>nd</sup> by Supervisor Dostert  
Motion passed 3-0  
Chief Reing came in after discussion and explained training was cancelled due to lack of participants on the Iron Range
- 2023 Infrastructure Projects-Chairman Tomsich mentioned for board members and Public Works to begin thinking about projects now for the next year that need to be done. Some ideas brought to the table, were the 1<sup>st</sup> Avenue curb and Church St Storm Sewer.

**Next Regular Board Meeting:** Thursday, July 28<sup>th</sup>, 2022 at 12:00pm

**Next Special Meetings Open/Closed:**

July 28<sup>th</sup>, 2022 following the Regular Town Board Meeting for Union Negotiations-Police LU 346. This will be an Open and Closed Meeting

August 11<sup>th</sup>, 2022 at 11:00am-Opening Bids on Dump Truck

**Adjourn:**

Motion by Supervisor Dostert to Adjourn the Meeting at 11:30am

2<sup>nd</sup> by Supervisor Tekautz

Motion Passed 3-0

Respectfully Submitted  
Dianna Sunsdahl  
Clerk, Breitung Township

# TOWNSHIP OF BREITUNG

Jun-22

GENERAL	14,025.18
ROAD & BRIDGE	(11,801.03)
FIRE	10,494.57
PARK	35,215.21
RECREATION	7,986.35
POLICE	(22,316.66)
PROJECTS	40,432.72
WATER DEPT	18,820.54
ARPA	33,385.73
TOTALS	126,242.61



## ***DISTRICT 10 MEETING NOTICE***

The 10th District includes the counties of Carlton, Cook, Lake and St. Louis.

**WHEN:** Thursday, August 25, 2022

**TIME:** 6:00 – 7:00

**WHERE:** Hybrid Grand Lake Town Hall  
5297 Highway 53, Saginaw, MN  
St Louis County  
Virtual

Join virtual Zoom meeting via computer (preferred):

<https://us02web.zoom.us/j/89128393273>

Shortcut: <https://bit.ly/MATDistrict22>

Meeting ID: 891 2839 3273

Also: Join Zoom meeting via phone: (646) 931-3860  
passcode 891 2839 3273#

### **MEETING AGENDA:**

Welcome & Pledge to the Flag  
Jim Fisher, District 10 Director

- Local issues
- Invited guest(s) including local legislators

MAT staff presentations.

- Jeff Krueger, MAT Executive Director:  
Association update
- MAT Attorney: Q&A
- Heather Tidmore, MAT Agency Operations: Insurance updates and Q&A

Adjourn

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*We're hoping to make these meetings interactive, so please email your director or MAT staff prior to the meeting if you've got a question you'd like addressed. [jrfish@live.com](mailto:jrfish@live.com)*

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**NOTES: This notice is being sent to clerks and chairpersons only.**

This notice is being mailed on or about July 26, 2022

# Grant opportunities to strengthen northeastern Minnesota

Iron Range Resources & Rehabilitation invests resources to foster vibrant growth and economic prosperity in northeastern Minnesota.

## NOW OPEN

**Commercial Redevelopment** - Assists with the internal and external demolition of commercial and industrial buildings and clean-up brownfields to pave way for new development. Click [here](#) for Commercial Redevelopment Program guidelines.

Contact: Chris Ismil, 218-735-3010 or [Chris.Ismil@state.mn.us](mailto:Chris.Ismil@state.mn.us)

## Infrastructure

**Broadband** – Assists projects that help households and businesses reach the State of Minnesota broadband Speed Goal. Click [here](#) for Broadband Infrastructure Program guidelines.

Contact: Whitney Ridlon, 218-735-3004 or [Whitney.Ridlon@state.mn.us](mailto:Whitney.Ridlon@state.mn.us)

**Community** - Assists projects that support residential infrastructure and public facility improvements. Click [here](#) for Community Infrastructure Program guidelines

Contact: Chris Ismil, 218-735-3010 or [Chris.Ismil@state.mn.us](mailto:Chris.Ismil@state.mn.us)

**Development** - Assists with infrastructure projects that support business development. Click [here](#) for Development Infrastructure Program guidelines

Contact: Chris Ismil, 218-735-3010 or [Chris.Ismil@state.mn.us](mailto:Chris.Ismil@state.mn.us)

**Development Partnership** - Provides funds for research, planning, education and development-based initiatives that support the long-term economic growth of northeastern Minnesota. Click [here](#) for Development Partnership Program guidelines.

Contact: Whitney Ridlon, 218-735-3004 or [Whitney.Ridlon@state.mn.us](mailto:Whitney.Ridlon@state.mn.us)

**Grant Writing Assistance (formerly Application Fund)** - Reimburses the costs of preparing and applying for a non-agency grant that will advance economic growth. Click [here](#) for Grant Writing Assistance Program guidelines.

Contact: Whitney Ridlon, 218-735-3004 or [Whitney.Ridlon@state.mn.us](mailto:Whitney.Ridlon@state.mn.us)

**Mineland Reclamation** - Assists with highly visible development and restoration of mining impacted land. Click [here](#) for Mineland Reclamation Program guidelines.

Contact: Jim Plummer, 218-274-7006 or [Jim.Plummer@state.mn.us](mailto:Jim.Plummer@state.mn.us)

**Regional Trails** – Assists with the design, engineering and construction of various types of trails. Click [here](#) for Regional Trails Program guidelines.

Contact: Jim Plummer, 218-274-7006 or [Jim.Plummer@state.mn.us](mailto:Jim.Plummer@state.mn.us).

**Residential Redevelopment** - Assists with the demolition of residential structures. Click [here](#) for Residential Redevelopment Program guidelines.

Contact: Danae Beaudette, 218-735-3022 or [Danae.Beaudette@state.mn.us](mailto:Danae.Beaudette@state.mn.us)

**Workforce Development** - Assists with education, training and career awareness initiatives that address regional workforce needs and gaps emerging in industries and schools. Click [here](#) Workforce Development Program guidelines.

Contact: Danae Beaudette, 218-735-3022 or [Danae.Beaudette@state.mn.us](mailto:Danae.Beaudette@state.mn.us)

**\*\*OPENING SOON\*\***

**Culture & Tourism** – First cycle opens August 1. *Pre-applications must be submitted by August 25 and full applications must be submitted by August 31.*

Second cycle opens February 1, 2023.

Assists projects that support arts, culture, history, tourism and recreational activities, enhance the quality of life in the region and attract visitors. Click [here](#) Culture & Tourism Program guidelines.

Contact: Danae Beaudette, 218-735-3022 or [Danae.Beaudette@state.mn.us](mailto:Danae.Beaudette@state.mn.us)

**Drilling Incentive opens August 1.**

Designed to stimulate exploration for new minerals and/or new deposits of minerals. Click [here](#) Drilling Incentive Program guidelines.

Contact: Linda Johnson, 218-274-7007 or [Linda.Johnson@state.mn.us](mailto:Linda.Johnson@state.mn.us)

Eligible applicants in our service area are encouraged to apply. Click [here](#) to learn more and view grant guidelines. Click [here](#) to access the grant application portal (FLUXX).



Jeri Venne | Grants Specialist | Department of Iron Range Resources & Rehabilitation

4261 Hwy 53 S, PO Box 441 | Eveleth MN, 55734-0441 | [Jeri.Venne@state.mn.us](mailto:Jeri.Venne@state.mn.us)

OFFICE: (218) 735-3012 or 800-765-5043 ext. 3012 | FAX: 218-735-3053

*Investing resources to foster vibrant growth and economic prosperity in northeastern Minnesota.*

**m** DEPARTMENT OF IRON RANGE  
RESOURCES & REHABILITATION

## TOWER-SOUDAN HISTORICAL SOCIETY

404 PINE STREET • P.O. BOX 465 • TOWER, MN 55790



July 7, 2022

Breitung Township  
33 First Avenue  
Soudan, MN 55782

Dear Breitung Town Board,

Thank you for your support of the Tower-Soudan Historical Society. Your generous \$500 gift is appreciated.

Through your donation you are a part of the effort to restore the Historic Fire Hall which has stood in Tower for over a century. Restoring the building not only revitalizes the city's Main Street but also enables TSHS to provide a showcase to feature our area's rich history and tell the story of early life of our ancestors on the Vermilion Range.

After the building is fully restored and its functionality enhanced, plans include bringing this historic landmark back to active use for a public purpose. A community gathering space for events, a History Education Center featuring local history displays, including the city's original steam powered fire engine, the "James Tippet", will offer opportunities to tell stories of the immigrants and their families who give the Iron Range its cultural heritage and had far-reaching impact on our community, state and nation.

Sincerely,

*Nancy Larson*

Nancy Larson, President  
Tower-Soudan Historical Society

TOWERSOUDANHS.ORG • TOWERSOUDANHS@GMAIL.COM

TOWER • SOUDAN • TRAIN DEPOT • FIRE HALL • LAKE VERMILION • MINING

**clerk@breitungtownship.org**

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**From:** Ida Rukavina <idarukavina@ramsmn.org>  
**Sent:** Thursday, June 30, 2022 9:53 AM  
**To:** RAMS Office  
**Subject:** Housing Survey

Dear City Administrator/Clerk,

The Range Association of Municipalities and Schools (RAMS), along with the St. Louis County Planning Department, the Department of Iron Range Resources, and the Hibbing and Laurentian Chambers of Commerce have been in discussions regarding housing in north Saint Louis County. In order to better understand the needs in our communities, we are asking you, as a city staff person or an elected official to please fill out the following survey which can be found online here:  
[https://docs.google.com/forms/d/e/1FAIpQLSdfSZlg\\_rma0S1qRalovigyVpekvr7q8xl4ENmK0YFfeoOKGA/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSdfSZlg_rma0S1qRalovigyVpekvr7q8xl4ENmK0YFfeoOKGA/viewform?usp=sf_link)

We will use this survey to help guide us towards hosting a summit this fall where we can discuss potential housing opportunities and solutions for our region. Our area Chambers of Commerce will also be sending out a similar survey to area businesses. You should also share this with other staff in your community who are working on this issue. Please email me with any questions you may have. We hope for a good response from our local communities so that we can work together for our region.

One Range—One Voice!

Sincerely,

Ida Rukavina  
Executive Director  
Range Association of Municipalities and Schools (RAMS)  
5525 Emerald Avenue  
Mountain Iron, MN 55768  
Cell: (218) 235-0029  
<https://www.ramsmn.org/>

**From:** Makowski, Peter (Smith) <Peter\_Makowski@smith.senate.gov>  
**Sent:** Tuesday, June 28, 2022 6:35 PM  
**To:** rpassal@wdio.com; Ida Rukavina; Paul McDonald; Julie Sandstede; Dave Tomassoni; Ben DeNucci; Dave Lislegard; 'Rob Ecklund'; Larry Cuffe; Jim Weikum; Doug Gregor; Candie Seppala; Rick Stoehr; Luke Peterson; Aaron Reini; Mike Raich; Becky Lammi; Britt See-Benes; East Boar; clerk@breitungtownship.org; Jeff Anderson; Dana Kazel; Mike Jugovich; Julie Sandstede; Hall Lauren (IRR); Phillips Mark (IRR); tomsich@frontiernet.net; Gerald Tyler  
**Subject:** Release: U.S. Senator Tina Smith's Statement on U.S. Steel Investments in Minnesota Mines

**Subject: Release: U.S. Senator Tina Smith's Statement on U.S. Steel Investments in Minnesota Mines**

**For Immediate Release:**

June 28, 2022

**Contact:**

Shea Necheles

[Shea\\_Necheles@smith.senate.gov](mailto:Shea_Necheles@smith.senate.gov)

202-713-8455

## **U.S. Senator Tina Smith's Statement on U.S. Steel Investments in Minnesota Mines**

WASHINGTON, D.C. [05/02/22]—Today, U.S. Senator Tina Smith (D-Minn.) issued the following statement in response to the news that U.S. Steel will invest \$150 million to build a direct reduced iron (DRI) facility in Minnesota's Iron Range:

**“This is huge news for the Range, and a big deal for ensuring the long-term future of iron mining in Minnesota. As the steel industry changes, Rangers innovate.”**

Today's announcement follows similar moves by Cleveland Cliffs and will help to make sure that Minnesota iron continues to play a key role in the economy going forward.

###



Please Join Us for the  
**Vermilion Lake Association Annual Meeting**  
**Saturday, August 6, 2022**  
at Camp Vermilion, 2555 Vermilion Camp Road,  
Cook, Minnesota, from 4-7:30 pm

- 4-5 pm:** Registration and Social Hour with Lake Friends (cash bar)  
**5-6:30 pm:** Roast Chicken Dinner with Sides and Dessert (\$15 for adults, \$7.50 for kids under 12)  
**6:30-7:30 pm:** Annual Business Meeting and Special Presentation

**"Let's Focus on Birds for a While"**

The Birds of Lake Vermilion with Guest Speaker Keith Reeves,  
DNR, Area Fisheries/Division of Fish and Wildlife

**Seating is Limited**

**RSVP Required by Friday, July 22 to:**  
Jill Korpela-Botems: [jandjatbigrock@frontiernet.net](mailto:jandjatbigrock@frontiernet.net)  
Sheri Sawatzky: [sherisawatzky@gmail.com](mailto:sherisawatzky@gmail.com) or 218-666-5512

**Public Employees Retirement Association of Minnesota**

60 Empire Drive, Suite 200  
St. Paul, MN 55103-2088  
Phone: 651-296-7460 or 1-800-652-9026  
Website: [www.mnpera.org](http://www.mnpera.org)



July 11, 2022

PERA ID:  
3576-00

Governing Body and Fire Chief  
Breitung Fire Department

[clerk@breitungtownship.org](mailto:clerk@breitungtownship.org); [fire@breitungtownship.org](mailto:fire@breitungtownship.org)

In accordance with Minnesota Statutes 353G.08, we have determined the 2023 required contribution to cover your volunteer firefighters enrolled in the statewide volunteer firefighter plan. Any amount payable is due to PERA before December 31, 2023. Please refer to attached schedules for detailed information regarding the calculations.

Service Pension Level:	\$2,500
Overall Funding Balance For Current Calendar Year	\$57,276
Funding Ratio	110%
This account is considered to have:	Surplus Over Full Funding

Financial Requirement at 12/31/2023	\$46,055
Reductions to the Financial Requirement:	(\$50,749)

**Required Contribution Due by 12/31/2023**

**None**

Contributions to the statewide volunteer firefighter plan above and beyond any required contributions may be made at any time. Please contact me if you would like to make a voluntary contribution to your plan account.

On behalf of the statewide volunteer firefighter plan advisory board, I hereby direct you to distribute this report to your membership.

If you have any questions, please do not hesitate to contact me by phone (651-201-2666) or by email ([sharyn.north@mnpera.org](mailto:sharyn.north@mnpera.org)).

Sincerely,

A handwritten signature in cursive script that reads "Sharyn North".

Sharyn North  
Accounting Officer Principal, PERA

subd1(a) determined using a mathematical procedure developed and certified as accurate by the approved actuary based on present value factors using a six percent interest rate, without any decrement assumptions certified to the entity or entities associated with the fire department whose active firefighters are covered by the retirement plan

**subd1(b) determine overall funding balance** of each lump-sum account for the **current calendar year**

- (1) calculate **total accrued liability** for all active and deferred members of the account as of December 31 of the current year based on the good time service credit of active and deferred members as of that date
- (2) calculate **total present assets** of the account projected to December 31 of the current year, *including receipts by and disbursements from the account anticipated to occur on or before December 31*  
To the extent possible, the market value of assets must be utilized in making this calculation.
- (3) **subtract** the total **present assets** calculated under clause (2) from the total **accrued liability** calculated under clause (1).

total present assets exceeds the total accrued liability, then the account is considered to have a **surplus over full funding**.  
total present assets is less than the total accrued liability, then the account is considered to have a **deficit from full funding**.  
total present assets is equal to the total accrued liability, then the special fund is considered to be **fully funded**

**subd1(c) determine financial requirements** of each lump-sum account for the **following calendar year**

- (1) calculate **total accrued liability** under paragraph (b), clause (1), **increased by one year**
- (2) calculate the **increase** in the total accrued liability for the following calendar year over the total accrued liability for the current year
- (3) calculate **administrative expenses** by multiplying \$30 per by the number of active and deferred firefighters reported to PERA on the most recent good time service credit certification form
- (4) If the account is **fully funded**, the **financial requirement** of the account for the following calendar year is the total of the amounts calculated under clauses (2) and (3)
- (5) If the account has a **deficit from full funding**, the **financial requirement** of the account for the following calendar year is the total of the amounts calculated under clauses (2) and (3) plus an amount equal to one-tenth of the amount of the deficit from full funding of the account
- (6) If the account has a **surplus over full funding**, the **financial requirement** of the account for the following calendar year is the financial requirement of the account calculated as though the account was fully funded under clause (4) and, if the account has also had a surplus over full funding during the prior two years, additionally reduced by an amount equal to one-tenth of the amount of the surplus over full funding of the account

**subd1(d)** The **required contribution** is the annual **financial requirements** under paragraph (c)

**reduced** by the amount of any FSA or supplemental state aid that is to be received during the following calendar year (prior year @1.035), and an amount of interest on the assets projected to be received during the following calendar year calculated at 6% per annum

subd1(e) The required contribution calculated in paragraph (d) **must be paid** to the retirement plan on or before **December 31 of the year for which it was calculated** If the contribution is not received, by December 31, it is payable with interest of 6% at an annual compound rate from the date due until the date payment is received

**1. Overall Funding Balance For Current Calendar Year**

**Projection of Present Assets**

**2022**

Anticipated receipts (disbursements)	
Fire State Aid	\$ 11,561
Fire Supplemental Aid	2,347
Supplemental Benefit Reimbursement	-
Voluntary Municipal Contribution	-
Required Municipal Contribution	-
Adjustment to Initial Asset Transfer	-
Net Investment Income	33,635
PERA Administrative Fee	(810)
Auditor/Accounting Fee	-
SBI Investment Fee	(34)
Benefit Payments	-
Net Change in Present Assets	<u>\$ 46,699</u>

Assets - Beginning 12/31/2021	<u>\$ 560,586</u>
Projected Assets - Ending 12/31/2022	<u><u>\$ 607,285</u></u>

**Calculation of total accrued liability 12/31/2022**

See attached member report	<u><u>\$ 550,008</u></u>
----------------------------	--------------------------

**Conclusion on overall funding balance:**

Projected Present Assets 12/31/2022	\$ 607,285
Accrued Liability 12/31/2022	<u>\$ 550,008</u>
Amount of surplus/(deficit) 12/31/2022	<u><u>\$ 57,276</u></u>
Funding Ratio	110.41%

**This account is considered to have:**

**Surplus Over Full Funding**

**2. Financial Requirement For Following Calendar Year**

**Calculation of total accrued liability 12/31/2023**

See attached member report \$ 600,981

**Calculation of the increase in total liability**

Total Accrued Liability 12/31/2023	\$	600,981	
Total Accrued Liability 12/31/2022	\$	550,008	
Amount increase in accrued liability	\$	<u>50,973</u>	

**Calculation of administrative fees**

Per member rate of \$30 \$ 810

**Financial Requirement: Fully Funded**

Increase in total liability	\$	50,973	
Administrative fees	\$	810	N/A

**Financial Requirement: Deficit From Full Funding**

Increase in total liability	\$	50,973	
Administrative fees	\$	810	
Charge one-tenth of deficit	\$	-	N/A

**Financial Requirement: Surplus Over Full Funding**

Increase in total liability	\$	50,973	
Administrative fees	\$	810	
Credit one-tenth of surplus if third year	\$	(5,727.64)	\$ 46,055

**Financial Requirement at 12/31/2023** \$ 46,055

**3. Required Contribution of the Sponsoring Entity**

**Determination of the required contribution due by 12/31/2023**

Financial Requirement at 12/31/2023	\$	46,055	
Reductions to the financial requirement:			
Fire State Aid Current Year @ 1.035	\$	(11,965)	
Supplemental State Aid Current Year	\$	(2,347)	
6% Interest on Projected Present Assets	\$	(36,437)	

**Required Contribution Due by 12/31/2023** NONE



North St. Louis SWCD  
505 3<sup>rd</sup> St N, Ste A  
Virginia, MN 55792  
(218) 749-2000  
[www.nslswcd.org](http://www.nslswcd.org)

**Date:** July 6, 2022

**To:** Rainy River Headwaters/Vermilion River Watershed Stakeholders

**From:** Rainy River Headwaters/Vermilion River Watershed Planning Partnership

**Subjects:**

1. Notification of upcoming development of a comprehensive watershed management plan for the Rainy River Headwaters/Vermilion River Watersheds (RRHW/VR) Watershed planning area, and
2. Invitation to submit priority issues and plan expectations/attend kick off meeting(s)

As a stakeholder with potential water management interests in the Rainy River Headwaters and/or Vermilion River Watersheds (see enclosed map), your input is requested as we begin developing a “comprehensive watershed management plan” for these watersheds.

**What is a “comprehensive watershed management plan”?**

A comprehensive watershed management plan is a document that lays out a locally and collaboratively developed strategy to manage, protect, and restore water resources on a watershed-wide scale. The plan will cover a wide range of water management topics including drinking water sources, flooding, recreation, groundwater quality, groundwater recharge, wetland management, surface water quality, water storage, riparian buffers, habitat, cultural resources and others that are locally important. The RRHW/VR Watershed Planning Partnership (Cook County & SWCD, Lake County and SWCD, St. Louis County, and North St. Louis SWCD) are utilizing the Minnesota Board of Water and Soil Resources (BWSR) One Watershed, One Plan process to create the plan with local, state, and tribal input. The process will prioritize water management issues, target resource concerns, and develop measurable goals to create and then implement this plan. This process emphasizes local governments working together on a watershed scale and making choices that show results.

**What will this plan do?**

This plan will identify what voluntary projects and activities that local partners will direct time and resources on to protect, and in some cases restore, important resources in this planning area for the next 10 years. Funding will be provided to carry out these activities through the Clean Water Land & Legacy Amendment.

**What will this plan NOT do?**

This plan does not take away or override any existing local authority. Local governments are not required to participate. This plan will work to align local plans and citizen input with state strategies; however, it is not a plan that requires change of any local, state, or federal regulations. This plan is not regulatory, including when it comes to mining and other state and federally regulated activities.

**What does protection mean?**

Considerable acres of this planning area already have notable protections in place including a federally designated wilderness area, a national park, a national forest, lands within the 1854 Ceded Territory, and other public lands. Private lands also protect the quality of our lakes and streams, provide habitat for fish and wildlife, and other public benefits. This plan will likely include voluntary actions that can be taken locally such as landowner education, conservation easements, support for private forest management, shoreline restoration, stream/road crossing improvements, stormwater management, and/or cost-share programs rather than new rules and regulations as a means to reduce risk of long-term impacts to our water resources. State and federal regulation changes are not local activities and therefore cannot be altered as a result of this plan.

**What else?**

This plan will be developed for the Rainy River Headwaters/Vermilion River Watershed planning area. Recipients of this notice are invited to submit water management issues they think should be addressed during the planning process as well as any expectations for the plan.

*Please submit comments or, if none, notify us of receipt of this letter by Friday, August 5, 2022. Written comments can be submitted by email or letter to:*

Becca Reiss, Community Conservationist  
North St. Louis SWCD  
505 3<sup>rd</sup> St S, Ste A  
Virginia, MN 55792  
becca@nslswcd.org

All citizens and stakeholders that live, work, or recreate in the watershed are invited to one of three public information meetings with more information coming soon:

Thursday, August 11th 5-7:30 at the Orr Community Center  
Tuesday, August 16th 5-7:30 at the Seagull Lake Community Center  
Thursday, August 18th 5-7:30 in the Ely Area

At this meeting, we will review and compile watershed data, discuss priority issues identified by stakeholders, and provide additional opportunity for the Rainy River Headwaters/Vermilion River Watershed Planning Partnership to gain feedback.

Information about the partnership and this planning process (including meeting details) is available at: [www.nslswcd.org/RRHWVR](http://www.nslswcd.org/RRHWVR)



North St. Louis SWCD  
505 3<sup>rd</sup> St N, Ste A  
Virginia, MN 55792  
(218) 749-2000  
[www.nslswcd.org](http://www.nslswcd.org)

If you have questions related to the Rainy River Headwaters/Vermilion River watershed planning project, please contact any of the following partners:

### **Local Staff Contacts**

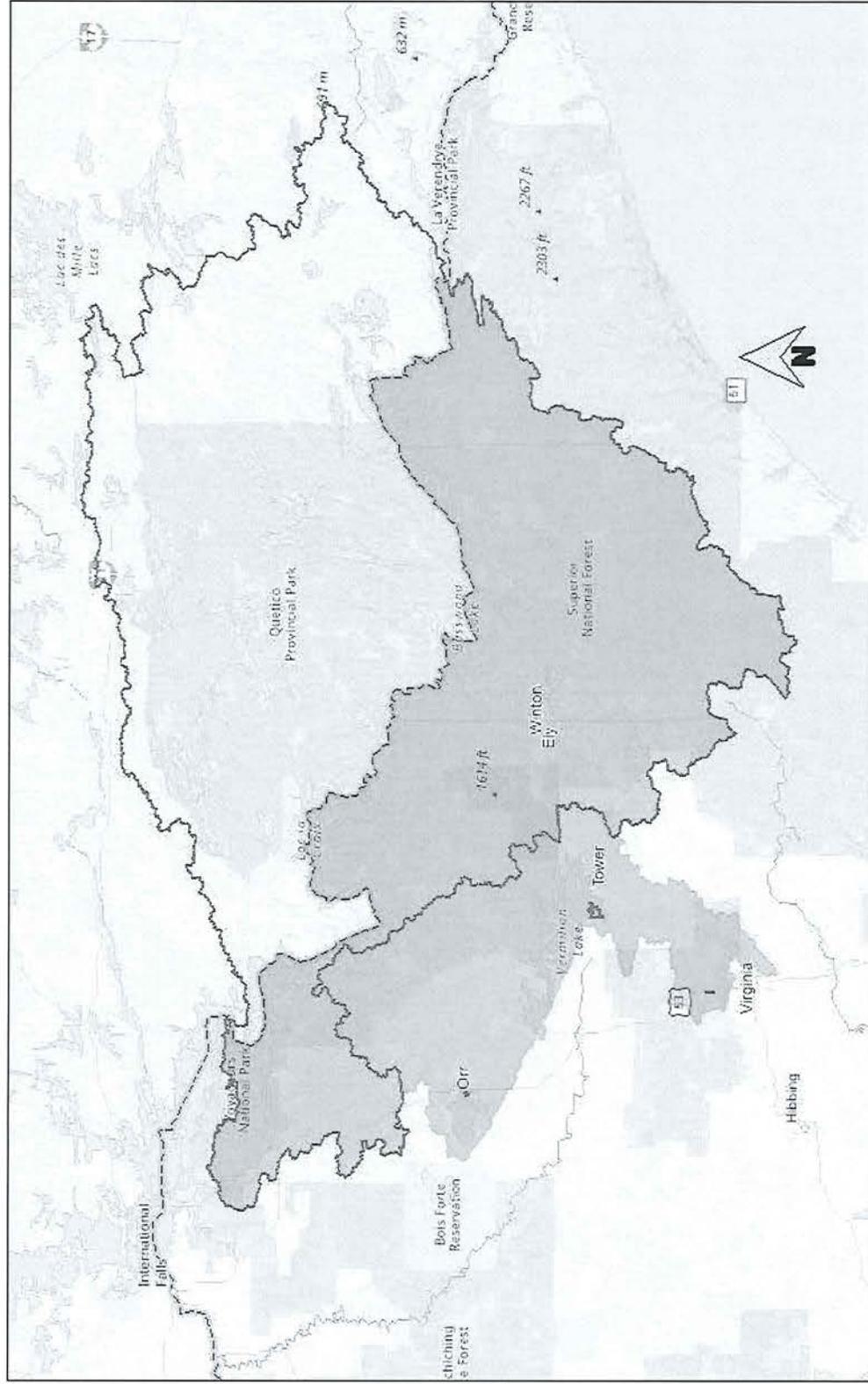
Cook County SWCD  
Ilena Hansel  
District Manager & Water Planner  
[ilena.hansel@co.cook.mn.us](mailto:ilena.hansel@co.cook.mn.us)  
218-387-3648

Koochiching County  
Matthew Gouin  
Environmental Services Director  
[matt.gouin@co.koochiching.mn.us](mailto:matt.gouin@co.koochiching.mn.us)  
218-283-1157

Lake County SWCD  
Tara Solem  
District Manager & Water Planner  
[tara.solem@co.lake.mn.us](mailto:tara.solem@co.lake.mn.us)  
218-834-8370

North St. Louis SWCD  
Becca Reiss  
Community Conservationist  
[becca@nslswcd.org](mailto:becca@nslswcd.org)  
218-288-6143

# Rainy River Headwaters/Vermilion River 1W1P Planning Area



5/19/2022

-  Federal Recognized Tribal Areas
-  Rainy River Headwaters Watershed International Boundary
-  Rainy River Headwaters/Vermilion River Watershed Planning Boundary

Sources: Esri, ArcGIS, USGS, NGA, NGA, SCAI, N Robinson, NCEMS, NLS, US, NVA, GeoData, Resonance, Rainy, Resonance, USA, Geoland, FEMA



# BREITUNG POLICE DEPARTMENT

SERVING BREITUNG TOWNSHIP, THE TOWN OF SOUDAN, AND THE CITY OF TOWER

PHONE: (218) 753-6660  
FAX: (218) 753-2407

41 1<sup>ST</sup> AVE • P.O. BOX 6  
SOUDAN MN 55782

DANIEL REING  
CHIEF OF POLICE

## June 2022 Police Report

### Calls for Service: 140

#### 2 TZD Shifts:

- 1 No Proof of Insurance
- 1 No Seat Belt
- 1 Speeding Citation (85mph in a 60-mph zone)
- 1 speeding Citation (70mph in a 60-mph zone)

#### Other Citations:

- 1 Speeding Citation (70 mph in a 50-mph zone)
- 1 Citation for Driving with a Revoked License

#### Investigations:

- 3 Theft incidents
- 2 Vandalism incidents
- 1 Burglary incident

#### Arrests:

- 1 arrest for DWI (Driver traveling down a one-way street with numerous pedestrians present)

#### Ending Mileage:

46100



[facebook.com/breitungpolicdept](https://facebook.com/breitungpolicdept)



[@breitungpolice](https://twitter.com/breitungpolice)



# BREITUNG POLICE DEPARTMENT

SERVING BREITUNG TOWNSHIP, THE TOWN OF SOUDAN, AND THE CITY OF TOWER

PHONE: (218) 753-6660  
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41 1<sup>ST</sup> AVE • P.O. BOX 6  
SOUDAN MN 55782

DANIEL REING  
CHIEF OF POLICE

## June Summary from the Chief

A very busy month. Summer came quickly. New Officer James Vukad started for the department. Officer Vukad brings a wealth of experience and knowledge with him. He previously worked for the Chisholm Police Department. He left police work for a couple of years and decided to come back and work on a part time basis. We are happy to add him to the team. Officer Vukad fills the open roster spot that Officer Burger occupied. Officer Burger moved to Arizona to start a different career outside of law enforcement. I also want to thank Officer Burger again for his contributions to the department over the years.

Much of the month was spent preparing for the 4<sup>th</sup> of July festivities. We secured equipment and coverage. There had been a dramatic increase in ATV and off-road vehicle complaints into our office and the Sheriff's Office. I am reminding everyone to drive safely, follow local ordinances and laws, and lastly wear a helmet. Please carry proof of your ATV education and course material with you if you are under 16 without a driver's license. Please ride responsibly, we are an outdoor destination, let's not abuse our privileges.

The weather is warm and its summer. Please enjoy everything the area has to offer. Be safe and have a pleasant rest of the season. Football season starts very soon already.

Daniel Reing

Chief of Police

**Breitung Fire & Rescue**  
**Box 337**  
**33 1<sup>st</sup> Ave.**  
**Soudan, Mn. 55782**

**June Fire Dept Report**

Regular monthly and annual fire dept meeting was held on 7/13/22.

This month's training was focused on pump operations/hose operations and SCBA quarterly checks. Additional duties included getting the fire trucks and equipment ready for the 4<sup>th</sup> of July festivities.

The department voted on hiring one of our current members to training officer as our previous training officer resigned from the department

We had two calls for service which was an assist with the Greenwood Fire Department which we were called off prior to arrival for a swamped canoe in Boundary Waters Trout Lake. The second call was for a CO Alarm on Puncher Point Rd.

# Road and Bridge Report

- Painting Curbs
- Class 5 to gravel Roads/Repairs
- 4<sup>th</sup> Avenue and other blacktop patches done by Mesabi Bituminous
- Dust Control Applied
- Replaced and Painted Skating Shack Door
- Setup/Take Down of 4<sup>th</sup> of July Picnic
- Televising numerous sewer laterals
- Docks finally all in and boardwalk repairs done at McKinley Park
- Blacktop patching done around town in preparation for winter
- Setup/Take Down for Old Settlers
- Storm Clean-up
- Work has begun on repairs to the Soudan Entrance Sign
- Grader repairs taking place
- 2-EZ has small punch list from Sanitary Sewer Improvements Project
- 23 Baseball Games hosted this year at Baseball Field

# Regional Opportunities for EMS Review of Service Providers

for



*Greenwood Township, MN*

## *Area Providers*

- Tower Emergency Services
  - Ely Area Ambulance Service
    - Cook Area Ambulance Service
      - Virginia Fire/EMS Department

Submitted By:  
**McGrath Consulting Group, Inc.**

June 30, 2022



## *Offices*

Jamestown, TN. Hanover Park, IL. Waukesha, WI. Strongsville, OH.



June 27, 2022

ATTN: Township Clerk  
Greenwood Town Hall  
3000 Old Highway 77  
Tower, MN 55790

McGrath Consulting Group, Inc. is pleased to submit a proposal to perform a comprehensive assessment of greater cooperative opportunities in providing Emergency Medical Services (EMS) within Greenwood Township and surrounding area of St. Louis County, Minnesota.

McGrath Consulting Group, Inc. has had the opportunity to work with the City of Virginia and the City of Mountain Iron to create a shared service agreement of fire/EMS; therefore, we are familiar with the City of Virginia Fire/EMS Department after completing a comprehensive assessment of that organization. The focus of the study will be to receive input from stakeholders (governing officials, service providers, and other stakeholders) as to needs and desire of level of EMS being provided and future opportunities.

McGrath Consulting Group, Inc. utilizes consultants who are highly skilled individuals with both educational credentials and work experiences in the areas outlined in this proposal. Our consultants have an extensive understanding of the ambulance services and utilize proven study methodologies. Our project manager will communicate regularly with your designated individual to ensure a timely response to issues, questions, or requests you might have. Our project team will remain intact during the duration of this project.

Our firm will partner with our subsidiary company McGrath Human Resources Group to address opportunities/issues related to Human Resource matters; inasmuch as the service providers represent volunteer/paid-on-call and career members. McGrath Human Resources Group brings their expertise in dealing with the human element of the project, federal and state compliances, and compensation issues. Our Human Resource division has been involved in past fire/rescue studies since the inception of our corporation.

We understand the importance of this project and look forward to the opportunity of working again in St. Louis County with emergency service provers and governing bodies. We have conducted numerous EMS providers assessments and look forward to working with you on this project.

Sincerely,

*Tim Mc Grath Ph. D.*

CEO McGrath Consulting Group, Inc.

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## Firm Profile

McGrath Consulting Group, Inc. is an organization that specializes in public sector consulting predominately in the fields of fire, emergency medical services (EMS), law enforcement, communications, and human resources. The principals of the company have over 50 years of public sector experience.

There are two distinct divisions within the corporation: Public Safety – overseen by Dr. Tim McGrath and Human Resources – overseen by Dr. Victoria McGrath. We have found that having expertise in human resources is beneficial in public safety studies. Thus, the Fire/EMS and law enforcement consultants have access to experts in human resources to address the unique laws and best practices governmental entities face with their human capital.

Company Name	McGrath Consulting
Parent Organization	McGrath Consulting Group, Inc.
Established	May 1, 2000
Years of Business	22
Type of Firm	Private Corporation
Company Mailing Address	P.O. Box 865, Jamestown TN. 38556
Website	<a href="http://www.mcgrathconsulting.com">www.mcgrathconsulting.com</a>
CEO/Authorized Representative	Dr. Tim McGrath
Email Address	<a href="mailto:tim@mcgrathconsulting.com">tim@mcgrathconsulting.com</a>
Office Phone	(815) 728-9111
Fax Number	(815) 331-0215
Insurances	State Farm: Auto, General Liability Travelers: Workers' compensation Accord: Professional Liability Chubb: Cyber Security Liability

## Firm Expertise

The principals of the corporation have over 50 years of public sector experience, McGrath Consulting Group, Inc. along with its subsidiary company McGrath Human Resources Group currently have 500 clients in 39 states. Our corporation currently employs 27 full-time or independent contractors to assist in projects. It is the corporate policy that one of the principals of the firm actively participates in each awarded study.

Our company prides itself on its innovative recommendations to maximize service in the most fiscally sound manner. We address current and future issues regarding cost-effectiveness and efficiency of services/programs, program leadership/management, adequate staffing levels, organizational opportunities to improve services, resource needs, exploration of partnerships, alignment of the service provider's operations with the mission and vision of those that govern and revenue generating methods.

## Assessment Strategy and Methodology

The methodology utilized in this the development of this study has been developed, tested, and validated in over 22 years of consulting for public safety organizations. McGrath Consulting Group, Inc. methodology and approach are characterized by a systematic, logical series of tasks aimed at assuring thoroughness, consistency, and objectivity. Our goal is to meet the needs of your Township, therefore, the proposal steps can be discussed and adjusted as needed.

The lead consultant will begin the project by conferring with the client's project team and other persons you designate. We will review the planned timeline and deliverables and confirm expectations from all partners. ***A clearly defined game plan will result in a successful solution for your organization.***

A list of information, data sets and documents needed will be requested prior to or at the first site visit. Additional documents may be requested based on information gleaned during interviews. Based on our initial meeting with your team and the data and documents gathered, our team of consultants will begin the assessment.

## Data Gathering and Analysis Phase



### Tours & Work Observations

Our consultant team may request tours of the service area as well as the facilities and apparatus/equipment provided by the services.

### Data Analysis

Our study methodology involves both quantitative and qualitative analysis, review of past documents, interview with department members, and analyze data collected. Time will be spent both on-site and off-site reviewing documents from the targeted areas and analyzing gathered data, interview results, and departmental metrics and statistics. Prior to the first site visit a comprehensive data request list will be provided to the client. The majority of this data should be easily retrieved from the data-management system utilized.

## Unique Approach

Our firm does not utilize a cut-and-paste approach to our clients; rather, we take the time needed to learn the culture of the service area. Learning the culture of the services providers sounds nice, but what does it mean and why does it make a difference in the outcome of a study?

Basically, organizational culture is the personality of the organization comprised of the assumptions, values, norms, and tangible signs (artifacts) of organization members and their behaviors. Each service provider has their own culture, most often both an espoused culture and an enacted culture; which might or might not align with the perceived culture of those who govern and its leadership. Our firm believes that understanding the culture is essential to identifying opportunities for change and future partnerships. We seek to understand the culture by viewing it at different levels; this is best accomplished through stakeholders' interviews.

## Stakeholders Input

Stakeholder meetings will provide the consulting team the ability to identify the current issues and insight into the overall emergency services provided leadership/staffing opportunities and challenges.

The consulting team will schedule interviews with, but not be limited to, the following stakeholders:

- *Township and city elected and appointed officials*
- *EMS Department Leadership*

- *EMS Department officers, members, and First Responders*
- *EMS-ALS provider*
- *Communications Center (PSAP)*
- *Other identified stakeholders*

Stakeholder input is critical to the project's success; therefore, considerable amount of time will be dedicated to this endeavor. These meetings and interviews will provide the consulting team the ability to identify the culture of the organization and identify opportunities and challenges associated with EMS service staffing methodology. All stakeholders' interviews will be kept confidential with the consultants recapping the major themes discovered without the identification of a specific stakeholder.

## Study Objectives

Study objectives outline the how the consulting team will examine the service provider. Each objective has considerable depth, and this outline is intended to illustrate the scope of work – not the breadth of the topic. These objectives will be addressed in all of the service provider organizations.

### *Objective - Development of Project Work Plan*

- Develop a project work plan based on the scope of work
- Conduct an initial meeting with the governing officials and the EMS department leadership
- Gain an understanding of the organization's background, goals, and expectations for the project
- Establish working relationships, make logistical arrangements, determine communication process, and finalize contract arrangements

### *Objective – EMS General Overview*

- Assess current and potential future changes in community population and demographics
- Implications of current policies and agreements
- Meet with the EMS Medical Director
- Review of the current EMS protocols
- Gain an understanding of the history and culture of the current EMS organizations
- Assess the current overall EMS organizations operations for efficiency and effectiveness
- Ensure an understanding of the protection area and its associated EMS opportunities/challenges
- Identify/analysis of the EMS providers in area and their role in EMS service delivery
- Identify key stakeholders and ensure their input (see stakeholder section)

### *Objective – Current EMS Delivery System/Data*

- Assessment of the current service provider's EMS operations and for quality of medical outcomes
- Analyze the EMS department's organizational structure
- Evaluate the EMS department's operations for compliance with commonly accepted standards
- Review of current trends in emergency and non-emergency demands
- Data collection for the last three years to determine trends in:
  - Emergency responses
    - EMS responses
    - Special operations

- Analysis of current EMS operations:
  - Types of emergency incidents
  - Response times
  - Time of emergency alarms
  - Day of the week of emergency
  - Simultaneous call data
- Assessment of existing organization strategic plan
- Evaluate the resource deployment of resources (vehicle & staff)
- Assess the current model paramedic service arrangements for effectiveness
- Evaluate and recommend the need for ALS (paramedic) services to be located within the regional service area, by reviewing the current service
- Identifying appropriate data for making decisions in the future regarding ALS (paramedic) service

### ***Objective – EMS Organization Leadership***

- Examine the EMS organization leadership functions
- Determination of the managerial leadership philosophy:
  - Alignment with the townships and city strategic initiatives
  - Best practices to ensure a unified organization team in providing EMS services
- Gain an understanding of past management practices and impact on the culture of the organization
- Evaluate the EMS organization’s leadership management team structure
- Review existing policies and procedures of the departments – evaluate against industry best practice:
  - Standard Operating Guidelines/Procedures – both emergency and non-emergency services
- Evaluate the use of information technology
  - Organization software capabilities and functionality

### ***Objective – National Standards Comparison***

- Identify/implications of national emergency response trends
- Significant of national, state, and local standards as applied to current EMS delivery currently and future delivery
- Identify appropriate national, regional, and state service benchmarks for a model EMS service
- Assessment of the EMS organization’s compliance with industry standards

### ***Objective – Staffing***

- Identify the most prudent and cost-effective staffing method for current and future EMS delivery
- Identify and recommend the appropriateness of staffing methods, numbers, and distribution of personnel for ALS (paramedic) level services
- Staffing deployment on ambulances/rescue units
- Evaluate the responsibilities and activity levels of personnel
- Evaluation of callback/overtime procedures

### *Objective – Personnel Management*

- Audit of human resource policies and practices of the EMS and service provider to determine appropriateness
- Identify employees record management systems
- Examination of pay practices, emphasizing compliance with the Fair Labor Standards Act
- Examination of current employee contractual agreements (where applicable)
- Examination of recruiting and hiring practices
- Assessment of employee retention programs
- Appraisal of the promotional process
- Review existing ranks and titles of the leadership team
- Review disciplinary process

### *Objective – Facilities*

- Evaluation of the current EMS facility locations – utilizing GIS mapping
- Evaluation of the current facilities and their limitations – both support and emergency appropriateness
- Illustrate travel time/distance utilizing GIS mapping
- Compliance of existing facilities to industry safety standards (i.e., ADA)
- Identify future facility needs (including additional, reduction, or relocation of EMS facility(ies))

### *Objective – Apparatus/Equipment*

- Current condition and limitations of apparatus/equipment
- Assessment of types of apparatus, age, and appropriateness for EMS delivery
- Evaluation of the apparatus replacement plan – if needed develop a replacement plan
- Identification the future provider’s current and future vehicle/apparatus and equipment needs; including reduction of apparatus/equipment if warranted

### *Objective – Dispatch*

- Assess the current dispatch effectiveness (practices and policies)
- Determine the staffing and equipment needs for the dispatch center
- Identify back-up dispatch provider
- Collect dispatch data

### *Objective – Training*

- Evaluate training records for the past three years (all EMS providers)
- Assessment of the training program
  - Facilities
  - Resources
  - Programs/Curriculums
  - Schedules
  - Records
    - Certificates
    - Record keeping procedures
- Assess and evaluation of training facilities

- Evaluate the training program outcomes

#### *Objective – Mutual/Automatic Aid*

- Assessment of current mutual aid and automatic response agreement(s)

#### *Objective – Fiscal Analysis/Forecast*

- Analyze the current provider’s fiscal condition
- Evaluation of the operational and capital budgets
- Review historical data (3-years) of the EMS revenue and expenses
- Identify future fiscal forecast and associated challenges
- Identify potential savings and costs both short and long term
- Identify future funding options
- Identify potential additional funding sources for EMS
- Identify cost recovery programs/options
- Identify future (short and long term) capital programs
- Identify methods for financing capital needs
- Identify funding methods for apparatus/vehicle replacement

#### *Objective – Greater Shared Services (Regionalization)*

- Benefits
  - Identify the advantages and challenges associated with regionalization
  - Identify the potential benefits for EMS service training with a regionalization service
  - Identify potential benefits of staffing levels and costs with a regionalization service
  - Identify potential financial benefits of a regionalization service
  - Review of EMS Billing company services
- Personnel
  - Develop and recommend a proposed organizational chart for a regionalization call force
  - Develop and make recommendations for issues regarding Develop and make recommendations for issues regarding Develop and make recommendations for issues regarding consolidations of staffing – i.e., compensation and benefits
- EMS Facilities
  - Develop recommendations of which EMS stations should be utilized for the new service
  - Develop expected response times from each station to the farthest section of the service area covered under the new service
  - Develop a comparison of projected response times with current response times
- Equipment
  - Review existing assets and identify placement of apparatus and equipment to equip each EMS station for maximum service
  - Develop recommendations for any new equipment that may be required
  - Develop recommendations for any equipment that may be sold with an estimate of the expected revenue from the sale
- Budget
  - Develop proposed budgets for the 1<sup>st</sup> year and 5<sup>th</sup> year of operation with a proposed salary schedule
  - Develop a 5 year and 10-year capital plan for the new service

- Identify potential savings by each regionalization of services scenario option
- Governance
  - Identify the governance of the regional EMS provider
  - Identify potential funding models that could be adopted
- EMS Facilities
  - Develop recommendations of which EMS stations should be utilized for the new service
  - Develop expected response times from each station to the farthest section of the service area covered under the new service
  - Develop a comparison of projected response times with current response times

### *Objective – Answer the Questions*

- Can Greenwood Township and surrounding areas develop and improve EMS through greater cooperative efforts
- What level of EMS is most appropriate and cost-effective within the service area
- What is the most cost-effective means in providing ALS (paramedic) services

## Consulting Team

### *Dr. Tim McGrath – Project Manager*

As CEO of McGrath Consulting Group, Inc. Dr. Tim McGrath is the visionary of the organization. His 33 years of experience in Fire and EMS as well as his ability to develop innovative solutions makes McGrath Consulting different than other firms. Dr. McGrath started his career as a volunteer firefighter and went through the transition of an informal group of civic minded individuals to an integral department within the Village of Gurnee, IL. During his tenure with Gurnee, the Village rapidly grew from a small bedroom community to one that hosts a Six Flag Great America, and at the time, the world’s largest shopping center – 2.2 million square feet under one roof. Dr. McGrath was in administrative positions during both of the ventures, so he understands the opportunities and challenges growth brings to the fire service.

Dr. McGrath was part of the first paramedic pilot program in the State of Illinois. Through his leadership, he brought in the first non-education-based paramedic training program in the City of Brookfield fire department. Thus, the City of Brookfield Fire Department became a profit center training all paramedic personnel for Waukesha County, WI.

Dr. McGrath’s passion is in consolidation of services. This can entail a wide range of relationships from simply sharing resources to full consolidation and integration of services. Thus, conducting an analysis of each department, Dr. McGrath is able to identify the areas for greater cooperative efforts that continue to provide quality services in a cost-efficient manner.

Through his experience and innovative mind set, Dr. McGrath is able to identify and address key issues – current and future. It is through this combination of education and work experience, as well as working with over 170 organizations in 21 states, he brings a vast amount of first-hand knowledge to the assessment of emergency services.

### *Education Background*

Walden University

Doctorate – Administrative Management

Dissertation: Attitudes on Consolidation in the Fire Service  
Webster University  
Master of Arts – Public Administration & Management  
University of Wisconsin – Stout  
Bachelor of Science – Industrial Education  
College of Lake County  
Associate Degree – Fire Science Technology

## Emergency Medical Services Consultant

### *Chief / EMS Director Sechler*

Chief / EMS Director Sechler has been actively involved in Emergency Medical Services (EMS) and the Fire Service for over 31 years in various capacities. He has served as the Chief / EMS Director of the Barbaroo District Ambulance Services for ten years. He participated in both EMS and fire departments that were volunteer, paid-on-call, combination, resident program, and career services.

In his full-time career in EMS, Mr. Sechler gained valuable experience working at a number of different types and models of services, including Fire-based EMS, Hospital-based EMS, County-based EMS, Third party EMS service, a Municipal EMS service, and a District EMS service. He also founded and co-owned a private ambulance service. His experience as an EMS provider, Officer, Supervisor, Manager, and Administrator stems across Wisconsin, Iowa, and Illinois, allowing him to learn many different ways to provide and manage EMS in a variety of different settings.

Mr. Sechler has held numerous administrative/leadership positions including serving as a college adjunct instructor, EMS coordinator, and administrator; an EMS Service Director; a Fire Chief; and a State EMS Official—as the Department of Health Services ALS / Paramedic Program Coordinator. Mr. Sechler currently teaches an EMS Leadership Course for the Office of Rural Health, in which he co-wrote the curriculum for the classes.

- Chief / EMS Director Sechler continues to hold a number of EMS & Fire credentials including:  
*Certified Critical Care Paramedic*
- *Certified American Heart Association Instructor:*
  - *Basic Life Support (BLS)*
  - *Advanced Cardiovascular Life Support (ACLS)*
  - *Pediatric Advanced Life Support (PALS)*
- *NIMS: ICS 100, 200, 300, 400, 700, & 800*
- Firefighter I & II
- Fire Officer I

Over the last several years, Mr. Sechler has become quite active in the legislative process—advocating for fire & EMS with elected officials—both at the state and federal level.

Chief / EMS Director Sechler is a respected resource in the Public Service community and is often asked to speak on a number of current and critical issues at local, state, and regional conferences on critical EMS issues. He has been a valued member on various Fire & EMS projects, Committees, Boards, and Associations at the local, state, and national levels, including:

- American Ambulance Association

- National Association of EMT's
- National Association of EMS Physicians WI Chapter Board member
- Past-President of the Professional Ambulance Association of Wisconsin
- Wisconsin EMS Advisory Board, Systems Development sub-committee member
- Wisconsin Legislative Council Study Committee member on Volunteer Firefighter and Emergency Medical Technician shortages

In summary, Mr. Sechler has a wide variety of experience in almost every possible aspect of Emergency Medical Services and in the fire service, which can be drawn upon for some unique ideas and solutions to issues affecting EMS in today's complex environment.

### ***Chief Stried – EMS Consultant***

Chief Stried has been with McGrath Consulting Group for more than ten years and has been a tremendous asset to all our public safety fire/EMS studies. Chief Stried has over 37 years in the fire/EMS service, starting as a volunteer firefighter/EMT and joining a career department while he continued to serve as the Chief of a volunteer fire/EMS department. Thus, Chief Stried brings an advantageous perspective of a volunteer/combo department as well as a career department.

During his career in the fire/EMS service, Chief Stried has worked in a variety of positions – firefighter, paramedic, rescue diver, safety officer, fire prevention director, and fire inspector as well as many officer level positions. He has worked on a referendum to establish a paramedic program, has written, and obtained grants, and developed budgets, policies, and procedures. Chief Stried brings a unique perspective in understanding all of the fundamentals of sound policies, procedures and best practices in volunteer and career fire and EMS organizations.

Chief Stried has served as an adjunct instructor for the National Fire Academy teaching in a number of courses and has served as a field instructor for the Illinois Fire Service Institute. He is a graduate of the National Fire Academy's Executive Fire Officer Program and earned the Chief Fire Officer Designation. He is also a member of the Illinois Firefighters Association, Metropolitan Fire Chiefs Association of Illinois, and International Association of Fire Chiefs.

### ***Education Background***

- National Fire Academy
  - Executive Fire Officer
- Southern Illinois University
  - Bachelor of Science – Fire Science Management
- College of Lake County
  - Associates Degree – Fire Science Management

### ***Chief Swanson – EMS Consultant***

Chief Swanson recently retired as Fire Chief and Administrator of two large suburban fire/EMS (advance life support) departments: Barrington Countryside Fire Protection District and also previously had served as Fire Chief and Administrator for the New Lenox Fire Protection District having served over twenty-one years in the fire/EMS service. Due to his professional expertise, he has obtained a position of team leader for the Illinois Public Risk Fund (IPRF).

*IPRF is an intergovernmental joint insurance pool providing for the defense and payment when due of all compensation and other benefits under the Illinois Workers' Compensation Act and the Illinois Workers' Occupational Diseases Act on behalf of its governmental entity and public agency members.*

He has developed and implemented the development of a new fire protection district haven hired over 70 full-time and part-time firefighter/EMT/medics with a budget over 5 million dollars and has written and received over one million dollars in state and federal grants including Department of Homeland Security. Developed relationships with neighboring emergency service providers to negotiated equitable agreements for automatic aid.

He has served as an adjunct professor for the College of DuPage and is a decorated and honorably discharged United States Army-Combat Infantryman having served in Operation Desert Shield/Operation Desert Strom. In addition, Chief Swanson is an independent consultant haven presented for the International Code Council addressing significant changes in the International Fire and Building Code; as well as the lead consultant for fire/EMS department assessments.

#### ***Education Background***

Benedictine University  
Master of Science – Management Organizational Behavior  
Southern Illinois University  
Bachelor of Science – Fire Science Management  
College of DuPage  
Associates in Applied Science – Fire Science

#### ***Staff Consultant(s) – Fire/EMS Consultant***

To be determined

### **Fiscal/Administration Consultant**

#### ***Mr. Harrison – Fiscal Analysis/Administration***

Mr. Harrison is a consultant with McGrath Consulting that brings an Administrator/Fiscal perspective to our studies. Mr. Harrison has over 20 years of experience in municipal management. Mr. Harrison is currently the City Administrator of Issaquah, WA which is a full-service City that has grown from 4,000 population 15 years ago to 31,500 today. He served as City Manager of Wyoming, Ohio for 12 years, which is a full service residential suburban city on the border of Cincinnati, Ohio. In addition, he has served in City management positions with the City of Mosinee, WI and City of Wauwatosa, WI.

Through introduction of the Balanced Score Card evaluation, Mr. Harrison has effectively developed strategic plans that have resulted in economic growth to the community, as well as accountability within the organization. He has received GFOA awards as well as the State Auditors Award for excellence in financial reporting. He has implemented a successful LEAN initiative in the City of Issaquah directed at improving service and reducing costs.

***Education Background***

University of Wisconsin-Milwaukee  
Master of Arts – Public Administration  
Marquette University  
Bachelor of Arts

**Human Resources**

***Dr. Victoria McGrath – McGrath Human Resources Group - CEO***

Dr. Victoria McGrath has an extensive background in the field of human resources, predominately in the public sector; but she also has a number of years in the private sector having worked in health care, banking, and education. She brings over 19 years of practitioner experience in all phases of human resources prior to her years as a consultant.

Her professional experience includes the City of Brookfield, WI, which had over 500 employees, including five (5) labor unions; the Elmbrook School District, WI – the 2<sup>nd</sup> largest school district in Wisconsin, also with 5 labor unions; and Citicorp Banks. She has dealt with labor/employee relations; policy, procedure, and labor compliance; benefits and compensation; recruitment and staff development. Dr. McGrath’s local government experience touched all local services including police/sheriff, fire, public works/highway, engineering, library, health department, administration, courts, jail, and more.

Dr. McGrath has provided management assistance to more than 200 local government clients on a variety of management issues. In addition to working with government, she has been a speaker for a number of professional organizations and worked with two (2) organizations in developing courses in human resource management to current and upcoming supervisors. Further, she is an adjunct professor – teaching in areas such as human resources, organizational development, management, and research – at Northwestern University (Master’s in Public Policy Administration Program).

Dr. McGrath’s doctoral dissertation dealt with Government as a Learning Organization. Her research dealt with government efficiency in providing services and how governmental services can become more effective.

***Education Background***

- ◆ Ph.D. – Municipal Government as a Learning Organization, University of Wisconsin – Milwaukee, WI
- ◆ Master of Science – Management, Cardinal Stritch College, WI
- ◆ Bachelor of Science – Industrial Relations & Finance, University of Wisconsin – Milwaukee, WI

**PROFESSIONAL AFFILIATIONS**

- Society for Human Resources Management
- Illinois Public Employer Labor Relations Association
- National Public Employer Labor Relations Association

- International City/County Manager Association

***Ms. Halvorson Maes – Human Resources Consultant***

Malayna Halvorson Maes has served as a human resource professional in both the private and public sectors for over 20 years. She worked previously in health care human resources, then as the Human Resources Director and senior advisor for a large county in northern Wisconsin. Thus, she has direct experience with the many challenges facing municipal employers.

During her time in county government, Ms. Maes advised the organization through the significant changes at the State. This included the most sweeping change which reduced the legal authority of organized labor in the public sector. This resulted in a reduction from five (5) collective bargaining units to one (1) unit in her County.

As a change agent, she facilitated the development of significant policy changes for the organization. This included conducting a complete evaluation of the compensation system for the county which resulted in a rewrite of all job descriptions and the implementation of a pay for performance evaluation system. This system was created through the work of a combined employee – manager committee and included the implementation of a performance management software system to streamline the 360-evaluation process. Thus, she brings a practical understanding to the development and implementation of pay-for-performance compensation systems.

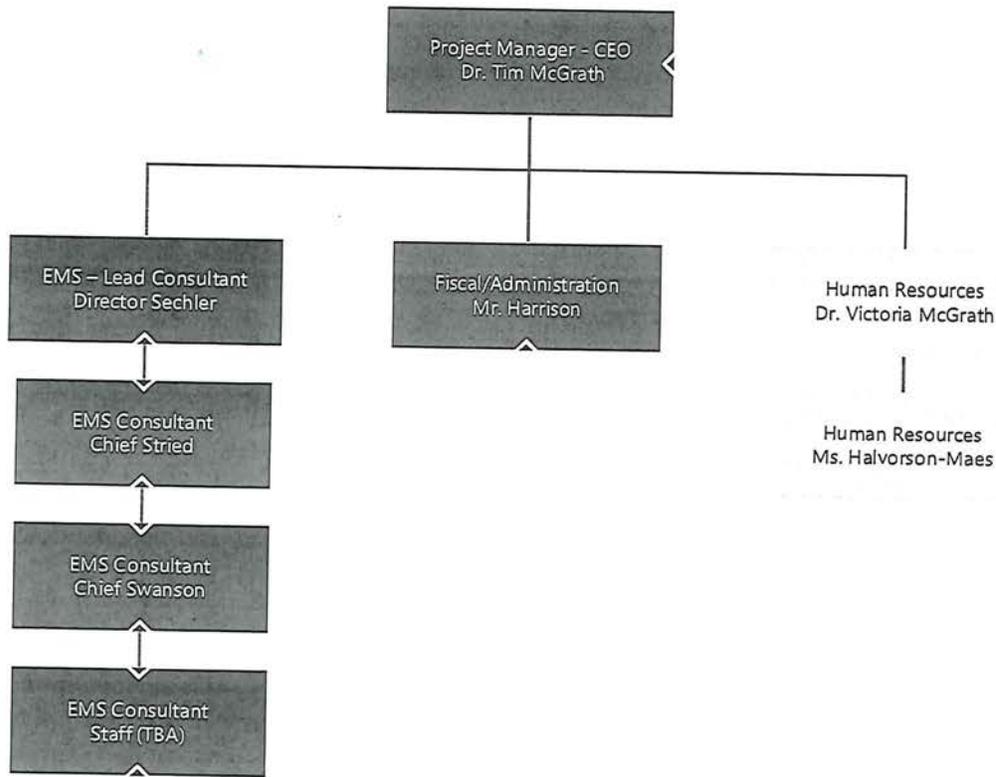
As a former municipal Human Resources Director, she is knowledgeable of all facets of local government, including police, public works, engineering, health services, and more. She has been active in a number of professional organizations including SHRM, Chippewa Valley Society of Human Resource Management; WIPFLE Senior HR Forum; Wisconsin Association of County Personnel Directors, and the National Public Employer Labor Relations Association. In addition, she has served on the WACPD training Committee, Chair of the Legislative Affairs Committee, a Board of Director member as well as a member of the Services Committee for WPELRA; thus, she takes an active role in defining the profession.

***Educational Background:***

Luther College, Iowa

Bachelor of Arts – Psychology

## Consultants Organization Chart



## References

### City of Sun Prairie, WI

**Contact:** Mr. Aaron Oppenheimer, City Administrator – office (608) 825-1193, fax (608) 825-6879, email: [aoppenheimer@cityofsunprairie.com](mailto:aoppenheimer@cityofsunprairie.com)

**Project:** Fire Department Review/Assessment (Master Plan)

**Environment:** Significant dysfunction with volunteer fire department and City. Recommended and implemented a new Executive Board oversight group.

### City of O'Fallon, IL

**Contact:** Ms. Pamala Funk – Assistant City Administrator Ret. – (618) 971-8662 email: [pamalafunk@charter.net](mailto:pamalafunk@charter.net)

**Projects:** (multiple projects) Comprehensive fire department audit and master plan; fire station location master plan; executive search Fire Chief; master plan EMS (3<sup>rd</sup> service).

### City of Wyoming, OH

**Contact:** Former City Manager, now City Manager of the City of Yakima, WA – (509) 575-600. Email: [bob.harrison@yakimawa.gov](mailto:bob.harrison@yakimawa.gov)

**Project:** Multiple projects for the City involving: EMS consolidation, police department audit, the fire department audit/master plan, and executive search for Fire Chief.

**City of Dodge City, KS**

**Contact:** Ms. Cherise Tieben –City Manager (Ret) – cell: (620) 253-2614 Email: [cheris.tieben@gmail.com](mailto:cheris.tieben@gmail.com)

**Project:** (multiple projects) Greater cooperative effort between City and County. Special emphasis placed on EMS delivery system.

**North Shore Fire Department, WI**

**Contact:** Chief David Berousek – Retired (414) 397-6268 Email: [fibdib@gmail.com](mailto:fibdib@gmail.com). One of the largest consolidated departments in the United States consisting of seven municipalities in Wisconsin.

**Project:** Reassessment of the consolidation of the seven municipalities with special attention to fiscal contribution formula, EMS delivery, and implementation of an apparatus replacement fund.

**Proposed Project Schedule**

Task	Month				
	1st.	2nd.	3rd.	4th.	5th.
Contract Completion/Signing	█				
Data Request to Service Provider(s)	█				
(allow 2 -3 weeks)					
<b>First Site Visit</b>		█			
Data Review on Site		█			
Key Stakeholder Interviews		█			
Elected Officials		█			
Township Supervisor(s)		█			
EMS Leadership		█			
Other Stakeholders		█			
On Site Assessments		█			
Data Analysis		█	█		
<b>Second Site Visit</b>			█		
Stakeholder Interviews			█		
Service Providers Assessment			█		
PSAP (Dispatch)			█		
National Standards Comparison			█		
Develop Report Components			█	█	
Develop Options			█	█	
<b>Third Site Visit (optional)</b>				█	
Clarification Questions				█	
Address Unique Challenges				█	
<b>Off-Site</b>				█	
Review Notes				█	
Analyze Data				█	
Compose Draft Report				█	
Submit Draft Report				█	
Address Draft Input				█	
Compose Final Report				█	
Proofreader				█	
Submit Final Report				█	
<b>On-Site</b>					█
Report Presentation					█

## Deliverables

McGrath Consulting Group, Inc. will deliver a PDF version of the draft for review by the client. The intent of the draft report is to allow review of the document to assure that all areas outlined in the proposal have been addressed, the report is clear and concise, the consultants have not misinterpreted any data, and there are no obvious errors prior to finalization.

McGrath Consulting Group, Inc. will complete any necessary revisions of the draft and provide on a flash drive:

- *PDF version of the final report for reproduction*
- *Excel spreadsheet of all recommendation within the report in priority order*

McGrath Consulting Group, Inc. project team will make formal presentations of the project upon request.

## Study Cost

By submission of the proposal, McGrath Consulting Group, Inc. shows its intention to accept and contact with Greenwood Township. Our project fees are based on the total project. Therefore, the fees listed below include all consulting professional fees, administrative costs, *excluding travel expenses\**.

**Cost: \$48,575.00:** *(excluding travel expenses\*)*

**Project:** Review of current ambulance services & development of a regional ALS ambulance service.

### Terms of Payment:

Greenwood Township will be invoiced in three payments:

15% (\$7,286.52) upon completion of the signed contract;

75% (\$36,431.25) upon submission of the draft report; and

10% (\$4,857.50) and travel expenses upon submission of the final report.

All invoices are due within 30 days of receipt. Proposal cost is good for 90 days June 30, 2022

### Travel\*

It is anticipated that a maximum of:

- 3 consultants on the 1<sup>st</sup> site visit
- 2 consultants on the 2<sup>nd</sup> site visit
- 1 consultant for the presentation if done in person.
- If additional consultants are needed it will be at the expense of McGrath Consulting Group, Inc.

By allowing the client to pay for actual travel expenses which include airfare, mileage/car rental, hotel, and lunch & dinner the client should be able to save money from our worst-case estimated travel expenses. Therefore, *travel expenses are not to exceed \$6,900.00.*

**Cost: \$55,475.00** *(includes all cost including travel)*

If the client prefers not to pay for travel expenses separately and would prefer a single complete project price with a guarantee not to exceed figure.

## Final Word

Our company will develop recommendations that ensure high quality services within the fiscal capabilities of the Greenwood Township. We are confident McGrath Consulting Group, Inc. can provide a comprehensive Fire/EMS Transport Feasibility Study pertaining to the incorporation of Advanced Life Support (ALS) patient transport services by the various fire departments addressing the expectations of the stakeholders as identified within the RFP. Our company and consultants have extensive experience in conducting Fire and EMS delivery systems.

The majority of the consulting team members are fire/EMS professionals who started as firefighters and advanced to leadership roles in large fire/EMS departments. All of these individuals have provided and overseen EMS systems. The expertise of human resource professionals will ensure the human resources consideration is aligned with the recommendations. Immediate and long-term recommendations which include future planning considerations shall be incorporated within the report as well.

Please feel free to contact us if you have any questions regarding this proposal.

Sincerely,

*Tim McGrath, Ph.D.*

Tim McGrath, Ph.D.

**From:** Lee Peterson <leepeterson2011@hotmail.com>  
**Sent:** Tuesday, July 19, 2022 1:04 PM  
**To:** Clerk, Breitung  
**Subject:** McGrath Consulting Group, Inc. area-wide ambulance study  
**Attachments:** McGrath Proposal Greenwood Township, June 30, 2022.pdf; Newspaper coverage of Greenwood 7-12-22 TB meeting, ambulance study.pdf

Breitung Township,

The Greenwood Township Board voted unanimously at the 7-12-22 regular meeting to hire the McGrath Consulting Group, Inc. to "perform a comprehensive assessment of greater cooperative opportunities in providing Emergency Medical Services (EMS) within Greenwood Township and surrounding area of St. Louis County, Minnesota".

Attached is the McGrath proposal. The proposal does a nice job of explaining Greenwood's objectives. We feel that an unbiased, professionally done study will keep patient and ambulance staff consideration first in priority and that it will be very worthwhile. As McGrath works through the process, it is our hope that surrounding communities will help make this study a good, thorough one as they are contacted by McGrath for input and information.

I've also attached Timberjay and The Tower News coverage of the Greenwood Town Board action at the July 12, 2022 regular TB meeting. The articles too, are certainly worth reading. As in anything like this, there will come some fine tuning. The main thing is to keep the focus on the folks who need an ambulance response and the staff of the ambulances. Everything else will work out to the good.

Thanks for your time and consideration,

Lee Peterson

## GREENWOOD TWP. Regional EMS service study moves forward

by JODI SUMMIT  
Tower-Soudan Editor

**GREENWOOD TWP-** Greenwood Township is putting itself in the driver's seat as it approved spending approximately \$55,000 for a study on options for the feasibility of developing a region-wide ambulance service. The cost includes \$48,575 for consulting services and up to \$6,900 in travel expenses.

The board voted, unanimously, at their July 12 meeting, to hire McGrath Consulting Group, Inc., to conduct a study that would include a review of area providers from Tower, Ely, Cook, and Virginia. McGrath is based in Illinois.

This proposal was one of several received, and while not the least expensive option, the firm has done work on fire and EMS issues on the Iron Range, and its lead consultant, Dr. Tim McGrath has 33-years of experience in fire and EMS, including work as a volunteer firefighter, development of paramedic training programs, working on consolidation of emergency services, and even assisting in the creation of a new fire department.

The study would seek to answer the question of whether Greenwood and the surrounding areas can improve EMS through greater cooperative efforts, what level of EMS is most appropriate and cost-effective within the service area, and what is the most cost-effective means of providing ALS (paramedic) services. The study is expected to take at least five months.

Supervisor Mike Ralston said the township has been talking with the IRRR

about help with funding the study, as well as with St. Louis County. "But we need to prepare to pay for the full amount," he said.

Greenwood does not have any management oversight of EMS services, and under state law the township is part of the Tower Area Ambulance Service area, which includes Tower, Eagles Nest, Breitung, Kugler, Vermilion Lake, and Greenwood townships.

"We want to maximize service in a fiscally responsible manner," said Greenwood resident Lee Peterson, who has pushed for the study outside of any efforts by the Tower Ambulance Commission, which is in the process of starting its own locally-based study of service options. Greenwood has, so far, opted not to be part of that process.

Peterson said the TAC is talking about forming a joint powers arrangement, which could include a taxing mechanism.

"Once you are in, there is no doorknob to get out," Peterson said. "We need to be extra careful on how this goes."

Supervisor Barb Lofquist said she didn't think the township should separate itself from the work that TAC is starting to do.

Peterson said the township is going to have to accept that an ambulance service is going to cost money.

"The days of volunteers who live in the ambulance are gone," he said.

Peterson said he didn't want to see the township being one vote out of six on a local joint powers board,

because Greenwood has the largest population and property values.

"I am tired of the tail wagging the dog," Peterson said.

The question of how a regionally-based EMS service would be funded is still an open question, and would also require some tax-based assistance. State law does allow for the formation of ambulance service districts with taxing authority.

### Will EMS services participate?

Peterson said he hopes the surrounding communities will participate in the study, although Greenwood has not formally asked for the cooperation of any of the surrounding EMS services.

"Our aim is for the best possible care for our

patients," Peterson said.

The McGrath study would include tours and observations, stakeholder interviews, and data analysis.

"Our firm does not utilize a cut-and-paste approach," they wrote. "Rather we take the time needed to learn the culture of the service area."

Stakeholder interviews would include township and city officials, EMS department leadership and members, communication centers, and other identified stakeholders. Such interviews would be confidential. The objectives of the study of each service provider would include gaining an understanding of the organization's background, goals, and expectations for the project.

The study would also

include:

- a general overview of EMS services.

- Current and potential future changes in population and demographics.

- Implications of current policies and agreements.

- Assessing current overall EMS organizations and operations for efficiency and effectiveness.

- Identifying and analyzing EMS providers in the area and their role in EMS service delivery.

- Identifying key stakeholders to ensure their input.

- Trends in emergency and non-emergency demands.

- Analysis of current emergency incidents, response times, and simultaneous call data.

It will also look at the need for ALS services to be

located within the regional service area by reviewing the current service and identifying appropriate data for making decisions in the future regarding ALS.

The study will also include looking at the leadership structure of area EMS providers, identifying appropriate national, state, and local service benchmarks for service, and identifying the most prudent and cost-effective staffing methods and distribution of personnel for ALS level service. In addition, the study will look at facilities, equipment, dispatch practices, and training.

The objective of the study will be greater shared services, looking at the challenges associated with regionalization.

The Tower News coverage of the ambulance EMS study, Greenwood Town Board meeting of July 12, 2022 :

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## 2 THE TOWER NEWS

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July 15, 2022

### • Greenwood Township ...

As part of the public comment Lee Peterson spoke passionately about the ambulance service and the potential committee to be formed, strongly encouraging Greenwood to move forward with their own research because the committee would be a six community group of which Greenwood would have only one vote (in spite of it's much larger population). The board looked at bids and thoughtfully weighed the familiarity of the firms with the area and challenges- agreeing unanimously to accept the bid from McGrath at \$55,475 (a mid-range bid). Supervisor Mike Ralston will take the lead on the communication with the firms. Lee spoke again about prioritizing this service and using community enhancement funds (which are earmarked for

← An "Ad Hoc" committee being formed by the City of Tower.

broadband, and is moving slower than was anticipated) to pay the 15% upfront to initiate the service contract. While there are potential funds available from IRRRB and possible the county - the consensus among the board and community members there is the township needs to be prepared to shoulder the cost— it is unlikely that other area entities will step up with dollars for the project.



5688 ECHO POINT RD

5722 ECHO

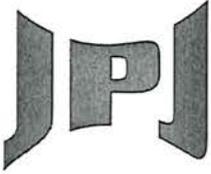
1501 ECHO NARROWS LN

BREITUNG

5816 ECHO POINT RD

Swamp Rd

1571 SWAMP RD



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Engineering

Land Surveying

Site Development

July 25, 2022

The Honorable Tim Tomsich  
Chairman, Breitung Township  
P.O. Box 56  
Soudan, MN 55782

**Re: 2021 Sanitary Sewer Improvements  
Project No. 21-860**

Dear Chairman Tomsich:

Enclosed is Final Payment Estimate No. 6 for the 2021 Sanitary Sewer Improvements project. We recommend payment of \$86,316.18 to 2EZ, Inc. dba Jola & Sopp Excavating, P.O. Box 566, Eveleth, MN 55734 upon receipt of IC-134 forms.

After your review and approval, please sign and date the final payment estimate, and return a copy to our office.

If you have any questions, please do not hesitate to contact our office.

Sincerely,

JPJ Engineering, Inc.

John P. Jamnick, P.E.

JPJ/dj

Enclosure

FINAL PAYMENT ESTIMATE

<b>PROJECT:</b> 2021 Sanitary Sewer Improvements		<b>PROJECT NO.:</b> 21-860	<b>DATE:</b> July 14, 2022 <b>PAY ESTIMATE NO.:</b> 6 PAGE 1 OF 3
<b>OWNER:</b> Breitung Township P.O. Box 56 Soudan, MN 55782		<b>CONTRACTOR:</b> 2EZ, Inc. dba Jola & Sopp Excavating, Inc. P.O. Box 566 Eveleth, MN 55734	<b>PERIOD OF ESTIMATE</b>  FROM: June 6, 2022 TO: June 15, 2022

CONTRACT CHANGE ORDER SUMMARY			ESTIMATE
No.	Amount		
	Additions	Deductions	
CO #1	\$23,330.00		1. Original Contract \$435,780.00
CO #2	\$12,525.00		2. Change Orders \$19,576.50
CO #3	\$1,540.00		3. Revised Contract (1+2) \$455,356.50
CO #4	\$1,000.00		4. Work Completed* \$455,356.50
CO #5		\$18,818.50	5. Stored Materials \$0.00
			6. Subtotal (4+5) \$455,356.50
			7. Retainage \$0.00
			8. Previous Payments (\$369,040.32)
<b>TOTALS</b>	<b>\$38,395.00</b>	<b>\$18,818.50</b>	9. Amount Due (6-7-8) \$86,316.18
<b>NET CHANGE</b>	<b>\$19,576.50</b>		*Detailed breakdown attached

CONTRACT TIME		
Original (days):	On Schedule	Starting Date: August 9, 2021
Revised:	<input checked="" type="checkbox"/> Yes	Substantial Completion: October 15, 2021
	<input type="checkbox"/> No	Projected Completion: November 1, 2021

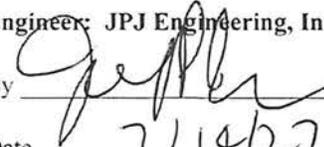
**CONTRACTOR'S CERTIFICATION:**  
The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

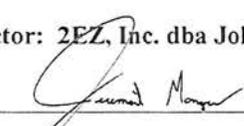
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**ENGINEER'S CERTIFICATION:**  
The undersigned certifies that to the best of their knowledge and belief and to the extent of their assigned Contract responsibilities, the quantities shown in this estimate are correct and that the work has been performed in accordance with the Contract Documents.

Engineer: JPJ Engineering, Inc.  
By:   
Date: 7/14/22

**APPROVED BY OWNER:**  
  
Owner: Breitung Township  
By: \_\_\_\_\_  
Date: \_\_\_\_\_

Contractor: 2EZ, Inc. dba Jola & Sopp Excavating, Inc.  
By:   
Date: 7/25/2022

# FINAL PAY ESTIMATE NO. 6

DATE: July 14, 2022

OWNER: Breitung Township

PROJECT: 2021 Sanitary Sewer Improvements

CONTRACTOR: 2EZ, Inc. dba Jola & Sopp Excavating, Inc., P.O. Box 566, Eveleth, MN 55734

## BASE BID

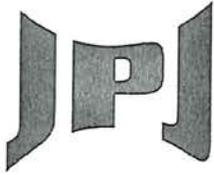
ITEM NO.	DESCRIPTION	QUAN. BID	UNIT	UNIT PRICE	QUANTITY THIS PERIOD	AMOUNT THIS PERIOD	QUANTITY TO DATE	AMOUNT TO DATE
2101	CLEARING & GRUBBING	1	L.S.	\$15,000.00	0	\$0.00	1	\$15,000.00
2104	RMV CURB & GUTTER	30	L.F.	\$4.00	0	\$0.00	229	\$916.00
2104	RMV SANITARY SEWER	880	L.F.	\$4.00	0	\$0.00	860	\$3,440.00
2104	RMV BIT PAVEMENT	2,930	S.Y.	\$4.00	0	\$0.00	2,930	\$11,720.00
2104	RMV SIDEWALK	520	S.Y.	\$6.50	0	\$0.00	520	\$3,380.00
2104	RMV CONC DRIVEWAY	26	S.Y.	\$6.50	0	\$0.00	17	\$110.50
2104	RMV SAN MANHOLE	9	EACH	\$450.00	0	\$0.00	11	\$4,950.00
2105	COMMON EXCAVATION	1,750	C.Y.	\$22.00	250	\$5,500.00	1,750	\$38,500.00
2105	ROCK EXCAVATION	30	C.Y.	\$100.00	0	\$0.00	0	\$0.00
2105	SELECT GRAN BORROW (CV)	980	C.Y.	\$19.00	0	\$0.00	980	\$18,620.00
2112	GEO SEP FABRIC	2,950	S.Y.	\$3.50	0	\$0.00	2,950	\$10,325.00
2211	AGG BASE, CLASS 5 (CV)	660	C.Y.	\$35.00	0	\$0.00	660	\$23,100.00
2221	AGG SHOULDERING, CL 5 (CV)	50	C.Y.	\$52.00	50	\$2,600.00	50	\$2,600.00
2360	TYPE SP WEARING COURSE	360	TON	\$87.00	330	\$28,710.00	330	\$28,710.00
2360	TYPE SP NON-WEAR COURSE	360	TON	\$87.00	30	\$2,610.00	333	\$28,971.00
2451	GRAN BACKFILL MTRL (LV)	30	C.Y.	\$18.00	0	\$0.00	30	\$540.00
2451	GRAN FOUND MTRL (LV)	60	C.Y.	\$26.00	0	\$0.00	60	\$1,560.00
2506	CONST SAN MANHOLE	11	EACH	\$5,100.00	0	\$0.00	11	\$56,100.00
2506	SAN MANHOLE FRAME SEAL	11	EACH	\$1,700.00	0	\$0.00	11	\$18,700.00
2521	4" CONCRETE WALK	650	S.F.	\$7.00	140	\$980.00	800	\$5,600.00
2531	CONC C&G, DES B618	30	L.F.	\$27.00	29	\$783.00	258	\$6,966.00
2531	6" CONC DRIVEWAY PVMT	26	S.Y.	\$69.00	0	\$0.00	17	\$1,173.00
2557	SIDEWALK GRATE	1	EACH	\$1,100.00	1	\$1,100.00	1	\$1,100.00
2573	STORM DRAIN INLET PROTECT	6	EACH	\$400.00	0	\$0.00	6	\$2,400.00
2573	CONST SITE EXIT CONTROLS	1	L.S.	\$1,300.00	0	\$0.00	1	\$1,300.00
2573	SEDIMENT CONTROL LOG - STRAW	600	L.F.	\$16.00	0	\$0.00	0	\$0.00
2573	BALE BARRIERS	24	EACH	\$25.00	0	\$0.00	20	\$500.00
2575	TEMPORARY MULCH	1.40	ACRE	\$1,800.00	0.40	\$720.00	1.40	\$2,520.00
2575	SEEDING	1.40	ACRE	\$2,600.00	0.40	\$1,040.00	1.40	\$3,640.00
2621	8" PVC SANITARY SEWER	1,050	L.F.	\$51.00	0	\$0.00	988	\$50,388.00
2621	10" PVC SANITARY SEWER	80	L.F.	\$61.00	0	\$0.00	61	\$3,721.00
2621	12" PVC SANITARY SEWER	160	L.F.	\$62.00	0	\$0.00	147	\$9,114.00
2621	6" PVC SAN SERVICE LINE	385	L.F.	\$47.00	0	\$0.00	450	\$21,150.00
2621	8" X 6" SAN SERVICE WYE	14	EACH	\$270.00	0	\$0.00	19	\$5,130.00
2621	CON TO EX SAN SEWER	15	EACH	\$275.00	0	\$0.00	15	\$4,125.00
2621	CON TO EX SAN MANHOLE	4	EACH	\$1,100.00	0	\$0.00	4	\$4,400.00
2621	RECON EX SAN SERVICE	14	EACH	\$123.00	0	\$0.00	19	\$2,337.00
2621	MANHOLE CASTING/COVER/ FRAME SEALS	17	EACH	\$1,100.00	13	\$14,300.00	13	\$14,300.00
2621	MANHOLE SEAL (GATOR WRAP)	1	EACH	\$6,700.00	0	\$0.00	0	\$0.00
2621	MANHOLE COVER REPLACEMENT	6	EACH	\$950.00	9	\$8,550.00	9	\$8,550.00

**BASE BID**

ITEM NO.	DESCRIPTION	QUAN. BID	UNIT	UNIT PRICE	QUANTITY THIS PERIOD	AMOUNT THIS PERIOD	QUANTITY TO DATE	AMOUNT TO DATE
2625	PIPE INSULATION	50	S.Y.	\$45.00	0	\$0.00	29	\$1,305.00
CO-1	INSULATION ON WATER MAIN ON 4TH AVENUE	0	L.S.	\$23,330.00	0	\$0.00	1	\$23,330.00
CO-2	INSULATION ON WATER SERVICES ON 4TH AVENUE	0	L.S.	\$12,525.00	0	\$0.00	1	\$12,525.00
CO-3	FURNISH MANHOLE 2-52	0	L.S.	\$1,540.00	0	\$0.00	1	\$1,540.00
CO-4	BULKHEAD EX MANHOLE 1-14	0	L.S.	\$1,000.00	0	\$0.00	1	\$1,000.00

**TOTAL WORK COMPLETED THIS PERIOD - Base Bid..... \$66,893.00**

**TOTAL WORK COMPLETED TO DATE - Base Bid..... \$455,356.50**



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Engineering

Land Surveying

Site Development

July 25, 2022

The Honorable Tim Tomsich  
Chairman, Breitung Township  
P.O. Box 56  
Soudan, MN 55782

**Re: 2021 Sanitary Sewer Improvements  
Project No. 21-860**

Dear Chairman Tomsich:

Enclosed is Change Order No. 5 for the 2021 Sanitary Sewer Improvements project. Change Order No. 5 is a compensating change order which is an adjustment to final quantities installed in the field. Change Order No. 5 decreases the contract amount by \$18,818.50.

After your review and approval, please sign and date the change order, and return a copy to our office.

If you have any questions, please do not hesitate to contact our office.

Sincerely,

JPJ Engineering, Inc.

John P. Jammick, P.E.

JPJ/dj

Enclosure

**CONTRACT CHANGE ORDER**

ORDER NO.: 5

DATE: July 14, 2022

STATE: Minnesota

COUNTY: St. Louis

CONTRACT FOR: BREITUNG, 2021 SANITARY SEWER IMPROVEMENTS

Project No. 21-860

OWNER:

Breitung Township, P.O. Box 56, Soudan, MN 55782

TO: 2EZ, Inc. dba Jola & Sopp Excavating, P.O. Box 566, Eveleth, MN 55734

You are hereby requested to comply with the following changes from the contract plans and specifications

Description of Changes (Supplemental Plans and Specifications Attached)	DECREASE In Contract Price	INCREASE In Contract Price
Compensating Change Order Base Bid (SEE ATTACHED SHEETS)	\$18,818.50	
TOTALS	\$18,818.50	
NET CHANGE IN CONTRACT PRICE	\$18,818.50	

JUSTIFICATION:

Adjustment to final quantities installed in the field.

The amount of the Contract will be Decreased By the Sum of:

(\$18,818.50)

Eighteen Thousand Eight Hundred Eighteen Dollars and Fifty Cents.

The Contract Total Including this and previous Change Orders Will Be:

\$455,356.50

Four Hundred Fifty Five Thousand Three Hundred Fifty Six Dollars and Fifty Cents.

The Contract Period Provided for Completion Will Not Be Changed.

This document will become a supplement to the contract and all provisions will apply hereto.

Requested \_\_\_\_\_

(Owner)

\_\_\_\_\_ Date

Recommended \_\_\_\_\_

(Engineer)

7/14/22  
\_\_\_\_\_ Date

Accepted \_\_\_\_\_

(Contractor)

7/25/2022  
\_\_\_\_\_ Date

**COMPENSATING CHANGE ORDER**  
**CHANGE ORDER NO.: 5**

DATE: July 14, 2022

OWNER: Breitung Township

PROJECT: 2021 Sanitary Sewer Improvements

CONTRACTOR: 2 EZ, Inc. dba Jola & Sopp Excavating, P.O. Box 566, Eveleth, MN 55734

**BASE BID**

ITEM NO.	DESCRIPTION	QUAN. BID	UNIT	UNIT PRICE	QUANTITY TO DATE	QUANTITY TO CHANGE	AMOUNT TO CHANGE
2101	CLEARING & GRUBBING	1	L.S.	\$15,000.00	1	0	\$0.00
2104	RMV CURB & GUTTER	30	L.F.	\$4.00	229	199	\$796.00
2104	RMV SANITARY SEWER	880	L.F.	\$4.00	860	(20)	(\$80.00)
2104	RMV BIT PAVEMENT	2,930	S.Y.	\$4.00	2,930	0	\$0.00
2104	RMV SIDEWALK	520	S.Y.	\$6.50	520	0	\$0.00
2104	RMV CONC DRIVEWAY	26	S.Y.	\$6.50	17	(9)	(\$58.50)
2104	RMV SAN MANHOLE	9	EACH	\$450.00	11	2	\$900.00
2105	COMMON EXCAVATION	1,750	C.Y.	\$22.00	1,750	0	\$0.00
2105	ROCK EXCAVATION	30	C.Y.	\$100.00	0	(30)	(\$3,000.00)
2105	SELECT GRAN BORROW (CV)	980	C.Y.	\$19.00	980	0	\$0.00
2112	GEO SEP FABRIC	2,950	S.Y.	\$3.50	2,950	0	\$0.00
2211	AGG BASE, CLASS 5 (CV)	660	C.Y.	\$35.00	660	0	\$0.00
2221	AGG SHOULDERING, CL 5 (CV)	50	C.Y.	\$52.00	50	0	\$0.00
2360	TYPE SP WEARING COURSE	360	TON	\$87.00	330	(30)	(\$2,610.00)
2360	TYPE SP NON-WEAR COURSE	360	TON	\$87.00	333	(27)	(\$2,349.00)
2451	GRAN BACKFILL MTRL (LV)	30	C.Y.	\$18.00	30	0	\$0.00
2451	GRAN FOUND MTRL (LV)	60	C.Y.	\$26.00	60	0	\$0.00
2506	CONST SAN MANHOLE	11	EACH	\$5,100.00	11	0	\$0.00
2506	SAN MANHOLE FRAME SEAL	11	EACH	\$1,700.00	11	0	\$0.00
2521	4" CONCRETE WALK	650	S.F.	\$7.00	800	150	\$1,050.00
2531	CONC C&G, DES B618	30	L.F.	\$27.00	258	228	\$6,156.00
2531	6" CONC DRIVEWAY PVMT	26	S.Y.	\$69.00	17	(9)	(\$621.00)
2557	SIDEWALK GRATE	1	EACH	\$1,100.00	1	0	\$0.00
2573	STORM DRAIN INLET PROTECT	6	EACH	\$400.00	6	0	\$0.00
2573	CONST SITE EXIT CONTROLS	1	L.S.	\$1,300.00	1	0	\$0.00
2573	SEDIMENT CONTROL LOG - STRAW	600	L.F.	\$16.00	0	(600)	(\$9,600.00)
2573	BALE BARRIERS	24	EACH	\$25.00	20	(4)	(\$100.00)
2575	TEMPORARY MULCH	1.4	ACRE	\$1,800.00	1.4	0	\$0.00
2575	SEEDING	1.4	ACRE	\$2,600.00	1.4	0	\$0.00
2621	8" PVC SANITARY SEWER	1,050	L.F.	\$51.00	988	(62)	(\$3,162.00)
2621	10" PVC SANITARY SEWER	80	L.F.	\$61.00	61	(19)	(\$1,159.00)
2621	12" PVC SANITARY SEWER	160	L.F.	\$62.00	147	(13)	(\$806.00)
2621	6" PVC SAN SERVICE LINE	385	L.F.	\$47.00	450	65	\$3,055.00
2621	8" X 6" SAN SERVICE WYE	14	EACH	\$270.00	19	5	\$1,350.00
2521	CON TO EX SAN SEWER	15	EACH	\$275.00	15	0	\$0.00
2621	CON TO EX SAN MANHOLE	4	EACH	\$1,100.00	4	0	\$0.00
2621	RECON EX SAN SERVICE	14	EACH	\$123.00	19	5	\$615.00
2621	MANHOLE CASTING/COVER/ FRAME SEALS	17	EACH	\$1,100.00	13	(4)	(\$4,400.00)
2621	MANHOLE SEAL (GATOR WRAP)	1	EACH	\$6,700.00	0	(1)	(\$6,700.00)
2621	MANHOLE COVER REPLACEMENT	6	EACH	\$950.00	9	3	\$2,850.00
2625	PIPE INSULATION	50	S.Y.	\$45.00	29	(21)	(\$945.00)

**BASE BID - (CONTINUED)**

ITEM NO.	DESCRIPTION	QUAN. BID	UNIT	UNIT PRICE	QUANTITY TO DATE	QUANTITY TO CHANGE	AMOUNT TO CHANGE
CO-1	INSULATION ON WATER MAIN ON 4TH AVENUE	1	L.S.	\$23,330.00	1	0	\$0.00
CO-2	INSULATION ON WATER SERVICES ON 4TH AVENUE	1	L.S.	\$12,525.00	1	0	\$0.00
CO-3	FURNISH MANHOLE 2-52	1	L.S.	\$1,540.00	1	0	\$0.00
CO-4	BULKHEAD EX MANHOLE 1-14	1	L.S.	\$1,000.00	1	0	\$0.00

**TOTAL AMOUNT TO CHANGE** ..... (\$18,818.50)

**TOTAL AMOUNT OF CHANGE ORDER NO. 5** (\$18,818.50)

**JUSTIFICATION:**

ADJUSTMENT TO FINAL QUANTITIES INSTALLED IN THE FIELD.



# Saint Louis County

Planning and Community Development Department • [www.stlouiscountymn.gov](http://www.stlouiscountymn.gov)  
[landuseinfo@stlouiscountymn.gov](mailto:landuseinfo@stlouiscountymn.gov)

Matthew E. Johnson  
Director

June 30, 2022

Diane Sundahl, Clerk  
P.O. Box 56  
Soudan, MN 55782

Ms. Sundahl,

The St. Louis County Planning Commission and County Board adopted an ordinance in 2020 requiring that a permit be obtained from the county for short term rentals. As part of the permitting process, occupancy numbers must be determined. St. Louis County has determined, on a private septic system, that the total human occupancy of a short term rental is dependent on the number of bedrooms a septic system is designed for. For example, the number of bedrooms a septic system is designed for is multiplied by 2 for maximum human occupancy and if a system is designed for 2 bedrooms, the maximum occupancy could be four people.

St. Louis County would like to discuss the opportunity of forming a memorandum of understanding on determining the occupancy for proposed short term rentals that are on a sanitary district. For consistency, we like to propose setting the maximum human occupancy by multiplying the total number of bedrooms on the property by (2).

You may contact me by phone at 218-749-0629 or by email at [bourbonaisj@stlouiscountymn.gov](mailto:bourbonaisj@stlouiscountymn.gov) with any questions or to set a time to discuss this further. I look forward to collaborating and working toward a more streamlined process for short term rental permitting.

Thanks much,

Jenny Bourbonais  
Land Use Manager

**Duluth Office**  
Government Services Center  
320 W 2<sup>nd</sup> St, Ste 301  
Duluth, MN 55802  
Phone: (218) 725-5000  
Toll Free in MN: 1-800-450-9777  
Fax: (218) 725-5029

**Virginia Office**  
Government Services Center  
201 South 3<sup>rd</sup> Avenue West  
Virginia, MN 55792  
Phone: (218) 749-7103  
Toll Free in MN: 1-800-450-9777  
Fax: (218) 749-7194

**TOWNSHIP OF BREITUNG  
RESOLUTION NO. 2022-24**

**STATE OF MINNESOTA  
COUNTY OF ST. LOUIS  
TOWNSHIP OF BREITUNG**

**RESOLUTION ACCEPTING DONATIONS**

**WHEREAS**, Breitung Township is authorized to accept and maintain donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and

**WHEREAS**, the following persons and entities have offered to contribute the donations set forth below to the township:

<b>Name of Donor</b>	<b>Donations</b>	<b>Date</b>
1. Tower-Soudan Agency	\$50.00	07/05/2022
2. Your Boat Club	use of side by side	07/01/2022-07/04/2022

**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

<b>Donation Number</b>	<b>Terms or Conditions</b>
1. Tower-Soudan Agency	General-4 <sup>th</sup> of July Picnic
2. Your Boat Club	Police use for 4 <sup>th</sup> of July weekend events

**WHEREAS**, all such donations have been contributed to the township for the benefit of its citizens, as allowed by law; and

**WHEREAS**, The Township Board finds that it is appropriate to accept the donations offered.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF BREITUNG TOWNSHIP, ST. LOUIS COUNTY, MINNESOTA, AS FOLLOWS:**

1. The donations described above are accepted and shall be used in accordance with noted terms or conditions either alone or in cooperation with others, as allowed by law.
2. The town clerk is hereby directed to acknowledge to each donor the town's acceptance of the donor's donation.

Adopted by the Town Board of Breitung Township on July 28<sup>th</sup>, 2022. Chairman Timothy Tomsich, Supervisor Charles Tekautz and Supervisor Gregory Dostert

Ayes:

Nays:

Approved: Chairman

Attested: Clerk

\_\_\_\_\_  
Timothy Tomsich-Chairman

\_\_\_\_\_  
Dianna Sundahl - Clerk