

Resolution
of the
Northeast Regional ATV Trail Joint Powers Board
Adopted on December 20, 2021: Resolution No. 21-07

Offered by Commissioner: Pavleck

Executing a contract with S.E.H., Inc. to provide Administrative Support Services to the NRAJPB

WHEREAS, The NRAJPB desires to have a consultant provide administrative support services; and

WHEREAS, A Request for Qualifications was distributed to nine local consultants to provide administrative support services for the NRAJPB and two proposals were received; and

WHEREAS, The proposals from Benchmark Engineering and S.E.H., Inc. have been reviewed and determined that they have the appropriate project experience and staff to complete the administrative support services; and

WHEREAS, Interviews were conducted with Benchmark Engineering and S.E.H., Inc. on December 15, 2021; and

WHEREAS, Staff recommends that S.E.H., Inc. be selected as the consultant to provide administrative support services to the NRAJPB based on experience, staffing, understanding of the service needs of the NRAJPB and results of the interview; and

WHEREAS, the administrative support services consultant contract costs shall be divided between the agencies in the NRAJPB as follows: St. Louis County (70%); Koochiching County (15%), and Lake County (15%).

THEREFORE, BE IT RESOLVED, That the Northeastern Regional ATV Joint Powers Board authorizes the execution of a consultant contract with S.E.H., Inc. in the amount of \$24,000 for a one-year contract, with the option to extend for an additional two years, to provide administrative support services to the NRAJPB; and

RESOLVED FURTHER, That St. Louis County will process and administer the administrative support services consultant contract, and any amendments, with S.E.H., Inc. for the NRAJPB.

Commissioner Pavleck moved the adoption of the Resolution and it was declared adopted upon the following vote:
Yeas – Commissioners McDonald, Pavleck, and Jugovich – 3
Nays – None

STATE OF MINNESOTA
County of St. Louis

I certify that this is a true and correct copy of the original resolution in the possession of the Northeast Regional ATV Trail Joint Powers Board.

Dated: 12-20-2021



Shannon L. Nelson
Notary Public
My commission expires: _____

Resolution
of the
Northeastern Regional ATV Joint Powers Board
Adopted on December 20, 2021: Resolution No. 21-08

Offered by Commissioner: Jugovich

**Support for Proposed 2022 ATVAM Legislative Platform Resolutions From
Local ATV Clubs By The Northeastern Regional ATV Joint Powers Board (NRAJPB)**

WHEREAS, ATV clubs supported by the NRAJPB typically provide proposed resolutions to ATVAM to be incorporated into their statewide legislative platform; and

WHEREAS, The ATV clubs are requesting that the resolutions they are creating for the 2022 legislative ATVAM platform be supported by the NRAJPB; and

WHEREAS, The NRAJPB has received three proposed ATVAM resolutions from local ATV clubs as follows:

The Prospector ATV Club is requesting a \$500,000 allocation from the ATV Dedicated Account for a project they are calling the Connect Four.

The Voyageur ATV Club is requesting \$1,000,000 in Capital Investment – Bonding for a project they are calling the Koochiching County Connection.

The Voyageur ATV Club is requesting a \$500,000 allocation from the ATV Dedicated Account to serve as matching funds for the \$1,000,000 Capital Investment – Bonding request for a project they are calling the Koochiching County Connection.

THEREFORE, BE IT RESOLVED, That the Northeastern Regional ATV Joint Powers Board supports the three resolutions listed above for submission to ATVAM for consideration in their 2022 legislative platform.

Commissioner Jugovich moved the adoption of the Resolution and it was declared adopted upon the following vote:

Yeas – Commissioners McDonald, Pavleck, and Jugovich – 3

Nays – None

STATE OF MINNESOTA
County of St. Louis

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Dated: 12-20-2021



Shannon L. Nelson
Notary Public
My commission expires: _____

Resolution
of the
Northeast Regional ATV Trail Joint Powers Board
Adopted on December 20, 2021: Resolution No. 21-09

Offered by Commissioner: Jugovich

**Support for Voyageur Country ATV Club's 2022 Federal RTP Grant Request By
The Northeastern Regional ATV Joint Powers Board (NRAJPB)**

WHEREAS, The Voyageur Country ATV Club is applying for a 2022 Federal Recreational Trail Program (RTP) grant in the amount of \$150,000 to continue building out the ATV trail system in their area; and

WHEREAS, The grant will be used for project planning, environmental work, design, acquisition, permitting, construction and construction management of trail segments yet to be determined.

THEREFORE, BE IT RESOLVED, That the Northeastern Regional ATV Joint Powers Board supports the Voyageur Country ATV Club's 2022 Federal Recreational Trail Program (RTP) grant request in the amount of \$150,000 to continue building out the ATV trail system in Northeastern Minnesota.

Commissioner Jugovich moved the adoption of the Resolution and it was declared adopted upon the following vote:

Yeas – Commissioners McDonald, Pavleck, and Jugovich – 3

Nays – None

STATE OF MINNESOTA
County of St. Louis

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Dated: 12-20-2021



Shannon L. Nelson

Notary Public
My commission expires: _____

Resolution
of the
Northeast Regional ATV Trail Joint Powers Board
Adopted on November 15, 2021: Resolution No. 21-06

Offered by Commissioner: Jugovich

Negotiate with Consultants to Provide Administrative Support Services to the NRAJPB

WHEREAS, The NRAJPB desires to have a consultant provide administrative support services; and

WHEREAS, A Request for Qualifications was distributed to nine local consultants to provide administrative support services for the NRAJPB and two proposals were received; and

WHEREAS, The proposals from Benchmark Engineering and S.E.H., Inc. have been reviewed and determined that they have the appropriate project experience and staff to complete the administrative support services.

THEREFORE, BE IT RESOLVED, That the Northeast Regional ATV Trail Joint Powers Board authorizes the appropriate County Officials to negotiate with the two responsive consultants for the administrative support services and bring back a final recommendation to the NRAJPB.

Commissioner Jugovich moved the adoption of the Resolution and it was declared adopted upon the following vote:

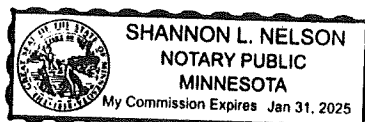
Yeas – Commissioners McDonald, Pavleck, Jugovich, and Goutermont – 4

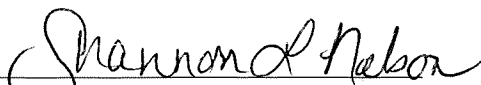
Nays – None

State of Minnesota
County of St. Louis

I certify that this is a true and correct copy of the original resolution in the possession of the Northeast Regional ATV Trail Joint Powers Board.

Dated: November 19, 2021




Notary Public (or _____)
My commission expires: Jan 31 2025

*Resolution
of the
Northeast Regional ATV Trail Joint Powers Board
Adopted on November 15, 2021: Resolution No. 21-05*

Offered by Commissioner: Goutermont

Contract Execution

WHEREAS, On or about August 20, 2021, Koochiching County, Lake County, and St. Louis County entered into a Joint Powers Agreement between Koochiching, Lake and St. Louis Counties creating the Northeast Regional ATV Trail Joint Powers Board (the "Board"); and

WHEREAS, Section 6 of the agreement provides that "[t]he Board is authorized to contract for services, including, but not limited to, lobbying, planning and design, and engineering services"; and

WHEREAS, Section 4 of the agreement provides that "[t]he St. Louis County Attorney will provide legal services, as necessary and as requested, for the Board";

WHEREAS, The Board wishes to establish clear guidance concerning execution of the Board's contracts and the role of the St. Louis County Attorney in relation to execution of the Board's contracts.

THEREFORE, BE IT RESOLVED, That any contract entered into by the Board must be (1) executed by the Chair of the Board or the Vice Chair of the Board if the Chair of the Board is unable to serve and (2) approved as to form and execution by the St. Louis County Attorney or the St. Louis County Attorney's designee.

Commissioner Goutermont moved the adoption of the Resolution and it was declared adopted upon the following vote:

Yeas – Commissioners McDonald, Pavleck, Jugovich, and Goutermont – 4

Nays – None

State of Minnesota
County of St. Louis

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Dated: November 19, 2021



Shannon L. Nelson
Notary Public (or _____)
My commission expires: Jan 31 2025

Resolution
of the
Northeast Regional ATV Trail Joint Powers Board
Adopted on November 15, 2021: Resolution No. 21-04

Offered by Commissioner: Jugovich

Fiscal Services

WHEREAS, On or about August 20, 2021, Koochiching County, Lake County, and St. Louis County entered into a Joint Powers Agreement between Koochiching, Lake and St. Louis Counties creating the Northeast Regional ATV Trail Joint Powers Board (the "Board"); and

WHEREAS, Section 3 of the agreement provides that "[t]he St. Louis County Auditor will be the fiscal agent for the Board and shall accept and disburse funds on behalf of the Board and shall perform all accounting and bookkeeping activities as required by the Board"; and

WHEREAS, The St. Louis County Auditor's has requested that the Board take official action identifying and authorizing the individuals responsible for overseeing and managing certain fiscal activities of the Board.

THEREFORE, BE IT RESOLVED, That the Board authorizes Jim Foldesi (Public Works Director), Brian Fritsinger (Deputy County Administrator), Eric Fallstrom (Resident Engineer-Virginia), and Matthew Hemmila (Deputy Public Works Director-Engineering) and/or their successors or assigns to process and approve the payment of bills, payroll, and invoices.

RESOLVED FURTHER, That if the duties of processing and approving the payment of bills, payroll, and invoices are reassigned to the Board's contract administrator, then the contract administrator shall be authorized to perform the duties pursuant to this resolution, without any additional Board action.

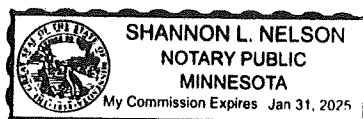
Commissioner Jugovich moved the adoption of the Resolution and it was declared adopted upon the following vote:

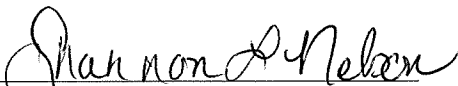
Yeas – Commissioners McDonald, Pavleck, Jugovich, and Goutermont – 4
Nays – None

State of Minnesota
County of St. Louis

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Dated: November 19, 2021




Notary Public (or _____)
My commission expires: Jan 31 2025

*Resolution
of the
Northeast Regional ATV Trail Joint Powers Board
Adopted on November 15, 2021: Resolution No. 21-03*

Offered by Commissioner: Jugovich

Prioritization of 2022 Capital Appropriation Requests

WHEREAS, The State of Minnesota recently solicited requests for 2022 Capital Appropriations; and

WHEREAS, Several ATV clubs have worked to develop projects for submittal as part of this appropriation; and

WHEREAS, The projects included in this request included the following:

\$1,000,000 for the Voyageur Country ATV Club

\$500,000 for the Prospector's ATV Club

\$50,000 for the Quad Cities ATV Club; and

WHEREAS, The Board has reviewed and discussed the projects;

THEREFORE, BE IT RESOLVED, That the Northeast Regional ATV Trail Joint Powers Board directs staff to include and combine each of these projects into one project request as part of its 2022 Capital Appropriations request and list it and prioritize it as its highest priority as follows:

Northern JPB ATV Trail System Project

RESOLVED FURTHER, That the Board directs the appropriate staff to submit this priority to the State of Minnesota as part of the application process.

Commissioner Jugovich moved the adoption of the Resolution and it was declared adopted upon the following vote:

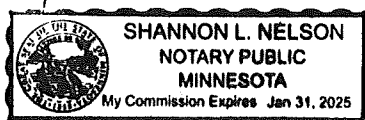
Yeas – Commissioners McDonald, Pavleck, Jugovich, and Goutermont – 4

Nays – None

State of Minnesota
County of St. Louis

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Dated: November 19, 2021



Shannon L. Nelson
Notary Public (or _____)
My commission expires: Jan 31, 2025

Resolution
of the
Northeast Regional ATV Trail Joint Powers Board
Adopted on October 18, 2021: Resolution No. 21-02

Offered by Commissioner: Pavleck

Approve Request for Qualifications to Obtain Administrative Support Services for the Northeast Regional ATV Trail Joint Powers Board

WHEREAS, the Northeast Regional ATV Trail Joint Powers Board (ATV JPB) desires to have a Consultant provide administrative support services at Board meetings & Advisory Committee meetings, prepare meeting schedules and agendas, provide meeting minutes, and facilitate meeting discussions; and,

WHEREAS, Staff is directed to prepare a request for qualifications to obtain administrative support services for the Northeast Regional ATV Trail Joint Powers Board; and

WHEREAS, the costs for the administrative support services shall be divided between the agencies in the ATV JPB as follows: St. Louis County (70%); Koochiching County (15%), and Lake County (15%);

THEREFORE, BE IT RESOLVED, that the Northeast Regional ATV Trail Joint Powers Board approve the request for qualifications (RFQ) to obtain administrative support services.

RESOLVED FURTHER, That staff is authorized to solicit qualifications as detailed in the RFQ to obtain administrative support services for a one-year contract, with the option to extend for an additional two years.

RESOLVED FURTHER, That the St. Louis County Board will process and administer the administrative support services contract, and any amendments, on behalf of the ATV JPB.

Commissioner Pavleck moved the adoption of the Resolution and it was declared adopted upon the following vote:

Yeas – Commissioners McDonald, Pavleck, Nelson, and Hogenson – 4

Nays – None

State of Minnesota
County of St. Louis

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Dated: Nov. 19, 2021



Shannon L. Nelson
Notary Public (or _____)
My commission expires: _____

Resolution
of the
Northeast Regional ATV Trail Joint Powers Board
Adopted on October 18, 2021: Resolution No. 21-01

Offered by Commissioner: Pavleck

Execute a Service Contract with the Costin Group, Inc. for State Government Relation Services for the Northeast Regional ATV Trail Joint Powers Board

WHEREAS, the Northeast Regional ATV Trail Joint Powers Board (ATV JPB) desires government relation services to coordinate planning, permitting, design, and construction of a regional ATV trail system within Koochiching, Lake, and St. Louis Counties in northeastern Minnesota; and,

WHEREAS, the Costin Group, Inc. has the expertise and resources to provide government relation services and has proposed to do so for the ATV JPB at a cost of \$3,000 per month; and

WHEREAS, ATV JPB, or its Consultants, shall perform the planning, design, environmental permitting, and right-of-way acquisition for the Project; and

WHEREAS, the Project costs shall be divided between the agencies in the ATV JPB as follows: St. Louis County (70%); Koochiching County (15%), and Lake County (15%);

THEREFORE, BE IT RESOLVED, that the Northeast Regional ATV Joint Powers Board authorize the execution of a service contract with the Costin Group, Inc. in the amount of \$36,000 for a one-year contract, with the option to extend for an additional two years; and

RESOLVED FURTHER, That St. Louis County will process and administer the service contract, and any amendments, with the Costin Group, Inc. for the ATV JPB.

Commissioner Pavleck moved the adoption of the Resolution and it was declared adopted upon the following vote:

Yeas – Commissioners McDonald, Pavleck, Nelson, and Hogenson – 4

Nays – None

STATE OF MINNESOTA
County of St. Louis

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Dated: Nov. 19, 2021



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