Carlton County, Minnesota
Committee of the Whole Agenda

CARLTON COUNTY
COMMITTEE OF THE WHOLE AGENDA
Carlton County Transportation Building, Board Room
June 2, 2015 at 4:00 p.m.

1. Call to Order
2. Approval of Agenda
3. Approval of May 5, 2015 meeting minutes
4. Introductions
   A. Jim Miles – MNDOT District One Traffic Engineer
      1. Presentation of the 2014 Speed Study Results
5. New Business
   A. ASSESSORS
      1. Others:
   B. ZONING / ENVIRONMENTAL SERVICES
      1. Others:
   C. LAND COMMISSIONER
      1. Others:
   D. SHERIFF
      1. Others:
   E. RECORDER
      1. Others:
   F. ATTORNEY
      1. Others:
   G. AUDITOR / TREASURER
      1. Others:
   H. MANAGEMENT TEAM
      1. Others:
   I. COUNTY COORDINATOR / HUMAN RESOURCES / BUILDING MAINTENANCE
      1. Policy Committee Tracking Sheet – for review
      2. Review and approve the FMLA Policy
      3. Discussion on what to do with Commissioner group photos (past, present, future)
      2. Others:
   J. INFORMATION TECHNOLOGY
      1. Others:

K. PUBLIC HEALTH & HUMAN SERVICES

1. Recap of Regional and Local Flood Recovery Grant
2. Others:

L. EMERGENCY MANAGEMENT

1. Others:

M. ECONOMIC DEVELOPMENT

1. Others:

N. ADMINISTRATION

1. Others:

O. TRANSPORTATION

1. Monthly Construction Update (info only)
2. Monthly Maintenance Update (info only)
3. Monthly Budget Update (info only)
4. Others:

P. VETERAN SERVICES

1. Others:

Q. EXTENSION

1. Others:

6. Other business

A. Department Updates

B. Next regular meeting date is scheduled for July 7, 2015 at 4:00 p.m. located at the Carlton County Transportation Building.

7. Adjournment

CARLTON COUNTY MINNESOTA

OFFICE OF THE COUNTY COORDINATOR

301 WALNUT AVE, P.O. BOX 510, CARLTON, MINNESOTA 55718
PHONE 218.384.9140 FAX 218.384.9196
DENNIS GENEREAU, JR., COUNTY COORDINATOR

Date: May 5, 2015

Re: Carlton County Committee of the Whole Minutes

Meeting called to order at 4:00 p.m. by Chairman Proulx.

Present: Peterson, Zymselony, Bodie, Brenner, Proulx

Absent: None

Agenda for May 5, 2015, meeting approved (Bodie, Zmyslony).

Minutes from March 3, 2015 meeting approved (Brenner, Peterson).

Introductions

1. Mark Wester. Presentation for Off Road Vehicle (ORV) trail system North of Carlton on MN 45. Provides information regarding ORV trail requests. Identifies what is desired, which is a place for ORV's specially designed for very rocky areas to develop a trail system. In the infancy stages of discussion. Andy Gladden from the club has requested that this be a county grant-in-aid trail system, which means it could be a county sponsored trail. Info only.

A. ASSESSOR

1. County Board of Appeal Training. Marci provides info regarding Minnesota Department of Revenue training. Info only.

B. ZONING AND ENVIRONMENTAL SERVICES – No business.

C. LAND COMMISSIONER

1. ARC GIS and Pictometry funding requests from County budget as separate line items. Jared Hovi and Greg Bernu present. Jared and Greg explain the multiple uses that ARC GIS provides. Security matters discussed. Information would be on the server. Motion to have the County Board cover costs under a general operating budget line item starting in fiscal year 2016 for ARC GIS. **(Bernu, Brownie) Approved 9-2.** Pictometry discussion postponed.

2. June 11, 2015 Timber Auction. Greg Bernu presents. Will be offering approximately $130K value in wood of all types for sale. Motion to forward Timber Sale request to County Board for final approval. **(Bernu, Brenner) Approved.**

D. COUNTY SHERIFF - No Business

E. COUNTY RECORDER – No Business

F. COUNTY ATTORNEY – No Business

G. AUDITOR/TREASUER – No Business

H. MANAGEMENT TEAM – No Business

I. COUNTY COORDINATOR/HR/BLDG MAINTENANCE

1. Policy Committee Tracking Sheet. Info only.

2. Review and approve the Building Committee Bylaws. Motion to approve I-2, I-3, and I-4. **(Zmyslony, Brenner) Approved.**

3. Review and approve the County issued Credit Card Policy and Procedure. (See I-2)

4. Review and approve the Nepotism Policy. (See I-2)

5. Designate two County Commissioners for the June 2nd National Institute of Corrections (NIC) training. Motion for Bodie and Peterson to attend. **(Brenner, Bodie) Approved.**

6. Discussion of County provision of maintenance to SWCD vehicle. Motion for County to provide maintenance to vehicle and to bill Soil and Water for parts and labor. **(Proulx, Zmyslony) Approved.**

J. INFORMATION TECHNOLOGY – No Business

K. PUBLIC HEALTH AND HUMAN SERVICES

1. Request for New Positions based on new MN requirements for Human Services as relates to Child Protection matters. Motion to post and fill one child protection worker and one office support specialist. **(Lee, Brenner) Approved.**

L. EMERGENCY MANAGEMENT – No Business

M. ECONOMIC DEVELOPMENT – No Business

N. ADMINISTRATION -- No Business

O. TRANSPORTATION

1. Fair Board outstanding bill. Bill is for gravel, sweeping, and other services provided by the County. Fair board has not paid the bill. Fair board chair has indicated that this was considered in kind services in the past. Brenner states that we should reiterate what the process should be for the fair. Motion to forgive current bill and to have the County Coordinator's Office set up a meeting between Commissioner Zmyslony, Mike Tardy, and Dennis Genereau and Fair Board rep Alisha Sample to discuss a letter of understanding going forward. **(Zmyslony, Brenner) Approved.**

2. Transportation Update on Construction Budget. Mike Tardy. Info only.

3. Transportation Update on Maintenance Program. Mike Tardy. Info only.

4. Monthly Budget Update. Mike Tardy. Info only.

5. ML Airport lighting upgrade. Letting is set for June 9th. Info only.

6. Letter request renaming County Road 3 to Everly Road. Suggestion that adopt a highway be offered.

P. VETERNS SERVICES – No Business

Q. COUNTY EXTENSION – No Business

6. Other Business

A. Department Updates

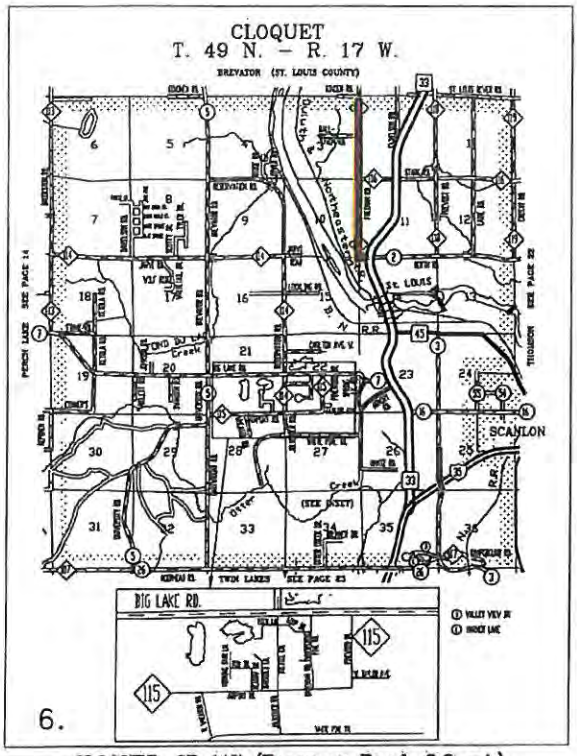
B. Next Regular Meeting. Set for June 2, 2015, at 4:00 p.m.

Motion to adjourn meeting (Bodie, Genereau)

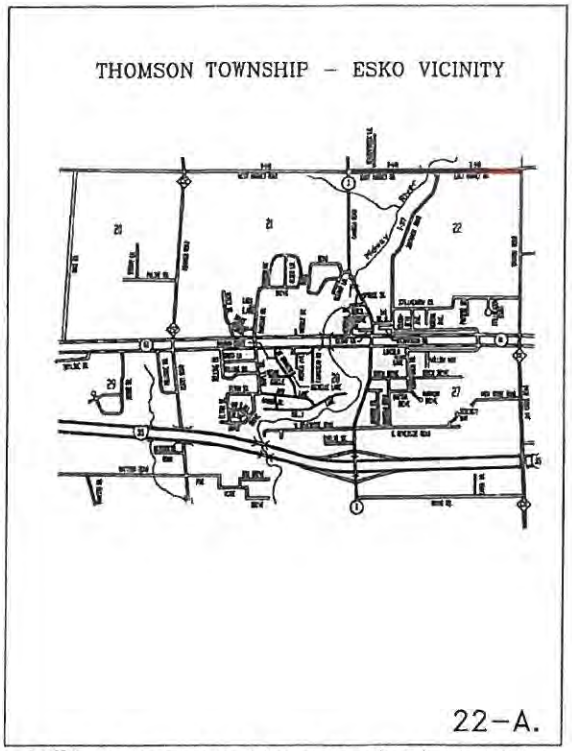
Meeting adjourned at 5:40 p.m.

Submitted by Dennis Genereau

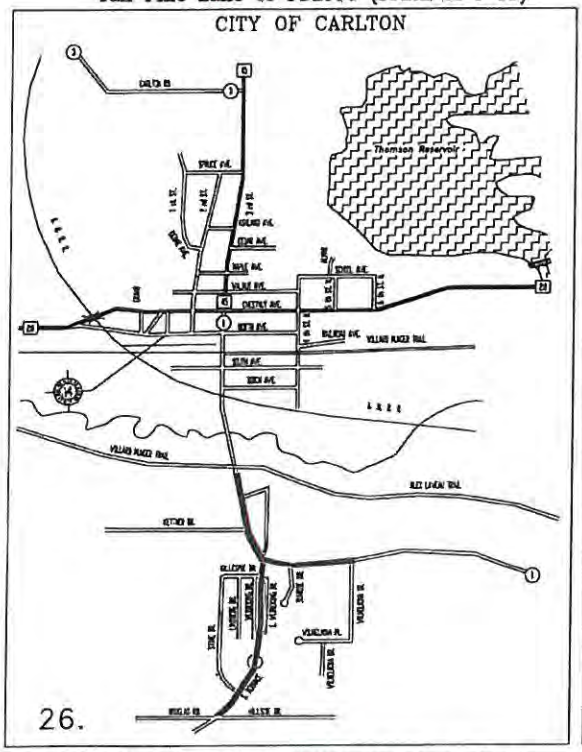
Carlton County 2014 Speed Limit Study



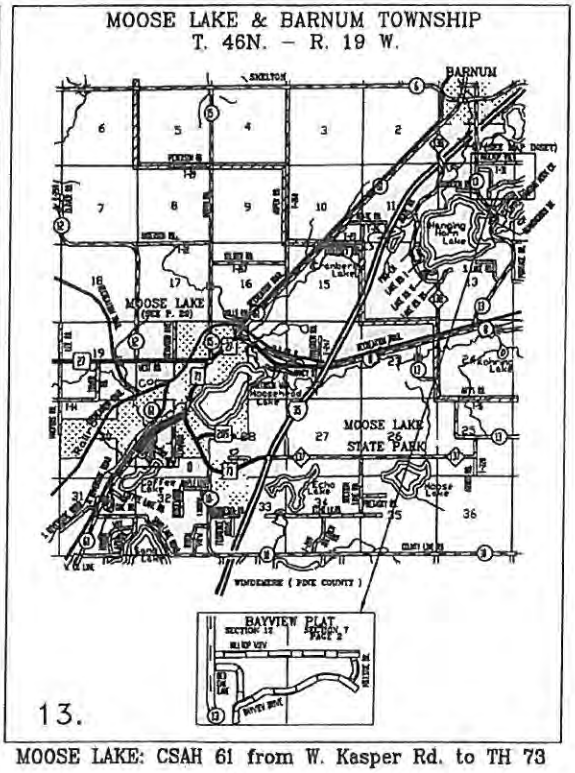
CLOQUET: CR 117 (Freeman Road, 2.2 mi.)
CLOQUET: CSAH 3 (14th St.) from
Tall Pine Lane to FDLTCC (south of I-35)



ESKO: E. Harney Road from Church Rd. to CSAH 1

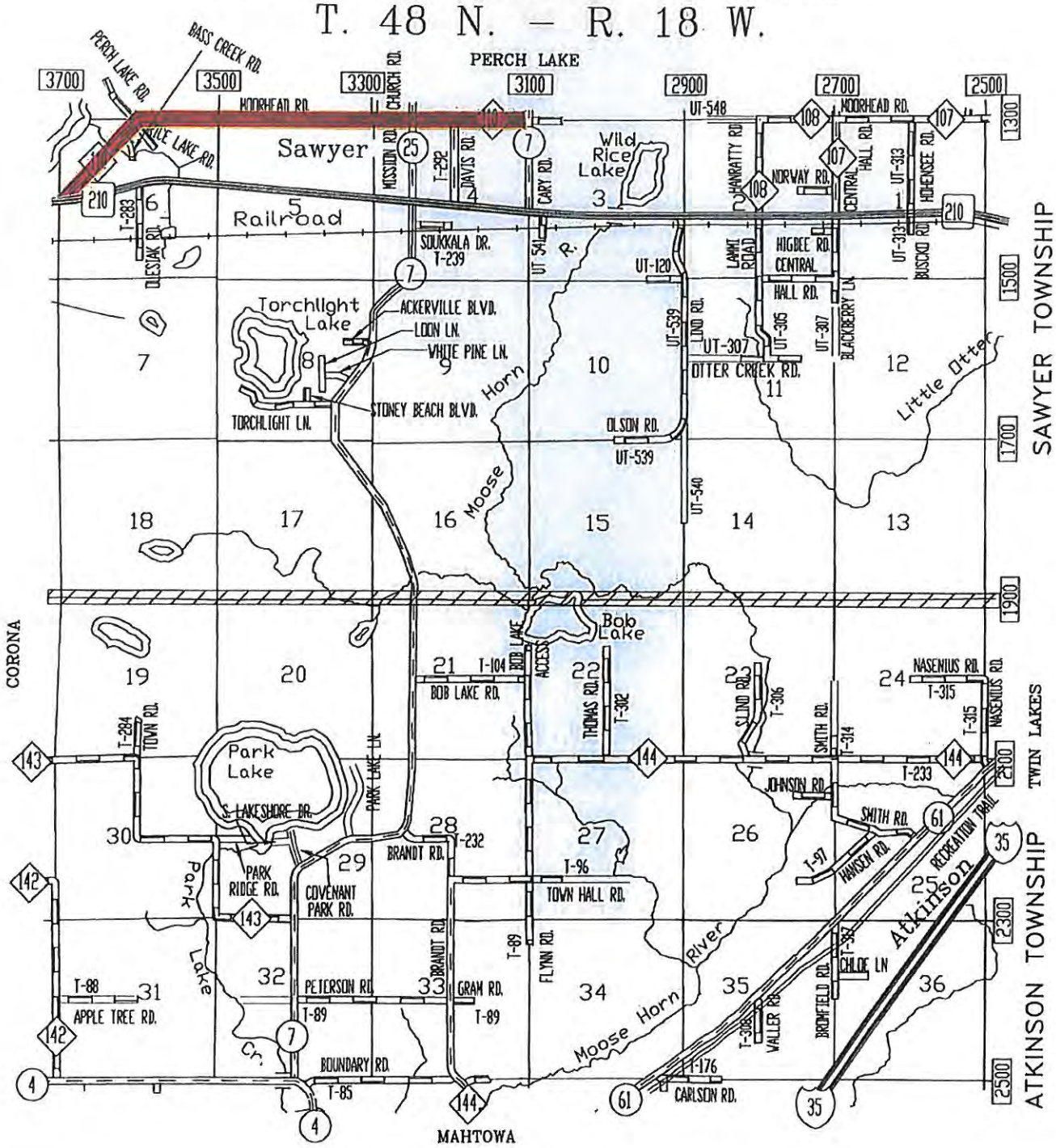


CARLTON: CSAH 1 from Wilhemina Dr. to Trail
CARLTON: CSAH 3 from Douglas Rd. to CSAH 1



MOOSE LAKE: CSAH 61 from W. Kasper Rd. to TH 73

SAWYER–ATKINSON TOWNSHIP
T. 48 N. – R. 18 W.



CR 110 (West Moorhead Rd.)
TH 210 to CSAH 7 (Cary Rd.)

Minnesota Department of Transportation

District 1

1123 Mesaba Avenue
Duluth, MN 55811-2798
Office Tel: 218-725-2700
Fax: 218-725-2800

101 N Hoover Road
Virginia, MN 55792-3412
Office Tel: 218-742-1100
Fax: 218-749-7709

March 13, 2015

Michael L. Tardy
Carlton County Highway Engineer
1630 County Road 61
Carlton, MN 55718

RE: Speed Zoning for County Road 117 (Freeman Road).

Dear Mr. Tardy:

As per your request dated April 28, 2014 for speed zoning for County Road 117 (Freeman Road) between Trunk Highway 33 to Kinden Road, within the City of Cloquet, this office performed a field evaluation on September 2, 2014.

Our findings are as following:

After several test runs, radar checks, review of entrance sight distances, review of crash analysis and due to existing roadway characteristics, the in place speed limit throughout this section of County Road 117 will remain the same. No change in this stretch of road is warranted at this time.

We also ran an accident analysis on said stretch and found that there is 1 crash 2009 to present, but the factor of this crash are not related do to the current speeds.

We do recommend installing a reduced speed limit ahead sign and speed limit sign for the southbound traffic entering the 30 miles per hour zone.

Considering the above, the current speed zones inplace will not be changed at this time. If at some time in the future conditions change, please make another request at that time.

If you have any questions regarding this study, please contact me at (218) 725-2789.

Sincerely,

James A. Miles, P.E.
District Traffic Engineer

CARLTON COUNTY
MAR 16 2015
TRANSPORTATION

JAM/NS

An Equal Opportunity Employer

Mn/DOT 29213 (12-78)

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

LOCAL STREET OR HIGHWAY SPEED LIMIT AUTHORIZATION

Road Authority	Carlton County (City of Cloquet)	Date April 30, 2015
Road Name or No.	County State Aid Highway 3 (14th Street)	
Termini of Zone: From	1,071 feet north of John Road	
To	Cloquet Avenue	Date of Request April 28, 2014

As authorized in Minnesota Statutes, Section 169.14, it is hereby ordered that the following speed limits are approved and shall be put into effect on the described roadway or sections thereof.

45 miles per hour between a point approximately 1,071 feet north of the intersection with John Road and a point approximately 250 feet south of the intersection with Tall Pine Road

30 miles per hour between a point approximately 250 feet south of the intersection with Tall Pine Road and the intersection with Cloquet Avenue

NOTE:
The speed limits, described in this authorization, are authorized contingent upon curves and hazards being signed with the appropriate advance curve or warning signs, including appropriate speed advisory plates. The roadway described shall be reviewed for traffic control devices impacted by the authorized speed limits before posting the signs. Warning signs and speed limit signs shall be in accordance with the Minnesota Manual on Uniform Traffic Control Devices.

Mn/DOT Authorized Signature

(1) White - Road Authority
(1) Pink - Central Office Traffic
(1) Blue - District Traffic Engineer

for Road Authority use only
Date traffic control devices changed implementing this authorization

Month-Day-Year	Signature	Title

TE4.doc

Mn/DOT 29213 (12-78)

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

LOCAL STREET OR HIGHWAY SPEED LIMIT AUTHORIZATION

Road Authority	Thomson Township (Carlton County)	Date April 30, 2015
Road Name or No.	East Harney Road	
Termini of Zone: From	County State Aid Highway 1 (Canosia Road)	
To	Church Road	Date of Request June 1, 2011

As authorized in Minnesota Statutes, Section 169.14, it is hereby ordered that the following speed limits are approved and shall be put into effect on the described roadway or sections thereof.

45 miles per hour between the intersection with County State Aid Highway 1 (Canosia Road) and the intersections with Church Road

NOTE:
The speed limits, described in this authorization, are authorized contingent upon curves and hazards being signed with the appropriate advance curve or warning signs, including appropriate speed advisory plates. The roadway described shall be reviewed for traffic control devices impacted by the authorized speed limits before posting the signs. Warning signs and speed limit signs shall be in accordance with the Minnesota Manual on Uniform Traffic Control Devices.

Mn/DOT Authorized Signature

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(1) Blue - District Traffic Engineer

for Road Authority use only
Date traffic control devices changed implementing this authorization

Month-Day-Year	Signature	Title

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Minnesota Department of Transportation

District 1

1123 Mesaba Avenue
Duluth, MN 55811-2798
Office Tel: 218-725-2700
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101 N Hoover Road
Virginia, MN 55792-3412
Office Tel: 218-742-1100
Fax: 218-749-7709

March 13, 2015

Michael L. Tardy
Carlton County Highway Engineer
1630 County Road 61
Carlton, MN 55718

RE: Speed Zoning for County State Aid Highway 1.

Dear Mr. Tardy:

As per your request dated April 28, 2014 for speed zoning for the County State Aid Highway 1 located between Wilhemina Drive to the intersection with the Munger Trail, within the City of Carlton, this office performed a field evaluation on September 2, 2014.

Our findings are as following:

After several test runs, radar checks, review of entrance sight distances, review of crash analysis and due to existing roadway characteristics, the in place speed limit throughout this section of County State Aid Highway 1 will remain the same. No change in this stretch of road is warranted at this time. Radar checks confirm these findings.

We also ran an accident analysis on said stretch and found that there are 3 crashes 2009 to present, but the factors of these crashes are not related do to the current speeds.

We do recommend installing a reduced speed limit ahead sign on the south end for northbound traffic entering the 40 miles per hour zone, also possible trail crossing signs for the Munger Trail.

Considering the above, the current speed zones inplace will not be changed at this time. If at some time in the future conditions change, please make another request at that time.

If you have any questions regarding this study, please contact me at (218) 725-2789.

Sincerely,

James A. Miles, P.E.
District Traffic Engineer

CARLTON COUNTY
MAR 16 2015
TRANSPORTATION

JAM/NS

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Mn/DOT 29213 (12-78)

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

LOCAL STREET OR HIGHWAY SPEED LIMIT AUTHORIZATION

Road Authority	Carlton County (City of Carlton)	Date April 30, 2015
Road Name or No.	County State Aid Highway 3 (Webbking Drive)	
Termini of Zone: From	Douglas Road	
To	County State Aid Highway 1 (Broadway)	Date of Request April 28, 2014

As authorized in Minnesota Statutes, Section 169.14, it is hereby ordered that the following speed limits are approved and shall be put into effect on the described roadway or sections thereof.

45 miles per hour between the intersection with Douglas Road and a point approximately 100 feet south of the intersection with Stine Road

30 miles per hour between a point approximately 100 feet south of the intersection with Stine Road and the intersection with County State Aid Highway 1 (Broadway)

NOTE:
The speed limits, described in this authorization, are authorized contingent upon curves and hazards being signed with the appropriate advance curve or warning signs, including appropriate speed advisory plates. The roadway described shall be reviewed for traffic control devices impacted by the authorized speed limits before posting the signs. Warning signs and speed limit signs shall be in accordance with the Minnesota Manual on Uniform Traffic Control Devices.

Mn/DOT Authorized Signature

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(1) Blue - District Traffic Engineer

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Date traffic control devices changed implementing this authorization

Month-Day-Year	Signature	Title

TE4.doc

Mn/DOT 29213 (12-78)

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

LOCAL STREET OR HIGHWAY SPEED LIMIT AUTHORIZATION

Road Authority	Carlton County (City of Moose Lake)	Date April 30, 2015
Road Name or No.	County State Aid Highway 61 (Arrowhead Lane)	
Termini of Zone: From	South Junction of Kasper Road	
To	Trunk Highway 73 (Industrial Park Road)	Date of Request April 28, 2014

As authorized in Minnesota Statutes, Section 169.14, it is hereby ordered that the following speed limits are approved and shall be put into effect on the described roadway or sections thereof.

55 miles per hour between the intersection with the south junction of Kasper Road and a point approximately 300 feet south of the intersection with the north junction of Kasper Road

45 miles per hour between a point approximately 300 feet south of the intersection with the north junction of Kasper Road and the intersection with Trunk Highway 73 (Industrial Park Road)

NOTE:
The speed limits, described in this authorization, are authorized contingent upon curves and hazards being signed with the appropriate advance curve or warning signs, including appropriate speed advisory plates. The roadway described shall be reviewed for traffic control devices impacted by the authorized speed limits before posting the signs. Warning signs and speed limit signs shall be in accordance with the Minnesota Manual on Uniform Traffic Control Devices.

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(1) Blue - District Traffic Engineer

for Road Authority use only
Date traffic control devices changed implementing this authorization

Month-Day-Year	Signature	Title

TE4.doc

Mn/DOT 29213 (12-78)

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

LOCAL STREET OR HIGHWAY SPEED LIMIT AUTHORIZATION

Road Authority	Carlton County (Sawyer Township)	Date April 30, 2015
Road Name or No.	County Road 110 (Moorhead Road)	
Termini of Zone: From	Trunk Highway 210	
To	County State Aid Highway 7 (Cary Road)	Date of Request April 28, 2014

As authorized in Minnesota Statutes, Section 169.14, it is hereby ordered that the following speed limits are approved and shall be put into effect on the described roadway or sections thereof.

STATUTORY between the intersection with Trunk Highway 210 and the intersection with County State Aid Highway 25 (Mission Road)

35 miles per hour between the intersection with County State Aid Highway 25 (Mission Road) and a point approximately 200 feet east of the intersections with Davis Road

STATUTORY between a point approximately 200 feet east of the intersections with Davis Road and the intersection with County State Aid Highway 7 (Cary Road)

NOTE:
The speed limits, described in this authorization, are authorized contingent upon curves and hazards being signed with the appropriate advance curve or warning signs, including appropriate speed advisory plates. The roadway described shall be reviewed for traffic control devices impacted by the authorized speed limits before posting the signs. Warning signs and speed limit signs shall be in accordance with the Minnesota Manual on Uniform Traffic Control Devices.

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for Road Authority use only
Date traffic control devices changed implementing this authorization

Month-Day-Year	Signature	Title

TE4.doc

Carlton County Policy Tracking Form

Revised 5/19/2015

Priority	Policy	Created By	Date Created	30 Day Comment Period	COW Date	County Board Approval & Adoption
1	Data Practices Policy	Attorney's Office	June 1, 2014			
1	Data Retention Policy	Attorney's Office				
1	AED Policy (include what aed stands for in policy)	Becky Rudd		format and put device list in addendum		
1	HR Internal Complaint Handling Process	Kim Franek				
1	HR External Complaint Handling Process	Kim Franek				
1	Lobbying by County Staff	Requested by Commissioner Bodie - Jeff Boucher	February 1, 2015	May 19, 2015 - June 17, 2015		
1	Family Medical Leave Act (FMLA)	Kim Franek / Jeff Boucher	March 16, 2015	March 17, 2015 - April 15, 2015	June 2, 2015	
1	Facility Closing Policy and Procedure	Kim Franek	April 1, 2015	April 23, 2015 - May 22, 2015		
1	Travel and Meal Reimbursement Policy					
1	Conflict of Interest	Use Paul's letter as template?				
2	County Board Guidelines					
2	Public Hearing Rules of Procedure & Decorum					
2	County -wide Drug Testing Policy					
2	Carlton County Safety Program Policy AWAIR	? Karola Dalen				
2	Policy for no additional signature on DH timesheets	State Auditor's Office - Kathy				
2	Auditor - Wire Transfer Policy	Kathy K.				
3	Nondiscrimination Disclosure Policy					
3	Bullying Policy					
3	Harassment Policy					
3	Alternative Work Site Policy (AWS)					
3	Internet Use / Social Media Policy / Email (fundraising)					
3	Carlton County Personnel Policy Manual					
	Carlton County Appliance Policy	MCIT / Kim Franek	MCIT template			
	Wellness Policy					
	Assessor's - Vehicle Use Request Form					
	Interpreter Service Policy					
	Carlton County PH&HS Emergency Procedures Guide	For Review Only				
	Courthouse Emergency Response and Evacuation Plan	Joe (for review only)				
	Management Handbook & Code of Ethics	Paul Gassert				
	Performance Review Policy	Kim Franek	September 1, 2014			
	GIS Policy	Greg, Jared				
OTHERS:						
	Diversity Committee Operating Policy & Procedure	Diversity Committee				
*	Finance Committee Budget Policy	Finance Committee				

Approved Carlton County Policy Tracking Form

Revised 5/12/2015

Policy	Created By	Date Created	30 Day Comment Period	COW Date	County Board Approval & Adoption
Cellular Phone Policy	Policy Committee	Jun-14	June 4, 2014 - July 4, 2014	Approved 8/5/2014	8/12/14
Lactation Policy	Policy Committee	Jun-14	June 19, 2014 - July 18, 2014	Approved 8/5/2014	8/12/14
Human Resources Internal Complaint Form	Coordinator's Office	May-14	June 19, 2014 - July 18, 2014	Approved 8/5/2014	8/12/14
Cellular Phone Policy Procedure	Pete Gould		Approved by Policy Committee on 2/17/15		
Smoke and Tobacco Free Workplace Policy	Mike Tardy requested/Jeff B. draft	November 17, 2014	November 19, 2014 - December 18, 2014	February 3, 2015	March 10, 2015
HR External Complaint Form	Kim Franek				February 17, 2015
Item For Consideration Form Policy (IFC)	Coordinator's Office	May-14			March 10, 2015
Nepotism	Jeff Boucher	March 16, 2015	March 19, 2015 - April 17, 2015	May 5, 2015	May 12, 2015
County Issued Credit Card Policy	Kathy Kortuem	February 1, 2015	February 20, 2015 - March 21, 2015	May 5, 2015	May 12, 2015
OTHERS:					
Policy Committee Operating Policy & Procedure	Policy Committee	May-14	May 13, 2014 - June 12, 2014	Approved 8/5/2014	8/12/14
Policy Committee Procedure for Policy Requests and Revisions	Policy Committee	May-14	May 13, 2014 - June 12, 2014	Approved 8/5/2014	8/12/14
HRAT Bylaws	HRAT	May-14	May 30, 2014 - June 28, 2014	Approved 8/5/2014	8/12/14
Supervisors Committee	Supervisors Committee	May-14	June 4, 2014 - July 4, 2014	Approved 8/5/2014	8/12/14
Management Team Operating Policy and Procedure	Management Team	Nov-14	None	None	11/24/2014
Wellness Committee Operating Policy & Procedure	Wellness Committee	June 1, 2014	Sept. 17, 2014 - Oct. 16, 2014	Approved 12/2/2014	12/22/14
Building Committee Bylaws	Building Committee	August 1, 2014	January 26, 2015 - February 24, 2015	May 5, 2015	May 12, 2015

5I2.

Carlton County, Minnesota
Family Medical Leave Act Policy

Adopted:
Revised: March 17, 2015

Family Medical Leave Act Policy

Purpose
The purpose of this policy is to provide guidelines to all Carlton County employees on rights and responsibilities under the Federal Family Medical Leave Act (FMLA), as well as to provide guidelines for supervisors on implementation of the FMLA.

Policy
Each year (the 12-month period measured forward from the first date leave is necessary), Carlton County will provide up to 12 weeks of unpaid, job-protected leave to eligible employees for certain family and medical reasons consistent with the FMLA, relevant State law, and collective bargaining agreements. In addition, an eligible employee is entitled to 26 work weeks of leave in a single 12-month period to care for a covered servicemember or covered veteran with a serious injury or illness. The employer's contribution to the employee's health insurance will continue for the duration of the approved FMLA leave.

Definitions
Covered servicemember – a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy; is otherwise in outpatient status; or is otherwise on the temporary disability retired list for a serious injury or illness. For purposes of servicemember or veteran caregiver leave, a serious injury or illness is one that is incurred by a servicemember in the line of duty on active duty that may cause the servicemember to be medically unfit to perform the duties of his or her office, grade, rank, or rating. A serious injury or illness also includes injuries or illnesses that existed before the servicemember's active duty and that were aggravated by service in the line of duty on active duty.
Covered veteran – a veteran undergoing medical treatment, recuperation, or therapy for a serious injury or illness is a covered veteran if he or she was a member of the Armed Forces, including a member of the National Guard or Reserves, was discharged or released under conditions other than dishonorable and was discharged within the five year period before the eligible employee first takes FMLA military caregiver leave to care for him or her.

Eligible employee – Carlton County employee who has completed at least one (1) year of service and has worked at least 1,250 hours over the previous 12 months

Health care provider – a doctor of medicine or osteopathy who is authorized to practice medicine or surgery (as appropriate) by the State in which the doctor practices; or any other person determined by the Secretary of Labor to be capable of providing health care services.

Intermittent leave – leave taken, when medically necessary, in separate blocks of time due to a single qualifying reason (e.g., to attend a periodically scheduled treatment for a chronic condition)

Parent – a biological, adoptive, step or foster father or mother or any other individual who stands or stood *in loco parentis* to an employee when the employee was a son or daughter. Persons who are "*in loco parentis*" include those with day-to-day responsibilities to care for and financially support a child or, in the case of an employee, who had such responsibility for the employee when the employee was a child. This term does not include parents "in law."

Qualifying exigency – occurs while the employee's spouse, son, daughter, or parent is on covered active duty or call to covered active duty status (or has been notified of an impending call or order to covered active duty). The following are qualifying exigencies:

A. Short notice deployment
B. Military events and related activities
C. Childcare and school activities
D. Financial and legal arrangements

E. Counseling
F. Rest and recuperation
G. Post deployment activities
H. Parental care
I. Additional activities which arise out of the active duty or call to active duty status

Reduced schedule leave – leave taken, when medically necessary, in the form of a regular reduction in scheduled work hours and on call periods, due to a single qualifying reason (e.g., a medical condition precludes performing job functions for greater than 6 hours per day)

Serious health condition – an illness, injury, impairment, or physical or mental condition that involves either an overnight stay in a medical care facility, or continuing treatment by a health care provider for a condition that either prevents the employee from performing the functions of the employee's job, or prevents the qualified family member from participating in school or other daily activities.

Subject to certain conditions, the continuing treatment requirement may be met by a period of incapacity of more than three (3) consecutive calendar days combined with at least two (2) visits to a health care provider or one (1) visit and a regimen of continuing treatment, or incapacity due to pregnancy, or incapacity due to a chronic condition. Other conditions may meet the definition of continuing treatment.

Son or daughter – a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing *in loco parentis*, who is either under age 18, or age 18 or older and incapable of self-care because of a mental or physical disability at the time that FMLA leave is to commence.

Spouse – a husband or wife as defined or recognized under State law for purposes of marriage in the State where the employee resides, including common law and same-sex marriage in States where it is recognized.

Employer and Employee Responsibilities

A. Eligibility – To be considered an eligible employee under the FMLA, the employee must have worked for Carlton County for at least one (1) year AND have worked at least 1,250 hours during the 12 months immediately preceding the request. The Fair Labor Standards Act requires employers to count hours of work only, not paid hours such as vacation, holidays, sick pay, or unpaid leave of any kind.

B. Reasons for Taking a Qualifying Leave

a. For the birth of the employee's child, and to care for such child.
b. For the placement with an employee of a child for adoption or foster care.
c. To care for the employee's spouse, son or daughter, or parent with a serious health condition.
d. Because of a serious health condition that makes the employee unable to perform one or more of the essential functions of an employee's job.
e. Because of a qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a military member on covered active duty (or has been notified of an impending call or order to covered active duty status).
f. To care for a covered servicemember or covered veteran with a serious injury or illness if the employee is the spouse, son, daughter, parent, or next of kin of the covered servicemember.

C. Response to the Employee's Request for FMLA Leave – If the need for FMLA is foreseeable, the employee must notify his/her supervisor and/or the Carlton County Office of Human Resources at least 30 days' prior to the leave commencing. Where the need for FMLA is not foreseeable, the employee is expected to notify his/her supervisor and/or the Office of Human Resources as soon as practicable. When the supervisor acquires knowledge that an employee's leave may be for a FMLA-qualifying reason, he/she must notify the Office of Human Resources as soon as practicable. When an employee requests FMLA-qualifying leave, the Carlton County Office of Human Resources must notify the employee of the employee's eligibility to take FMLA leave within five (5) business days, absent extenuating circumstances.

D. Certification Requirements

a. The Carlton County Office of Human Resources will request that an employee furnish certification from a health care provider when the requested leave is to care for a family member with a serious health condition or due to the employee's own serious health condition. This certification must be returned to the Office of Human Resources within fifteen (15) calendar days.
b. In most cases, the Office of Human Resources will request the certification at the time the request for leave is made, or in the case of an unforeseen leave, within five (5) business days after the leave commences.
c. If the Office of Human Resources finds that any certification is incomplete or insufficient, it will advise the employee, and will state what additional information is needed. Incomplete or illegible documentation may result in a delay or denial of FMLA leave.
d. If the required certification is not returned, the FMLA leave may be denied. In all cases, it is the employee's responsibility to provide a complete and sufficient certification.
e. Carlton County will require a fitness for duty certificate in advance of the employee's anticipated return to work.
f. Employees will be required to provide annual recertification for their own or a family member's serious health condition lasting more than one year, including chronic/lifelong conditions.

E. **Designating Leave** – When the Office of Human Resources has enough information to determine whether the leave is being taken for a FMLA-qualifying reason (i.e., after receiving a completed certification), the designated Office of Human Resources staff will notify the employee of its determination within five (5) business days absent extenuating circumstances. The employee's immediate supervisor and payroll will also be notified.

F. **Use of Leave** – An employee may utilize FMLA leave on a consecutive or intermittent basis, or on a reduced schedule if medically necessary. This determination is made on the basis of the information provided by the health care provider in the completed certification. Employees must make a reasonable effort to schedule FMLA leave as well as notify their supervisor, in advance, for planned medical treatment so as not to unduly disrupt the County's operations.

G. **Substitution of Paid Leave for Unpaid Leave** – All paid leave available to the employee at the time of the FMLA leave request must be used by employees on intermittent or reduced schedule FMLA leave. However, employees on consecutive FMLA leave may choose to retain up to six (6) weeks of paid leave at their discretion.

H. **Job Benefits and Protection**
a. During a FMLA-qualifying leave, Carlton County continues to pay the employer portion of employee and dependent health insurance. Health insurance is maintained on the same basis as coverage would have been provided if the employee had been continuously employed during the leave period.
b. An eligible employee returning from a FMLA-qualifying leave is entitled to be returned to the same position and working condition that the employee held when the FMLA-qualifying leave began, or to an equivalent position with equivalent benefits, pay, and other terms and conditions of employment.
c. Leave taken under the FMLA may not be held against an employee in employment actions such as hiring, promotion, or discipline.

I. **Returning to Work from a FMLA-qualifying Leave** – When an employee requests to return to work from a FMLA-qualifying leave, or when a supervisor acquires knowledge that an employee on FMLA-qualifying leave may return to work, the Carlton County Office of Human Resources must be notified in advance of the employee's anticipated return to work date as a fitness for duty will be required.
a. The Carlton County Office of Human Resources will request, when applicable, that an employee furnish a fitness for duty completed by a health care provider. The required forms will be provided to the employee by the Office of Human Resources as soon as practicable after notice of the employee's anticipated return to work date.
b. If the Office of Human Resources finds that any fitness for duty is incomplete or insufficient, it will advise the employee, and will state what additional information is needed. Incomplete or illegible documentation may result in a delay of the employee's return to work.
c. Under no circumstances will an employee be allowed to return to work in any capacity until the fitness for duty has been received and reviewed by the Office of Human Resources.

J. **Non-FMLA Medical Leave** – Medical leave of up to six (6) months may be granted upon written request by an employee to the respective Department Head, with final approval by the County Board. A medical leave may be extended an additional six (6) months by following the same procedure but may not exceed twelve (12) months total.
   a. Requests must include a written statement from a health care provider indicating the medical necessity of the leave and the anticipated timeframe the employee will be unable to work.
   b. A non-FMLA medical leave will be effective once all accrued sick leave has been utilized.
   c. An employee's medical and life insurance benefits will remain in effect, at the County's expense, for thirty (30) days after the start of the medical leave. An employee may elect to continue medical coverage and life insurance beyond this period by purchasing coverage under the County plan for a period of up to eighteen (18) months at the employee's expense.

5K1.

Carlton County Board of Commissioners - Meeting Date: 6/03/2015		**Committee of the Whole**
Item Number	Title of Item For Consideration Recap of regional and local flood recovery grant.	Originated By: JoAnne Erspamer Reviewed By Dave Lee
Previous Action on this Item		

A brief update on the closeout of the flood recovery grant will be given along with infographics of the survey data for Carlton County.

See attached.

Action Requested:	Information Only		
Financial Implications of Action:	None		
Motion by:			Second by:
To:			
Action on Motion:	Aye	No	Abstain
Motion:	Carried	Defeated	

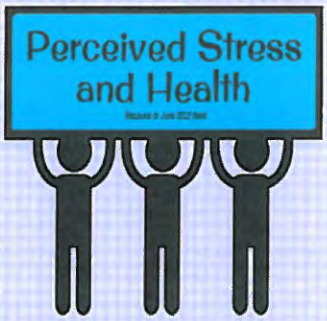
Flood Recovery Grant: Where are We Now?

Following the 2012 Flood, many efforts have been made to build resiliency within our community. In 2014, a survey was conducted to show the progress that has been made by individuals to recover in that time and assess ongoing needs.

1,600 surveys were sent out, 224 responded.
110 of those respondents coming from
Carlton County

Perceived Stress and Health

- 65% feel stress from time to time or frequently
- 16% believe floods created emotional concerns
- 44% feel nervous or anxious because of floods
- 39% feel frustrated or angry more often
- 16% have new physical body health concerns
- 30% have increased physical body health concerns



99% did not receive stress management services

Living Space or Building Structure Damage

Damages:

- **90%** of respondents had living space or building structure damaged in the floods
- **4%** of respondents' living space or building structure was nearly or completely damaged
- **49%** of respondents had major damage (>$10,000 to repair or return to pre-flood conditions)
- **25%** of respondents had significant damage ($2,000-$10,000)
- **13%** of respondents had minor damage (<$2,000)
- **10%** of respondents had no living space or building structure damage

Relocation:

- **18%** of respondents moved temporarily because of damage caused by floods but returned to home within a month
- **8%** of respondents moved temporarily because of damage caused by floods but returned to home after more than a month
- **5%** of respondents moved permanently

Two years post-flood:

- **32%** of respondents' homes are fully repaired and returned to pre-flood conditions
- **49%** of respondents still have part of their living space or structure not repaired or returned to pre-flood conditions
- **51%** of respondents still have storage or utility space not repaired or returned to pre-flood conditions

Moisture and Mold in Homes

- 19% had a noticeable increase in moisture or mold
- 8% say moisture/mold is difficult to manage/clean
- 45% say they have mold/moisture but it is manageable

Debt Load or Financial Strain?

25% have debts they cannot pay or are difficult to pay

34% have manageable debt

6 in 10 have debts caused by the flood

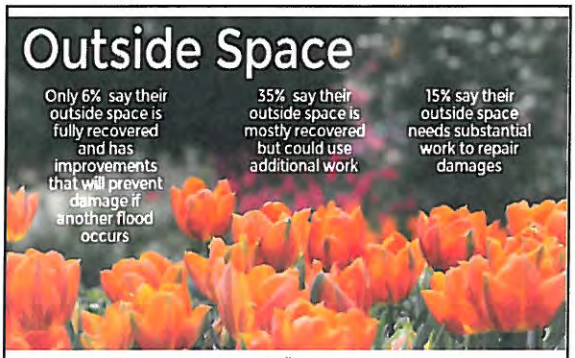
- 22% took out $10,000 or more out of savings or retirement to pay for flood realted expenses
- 51% spent less than $10,000 to pay for flood related expenses
- 52% received financial assistance to help recover from flood damages
- 29% received help from volunteers to make repairs
- 13% of respondents were U.S. Veterans

Outside Space

Only 6% say their outside space is fully recovered and has improvements that will prevent damage if another flood occurs

35% say their outside space is mostly recovered but could use additional work

15% say their outside space needs substantial work to repair damages



powered by Piktochart

501.

Carlton County

Transportation

1630 County Road 61 ◆ Carlton MN 55718

Construction Program Update
May 26, 2015

(Projects are listed by anticipated program year.)

CURRENT PROJECTS

SAP 009-600-004 **Kettle Lake Road** **Length: 0.60 Mi**
Location: (28) From TH 210 in Corona Twp (Unorganized) to 0.60 miles south
Type of Work: Grading and approach improvements to BNSF RR Crossing
Status: UNDER CONSTRUCTION – Road open to local traffic
Contractor: CCTD Maintenance Forces
Remarks: This Project was added by the County Engineer as a safety enhancement project to improve poor sight-lines and grades of the approaches to the railroad crossing. The availability of DNR Forest Road Account funding enabled the project to be advanced to the 2012 construction season. Preliminary survey is complete. ROW acquisition is complete with MnDNR and adjoining land owners. Plans are complete. Plans and Force Account Agreement were approved by MnDOT. County maintenance forces are working on this project as time permits. Construction activity will continue into 2015.

SAP 009-601-049 **CSAH 1 (Canosia Rd)** **Length: 4.068 Mi**
Location: (14) from CSAH 61 in Esko to CR 696 (St Louis River Rd)
Type of Work: Sealcoat – Chip seal
Status: Awarded 03/24/2015
Contractor: Scott Construction, Inc., Lake Delton, WI.
Remarks: This project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life. The four Carlton County sealcoat projects were combined with several St Louis County sealcoat projects to obtain better unit prices. *Pre-construction conference was held 05/11/2015. The Contract Start Date is 06/15/2015 with a completion date of 08/10/2015. Work in Carlton County is scheduled to begin the week of 07/06/2015.*

SAP 009-601-050 **CSAH 1** **Length: 3.250 Mi**
Location: (15) from TH 23 in Wrenshall Twp to T-82 (Seboe Rd)
Type of Work: Sealcoat – Chip seal
Status: Awarded 03/24/2015
Contractor: Scott Construction, Inc., Lake Delton, WI.
Remarks: This project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life. The four Carlton County sealcoat projects were combined with several St Louis County sealcoat projects to obtain better unit prices. *Pre-construction conference was held 05/11/2015. The Contract Start Date is 06/15/2015 with a completion date of 08/10/2015. Work in Carlton County is scheduled to begin the week of 07/06/2015.*

SAP 009-602-020 **CSAH 2 (North Cloquet Rd)** **Length: 2.970 Mi**
Location: (16) from CR 119 (Crosby Rd in Cloquet) to CSAH 1 (Canosia Rd)
Type of Work: Sealcoat – Chip seal
Status: Awarded 03/24/2015
Contractor: Scott Construction, Inc., Lake Delton, WI.
Remarks: This project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life. The four Carlton County sealcoat projects were combined with several St Louis County sealcoat projects to obtain better unit prices. *Pre-construction conference was held 05/11/2015. The Contract Start Date is 06/15/2015 with a completion date of 08/10/2015. Work in Carlton County is scheduled to begin the week of 07/06/2015.*

SAP 009-603-033 **CSAH 3** **Length: 3.990 Mi**
Location: (17) from CSAH 4 to CSAH 1 in Carlton, MN.
Type of Work: Sealcoat – Chip seal
Status: Awarded 03/24/2015
Contractor: Scott Construction, Inc., Lake Delton, WI.
Remarks: This project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life. The four Carlton County sealcoat projects will be combined with several St Louis County sealcoat projects to obtain better unit prices. *Pre-construction conference was held 05/11/2015. The Contract Start Date is 06/15/2015 with a completion date of 08/10/2015. Work in Carlton County is scheduled to begin the week of 07/06/2015.*

SAP 009-605-021 **CSAH 5 (University Rd)** **Length: 0.10 Mi**
Location: (5) Over Otter Creek in Cloquet MN (Sect 29-49-17)
Type of Work: Replace Bridge 4885
Status: Bids Opened and Awarded 01/26/2015
Contractor: Ulland Brothers, Inc., Cloquet, MN.
Remarks: This Project was added by the County Engineer to maintain the integrity of roadway system. This bridge is Structurally Deficient and has a Sufficiency Rating of 57.6. State-Aid construction dollars will fund this project if bridge replacement funding is not available. It is tied to the FDR project on the approach roadway from CSAH 26 (Moorhead Rd) to CSAH 5 (University Road) under SAP 009-605-024. Permits from MnDNR, FDL, WCA and COE have been received. ROW from the University of Minnesota is acquired. Plans were approved 12/2014. By Contract and Permit requirements, work is to start on July 6, 2015 and the work and detour must be completed by July 31, 2015.

SAP 009-605-024 **CSAH 5** **Length: 2.70 Mi**
Location: (24) From CSAH 26 to CR 115 (Airport Rd) in Cloquet, MN.
Type of Work: Full-Depth Reclamation (FDR), bit surface, aggregate shoulders, pavement markings.
Status: Bids Opened and Awarded 01/26/2015.
Contractor: Ulland Brothers, Inc., Cloquet, MN.
Remarks: This Project was added by the County Engineer to maintain the integrity of the roadway system. This project is in the 2015 construction season to allow the City of Cloquet and FDL to complete construction of the Cartwright Road in 2014. Cartwright Road is one mile east of this project and connects University Road (at Airport Road) to Moorhead Road. The termini of this project was to be included in the SAP 009-605-009 grading project, but was pulled from that project due to funding, permitting and right-of-way acquisition constraints of the grading portion, which is moved to 2016 as a separate project. Plans were submitted to MnDOT 10/24/2014 and approved 10/28/2014. This project is tied to SAP 009-605-021 which replaces Bridge 4885 over Otter Creek. Work on this project is to start AFTER the box culvert replacement and approach grading is completed under SAP 009-605-021.

SAP 009-606-028 **CSAH 6** **Length: 9.9 Mi**
Location: (11) From TH 73 to curb and gutter west of CSAH 61 in Barnum, MN
Type of Work: Mill and Overlay, Aggregate Shoulders, Pavement Markings
Status: *UNDER CONSTRUCTION*
Contractor: Northland Constructors, Duluth, MN
Remarks: This Project was added at the 5-Year Construction Program Public Hearing in 03/2009 by the County Engineer to maintain the integrity of the roadway system. This project was a Federal Aid Project and was included in the 2012 – 2015 Statewide Transportation Improvement Plan (STIP). The east end of the project was shortened from I-35 to the curb and gutter west of CSAH 61 so all work is mill and overlay on a rural typical section. Work between the gutters from west of CSAH 61 to I-35 will be done under a separate State-Aid project. LHB was retained to develop the Federal Project Memorandum (PM), however, an agreement between Carlton and Itasca Counties and SALT to swap our Federal Aid funds for Itasca County State-Aid funds allowed the project to be developed as a State-Aid project and a PM was not required. *A pre-construction conference was held 05/05/2015. Work started on 05/12/2015 and is to be completed by 07/02/2015.*

SAP 009-607-023 **CSAH 7 (Big Lake Rd)** **Length: 0.17 Mi**
Location: (55) Intersections of CSAH 7/CR 114 (Reservation Rd) and CSAH 7/CSAH 5 (Brevator Rd)
Type of Work: Intersection capacity improvements – add center left turn lanes, thru and right turn lanes
Status: AWARDED: 07/08/2014 – WORK DELAYED TO 2015.
Contractor: Ulland Brothers, Inc., Cloquet, MN
Remarks: The Project was added by the County Engineer at the request of the Fond du Lac Reservation as improvements necessary for safe and convenient travel and a roadway of importance on the Fond du Lac Reservation. This was to be a cooperative project with the majority of the funding coming from FDL and BIA Roads Federal apportionments. Agreements with FDL had CCTD perform design engineering, right-of-way acquisition, construction engineering and project administration. The project was renumbered from SP 091-607-001 due to the change in sponsorship from FDL to Carlton County. The Federal PM was approved 09/18/2013. Because of delays encountered, this project was moved to the 2014 – 2017 STIP. The project was in the 2014 construction program, but developed as a State-Aid project instead of a Federal-Aid project following a funding swap agreement with St Louis County and SALT. Plans are approved by MnDOT. CCTD advanced this project to bidding and construction using Federal-Aid swap and State-Aid Construction funds due to scheduling and budget constraints at FDL. Wetland permit issues delayed the start of work to the 2015 construction season. Environmental permits from COE, DNR and WCA have now been received. *A pre-construction conference was held 05/19/2015. Work is scheduled to begin 06/01/2015 and take about 20 working days to complete.*

SAP 009-607-024 **CSAH 7 (Big Lake Rd)** **Length: 0.85 Mi**
Location: (53) CR 115 (Pinewood Dr) to 500' west of TH 33 in Cloquet
Type of Work: Mill and Overlay, Sidewalk, Pavement Markings
Status: *WORK SUSPENDED.*
Contractor: Northland Constructors, Duluth, MN
Remarks: The Project was added by the County Engineer to preserve the integrity of the pavement and to complete the pedestrian access route (sidewalk) from SP 009-607-021, west up the hill to Spring Lake Road. Plans are approved by MnDOT. The project was let on 09/22/2014 so bituminous work could be completed in the 2014 construction season. Right-of-way is to be acquired by the 2015 construction season for the construction of the sidewalk and retaining wall. A preconstruction conference was held 10/06/2014. Work started 10/08/2014. Paving and pavement markings are complete. Project is suspended until concrete work can be done in 2015. *The final parcel of Right of Way was recently acquired. Final construction items (curb and gutter repairs, sidewalk, retaining wall and landscaping) are scheduled for fall 2015.*

SAP 009-608-018 **CSAH 8** **Length: 1.01 Mi**
Location: (36) From 2700 ft WSW of NE Corner 16-46-16 to E ¼ Corner 9-46-16 in Holyoke Twp.
Type of Work: Construct grading grade with Tire Derived Aggregate (TDA) as lightweight fill and aggregate substitute.
Status: UNDER CONSTRUCTION
Contractor: Force Account with CCTD Maintenance Crews
Remarks: This Project is a portion of SAP 009-608-014 grading from CR 145 in Holyoke to Granzow Road, 2.7 miles northeast. This portion of that project is utilizing Tire Derived Aggregate (TDA) as lightweight fill and aggregate substitute to construct the grading base to reduce the need for granular materials to build the roadbed since granular materials are in short supply in this part of the county. County maintenance forces are performing this work since our crews have the experience in constructing the road bed using TDA tire chips. This project is being constructed as a Force Account Agreement using State-Aid Construction funds. Tire chip embankment construction is complete on the east/west portion of this project. Clearing operations are to begin on the north/south section of this project this week and County Forces will continue tire chip embankment construction on this section as weather conditions permit.

SP 009-622-005 **CSAH 22 (South Finn Rd)** **Length: 9.9 Mi**
Location: (25) From CSAH 6, east of Automba, north to T-411 (Schoolhouse Rd)
Type of Work: Bituminous Surfacing, Aggregate Shoulders, Pavement Markings.
Status: *UNDER CONSTRUCTION*
Contractor: Northland Constructors, Inc., Duluth, MN.
Remarks: This Project was added to the Construction Program by the County Engineer to maintain the integrity of the roadway system and to utilize a federal funding source that was earmarked for a grading project. The project was to be developed as a federally funded bituminous surfacing project. LHB had been retained to develop the PM. The draft PM was under staff review before submitting to MnDOT when a fund swap agreement between Carlton County, St Louis County and SALT was completed. The project was developed as a State-Aid project. It is in the 2015 construction program and tied to CP 009-149-002. A *Pre-construction conference was held 05/05/2015. Subgrade preparation work started on 05/15/2015 with all work to be completed in 30 Working Days.*

SAP 009-645-005 **CSAH 45 (Broadway Street in Scanlon, MN)** **Length: 0.61 Mi**
Location: (8) From center median south of CSAH 61 to Scanlon/Cloquet Corporate limits
Type of Work: Bituminous Mill and Overlay, Aggregate Shoulders, Pavement Markings
Status: WINTER SUSPENSION
Contractor: Ulland Brothers, Inc., Cloquet, MN
Remarks: This Project was added by the County Engineer to maintain the integrity of the roadway system. Failure of the signal loop detector on CSAH 61nearest to CSAH 45 prompted the inclusion of this project in the 2014 construction program. The Scope of the project will now include the replacement of all signal loop detectors. The Design staff completed plans. Final Plans are approved by MnDOT. Project start date is 09/15/2014 after MnDOT has completed use of CSAH 45 as a detour route for the TH 33 construction in Cloquet. A preconstruction conference was held 09/08/2014. Paving is complete. Linear pavement markings are complete. *Turn arrows and painting of the signal heads is scheduled to start on or about 06/01/2015.*

CP 009-105-002 **CR 105** **Length: 0.20 Mi**
Location: (38) from CSAH 5 to 1500' east in Blackhoof Twp
Type of Work: Bituminous resurface
Status: Bids Opened and Awarded 03/23/2015
Contractor: Northland Constructors, Inc., Duluth, MN.
Remarks: Recent state legislation, adopted by the Carlton County Board of Commissioners, allows county boards to institute a ½ percent sales tax in the county to provide funding for local transportation projects. This county road sales tax project was added by the County Engineer to correct a very poor bituminous surface and maintain the integrity of roadway system. This project is tied to CP 009-107-004 and CP 009-115-004. Work cannot start until after Spring Load Restrictions are lifted. *A pre-construction conference was held 05/05/2015. Working Days on this Contract started 05/16/2015 with all contract work to be completed in 30 Working Days.*

CP 009-107-004 **CR 107** **Length: 0.40 Mi**
Location: (39) from CSAH 3 (14th Street, Cloquet, MN) to the dead end.
Type of Work: Bituminous resurface
Status: Bids Opened and Awarded 03/23/2015.
Contractor: Northland Constructors, Inc., Duluth, MN.
Remarks: Recent state legislation, adopted by the Carlton County Board of Commissioners, allows county boards to institute a ½ percent sales tax in the county to provide funding for local transportation projects. This county road sales tax project was added by the County Engineer to correct a very poor bituminous surface and maintain the integrity of roadway system. This project is tied to CP 009-105-002 and CP 009-115-004. Work cannot start until after Spring Load Restrictions are lifted. *A pre-construction conference was held 05/05/2015. Working Days on this Contract started 05/16/2015 with all contract work to be completed in 30 Working Days.*

CP 009-114-006 **CR 114 (Trettle Ln)** **Length: 0.45 Mi**
Location: (49) from CR 115 (Airport Rd) to 2353' north
Type of Work: Bituminous resurface
Status: *UNDER CONSTRUCTION*
Contractor: Northland Constructors, Duluth, MN
Remarks: This Project was added by the County Engineer to coincide with watermain construction for the Reservation by FDL Construction Company. Construction of the watermain would necessitate removal of at least ½ of the existing bituminous surface. FDL will fund the entire width of pavement in their roadway construction zone and CCTD will perform design and construction engineering for paving CR 115 from University Rd to Trettle Lane and CR 114 (Trettle Lane) from CR 115 to 300 ft south of Big Lake Road. CTD will fund the remainder of the pavement length. Plans are approved. Delays in the completion of the watermain have pushed the paving work to 2015. *County crews removed the old blacktop pavement and placed, shaped and compacted 6" of class 5 aggregate base. Paving operations are scheduled for the week of 05/26/2015.*

CP 009-115-002 **CR 115 (Airport Road)** **Length: 0.29 Mi**
Location: (50) from 1315 ft east of CSAH 5 (University Rd) to 2886 ft east in Cloquet MN.
Type of Work: Sag vertical curve grade corrections to improve sight distance and correct drainage issues.
Status: UNDER CONSTRUCTION
Contractor: CCTD Maintenance Division
Remarks: This Project was added by the County Engineer to coincide with watermain construction for the Reservation by FDL Construction Company and correct known drainage issues that exist on this segment of roadway. Watermain construction would necessitate removal of ½ of the existing paved surface. CCTD designed the project to raise the road elevation at two vertical curve sags. This project reduces the depth of bury to prevent frost damage, corrects drainage issues and improves sight distances. FDL will fund the entire width of pavement in their roadway construction zone and CCTD will perform design and construction engineering for paving the entire length of CR 115, which includes Airport Road and Pinewood Drive. CCTD will fund the remainder of the pavement length. Watermain construction is complete on CR 115 so County crews resumed work on road embankments. Embankment construction is complete as well as aggregate surfacing in preparation for bituminous surfacing in spring 2015. Frost issues are affecting the water main which requires excavation and additional insulation around the water main to prevent further frost issues. *County crews shaped the aggregate base for the paving operations which are scheduled for the week of 05/26/2015.*

CP 009-115-003 **CR 115 (Airport Road)** **Length: 1.00 Mi**
Location: (51) from CSAH 5 (University Rd) on Airport Road to CR 114 (Trettle Lane).
Type of Work: Bituminous surfacing, aggregate shoulders, pavement markings
Status: *UNDER CONSTRUCTION*
Contractor: Northland Constructors, Duluth, MN.
Remarks: This Project was added by the County Engineer to coincide with watermain construction for the Fond du Lac Reservation by FDL Construction Company. Construction of the watermain would necessitate removal of at least ½ of the existing bituminous surface. The tribe will fund the entire width of pavement in their roadway construction zone and CCTD will perform design and construction engineering for paving CR 115 from University Rd to Trettle Lane and CR 114 (Trettle Lane) from CR 115 to 300 ft south of Big Lake Road. The Department will fund the remainder of the pavement length. Plans are approved. Delays in the completion of the watermain have pushed the paving work to 2015. *County crews completed placing, shaping and compacting the aggregate base. Paving operations are scheduled for the week of 05/26/2015.*

CP 009-115-004 **CR 115 (Airport Road)** **Length: 1.00 Mi**
Location: (40) from CR 114 (Trettle Lane) to CSAH 7 (Big Lake Road), Cloquet, MN.
Type of Work: Bituminous resurface
Status: *UNDER CONSTRUCTION*
Contractor: Northland Constructors, Inc., Duluth, MN
Remarks: Recent state legislation, adopted by the Carlton County Board of Commissioners, allows county boards to institute a ½ percent sales tax in the county to provide funding for local transportation projects. This county road sales tax project was added by the County Engineer to correct a very poor bituminous surface and maintain the integrity of roadway system. This project is tied to CP 009-105-002 and CP 009-107-004. Work cannot start until after Spring Load Restrictions are lifted. *A pre-construction conference was held 05/05/2015. County crews completed removing the old bituminous surface, placing, shaping and compacting the aggregate base. Working Days on this Contract started 05/16/2015 with all contract work to be completed in 30 Working Days. Paving is scheduled for the week of 05/26/2015.*

CP 009-149-002 **CR 149 (Pacific Avenue)** **Length: 0.80 Mi**
Location: (41) from CSAH 20 (3rd Street, Wright, MN) to CR 127 (North Finn Road)
Type of Work: Bituminous resurface
Status: *UNDER CONSTRUCTION*
Contractor: Northland Constructors, Inc., Duluth, MN
Remarks: Recent state legislation, adopted by the Carlton County Board of Commissioners, allows county boards to institute a ½ percent sales tax in the county to provide funding for local transportation projects. This county road sales tax project was added by the County Engineer to correct a very poor bituminous surface and maintain the integrity of roadway system. This project is tied to SAP 009-622-005. Work will not start until after Spring Load Restrictions are lifted. *A pre-construction conference was held 05/05/2015. Working Days on this Contract started 05/15/2015 with all work under the Contract to be completed in 30 Working Days.*

SP 009-596-005 **Pfeifer Road** **Length: 0.75 Mi**
Location: (30) Pfeifer Road @ BNSF RR Crossing, south of TH 210, 3.75 miles west of Carlton
Type of Work: Remove RR Crossing, upgrade road to west
Status: *WORK COMPLETED*
Contractor: KGM Contractors, Angora, MN
Remarks: Carlton County will act as fiscal agent for receipt and disbursement of Federal funding. Twin Lakes Township, their consulting engineers (MSA), and CCTD reviewed project scope and obstacles in advancing the project. The three agencies worked cooperatively to complete environmental permitting, design and funding documents for construction in 2011. The Project Memorandum (PM) was submitted to MnDOT in early 02/2011. Requested revisions were completed. Right-of-way temporary easement acquisition followed approval of the PM. The project was moved to 2012 to develop cooperative agreements with the Fond du Lac Reservation and the pipeline company, to obtain environmental permits, right-of-way and completion of final plans. Pipeline elevations were obtained to design adequate cover over the pipeline. Preliminary plans have been modified. The revised PM was submitted to MnDOT 12/23/2013. The project was moved to 2014. The PM was approved 04/15/2014. Plans and supporting documents were approved by MnDOT and FHWA. Letting was 09/29/2014. A preconstruction conference was held 02/05/2015. The Contractor intended to do some swamp excavation this winter during frozen conditions, however, County Zoning requirements for borrow pits delayed the start of grading operations until April 2015. Clearing operations were completed the week of 03/16/2015. Zoning permit granted 4/14/2015. The profile grade had to be revised to ensure proper cover depth over Trans-Canada pipelines. *Grading work began 04/15/2015 and was completed 05/13/2015. Work remaining includes removal of the at-grade crossing of the BNSF railroad tracks; (This will be done by railroad crews); and removal of the road approach off TH 210 (this will be done by County forces). Access to properties on Pfeifer Road is from CSAH 5, south of TH 210. The access from TH 210 is CLOSED.*

Projects programmed for the 2015 Construction Season

SAP 009-598-016 **Bridge L1230 on CR 131 (River Road)** **Length: 52 Ft**
Location: (56) Over the Kettle River, 842 ft N of CR 133 (Minkkinen Rd), Section 28 in Kalavela Twp
Type of Work: Rehabilitate the Superstructure of Bridge L1230
Status: Programmed for 2015.
Contractor: Design by LHB, Inc.
Remarks: This project was added by the County Engineer to protect the integrity of the bridge and roadway. During 2014 Bridge Safety Inspections, problems were discovered that necessitated posting the bridge to 3 Ton load limit. State Bridge Bond funding has been secured to rehab the superstructure to carry legal loads. The project is anticipated to be advertised, let and awarded to allow completion of the work by the end of 08/2015.

SAP 009-603-034 **CSAH 3** **Length: 4.37 Mi**
Location: (34) From TH 45 in Carlton to Cloquet Ave in Cloquet
Type of Work: Signing and Pavement Markings for shared bike lanes
Status: Programmed for 2015 - in Final Design
Contractor: Design by CCTD
Remarks: This Project was added by the County Engineer with input from the City of Cloquet, the City of Carlton and their respective Active Communities Coalitions to enhance safety of bicyclists that use this route between Cloquet and Carlton as well as destinations along the route such as baseball, softball and soccer fields, Fond du Lac Tribal and Community College, the public library and other recreational and places of interest.

SAP 009-606-032 **CSAH 6** **Length: 0.95 Mi**
Location: (13) Curb and gutter west of CSAH 61 in Barnum, MN to I-35
Type of Work: Mill and Overlay, curb and gutter, sidewalk, storm sewer rehab, Pavement Markings
Status: Programmed for 2015. *To be moved to 2016.*
Contractor: Design by CCTD, Engineering Division
Remarks: This Project was added by the County Engineer to split from the Federal Aid Project (SP 009-606-028) since this work is a curb and gutter section and the federal portion is rural design. Bituminous pavement work between the gutters from west of CSAH 61 to I-35 will also involve curb and gutter, sidewalk and storm sewer rehabilitation. A meeting was held with the City of Barnum to coordinate schedules with their proposed water main extension project. Potential realignment of C.R. 140 approach to CSAH 6 and re-configuration of entrances to Minit Mart (formerly Little Store) and Lazy Bear Grill may push the project to the Fall of 2015 letting with construction in 2016.

SP 009-070-004 **Various CSAH and CR** **Length: X.XX Mi**
Location: (Map3) 37 horizontal curves on CSAH 3, 4, 5, 6, 7, 10, 12, 13, 18, 21, 23, 25 and CR 120, 138, 139, 144 and 151
Type of Work: Chevron Curve Delineation Sign installations
Status: Programmed for 2015
Contractor: Itasca County is lead agency
Remarks: This Project was added by the County Engineer to enhance traffic safety and reduce run-off-the-road type crashes by installing Chevron Curve Delineation signs at locations determined in the Carlton County Road Safety Plan. This is a joint project with Aitkin, Itasca, and Lake Counties to use Federal Highway Safety Improvement Program (HSIP) funding at a 90% Federal/10% local fund split. The 10% local share will come from our State-Aid Construction Account. Plans are to be submitted to MnDOT for review and approval before mid-April.

Projects programmed for the 2016 Construction Season

CP 009-105-003 **CR 105** **Length: 0.20 Mi**
Location: (38) From CSAH 5 to 1500 ft east
Type of Work: Sealcoat – Chipseal, Pavement markings.
Status: *Programmed for 2016*
Contractor: Design by CCTD
Remarks: This Project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life.

CP 009-107-005 **CR 107** **Length: 0.40 Mi**
Location: (39) From CSAH 3 (14th St) to dead end east
Type of Work: Sealcoat – Chipseal, Pavement markings.
Status: *Programmed for 2016*
Contractor: Design by CCTD
Remarks: This Project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life.

CP 009-114-009 **CR 114 (Trettle Lane)** **Length: 0.45 Mi**
Location: (49) From CR 115 (Airport Rd) to 2353' north
Type of Work: Sealcoat – Chipseal, Pavement markings.
Status: *Programmed for 2016*
Contractor: Design by CCTD
Remarks: This Project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life.

CP 009-115-005 **CR 115 (Airport Rd and Pinewood Dr)** **Length: 2.80 Mi**
Location: (40) From CSAH 5 (University Rd) to CSAH 7 (Big Lake Rd)
Type of Work: Sealcoat – Chipseal, Pavement markings.
Status: *Programmed for 2016*
Contractor: Design by CCTD
Remarks: This Project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life.

CP 009-116-009 **CR 116 (Stark Rd)** **Length: 3.00 Mi**
Location: (42) from CR 119 (Crosby Rd) to CSAH 1 (Canosia Rd)
Type of Work: Bituminous resurface
Status: *Moved to 2016.*
Contractor: Design by CCTD
Remarks: Recent state legislation, adopted by the Carlton County Board of Commissioners, allows county boards to institute a ½ percent sales tax in the county to provide funding for local transportation projects. This county road sales tax project was added by the County Engineer to correct a very poor bituminous surface and maintain the integrity of roadway system. Estimated revenues from the transportation sales tax have increased significantly from earlier projections allowing this project to be funded earlier and moved to 2016.

CP 009-117-004 **CR 117 (Freeman Rd)** **Length: 1.00 Mi**
Location: (43) from CR 116 (Stark Rd) to N County Line
Type of Work: Bituminous resurface
Status: *Moved to 2016.*
Contractor: Design by CCTD
Remarks: Recent state legislation, adopted by the Carlton County Board of Commissioners, allows county boards to institute a ½ percent sales tax in the county to provide funding for local transportation projects. This county road sales tax project was added by the County Engineer to correct a very poor bituminous surface and maintain the integrity of roadway system. Estimated revenues from the transportation sales tax have increased significantly from earlier projections allowing this project to be funded earlier and moved to 2016.

CP 009-119-005 **CR 119 (Crosby Rd)** **Length: 1.00 Mi**
Location: (44) from CSAH 2 (N Cloquet Rd) to CR 116 (Stark Rd)
Type of Work: Bituminous resurface
Status: *Moved to 2016.*
Contractor: Design by CCTD
Remarks: Recent state legislation, adopted by the Carlton County Board of Commissioners, allows county boards to institute a ½ percent sales tax in the county to provide funding for local transportation projects. This county road sales tax project was added by the County Engineer to correct a very poor bituminous surface and maintain the integrity of roadway system. Estimated revenues from the transportation sales tax have increased significantly from earlier projections allowing this project to be funded earlier and moved to 2016.

CP 009-123-007 **CR 123 (Eagle Lake Rd)** **Length: 1.00 Mi**
Location: (33) from 1.0 miles SW of TH 73 to TH 73
Type of Work: Slope stabilization and Bituminous resurface
Status: Programmed for 2016.
Contractor: Design by CCTD
Remarks: Recent state legislation, adopted by the Carlton County Board of Commissioners, allows county boards to institute a ½ percent sales tax in the county to provide funding for local transportation projects. This county road sales tax project was added by the County Engineer to correct a very poor bituminous surface and maintain the integrity of roadway system.

CP 009-144-006 **CR 144 (Brandt Rd)** **Length: 1.40 Mi**
Location: (45) From T-85 (Boundary Rd) to T-232 (Brandt Rd)
Type of Work: Bituminous resurface
Status: *Moved to 2016.*
Contractor: Design by CCTD
Remarks: Recent state legislation, adopted by the Carlton County Board of Commissioners, allows county boards to institute a ½ percent sales tax in the county to provide funding for local transportation projects. This county road sales tax project was added by the County Engineer to correct a very poor bituminous surface and maintain the integrity of roadway system. Estimated revenues from the transportation sales tax have increased significantly from earlier projections allowing this project to be funded earlier and moved to 2016.

CP 009-149-003 **CR 149 (Pacific Ave)** **Length: 0.80 Mi**
Location: (41) From CSAH 20 (3rd St) to CR 127 (No Finn Rd)
Type of Work: Sealcoat – Chipseal, Pavement markings.
Status: *Programmed for 2016*
Contractor: Design by CCTD
Remarks: This Project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life.

SAP 009-605-025 **CSAH 5 (University Rd)** **Length: 2.70 Mi**
Location: (24) From CSAH 26 (Moorhead Rd) to CR 115 (Airport Rd) in Cloquet, MN.
Type of Work: Sealcoat – Chipseal, Pavement markings.
Status: *Programmed for 2016*
Contractor: Design by CCTD
Remarks: This Project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life.

SAP 009-606-033 **CSAH 6** **Length: 10.00 Mi**
Location: (11) From TH 73 to I-35 in Barnum
Type of Work: Sealcoat – Chipseal, Pavement markings.
Status: *Programmed for 2016*
Contractor: Design by CCTD
Remarks: This Project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life.

SAP 009-607-025 **CSAH 7 (Big Lake Rd)** **Length: 0.85 Mi**
Location: (53) From CR 115 (Pinewood Dr) to 500 ft west of TH 33
Type of Work: Sealcoat – Chipseal, Pavement markings.
Status: *Programmed for 2016*
Contractor: Design by CCTD
Remarks: This Project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life.

SAP 009-608-014 **CSAH 8** **Length: 2.70 Mi**
Location: (32) From CR 145 in Holyoke to 2.7 miles northeast
Type of Work: Grade, drainage structures, aggregate base and turf establishment
Status: *Programmed for 2016* – in Final Design
Contractor: Design by CCTD, Engineering Division
Remarks: The Preliminary Survey is complete. Plans are in Final Design. The Project was moved from 2007 and subsequent years due to budget and funding availability and development capability. A public meeting was held 09/26/2011 at the Holyoke Town Hall to present project scope and gather input from adjacent property owners and the public. Due to delays in staff timing and availability as a result of the 06/2012 Flood event and associated projects for 2012 and 2013, this project was moved to 2014. The use of tire chips as an aggregate replacement is incorporated into the design of this project and was let as a separate project (SAP 009-608-018). Plans are in design with an anticipated fall 2015 bid letting for construction in 2016. Right-of-Way acquisition is progressing with all but two of 22 parcels acquired. DNR, WCA and COE Permits have been received. To ensure the construction time line, Eminent Domain will be used to acquire the remaining Right of Way.

SAP 009-608-017 **CSAH 8** **Length: 0.10 Mi**
Location: (35) Little Net River, Section 10-46-16, 1.5 miles northeast of Holyoke, MN
Type of Work: Replace old Bridge 4511 with new Bridge 09J32 and approaches
Status: *Programmed for 2016* - in Final Design
Contractor: LHB, Engineers and Architects, Duluth, MN
Remarks: This project is within the termini of the SAP 009-608-014 Grading project. The Department secured the services of LHB to design this replacement structure. The design selected is a BEBO arch pre-cast concrete structure. Preliminary plans have been submitted to MnDOT Bridge Office for review and approval. Bid letting was anticipated early 2015 for construction in summer 2015. MnDOT will be replacing a structure on TH 23, 6 miles south of Wrenshall, during the summer of 2015. Due to a conflict in detours for the MnDOT project and the County project, this bridge replacement project will be let fall of 2015 for construction in the summer of 2016 and will be tied to the road reconstruction project SAP 009-608-014. This project is moved to the 2016 Program Year.

SAP 009-612-021 **CSAH 12** **Length: 4.50 Mi**
Location: (9) From CR 132 to TH 27/73, ½ mile west of Moose Lake, MN.
Type of Work: Bituminous Overlay, Aggregate Shoulders, Pavement Markings
Status: Programmed for 2016.
Contractor: Design by CCTD, Engineering Division
Remarks: This Project was added at the 5-Year Construction Program Public Hearing in 03/2009 by the County Engineer to maintain the integrity of the roadway system. The vertical alignment of the east north/south 1.5 miles was reviewed and the project scope was revised to allow for grade improvements. The County retained a consulting firm to perform soil borings in 11/2013 to determine soils makeup to assist in designing the pavement structure. Design staff is preparing construction plans with an anticipated March 2016 letting. Since the scope of this project has changed to include grade widening and vertical curve correction to meet minimum design speed standards, right-of-way acquisition and environmental permits are required. The project is moved to 2016.

SAP 009-622-006 **CSAH 22 (So Finn Rd)** **Length: 9.90 Mi**
Location: (25) From CSAH 6 to T-411 (Schoolhouse Rd)
Type of Work: Sealcoat – Chipseal, Pavement markings.
Status: *Programmed for 2016*
Contractor: Design by CCTD
Remarks: This Project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life.

SP 009-070-003 **CSAH 5, CSAH 7, CSAH 10 and CSAH 12** **Length: 24.4 Mi**
Location: (Map4) On CSAH 5 from CSAH 6 to TH 210 (9.6 Mi); on CSAH 7 from TH 210 to CSAH 5 (9.0 Mi), on CSAH 10 from TH 73 to I-35 (1.4 Mi); on CSAH 12 from CR 132 to TH 27/73 (4.4 Mi).
Type of Work: Ground-in Wet-Reflective edge striping
Status: Programmed for 2016
Contractor: St Louis County is the lead agency
Remarks: This Project was added by the County Engineer to enhance traffic safety by installing white edge lines (fog line) using a construction method that grinds the pavement edge to create a channel that will allow the special wet-reflective epoxy paint to be installed below the surface of the roadway and thereby reduce wear of the lines caused by snow removal equipment and traffic and extend the serviceable life of the edge markings. This is a joint project with St Louis County to use Federal Highway Safety Improvement Program (HSIP) funding at a 90% Federal/10% local fund split. The 10% local share will come from our State-Aid Construction Account.

Projects programmed for the 2017 Construction Season

CP 009-113-002 **CR 113 (Brookston Road)** **Length: 1.50 Mi**
Location: (18) From North County Line to 1.50 miles south in Cloquet, MN.
Type of Work: Raise grade, widen, swamp work, bituminous surface
Status: *Moved to 2017.*
Contractor: TBD
Remarks: Work is partially funded by the County Road Construction Bond as part of the Program adopted 06/13/2006. An agreement with FDL & BIA regarding cooperative effort to reconstruct and improve the roadway was reached. This Project was moved from 2007 and subsequent construction seasons to allow timing for survey, permitting, engineering and right-of-way acquisition. CCTD is working with FDL on funding availability. FDL is working on additional funding sources and applications which necessitate the moving of the project to 2017.

SAP 009-605-009 **CSAH 5** ***Length: 0.75 Mi***
Location: (22) From TH 210 to CSAH 26 (Moorhead Rd) in Cloquet, MN.
Type of Work: Grading, Drainage Structures, Aggregate Base, Turf.
Status: Programmed for 2017 - in Survey and Design
Contractor: Design by CCTD, Engineering Division
Remarks: This Project was added at the 5-Year Construction Program Public Hearing in 03/2009 by the County Engineer to maintain the integrity of the roadway system. Preliminary survey is ongoing. Initial contacts have been made regarding right-of-way and permits. The project was moved to 2016 to allow construction of the Cartwright Road. Due to funding, permitting and right-of-way acquisition constraints, the project was moved to 2017.

SAP 009-608-019 **CSAH 8** **Length: 2.70 Mi**
Location: (32) From CR 145 in Holyoke to 2.7 miles northeast
Type of Work: Bituminous surfacing, Aggregate shoulders, pavement markings
Status: Programmed for 2017 - in Design
Contractor: Design by CCTD, Engineering Division
Remarks: This Project was added by the County Engineer to maintain the integrity of the roadway as traffic counts are at the threshold where bituminous pavement is more cost effective than maintaining the gravel surface, especially this distance from readily available gravel sources and maintenance facilities.

SAP 009-599-023 **UT-388** **Length: 0.10 Mi**
Location: (2) Over Hasty Brook (Sect 10-49-20), 4.0 miles north of Cromwell, MN.
Type of Work: Replace Bridge L1244
Status: Programmed for 2017.
Contractor: Design services by SEH, Duluth, MN
Remarks: This Project was added by the County Engineer to maintain the integrity of the roadway system and as a placeholder if/when bridge funding is available. The Program Year may be adjusted based on funding availability, priority and development capability. This bridge is Structurally Deficient, has a Sufficiency Rating of 28.6 and is load posted: 20 tons single unit vehicle, 30 tons combination vehicle, 30 tons tractor-trailer. Options are being considered for roadway-in-lieu of replacing the structure. SEH was selected to provide design services. This structure was removed from the 2012 Flood Bond Bridge Replacement Program. Actual program year will be determined as funding, permitting and project development allows. This project is moved to the 2017 construction season as a placeholder if funding is available.

SAP 009-090-004 **CSAH 7 (Big Lake Rd)** **Length: 1.60 Mi**
Location: (54) Along CSAH 7 from CSAH 5 (University Rd) to Whispering Pines Drive in Cloquet, MN.
Type of Work: Pedestrian/Bicycle Trail (Gikinoo-Inamon Trail)
Status: *Moved to 2017.*
Contractor: Design by CCTD, FDL and BIA Roads Engineering Staff
Remarks: The Project was added by the County Engineer at the request of the Fond du Lac Reservation. Improvements are necessary for the safe and convenient travel of bicyclists and pedestrians. This is a cooperative project with the majority of the funding from FDL and BIA Roads apportionments. Agreements are in place with FDL for CCTD to perform preliminary design engineering, right-of-way acquisition, construction engineering and project administration. A public meeting was held on 10/05/2011. Preliminary survey work was completed and a public meeting was held 03/06/2013 at the FDL Tribal Center to present the preferred alignment and construction details. Permits are in process. Plans are being reviewed by MnDOT. This project was renumbered from SP 091-090-065. The PM was approved 09/18/2013. Because of delays encountered, this project was moved into the 2014 – 2017 STIP for construction in 2014. The project was still in the 2014 construction program, but will be developed as a State-Aid project because of a funding swap agreement with St Louis County and SALT. The project will be constructed under a Force Account agreement with Fond du Lac Construction. Right-of-way acquisition is in process. Plans are at MnDOT for review and approval. This project is moved to the 2015 Construction Program due to funding issues, right-of-way acquisition status and workforce scheduling. Big Lake Area Sanitary District sanitary sewer line proposed to be constructed in the fall of 2016 along the south side of CSAH 7. To avoid construction conflicts, this project is moved to 2017.

Projects programmed for the 2018 Construction Season

SAP 009-601-XXX **CSAH 1 (Canosia)** **Length: 0.10 Mi**
Location: (27) At the Midway River (Section 22-49-16) in Esko, MN.
Type of Work: Rehabilitate Bridge 09502
Status: Placeholder in 2018.
Contractor: TBD
Remarks: This Project was added by the County Engineer to maintain the integrity of the roadway system and as a placeholder if/when bridge funding is available. The Program Year may be adjusted based on funding availability, priority and development capability. This bridge is Structurally Deficient and has a Sufficiency Rating of 54.9. This project was moved from 2012 to 2018 because surface and joint repairs that were completed due to damage from the June 2012 flood extends the service life of those items.

SAP 009-605-022 **CSAH 5** **Length: 0.75 Mi**
Location: (23) From TH 210 to CSAH 26 (Moorhead Rd) in Cloquet, MN.
Type of Work: Bituminous Surfacing of SAP 009-605-009 grading section.
Status: Programmed for 2018.
Contractor: Design by CCTD, Engineering Division
Remarks: This Project was added at the 5-Year Construction Program Public Hearing in 03/2009 by the County Engineer to maintain the integrity of the roadway system. The project is moved to 2018 since the grading project (SAP 009-605-009) was moved to 2017.

SAP 009-606-XXX **CSAH 6 (Main Street in Barnum, MN)** **Length: 0.10 Mi**
Location: (12) Over Moose Horn River in Barnum (Sect 1-46-19)
Type of Work: Rehabilitate Bridge 09503
Status: Placeholder in 2018.
Contractor: TBD
Remarks: This Project was added by the County Engineer to maintain the integrity of the roadway system and as a placeholder if/when bridge funding is available. The Program year may be adjusted based upon funding availability, priority and development capability. This bridge is Structurally Deficient and has a Sufficiency Rating of 64.6. This project was moved from 2014 to 2015 to 2018 for the above reasons.

SAP 009-608-020 **CSAH 8** **Length: 2.70 Mi**
Location: (32) From CR 145 in Holyoke to 2.7 miles northeast
Type of Work: Sealcoat – Chipseal, Pavement markings.
Status: Programmed for 2018
Contractor: Design by CCTD, Engineering Division
Remarks: This Project was added by the County Engineer to protect the pavement surface, the integrity of the roadway and extend pavement life.

SAP 009-621-003 **CSAH 21** **Length: 4.00 Mi**
Location: (4) From CR 123 to TH 210 in Cromwell, MN
Type of Work: Grading, Drainage Structures, Aggregate Base
Status: Programmed for 2018.
Contractor: Design by CCTD, Engineering Division
Remarks: This Project was added at the 5-Year Construction Program Public Hearing in 03/2009 by the County Engineer to maintain the integrity of the roadway system. Due to the complexity of this project, funding availability and staffing levels, it was moved to 2018 to allow more time for survey, permitting and right-of-way processes.

Projects programmed for the 2019 Construction Season

SAP 009-611-002 **CSAH 11** **Length: 3.00 Mi**
Location: (3) From CSAH 8 to CSAH 6, 4 miles east of Barnum, MN.
Type of Work: Grading, Drainage Structures, Aggregate Base
Status: Programmed for 2019.
Contractor: Design by CCTD, Engineering Division
Remarks: This Project was added at the 5-Year Construction Program Public Hearing in 03/2009 by the County Engineer to maintain the integrity of the roadway system. Due to budget, staff time, permitting and right-of-way acquisition expanded time lines; this project is moved to the 2019 construction program.

SAP 009-621-004 **CSAH 21** **Length: 4.00 Mi**
Location: (4) From CR 123 to TH 210 in Cromwell, MN
Type of Work: Bituminous Surface, Aggregate Shoulders, Pavement Markings
Status: Programmed for 2019.
Contractor: Design by CCTD, Engineering Division
Remarks: This Project was added at the 5-Year Construction Program Public Hearing in 03/2009 by the County Engineer to maintain the integrity of the roadway system. This project was to be a Federal Aid Project and was included in the 2013 – 2016 STIP, however, this project is be pulled from the Federal-Aid program and will be developed and constructed using State-aid funding. This project was moved to the 2019 program since the grading portion (SAP 009-621-003) was moved to the 2018 program.

SP 009-090-003 **St Louis River Trail (Phase II)** **Length: 1.50 Mi**
Location: (29) I-35 Park and Ride in Scanlon to 0.59 miles E of TH 33
Type of Work: Construct Bicycle/Pedestrian Trail
Status: Scheduled for 2019.
Contractor: TBD
Remarks: Carlton County will act as fiscal agent for receipt and disbursement of Federal funding. The Project was moved to 2010 due to delays in the progress of Phase I and bumped to 2011 behind Phase III because it is anticipated that Phase III can be developed, permitted and constructed in a shorter timeline than Phase II. This will allow the St Louis River Trail Committee additional time to secure additional funding needed to complete this phase. This project was placed on-hold until local funding is available to match Federal Funding. The City of Scanlon applied for TAP funds (80/20 split) in 2015 to be included in the 2019 STIP. Carlton County will agree to be sponsoring agency to receive/disperse the federal funds.

Projects programmed for the 2020 Construction Season

SAP 009-611-003 **CSAH 11** **Length: 3.00 Mi**
Location: (3) From CSAH 8 to CSAH 6, 4 miles east of Barnum, MN.
Type of Work: Bituminous Surface, Aggregate Shoulders, Pavement Markings
Status: Programmed for 2020.
Contractor: Design by CCTD, Engineering Division
Remarks: This Project was added at the 5-Year Construction Program Public Hearing in 03/2009 by the County Engineer to maintain the integrity of the roadway system. This project is moved to the 2020 construction program since the grading project for this section of roadway was moved to the 2019 construction program.

Other Projects not scheduled or On-Hold

CP 009-106-003 **CR 106** **Length: 0.50 Mi**
Location: (1) From W 1/4 Sec 18-47-17 to NW Cor 18-47-17, 4.22 miles ESE of Mahtowa, MN.
Type of Work: Remove closed Bridge 92409; Construct Roadway-in-lieu (R-I-L) of Bridge
Status: Project On-Hold
Contractor: TBD
Remarks: The old bridge was removed in 2008 by County Forces. This project has been discussed with Blackhoof Township, Mahtowa Township and the State Aid office. Options are: to replace the bridge as a county bridge; turn the road back to the township and replace as a township bridge; construct a roadway-in-lieu to the north; leave as-is with the bridge removed and the two segments of CR 106 as dead end roads.

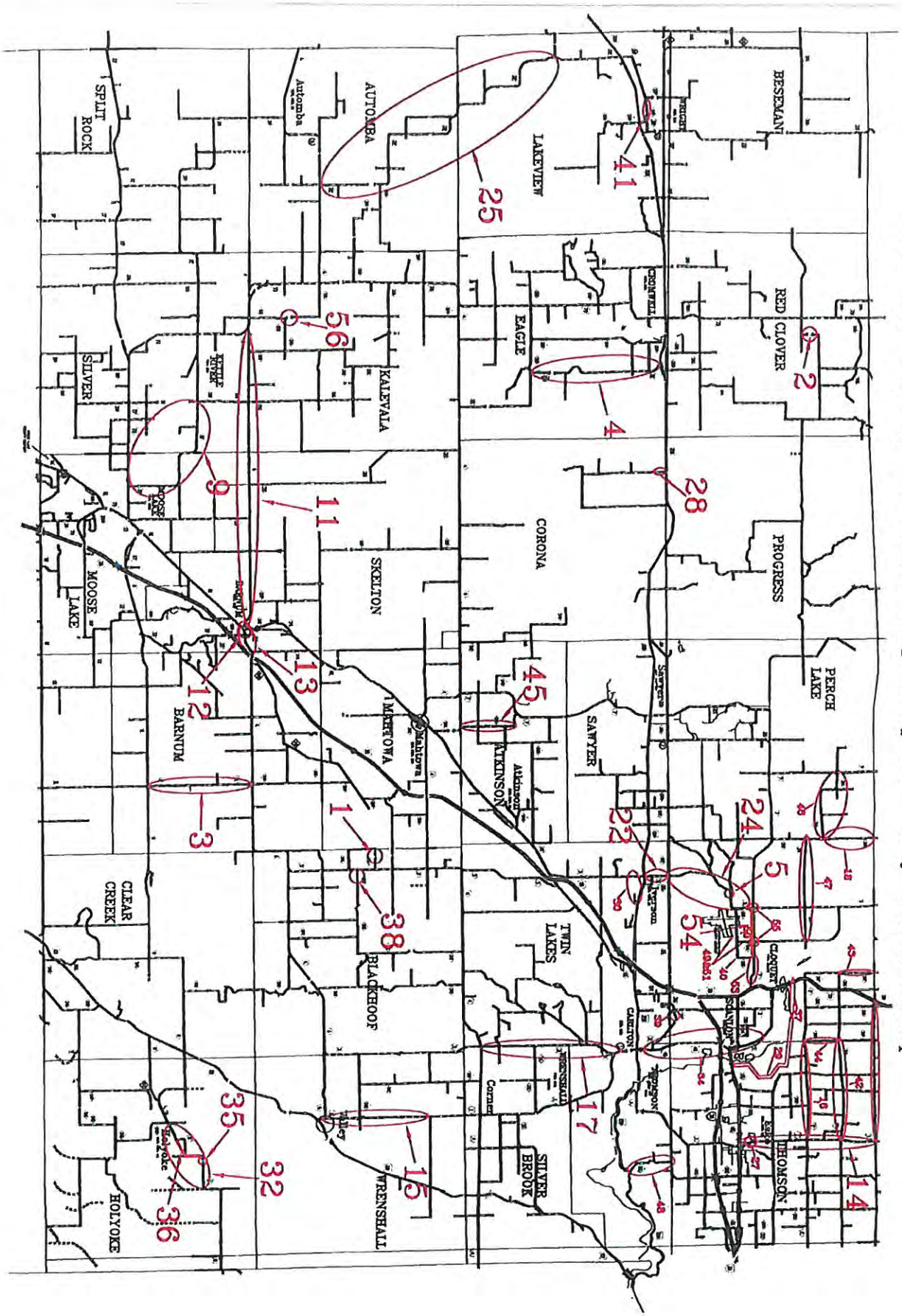
CP 009-114-007 **CR 114 (Lund Rd)** **Length: 2.50 Mi**
Location: (46) From CSAH 9 (Twin Lakes Rd) to CR 113 (Brookston Rd)
Type of Work: Grading, Aggregate Base, Bituminous Surfacing
Status: To be programmed when funding allows
Contractor: Design by CCTD
Remarks: Recent state legislation, adopted by the Carlton County Board of Commissioners, allows county boards to institute a ½ percent sales tax in the county to provide funding for local transportation projects. This county road has a grade with very poor drainage, overtops after rains and the bituminous surface is very poor with potholes, alligator cracking and large transverse cracking. The project was added by the County Engineer to maintain the integrity of roadway system.

CP 009-114-008 **CR 114 (Jarvi Rd (E/W) and Reservation Rd (N/S))** **Length: 3.80 Mi**
Location: (47) From CR 113 (Brookston Rd) to Lockling Rd in the City of Cloquet
Type of Work: Grading, Aggregate Base, Bituminous Surfacing
Status: To be programmed when funding allows
Contractor: Design by CCTD
Remarks: Recent state legislation, adopted by the Carlton County Board of Commissioners, allows county boards to institute a ½ percent sales tax in the county to provide funding for local transportation projects. This county road has a grade that overtops after rains and the bituminous surface is very poor condition. The project was added by the County Engineer to maintain the integrity of roadway system.

CP 009-151-003 **CR 151 (Jay Cooke Rd)** **Length: 1.25 Mi**
Location: (48) From TH 210 (in Jay Cooke State Park) to East Palkie Rd
Type of Work: Upgrade (full scope of work yet to be determined)
Status: To be programmed when funding allows
Contractor: Design by CCTD
Remarks: Recent state legislation, adopted by the Carlton County Board of Commissioners, allows county boards to institute a ½ percent sales tax in the county to provide funding for local transportation projects. This county road has a grade with very poor drainage, steep terrain and side slopes. Centerline culverts need to be inspected for potential replacements. The roadbed is in good shape, but we have a high cost per mile for maintenance. This section was on a previous County Bond list, if funding was available, but was not prioritized. The project was added by the County Engineer to maintain the integrity of roadway system.

CP 009-696-002 **CR 696 (St Louis River Rd)** **Length: 4.20 Mi**
Location: (46) From TH 33 to CSAH 1 (Canosia Rd)
Type of Work: Minor Grading, Aggregate Base, Bituminous Surfacing
Status: To be programmed when funding allows
Contractor: Design by CCTD
Remarks: Recent state legislation, adopted by the Carlton County Board of Commissioners, allows county boards to institute a ½ percent sales tax in the county to provide funding for local transportation projects. This county road has a grade with poor drainage, severe erosion on hills after heavy rains and must be bladed quite often to maintain the gravel surface. The roadbed has settled by the swamps. This section was on a previous County Bond list, if funding was available, but was not prioritized. The project was added by the County Engineer to maintain the integrity of roadway system.

SP 009-090-002 **St Louis River Trail (Phase III)** **Length: 0.80 Mi**
Location: (37) Chamber of Commerce Parking Lot to 0.59 mi E of TH 33 in Cloquet, MN.
Type of Work: Construct Bicycle/Pedestrian Trail
Status: Project On-Hold Pending Local match for Federal Funds.
Contractor: Design by City of Cloquet Engineer's Office
Remarks: Carlton County will act as fiscal agent for receipt and disbursement of Federal funding. This project was moved from 2011 and in front of Phase II of the trail because it is anticipated that this phase can be developed, permitted and constructed in a shorter timeline than Phase II. The City of Cloquet did the preliminary engineering work on this phase. Federal Project Memorandum has been approved. Final Plans have been approved. This phase of the project has been delayed as there is a shortage of local match dollars to the allocated Federal funds.



2015 Carlton County Construction Program Update - Project Location Map

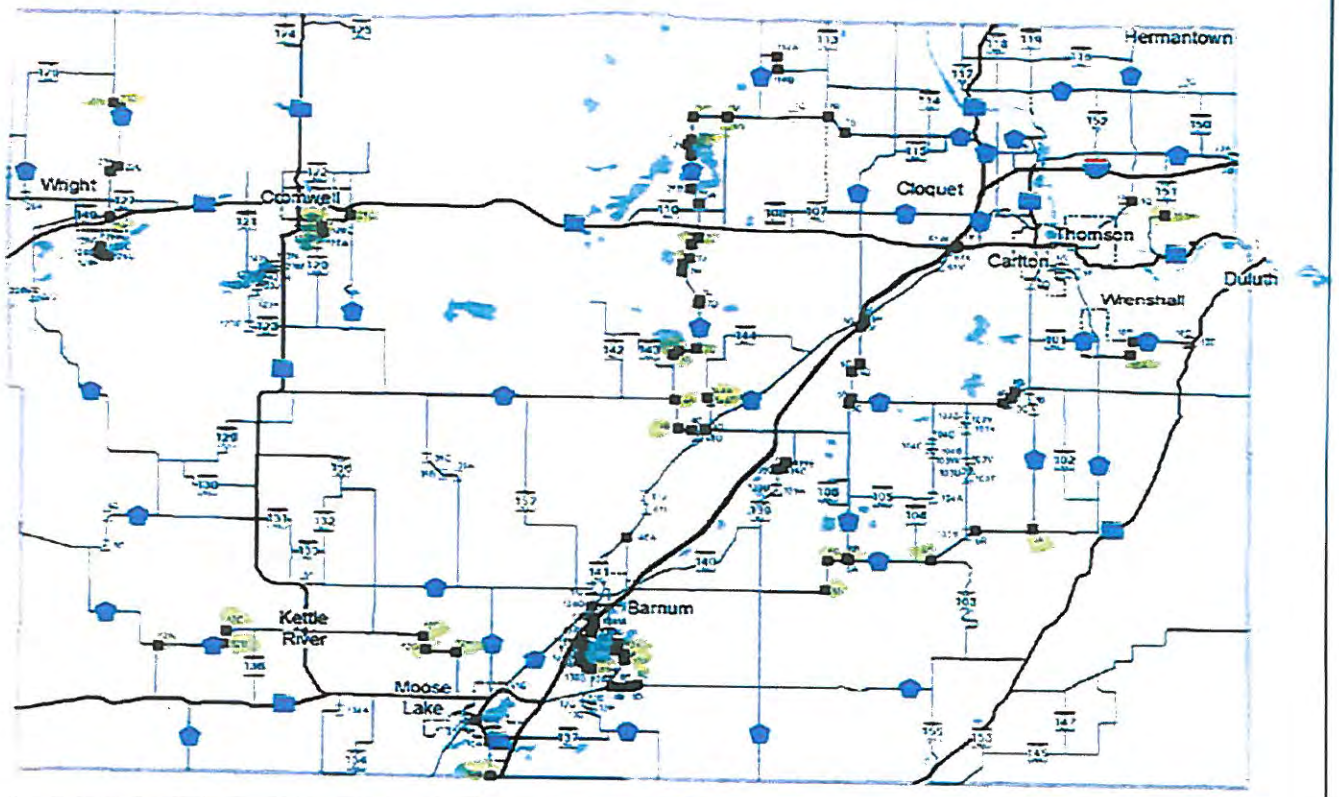
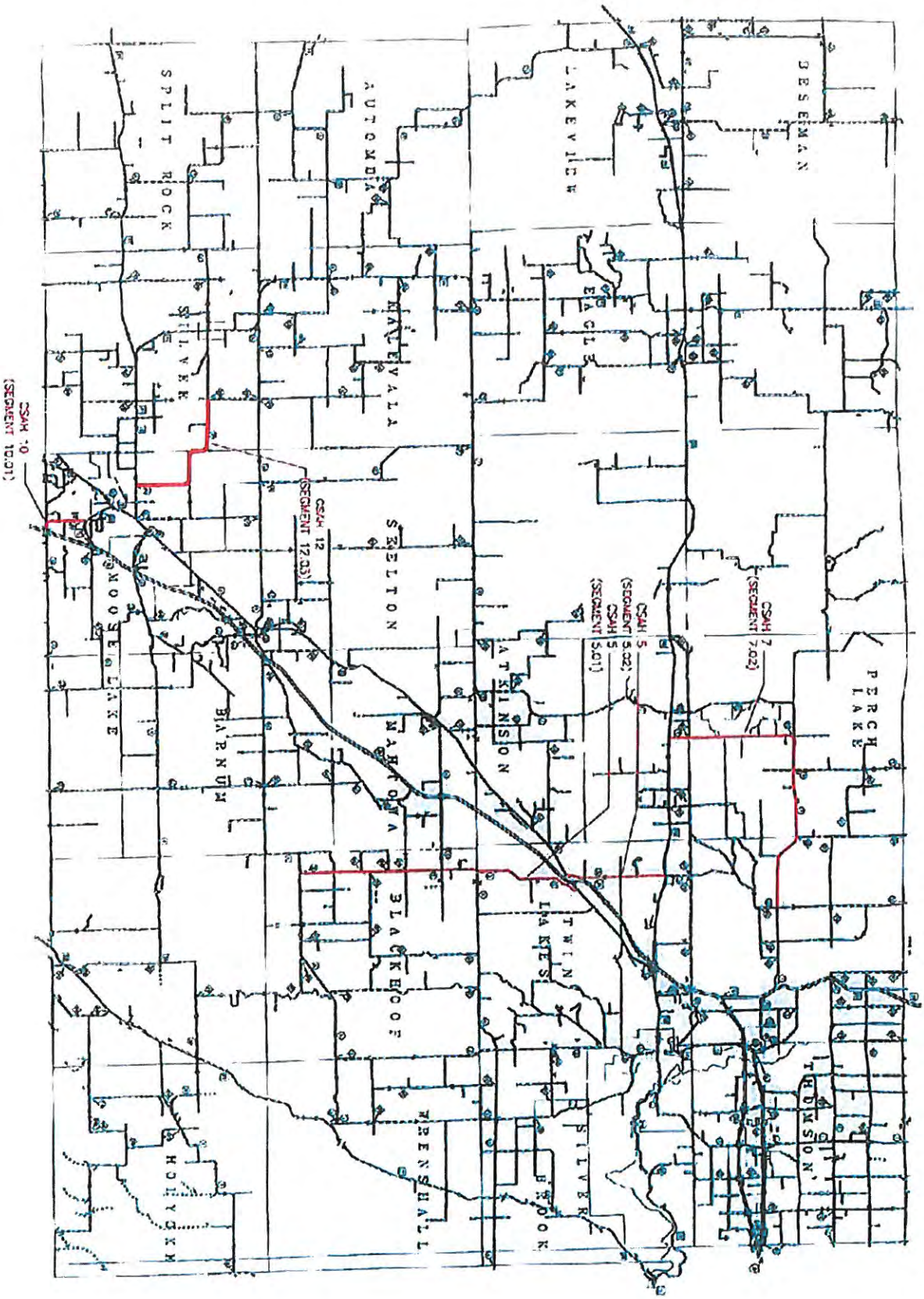


Figure 3-13
Carlton County Curve Project Map

CARLTON COUNTY 2016 WET-REFLECTIVE EDGE STRIPING (W/ST. LOUIS COUNTY)



Map Location	Project Number	Map Location	Project Number
1	009-106-003	34	009-603-034
2	009-599-023	35	009-608-017
3	009-611-002 & 003	36	009-608-018
4	009-621-003 & 004	37	009-090-002
5	009-605-021 (4885)	38	009-105-002 & 003
6		39	009-107-004 & 005
7		40	009-115-004
8		41	009-149-002 & 003
9	009-612-021	42	009-116-009
10		43	009-117-004
11	009-606-028 & 033	44	009-119-005
12	009-606-XX (09503)	45	009-144-006
13	009-606-032	46	009-114-007
14	009-601-049	47	009-114-008
15	009-601-050	48	009-151-003
16	009-602-020	49	009-114-006 & 009
~~17~~	009-603-033	50	009-115-002 & 005
18	009-113-002	51	009-115-003
19		52	009-696-002
20		53	009-607-024 & 025
21		54	009-090-004
22	009-605-009	55	009-607-023
23	009-605-022	56	009-598-016
24	009-605-024 & 025	57	
25	009-622-005 & 006		
26			
27	009-601-XX (09502)		
28	009-600-004		
29	009-090-003		
30	009-596-005		
31			
32	608-014 & 019 & 020		
33	009-123-007		

502.

Carlton County

Transportation

1630 County Road 61 ◆ Carlton MN 55718

HIGHWAY MAINTENANCE OPERATIONS

Work Completed May 1, 2015-May 27, 2015

1. Blacktop patching.
2. Sweeping streets.
3. Hauling Class 5 on County and Township Roads.
4. Preparing road projects funded by sales tax revenue ready for contractors.
5. Crack sealing.
6. Installing culverts.
7. Brushing along County Roads.
8. Preparing Johnson pit in Automba ready for crushing.
9. Cleaning up fallen trees along County Roads.
10. Grading County and Township Roads.
11. Patching with milling in front of salt shed in Barnum.
12. Removing intersection of Pfeifer Road and Highway 210.
13. Beaver control.

Mechanics' Duties

1. Repairing crack sealing equipment.
2. Maintaining and repairing summer equipment.
3. Repairing equipment at Transfer Station.
4. Maintaining motor pool equipment.

Carlton County Transportation Department
Revenues and Expenditures
May 26, 2015

Revenues - (Maintenance)	Year to Date	2015 Annual Budget	Over (Under) Annual Budget
Real Estate Taxes (estimated)	$1,122,787.50	$2,694,682.00	-$1,571,894.50
Work For Government	$259,217.63	$675,000.00	-$415,782.37
Work For Individuals	$3,930.92	$10,000.00	-$6,069.08
Permits	-$590.10	$9,000.00	-$9,590.10
Culvert, Map, Scrap Sales	$4,624.40	$11,000.00	-$6,375.60
Miscellaneous	$0.00	$30,000.00	-$30,000.00
Reimbursements/Refunds/Bldg Rent	$197,091.46	$382,000.00	-$184,908.54
Insurance Rebate	$23,085.00	$55,400.00	-$32,315.00
HACA, Disp. Red., RES/AG Credit	$103,800.00	$249,125.00	-$145,325.00
State Aid Maintenance	$788,766.25	$1,893,039.00	-$1,104,272.75
PERA Rate Increase Aid	$4,570.00	$10,970.00	-$6,400.00
Town Road Money	$213,150.00	$193,815.00	$19,335.00
Sub-Total Revenue	$2,720,433.06	$6,214,031.00	-$3,493,597.94

Expenditures - (Maintenance)	Year to Date	2015 Annual Budget	Over (Under) Annual Budget
Salaries & Benefits	$1,433,856.79	$3,628,383.00	-$2,194,526.21
Insurance / Unemployment / Bonds	$92,038.32	$232,891.00	-$140,852.68
Phone, Publications, Registr.	$17,676.37	$38,000.00	-$20,323.63
Utilities, Supplies, Safety	$85,075.41	$240,000.00	-$154,924.59
Contracts, Consultants	$42,072.09	$536,440.00	-$494,367.91
Gravel, Asphalt, Culverts, Salt	$55,106.85	$620,000.00	-$564,893.15
Brush & Weed, Road Signs	$29,966.38	$110,000.00	-$80,033.62
Vehicle Maintenance/Supplies	$377,771.84	$1,165,000.00	-$787,228.16
Mobile Equipment	$84,281.32	$480,000.00	-$395,718.68
Furniture, Building Repairs	$7,110.81	$80,000.00	-$72,889.19
Right-of-Way/Land Acquisition	$81,477.75	$10,000.00	$71,477.75
Townships, Refunds, Licenses	$181,841.62	$178,800.00	$3,041.62
Sub-Total Expenditures	$2,488,275.55	$7,319,514.00	-$4,831,238.45
Net - County Funds	$232,157.51	-$1,105,483.00	
County Construction			
Construction Revenues	$2,665,141.49	$4,861,536.00	$2,196,394.51
Construction Engineering Revenues	$15,770.55	$0.00	
Construction Expenses	$1,488,185.55	$3,756,053.00	$2,267,867.45
Net - County Const.	$1,192,726.49		
Total 2015 Revenues	$5,401,345.10	$11,075,567.00	-$1,297,203.43
Total 2015 Expenditures	$3,976,461.10	$11,075,567.00	-$2,563,371.00
Difference	$1,424,884.00		

Carlton County Transp. Dept
Revenues and Expenditures
May 26, 2015

Revenues	May	Year to Date 2015	Annual Budget
5001 Property Taxes	$ 217,723.50	$ 1,088,618	$ 2,612,682
5004 Property Taxes Delinquent	$ 6,667.00	$ 33,335	$ 80,000
5060 Mobile Home Current	$ 167.00	$ 835	$ 2,000
5215 State Shared Disperity Aid		$ -	$ -
5216 State Shared Homestead and Agricultural Credit Aid (estimated)	$ 20,760.00	$ 103,800	$ 249,125
5228 PERA Rate Increase Aid (estimated)	$ 914.00	$ 4,570	$ 10,970
5270 State Aid - Maintenance ($1,893,039/yr)	$ 157,753.25	$ 788,766	$ 1,893,039
5275 State Aid - Construction		$ 2,878,291	$ 5,055,351
5275 State Aid - Construction - Engineering		$ 15,771	
5401 Permits- Transp, Access, Weight	$ 320.00	$ (590)	$ 9,000
5475 Snowplowing/Grading Gvmnts	$ 8,131.22	$ 259,216	$ 675,000
5476 Snowplowing/Grading Individuals	$ 125.00	$ 3,931	$ 10,000
5811 Rents - AEOA	$ 585.00	$ 2,340	$ 22,000
5839 Ca CI sales, Late Fees, Misc.		$ -	$ 30,000
5840 Intra-County Billing; reimbursemnts	$ 38,178.91	$ 194,761	$ 360,000
5841 PC/WC Insurance Rebate ($55,400/yr)	$ 4,617.00	$ 23,085	$ 55,400
5912 Sale of Scrap Metal		$ -	$ 1,000
5913 Sale of Maps, Mailbox Posts & Scrap	$ 61.00	$ 213	$ 6,000
5914 Sale of Culverts		$ 4,411	$ 4,000
Road & Bridge Revenues	**$ 456,002.88**	**$ 5,401,345**	**$ 11,075,567**
Expenditures	**May**	**Year to Date 2015**	**Annual Budget**
6102 Salaries - full time	$ 250,002.07	$ 906,475	$ 2,260,434 ← 3 PAY DAYS IN MAY
6103 Salaries - part time	$ 10,562.70	$ 10,563	$ 42,000
6105 Overtime pay	$ 7,913.11	$ 24,501	$ 110,000
6106 Overtime - temporary	$ 323.82	$ 324	$ 1,500
6152 Employee group insurance (852,000/year)	$ 71,000.00	$ 355,000	$ 852,000
6162 PERA County share	$ 19,336.14	$ 69,234	$ 177,783
6172 FICA & Medicare - county share	$ 19,616.81	$ 67,761	$ 184,666
6173 Unemployment		$ -	$ 12,000
6203 Telephone	$ 1,081.76	$ 4,591	$ 16,000
6242 Legal advertising	$ 90.10	$ 674	$ 2,000
6246 Registration fees	$ 2,593.59	$ 12,411	$ 20,000
6248 Licenses		$ 183	$ 1,000
6254 Gas, Oil, Steam	$ 4,731.77	$ 42,128	$ 120,000
6271 Road Contracts - State Aid	$ 654,220.08	$ 1,489,186	$ 3,756,053
6272 Road Contracts - County	$ 614.00	$ 4,085	$ 220,000
6285 Brush & Weed Control		$ -	$ 45,000
6293 Consulting Fees	$ 5,873.00	$ 30,367	$ 300,000
6305 Repairs to Buildings		$ 7,111	$ 80,000
6307 Maintenance Service Contracts	$ 5,633.38	$ 7,620	$ 16,440
6353 Liability Insurance ($220,891/yr)	$ 18,408.00	$ 92,038	$ 220,891
6404 Data processing supplies		$ -	$ -
6412 General operating supplies	$ 3,628.74	$ 17,325	$ 55,000
6413 Computer software		$ 6,338	$ 22,000
6415 Uniforms	$ 554.10	$ 3,068	$ 6,000
6419 Safety equipment	$ 3,761.41	$ 10,408	$ 22,000
6499 Road signs & Pavement Striping	$ 3,849.74	$ 29,966	$ 65,000
6501 Engineering supplies	$ 1,494.06	$ 5,809	$ 15,000
6510 Road material - gravel		$ -	$ 120,000
6515 Road material - culverts	$ (25.04)	$ 2,771	$ 100,000
6516 Road material - asphalt	$ 4,602.30	$ 13,353	$ 100,000
6517 Calcium chloride		$ -	$ 100,000
6525 Salt & Sand		$ 38,983	$ 200,000
6563 Fuel & lubrication	$ 15,560.25	$ 182,180	$ 825,000
6598 Vehicle tires	$ 489.95	$ 53,385	$ 40,000
6599 Vehicle parts	$ 18,861.05	$ 142,207	$ 300,000
6601 Buildings		$ -	$ -
6602 Mobile equipment	$ 60,281.32	$ 84,281	$ 480,000
6605 Land Purchases		$ -	$ -
6615 Right of way easements / Wetland Credits	$ 27,372.25	$ 81,478	$ 10,000
6802 Remitted to Townships		$ 181,609	$ 173,000
6806 Refunds/Reimbursements		$ 50	$ 4,800
Road & Bridge Expenditures	**$ 1,212,430.46**	**$ 3,976,461**	**$ 11,075,567**