



## AGENDA

### *PINE COUNTY BOARD REGULAR MEETING*

District 1	Commissioner Hallan
District 2	Commissioner Mohr
District 3	Commissioner Chaffee
District 4	Commissioner Mikrot
District 5	Commissioner Ludwig

**Tuesday, May 7, 2019, 10:00 a.m.**  
**Board Room, Pine County Courthouse**  
**Pine City, Minnesota**

- A) Call meeting to order
- B) Pledge of Allegiance
- C) Public Forum. Members of the public are invited to speak. After being recognized by the Chair, each speaker should state his/her name and limit comments to three (3) minutes.
- D) Adopt Agenda
- E) Approve Minutes of April 16, 2019 county board meeting and Summary for publication
- F) Approve Minutes of the April 23, 2019 Special Meeting-Committee of the Whole (body/squad cameras)
- G) Approve Minutes of the April 30, 2019 Special Meeting-Committee of the Whole (DNR)
- H) Minutes of Boards, Reports and Correspondence
  - Pine County Chemical Health Coalition Minutes – April 8, 2019
  - Pine County HRA Senior Housing Regular Meeting Minutes – February 27, 2019
  - Pine County Land Surveyor Monthly Report – April 2019
  - Senator Rarick letter Recognizing Project RISE – April 2019
- I) Approve Consent Items

### **CONSENT AGENDA**

The consent agenda is voted on without any discussion. Any commissioner may request an item be removed and added to the regular agenda.

1. **April 2019 Disbursements**  
Consider approval of Disbursements Journal Report, April 1, 2019 – April 30, 2019.
2. **Application for Premises Permit**  
Consider Application for Premises Permit for Pokegama Lake Association to conduct lawful gambling at Bear Creek Tavern, 39109 State Hwy. 48, Hinckley, MN (Arlone Township) beginning June 1, 2019.
3. **Application for Exempt Permit**  
Consider the Applications for Exempt Permit for the Minnesota Sokol Camp Association to conduct

Minnesota lawful gambling on August 11, 2019 at Minnesota Sokol Camp, 19201 Woodland Acres So., Pine City, MN (Chengwatana Township) AND for the Pine County Thunderin' Toms Chapter of National Wild Turkey Federation to conduct Minnesota lawful gambling on June 2, 2019 at Wings North, 19379 Homestead Road, Pine City, MN (Pokegama Township).

4. **Transfer of Missing Heir Assets**

Consider removal of the restriction on \$14,361.22 within the missing heirs account.

5. **DOC Caseload/Workload Reduction Grant**

Consider DOC Caseload/Workload Subsidy for fiscal years 2020 and 2021 in the amount of \$59,481 per fiscal year and authorize Board Chair and County Administrator to sign Grant Agreement. There are no county dollars utilized for this program.

6. **DOC REAM Grant**

Consider DOC REAM (Remote Electronic Alcohol Monitor) grant funds in the amount of \$6,500 for each of the next two fiscal years, and authorize Board Chair and County Administrator to sign Grant Agreement. There are no county dollars utilized for this program.

7. **Joint Powers Agreement – Work Release Services**

Consider approval of a Joint Powers Agreement between the State of Minnesota, through its Commissioner of Corrections, Department of Corrections, Work Release Unit. The term of the agreement is July 1, 2019 through June 30, 2020. The State to pay \$55 per day, per state offender, not to exceed \$50,000. Authorize Board Chair and County Administrator to sign the Joint Powers Agreement.

8. **2020-2022 Assessment Contracts**

Consider approval of assessment agreements for the following jurisdictions: Birch Creek Township, Bruno Township, Chengwatana Township, Clover Township, Crosby Township, Danforth Township, Dell Grove Township, Fleming Township, Kerrick Township, Kettle River Township, Munch Township, Nickerson Township, Ogema Township, Park Township, Pine Lake Township, Pokegama Township, Sturgeon Lake Township, Windemere Township, Askov City, Bruno City, Denham City, Finlayson City, Henriette City, Hinckley City, Kerrick City, Pine City, Rutledge City, Sandstone City, Sturgeon Lake City, and Willow River City and authorize Board Chair and County Administrator to sign. These agreements represent a \$.25 per parcel increase in the second year of each agreement. The cities of Sandstone and Finlayson see no increase. This brings these two jurisdictions in line with the other jurisdictions that are similar in size to them.

9. **Personnel (Promotion)**

Authorize the promotion of Eligibility Worker Michelle Morgan to Financial Assistance Supervisor II, effective May 13, 2019, \$31.18 per hour (Grade 14), contingent upon background check.

10. **New Hire**

- A. Consider the hiring of Carrie Reeves, social worker, effective May 8, 2019, \$23.98 per hour. Grade 10, Step 1, contingent upon background check.
- B. Authorize the hiring of five (5) temporary Watercraft Inspectors, effective May 9, 2019 as identified below:
  - i. Jay Kaelberer, \$14 per hour
  - ii. Brian Rippey, \$14 per hour
  - iii. Kelly Saumer, \$12 per hour
  - iv. Robert Sunstrom, \$15 per hour
  - v. Kellie Theisen, \$13 per hour

- C. Authorize the hiring of Alena Wallin as an Aquatic Invasive Species (AIS) and Land Use Intern, effective May 9, 2019, \$13 per hour.

11. **Training**

- A. Consider Deputy Assessor Troy Stewart, Property Appraiser Karen Stumne, and Sr. Property Appraiser Jenny Christensen to attend the Minnesota Association of Assessing Officer's Summer Seminars, May 22-23, 2019 in St. Cloud Minnesota. Cost: \$200 per person (including meals), county vehicle will be used. Total Cost: \$600. Funds are available in the 2019 Assessor's office budget.
- B. Consider Senior Agent Amber Chase to attend the 2019 Montana Summer Institute, June 25-28, 2019, in Big Sky, Montana. No financial impact to the county as lodging, airfare, registration and meals are covered by the Coalition's P & I Grant.
- C. Consider County Assessor-Recorder Lorri Houtsma to attend the Minnesota Association of County Officers (MACO) Summer Conference, June 10-11, 2019 in Brainerd. Registration: \$100, Meals/Mileage: \$220. Total Cost: \$320. Funds are available in the 2019 Recorder's office budget.
- D. Consider Child Support Supervisor Jodi Blesener to attend the National Child Support Enforcement Association's (NCSEA) Annual Leadership Symposium and the NCSEA's U Class of 2019, August 11-15, 2019 in Minneapolis. Registration: \$674; Meals \$80; Accommodations \$790. Total cost: \$1,544. Funds are available in the 2019 Health & Human Services budget.
- E. Consider Fiscal Supervisor Michelle Kelash to attend the Minnesota Association of Assessing Officers (MCHSA) Conference, June 23-26, 2019, at Madden's on Gull Lake. Registration: \$75; Lodging and meals \$753; Mileage \$114. Total cost: \$942. Funds are available in the 2019 Health & Human Services budget.

**REGULAR AGENDA**

1. **Retirement**

- A. Recognition of Child Support Officer Pam Ward's retirement and over 29 years of service to Pine County.
- B. Recognition of Public Health Supervisor Lori Fore's retirement and over 33 years of service to Pine County.

2. **Technology Committee Report**

The Technology Committee met on April 23, 2019. (Minutes attached). No board action necessary. Provided for information only.

3. **Facilities Committee Report**

The Facilities Committee met May 1, 2019 and made the following recommendations (Minutes attached).

- A. Approve entering into a Purchase Agreement with the City of Sandstone for the sale of the John Wright Building, including the following terms:
- |                |  |
|----------------|--|
| Sale Price:    | \$125,000  |
| Payment Terms: | \$1,000 with the Purchase Agreement, \$24,000 at closing, and \$10,000/year starting July 1, 2020 and continuing July 1st of each year for a total of five annual payments and a \$50,000 balloon payment at the end of the 5th year.  |
| Closing Date:  | September 16, 2019 or as otherwise agreed by the parties.  |
| Inspection:    | The City has the right to inspect the building to satisfy itself as to the building condition. The inspection shall be completed within 45 days of acceptance of the purchase agreement and the city shall share a copy of any inspection report with the county upon request. |
| Survey:        | The county shall survey and split the lot to the north and east of the   |

building (PID 45.558.7000) and convey the south portion of the lot to the city along with the building.

The county attorney to draft a Purchase Agreement and include such other terms and provisions as necessary and authorize the Board Chair and County Administrator to sign.

**4. Midwest Medical Examiner's Office Annual Report**

Dr. A. Quinn Strobl, Medical Examiner for Pine County, will present the Medical Examiner's 2018 annual report for Pine County.

**5. Emergency Medical Services Proclamation**

Consider approval of Resolution 2019-23 designating the week of May 19-25, 2019 as Emergency Medical Services Week. Authorize Board Chair and County Administrator to sign.

**6. Special Meeting-Committee of the Whole (Road Tour)**

Schedule a special meeting for a road tour, May 14, 2019, 10:30 a.m., John Wright Building conference room, 130 Oriole Avenue, Sandstone, and then tour of roads in northern Pine County.

**7. Commissioner Updates**

Arrowhead Counties Association  
Extension Committee  
Rush Line Task Force  
Courthouse Security Committee  
Snake River Watershed Joint Powers Board  
Snake River Watershed Special Meeting—1W1P  
Cancelled: Lower St. Croix 1W1P Policy Committee  
East Central Regional Development Commission  
Cancelled: NLX  
HRA meeting  
Mill Site Redevelopment Committee  
Soil & Water Conservation District  
Trends in Underage Drinking Presentation sponsored by the Chemical Health Coalition  
Central Minnesota Council on Aging  
Other

**8. Other**

**9. Upcoming Meetings (Subject to Change)**

- a. **Pine County Board Meeting, Tuesday, May 7, 2019, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- b. **Kanabec County Board, Wednesday, May 8, 2019, 9:00 a.m.**, Kanabec County Courthouse 18 North Vine, Mora, Minnesota.
- c. **Pine County Zoning Ordinance Public Meeting, Thursday, May 9, 2019, 6:30 p.m.**, Board Room, Courthouse, Pine City, Minnesota
- d. **East Central Solid Waste Commission, Monday, May 13, 2019, 9:00 a.m.**, 1756 180<sup>th</sup> St., Mora, Minnesota.
- e. **East Central Regional Library, Monday, May 13, 2019, 9:30 a.m.**, Mora Public Library (200 Maple Ave. W, Mora, Minnesota.
- f. **Pine County Chemical Health Coalition, Monday, May 13, 2019, 3:00 p.m.**, East Central High School, Finlayson, Minnesota.

- g. **Pine County Zoning Ordinance Public Meeting, Monday, May 13, 2019, 6:30 p.m.,** Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota.
- h. **Personnel Committee, Tuesday, May 14, 2019, 9:00 a.m.,** John Wright Building Conference Room, 130 Oriole Avenue, Sandstone, Minnesota.
- i. **Special Meeting-Committee of the Whole (Road Tour), Tuesday, May 14, 2019, 10:30 a.m.,** John Wright Building Conference Room, 130 Oriole Avenue, Sandstone, Minnesota and will then continue with a road tour in northern Pine County.
- j. **Arrowhead Counties Association, Wednesday, May 15, 2019, 6:00 p.m.,** Hampton Inn, Duluth, Minnesota.
- k. **Snake River Watershed Meeting, Monday, May 20, 2019, 9:00 a.m.,** Kanabec County Courthouse, 18 North Vine, Rooms 3&4, Mora, Minnesota.
- l. **Lakes & Pines, Monday, May 20, 2019, 10:00 a.m.,** 1700 Maple Avenue E, Mora, Minnesota.
- m. **Pine County Board Meeting, Tuesday, May 21, 2019, 10:00 a.m.** Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota.

**10. Adjourn**