

PINE COUNTY BOARD MEETING
Minutes of Organizational Meeting
Tuesday, January 6, 2015, 1:00 p.m.
Public Health Building, Sandstone, Minnesota.

Acting County Administrator Mark LeBrun called the meeting to order at 1:00 p.m. Commissioners Steve Hallan, Josh Mohr, Steve Chaffee, Curt Rossow and Matt Ludwig were present, along with County Attorney Reese Frederickson.

The Pledge of Allegiance was said.

Acting County Administrator LeBrun welcomed Commissioner Mohr, County Attorney Frederickson, Sheriff Nelson and Chief Deputy Widenstrom.

Acting County Administrator LeBrun called for nominations for Chair.

Commissioner Chaffee nominated Commissioner Hallan for Chair. Second by Commissioner Rossow. With no further nominations, a unanimous white ballot was cast to elect Commissioner Hallan as Chair. Commissioner Hallan was unanimously elected as Chair.

Chair Hallan called for nominations for Vice-Chair.

Commissioner Ludwig nominated Commissioner Chaffee for Vice-Chair. Second by Commissioner Rossow. With no further nominations, a unanimous white ballot was cast to elect Commissioner Chaffee as Vice-Chair. Commissioner Chaffee was unanimously elected as Vice-Chair.

Chair Hallan called for public comment. There was no public comment.

Chair Hallan requested the following revisions to the Agenda:

1. Correction to Consent Agenda 8B: investigator pay and step
2. Cancellation of January 7, 2015 Facilities Committee meeting
3. Move Consent Agenda Item 8A, appt of Chief Deputy, to the Regular Agenda 1A

Commissioner Ludwig moved to adopt the amended Agenda. Second by Commissioner Chaffee. Motion carried 5-0.

Chair Hallan announced the following Board and Committee assignments for 2015:

Outside Boards and Committees	2015 Representative	2015 Alternate
AMC Committee – Environment & Natural Resources	Mohr	
AMC Committee – General Government	Rossow	
AMC Committee – Health & Human Services	Chaffee	
AMC Committee – Public Safety Policy Committee	Hallan	
AMC Committee – Transportation & Infrastructure	Ludwig	

AMC Committee – Indian Affairs Advisory Council	Rossow	
Arrowhead Counties Association (ACA)	All	
Association of Minnesota Counties (AMC)	All	
Central MN Jobs and Training Service	Hallan	Ludwig
Central Regional EMS Committee	Ludwig	Rossow
East Central Regional Development Commission (ECRDC)	Hallan	Rossow
East Central Regional Juvenile Center (ECRJC) Advisory Committee	Ludwig	Rossow
East Central Regional Library	Chaffee	Mohr
East Central Solid Waste Commission (ECSWC)	Hallan	Ludwig
Extension Committee	Chaffee/Mohr	
Fiber-Optic Joint Power Board	Hallan	Mohr
GPS 45:93 Joint Powers Board	Hallan	Mohr
Kanabec/Pine Board of Health (CHB) *3 members in even years; *2 members in odd	Hallan/Chaffee	Ludwig
Lakes and Pines Community Action Council (CAC)	Rossow	Hallan
Law Library	Mohr	Chaffee
NE MN Regional Radio Board	Hallan	Rossow
NLX	Ludwig	Chaffee
Rush Line Corridor Task Force	Mohr	Chaffee
Snake River Watershed Joint Powers Board	Mohr	Hallan
Soil & Water Conservation District Liaison	Ludwig	Mohr

County Established Committees	2015 Appointment	2015 Alternate
Budget Committee	All	
Facilities Committee	Ludwig/Mohr	
GIS Committee	Hallan/Mohr	
Government Operations	Ludwig/Rossow	
Investment Committee	Ludwig/Hallan	
Land/Zoning Advisory Committee	Chaffee/Rossow	
Legislative Committee	All	
Methamphetamine Task Force	Ludwig/Rossow	
Negotiations (Labor Relations) Committee	Chaffee/Rossow	
Personnel Committee	Chaffee/Rossow	Ludwig
Technology Committee	Hallan/Mohr	
Transportation Committee	Hallan/Rossow	

Other Appointments	2015 Appointment	
Equal Employment Opportunity Coordinator required by section 3.2 of the County Policy and Procedure Manual	Matt Christenson	
AMC Delegate Appointments (county is authorized 1 delegate for each commissioner and three additional delegates)	Steve Hallan Josh Mohr Steve Chaffee Curt Rossow	Matt Ludwig Mark LeBrun Becky Foss David Minke

After discussion, the 2015 Board of Commissioners regular meetings were set as follows:

- The meetings on the **first Tuesday** of the month begin at **10:00 a.m.** and are held at the **Public Health Building in Sandstone.**
- The meetings on the **third Tuesday** of the month begin at **10:00 a.m.** and are held at the **Board Room, Pine County Courthouse in Pine City.**

2015 County Board regular meeting dates are set as follows:

January 6th (regular/organizational meeting was held 1:00 p.m.)
 January 20th (all meetings this date and forward will be held at 10 a.m.)
 February 3rd and 17th
 March 3rd and 17th
 April 7th and 21st
 May 5th and 19th
 June 2nd and 16th
 July 7th and 21st
 August 4th and 18th
 September 1st and 15th
 October 6th and 20th
 November 3rd and 17th
 December 1st and 15th

Board of Equalization, June 15, 2015, 6:00 p.m., Pine County Courthouse, Board Room, Pine City.

Truth in Taxation, December 3, 2015, 7:00 p.m., Pine County Courthouse, Board Room, Pine City.

Committee Meetings. All are in the Pine County Courthouse, Commissioners Conference Room, Pine City, Minnesota.

Personnel 2nd Tuesday at 9:00 a.m.
 Facilities 1st Wednesday at 9:00 a.m.
 Technology 3rd Tuesday at 8:30 a.m.

All meetings subject to change. Contact the County Administrator's Office for further information.

Motion by Commissioner Ludwig to accept the 2015 Board and Committee assignments and county board regular meeting schedule. Second by Commissioner Chaffee. Motion carried 5-0.

Commissioner Rossow moved to approve the Minutes of the December 16, 2014 county board meeting and Summary for publication. Second by Commissioner Chaffee. Motion carried 5-0.

Commissioner Chaffee moved to approve the Minutes of the December 30, 2014 special county board meeting. Second by Commissioner Ludwig. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

East Central Regional Library Board Minutes – October 13, 2014

Pine County HRA Senior Housing – November 18, 2014

Pine County Land Surveyor Monthly Report – December 2014

Commissioner Ludwig moved to acknowledge the Minutes of Boards, Committees and Correspondence. Second by Commissioner Mohr. Motion carried 5-0.

Commissioner Rossow moved to approve the amended Consent Agenda. Second by Commissioner Ludwig. Motion carried 5-0.

CONSENT AGENDA

1. December, 2014 Disbursements

Disbursements Journal Report, December 1, 2014 – December 31, 2014

2. Applications for Abatement

Approve:

Thomas LaBathe, 88952 Sturgeon Island Road, Sturgeon Lake, PID 33.0700.000, pay 2014

Carly Storebo, 4582 Main St., Bruno, PID 36.5093.000, pay 2014

Viaene Rental Properties, 120 Lark St., Sandstone, PID 45.5225.000, pay 2014

James and Anna Reiser, 339 Fawn Meadows Way NE, Pine City, PID 42.6041.000, pay 2014

David Mortensen, 68953 Beaver Tail Rd., Askov, PID 25.0075.000, pay 2014

Merlin and Patricia Ladd, 31960 Eddy Rd., Hinckley, PID 10.0137.001, pay 2014

Phyllis Wood, 7344 Main St., Rutledge, PID 44.5062.000, pay 2014

Jerome Thompson, 18357 Lakeview Loop, Pine City, PID 28.8900.003, pay 2014

Nancy Black, 18345 Lakeview Loop, PID 28.8900.001, pay 2014

3. Application for Exempt Permit

Approve Application for Exempt Permit for the Pine County Thunderin' Toms Chapter of the National Wild Turkey Federation to conduct Minnesota lawful gambling on April 18, 2015 at Tank's Tavern, 39109 State Hwy. 48, Hinckley, MN (Arlone Twp).

4. Resolution for Repurchase of Tax Forfeited Land

Approve Resolution 2015-02 for Repurchase of Tax Forfeited Land-10 year contract, Jilane Vinar, PID 17.5047.000, 17.5048.000, 17.5049.000 and authorize Board Chair and County Auditor to sign.

5. 2015-16 Trails Assistance Program Grant Agreements (Grant-In-Aid)

Approve Resolution 2015-03 Sponsorship of Grant-in-Aid Recreational Trails (2015-2016) and authorize Board Chair and County Administrator to sign.

6. Solid Waste Officer Appointment

Approve appointment of Ed Melzark as Pine County's Solid Waste Officer.

7. 2015 Waste Hauler Licenses

Approve 2015 waste hauler licenses for the following: East Central Sanitation-Cambridge, Jim's Mille Lacs Disposal-Milaca, Jones Construction-Pine City, Mille Lacs Band of Ojibwe-Onamia, and Tri Township Disposal District-Sandstone and authorize Board Chair to sign.

8. Personnel

A. Item moved to Regular Agenda 1A.

B. Approve promotion of Deputy Sheriff Chad Layon to Investigator, effective January 25, 2015, \$26.69 per hour, step 6.

9. New Hire

A. Approve the hiring of .4 FTE Probation Agent Ravi Roelfs effective December 17, 2014, step 1, \$19.00 per hour.

B. Approve the hiring of part-time Corrections Officer Benjamin Jahnz, effective January 7, 2015, pending completion of pre-employment screenings, \$16.04 per hour, B-23.

C. Approve the hiring of part-time Corrections Officer Andrea Stephani, effective January 7, 2015, pending completion of pre-employment screenings, \$16.04 per hour, B-23.

10. Training

A. Approve Sheriff-Elect Jeff Nelson to attend New Sheriff School, January 25-30, 2015, Oak Ridge Conference Center, Chaska. Registration fee (inclusive of hotel): \$1,395.

B. Approve Paul Widenstrom to attend New Chief Deputy School, February 15-20, 2015, Oak Ridge Conference Center, Chaska. Registration fee (inclusive of hotel): \$1,395.

REGULAR AGENDA

1. Request for Bids for Official Publication for 2015

Acting County Administrator Mark LeBrun presented sealed bids which were opened January 5, 2015 for the publication of the financial statement, proceedings of the County Board and such other notices as required by law. Franklin Newspapers Inc. dba Hinckley News presented a bid of \$7.25 per column inch for the first publication. Hinckley News will subcontract to the Pine County Courier, Askov American and Pine City Pioneer these legal publications. The Pine City Pioneer presented a bid of \$7.45 per column inch for the second publication.

Motion by Commissioner Chaffee to award the first publication of the financial statement, proceedings of the County Board and such other notices as required by law to Franklin Newspapers Inc. dba Hinckley News at \$7.25 per column inch and the second publication of the financial statement and other such notices to the Pine City Pioneer at \$7.45 per column inch. Second by Commissioner Rossow. Motion carried 5-0.

1A. Appointment of Chief Deputy Sheriff.

Motion by Commissioner Ludwig to appoint Paul Widenstrom as Chief Deputy Sheriff. Second by Commissioner Chaffee. Motion carried 5-0. Congratulations were extended to Chief Deputy Widenstrom.

2. **90-Day Accrual Period**

County Auditor-Treasurer Cathy Clemmer stated in 2014 the county board changed the accrual period from 90 days to 60 days in anticipation of completing and submitting our annual audit at an earlier date. Clemmer stated this created additional work and did not accelerate the payment from the State of Minnesota. Clemmer requested to return to the 90-day accrual period, stating we will still receive the report prior to September 30th.

Motion by Commissioner Ludwig to approve Resolution 2015-04 Setting 90-day Accrual Period and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

3. **Extension Committee Appointment**

Motion by Commissioner Ludwig to take from the table the Extension Committee Appointment. Second by Commissioner Chaffee. Motion carried 5-0

Motion by Commissioner Chaffee to make the following appointment/reappointment to the Pine County Extension Committee for a three-year term, January 1, 2015 through December 31, 2017: reappointment of Linda Defenbaugh as District 1 representative, appointment of Mitch Pangerl as District 2 representative. Second by Commissioner Mohr. Motion carried 5-0.

4. **Board of Adjustment Appointment**

Motion by Commissioner Mohr to appoint Gary Valvoda to the board of Adjustment as representative of District 2, term January 8, 2015 through December 31, 2015. Second by Commissioner Rossow. Motion carried 5-0.

5. **East Central Regional Library Appointment**

Motion by Commissioner Chaffee to reappoint Carol Goddard as a trustee to the East Central Regional Library Board for a third term, January 1, 2015 through December 31, 2017. Second by Commissioner Ludwig. Motion carried 5-0.

6. **Lead County Agreement with Mille Lacs Band HHS**

Health and Human Services Director Becky Foss stated in 2012 a Lead County Agreement with the Mille Lacs Band was entered into which allowed the Mille Lacs Band to charge a \$30 per day administrative cost for each child in foster care placed in a Mille Lacs Band foster home. Foss stated concerns as to placement and billing practices and requested the Agreement be cancelled. County Attorney Frederickson commented an audit could be requested-- Foss stated requests have been made for records but not received. The current Agreement is valid until September 30, 2015 with an automatic renewal until action is taken to either end or amend the agreement.

Motion by Commissioner Rossow to end the Lead County Agreement with Mille Lacs Band of Ojibwe Health and Human Services. Second by Commissioner Ludwig. Motion carried 5-0.

7. **Governor's Task Force – Child Protection Services**

Health and Human Services Director Becky Foss disseminated a copy of the December 2014 Governor's Task Force Initial Recommendations on the Protection of Children. Child Protection Supervisor Beth Jarvis provided an overview of the Recommendations. Final recommendations from the Task Force are due by the end of March 2015.

8. **City of Sandstone – Application for Local Road Improvement Program (LRIP)**

Sandstone City Administrator Sam Griffith presented the city's request for county support for its application for the Local Road Improvement Program. The funds will be used for the construction and installation of infrastructure to the new medical campus in Sandstone. Griffith stated as Sandstone is not a state aid city the county would need to pass a resolution to sponsor the project and act as the fiscal agent if the funds are awarded. County Engineer Mark LeBrun was asked what his involvement would be in the project. LeBrun stated it is part of his duty as county engineer to manage these types of projects for local agencies.

Motion by Commissioner Ludwig to approve Resolution 2015-01 Local Road Improvement Plan and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

At 1:52 p.m. Chair Hallan recessed the Board meeting and opened the Regional Railroad Authority Annual Meeting.

9. **Pine County Regional Railroad Authority Annual Meeting**

Chair Hallan inquired as the status of the abandoned railroad bed by Brook Park and was informed that Pine County is now the owner of the property. County Engineer LeBrun stated other than Rush Line Corridor and NLX, a future item for discussion is that Kanabec County/City of Mora is looking at connecting to the trail in Hinckley. Kanabec has the rail grade west of Brook Park. There will be future discussion regarding the alignment from Brook Park to Hinckley and will Pine County want to participate in a multi-county trail and the use of the trail. Chair Hallan stated a Railroad Authority meeting may be called at any time for discussion of these items.

Chair and Vice Chair appointment will be the same as the county board; Secretary: Administrator David Minke (non-voting); and Treasurer: Auditor-Treasurer Cathy Clemmer (non-voting).

Motion by Commissioner Rossow to approve the Railroad Authority officer appointees as follows: Chair: Commissioner Steve Hallan; Vice-Chair: Commissioner Steve Chaffee; Secretary: Administrator David Minke (non-voting); and Treasurer: Auditor/Treasurer Cathy Clemmer (non-voting). Second by Commissioner Ludwig: Motion carried 5-0.

The Regional Railroad Annual Meeting was adjourned at 1:56 p.m.

The County Board meeting reconvened at 1:56 p.m.

8. **Ditch 2**

Chair Hallan stated Ditch 2 has blockage which is affecting the water flowage and functionality of the ditch. Discussion was held as to the cleaning of the ditch and who would be responsible to perform those services, the cost, and assessment of cost. County Engineer Mark LeBrun stated his department would inspect the ditch and provide the board with written recommendations for improvements. If a landowner on the ditch wants an improvement or clean out of the ditch, they should submit the request in writing to Engineer LeBrun. Auditor-Treasurer Cathy Clemmer indicated spreadsheets had previously been prepared and when the cost of the improvement is determined, it can be determined as to the cost-to-benefit for each of the property owners. LeBrun stated the spreadsheets should be updated to accurately reflect the parcels along the ditch. LeBrun stated there may be funds available in the ditch funds so work may be performed without

assessment to the property owners. Commissioner Rossow inquired if Ditch 2 could be abandoned and turned back to the owners. Engineer LeBrun stated there is an option to abandon the ditch if it doesn't serve a purpose however doesn't feel this is the case. Commissioner Rossow asked County Attorney Frederickson if a small number of property owners request a cleaning of the ditch, and the remaining owners object, do all property landowner receive an assessment for the cleaning? Attorney Frederickson will research this and respond to the board.

9. **Committee of the Whole – Noise Ordinance**

Discussion was held as to the scheduling of a Committee of the Whole meeting to discuss the noise ordinance. This item will be incorporated into the Strategic Planning meeting, January 27, 2015 at 9:00 a.m.

10. **Commissioner Updates**

No updates.

11. **Other**

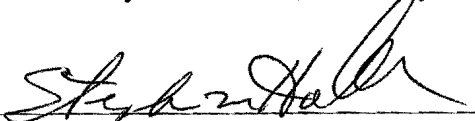
County Auditor-Treasurer requested a Land Advisory Committee meeting be scheduled: January 28, 2015, 9:00 a.m., Sandstone, Minnesota.

9. **Upcoming Meetings**

Upcoming meetings were reviewed.

10. **Adjournment**

With no further business, Chair Hallan adjourned the county board meeting at 2:26 p.m. The next regular county board meeting is scheduled for January 20, 2015 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.



Stephen M. Hallan, Chair
Board of Commissioners



David J. Minke, County Administrator
Clerk to County Board