Chair Ludwig called the meeting to order at 10:00 a.m. Present were Commissioners Steve Hallan, Josh Mohr and John Mikrot, Jr. Also present were County Attorney Reese Frederickson and County Administrator David Minke. Commissioner Steve Chaffee was absent (excused).

Commissioner Ludwig welcomed the students and staff from the East Central Schools 9th Grade Government class. The class will spend the day at the courthouse learning about county government.

The Pledge of Allegiance was said.

Chair Ludwig called for public comment. Ailene Croup inquired if commissioner per diems are paid if a commissioner is unable to attend a scheduled meeting; Chair Ludwig responded they are not.

Chair Ludwig requested the following revisions to the Agenda:

Regular Agenda Items 9&10: Contract Bid Abstracts for Contracts No. 1701 and 1702 provided.

Commissioner Mohr moved to approve the Agenda. Second by Chair Hallan. Motion carried 4-0.

Commissioner Hallan moved to approve the Minutes of the April 4, 2017 county board meeting and Summary for publication. Second by Commissioner Mikrot. Motion carried 4-0.

Minutes of Boards, Committees and Correspondence

East Central Regional Library Board Minutes – March 13, 2017
City of Pine City correspondence dated April 6, 2017
Essentia Health correspondence dated April 7, 2017

Commissioner Mohr moved to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Hallan. Motion carried 4-0.

Commissioner Hallan moved to approve the Consent Agenda. Second by Commissioner Mikrot. Motion carried 4-0.

Commissioner Hallan asked for clarification of Consent Item 7, Support of Increase in Medical Assistance Reimbursement.

CONSENT AGENDA

1. **Approve March, 2017 Cash Balance**

<table>
<thead>
<tr>
<th>Fund</th>
<th>March 31, 2016</th>
<th>March 31, 2017</th>
<th>Increase(Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>2,221,213</td>
<td>1,705,171</td>
<td>(516,042)</td>
</tr>
<tr>
<td>Health and Human Services Fund</td>
<td>(171,041)</td>
<td>(58,426)</td>
<td>112,616</td>
</tr>
<tr>
<td>Road and Bridge Fund</td>
<td>2,682,454</td>
<td>1,148,724</td>
<td>(1,533,731)</td>
</tr>
</tbody>
</table>
2. **Application for Exempt Permit**  
Approve Application for Exempt Permit for:  
   i. Reach for Resources to conduct Minnesota lawful gambling on October 4, 2017 at Wings North, 19379 Homestead Road, Pine City, Minnesota (Pokegama Township).  
   ii. MN Sokol Camp Association to conduct Minnesota lawful gambling on August 13, 2017 at Sokol Camp, 19201 Woodland Acres, Pine City, Minnesota (Chengwatana Township).

3. **Application for Abatement**  
Approve Application for Abatement for the City of Hinckley, PO Box 366, Hinckley, Minnesota, PID 40.0140.000, pay 2017.

4. **3.2 Licenses**  

5. **Application for Repurchase**  
Approve Resolution 2017-15 for the repurchase of tax forfeited land on a 10-year contract with Sharon Sjolund. Authorize Board Chair and County Auditor to sign.

6. **Contract Reinstatement**  
Approve Resolution 2017-16 for the reinstatement of the repurchase contract with Bashir MoghuL.

7. **Support of Increase in Medical Assistance Reimbursement**  
Approve Resolution 2017-13 supporting an increase in the minimum medical assistance reimbursement for all public health nurse family home visits. Authorize Board Chair and County Administrator to sign.

8. **Contract Approval – Participation in Local Collaborative Time Study**  
Approve the Minnesota Department of Human Services Contract to Participate in the Local Collaborative Time Study, effective July 1, 2017 – June 30, 2022. Authorize Board Chair to sign.

9. **Gypsy Moth Aerial Application**  
Approve submittal of correspondence to Scott’s Helicopter Service, Le Sueur, Minnesota, providing written documentation of the board’s awareness and support for aerial application for the management of the gypsy moth. Authorize Board Chair to sign.

10. **Personnel**  
    A. **Promotion**  
       i. Approve the promotion of the following Correction Officers from part-time to full-time status with no change in wage: Adam Zielinski, grade 6, effective March 26, 2017; Ashley Luedtke, grade 6, effective March 27, 2017; and Scott Arhart, grade 6, effective March 28, 2017.
    B. **New Hire**  
       i. Approve hiring of part-time Court Security Officer Timothy Gorr, grade 6, $14.80 per hour, effective April 18, 2017.

<table>
<thead>
<tr>
<th>Land Management Fund</th>
<th>1,194,367</th>
<th>2,104,743</th>
<th>910,376</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL (inc non-major funds)</td>
<td>7,578,588</td>
<td>6,100,435</td>
<td>(1,478,152)</td>
</tr>
</tbody>
</table>

11. Training
A. Approve Children’s Mental Health Social Worker Nancy Johnson to attend the 2017 Children’s Mental Health Conference, April 24-25, 2017 in Duluth, Minnesota. Registration: $360; Mileage: $208. Total cost $568.

REGULAR AGENDA
1. Public Hearing – Issuance of General Obligation Capital Improvement Plan Bonds and the Proposal to Adopt a Capital Improvement Plan
   Ehler’s Senior Financial Advisor Todd Hagen stated the purpose of the public hearing is to consider preliminary approval for the issuance of the county’s general obligations capital improvement plan bonds (Bonds) in an amount not to exceed $4,250,000 and adopt a Five-Year Capital Improvement Plan (CIP Plan). The bonds are subject to a reverse referendum period which ends 30 days after the public hearing (May 18, 2017).
   In approving the Plan, the county board considered each project and considered the overall plan for: (1) The condition of the county’s existing infrastructure, including the projected need for repair and replacement; (2) The likely demand for the improvement; (3) The estimated cost of the improvement; (4) The available public resources; (5) The level of overlapping debt in the county; (6) The relative benefits and costs of alternatives uses of the funds; (7) Operating costs of the proposed improvements; and (8) Alternatives for providing services more efficiently through shared facilities with other local government units.
   County Engineer Mark LeBrun provided an overview of the proposed CIP projects: a new county HHS/Veterans’ Service facility in Sandstone; the remodeling of existing space used for HHS in the Pine Government Center (PGC) including security upgrades and the replacement of heat control units, windows, and air conditioning systems in the PGC; installation of a cold storage unit at the County Public Works facility in Hinckley; roofing and siding replacements for the County Public Works facility in Sandstone; and updating HVAC automation at the courthouse.
   Chair Ludwig opened the public hearing at 10:25 a.m.
   Ailene Croup asked if approved, how it would impact the levy. Commissioner Hallan stated the county currently has a special assessment which retires at the end of 2018, and believes it will have little impact on the levy.
   Kathleen Gray inquired as to the move of the HHS employees, the levy impact, vacancy/occupancy at the Pine Government Center, and additional explanation of the cold storage at the Public Works facility in Hinckley.
   There being no additional public comments, the public hearing was closed at 10:39 a.m.
   Commissioners Hallan, Mohr and Ludwig stated their support for the issuance of the Bonds and the CIP Plan.
   Motion by Commissioner Mohr to approve Resolution 2017-17 for the Preliminary Approval of Bond Sale not to exceed $4,250,000 and Adoption of the 2017-2021 Capital Improvement Plan. Second by Commissioner Ludwig. Motion carried 4-0.

2. Recognition of Retirement
   The board recognized the retirement of Mike Struss and thanked him for his 27 years of service to Pine County.
3. **Facilities Committee Report**  
Pine County Facilities Committee met April 5, 2017. The meeting was not convened as a quorum was not present.

4. **Personnel Committee Report**  
Commissioner Matt Ludwig stated the Pine County Personnel Committee met April 11, 2017 and the Committee made the following recommendations:  

A. **Highway**  
i. Acknowledge the retirement of full-time Highway Maintenance Worker Michael Struss effective April 21, 2017 and approve backfill of the position and any subsequent vacancies that may occur from internal movement.  
ii. Acknowledge the resignation of full-time Mechanic Paul Pogones effective April 7, 2017 and approve backfill of the position.

B. **PCSO-Dispatch**  
i. Acknowledge the termination of part-time Dispatcher Darla Matteson during her probationary period effective March 17, 2017 and approve backfill of the position.

C. **PCSO-Jail**  
i. Acknowledge the resignation of part-time probationary Corrections Officer Cassandra Matrious effective April 3, 2017 and approve backfill of the position.  
ii. Acknowledge the promotion of part-time Court Security Officer (Grade 6) Kenneth Larsen to part-time Corrections Officer (Grade 7) at $18.22/hour effective April 18, 2017 and approve backfill of the Court Security Officer position.  
iii. Acknowledge the resignation of part-time Court Security Officer Brittney Moore effective April 26, 2017 and request backfill of the position.

D. **HHS**  
i. Authorize the department to add one (1) full-time Child Support Officer at Grade 8 (B24) at $17.21/hour, bringing Child Support Officer total to 11.  
ii. Authorize backfill for Social Worker position in Adult Services developmental disabilities case management due to a lateral move within Adult Services to adult protection and any subsequent vacancies that may occur from internal transfers or promotions.  
iii. Authorize department to appoint a temporary Social Worker at Grade 10 (C42) $21.36/hour to cover a family medical leave of absence up to twelve weeks.

**Motion** by Commissioner Ludwig to approve the recommendations of the Personnel Committee. Second by Commissioner Hallan. Motion carried 4-0.

5. **Buffer Presentation**  
Soil & Water Conservation District (SWCD) Technician Kris Larson gave a presentation on the new buffer program. Approximately 75 landowners in Pine County were contacted about the possible necessity to schedule a site visit to see if a buffer is necessary. An average of 50 feet on public waters and minimum of 16.5 feet on public drainage systems will be necessary.

6. **Willow River Transfer Station Pilot Project Staffing Contract**  
Land Services Director Kelly Schroeder stated PHASE submitted a proposal for staffing of the Willow River Canister Site Pilot Project consisting of 14 hours of staff time each week (2 days, 7 hours each), with a provision to add hours as needed at a rate of $23 per hour.  

**Motion** by Commissioner Ludwig to approve the Willow River Transfer Station Staffing Contract with PHASE and authorize Board Chair and County Administrator to sign.
Award Bid – Enclosed Roll-Off Dumpster and Recycling Roll-Off Servicing

Land Services Director Kelly Schroeder stated bid requests for (1) an enclosed roll-off dumpster, and (2) a recycling roll-off service were mailed to all local waste haulers in Pine County. A single bid for each service was received, from Vanderpoel Disposal: Recycling Roll-Off: $33,375 for the remainder of the year; Enclosed Roll-Off: $490 for a 20 yard, $520 for a 30 yard for each time dumped at the transfer station in Hinckley. Schroeder stated the bid for each was higher than anticipated. Schroeder explained that at the time of the bid request the MPCA required an enclosed dumpster due to the unsecured area. Upon further discussion with MPCA, MPCA has agreed to not require an enclosed dumpster if the site is secured by cameras and the dumpster will be tarped at night.

Schroeder requested the board reject the bids from VanderPoel Disposal and negotiate with local waste haulers for a regular roll off dumpster and for recycling roll-off service.

Motion by Commissioner Hallan to reject the bid submitted by Vanderpoel Disposal for the enclosed roll-off dumpster and negotiate with local waste haulers for a lower price of a regular roll-off. Second by Commissioner Mikrot. Motion carried 4-0.

Motion by Commissioner Hallan to reject the bid submitted by Vanderpoel Disposal for the recycling roll-off service and negotiate the best possible price with local waste haulers. Second by Commissioner Mohr. Motion carried 4-0.

Award Bid for Contract #1701

County Engineer Mark LeBrun stated bid opening for Contract #1701 occurred April 10, 2017 and recommended the contract be awarded to the low responsible bidder, MPJ enterprises, LLC. Contract #1701 includes: SAP 058-600-013, on Dunn Avenue, from CSAH 18 to Grindstone River Dam. State funded project for the City of Hinckley. The MPJ Enterprises, LLC bid came in 13.20% under the engineer’s estimate. The City of Hinckley has approved the bid.

Motion by Commissioner Hallan to award the bid for Contract #1701 to MPJ Enterprises, LLC in the amount of $194,486.10. Second by Commissioner Ludwig. Motion carried 4-0.

Award Bid for Contract #1702

County Engineer Mark LeBrun stated bid opening for Contract #1702 occurred April 14, 2017 and recommended the contract be awarded to the low responsible bidder, Midwest Contracting, LLC. Contract #1702 includes: SAP 058-613-019, on CSAH 13, 0.3 miles North of CSAH 11 over Griffith Creek. Culvert replacement project. The Midwest Contracting, LLC bid came in 7.78% under the engineer’s estimate.

Motion by Commissioner Mohr to award the bid for Contract #1702 to Midwest Contracting, LLC in the amount of $374,889.80. Second by Commissioner Mikrot. Motion carried 4-0.

Pine County Housing Update

County Administrator David Minke stated the county has been accepted to participate in a housing academy sponsored by the Greater Minnesota Housing Partnership. The academy will provide five training sessions, May 2017 – September 2018 for a 7-member team from Pine County.

Commissioner Updates

Soil & Water Conservation District: Commissioner Ludwig informed SWCD that all commissioners have received a letter of support for the SWCD from Representative Rarick and Senator Lourey. The SWCD forestry stewardship program is very successful, Commissioner Ludwig asked that the SWCD funding be placed on a board agenda for future discussion.
Central Minnesota Council on Aging: Commissioner Hallan stated an excellent presentation was given on the Act on Alzheimers program. Discussion on making cities dementia friendly and making awareness its primary goal was discussed.

East Central Solid Waste Commission: Commissioner Hallan stated the ECSWC rejected the county’s attempt to remove the scale fee at the transfer station; another proposal will be presented to the ECSWC meeting next month.

East Central Regional Library: Commissioner Mohr stated the Carla Lydon is the new Executive Director upon the retirement of Barbara Misselt. Next board meeting will be in Sandstone. A new location for the ECRL headquarters was discussed.

Pine County Chemical Health Coalition: Commissioner Mikrot stated 1-to-1 community interviews are taking place. The Prevention in Pine community conversation is scheduled for April 27th at the Hinckley-Finlayson High School.

Meeting with Representative Rarick: Commissioner Mohr stated the auditor-treasurer position and local government aid was discussed.

Meeting with Senator Lourey: Commissioner Ludwig stated county program aid and Indian Child Welfare Aid funding was discussed.

Law Library: Commissioner Mohr stated the clerk resigned at the end of May and a new replacement has been hired. Judge Krista Martin and County Attorney Reese Frederickson were reappointed to the Law Library Board.

13. Other

14. Upcoming Meetings
   Upcoming meetings were reviewed.

15. Adjourn
   With no further business, Chair Ludwig adjourned the meeting at 11:37 a.m. The next regular meeting of the county board is scheduled for May 2, 2017 at 10:00 a.m. at the Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota.

Matthew W. Ludwig, Chair
Board of Commissioners

David J. Minke, Administrator
Clerk to County Board of Commissioners