

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, May 2, 2017 - 10:00 a.m.
Pine County History Museum
6333 H C Andersen Alle, Askov, Minnesota**

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

The Pledge of Allegiance was said.

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

Chair Ludwig requested the following revision to the Agenda:

Addition: Consent Agenda Item #10: Approval of Temporary 3.2 License for SOKOL Camp, August 13 & 14, 2017.

Commissioner Mohr moved to approve the amended Agenda. Second by Commissioner Mikrot. Motion carried 5-0.

Commissioner Hallan moved to approve the Minutes of the April 18, 2017 county board meeting and Summary for publication. Second by Commissioner Chaffee. Motion carried 5-0.

Commissioner Hallan moved to approve the Minutes of the April 25, 2017 Special Meeting-Committee of the Whole (Highway & Road Tour). Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County Surveyor Monthly Report – April 2017

Pine County Chemical Health Coalition Minutes – April 10, 2017

Commissioner Chaffee moved to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Mikrot. Motion carried 5-0.

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

CONSENT AGENDA

1. April, 2017 Disbursements

Approve Disbursements Journal Report April 1, 2017 – April 30, 2017.

2. Premises Permit Application

Approve Premises Permit Application and Lease for Lawful Gambling Activity from Pine City Youth Hockey to conduct Minnesota lawful gambling at Floppie Crappie Lakeside Pub, 10762 Lakeview Shore Drive, Pine City, MN (Pokegama Twp.).

3. Application to Conduct Off-Site Gambling

Approve Application to Conduct Off-Site Gambling from the Rush City Area Chamber of

4. Application for Repurchase

Approve Resolution 2017-20 for repurchase of tax forfeited land in full for Lance and Mindy Gockowski. Authorize Board Chair and County Auditor to sign.

5. Write-Off Unpaid Personal Property Taxes

Approve write off and removal of delinquent personal property taxes in the amount of \$4,685.26. These personal property taxes are over 10 years old and uncollectible:

<u>PID</u>	<u>Owner</u>	<u>Year/Amount</u>
28.8800.349-	Barbara Nelson	2004/\$42, 2005/\$40, 2006/\$30, 2007/\$30
28.8900.025	David P. Miller	2006/\$142, 2007/\$142
31.8800.012	Kathryn Newmeyer	2007/\$22
32.8900.101	Marion G. Stinnett	2007/\$114
42.8900.019	John Scherer	2007/\$126
42.8900.051	Lisa Johnson	2002/\$310, 2003/\$260, 2004/\$226, 2005/\$224, 2006/\$196, 2007/\$182
42.8900.117	Dana Shatava	2007/\$208
42.8900.177	Dessie Bell	2006/\$206, 2007/\$192
42.8900.525	Josh Olson & Jessica Beulieu	2004/\$283.26, 2005/\$628, 2006/\$582, 2007/\$500

6. 2017 Agreement for Prosecution Services – City of Hinckley

Approve the Agreement for Prosecution Services between the City of Hinckley and the Pine County Attorney's Office. This agreement provides for \$20,000 annually to the county attorney's budget. The term of the Agreement is January 1, 2017 – December 31, 2017. Authorize Board Chair and County Auditor to sign.

7. 2016 Highway Annual Report

Approve 2016 Highway Annual Report.

8. Personnel

A. New Hire

- i. Approve the hiring of Public Health Nurse Shauna Cronk for Women's Infants and Children Program (WIC), effective May 22, 2017, Grade 11 (C43, step 4), \$26.29 per hour.
- ii. Approve the hiring of Case Aide Laurie Robinson for Women's Infants and Children Program (WIC), effective May 8, 2017, Grade 5 (B22, step 2), \$16.04 per hour.
- iii. Approve the hiring of Aquatic Invasive Species (AIS) Inspectors effective May 5, 2017: William Bonney, \$11 per hour; Linda Henrikson, \$11 per hour; David Russell, \$12 per hour; Robert Sunstrom, \$12 per hour; and AIS Intern James Cherewan, \$12 per hour. The cost of these positions will be covered in the 2017 AIS budget.

B. Promotion

- i. Ratify the promotion of Jessica Fehlen, RN to Team Leader position effective April 11, 2017, at Grade 12 (C43, step 5), \$27.60 per hour.
- ii. Ratify the promotion of Alexis Reed, part-time dispatcher to full-time dispatcher, effective May 14, 2017. No change in grade or pay.

C. Probationary Status (full-time status/completion of probationary period)

- i. Approve full-time status for Office Support Specialist Trysten Williamson, effective April 12, 2017.

9. **Training**

A. Approve Public Health Nurse Dawn Moffett to attend:

- i. Growing Great Kids Curriculum, May 8-12, 2017 in Fergus Falls. Registration: \$0. Lodging and meals: \$636.
- ii. Integrated Strategies, June 5-8, 2017 in Waite Park. Registration \$0. Lodging and meals: \$561.

No mileage as a county vehicle will be used. The training will be paid from the Maternal Infant Early Childhood Home Visiting program (MIECHV) and Local Public Health Fund.

B. Approve Social Worker Jan Chaffee to attend the Minnesota Age and Disabilities Odyssey Conference, June 21-22, 2017 in Duluth. Registration \$130. Mileage: A county vehicle will be used. Total cost: \$130.

10. **Temporary License**

Approve 3.2 Temporary License for SOKOL Camp, August 13 and 14, 2017.

REGULAR AGENDA

1. **Technology Committee Report**

The Pine County Technology Committee met on April 25, 2017 and made the recommendation to authorize the payment of \$12,062 to Lake County for the data extraction and conversion costs for the Sheriff's Office records management system. This amount is Pine County's share of the contract with Zuercher.

Commissioner Hallan stated the courthouse battery backup system failure and resolution (battery replacement rotation reduced from a 3-year to 2-year rotation cycle to help with battery life); cell phone signal issues in Sandstone; and county email on employee personal cellphones were also discussed.

Motion by Commissioner Hallan to approve the payment of \$12,062 to Lake County for the data extraction and conversion cost for the Sheriff's Office records management system. Second by Commissioner Mohr. Motion carried 5-0.

2. **Oberstar Trail Event**

Land Services Director Kelly Schroeder reported that the county will host a trail event June 3, 2017, at 10:00 a.m. at the trail head to the Munger Trail in Hinckley. The event is in conjunction with the American Hiking Society's National Trails Day. The event is to raise awareness of the incomplete Oberstar Segment of the Munger Trail which will connect Hinckley to North Branch. Participants are invited to walk, run, bike, or skate.

3. **Law Enforcement Joint Powers Agreement with Mille Lacs Band**

Sheriff Jeff Nelson stated the Pine County Sheriff's Office and the Mille Lacs Band Police operate under a Joint Powers Agreement (JPA) for law enforcement. The parties met to update the agreement. The agreement was presented for approval.

Motion by Commissioner Hallan to approve the Law Enforcement Cooperation and Joint Powers Agreement Between the Mille Lacs Band of Ojibwe and Pine County and authorize Board Chair, County Attorney and County Sheriff to sign. Second by Commissioner Ludwig. Motion carried 5-0.

4. **Minnesota Property Assessed Clean Energy Program**

University of Minnesota Local Government Outreach Coordinator Peter Lindstrom explained the Property Assessed Clean Energy (PACE) Program provides a financing option to allow business owners to access financing through a partnership with the St. Paul Port Authority for energy improvements. Business owners who use this financing pay back the financing through property taxes as a voluntary special assessment.

Motion by Commissioner Chaffee to enter into a Joint Powers Agreement with the Port Authority of the City of St. Paul for the Property Assessed Clean Energy (PACE) Program. Second by Commissioner Mikrot. Motion carried 5-0.

Motion by Commissioner Ludwig to adopt Resolution 2017-19 designating the Port Authority of the City of St. Paul to implement and administer property assessed clean energy improvement financing on behalf of Pine County and provide for the imposition of special assessments as needed. Second by Commissioner Hallan. Motion carried 5-0.

5. **2017 Equipment Rental Bids**

Equipment rental bids were opened by County Engineer Mark LeBrun on April 24, 2017. County Engineer LeBrun presented the equipment rental bids.

Motion by Commissioner Hallan to accept the equipment rental bids as presented. Second by Commissioner Ludwig. Motion carried 5-0.

6. **MnDOT/Pine County Agreement and Resolution 2017-18**

County Engineer Mark LeBrun explained the county is proposing a federal aid project to resurface CSAH 43 (SP 058-643-009). This project is eligible for expenditure of federal aid funds and is slated for State Transportation Improvement Program (STIP) funds in 2018. The county desires to proceed with the project in 2017. The county may perform advance construction of this project with non-federal funds if sufficient funding and obligation authority are available; the county desires to temporarily provide county state aid and/or other funds in lieu of the federal funds so that project may proceed in 2017.

Motion by Commissioner Ludwig to approve Agency Agreement #1028052 between Pine County and the Minnesota Department of Transportation (MnDOT). Second by Commissioner Mohr. Motion carried 5-0.

Motion by Commissioner Hallan to approve Resolution 2017-18 to allow MnDOT to act as Pine County's agent to accept federal aid in connection with project SP 058-643-009. Second by Commissioner Mohr. Motion carried 5-0.

7. **First Quarter 2017 Financial Report**

County Administrator David Minke provided an update of the budget, reviewing the expenditure and revenue of the major funds through March, 2017. Revenues and expenditures are as expected at the end of the first quarter.

8. **Schedule Special Meetings-Committee of the Whole**

The following three special meetings were scheduled:

- A. Tuesday, June 27: mid-year update on county budgets including Sheriff, Attorney, and Administration. Time and location to be determined.
- B. Tuesday, July 25: mid-year update on county budgets including Health and Human Services, Auditor/Land, Probation, and Land Services. Update and discussion on economic development and housing activity. Time and location to be determined.
- C. Tuesday, August 29: meeting with the Mille Lacs Band of Ojibwe to tour the casino and discuss other issues of mutual interest. Time to be determined.

9. **Commissioner Updates**

County Government Day/East Central Schools: Commissioners Ludwig and Mohr stated the Local Government Day was a great success. Commissioners would like to see it expanded to include other school districts.

Pine County Fair Impact Study meeting: Commissioners Hallan and Mohr met with Economic Development Coordinator Robert Musgrove and University of Minnesota Extension

Professor Liz Templin to discuss a study on the economic impact of the Pine County parade and fair within the county. There will be no cost to the county for the study as grants have been written to help offset the cost. There is a possibility this study may be used as a pilot study for other counties.

Arrowhead Counties Association: Commissioner Mikrot commented on the conservation easement court cases that are of concern to the counties located in northern Minnesota and the possible impact on Pine County.

Extension Committee: Commissioner Mohr stated soil testing, the Master Gardeners community garden, and the 4-H Program coordinator interviews were discussed. The Agricultural Needs Survey deadline has been extended to capture additional participants.

Snake River Watershed: Commissioner Mohr stated a presentation on Healthy Watershed Protection/Conservation Easements in the Snake River Watershed was presented by The Nature Conservancy; Commissioner Mohr extended an invitation for the presentation to be presented to the county board.

ECRDC: Commissioner Mikrot stated a presentation was given on the possible creation of a scenic byway around Mille Lacs lake to promote business.

Commissioner Hallan stated he was aware that the ECRDC payment towards the Central Minnesota Council on Aging Federal Older American Act match was discussed at the ECRDC Budget Committee meeting. ECRDC is no longer involved with this program. Commissioner Hallan would like a meeting scheduled with the ECRDC to discuss the money levied for this purpose. County Administrator Minke will schedule a meeting with the ECRDC for discussion. Commissioners Mikrot and Hallan will attend.

NLX (cancelled due to weather)

Northeast Emergency Communications Board (NEECB): Full board did not meet.

Prevention in Pine – community conversation: Commissioner Ludwig attended. Very good meeting. Large community buy-in, but are looking for additional parent/student participants.

Other: Commissioner Hallan commented on the following:

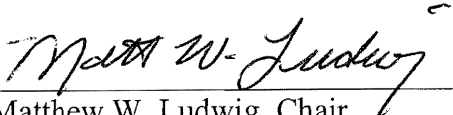
1. Household Hazardous Waste: Site opens on May 16th at the county garage in Pine City.
2. Solid Waste Scale Fee: Land Services constructing a proposal to establish a sliding price per pound fee.
3. Act on Alzheimers caregiver meeting -- May 4, 2017. Commissioner Hallan stated funding has ceased for this much needed program.
4. Tour of Essentia Hospital: May 11, 2017 at 11:00 a.m.

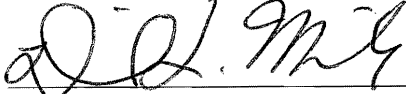
10. Upcoming Meetings

Upcoming meetings were reviewed.

11. Adjourn

With no further business, Chair Ludwig adjourned the meeting at 11:24 a.m. The next regular meeting of the county board is scheduled for May 16, 2017 at 10:00 a.m. at the Board Room, Pine County Courthouse, 635 Northridge Drive NW, Pine City, Minnesota.


Matthew W. Ludwig, Chair
Board of Commissioners


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