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:

Regular Agenda Items 4/Administration: Additional information provided for county policy
Section 30: Lactation/Breastfeeding Policy, of the Pine County Policies and Procedures.

Commissioner Chaffee moved to approve the Agenda. Second by Commissioner Hallan. Motion carried 5-0.

Commissioner Hallan moved to approve the Minutes of the May 2, 2017 county board meeting and Summary for publication. Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence
Pine County HRA Senior Housing Regular Meeting Minutes – March 22, 2017
Minnesota Management & Budget correspondence dated May 8, 2017 – Pay Equity Compliance (3 pages)
Commissioner Chaffee moved to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Mikrot. Motion carried 5-0.

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

**CONSENT AGENDA**

1. **Review April, 2017 Cash Balance**

<table>
<thead>
<tr>
<th>Fund</th>
<th>April 30, 2016</th>
<th>April 30, 2017</th>
<th>Increase(Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>1,282,456</td>
<td>792,565</td>
<td>(489,890)</td>
</tr>
<tr>
<td>Health and Human Services Fund</td>
<td>(657,626)</td>
<td>(577,602)</td>
<td>80,024</td>
</tr>
<tr>
<td>Road and Bridge Fund</td>
<td>2,473,054</td>
<td>1,498,063</td>
<td>(974,992)</td>
</tr>
<tr>
<td>Land Management Fund</td>
<td>1,203,718</td>
<td>2,133,012</td>
<td>929,294</td>
</tr>
<tr>
<td>TOTAL (inc non-major funds)</td>
<td>$10,075,571</td>
<td>$8,739,062</td>
<td>(1,336,509)</td>
</tr>
</tbody>
</table>
2. **Application for Abatement**  
   Approve Applications for Abatement for the following:  
   - Kerry & Kathleen Nilles, Sec. 20, Twp. 43, Rge. 21, PID 27.0312.000, pay 2017  
   - Marlin Hanson, 53787 Grindstone Lake Road, Sandstone, PID 12.0253.000, pay 2017  
   - USA, Trustee Mille Lacs Band, 64599 Badger Road, Sandstone, PID 23.0088.001, pay 2017  
   - Connie Buerkl, 87279 Kettle Shores Loop, Sturgeon Lake, PID 31.5016.000, pay 2017  
   - Line Road Gun Club, 65243 State Line Road, Sandstone, PID 20.0005.000, pay 2017

3. **Application for Exempt Permit**  
   Approve Application for Exempt Permit from the Moose Lake Area Chamber of Commerce to conduct Minnesota lawful gambling on October 13, 2017 at the Moose Lake Golf Club, 35311 Parkview Drive, Sturgeon Lake, MN (Windemere Twp.).

4. **Application for Repurchase**  
   Approve Resolution 2017-24 for the repurchase of tax forfeited land on a 10-year contract for Scott Harrer (Parcel 09.5854.000). Authorize Board Chair and County Auditor to sign.

5. **Cancellation of State Contract**  
   Approve Resolution 2017-23 for the cancellation of the state contract of Diane K. & Timothy R. Raymond (PID 12.0442.000) due to non-payment of taxes and annual payment. Authorize Board Chair and County Administrator to sign.

6. **Temporary 3.2 License**  
   Approve the 3.2 Temporary License for the Jack Pine Riders, July 7-9, 2017.

7. **Donation**  
   Accept $140 donation from Thoen Counseling Services LLC (on behalf of an event held by employee Jen Neel) and designate to the Pine County Sheriffs Office K-9 program.

8. **Waste Cleanup Special Assessment**  
   Approve Resolution 2017-21 extending a special assessment on property owned by Clarence H. and Clarence O. Cales, Pine County parcel 16.0345.001, in the amount of $7,098. Authorize Board Chair and County Administrator to sign.

9. **Personnel**  
   **A. New Hires**  
   i. Authorize the hiring of full-time deputy sheriff Aaron Quesenberry, effective May 30, 2017, $24.97 per hour, Grade 10 (C42, Step 3).  
   ii. Authorize the hiring of part-time deputy sheriff Zakary York, effective May 30, 2017, $23.83 per hour, Grade 10 (C42, step 2).  
   iii. Authorize the hiring of part-time deputy sheriff Boston Gilderman, effective May 30, 2017, $22.60 per hour, Grade 10 (C42, step 1).  
   **B. Promotion**  
   i. Approve the promotion of office support specialist Donna Olsen to eligibility worker, effective May 29, 2017, $19.44 per hour, Grade 6, step 5 (B23 scale).
C. **Transfer**
   i. Approve Dave Lewis transfer from Highway Maintenance Worker (Grade 6) to Highway Maintenance Worker-Assigned Blading District, Sandstone, (Grade 6) effective May 8, 2017, with an additional $.50 per hour pursuant to contract, to bring the new rate of pay to $22.23 per hour.
   ii. Approve transfer of Highway Maintenance Worker Greig Roubinek to Sign Maintenance Worker, effective May 9, 2017. No change of pay.

10. **Training**
   A. Authorize Eligibility Workers Brianne Neil and Lori Anderson to attend Medical Assistance Legacy Training, June 20-22, 2017, in St. Paul. Registration $0; Meals: Up to $120; Accommodations: $220; Travel $69. Total for both to attend training: approximately $409.
   B. Authorize IT Manager Ryan Findell to attend the 2017 MNCITLA Annual Conference, July 12-14, 2017 in Brainerd. Registration and lodging included with membership fee. Mileage approximately $108.

**REGULAR AGENDA**

1. **Willow River Canister Transfer Station Fee Public Hearing**
   Land Services Director Kelly Schroeder stated the Willow River Canister Transfer Station pilot project is scheduled to open May 31, 2017. The fees will cover ongoing costs to operate the site. The length of the pilot project, closed- versus open-containers, and security measures at the Transfer Station location were discussed.
   Chair Ludwig opened the public hearing at 10:05 a.m. and called for public comment. There being no public comment, Chair Ludwig closed the public hearing at 10:06 a.m.
   **Motion** by Commissioner Hallan to adopt the following fee schedule for the Willow River Canister Transfer Station:

<table>
<thead>
<tr>
<th>Household Garbage</th>
<th>Customer Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Large trash can (32 gal)</td>
<td>$ 6.00</td>
</tr>
<tr>
<td>Trunk load (1 yard)</td>
<td>$18.00</td>
</tr>
<tr>
<td>Pickup Load (6’ bed, 2 yd)</td>
<td>$35.00</td>
</tr>
<tr>
<td>Pickup Load (8’ bed, 2.4 yds)</td>
<td>$40.00</td>
</tr>
</tbody>
</table>

   | Construction & Demolition               |              |
   | Pickup Load C&D (2 yd.)                 | $27.00       |
   | Pickup Load C&D (8’ bed, 2.4 yds)       | $32.00       |

   | Electronics                             |              |
   | General electronics                     | $ 1.50 each  |
   | TV/Computer Monitor                     | $ 5.00 each  |
   | TV Widescreen                           | $15.00 each  |

   **Out of County Charge** $ 5.00 each visit

   Second by Commissioner Chaffee. Motion carried 5-0.

2. **Law Day**
   Pine County District Court Judge Krista Martin updated the board on court personnel and the heavy caseloads handled in the Pine County courts; programs currently offered to the public through the self-help lawyer and the law library, and future programs to be offered through the Tenth Judicial District. Judge Martin expressed her appreciation to Pine County’s social workers for their work.
3. **Facilities Committee Report**
   The Facilities Committee met May 3, 2017. Commissioner Mohr stated the signing of a contract with a construction manager, the interim relocation of county staff, and the use of alternative energy relating to the Sandstone building project were discussed. Commissioner Mohr also provided an update on the elevator at the Pine Government Center, and stated the county plans to renew the snow removal contract with Premier Outdoor Services for the 2017/2018 – 2018/2019 snow seasons, with no increase in compensation.

4. **Personnel Committee Report**
   The Pine County Personnel Committee met May 9, 2017 and made the following recommendations:

   **Auditor-Treasurer**
   A. Approve the addition of one (1) Account Technician at Grade 5, step 1, $15.21 per hour, to HHS fiscal staff, bringing total HHS fiscal staff to four (4) Account Technicians and one (1) Fiscal Officer.

   **Land Services**
   A. Approve the promotion of Lorri Houtsma to Senior Property Appraiser at Grade 9, Step 5, $24.50/hour, effective May 16, 2017.

   **HHS**
   A. Acknowledge the resignation of full-time Adult Protection Social Worker Kathleen Borowick effective May 5, 2017 and request backfill of the position and any subsequent vacancies that may occur due to an internal promotion or lateral transfer.
   B. Acknowledge the retirement of full-time Children’s Services Case Aide Janet Patterson effective May 12, 2017 and request backfill of the position and any subsequent vacancies that may occur due to an internal promotion or lateral transfer.
   C. Approve the addition of one (1) temporary Office Support Specialist at grade 2 $13.81/hour for no more than 67 days to assist with scanning documents stored in the John Wright building.
   D. Authorize the backfill of the Office Support Specialist position in the child support unit left vacant by the internal promotion of Donna Olsen to Eligibility Worker.

   **Probation**
   A. Acknowledge the demotion of Team Leader/Senior Agent Laura Stylski to Senior Agent effective April 20, 2017 at $22.85/hour.

   **Attorney**
   A. Acknowledge the resignation of full-time Assistant County Attorney George Joyer effective May 5, 2017 and request backfill of the position.
   B. Acknowledge the resignation of full-time Chief Deputy County Attorney Steven Cundy effective May 12, 2017 and request backfill of the position.
   C. Approve internal promotion of Michelle Skubitz to Chief Deputy County Attorney with a salary of $87,700 effective May 22, 2017 and approve backfill of Skubitz’s part-time Assistant County Attorney position as a full-time Assistant County Attorney position.

   **Administrator**
   A. Approve addition of Section 30: Lactation/Breastfeeding Policy to Pine County Policies and Procedures.

   **Motion** by Commissioner Chaffee to approve the recommendations of the Personnel Committee. Second by Commissioner Ludwig. Motion carried 5-0.

3. **Government Road (Barry Township) Discussion**
   Barry Township Chair Lewis McFerran and Supervisor Douglas Degerstrom, and Sandstone
Township Supervisor Dave Koland were present to request the county take over the Government Road through Barry Township. The county board referred the request to the county Transportation Committee and directed the engineer to conduct a traffic count on the roadway.

4. **TXT4Life**
   TXT4Life East Central Regional Coordinator Brittany Krippner presented information on the TXT4Life program. This program is a suicide prevention resource for residents in Minnesota funded by the Minnesota Department of Human Services.

5. **Pine Technical and Community College (PTCC) Presentation**
   Pine Technical and Community College President Joe Mulford and Dwayne Green, Executive Director of the Employment and Training Center at PTCC, expressed their appreciation to the board for its continued relationship with PTCC, and reviewed the services and programs PTCC provides and the work of the Employment and Training Center.

6. **Measles Outbreak**
   Community Health Services Administrator Kathy Filbert provided information on the Measles outbreak in Minnesota.

7. **Purchasing from Mohr Parts and Supplies Inc.**
   Commissioner Mohr recently purchased Mohr Parts and Supplies Inc. in Pine City, and the county has used Mohr Parts and Supplies Inc. as one of its suppliers since 1972. Minnesota law states a county commissioner may not have direct or indirect interest in business with the county, with the exception that a county commissioner may engage in business with the county where the county board, by unanimous vote, allows the business transactions.
   **Motion** by Commissioner Hallan to approve Resolution 2017-25 approving continued purchasing from Mohr Parts and Supplies Inc. Second by Commissioner Chaffee. Motion carried with a unanimous vote of 4-0, with Commissioner Mohr abstaining from the vote.

8. **National Public Works Week**
   County Engineer/Public Works Director Mark LeBrun expressed his gratitude to the staff in the public works department for their hard work and dedication to the work they perform.
   **Motion** by Commissioner Chaffee to approve Resolution 2017-22 to designate the week of May 21-27, 2017 as National Public Works Week. Second by Commissioner Ludwig. Motion carried 5-0.

9. **Emergency Medical Services Week**
   Chair Ludwig recognized the importance and accomplishments of emergency medical service providers in Pine County and expressed his appreciation.
   **Motion** by Commissioner Hallan to approve Resolution 2017-14 to designate the week of May 21-27, 2017, as Emergency Medical Services (EMS) Week. Second by Commissioner Ludwig. Motion carried 5-0.

9. **Commissioner Updates**
   East Central Housing Organization meeting: No report.
   4-H Coordinator Interviews: Commissioner Mohr stated two candidates were interviewed. The University of Minnesota will make the final decision as to the hiring.
   East Central Solid Waste Commission: Commissioner Hallan stated the ECSWC will be looking at their fee structure dependent upon the Willow River Transfer Station pilot project. Recycling sheds will be placed at the Hinckley Transfer Station.
East Central Regional Library: Commissioner Mohr stated a new assistant director has been hired, a new location for the ECRL headquarters was discussed, and the results of the library’s annual audit came back good.

Pine County Chemical Health Coalition: Commissioner Mikrot stated the 1-to-1 community interviews are almost complete. The Opioid & Heroin Community Forum will be held May 16th at the Grand Casino-Hinckley.

Sandstone Hospital Open House: Commissioner Chaffee stated the new hospital is very impressive as to both the building and the state of the art equipment.

Soil & Water Conservation District: Commissioner Ludwig stated the forester associated with the stewardship program is putting together a survey—he’s hoping to send it to the public this fall. Commissioner Hallan stated questions regarding the buffer should be referred to the SWCD.

ECRDC Meeting-Administrative Match: Commissioners Mikrot, Hallan and Administrator Minke met with the ECRDC board representative and director. ECRDC will continue to pay the $12,000 match (Pine County’s portion about $2,500) on the Older Americans Act through 2017. Commissioner Hallan stated the county will need to look at the $2,500 in the county’s budget process. Administrator Minke stated the $12,000 match leverages several hundreds of thousands of dollars of federal money for these programs.

10. Other
None.

11. Upcoming Meetings
Upcoming meetings were reviewed.

12. Adjourn
With no further business, Chair Ludwig adjourned the meeting at 12:50 p.m. The next regular meeting of the county board is scheduled for June 6, 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