



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, January 16, 2018, 10:00 a.m.
Pine County History Museum
6333 H C Andersen Alle, Askov, 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 January 2, 2018 Regular and Organizational County Board Meeting and Summary for publication.
- F) Minutes of Boards, Reports and Correspondence
 - Pine County HRA Senior Housing Minutes (regular meeting) – November 29, 2017
 - Pine County HRA Senior Housing Minutes (annual meeting) – November 29, 2017
 - East Central Regional Library Board Minutes – December 11, 2017
- G) 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. Review December, 2017 Cash Balance (attached)

Fund	December 31, 2016	December 31, 2017	Increase(Decrease)
General Fund	5,223,442	5,660,201	436,759
Health and Human Services Fund	825,047	1,378,148	553,101
Road and Bridge Fund	(362,429)	290,772	653,201
Land Management Fund	2,149,920	1,968,101	(181,819)
TOTAL (inc non-major funds)	10,658,711	12,318,200	1,659,489

2. **Application for Abatement**

Consider approval of Applications for Abatement for Jean Loucks, 13313 Sunset Trail, Pine City, PID 28.1113.000, pay 2017; Doris Waddel Johnson, 515 3rd St. No., Brook Park, PID 06.0063.000, pay 2017; Thomas Hartung, 8423 Alfalfa Lane, Grasston, PID 29.8900.109, pay 2015-2017.

3. **Tobacco License**

Consider approval of 2018 tobacco license for Bear Creek Tavern, Inc., 39109 State Highway 48, Hinckley.

4. **Bank Depositories**

Acknowledge the banks used by Pine County as its depositories: (1) primary checking and money market accounts are held at Frandsen Bank & Trust; (2) secondary checking and money market accounts are held at Stearns Bank; (3) individuals making their tax and other payments online are held at Stearns Bank.

5. **2017 Budget Adjustments**

Consider approval of the 2017 budget adjustments as follow:

General Fund

Dept 281 - Civil Defense

01-281-5230 - State Grants	from \$21,026 to zero
01-281-5409 - Federal Grants	from zero to \$21,026

Dept 391 & 392 - Solid Waste & SCORE

01-392-5501 - Fees For Service	from \$0 to \$9,500
01-391-6803 - Transfer Station Recycling	from \$14,000 to \$23,500

Dept 605 - Economic Development

01-605-5281 - Local Grants	from \$0 to \$5,000
01-605-6263 - Professional & Tech Serv	from \$6,000 to \$11,000

HHS - Social Services

12-430-712-0000-5429	from \$79,088 to \$128,600
12-430-712-0000-5854	from \$45,000 to \$64,000
12-430-712-0030-5430	from \$48,788 to \$56,000
12-430-719-0000-5336	from \$18,000 to \$153,000
12-430-740-0000-5430	from \$0 to \$17,000
12-430-740-0000-5443	from \$48,000 to \$69,000
12-430-761-0000-5850	from \$90,000 to \$136,000
12-430-765-0000-5349	from \$80,000 to \$83,000
12-430-765-0000-5449	from \$80,000 to \$83,000
12-430-712-3811-6020	from \$130,000 to \$292,000
12-430-712-3811-6022	from \$140,000 to \$204,724
12-430-761-3410-6094	from \$1,000 to \$20,000
12-430-740-3831-6020	from \$325,000 to \$380,000

Note: Social Services received some revenues in 2017 attributable to prior years which will help offset out of home placement costs. The above adjustments total \$300,724 revenue and expenditures to net to zero for budget purposes.

GENERAL FUND - 01

County Board acknowledges the following expenditures in excess of budget:

Dept 020 - Law Library - \$5,442.00 (spending down reserve)

Dept 074 - Aquatic Invasive Species Program - \$26,811 (spending down reserve)

Dept 212 - Sheriff's Canine Unit - \$15,330 (spending down reserve).

Dept 227 - Enhance 911 - \$11,700 (spending down reserve)

Dept 253 - Court Security - \$16,000 (new department and over expenditures were offset by the jail and STS departments coming in under budget. This department was separated for the purpose of better tracking of court related expenses.)

Dept 281 - Civil Defense - \$70,000 (salaries and wages were budgeted in Sheriff's Dept 201 and mid-year a portion was delegated to the Civil Defense Department for reporting purposes.)

Dept 605 - Acknowledge receipt of restricted funds in the amount of \$18,663 from Initiative Foundation for future economic development projects.

Dept 801 - Non-Departmental (both Unemployment Cost and Workers Compensation Premium were higher than anticipated and primarily from an audit of prior year Workers Compensation Premium that was paid.)

HEALTH & HUMAN SERVICES FUND - 12

The County Board acknowledges the overexpenditures in Dept 430 (Social Services) due to the high cost of out of home placements which cannot be predicted from year to year.

The County Board acknowledges the additional revenue received in Dept 481 (Public Health) as a result of the termination of the Kanabec-Pine Community Health Board and the return of Pine County share of revenues of approx. \$340,000.

EQUIPMENT FUND - 43

The County Board acknowledges the overexpenditures in Fund 43 as being required for the Sheriff's Dept RMS System

6. **Prosecution Contract – City of Pine City (2018-2019)**

Consider approval of the Agreement for Prosecution Services with the City of Pine City in the total amount of \$22,000 for calendar years 2018 and 2019. Authorize Board Chair and County Auditor to sign.

7. **Child Welfare/Juvenile Justice Screening Grant**

Consider acceptance of the Pine County Child Welfare/Juvenile Justice Screening Grant and authorize Board Chair to sign.

8. **Department of Public Safety Grant Agreement (Crime Victim Services)**

Consider approval of Department of Public Safety Grant Agreement. For 2018 and 2019 the county will receive a total of \$140,000. There is a \$27,000 matching requirement from the county, however much of the match is in-kind and the county attorney's office has funds to cover remaining match expenses. Authorize Board Chair and County Administrator to sign.

9. **Fiscal Year 2018 and 2019 Natural Resources Block Grant**

Consider approval of the Natural Resources Block Grant Agreement for fiscal years 2018 and 2019 with the State of Minnesota. This grant covers septic treatments systems and upgrades, shorelands, local water management and Wetland Conservation Action. Authorize Board Chair to sign.

10. **Cultural Community Coach**

Consider approval to enter into a contract for services with Lawrence Staples as a Cultural Community Coach for 2018. The contract would be effective January 22, 2018, at a rate of \$21.36 per hour hour, 30-35 hours per week. Fifty thousand dollars, of which \$25,000 has been received from the Mille Lacs Band of Ojibwe as a grant. Authorize Board Chair and County Administrator to sign.

11. **New Hire**

Consider approval of the hiring of Taylor Peterson, Andrew Dagerstrom-Hanley and Brandon Koehnle as part-time Correction Officers, effective January 23, 2018, at \$18.77 per hour, pending satisfactory completion of background checks and physicals.

12. **Training**

Consider Women's Infants' Children Coordinator Amber Koski, Registered Nurse Christina Schoeberl and Public Health Nurse Dawn Moffett to attend the Lactation Counselor Training Course, May 7-11, 2018 in Mora. The early tuition fee is \$575, application and exam are \$120 and books are \$55 with a total cost of \$750 x 3 staff to attend = \$2,250. Amber Koski's \$750 will be covered by the Women's Infant's Children Grant, Christian Schoeberl and Dawn Moffett's costs will be covered by the new evidence based home visiting grant.

REGULAR AGENDA

1. **Recycling Recognition**

Recognize and present plaques to Pine County businesses, 23 Hardware and Lumber and Finlayson Properties, LLC, as hosts of Pine County recycling sheds.

2. **Facilities Committee Report**

The Facilities Committee met January 3, 2018. (Minutes attached). Items are for information only.

3. **Personnel Committee Report**

The Personnel Committee met January 10, 2018. (Minutes attached). The Personnel Committee made the following recommendations:

Attorney's Office

A. Approve Victim Services Coordinator Job Description.

B. Authorize recruitment of the Victim Services Coordinator (Grade 8) to be paid for primarily through a 2-year grant from the State of Minnesota.

Health & Human Services Department

A. Approve the hiring of a Public Health Nurse (Grade 11) or Registered Nurse (Grade 10) to backfill an existing vacancy. This position will work primarily in Family Home Visiting and Child and Teen Check-Up programs.

Sheriff's Office

- A. Authorize the hiring of a part-time secretary position (Grade 4) and approve recruitment. This position is funded in the 2018 budget from revenue from gun permits.
- B. Authorize the hiring of a full-time dispatch position (Grade 6) and approve recruitment and to backfill any vacancy caused by internal promotion. This position is funded in the 2018 budget.

Other items are informational only.

4. Joint Powers Agreement Amendment – Work Release Services

Consider approval of an amendment to the Work Release Services Joint Powers Agreement approved by the county board on June 6, 2017; that agreement was not to exceed \$50,000 from the State. In order to accommodate an increase in work release population, the State is requesting to amend that contract to increase the total obligation up to \$100,000. The contract is in effect through June 30, 2018. Authorize Board Chair and County Administrator to sign.

5. Use of Dissolution Funds Returned to Pine County Public Health in 2017

Discussion driven by Kathy Filbert, Community Health Services Administrator, of the use of dissolution funds returned to Pine County Public Health in 2017.

6. Sex Trafficking Symposium

Bonnie Rediske, Pine County Social Worker and member of Pine County's Multi-Disciplinary Team, will present an update/recap of the symposium held on January 10, 2018.

7. Minimum Salary for County Sheriff and County Attorney

Establish minimum salary for county sheriff and county attorney.

8. 2017 End of Year Budget Report

9. Commissioner Updates

Soil & Water Conservation District
Senator Tony Lourey meeting
East Central Solid Waste Commission
East Central Regional Library
Pine County Chemical Health Coalition
State of the Band Address
Other

10. Other

11. Upcoming Meetings (Subject to Change)

- a. **Pine County Board Meeting, Tuesday, January 16, 2018, 10:00 a.m.**, Pine County History Museum, 6333 H C Anderson Alle, Askov, Minnesota.
- b. **Arrowhead Counties Association, Wednesday, January 17, 2018, 6:00 p.m.**, Hampton Inn, Duluth, Minnesota.
- c. **Pine County Zoning Board, Thursday, January 18, 2018, 5:00 p.m.**, Board Room, Courthouse, Pine City, Minnesota.
- d. **Snake River Watershed Board, Monday, January 22, 2018, 9:00 a.m.**, Kanabec County Courthouse, 18 North Vine, Rooms 3 & 4, Mora, Minnesota.
- e. **Lakes & Pines Community Action Council, Monday, January 22, 2018, 10:00 a.m.**, 1700 Maple Avenue East, Mora, Minnesota.

- f. **Special Meeting-Committee of the Whole (Strategic Planning), Tuesday, January 23, 2018, 9:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- g. **Joint Boards Meeting (City of Pine City, Pine City School District, PTCC and Pine County), Tuesday, January 23, 2018, 6:00 p.m.**, Pine City Public Library, Pine City, Minnesota.
- h. **NLX, Wednesday, January 24, 2018, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- i. **Northeast Emergency Communications Board, Thursday, January 25, 2018, 10:00 a.m., (face-to-face meeting only, no ITV)**, St. Louis County EOC, 5735 Old Miller Trunk Highway, Duluth, Minnesota.
- j. **Aggregate Mining Workshop, Thursday, January 25, 2018, 3:00 p.m.**, Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota.
- k. **Rush Lake Task Force, Thursday, January 25, 2018, 3:30 p.m.**, White Bear Lake BoatWorks Commons, Community Room, White Bear Lake, Minnesota.
- l. **Central Minnesota EMS, Friday, January 26, 2018, 10:00 a.m.**, Stearns County Service Center, South Entrance, Room, 121, 3301 County Road 138, Waite Park, Minnesota.
- m. **Special Meeting-Committee of the Whole (Local Government Officials), Tuesday, January 30, 2018, 6:00 p.m.**, Jury Assembly Room, Courthouse, Pine City, Minnesota.
- n. **Soil & Water Conservation District, Thursday, February 1, 2018, 9:00 a.m.**, John Wright Building, 130 Oriole Avenue, Sandstone, Minnesota.
- o. **Central MN Council on Aging (Regular Board Meeting), Thursday, February 1, 2018, 10:00 a.m.**, 250 Riverside Avenue No., Suite 300, Sartell, Minnesota.
- p. **East Central Regional Juvenile Center, Thursday, February 1, 2018, 12:15 p.m.**, 7565 Fourth Avenue, Lino Lakes, Minnesota.
- q. **Legislative Broadband Meeting, Monday, February 5, 2018, 7:00 p.m.**, Kanabec County Courthouse 18 North Vine, Mora, Minnesota.
- r. **Pine County Board Meeting, Tuesday, February 6, 2018, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.

12. **Adjourn**