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

The Pledge of Allegiance was said.

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

Chair Hallan requested the following revisions to the Agenda:

1. Additional Information: Consent Agenda #9/VSO Operational Enhancement Grant
   CVSO Workplan, proposed Budget Expenditures Report, and Appendix G
2. Correction: Regular Agenda #3/Agency Agreement with MnDOT for Detours
   Correct resolution number to reflect 2018-44
3. Additional Information: Regular Agenda #6/ Housing Plan
   Pine County Strategic Housing Action Plan – final, CEDA Pine County Strategic Housing
   Action Plan (powerpoint presentation), Housing Institute (powerpoint presentation)
4. Addition: Regular Agenda #10A:
   Closed Meeting Pursuant to M.S. §13D.05, Subd. 3(b) Attorney Client Privilege – Memorial
   Forest Access in Munch Township

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

Commissioner Ludwig moved to approve the Minutes of the July 17, 2018 county board meeting and Summary for publication. Second by Commissioner Mikrot. Motion carried 5-0.

Commissioner Mikrot moved to approve the Minutes of the July 19, 2018 Special Meeting-Committee of the Whole. Second by Commissioner Chaffee. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence

Pine County Land Surveyor Monthly Report – July 2018
Commissioner Ludwig moved to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Mikrot. Motion carried 5-0.

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

Chair Hallan clarified Consent Agenda Item #2, Application for Abatement for Wal-Mart Real Estate, was the result of a tax court decision by Wal-Mart nationwide, not specific to the Pine City location. The amount to be reimbursed by Pine County to Wal-Mart is approximately $15,000.
CONSENT AGENDA

1. **July 2018 Disbursements**

2. **Application for Abatement**
   Approve the Application for Abatement for Wal-Mart Real Estate, 950 Evergreen Sq. SW, Pine City, PID 42.6191.000, pay 2017 & 2018.

3. **Application for Exempt Permit**
   Approve the Application for Exempt Permit for Pine Technical Community College Foundation to conduct Minnesota lawful gambling on October 26, 2018 at the Northwest Fur Post, 12551 Voyageur Lane, Pine City, MN (Pine City Township).

4. **Liquor License Approval**
   Approve the following liquor licenses for September 1, 2018 – August 31, 2019 subject to meeting all requirements: Wings North, 19379 Homestead Road, Pine City (On Sale and Sunday); Nickerson Bar & Motel, 94430 Main Street, Nickerson (On Sale, Off Sale and Sunday); Beroun Crossing Country Store, 18648 Beroun Crossing, Pine City (Off Sale Only, inc. Sunday); Pine City Country Club, 10413 Golf Course Road SW, Pine City (On Sale and Sunday); West Beroun Liquor, LLC, 18070 Beroun Crossing Road, Pine City (Off Sale Only, inc. Sunday); Doc’s Sports Bar & Grill, 34427 Majestic Pine Drive, Sturgeon Lake (On Sale, Off Sale and Sunday); Moose Lake Golf Club, 35311 Parkview Drive, Sturgeon Lake (On Sale and Sunday); The Tavern in Duquette, 88159 State Hwy. 23, Kerrick (On Sale, Off Sale and Sunday); Countryside Campground, 56283 Beaver Tail Road, Askov (On Sale, Off Sale and Sunday).

5. **2018 Tax-Forfeit Land Auction**

6. **Donation**
   Accept an $800 donation from the National Multiple Sclerosis Society, and an $150 donation from the Hinckley Chamber of Commerce, for time spent by the Pine County Sheriff’s Reserve volunteering during the MS 150 event and the Hinckley Corn and Clover Days. Funds are to be placed into the Pine County Sheriff’s Reserve Fund to help offset the cost for training, uniforms and equipment.

7. **School Resource Officer Contracts**
   Approve the Pine County School Resource Officer Contracts between the Pine County Sheriff’s Office and the Pine City Schools, the East Central Schools, and the Hinckley-Finlayson Schools. The rate for 2018-2019 will be $35.20 per hour. All other terms remain the same from previous years. Authorize Board Chair and County Administrator to sign.

8. **Affiliation Agreement with the University of South Dakota**
   Approve a one-year Affiliation Agreement with the University of South Dakota. Authorize Board Chair to sign.
9. **County Veterans Service Office Operational Enhancement Grant**
   Approve Resolution 2018-43 and County Veterans Service Office Operational Enhancement Grant and authorize Board Chair and County Administrator to sign. This $10,000 grant will be put towards allowable expenses under the grant agreement. Authorize Board Chair and County Administrator to sign.

10. **Training**
    A. Approve Lukas Olson, Environmental Technician, to attend Introduction to Onsite Systems, November 12-14, 2018 and Installing Onsite Systems November 15-16, 2018, both in Mankato. Costs are: Introduction course/$360 and Installing course/$265, for a total course cost of $625; Accommodations: $320 ($64/night plus tax); up to $135 in meals (lunch and supper only, hotel has continental breakfast); Mileage: approximately $178.76. Total cost: $1,259.
    B. Approve Collections Officer Kari Sammis and Child Support Officer Christina Frey to attend the Minnesota Family Support and Recovery Council Conference, October 1-3, 2018 in St. Cloud. Registration $345 for both individuals, travel: county car will be used. Total cost: $345.
    C. Approve Community Health Services Administrator Samantha Lo to attend the Minnesota Supervisor’s Conference, September 9-12, 2018 at Breezy Point. Registration $60, Accommodations (includes meals): $630, Travel: approx. $125. Total Cost: $815.

**REGULAR AGENDA**

1. **Public Hearing – Shoreland Management Ordinance Amendments**
   Land Services Director Kelly Schroeder explained the proposed changes to the Shoreland Ordinance, including (1) adding language to issue Interim Use Permits, (2) update the definition of “bluff”, “top of bluff” and “toe of bluff”, and (3) adding language prohibiting the storage of junk and debris in the shore impact zones.
   Chair Hallan opened the public hearing at 10:12 a.m. and called for public comment. Greg Sorenson, Pine Lake Township Zoning Administrator, commented on the coverage area of blight and debris in the shoreland ordinance. Gordy Johnson, Pokegama and Pine City Townships Zoning Administrator, stated support with the addition of an interim use permit and bluff definitions and language, however would like to see an use list established for interim permit uses. Mr. Johnson also commented on the storage of junk and debris in the shore impact zone. There being no further comments, Chair Hallan closed the meeting at 10:20 a.m.
   Discussion was held as to further changes of the ordinance; if at some point the Ordinance would need to be amended, requests may be brought back to the board for consideration. This Ordinance will be effective upon publication.
   **Motion** by Commissioner Ludwig to approve Pine County Ordinance 2018-42 amending the Pine County Shoreland Management Ordinance and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

2. **Facilities Committee Report**
   Commissioner Mohr and County Engineer Mark LeBrun provided an overview of the July 18, 2018 and August 1, 2018 Facilities Committees meetings. All bid categories for the North Pine Government Center construction, except for electrical and roofing, had been awarded at the July 19th special board meeting. Clarification was given to questions surrounding the electrical bid
and quotations for the roofing will be considered due to the anticipated roofing cost being under the bid threshold. The generator will be purchased by the county to take advantage of the county’s sales tax exemption. A groundbreaking ceremony will take place August 21, 2018 at 1:30 p.m. at the building site.

**Electrical**

**Motion** by Commissioner Mohr to award the electrical bid to Granite Ledge Electrical [accepting Alternate #2/light fixtures ($25,000) and Optional Deduct/lighting (24,000)], in the amount of $508,928. Second by Commissioner Ludwig. Motion carried 5-0.

**Roofing**

**Motion** by Commissioner Ludwig to reject the roofing bids. Second by Commissioner Mohr. Motion carried 5-0.

**Motion** by Commissioner Mohr to authorize the use of quotes for the roofing category and award the contract to North Tech Construction in the amount of $174,990. Second by Commissioner Mikrot. Motion carried 5-0.

**Masonry** *(The masonry bid to include Alternate #1 had been previously accepted at the July 19, 2018 special county board meeting)*

**Motion** by Commissioner Chaffee to reject bid category #4-masonry Alternate #1 (brick). Second by Commissioner Mohr. Motion carried 5-0.

3. **Agreement with MnDOT**

County Engineer Mark LeBrun reported to the board, and discussion was held, regarding the detour routes of CSAH 7, 61 and 23 for the Highway 35 detour. The payment amount from the state is estimated at $12,939.20.

**Motion** by Commissioner Ludwig to approve Resolution 2018-44 for payment by the State to Pine County for use and maintenance of CSAH 7, 61 and 23 as detour routes for the Highway 35 detour and authorize Board Chair and County Administrator to sign the Agreements. Second by Commissioner Chaffee. Motion carried 5-0.

4. **Discussion of Contract #1803 – Bridge Project - CSAH 61**

County Engineer Mark LeBrun provided an update on contract #1803 (Willow River bridge project). This project will not move forward this year pending resolution of permitting issues with the DNR.

**Motion** by Commissioner Mikrot to reject all bids received for Contract #1803. Second by Commissioner Mohr. Motion carried 5-0.

5. **Business Development Loan to EZ Box LLC**

EZ Box Electrical Systems Solutions founder Glen Liubekka provided an overview of his company and the electrical products that he has developed that are awaiting patents and/or production. Mr. Liubekka is part of a joint-venture incubator program supported by the Pine City Development Authority and has been working with local funders to secure financing, in the amount of $861,194 for the production of these products. Pine County’s financial commitment to the project would be $10,000; in 2017 the Pine Economic Development Corporation dissolved and transferred $18,662.98 to the county to establish a revolving loan fund for economic development. The $10,000 loan would come from those funds. Liubakka’s intent is to contract with another company to make the initial products but then to build a production facility in the Pine City industrial park.

**Motion** by Commissioner Chaffee to approve the county to participate in the loan in the amount of $10,000 and purchase a loan participation certificate from the Entrepreneur Fund using funds
from the county’s Revolving Loan Fund with the provision that the business locate in Pine County. Second by Commissioner Mikrot. Motion carried 5-0.

6. **Housing Plan Presentation and Discussion**
Members of Pine County’s Housing Institute team, including Pine City Community Development Director Lezlie Sauter, Hinckley City Council Tim Burkhardt, Sandstone City Administrator Kathy George, and Pine City HRA representative Deb Robelia updated the board on the team’s housing activities within Pine City, Hinckley and Sandstone. Marty Walsh, CEDA Community and Business Development Specialist and Sean Allen, consultant with the Center for Innovative Communities, reviewed with the board the Pine County Strategic Housing Action Plan.

7. **Commissioner Updates**
   - **Summer Food & Fun:** Chair Hallan commented on the great involvement by Extension staff and community volunteers with non-traditional 4-H events.
   - **Land Advisory Committee:** Commissioner Ludwig stated the Land Advisory Committee has reviewed all of the tax-forfeit parcels for consideration for September 21, 2018 land auction.
   - **Extension Committee:** Commissioners Mohr and Chaffee stated Summer Food & Fun, the county fair, and the extension budget were discussed. A presentation on the invasive buckthorn plant was given.
   - **Snake River Watershed:** Commissioner Mohr stated MN Board of Water and Soil Resources (BWSR) gave a presentation on One Watershed One Plan. Recent flooding was also discussed.
   - **NLX:** Commissioner Ludwig stated NLX is moving from a data-driven project to an advocacy-driven project. Fund raising efforts were discussed. An increase in their proposed budget was also discussed.
   - **Meeting with City of Pine City (lease options):** Previous proposal for lease options with Pine City was reviewed; the county is open to a long-term lease.
   - **Arrowhead Transit:** Chair Hallan stated usage is steady.
   - **Northeast Emergency Communications Board:** Chair Hallan was unable to attend this meeting. Chief Deputy Paul Widenstrom attended. Standard meeting.
   - **Soil & Water Conservation District:** Commissioner Ludwig stated the Island Lake Outlet project was discussed.
   - **Other:** Chair Hallan recognized the excellent participation by county staff at the Pine County Fair.

8. **Other**
None.

9. **Upcoming Meetings**
   Upcoming meetings were reviewed.

Chair Hallan called a five minute recess at 12:20 p.m.

The board reconvened at 12:25 p.m.
10. **Closed meeting**

Motion by Commissioner Mikrot to close the meeting in accordance with Minnesota Statutes §13D.05, Subd. 3(b) (attorney/client privilege) (Tricas vs. Pine County). Second by Commissioner Mohr. Motion carried 5-0. The meeting was closed at 12:20 p.m.

Present: Chair Steve Hallan, Commissioners Josh Mohr, Steve Chaffee, John Mikrot, and Matt Ludwig; County Attorney Reese Frederickson, County Administrator David Minke, Auditor-Treasurer Cathy Clemmer, Land Services Director Kelly Schroeder, Jeff Hentges, Claims Representative with Minnesota Counties Intergovernmental Trust, and attorney Erin Benson with Ratwik, Roszak & Maloney. Attorney Ann Goering with Ratwik, Roszak & Maloney participated via telephone.

Motion by Commissioner Ludwig to open the meeting at 1:05 p.m. Second by Commissioner Chaffee. Motion carried 5-0.

10A. **Closed Meeting**

Motion by Commissioner Chaffee to close the meeting in accordance with Minnesota Statutes §13D.05, Subd. 3(b) (attorney/client privilege). County of Pine, State of Minnesota vs. James E. and Wilda Z. Obey, TOL Properties and Minnesota Land Trust, (use of eminent domain to secure public access to Memorial Forest in Munch Township). Second by Commissioner Mohr. Motion carried 5-0. The meeting was closed at 1:06 p.m.

Present: Chair Steve Hallan, Commissioners Josh Mohr, Steve Chaffee, John Mikrot, and Matt Ludwig; County Attorney Reese Frederickson, County Administrator David Minke, Auditor-Treasurer Cathy Clemmer, and Land Services Director Kelly Schroeder.

Motion by Commissioner Mohr to open the meeting at 1:30 p.m. Second by Commissioner Chaffee. Motion carried 5-0.

11. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 1:30 p.m. The next regular meeting of the county board is scheduled for August 21, 2018 at 10:00 a.m. at the Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota.

Stephan M. Hallan, Chair
Board of Commissioners

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