

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, September 18, 2018 - 10:00 a.m.
6333 H C Andersen Alle, Askov, Minnesota**

Chair Steve Hallan called the meeting to order at 10:00 a.m. Present were Commissioners Josh Mohr, Steve Chaffee, John Mikrot, Jr., and Matt Ludwig. 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 called for revisions to the Agenda.

1. Additional information provided for Regular Agenda Item #1, Audubon Center of the North Woods \$80,000 Revenue Note
2. Addition: Regular Agenda Item #8A: Other: 2019 Budget Update

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

Commissioner Mikrot moved to approve the Minutes of the August 30, 2018 Special Meeting-Committee of the Whole (Budget). Second by Commissioner Chaffee. Motion carried 5-0.

Commissioner Mohr moved to approve the Minutes of the September 4, 2018 board meeting and Summary for publication. Second by Commissioner Mikrot. Motion carried 5-0.

Commissioner Mikrot moved to approve the Minutes of the September 12, 2018 Special Meeting-Committee of the Whole (Budget). Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence

City of Sandstone Wellhead Protection Program

East Central Regional Library Minutes – August 13, 2018

Pine County Chemical Health Coalition Minutes – September 10, 2018

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

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

CONSENT AGENDA

1. Review August, 2018 Cash Balance

| Fund | August 31, 2017 | August 31, 2018 | Increase(Decrease) |
|--------------------------------|------------------------|------------------------|---------------------------|
| General Fund | 4,552,280 | 4,638,709 | 86,429 |
| Health and Human Services Fund | 872,747 | 1,725,200 | 852,453 |

| | | | |
|-----------------------------|------------|------------|-------------|
| Road and Bridge Fund | 5,190,466 | 3,280,646 | (1,909,820) |
| Land Management Fund | 1,323,986 | 1,437,542 | 113,556 |
| TOTAL (inc non-major funds) | 13,897,096 | 13,672,792 | (224,304) |

2. **Application for Abatement**
Approve Applications for Abatement for Integrys Energy Group, Inc., multiple parcels, payable 2009 – Tax Court Ordered and Minnesota Energy Resources Corp., multiple parcels, payable 2010-2013 – Tax Court Ordered.
3. **Application for Exempt Permit**
Approve Application for Exempt Permit from Quad River Chapter of the MN Deer Hunters Association to conduct Minnesota lawful gambling on October 13, 2018 at Doc’s Sports Bar and Grill Pavilion, 34427 Majestic Pine Drive, Sturgeon Lake, MN (Windermere Twp.).
4. **Liquor License**
Approve a temporary liquor license for YMCA Camp Miller, October 25-28, 2018.
5. **Restrict/Commit Certain Accounts for Financial Purposes**
 - A. Designate election-related revenues and expenditures as “Committed”.
 - B. Designate funds received from the Mille Lacs Band Foundation for the Community Coach Program as “Restricted”.
6. **Donation**
Accept a \$200 donation from the Sandstone Area Chamber of Commerce and designate to the Pine County Sheriff’s Reserve Fund; this donation will be used to offset the cost of uniforms, training and equipment.
7. **MPCA Subsurface Sewage Treatment Systems (SSTS) Program Grant Agreement**
Approve fiscal year 2019 Minnesota Pollution Control Agency Subsurface Sewage Treatment Systems Program Grant Agreement and authorize Board Chair and County Administrator to sign.
8. **Personnel/Termination of Employee**
Ratify the termination of Social Worker Jenny Morrison, effective September 11, 2018.
9. **Training**
 - A. Approve Human Resources Manager Jackie Koivisto to attend the Minnesota Counties Human Resource Management Association Conference, October 3-5, 2018 in Deerwood. Registration: \$175, Lodging/Meals: \$474. Total cost: \$649.
 - B. Approve Probation Director Terry Fawcett to attend the 85th Annual Minnesota Corrections Association Fall Training Institute, October 24-26, 2018, in Duluth. Registration: \$350. No other expenses.
 - C. Approve RN Kelsi Ervin and LPN Stephanie Larson to attend the 2018 Immunization Conference, November 1-2, 2018, in Minneapolis. Registration: \$225 total, Travel: \$70, Total cost: \$295. The expenses for attendance at this conference will be paid by the Child and Teen Check-up Outreach grant.
 - D. Approve Health & Human Services employees Brenda Danielson, Wendy Bloom, Samantha Ekeroth, Jan Chaffee, Nancy Johnson and Heidi Burton to attend the St. Louis County Health

& Human Services Conference, October 11-12, 2018, in Duluth. Registration: \$405 for all employees, Travel: county car used for some, other mileage approx. \$109, Total cost: Approx. \$514.

REGULAR AGENDA

1. Public Hearing - Audubon Center of the North Woods

Attorney Christopher Virta, with Fryberger, Buchanen, Smith & Frederick, P.A.. stated the Audubon Center of the North Woods is looking for financing to complete construction and equipping improvements to the Audubon's facilities and Northview Bank has agreed to provide the financing. By proceeding with financing through bank-qualified tax-exempt conduit revenue bonds, the Audubon Center is able to obtain financing at a lower cost.

Chair Hallan opened the public hearing at 10:05 a.m. for public comment. There being no public comment, the hearing was closed at 10:06 a.m.

Motion by Commissioner Chaffee to approve of Resolution 2018-49 Approving the Issuance and Sale of an \$80,000 Revenue Note, Series 2018 and authorize Board Chair and County Administrator to sign. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan:

- District 1: Chair Hallan: Aye
- District 2: Commissioner Mohr: Aye
- District 3: Commissioner Chaffee: Aye
- District 4: Commissioner Mikrot: Aye
- District 5: Commissioner Ludwig: Aye

Motion carried 5-0.

2. Insurance Committee Report

Commissioner Ludwig provided an overview of the September 5, 2018 Insurance Committee meeting. It was the recommendation of the Insurance Committee to accept the revised 2019 Blue Cross Blue Shield health insurance renewal rates. Bariatric surgery and infertility treatment will no longer be covered, and prescription coverage through CVS Pharmacies will be removed from all plans. In 2019 the county will offer five health insurance plans: CMM 1500, VEBA, HSA, HSA Access and HSA High Value Network. At the end of 2019 the county will remove one plan (the plan with the least employee enrollment, or by a Memorandum Of Agreement if other), bringing the number of health plans offered to four.

Motion by Commissioner Ludwig to approve the Insurance Committee recommendations to accept the revised 2019 Blue Cross Blue Shield health insurance renewal rates. Second by Commissioner Chaffee. Motion carried 5-0.

3. Personnel Committee

Commissioner Chaffee provided an overview of the September 11, 2018 Personnel Committee meeting. The Personnel Committee made the following recommendations:

A. Sheriff's Office

Acknowledge the resignation of Katie Vork and approve the hiring of a part-time sheriff's secretary.

B. Land Department

Authorize the reorganization of the Land Department to move it to the Land Services Department, effective October 1, 2018. Section 1.8 of the county's Policies and Procedure manual requires county board approval to reorganize a department.

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

4. **Mille Lacs Band of Ojibwe Donation**

Pine County received a \$25,000 donation from the Mille Lacs Band of Ojibwe for the funding of a one-half position Cultural Community Coach for 2019. The board thanked Shena Matrious, Public Relations Coordinator the Mille Lacs Band of Ojibwe for this donation and expressed appreciation for the collaborative effort being made on behalf of the children of Pine County.

5. **Essentia Health Fiscal Year 2018 Annual Report**

Essentia Health Director of Ambulance Services Joe Newton provided the Fiscal Year 2018 Annual Report, providing information as to financial status, staffing, projects, equipment and new purchases. Discussion was had regarding call volume and response time, transporting of patients, and community EMT/first responder service.

6. **Initiative Foundation**

Matt Varilek, President and Chief Operating Officer of the Initiative Foundation, updated the board on programs offered and impacts on Pine County. The Initiative Foundation 2019 budget request is \$7,450, the same amount as the 2018 appropriation.

7. **Commissioner Updates**

Zoning Initiative: Commissioner Ludwig stated good discussion took place with local farmers who farm rental property(ies).

Soil & Water Conservation District: Commissioner Ludwig stated the forester and stewardship programs continue to grow.

Central Minnesota Council on Aging: Chair Hallan stated the audit has been completed and the Council on Aging received a clean audit. The 2019 budget was also discussed.

East Central Solid Waste Commission (ECSWC): Chair Hallan stated ECSWC purchased a truck to assist when the contracted trucking firm is unable to keep up with demand. ECSWC also has an opportunity to purchase adjoining property to the Cambridge Solid Waste Transfer Station.

East Central Regional Library: Commissioner Mohr stated strategic plan topics were discussed. The 2019 budget was also discussed.

Pine County Chemical Health Coalition: Commissioner Mikrot stated a \$750 donation request was received; new billboards are in place; underage drinking sticker campaign will start soon; and frequency of compliance checks on liquor establishments was discussed.

MN Association of County Surveyors: Commissioners unable to attend.

Audit Exit Conference: Chair Hallan stated the audit was complete with a clean audit (unmodified opinion), with a note that one HHS program had a deficiency (DHS guidelines are unclear).

Central MN Jobs and Training Service: Chair Hallan stated the unemployment rate in Pine County is low, however several businesses in other counties are laying off employees.

Lakes & Pines Community Action Council: HHS Director Becky Foss attended.

Other: None.

8. **Other**

8A. 2019 Budget Update

Administrator Minke provided an update on the preliminary 2019 budget. The budget, coming out of the Budget Committee meeting on September 12, 2018, was out of balance by approximately \$1.7 million. Using a 4.5% levy increase and eliminating many of the budget

requests, the deficit could be reduced to approximately \$200,000. It was the consensus of the commissioners to continue to review the budget and hold a Special County Board meeting on September 25, 2018 to review the budget and make recommendations for additional cuts.

9. **Upcoming Meetings**

Upcoming meetings were reviewed.

10. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 10:55 a.m. The next regular meeting of the county board is scheduled for Tuesday, October 2, 2018 at 10:00 a.m. at the Pine County Courthouse, 635 Northridge Drive NW, Pine City, Minnesota.



Stephen M. Hallan, Chair
Board of Commissioners



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