

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, July 17, 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 welcomed Emergency Management and Emergency Preparedness personnel.

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

Chair Hallan requested the following revisions to the Agenda:

1. Addition: Consent Agenda #6B, New Hire
Approve the hiring of part-time Corrections Officer Rikki Rarick, effective July 18, 2018, \$19.52 per hour, Grade 7, step 2.
2. Addition: Regular Agenda #5A, Flood Update
3. Addition: Regular Agenda #7: Schedule Special Meetings-Committee of the Whole (Budget Committee) – possible dates August 23 and 30, 2018

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

Commissioner Chaffee moved to approve the Minutes of the July 3, 2018 board meeting and Summary for publication. Second by Commissioner Mikrot. Motion carried 5-0.

Commissioner Mohr moved to approve the Minutes of the July 10, 2018 Special Meeting-Committee of the Whole. Second by Commissioner Chaffee. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence

Pine County HRA Senior Housing Board of Directors Regular Meeting – March 28, 2018

Pine County HRA Senior Housing Board of Directors Regular Meeting – April 25, 2018

Department of Administration, State Historic Preservation Office – consideration of removal of Cloverton School from National Register of Historic Places

Pine County Chemical Health Coalition – July 9, 2018

Lessard-Sams Outdoor Heritage Council Habitat Conservation Project Notification

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

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

CONSENT AGENDA

1. Review June, 2018 Cash Balance

Fund	June 30, 2017	June 30, 2018	Increase(Decrease)
General Fund	4,697,704	4,773,033	75,328
Health and Human Services Fund	733,232	1,439,038	705,807
Road and Bridge Fund	2,155,303	4,806,273	2,650,971
Land Management Fund	2,196,740	2,196,179	(561)
TOTAL (inc non-major funds)	11,274,893	15,143,301	3,868,408

2. Application for Local-Option Disaster Abatement

Approve the Application for Local-Option Disaster Abatement for Gregory and Dawn Anderson, 18129 County Rd. 41, Willow River, PID 05.0021.000, pay 2018.

3. Application for Repurchase

Approve Resolution 2018-39 for the repurchase of tax forfeited land in full for Norman Rosenkranz, PID 29.0257.001 and authorize Board Chair and County Auditor to sign.

4. Application to Conduct Off-Site Gambling

Approve Application to Conduct Off-Site Gambling from Confidence Learning Center to conduct Minnesota lawful gambling on October 13, 2018 at Wings North Inc., 19379 Homestead Rd, Pine City, MN (Pokegama Twp).

5. Donation

Accept a \$2,100 donation from the Askov American Legion to be applied toward the Veterans' Van Program.

6. New Hire

A. Approve the hiring of David David as a Veterans Services/Health & Human Services Office Support Specialist, effective August 1, 2018, \$14.61 per hour, Grade 2, Step 1.

B. Approve the hiring of Rikki Rarick as a part-time Corrections Officer, effective July 18, 2018, \$19.52 per hour, Grade 7, Step 2, contingent upon satisfactory background and physical.

7. Training

A. Authorize County Veteran Service Officer Ben Wiener to attend the MN Association of County Veteran Services Officer Conference, September 9-12, 2018, in Nisswa. Accommodations (includes registration, meals and lodging): \$650, Mileage: approx. \$109. Total cost: approx. \$759.

B. Authorize Fraud Investigator Kari Rybak to attend the United Council on Welfare Fraud's Training Conference, September 10-13, 2018, in Milwaukee, Wisconsin. Meals: \$136; all other costs associated with this conference are being paid through a scholarship secured by Kari Rybak.

C. Authorize Child Support Enforcement Aide Kari Dutcher to attend "Getting Started" training, July 31-August 2, 2018, in St. Paul. Accommodations: \$318.

- D. Authorize Public Health Educator Hailey Freedlund to attend the annual Statewide Health Improvement Partnership (SHIP) Conference, July 24-26, 2018 in Eagan.

REGULAR AGENDA

1. **Personnel Committee Report**

Commissioner Chaffee provided an overview of the July 10, 2018 Pine County Personnel Committee meeting. The Personnel Committee made the following recommendations:

A. **Jail**

- i. Acknowledged the resignation of Corrections Officer Rian Bergstad, effective July 21, 2018, and the request to approve the backfill of the open position and any subsequent vacancies that may occur due to an internal promotion or lateral transfer.

B. **Administration**

- i. Adopt Policy #24 (Amended), Pine County Purchasing Policy, of the Personnel Policies and Procedures, effective August 1, 2018.

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

2. **Introduction of Community Health Services Administrator**

Samantha Lo, Community Health Services Administrator, was introduced to the county board.

3. **Public Health – Long-Term Care Services**

Public Health Supervisor Lori Fore provided information on long-term care programs and services available to residents of Pine County.

4. **Award Contract #1803**

County Engineer Mark LeBrun stated bids were opened July 2, 2018 for Contract #1803. The lowest responsible bidder was Landwehr Construction, with a bid amount of \$954,047.80. For the project to move forward, a permit from the Department of Natural Resources (DNR) is necessary; a permit has been requested however not yet received.

It was the **consensus** of the board to schedule a special county board meeting on July 31, 2018 at 9:00 a.m. to review the status of the project and award the contract if appropriate.

5. **Second Quarter 2018 Financial Report**

County Administrator David Minke provided an update of the budget through June, 2018. Revenues and expenditures are as expected at the end of the second quarter.

5A. **Flood Update**

Emergency Management Coordinator Denise Baran, Public Health Emergency Preparedness Coordinator Wendy Bloom, and County Engineer Mark LeBrun provided an update on the flood events of June 16 and July 12, 2018. The two floods events will be treated as one disaster event for disaster reimbursement. A damage assessment meeting for public infrastructure is scheduled for July 20, 2018. Sheriff Nelson commented until the water levels recede, the no wake orders will remain in effect for Cross, Pokegama, Grindstone and Big Pine lakes and the Snake River.

6. **Commissioner Updates**

East Central Solid Waste Commission (ECSWC): Commissioner Hallan stated the Southern Minnesota Municipal Power Agency generator is not operating as it should; ECSWC will purchase a new flare to burn off the excess methane gas.

Pine County Chemical Health Coalition: Commissioner Ludwig stated the Pine County Sheriff's Office recently conducted alcohol compliance checks in the East Central and Hinckley/Finlayson school district areas. Checks were carried out at 30 establishments -- 22 passed, 8 failed.

Northeast Minnesota Area Transportation Partnership (NEMNATP): Chair Hallan and County Engineer LeBrun attended. Chair Hallan stated it is necessary that Pine County make its funding needs known regarding the James Oberstar Trail segment of the Munger Trail.

Soil & Water Conservation District: Commissioner Ludwig was unable to attend.

Lakes & Pines Community Action Council: Chair Hallan and Health & Human Services Director Becky Hallan attended. Lakes & Pines provides many services and programs for residents.

Other:

Commissioner Ludwig attended the TreeHouse-Sandstone fundraiser, which is a program for at-risk youth.

Commissioner Ludwig attended the first Zoning Initiative meeting; 27 people attended, 11 townships were represented. Input was gathered on the types of districts the county zoning ordinance will need. Zoning staff will draft those districts based on this input and present it at the next Zoning initiative meeting scheduled for August.

7. **Other**

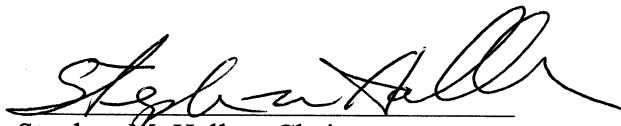
Special Meeting-Committee of the Whole (Budget) meetings have been scheduled for August 23 and 30, 2018, 9:00 a.m. at the Board Room, Courthouse.

8. **Upcoming Meetings**

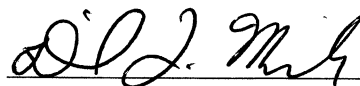
Upcoming meetings were reviewed.

9. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 11:48 a.m. The next regular meeting of the county board is scheduled for Tuesday, August 7, 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