



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, September 17, 2019, 10:00 a.m.

North Pine Government Center

1602 Hwy. 23 No., Sandstone, 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 September 3, 2019 county board meeting and Summary for publication
- F) Approve Minutes of the September 10, 2019 Special Meeting-Committee of the Whole (Budget)
- G) Minutes of Boards, Reports and Correspondence
Pine County Chemical Health Coalition Minutes – September 9, 2019
- H) 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 August, 2019 Cash Balance

Fund	August 31, 2018	August 31, 2019	Increase(Decrease)
General Fund	4,630,647	4,870,157	239,509
Health and Human Services Fund	1,728,835	1,420,318	(308,517)
Road and Bridge Fund	3,282,612	4,974,308	1,691,697
Land Management Fund	1,437,542	1,426,270	(11,272)
TOTAL (inc non-major funds)	13,672,792	15,068,741	1,395,949

2. Applications

- A. Consider approval of Resolution 2019-42 for the repurchase of tax forfeited land in full for Mille Lacs Band of Chippewa Indians, the former mortgagee. Authorize Board Chair and County Administrator to sign.

B. Consider approval of Application for Premises Permit for the Pine City Youth Hockey Association to conduct lawful gambling at Wings North, 19072 Homestead Road, Pine City (Pokegama Township).

3. **School Resource Contracts**

Consider approval of the following 2019-2020 school resource officer contracts between the Pine County Sheriff's Office and the following school districts. The duration of the contracts are for one year, and all contracts reflect a 3% increase in the hourly rate, from \$35.20 per hour to the new rate of \$36.26 per hour.

- A. East Central Schools: (1) school resource officer for 20 hours per week during the school year.
- B. Pine City Schools: (1) school resource officer for 40 hours per week during the school year.
- C. Hinckley-Finlayson Schools: (1) school resource officer for 20 hours per week during the school year.

Authorize Board Chair and County Administrator to sign.

4. **2019/2020 and 2020/2021 Snow Removal Bid**

Consider award of the 2019/2020 and 2020/2021 snowplow contract to Premier Outdoor Services in the two-year total amount of \$36,000. This amount remains unchanged from 2017/2018 and 2018/2019 contract with Premier Outdoor Services. Authorize Board Chair and County Administrator to sign.

5. **Evening Reporting Center Grant**

Authorize the Board Chair and County Administrator to sign the Evening Reporting Center Grant. From October 1, 2019 through September 30, 2021, the ERC will receive \$313,800 to cover contract services for an ERC director and counselor, equipment purchases, office expenses, incentives, presenters, curriculum materials, transportation and supplies. There is no match requirement.

6. **Child Support Cooperative Agreement**

Consider approval of the State of Minnesota – County Child Support Program Interagency Cooperative Agreement for calendar years 2020 and 2021. Health & Human Services pay the sheriff's office and county attorney's office for child support services. These expenses are reimbursed at a rate of approximately 66%. This agreement is necessary so the department can receive reimbursement for child support services expenses. Authorize Board Chair and County Administrator to sign.

7. **Grant Agreement with Delta Dental of Minnesota**

Consider acceptance of the \$10,000 grant from Delta Dental of Minnesota, which will go to enhance the provision of dental services to community members who qualify. Authorize Board Chair and County Administrator to sign.

8. **Natural Resources Block Grant**

Consider authorizing the Board Chair and County Administrator to sign the fiscal year 2020 and 2021 State of Minnesota Board of Water and Soil Resources Natural Resources Block Grant Agreement; the grant is in the amount of \$162,133. The grant agreement does not require a county match.

9. **Personnel**

- A. Authorize the promotion of Jim Danielson to Lead Building Maintenance Worker, effective August 1, 2019, Grade 5, Step 4, \$19.46 per hour.
- B. Authorize regular employment status to Child Support Officers Tiffanie Anderson and Salena Fox, effective September 26, 2019.
- C. Authorize the internal transfer of Danielle One to the MNChoices Assessor position, effective September 18, 2019. No change in grade or pay.

10. **New Hire**

- A. Authorize the hiring of Probation Case Aide Justine Crocker-Ward, Grade 4, Step 1, \$16.90 per hour, contingent upon a successful background investigation and pre-employment drug screen. Effective October 1, 2019.
- B. Authorize the hiring of Recycling Center Attendant Tena Philipczyk, part-time, Grade 1, non-union, starting wage \$14.62.

11. **Training**

- A. Consider authorization for Probation Director Terry Fawcett to attend the Minnesota Corrections Association Conference, October 23-25, 2019, in Nisswa, Minnesota. Registration is free as Mr. Fawcett receives a complimentary registration as the president of MACPO. Lodging: \$209, Mileage: \$123. Total cost: \$332. Funds are available in the 2019 Probation budget.
- B. Consider authorizing the following Health & Human Service employees to attend the St. Louis HHS Conference from October 9-11, 2019 in Duluth: Social Worker Brenda Danielson, Social Worker Nancy Johnson, PHN Danielle One, Social Worker Carrie Reeves, Social Worker Jessica Zirbes, Social Worker Amber Andrews, Social Worker Heidi Burton, Social Worker Cassie Peterson, Social Worker Rona Duvall and Case Aide Lisa Stoffel. Registration per participant: \$60, total \$600; Meals: approx. \$30 per participant, total \$300; Lodging: \$0; Travel: \$200 total. County cars will be used for many of the staff who are at the conference. Total cost \$1,100. Funds are available in the 2019 Health & Human Services budget.
- C. Consider authorization for Financial Worker Janessa Berberich and Case Aide Arlene Fjosne to attend the 50th Annual MN Financial Worker and Case Aide Association Conference, October 23-25, 2019, in Mankato. Registration: \$300 per person, total \$600; Lodging: \$357 total; Travel: county car, meals are included in the registration cost. Total: \$957. Funds are available in the 2019 Health & Human Services budget.
- D. Consider authorization for Social Workers Adriane Wimmer, Haeley Newman and Nikki Wiener to attend the Infant and Early Childhood Multidisciplinary Mental Health Conference, October 28-29, 2019 in Coon Rapids. Registration: \$300 per person, total \$900; Travel: county car; Total: \$900. Funds are available in the 2019 Health & Human Services budget.

REGULAR AGENDA

1. **Insurance Committee Report**

The Insurance Committee met on September 9, 2019. (Minutes attached). The consensus of the committee is to recommend accepting the proposal from Resources Training and Solutions. The proposal will be brought forward to the October 1, 2019 County Board meeting for consideration.

2. **Personnel Committee Report**

The Personnel Committee met September 10, 2019. (Minutes attached). The Personnel Committee made the following recommendations:

A. **Health & Human Services**

- i. authorize the temporary eligibility worker position to become full time and grant regular, full-time employment status to Sabrina Robbins. No change in grade or pay (Grade 6, Step 1, \$18.99 per hour).
- ii. authorize the part-time public health case aide position to become full time effective September 30, 2019 and to grant regular full-time employment status to Karen Jansen effective September 30, 2019. No change in grade or pay (Grade 5, Step 4, \$20.22 per hour).

B. **Highway**

- i. acknowledge the retirement of Highway Maintenance Worker Tim Duffney and authorize the backfill of the position and any vacancies due to promotion/lateral transfer.

C. Administration

- i. amend Personnel Policies & Procedures Section 7.9 (PTO Cash Out) to allow non-union, non-exempt employees the option to cash out (or move to the HCSP) up to 80 hours of PTO per year. Other items are informational only.

3. **Technology Committee Report**

The Technology Committee met on September 11, 2019. (Minutes attached). Informational only. No board action required.

4. **Noxious Weed and Invasive Plant Grant Program**

Authorize Land & Resources Manager Caleb Anderson to sign an amendment to the noxious weed and invasive plant grant contract. The amendment would extend the deadline of the contract from December 1, 2019 to the new expiration date of December 31, 2020. To date approximately half of the awarded funds (\$20,000) have been spent. All grant matching costs will be paid for through the Planning and Zoning budget.

5. **Preliminary 2020 Property Tax Levy and Budget**

Consider the preliminary 2020 property tax levy of \$19,354,383, a 3% levy increase from 2019. The preliminary levy must be adopted by September 30, and once certified, it cannot be raised.

6. **Commissioner Updates**

Soil & Water Conservation District
MN Council on Aging (Board of Directors)
Northwood's ATV Trail Fun Ride
East Central Solid Waste Commission
East Central Regional Library
Pine County Chemical Health Coalition
AMC Fall Policy Conference
Central Minnesota Workforce Development Board
Lakes & Pines Community Action Council
House Capital Investment Committee trail meeting
Other

7. **Other**

8. **Upcoming Meetings (Subject to Change)**

- A. **House Capital Investment Committee, Tuesday, September 17, 2019, 8:15 a.m.**, commence at Pine Technical and Community College, Pine City, Minnesota (board House Capital Investment Committee bus and then 15 minutes to tour the trail route).
- B. **Pine County Board Meeting (Regular), Tuesday, September 17, 2019, 10:00 a.m.**, North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota.
- C. **MN Council on Aging (Executive Committee), Wednesday, September 18, 2019, 2:00 p.m.**, 250 Riverside Avenue North, Suite 300, Sartell, Minnesota.
- D. **Arrowhead Counties Association, Wednesday, September 18, 2019, 6:00 p.m.**, Hampton Inn, Duluth, Minnesota.
- E. **Snake River Watershed Joint Board, Monday, September 23, 2019, 9:00 a.m.**, Kanabec County Courthouse, 18 North Vine, Mora, Minnesota.
- F. **Special Meeting-Committee of the Whole (Land Committee Land Tour), Tuesday, September 24, 2019, 8:30 a.m.**, North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota.

- G. **NLX, Wednesday, September 25, 2019, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- H. **Housing and Redevelopment Authority (HRA) Board, Wednesday, September 25, 2019, 1:00 p.m.**, Sandstone Manor, 510 5th Street, Sandstone, Minnesota.
- I. **RAC/ECB, Thursday, September 26, 2019, 10:00 a.m.**, St. Louis County EOC – Pike Lake, 5735 Old Miller Trunk Highway, Duluth, Minnesota.
- J. **Labor Negotiations, Monday, September 30, 2019, 1:00 p.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- K. **Lower St. Croix 1W1P Policy Committee, Monday, September 30, 2019, 4:00 p.m.**, Wyoming Area Library, 26855 Forest Blvd., Wyoming, Minnesota.
- L. **Facilities Committee, Tuesday, October 1, 2019, 8:30 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- M. **Pine County Board Meeting, Tuesday, October 1, 2019, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- N. **Lakes & Pines Annual Board Meeting, Tuesday, October 1, 2019, 4:30 p.m.**, 1700 Maple Avenue, Mora, Minnesota.
- O. **SCRED Legislative Forum (presentation award to Project RISE Team), Tuesday, October 1, 2019, 5:30 p.m.**, The Spare Room, Chucker’s Bowl, Rush City, Minnesota.

9. **Adjourn**