



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, June 18, 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 June 4, 2019 county board meeting and Summary for publication
- F) Minutes of Boards, Reports and Correspondence
 - Pine County Zoning Board Minutes – February 28, 2019
 - East Central Regional Juvenile Center Advisory Board Minutes – June 6, 2019
 - Pine County Chemical Health Coalition Minutes – June 10, 2019
- 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 May, 2019 Cash Balance (attached)

| Fund | May 31, 2018 | May 31, 2019 | Increase(Decrease) |
|------------------------------------|---------------------|---------------------|---------------------------|
| General Fund | 250,468 | 512,251 | 261,783 |
| Health and Human Services Fund | (453,418) | 352,115 | 805,533 |
| Road and Bridge Fund | 4,126,998 | 769,482 | (3,357,516) |
| Land Management Fund | 2,203,225 | 1,990,318 | (212,907) |
| TOTAL (inc non-major funds) | 25,309,348 | 19,980,349 | (5,328,998) |

2. **Applications**

Consider approval of the following permits/applications:

- A. **Application for Exempt Permit** from the Moose Lake Fire District Firefighters Relief to conduct Minnesota lawful gambling on November 30, 2019 at Doc's Sports Bar & Grill, 34427 Majestic Pine Drive, Sturgeon Lake (Windemere Township).
- B. **Application for Temporary On-Sale Liquor License** for the Rock Creek Lions Club for an event August 30-31 and September 1-2, 2019 at the Heidelberger Rodeo, 3923 State Highway 70, Pine City (Royalton Township). Authorize County Auditor-Treasurer Kelly Schroeder to sign application and forward to the state for approval.
- C. **Application for Temporary 3.2 Malt Beverage License** for the Jack Pine Riders for an event July 12-14, 2019 at Linda Dronen's residence, 27079 Leese Road, Finlayson (Finlayson Township). Authorize County Auditor-Treasurer Kelly Schroeder to sign and issue liquor license.

3. **Family Home Visiting Account Restriction**

Consider restriction of account 12-481-483-002-5857 (Family Home Visiting Account) to ensure any fund balance is used for home visiting programs.

4. **New Hire**

Authorize the hiring of part-time Corrections Officer David Ackermann, effective June 24, 2019, Grade 7, Step 1, \$19.33 per hour, pending satisfactory physical.

5. **Training**

Consider Community Health Services Administrator Samantha Lo and Public Health Supervisor Jessica Fehlen to attend the Minnesota Supervisor's Conference from September 8-11, 2019, at Breezy Point. Registration: \$60, Accommodations/Meals: \$468, Travel: \$130. Total: \$658. Funds are available in the 2019 Health & Human Services budget.

REGULAR AGENDA

1. **Legislative Update**

Legislative update by State Representative Mike Sundin and State Representative Nathan Nelson.

2. **Facilities Committee Report**

The Facilities Committee met June 5, 2019 (Minutes attached). Minutes are informational only, no board action is required.

3. **Personnel Committee Report**

The Personnel Committee met June 11, 2019. (Minutes attached). The Personnel Committee made the following recommendations:

A. **Sheriff's Office**

- i. Increase the total number of full-time dispatchers from eight to nine. The total number of dispatch employees will remain at twelve as budgeted for 2019. The remaining positions will be part-time.

B. **Sheriff's Office - Jail**

- i. Ratify the termination of part-time probationary Corrections Officer Jake Haseman, effective May 22, 2019 and approve backfilling the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Acknowledge the resignation of Corrections Officer John Clair Kubesh, effective June 9, 2019 and approve backfilling the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

C. Administration

- i. Approve the updated Pine County Organizational Chart
- ii. Probation Department -Corrections and Senior Corrections Agent's SAFE System Job Grades and Job Descriptions
 - (a) Approve changing the SAFE System grades for Corrections Agent from Grade 8 to Grade 10 and Senior Correction Agent from Grade 9 to Grade 10, effective July 1, 2019. Career Agent will remain a Grade 11.
 - (b) Accept the "serving at the pleasure of the court" language recommended by Judge Martin.
 - (c) Accept the job description language added to further clarify use of force and defensive tactics.

Other items are informational only.

4. Investment Committee

The Investment Committee met June 11, 2019 (Minutes attached). Minutes are informational only, no board action is required.

5. Insurance Committee

The Insurance Committee will meet June 17, 2019. Minutes will be provided at the July 2, 2019 county board meeting for review.

6. Award Bid for Contract #1902

Award bid for Contract #1902 to lowest responsible bidder as determined by the County Engineer for the following:

SAP 058-652-011 located on CSAH 52; Between CR 157 and CSAH 42

7. Award Bid for Contract #1903

Award bid for Contract #1903 to lowest responsible bidder as determined by the County Engineer for the following:

SAP 058-652-011, located on CSAH 52; 0.5 miles West of CSAH 61 over Kettle River

8. Schedule Special Meeting-Committee of the Whole (Local Government Officials Meeting)

Consider scheduling a Special Meeting-Committee of the Whole (Local Government Officials meeting) for October 29, 2019, 6:00 p.m., Jury Assembly Room, Courthouse, Pine City, Minnesota.

9. Review 2020 Budget Schedule

10. Commissioner Updates

Soil & Water Conservation District
Nemadji 1W1P Policy Committee
MN Council on Aging
East Central Regional Juvenile Center
East Central Solid Waste
East Central Regional Library
Pine County Chemical Health Coalition
Law Library
Joint Boards Meeting
Central MN Workforce Development Board
Arrowhead Counties Association
Snake River Watershed Meeting

11. **Other**

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

- A. North Pine Government Center Grand Opening Ceremony, Tuesday, June 18, 2019, 9:00 a.m.,**
1602 Hwy. 23 No., Sandstone, Minnesota.
- B. Pine County Board Meeting, Tuesday, June 18, 2019, 10:00 a.m.,** North Pine Government Center,
1602 Hwy. 23 No., Sandstone, Minnesota.
- C. State Community Health Services Advisory Committee (SCHSAC) Quarter Meeting, Friday,**
June 21, 2019, 10:00 a.m., Amherst Wilder Foundation, 451 Lexington Parkway North, St. Paul,
Minnesota.
- D. Snake River Watershed Joint Board, Monday, June 24, 2019, 9:00 a.m.,** Kanabec County
Courthouse, 18 North Vine, Mora, Minnesota.
- E. East Central Regional Development Commission, Monday, June 24, 2019, 5:00 p.m.,** 100 Park St.
So., Mora, Minnesota.
- F. CANCELLED: Technology Committee, Tuesday, June 25, 2019, 9:00 a.m.,** Commissioner
Conference Room, Courthouse, Pine City, Minnesota.
- G. NLX, Wednesday, June 26, 2019, 10:00 a.m.,** Board Room, Courthouse, Pine City, Minnesota
- H. Housing and Redevelopment Authority (HRA) Board, Wednesday, June 26, 2019, 1:00 p.m.,**
Sandstone Manor, 510 5th Street, Sandstone, Minnesota.
- I. Regional Advisory Board (RAC), Thursday, June 27, 2019, 10:00 a.m.,** St. Louis County EOC
Pike Lake, St. Louis County EOC – Pike Lake, 5735 Old Miller Trunk Highway, Duluth, Minnesota.
- J. Pine County Board Meeting, Tuesday, July 2, 2019, 10:00 a.m.,** Board Room, Courthouse, Pine
City, Minnesota.

13. **County Administrator Annual Performance Review**

This portion of the meeting may be closed pursuant to M.S. §13D.05, Subd. 3, to conduct the annual performance evaluation of County Administrator David Minke. The county board may also consider a performance pay adjustment.

14. **Adjourn**