



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, March 19, 2019, 10:00 a.m.
Pine County History Museum
6333 H C Andersen Alle, Askov, 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 March 5, 2019 county board meeting and Summary for publication
- F) Approve Minutes of the March 12, 2019 Special Meeting-Committee of the Whole (Wetlands Banking/Land Department Contract Reinstatement/County Zoning Initiative).
- G) Minutes of Boards, Reports and Correspondence
 Pine County Chemical Health Coalition Minutes – February 11, 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 February, 2019 Cash Balance (attached)

Fund	February 28, 2018	February 28, 2019	Increase(Decrease)
General Fund	3,318,664	3,607,572	288,908
Health and Human Services Fund	629,776	1,010,002	380,226
Road and Bridge Fund	3,586,906	1,742,423	(1,844,483)
Land Management Fund	2,187,776	1,826,766	(361,010)
TOTAL (inc non-major funds)	\$8,058,515	\$10,825,492	\$2,766,976

2. **Application for Exempt Permit**

Consider Application for Exempt Permit from Mission Creek Ducks Unlimited to conduct Minnesota lawful gambling on May 5, 2019 at Wings North Hunt Club, 19379 Homestead Road, Pine City, MN (Pokegama Township).

3. **Cancellation of Tax Forfeited Land Contracts**

Consider approval of Resolution 2019-15 for the Cancellation of Tax-Forfeited Lands and Tax-Forfeited Repurchase Contracts. Authorize Board Chair and County Administrator to sign.

4. **2019 Budget Adjustments**

Consider 2019 Attorney budget adjustments:

Account	From	To	Net Change
01-091-6310 Repair & Maintenance Agreements	\$16,000	\$24,000	\$8,000
01-091-6810 Witness & Transcripts	\$10,000	\$2,000	-\$8,000

5. **Agreement with Solid Oak Financial Services**

Consider approval of an agreement between Pine County Health and Human Services and Solid Oak Financial Services, LLC., to contract some of the county's guardianship cases to this agency. The term of contract is March 1, 2019 through December 31, 2019, with a guardianship fee of \$100 per month per client. Authorize Board Chair and County Administrator to sign.

6. **Contract with Minnesota Prison Doula Project**

Consider approval of a contract between Pine County Health and Human Services and the Minnesota Prison Doula Project to provide prenatal and parenting education to incarcerated mothers in the Pine County Jail. The term of the contract is one year from the approval by the County Board, with the option to renew. The cost shall consist of \$154 per class session for the Mother Inside Curriculum services, not to exceed \$8,000 per year. Cost for the staff training shall not exceed \$1,000. Authorize Board Chair and County Administrator to sign.

7. **New Hire**

- A. Consider approval of the hiring of Tiffanie Anderson, child support officer, Grade 8, Step 6, \$25.91 per hour, effective March 25, 2019; Salena Fox, child support officer, Grade 8, Step 1, \$21.34 per hour, effective March 25, 2019; and Cassandra Peterson, children's mental health social worker, Grade 10, Step 2, \$25.01, effective April 17, 2019.
- B. Consider approval of the hiring of part-time corrections officers Scott Lindahl, Nicholas Marolt and Jake Haseman at Grade 7, Step 1, \$19.33 per hour, effective March 20, 2019, pending a successful background and physical.

8. **Training**

- A. Consider Licensed Practical Nurse Wendy Bloom to attend the Under One Roof Conference, May 14-15, 2019, in Duluth. Registration \$85, Meals \$12, Mileage \$199, Parking \$10. Total: \$306. All expenses are covered by the Public Health Emergency Preparedness Grant. This training is required to fulfill the requirements of this grant.
- B. Consider Public Health Educator Hailey Freedlund and Community Health Services Administrator Samantha Lo to attend the National Association of City and County Officials (NACCHO) Annual Conference, July 9-11, 2019, in Orlando, Florida. All costs are a total for both attendees: Registration \$1,095; Lodging \$778, Meals \$340, Airfare \$500, Parking/baggage fees \$150. Total: \$2,863. All expenses are covered by Statewide Health Improvement Partnership (SHIP) Grant.

- C. Consider Veterans Service Officer Ben Wiener to attend the MN Department of Veterans Affairs Spring Training Conference, March 19-21, 2019 in Walker. Registration: \$0, Meals: Approx. \$50, Lodging \$200, Travel \$165, Total: Approx. \$415. Funds are available in the 2019 Veterans Service Office budget.
- D. Consider Veterans Service Officer Mindy Sandell to attend the Stage II Basics Training, May 13-17, 2019, in Minneapolis. Meals Approx. \$80, Travel Approx. \$495. Total cost: \$575. Funds are available in the 2019 Veterans Service Office budget.
- E. Consider County Administrator David Minke to attend the Minnesota City/County Management Association (MCMA) annual conference – Forging Impactful Communities, May 1-3, 2019, in Nisswa. Registration \$520, Lodging \$253, Mileage \$128. Total Cost: \$903. Funds are available in the 2019 County Administration Budget.
- F. Consider Registered Nurse Kelsi Ervin to attend the Growing Great Kids Curriculum training, April 8-11, 2019, in West St. Paul. Registration \$0, Lodging \$450, Meals \$136. Total Cost: \$690. All costs are covered by the Temporary Assistance for Needy Families (TANF) mini grant. The curriculum is required to fully provide the Healthy Families American home visiting program.

REGULAR AGENDA

1. Recognition of the Retirement

Recognition of the retirement of Financial Assistance Supervisor II Peggy Brackenbury and her over 32 years of service to Pine County.

2. Personnel Committee Report

The Personnel Committee met March 12, 2019. (Minutes attached). The Personnel Committee made the following recommendations:

A. Health and Human Services

- i. Acknowledge the retirement of Financial Assistance Supervisor II Peggy Brackenbury, effective March 29, 2019, and approve backfilling the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

B. Sheriff's Office

- i. Ratify the resignation of part-time Sheriff's Dispatcher Tricia Dunks, effective February 23, 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 Deputy Aaron Kampa, effective March 26, 2019, and approve backfilling the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

C. Jail

- i. Ratify the termination of probationary Corrections Officer Taylor Breauchy, effective February 20, 2019, and approve backfilling the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

3. Facilities Committee Report

The Facilities Committee met March 13, 2019 (rescheduled from March 6, 2019). (Minutes attached). The Facilities Committee made the following recommendations:

A. Sandstone Sportsman's Club Shooting Range

- i. Accept the land donation (located at 55085 Wildlife Road, Sandstone) from the Sandstone Sportsman Club. The following are a summary of the covenants. Draft copy of the deed is attached:
 - (a) The county covenants that the real estate shall be open to the public at reasonable times and for a reasonable fee for a period of six (6) years from the date of the conveyance.

- (b) The county covenants that the real estate shall be open to the public for deer hunting season rifle sight-ins at reasonable times and for a reasonable fee for a period of six (6) years from the date of the conveyance.
- (c) Allow the club an opportunity to reclaim the property if the county sells or transfers the land within 20 years of the conveyance.
- (d) Use the property for the training of the Pine County Sheriff's Office and for youth safety firearms training.

B. Installation of Card Reader in South Stairwell of Courthouse

- i. Approve the installation of a single card reader on the stairwell side at the top of the south stairwell for a cost of \$5,800.

Other items for informational purposes only.

4. Mille Lacs Band of Ojibwe Notice of (Non-Gaming) Land Acquisition Application

Discussion.

5. Snake River One Water One Plan (1W1P)

Discussion.

6. Northeast Minnesota Emergency Communications Board Bylaws and Joint Powers Agreement

Consider approval of Resolution 2019-16 Approving Modifications to the Joint Powers Agreement Forming the Northeast Emergency Communications Board (NEECB), and the Bylaws of the Northeast Minnesota Emergency Communications Board, and authorize the Board Chair and County Administrator to sign Joint Powers Agreement and Bylaws Signature pages.

7. Teamsters Collective Bargaining Agreement for 2019-2020

Consider Collective Bargaining Agreement with the Minnesota Teamsters Public & Law Enforcement Employees (Deputies) for 2019 and 2020. Authorize Board Chair and County Administrator to sign. This portion of the meeting may be closed under MS 13D.03.

8. Commissioner Updates

Canvassing Board
 Soil & Water Conservation District
 Central Minnesota Workforce Development
 East Central Regional Library
 Pine County Chemical Health Coalition
 Lakes & Pines
 Other

9. Other

10. Upcoming Meetings (Subject to Change)

- a. **Pine County Board Meeting, Tuesday, March 19, 2019, 10:00 a.m.**, Pine County History Museum, 6333 H C Anderson Alle, Askov, Minnesota.
- b. **Canvassing Board, Wednesday, March 20, 2019, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- c. **Arrowhead Counties Association, Wednesday, March 20, 2019, 6:00 p.m.**, Hampton Inn, Duluth, Minnesota.
- d. **Mille Lacs Band of Ojibwe meeting, Thursday, March 21, 2019, 1:30 p.m.**, Meshakwad (MLBO Community Center), Hinckley, Minnesota.

- e. **Snake River Watershed Joint Powers Board, Monday, March 25, 2019, 9:00 a.m.,** Kanabec County Courthouse, 18 North Vine, Rooms 3 & 4, Mora, Minnesota.
- f. **Lower St. Croix 1W1P Policy Committee, Monday, March 25, 2019, 4:00 p.m.,** Wyoming Library, 26855 Forest Blvd, Wyoming, Minnesota.
- g. **NLX, Wednesday, March 27, 2019, 10:00 a.m.,** Board Room, Courthouse, Pine City, Minnesota.
- h. **Housing and Redevelopment Authority, Wednesday, March 27, 2019, 1:00 p.m.,** Sandstone, Minnesota.
- i. **RAC/NEECB, Thursday, March 28, 2019, 10:00 a.m.,** St. Louis County EOC – Pike Lake, 5735 Old Miller Trunk Highway, Duluth, Minnesota..
- j. **1W1P Snake River Watershed, Thursday, March 29, 2019, 9:00 a.m.,** Kanabec County Courthouse, 18 North Vine, Rooms 3 & 4, Mora, Minnesota
- k. **Central Regional EMS, Friday, March 29, 2019, 10:00 a.m.,** Stearns County Service Center, Waite Park, Minnesota.
- l. **Health & Human Services Committee, Tuesday, April 2, 2019, 8:30 a.m.,** Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- m. **Pine County Board Meeting, Tuesday, April 2, 2019, 10:00 a.m.,** Board Room, Courthouse, Pine City, Minnesota.

11. **Adjourn**