



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, May 21, 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 May 7, 2019 county board meeting and Summary for publication
- F) Approve Minutes of the May 14, 2019 Special Meeting-Committee of the Whole (Road Tour) for publication
- G) Minutes of Boards, Reports and Correspondence
None.
- 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 April, 2019 Cash Balance (attached)

Fund	April 30, 2018	April 30, 2019	Increase(Decrease)
General Fund	1,194,975	1,486,498	291,523
Health and Human Services Fund	(354,548)	234,324	588,872
Road and Bridge Fund	2,987,165	1,005,605	(1,981,560)
Land Management Fund	2,109,767	1,943,364	(166,403)
TOTAL (inc non-major funds)	13,754,279	11,195,907	(2,558,372)

2. **Applications for Exempt Permit**

Consider approval of the following Applications for Exempt Permits:

- A. Sandstone Sportsman Club to conduct Minnesota lawful gambling on July 13, 2019 at Linda Dronen's residence, 27079 Leese Road, Finlayson, Minnesota (Finlayson Township)
- B. Kerrick Firefighter's Relief Association to conduct Minnesota lawful gambling on September 14, 2019 at the Duquette Tavern, 88159 State Hwy. 23, Kerrick, Minnesota (Kerrick Township)

3. **Application for Abatement**

Consider approval of the following Applications for Abatement:

- A. Clarence Gimpl, 21255 Bear Rd., Hinckley, PID 15.0410.000, pay 2019 due to additional 54x96 pole being valued and incorrect sizes of lean-tos.
- B. Ronald Zuk, 85034 Deerwood Rd., Sturgeon Lake, PIDS 31.0257.000 & 31.0262.000, pay 2019 due to carrying Ronald's homestead to parcel 31.0257.000 when it should have stayed under Hermina.

4. **Audit Understanding of Services**

Consider authorizing County Board Chair Josh Mohr, County Administrator David Minke, and County Auditor-Treasurer Kelly Schroeder to sign the Letter of Understanding with the State Auditor's Office concerning Pine County's 2018 audit.

5. **Sandstone Gun Range Training Center**

- A. Consider setting up a restricted fund in the General Fund for donations, fees for service, and expenses for the Sandstone Gun Range Training Center.
- B. Consider acceptance of a \$10,000 donation from the Sandstone Sportsman's Club for ongoing maintenance of the Sandstone Gun Range Training Center.

6. **2019 Timber Auction Results**

Actual results of the May 14, 2019 timber auction: \$192,820.20; appraised value \$170,072. Eight timber sales were offered consisting of 6,386 cords.

7. **Conveyance Requests**

Consider approval of the following resolutions:

- A. Resolution 2019-24 for the conveyance of PID 44.5070.000 to the City of Rutledge for demolition of structures and clean-up to correct blight conditions.
- B. Resolution 2019-25 for the conveyance of PID 46.0029.000 to the City of Sturgeon Lake for demolition of structures and clean-up to correct blight conditions.
- C. Resolution 2019-26 for the conveyance of PID 42.0191.000 to the City of Pine City through a conservation deed for the purpose of retaining green space in the preservation of land in its natural state.
- D. Resolution 2019-27 for the conveyance of PID 14.0137.000 to Fleming Township at the appraised value of \$5,000 for the construction of a town hall.

Authorize Board Chair and County Administrator to sign resolutions 2019-24 through 2019-27.

8. **Fraud Prevention Investigative Services Grant**

Consider approval of the State of Minnesota Department of Human Services Multi-County Grant Contract to allow Pine County Health & Human Services (HHS) to continue to deliver fraud prevention investigative services to the counties of Aitkin, Carlton, Kanabec and Pine and authorize signature by the Board Chair and County Attorney. The contract is for the period of July 1, 2019 through June 30, 2021. HHS will contract with the Pine County Sheriff's Office to together provide the work that is required of

the individual completing the fraud prevention investigation (FPI) duties. The sheriff's office bills HHS for the personnel expenses associated with the FPI and HHS is reimbursed by the state for these expenses. The grant provides reimbursement up to \$100,000 per state fiscal year.

9. **Amendment to Joint Powers Agreement with Minnesota Department of Corrections**

Consider approval of the Amendment to the Joint Powers Agreement with the Minnesota Department of Corrections for Work Release Services. Due to an increased overall work release population, the State of Minnesota is willing to amend the contract to increase the total obligation up to \$70,000 from the \$50,000 original agreement amount. Authorize Board Chair and County Administrator to sign.

10. **2019 State Boat and Water Safety Grant**

Consider approval of the 2019 State Boat and Water Safety Grant in the amount of \$6,425. The grant period is January 1, 2019 through June 30, 2020. The grant does not require matching funds from the county. Authorize Board Chair, County Administrator, and County Sheriff to sign the grant.

11. **2019 Equipment Rental**

Consider acceptance of 2019 Equipment Rental Bids.

12. **Personnel**

- A. Consider approval of the lateral transfer of Nancy Johnson to the MnChoices Assessor position, effective May 26, 2019. Rate of pay remains unchanged.
- B. Consider approval of full-time status for Public Health Supervisor Jessica Fehlen, effective May 13, 2019.

13. **Training**

- A. Consider approval of Planning & Implementation Grant Coordinator Lynette Forbes-Cardey and Health & Human Services Director Becky Foss to attend the Montana Summer Institute, June 24-28, 2019, in Big Sky, Montana. Registration per person/\$850, Meals per person/\$60, Lodging per person/\$875, Airfare per person \$420, Rental car: \$550. Total cost: \$4,960. The county is reimbursed for the expenses through the Planning and Implementation Grant and is a required activity of receiving the P&I grant.
- B. Consider approval of Planning & Implementation Grant Coordinator Lynette Forbes-Cardey to attend the Community Anti-Drug Coalitions of America mid-year conference, July 14-18, 2019, in Dallas, Texas. Registration/\$595, Meals (approx.)/\$170, Lodging/\$1,408, Airfare/travel:\$420. Total cost: \$2,593. The county is reimbursed for the expenses through the Planning and Implementation Grant and is a required activity of receiving the P&I grant.

REGULAR AGENDA

1. **Recognition of Retirement**

Recognition of Public Health Supervisor Lori Fore's retirement and over 33 years of service to Pine County.

2. **Introduction of Community Cultural Coach**

Probation Supervisor Kevin Glass will introduce new Cultural Community Coach Bill Schaaf.

3. **Personnel Committee Report**

The Personnel Committee met May 14, 2019. (Minutes attached). The Personnel Committee made the following recommendations:

A. **Health & Human Services**

- i. Acknowledge the retirement of Public Health Supervisor Lori Fore effective May 31,

2019, and approve the transfer of supervision of the four long-term care nurses to Social Services Supervisor Patrick Meacham and supervision transfer of one health educator and one case aide to Community Health Services Administrator Samantha Lo.

- ii. Acknowledge the resignation of Public Health Nurse Jennifer Cross, effective April 19, 2019, and approve backfilling the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

B. Sheriff's Office - Jail

- i. Acknowledge the resignation of Corrections Officer Derek Johnson, effective April 19, 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 Probation Department job descriptions and SAFE System grades, effective July 1, 2019.
- ii. Approve amendment to County policy 2.14 to include the Probation Director as a department head level position. The word "elected" should be removed from the department head definition in County policy 2.14.
- iii. Approve amendment to the current County Administrator's job description to increase the minimum years of experience required to perform the job from three-five years to six. The position grade will change from 21 to 22.

4. Central Minnesota Council on Aging Update

Presentation by Lori Vrolson, Executive Director , Central MN Council on Aging.

5. Island Lake Outlet Discussion

Consider acceptance by the county of an easement and ongoing maintenance of the outlet.

6. North Pine Government Center Community Room Use Policy

Consider approval of the Community Room Use Policy for the North Pine Government Center.

7. Award Contract #1901

Award bid for Contract #1901 to lowest responsible bidder as determined by the County Engineer for the following:

SAP 058-632-018, Bridge #58557 on CSAH 32, 2.4 miles Northwest of CSAH 31 over Hay Creek

8. Commissioner Updates

Ag Educator meeting with Kanabec County
Pine County Zoning Ordinance Public Meetings
East Central Solid Waste
East Central Regional Library
Pine County Chemical Health Coalition
Arrowhead Counties Association
Snake River Watershed Meeting
Lakes & Pines Communication Action Council
Other

9. Other

10. Upcoming Meetings (Subject to Change)

- a. **Pine County Board Meeting, Tuesday, May 21, 2019, 10:00 a.m.**, Pine County History Museum, 6333 H C Anderson Alle, Askov, Minnesota.

- b. **Snake River Watershed Cycle II Monitoring -Professional Judgment Team, Wednesday, May 22, 2019, 9:00 a.m.,** Kanabec County Courthouse, 18 North Vine, Basement Rooms 3&4, Mora, Minnesota.
- c. **NLX, Wednesday, May 22, 2019, 10:00 a.m.,** Board Room, Courthouse, Pine City, Minnesota
- d. **Housing and Redevelopment Authority (HRA) Board, Wednesday, May 22, 2019, 1:00 p.m.,** Sandstone Manor, 510 5th Street, Sandstone, Minnesota.
- e. **Northeast Minnesota Emergency Communications Board (ECB) and Regional Advisory Board (RAC), Thursday, May 23, 2019, 10:00 a.m.,** St. Louis County EOC Pike Lake (and via WebEx), St. Louis County EOC – Pike Lake, 5735 Old Miller Trunk Highway, Duluth, Minnesota.
- f. **Special Meeting-Committee of the Whole (Extension and County Investments), Tuesday, May 28, 2019, 9:00 a.m.,** Henriette City Hall, 119 Main St. So., Henriette, Minnesota.
- g. **Lower St. Croix 1W1P Policy Committee Meeting, Tuesday, May 28, 2019, 4:00 p.m.,** Forest Lake City Hall Community Room, 1408 Lake St. So., Forest Lake, Minnesota.
- h. **Special Meeting-Committee of the Whole (Local Government Officials), Tuesday, May 28, 2019, 6:00 p.m.,** North Pine Government Center, 1602 Hwy 23 No., Sandstone, Minnesota.
- i. **Association of Minnesota Counties District 1 Pre-Meeting, Wednesday, May 29, 2019, 7:00 p.m.,** Grand Casino Hinckley (Birch & Aspen Rooms), 777 Lady Luck Drive, Hinckley, Minnesota.
- j. **Association of Minnesota Counties District 1 Meeting, Thursday, May 30, 2019, 9:00 a.m.,** North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota.
- k. **Central Regional EMS, Friday, May 31, 2019, 10:00 a.m.,** Stearns County Service Center, Waite Park, Minnesota.
- l. **Pine County Board Meeting, Tuesday, June 4, 2019, 10:00 a.m.,** Board Room, Courthouse, Pine City, Minnesota.

11. County of Pine, State of Minnesota vs. James E. and Wilda Z. Obey, TOL Properties and Minnesota Land Trust Update

County Attorney Reese Frederickson will be in attendance to update the county board on the case. This portion of the meeting may be closed pursuant to M.S. §13D.05, Subd. 3(b) (attorney/client privilege).

12. Tricas vs. Pine County Update

Attorney Ann Goering from Ratwik, Roszak & Maloney, and Jeffery Hentges, Claims Adjuster with MCIT, will be in attendance via telephone to update the board on the case. This portion of the meeting may be closed in accordance with Minnesota Statutes §13D.05, Subd. 3(b) (attorney/client privilege).

13. Adjourn