Chair Josh Mohr called the meeting to order at 10:00 a.m. Present were Commissioners Steve Hallan, John Mikrot, Jr., and Matt Ludwig. Also present were County Administrator David Minke and County Attorney Reese Frederickson. Commissioner Steve Chaffee was absent (excused).

The Pledge of Allegiance was said.

Chair Mohr called for public comment. Sandstone Township Clerk Ailene Croup commented on the allocation to townships of fine money from traffic stops.

Chair Mohr called for revisions to the Agenda.

1. Addition: Consent Agenda Item 9B/New Hire: Property Records Specialist
2. Correction: Consent Agenda Item 3A/Funds Transfer and Restriction
   Correction of target account to reflect a new East Central Drug Task Force Account
   (01-213-5613) rather than Sheriff’s Office Account (01-201-5613)
3. Correction: F) Minutes of Boards, Reports and Correspondence
   Correction of Minutes to read: Special Election Canvassing Board Minutes – February 6, 2019

Commissioner Ludwig moved to adopt the amended Agenda. Second by Commissioner Hallan. Motion carried 4-0.

Commissioner Hallan moved to approve the Minutes of the February 5, 2019 county board meeting and Summary for publication. Second by Commissioner Mikrot. Motion carried 4-0.

Minutes of Boards, Reports and Correspondence
- Pine County Housing and Redevelopment Authority Board Minutes – December 19, 2018
- Pine County Housing and Redevelopment Authority Annual Meeting Minutes – December 19, 2018
- Special Primary Election Canvassing Board Minutes – January 23, 2019
- Special Election Canvassing Board Minutes – February 6, 2019
- East Central Regional Library Board Minutes – January 14, 2019

Motion by Commissioner Ludwig to acknowledge the Minutes of Boards, Reports and Correspondence as corrected. Second by Commissioner Mikrot. Motion carried 4-0.

Commissioner Hallan moved to approve the amended Consent Agenda. Second by Commissioner Ludwig. Motion carried 4-0.

Commissioner Hallan requested clarification of the Tax Court Order from Auditor-Treasurer Kelly Schroeder as to the Application for Abatement for Minnesota Energy Resource Corp. (Consent Agenda Item 2A).
CONSENT AGENDA

1. **Review January, 2019 Cash Balance**
   
<table>
<thead>
<tr>
<th>Fund</th>
<th>January 31, 2018</th>
<th>January 31, 2019</th>
<th>Increase(Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>4,315,665</td>
<td>4,507,285</td>
<td>191,620</td>
</tr>
<tr>
<td>Health and Human</td>
<td>831,905</td>
<td>1,053,948</td>
<td>222,043</td>
</tr>
<tr>
<td>Services Fund</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Road and Bridge Fund</td>
<td>570,320</td>
<td>(95,298)</td>
<td>(665,618)</td>
</tr>
<tr>
<td>Land Management Fund</td>
<td>2,174,250</td>
<td>1,917,480</td>
<td>(256,771)</td>
</tr>
<tr>
<td>TOTAL (inc non-major</td>
<td>8,829,522</td>
<td>10,455,612</td>
<td>1,626,090</td>
</tr>
<tr>
<td>funds)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. **Application for Abatement**
   B. Approve the Application for Abatement for Pine Medical Center, PID 40.9910.000, for 2017 and 2018.

3. **Funds Transfer and Restriction**
   A. Approve transferring all funds ($122,138.17 balance as of December 31, 2018) from the Drug Task Force Agency Account 84-201-5611 to a new East Central Drug Task Force Account (01-213-5613) within the General Fund under the Sheriff’s supervision and restrict these funds.
   B. Approve restricting the $3,204.53 from the 2011 Equitable Sharing Agreement effective December 31, 2018, Account 01-201-5611.

4. **Application for Repurchase**

5. **Donation**
   A. Approve acceptance of an anonymous $50 cash donation and designate to the Pine County Sheriff’s Office K-9 program; to be used to help offset expense of canine program.
   B. Approve acceptance of a $100 donation from the Women of the Our Redeemer Lutheran Church of Pine City ELCA and designate to the Pine County Sheriff’s Office K-9 program; to be used to help offset expense of canine program.

6. **Contract Between Health & Human Services and Teen Focus**
   Approve the contract between Health & Human Services and Teen Focus to allow Teen Focus to deliver chemical health services. There is no change in the cost of services from 2018 to 2019. Authorize Board Chair and County Administrator to sign.

7. **Lakes and Pines Release of Lien**
   Approve a lien release for a mortgage between Matthew Nelson and Becky Nelson and Pine County; original loan/$20,000, outstanding balance/$6,195.23. This forgivable loan was given through a Small City Grant Fund in 2011. Authorize Board Chair and County Administrator to sign Mortgage Lien Release.
8. **Personnel (Completion of Probationary Status)**  
   A. Approve promotion of part-time Deputy Sheriff Jeremiah Friday to full-time Deputy Sheriff, effective February 3, 2019. No change to grade or wage.  
   B. Approve promotion of Deputy Sheriff Adam Kenow (grade 10) to Investigator (grade 11), effective February 10, 2019, $31.31 (2018 scale, 2019 not yet approved).

9. **New Hire**  
   A. Approve the hiring of Carla Rigato as a MnChoices Assessor, effective February 25, 2019, Grade 10, Step 1, $23.98 per hour.  
   B. Approve the hiring of Alison Hall, as a Property Records Specialist, effective February 25, 2019, 24 hours per week through March 31, 2019 and fulltime thereafter at a wage of $17.92/hour (AFSCME Courthouse Unit, Grade 5, Step 1) pending a successful background check.

10. **Training**  
    A. Approve Health & Human Services employees Jessica Fehlen, Samantha Burch, Amber Koski, Christina Schoeberl and Dawn Moffett to attend the MN Breastfeeding Collaborative Continuous Quality Improvement meeting on March 5-6, 2019 in Minnetonka. Lodging $270, Meals $170. Total: $440. All expenses are covered by the Evidence Based Home Visiting Grant. This training is required to fulfill the requirements of this grant.  
    B. Approve Health & Human Services employees Jessica Fehlen and Samantha Lo to attend the ICS-300 Emergency Preparedness training, February 19-21, 2019 at Fort Snelling. Mileage, two nights hotel and meals for two people: Total $657. All expenses are covered by Public Health Emergency Preparedness Grant funding. This training is required for public health staff who are involved with emergency preparedness.

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### REGULAR AGENDA

1. **Facilities Committee Report**  
   Commissioner Ludwig provided an overview of the February 5, 2019 Facilities Committee meeting. Public Health Educator/SHIP Coordinator Hailey Freedlund was present to provide additional information related to the proposed clean air and tobacco use policy. The Facilities Committee made the following recommendations:  
   A. **Sandstone Sportsman’s Club Shooting Range**  
      Continue to research the issue on the transfer of the Sandstone Sportsman Club property to the Pine County Sheriff’s Office.  
   B. **Clean Air Policy/Tobacco Use Policy**  
      Accept the revised clean air/tobacco use policy and add language that the designated smoking areas should be designated on site and be a minimum of 20 feet from the building entrance.  
      **Motion** by Commissioner Ludwig to approve the recommendations of the Facilities Committee. Second by Commissioner Mohr. Motion carried 4-0.

2. **Personnel Committee Report**  
   Commissioner Ludwig provided an overview of the February 12, 2019 Personnel Committee meeting. The Personnel Committee made the following recommendations:  
   A. **Health and Human Services**  
      i. Ratify the resignation of Children’s Mental Health Social Worker Damien Louis, effective January 25, 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 Child Protection Investigator Candice Bartheidel, effective May 4, 2019, and approve backfilling the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

iii. Ratify the transfer of Child Support Officer Mindy Sandell to the Pine County VSO position, effective February 4, 2019, and requested to backfill the Child Support Officer position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

iv. Acknowledge the resignation of Social Worker Marjanae Zerehi, effective March 1, 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 Secretary Lori Doskocil, effective January 28, 2019, and to approve backfilling the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

C. Auditor-Treasurer

i. Ratify the transfer of Clerk III Kim Kylander to the Appraiser position, effective February 4, 2019, and approve backfilling the open Clerk III position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

Motion by Commissioner Ludwig to approve the recommendations of the Personnel Committee. Second by Commissioner Hallan. Motion carried 4-0.

3. Land Advisory Committee Report

Commissioner Ludwig provided an overview of the January 30, 2019 Land Advisory Committee meeting. Auditor-Treasurer Kelly Schroeder provided information relating to the parcels available for sale. The Land Advisory Committee made the following recommendations:

A. Forfeit Land Auction
Approve the lands to be offered at auction which were previously offered, recent forfeitures and contract cancellations, new offerings of older forfeitures, and non-conforming parcels which are only to be sold by sealed bid to adjoining land owners.
Set the date for public land auction for September 20, 2019.

B. Homestead Repurchase Deadline
Approve Resolution 2019-09 and authorize Board Chair and County Administrator to sign. The resolution sets the deadline for the repurchase of homesteaded properties to be August 6, 2019 at which time the land auction will be finalized to allow ample time for advertising, legal notifications, postings and viewings of the properties.

C. Withdrawal of All Previous Land Sale Parcels
Approve Resolution 2019-10 and authorize Board Chair and County Administrator to sign. This will allow Pine County to withdraw unsold parcels of land from past tax-forfeit public land auctions including the September 21, 2018 Tax-Forfeit Land Auction, effective July 12, 2019.

D. Tax Forfeit Land Sale Tract Classification (Non Conservation) and Distribution
Approve Resolution 2019-11 and authorize Board Chair and County Administrator to sign. This will classify the lands as non-conservation lands and allow the distribution of the listing to local governments and DNR for review and approval.

Motion by Commissioner Ludwig to approve the recommendations of the Land Advisory Committee. Second by Commissioner Hallan. Motion carried 4-0.
4. **Extension Committee Appointment**
   Motion by Commissioner Mikrot to approve the appointment of Chad Dipman, representing District 4, to the Extension Committee for the term ending December 31, 2019. This appointment will fill the vacancy created by the resignation of Thane Sheetz. Second by Commissioner Hallan. Motion carried 4-0.

5. **2019 Aquatic Invasive Species (AIS) Program**
   Land and Resources Manager Caleb Anderson provided an overview of the 2019 Aquatic Invasive Species Program with lake associations’ proposed activities. Allotted areas for funding include AIS control, planning, youth, prevention, education, and administration.
   Motion by Commissioner Hallan to approve Resolution 2019-12 Adopting the 2019 Aquatic Invasive Species Plan in an amount totaling $164,779.92. Second by Commissioner Mikrot. Motion carried 4-0.
   Motion by Commissioner Ludwig to approve the Minnesota DNR Delegation Agreement for AIS Prevention Inspections and authorize Board Chair to sign. Second by Commissioner Mikrot. Motion carried 4-0.

6. **Commissioner Updates**
   Soil & Water Conservation District: Commissioner Ludwig stated new wildlife biologist Caleb Jensen was introduced. Forest management enrollment was discussed.
   Central MN Council on Aging: Commissioner Hallan attended the meeting remotely. Contracts were reviewed.
   Law Library: Commissioner Mohr stated the 2019 Law Library budget was approved; only a small increase in the budget. Commissioner Mohr stated 15 books have been removed, and not returned to the library. The Sheriff’s Office has been notified.
   East Central Regional Juvenile Center: Commissioner Ludwig stated that due to weather conditions the meeting was held by email. 2018 was the highest year ever for non-member placement of juveniles at the facility. A $60,000 budget shortfall for 2018 was discussed; it was a unanimous decision to balance the fund from reserves.
   Mille Lacs Band of Ojibwe: Commissioner Hallan stated Commissioner Chaffee, County Administrator Minke also attended this meeting regarding tribal transfer of fee to trust lands. The board requested that a presentation on the fee to trust procedure be made by the Mille Lacs Band to the full board at a Committee of the Whole meeting.
   East Central Solid Waste Commission: Commissioner Hallan stated the packer is back from repair, the flare is done, and the blowers are being prepared. The flares have been unable to burn off all of the excess methane gas, resulting in odor in the vicinity of the ECSWC facility.
   East Central Regional Library: Chair Mohr stated there has been a turnover in employees (resource librarian and financial director).
   Pine County Chemical Health Coalition: Commissioner Mikrot stated school grants, the upcoming prevention dinner, and attendance at upcoming events were discussed.
   AMC Legislative Conference: Commissioner Hallan and County Administrator Minke attended the conference and provided overview of sessions attended. They both attended the swearing in of Senator Rarick.
   Other: None.

4. **Other**
   None.
5. **Upcoming Meetings**
   Upcoming meetings were reviewed.

6. **Adjourn**
   With no further business, Chair Mohr adjourned the meeting at 11:14 a.m. The next regular meeting of the county board is scheduled for Tuesday, March 5, 2019 at 10:00 a.m. at the Pine County Courthouse, 635 Northridge Drive NW, Pine City, Minnesota.

Joshua Mohr, Chair  
Board of Commissioners

David J. Minke, Administrator  
Clerk to County Board of Commissioners