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

The Pledge of Allegiance was said.

Chair Mohr called for public comment. Pine County History Museum Executive Director Arla Budd introduced Alaina White, a new employee of the History Museum. County Administrator David Minke thanked the History Museum for hosting the northern monthly board meetings since June, 2016; the North Pine Government Center in Sandstone is nearing completion and the county board meetings will resume meeting at the Sandstone location in approximately June, 2019.

Chair Mohr called for revisions to the Agenda.

1. **Consent Agenda Item #8A/Training (Wendy Bloom)**
   - Remove from Agenda

2. **Consent Agenda Item #5/Contract with Prison Doula Project**
   - Remove from Consent Agenda and place on Regular Agenda, 4A.

3. **Regular Agenda Item #5/Snake River Watershed Management Board 1W1P Initiative**
   - Additional Information: Agenda Request, Joint Powers Agreement (JPA), One Watershed One Plan (1W1P) Fact Sheet, Snake River Watershed Management Board 1W1P Options page

4. **Regular Agenda Item #9/Other**
   - Addition: EZ Box Loan/Participation Agreement Update

Commissioner Ludwig moved to adopt the amended Agenda. Second by Commissioner Chaffee. Motion carried 5-0.

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

Commissioner Mikrot moved to approve the Minutes of the March 12, 2019 Special Meeting-Committee of the Whole (Wetlands Banking/Land Department Contract Reinstatement/County Zoning Initiative). Second by Commissioner Chaffee. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence

Pine County Chemical Health Coalition Minutes – February 11, 2019
Motion by Commissioner Ludwig to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Mikrot. Motion carried 5-0.

Commissioner Mikrot moved to approve the amended Consent Agenda. Second by Commissioner Hallan. Motion carried 5-0.
CONSENT AGENDA

1. **Approve February, 2019 Cash Balance**

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

2. **Application for Exempt Permit**

Approve 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**

Approve 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**

Approve 2019 Attorney budget adjustments:

<table>
<thead>
<tr>
<th>Account</th>
<th>From</th>
<th>To</th>
<th>Net Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>01-091-6310 Repair &amp; Maintenance Agreements</td>
<td>$16,000</td>
<td>$24,000</td>
<td>$8,000</td>
</tr>
<tr>
<td>01-091-6810 Witness &amp; Transcripts</td>
<td>$10,000</td>
<td>$2,000</td>
<td>-$8,000</td>
</tr>
</tbody>
</table>

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

Approve the 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**

Removed from Consent Agenda and placed on Regular Agenda, 4A.

7. **New Hire**

A. Approve 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. Approve 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. Removed from Agenda: LPN Wendy Bloom/Under One Roof Conference.
B. Approve Public Health Educator Hailey Freehlund 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. Approve 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.

D. Approve 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.

E. Approve 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.

F. Approve 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**
   The board recognized the retirement of Financial Assistance Supervisor II Peggy Brackenbury and thanked her for her 32 years of service to Pine County.

2. **Personnel Committee Report**
   Commissioner Chaffee provided an overview of the March 12, 2019 Personnel Committee meeting. 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 Breauy, effective February 20, 2019, and approve backfilling the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

   **Motion** by Commissioner Chaffee to approve the recommendations of the Personnel Committee. Second by Commissioner Ludwig. Motion carried 5-0.

3. **Facilities Committee Report**
   Commissioner Ludwig provided an overview of the March 13, 2019 Facilities Committee meeting. 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 (SSC). The following are a summary of the covenants:
      (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.

The Department of Natural Resources (DNR) provided the SSC $55,300 in matching grants from 2000 to 2005. The grants carry 20-year terms, with the condition that the property be open for public access on a walk-in basis, allow firearm safety classes, and have sight-ins for deer season. After the six-year period as referenced in covenants (a) and (b) expire, the grant requirements will be satisfied and expire. The county could then revisit these conditions for continuation.

Environmental issues relating to lead from bullets was also discussed. As long as the land remains for use as a shooting range, it is not considered a hazard.

Sheriff Nelson supports the donation and believes county ownership of the shooting range would be a benefit. The Sheriff’s Office will manage the range and the shooting range will only be open to the public when staffed.

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.

An update was given on the solid waste/transfer stations. Currently the county maintains three recycling stations in the Pine City/Rock Creek area. The county’s intent is to consolidate the three sites into a single site in Pine City.

Other items were informational only.

**Motion** by Commissioner Ludwig to approve the recommendations of the Facilities Committee. Second by Commissioner Mohr. Motion carried 5-0.

4. **Mille Lacs Band of Ojibwe Notice of (Non-Gaming) Land Acquisition Application**
Katie Draper, Director of Government Affairs with the Mille Lacs Band of Ojibwe, was present to explain that the Mille Lacs Band of Ojibwe has made an application to the United States Department of Interior, Bureau of Indian Affairs, to place a 9.28 acre parcel, located in Arlone Township (PID 010198000), into trust with the United States Government. The county has until April 15, 2019 to submit remarks to the Bureau of Indian Affairs. Draper asked the board to consider submitting a letter in support for this fee to trust transfer.

After discussion, it was the consensus of the board, the county would submit a letter in support of the transfer of this real property into trust and requested a letter be prepare for consideration at the next board meeting.

4A. **Contract with Prison Doula Project**
Community Health Services Administrator Samantha Lo presented information relating to the Prison Doula Project which will 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 consists 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.

**Motion** by Commissioner Hallan to approve the contract between Pine County Health and Human Services and the Minnesota Prison Doula Project. Authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

5. **Snake River Watershed Management Board (SRWMB) 1W1P Initiative**

The county is considering moving towards the One Watershed One Plan (1W1P) concept in the Snake River watershed. Stakeholders have been invited to a meeting to explore the available structuring options, which include remaining Separate (SRWMB and Snake River 1W1P as independent units), Linked (SRWMB has a representation on the Snake River 1W1P Policy Committee), or Merged (SRWMB reformats to become the 1W1P Policy Committee). The options, as well as the process, were discussed, with Soil & Water Conservation District Technician Kris Larson being present to answer questions. Commissioner Mohr will present the county’s recommendation at the stakeholder meeting.

**Motion** by Commissioner Hallan to support Pine County’s position to use the Merged option for the SRWMB for the One Watershed One Plan (1W1P) process. Second by Commissioner Mohr. Motion carried 5-0.

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

**Motion** by Commissioner Hallan to approve 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. Second by Commissioner Mohr. Motion carried 5-0.

7. **Teamsters Collective Bargaining Agreement for 2019-2020**

**Motion** by Commissioner Chaffee to approve the Collective Bargaining Agreement with the Minnesota Teamsters Public & Law Enforcement Employees (Deputies) for 2019 and 2020. Authorize Board Chair and County Administrator to sign. Second by Commissioner Mohr. Motion carried 5-0.

8. **Commissioner Updates**

- **Canvassing Board:** Commissioner Chaffee stated the canvassing board was a quick and efficient meeting.
- **Soil & Water Conservation District:** Commissioner Ludwig stated it was a good meeting. Island Lake easement discussed as to whose name should appear on the easement.
- **Central Minnesota Workforce Development:** Commissioner Hallan was unable to attend.
- **East Central Regional Library:** Commissioner Mohr stated this year East Central Regional Library will celebrate its 60th anniversary and will be hosting a celebration. Chair Mohr stated there has been a turnover in employees (resource librarian and financial director).
- **Pine County Chemical Health Coalition:** Commissioner Mikrot stated currently the Coalition has three billboards on Interstate 35; a change of location for one billboard will occur upon expiration of its lease this summer.
- **Lakes & Pines:** Health & Human Services Director Becky Foss stated Lakes & Pines’ 2018 audit has been completed and Lakes & Pines received an unmodified opinion. Upcoming grants were discussed.

Other:

A. **East Central Solid Waste Commissioner:** Commissioner Ludwig attended on behalf of
Commissioner Hallan. Discussion of shared use of facilities by garbage haulers--MPCA wants language to reflect that ECSWC couldn’t accept garbage from garbage haulers from 5-county metro contractors.

B. Commissioner Ludwig is unable to attend the Township Officers meeting on March 23, 2019.

9. **Other**
   EZ Box Participation Update: County Administrator Minke stated the county is ready to sign the Participation Agreement for EZ Box, which was approved by the board in August, 2018. At that time it had a 75% SBA guarantee, which has changed to a 50% SBA guarantee. Interest rate charged to EZ Box is 8.25%, the Entrepreneur Fund will retain a servicing fee of one percent. The Security Rider requires EZ Box to maintain its primary production facility in Pine County. The signed Participation Agreement and Pine County’s $10,000 check will be provided to the Entrepreneur Fund.

10. **Upcoming Meetings**
    Upcoming meetings were reviewed.
    Addition: Township Officers Meeting, March 23, 2019, 9:00 a.m., American Legion, Hinckley, Minnesota.

11. **Adjourn**
    With no further business, Chair Mohr adjourned the meeting at 11:18 a.m. The next regular meeting of the county board is scheduled for Tuesday, April 2, 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