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, April 7, 2020, 10:00 a.m.
Board Room, Pine County Courthouse
Pine City, Minnesota

The Governor of the State of Minnesota has issued Executive Order 20-01 Declaring a Peacetime Emergency and Coordinating Minnesota’s Strategy to Protect Minnesotans from COVID-19. On March 24, 2020 the Pine County Board of Commissioners declared a local emergency for Pine County.

Based on these conditions, the Chair of the Pine County Board of Commissioners has determined that the requirements of Minnesota Statute 12D.021, Subd. (1) have been met and it is not practical or prudent for members of the county board to meet in person. Members of the county board will join the meeting remotely.

The public is invited to join the meeting remotely: by phone call 1-650-215-5226, (access code): 143 921 863, or by WebEx click the link on the county website (www.co.pine.mn.us).

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
   March 17, 2020 county board meeting and Summary for publication
   March 24, 2020 Special Meeting
   March 31, 2020 Special Meeting

F) Minutes of Boards, Reports and Correspondence
   Pine County Chemical Health Coalition Minutes – March 9, 2020
   Minnesota Department of Human Services correspondence – March 21, 2020

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. **Donations**
   Consider acceptance of $100 donation from the Pine Area Lions Club and designate these funds for the Evening Reporting Center.

2. **2020 Federal Supplemental Boating Safety Patrol Grant**
   Consider approval of the 2020 Federal Supplemental Boating Safety Patrol Grant, in the amount of $4,500. The grant period is May 8, 2020 through September 7, 2020, to be used for enforcement hours only. There is no matching requirement. Authorize Board Chair and County Administrator to sign.

   Consider approval of an amendment to the Work Release Services Joint Powers Agreement which originally was not to exceed $50,000 from the State. In order to accommodate an increase in work release population, the State is requesting to amend that contract to increase the total obligation up to $70,000. The contract is in effect through June 30, 2020. Authorize Board Chair and County Administrator to sign.

4. **Final Payment Contract #1802**
   Consider approval of final payment to Knife River Corp. in the amount of $133,948.98 for Contract #1802 related to:
   - SAP 058-653-011 located on CSAH 53 between CSAH 7 and CSAH 11
   - CP 058-106-003 located on CR 106 between CSAH 2 and TH 70
   - CP 058-122-001 located on CR 122 between CSAH 53 and CSAH 11
   - CP 058-133-001 located on CR 133 between CR 134 and CSAH 15
   - CP 058-134-001 located on CR 134 between CH 133 and TH 48

REGULAR AGENDA

1. **Chronic Wasting Disease Update**
   Presentation by Dr. Linda Glaser, Assistant Director, Bureau of Animal Health relating to Chronic Wasting Disease in deer in Pine County.

2. **2019 Juvenile Out-of-Home Placements**
   Presentation by Probation Director Terry Fawcett on juvenile out-of-home placements for 2019.

3. **2020 Timber Auction**
   A. Consider approval of the timber auction tracts and the general terms and conditions of the sale.
   B. Consider method of sale (oral or sealed bid) along with date and time of auction/bid deadline to be determined by Department Head at a later date.
   C. Consider approval of timber tracts and general terms of sale may be distributed to interested purchasers prior to auction notification.

4. **Clean Water Partnership Loan**
   Consider approval of Resolution 2020-25 authorizing the County Auditor-Treasurer to execute a Clean Water Partnership Loan Agreement with MPCA and act as Project Sponsor and Loan Sponsor. This
resolution also authorizes the County Auditor-Treasurer to execute loan disbursement requests to the MPCA on behalf of the County. All costs associated with the program will be recouped from the application fee and loan interest collected with each septic system.

5. **Property Tax Relief Discussion**

6. **Coronavirus Response Update**

7. **Commissioner Updates**
   Meetings Which Were Cancelled:
   - Arrowhead Counties Association
   - Snake River Watershed Management Board
   - NLX
   - Rush Line Task Force

   East Central Regional Development Commission
   SCHSAC
   Lower St. Croix 1W1P Policy Committee
   Nemadji 1W1P
   Central MN Council on Aging
   Minnesota Rural Counties (MRC)
   Other

8. **Other**

9. **Upcoming Meetings (Subject to Change)—All meetings to be conducted remotely. Login/Call-In information will be provided**
   a. Pine County Board Meeting, Tuesday, April 7, 2020, 10:00 a.m.
   b. Northeast Minnesota Area Transportation Partnership, Wednesday, April 8, 2020, 10:00 a.m.
   c. Cancelled: Soil & Water Conservation District, Wednesday, April 8, 2020, 2:00 p.m.
   d. Law Library, Thursday, April 9, 2020, 12:00 p.m.
   e. East Central Solid Waste Commission, Monday, April 13, 2020, 9:00 a.m.
   f. East Central Regional Library, Monday, April 13, 2020, 9:30 a.m.
   g. Pine County Chemical Health Coalition, Monday, April 13, 2020, 4:00 p.m.
   h. Personnel Committee, Tuesday, April 14, 2020, 9:00 a.m.
   i. Health Insurance Committee, Tuesday, April 14, 2020, 10:00 a.m.
   j. Arrowhead Counties Association, Wednesday, April 15, 2020, 6:00 p.m.
   k. Extension Committee, Thursday, April 16, 2020, 3:00 p.m.
   l. Pine County Board Meeting, Tuesday, April 21, 2020, 10:00 a.m.

10. **Adjourn**
Chair Steve Hallan called the meeting to order at 10:00 a.m.

The Pledge of Allegiance was said.

Chair Hallan stated that due to the World Health Organization’s determination of a COVID-19 pandemic and the Center for Disease Control’s recommendation of no public meetings of greater than 50 people and to practice social distancing, County Board Chair Commissioner Hallan determined the requirements of Minnesota Statute 13D.021, Subd. (1) have been met and it is not practical or prudent for the county board to meet in person and that members of the county board may join the meeting via telephone. Present in the meeting room were Chair Hallan, Commissioners John Mikrot and Matt Ludwig; Commissioners Josh Mohr and Steve Chaffee were present via telephone.

The agenda was amended to reduce the need for public attendance and to focus the meeting on the business necessary to continue county operations. Chair Hallan reviewed the amendments:

Removed from the agenda:
- Public Forum
- Regular Agenda Item #1: Public Hearing – Ordinance 2020-19 Concerning Septic Systems
- Regular Agenda Item #2: Public Hearing – Ordinance 2020-20 County Zoning Ordinance Amendment
- Regular Agenda Item #3: Public Hearing – Sales Tax For Transportation
- Regular Agenda Item #6: 2nd Amendment Discussion
- Regular Agenda Item #9: 2019 Juvenile Out-of-Home Placements
- Regular Agenda Item #11: Scheduling of Special Meetings/Committee of the Whole
- Proposed Tobacco 21 Ordinance Discussion
- Courthouse Annex Project Discussion

Additions:
- Consent Agenda Item #4A: City of Askov Law Enforcement Agreement
- Consent Agenda Item #4B: City of Willow River Prosecution Agreement

Commissioner Ludwig moved to adopt the amended Agenda. Second by Commissioner Mikrot. A Roll Call vote was called by Chair Hallan: District 1- Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 5-0.

Commissioner Mikrot moved to approve the Minutes of the March 3, 2020 county board meeting and Summary for publication. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan: District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence
- Pine County Zoning Board Minutes – December 19, 2019 and January 23, 2020
- Presidential Nomination Primary Canvassing Board Minutes – March 5/6, 2020
Pine County Housing and Redevelopment Authority (HRA) Board of Directors regular meeting Minutes – January 22, 2020

**Motion** by Commissioner Ludwig to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Mikrot. A Roll Call vote was called by Chair Hallan: District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye. Motion carried 5-0.

Commissioner Mikrot moved to approve the amended Consent Agenda. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan: District 4- Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee/Aye. Motion carried 5-0.

**CONSENT AGENDA**

1. **Approve February, 2020 Cash Balance**

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<td>TOTAL (inc non-major funds)</td>
<td>10,825,492</td>
<td>12,004,415</td>
<td>1,178,924</td>
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2. **February 2020 Disbursements/Claims Over $2,000**

   Approve February 2020 disbursements and claims over $2,000.

3. **Application for Exempt Permit**

   Approve Application for Exempt Permit from the Kerrick Firefighter’s Relief Association to conduct Minnesota lawful gambling on September 12, 2020 at the Nickerson Bar, 94430 Main St., Nickerson, Minnesota.

4. **2020 Household Hazardous Waste Staffing Contract**

   Approve the Professional Services Contract for Household Hazardous Waste Staffing for 2020 and authorize Board Chair and County Administrator to sign. The contract amount ($23,500) is within the Solid Waste budget for staffing.

4A. **City of Askov Law Enforcement Agreement**

   Approve the contract for law enforcement services, on an as needed basis to enforce city ordinances, with the City of Askov. Term of the contract is upon signature of contract through December 31, 2020. Rate: $56.09 per hour. Authorize Board Chair and County Administrator to sign.

4B. **City of Willow River Prosecution Agreement**

   Approve the Agreement for Prosecution Services between the City of Willow River and Pine County for a one year term beginning March 1, 2020. Authorize Board Chair and County Auditor to sign. The City will pay $100 per case file submitted to the County for review or charging of misdemeanor violations of Willow River Ordinances.
5. **New Hire**  
   A. Approve the hiring of Social Worker Kelly Becker, effective March 23, 2020, Grade 10, Step 1, $24.70 per hour, contingent upon successful background check.

6. **Training**  
   A. Approve Public Health Nurse Dawn Moffett to attend the Minnesota Early Hearing Detection and Intervention and Birth Defects (EHDI/BD) annual meeting, March 19-20, 2020, in Minneapolis. This is a required meeting for all recipients of EHDI/BD funding. With the exception of mileage, all costs associated with attending the meeting are covered by the Minnesota Department of Health. Mileage: approx. $100.
   B. Approve Registered Nurse Mallory Wilder to attend the Growing Great Kids (GGK) training, April 14-17, 2020, in St. Paul. Lodging: $450, Meals: $136. Total cost: $586. All costs associated with attendance are budgeted for in the Evidence Based Home Visiting (EBHV) Grant.
   C. Approve County Commissioner Steve Hallan and County Administrator David Minke to attend the Blandin Broadband Leadership Workshop in Grand Rapids, Minnesota, April 30-May 1, 2020. Authorize lodging and mileage for other team members if required. Lodging: $119 + tax each for the five attendees.
   D. Approve Social Worker Nikki Wiener to attend the 2020 Association of MN Family Child Care Licensors Spring Workshop, April 29-30, 2020 in St. Cloud. Registration $140; Lodging $100. Total cost: $240.

**REGULAR AGENDA**

1. **Removed from Agenda**: Public Hearing – Ordinance 2020-19 Concerning Septic Systems

2. **Removed from Agenda**: Public Hearing – Ordinance 2020-20 County Zoning Ordinance Amendment

3. **Removed from Agenda**: Public Hearing – Sales Tax for Transportation

4. **Personnel Committee**  
   Commissioner Ludwig stated the Personnel Committee met March 10, 2020 and made the following recommendations:
   A. Health and Human Services  
      i. Acknowledge the retirement of Eligibility Worker Colleen Nelson, effective March 27, 2020 and authorize backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer.
   B. Sheriff’s Department  
      i. Acknowledge the retirement of Dispatcher Jodie Benson, effective April 28, 2020 and authorize backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer.
   C. Auditor-Treasurer  
      i. Approve the SAFE System point increase from 238 to 240 for the Payroll Clerk position.
   D. Highway Department  
      i. Approve the recruitment of an Assistant County Engineer, the proposed job description and SAFE System Grade 16 with a minimum starting wage of $36.08 per
hour, and authorize backfill of any subsequent vacancies due to internal promotion or lateral transfer.

E. Administration
   i. Approve adoption of Section 33 Employee Recognition, to the Pine County Policies and Procedures Manual.

Motion by Commissioner Ludwig to approve the recommendations of the Personnel Committee. Second by Commissioner Chaffee. A Roll Call vote was called by Chair Hallan: District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye. Motion carried 5-0.

5. Health & Human Services Advisory Committee
Chair Hallan stated the Health & Human Services Advisory Committee met March 11, 2020. Updates were given on the Health & Human Services budget, the Women Infant Children (WIC) program, the Public Health COVID-19 pandemic, and recent meetings with legislators and the Department of Human Services.

6. Removed from Agenda: 2nd Amendment Discussion

7. Soil & Water Conservation District (SWCD) Property Tax Levy Pilot Project
Commissioner Ludwig and County Administrator Minke stated the Pine County Soil and Water Conservation (SWCD) district is requesting a letter of support in favor of proposed legislation which would allow the SWCD to levy a property tax. The revenue from this property tax would be used for the local share of SWCD funding. Currently this local share is levied by the county. Because SWCD supervisors are elected officials and directly accountable to the residents of the district, the county board believes it is appropriate for the local share for the SWCD to be levied directly by the supervisors rather than the county board. The county board supports the continued state funding for the SWCD and would oppose the shift of the state share onto the local SWCD Levy.

Motion by Commissioner Hallan to direct the county administrator to write a letter of support from the Pine County Board of Commissioners in favor of a 3-year pilot project allowing the Soil & Water Conservation District to levy a property tax. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan: District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 5-0.

8. DNR Regional Trail Grant
County Auditor-Treasurer Kelly Schroeder explained that Resolution 2020-17 was passed at the March 3, 2020 county board meeting supporting a grant application to the DNR for a Regional Trail Grant for the James L. Oberstar Trail from Rock Creek to the Pine City High School. Schroeder stated it recently came to light the construction under the trail grant would need to be completed by June 30, 2022, which deadline the county will be unable to meet until 2023. Schroeder recommended that the county not apply for the trail grant until the 2021 grant cycle and requested the board’s acknowledgement.

Chair Hallan acknowledged Schroeder’s request that the 2020 Trail Grant not be applied for but rather a 2021 DNR Trail Grant be applied for once the cycle opens in early 2021.

10. **MN GreenCorps Host Site Application**
Land and Resources Manager Caleb Anderson attended the meeting via telephone. Anderson requested to host a GreenCorps member, sponsored by the Minnesota Pollution Control Agency (MPCA), to lead a recycling educational and outreach campaign. The goal of the project is to increase participation and develop new recycling product collections. The county would provide member supervision, office space, program materials, and access to vehicle will all be provided within the Solid Waste budget. All other position costs are covered by the state and federal government.

**Motion** by Commissioner Mikrot to approve Resolution 2020-21 committing to Pine County’s Minnesota GreenCorps’ 2020-2021 host site and authorize County Auditor-Treasurer Kelly Schroeder to sign a host site agreement with the MPCA upon successful application. Second by Commissioner Mohr. A roll call vote was called by Chair Hallan: District 2- Commissioner Mohr/Aye; District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye; District 1- Chair Hallan/Aye. Motion carried 5-0.

11. **Removed from Agenda:** **Schedule Special Meeting/Committee of the Whole**

12. **Commissioner Updates**
Lower St. Croix 1W1P Policy Committee: Chair Hallan stated Pine County is a signatory to the Lower St. Croix One Watershed One Plan Memorandum of Agreement for purposes to collectively develop, adopt and implement a coordinated watershed management plan. On March 3, the LSC1W1P plan writer released a full draft for review by all partnership organizations. The next step of the process is to consider submittal of the draft watershed plan to the MN Board of Water and Soil Resources (BWSR) for a 60-day review.

**Motion** by Commissioner Ludwig to authorize Commissioner Hallan to vote affirmatively at the March 30, 2020 LSC1W1P meeting to submit the draft water plan to BWSR for a 60-day review period. Second by Commissioner Chaffee. A roll call vote was called by Chair Hallan: District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye. Motion carried 5-0.

Canvassing Board: Commissioner Ludwig stated the canvassing Board met to review the results of the March 3, 2020 Presidential Nomination Primary. There was one error with the manual entry of the Sturgeon Lake Township results. Candidate Amy Klobuchar was originally listed with zero votes and should have been listed with two votes; Candidate Pete Buttigieg was originally listed with two votes and should have been listed with zero.

1W1P-Nemadji – cancelled.

East Central Solid Waste Commission: Chair Hallan stated difficulties with the trucking company who does the hauling. ECSWC is going to take over the trucking in a couple of months.

East Central Regional Library: Commissioner Mohr stated business as usual. COVID-19 policies were put into place, including library closures.

Minnesota Rural Counties: Commissioner Hallan unable to attend, however stated he did speak with Minnesota Rural Counties Executive Director Dan Larson at Broadband Day on the Hill.

East Central Regional Development Commission: Commissioner Mikrot unable to attend; County Administrator Minke had been provided information and stated that the ECRDC audit results were back and were sound.

Pine County Chemical Health Coalition: Commissioner Mikrot and Ludwig unable to attend.
Soil & Water Conservation District: Commissioner Ludwig stated this was a regular meeting; the request for county board support for levy authority was discussed. Only 31 bundles of trees are left for sale. Introduction of new supervisor Gerald Weis.

Rural Broadband Coalition Broadband Day at the Capitol: lack of availability of broadband was discussed.

Central Minnesota Jobs and Training Service: Chair Hallan stated due to the COVID-19 pandemic unemployment numbers are going to skyrocket.

Lakes and Pines Community Action Council: Chair Hallan stated the need for services provided by Lakes and Pines are going to skyrocket due to COVID-19.

Health Insurance Committee: Chair Hallan stated this was an unproductive meeting. Thought that Resources and Training Services was going to provide information for a long-term rate stabilization solution, but no ideas were offered. The county is considering other alternatives including self-insurance.

Other: None.

13. **Other**

Community Health Services Administrator Samantha Lo provided an update on the Coronavirus (COVID-19). Sixty confirmed cases in Minnesota currently. Encouraged working remotely, via telephone and email, to mitigate the spread through face-to-face encounters. Reviewed public health’s services and availability during this period.

County Administrator reviewed two interim policies in place—interim work from home directive and utilization of paid leave during a public health emergency. Also discussion of limiting face-to-face interaction and using social distancing to mitigate the spread. Discussion of business continuity planning and outreach to media.

**Motion** by Commissioner Ludwig to approve Resolution 2020-22 authorizing the Temporary Closure of Select County Facilities Due to COVID-19 Pandemic. Second by Commissioner Mikrot. A roll call vote was called by Chair Hallan: District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee/Aye. Motion carried 5-0.

**Removed from Agenda: Proposed Tobacco Ordinance**

**Removed from Agenda: Discussion of proposed courthouse annex project**

14. **Upcoming Meetings**

Upcoming meetings were reviewed.

15. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 11:19 a.m. The next regular meeting of the county board is scheduled for Tuesday, April 7, 2020 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

_______________________________
Stephen M. Hallan, Chair
Board of Commissioners

_______________________________
David J. Minke, Administrator
Clerk to County Board of Commissioners
Chair Steve Hallan called the meeting to order at 10:00 a.m.

The Pledge of Allegiance was said.

Chair Hallan stated that due to the World Health Organization’s determination of a COVID-19 pandemic and the Center for Disease Control’s recommendation of no public meetings of greater than 50 people and to practice social distancing, County Board Chair Commissioner Hallan determined the requirements of Minnesota Statute 13D.021, Subd. (1) have been met and it is not practical or prudent for the county board to meet in person and that members of the county board may join the meeting via telephone. Present in the meeting room were Chair Hallan, Commissioners John Mikrot and Matt Ludwig; Commissioners Josh Mohr and Steve Chaffee were present via telephone.

Commissioner Ludwig moved to adopt the amended Agenda. Second by Commissioner Mikrot. A Roll Call vote was called by Chair Hallan. Motion passed unanimously, 5-0.

Commissioner Mikrot moved to approve the Minutes of the March 3, 2020 county board meeting and Summary for publication. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan. Motion passed unanimously, 5-0.

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Commissioner Mikrot moved to approve the amended Consent Agenda. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan. Motion passed unanimously, 5-0.

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Approve Social Worker Nikki Wiener to attend the 2020 Association of MN Family Child Care Licensors Spring Workshop. Total cost: $240.

**Personnel Committee**

Commissioner Ludwig stated the Personnel Committee met March 10, 2020 and made the following recommendations:

A. **Health and Human Services**
   i. Acknowledge the retirement of Eligibility Worker Colleen Nelson, effective March 27, 2020 and authorize backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer.

B. **Sheriff’s Department**
   i. Acknowledge the retirement of Dispatcher Jodie Benson, effective April 28, 2020 and authorize backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer.
C. **Auditor-Treasurer**  
   i. Approve the SAFE System point increase from 238 to 240 for the Payroll Clerk position.

D. **Highway Department**  
   i. Approve the recruitment of an Assistant County Engineer, the proposed job description and SAFE System Grade 16 with a minimum starting wage of $36.08 per hour, and authorize backfill of any subsequent vacancies due to internal promotion or lateral transfer.

E. **Administration**  
   i. Approve adoption of Section 33 Employee Recognition, to the Pine County Policies and Procedures Manual.

**Motion** by Commissioner Ludwig to approve the recommendations of the Personnel Committee. Second by Commissioner Chaffee. A Roll Call vote was called by Chair Hallan. Motion passed unanimously, 5-0.

**Motion** by Commissioner Hallan to direct the county administrator to write a letter of support from the Pine County Board of Commissioners in favor of a 3-year pilot project allowing the Soil & Water Conservation District to levy a property tax. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan. Motion passed unanimously, 5-0.

Chair Hallan acknowledged Schroeder’s request that the 2020 Regional Trail Grant not be applied for but rather a 2021 DNR Trail Grant be applied for once the cycle opens in early 2021.

**Motion** by Commissioner Mikrot to approve Resolution 2020-21 committing to Pine County’s Minnesota GreenCorps’ 2020-2021 host site and authorize County Auditor-Treasurer Kelly Schroeder to sign a host site agreement with the MPCA upon successful application. Second by Commissioner Mohr. A roll call vote was called by Chair Hallan. Motion passed unanimously, 5-0.

**Motion** by Commissioner Ludwig to authorize Commissioner Hallan to vote affirmatively at the March 30, 2020 LSC1W1P meeting to submit the draft water plan to BWSR for a 60-day review period. Second by Commissioner Chaffee. A roll call vote was called by Chair Hallan. Motion passed unanimously, 5-0.

**Motion** by Commissioner Ludwig to approve Resolution 2020-22 authorizing the Temporary Closure of Select County Facilities Due to COVID-19 Pandemic. Second by Commissioner Mikrot. A roll call vote was called by Chair Hallan. Motion passed unanimously, 5-0.

With no further business, Chair Hallan adjourned the meeting at 11:19 a.m. The next regular meeting of the county board is scheduled for Tuesday, April 7, 2020 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

_______________________________  
Stephen M. Hallan, Chair  
Board of Commissioners

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

The full text of the board’s Minutes are available at the County Administrator’s Office and the county’s website ([www.co.pine.mn.us](http://www.co.pine.mn.us)). Copies may also be requested from the administrator’s office.
Due to the World Health Organization’s determination of a COVID-19 pandemic and the Center for Disease Control’s recommendation of no public meetings of greater than 50 people and to practice social distancing, County Board Chair Commissioner Hallan determined the requirements of Minnesota Statute 13D.021, Subd. (1) have been met and it is not practical or prudent for the county board to meet in person and that members of the county board may join the meeting via telephone. Present in the meeting room were Chair Hallan, Commissioners Josh Mohr, John Mikrot and Matt Ludwig; Present via telephone were Commissioner Steve Chaffee, State Senator Jason Rarick and State Representative Nathan Nelson.

Chair Steve Hallan called the meeting to order at 10:00 a.m.

The Pledge of Allegiance was said.

Chair Hallan requested the following revision to the Agenda:

Additional Information to Regular Agenda Item 7: County Board Discussion/Direction on any Other Matter Related to Responding to the Current Public Health Emergency
Consideration of Resolution 2020-24 for Declaration of a Local Emergency for Pine County.

Commissioner Ludwig moved to adopt the amended Agenda. Second by Commissioner Mikrot. A Roll Call vote was called by Chair Hallan: District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3- Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 5-0.

1. **Situation Update Public Health**
   Community Health Administrator Samantha Lo provided an update on the current public health situation including a summary of the current cases and spread of the COVID-19 virus, best practices to slow the spread of COVID-19, and the status of local community health resources. Lo stated there currently are not enough test kits; priority testing is reserved for hospitals, nursing homes, long-care facilities, and health care workers. Shelter-in-Place option is being discussed at the state level.

2. **Emergency Management (EM) Update**
   Emergency Management Coordinator Denise Baran updated the county board on the current emergency management situation. The county Emergency Operations Center (EOC) has been activated at level 3, during regular business hours to monitor the situation and to coordinate with Public Health. Emergency Management is in contact with fire departments and first responders. Emergency Management will be reaching out to organizations today requesting donations of personal protection equipment (PPE).

3. **County Service Delivery and Deployment/Status of County Staff**
   Pine County department heads provided an update on current service delivery their departments and employee telework. County Auditor-Treasurer Schroeder stated that statutorily the Local...
Board of Appeal and Equalization (LBAE) requires meeting dates between April 1 and May 31, with a quorum of the local board, at least one of whom is trained, and assessment staff be present for each meeting. If a trained member and quorum are not present at every LBAE, an Open Book meeting must take place for at least two years. Senator Rarick and Representative Nelson addressed these concerns and stated they will bring it forward for legislation for an amendment on the current meeting requirements.

4. **Temporary Closure of County Facilities to Walk-In Public Due to COVID-19 Pandemic**
   County Administrator David Minke stated Minnesota statute allows for county facilities to be closed and retroactively approved by the county board in the event of an emergency. Resolution 2020-23 will retroactively approve the closing of the Pine County Courthouse and South Pine Government Center to walk-in public effective March 18, 2020, at 4:30 p.m., and allow the County Administrator, with the concurrence of the County Board Chair, to reopen facilities, or reclose facilities, without further county board action during the current peacetime emergency. **Motion** by Commissioner Ludwig to approve Resolution 2020-23 retroactively authorizing the Temporary Closure to Walk-in Public of County Facilities (Courthouse and South Pine Government Center) Due to COVID-19 Pandemic. Second by Commissioner Mikrot. A Roll Call vote was called by Chair Hallan: District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye. Motion carried 5-0.

5. **County Board Discussion/Direction on any Other Matter Related to Responding to the Current Public Health Emergency**
   Emergency Management Coordinator Denise Baran stated the approval of Resolution 2020-24 declaring a state of emergency will expedite access to any emergency management funding. **Motion** by Commissioner Mohr to approve Resolution 2020-24 Declaring a Local Emergency for Pine County due to the COVID-19 pandemic. Second by Commissioner Mikrot. A Roll Call vote was called by Chair Hallan: District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye. Motion carried 5-0.

6. **Other**
   A. Property tax statements will be mailed on March 30, 2020 and the first half remains payable on May 15th.
   B. The March 28, 2020 Township Officials Meeting has been cancelled.
   C. Video shorts recorded by Chair Hallan, County Administrator Minke and County Auditor-Treasurer are on the county website and social media providing information and resources to the public.
   D. A Special Meeting- Coronavirus Update and County Operations and Future Planning meeting is scheduled for Tuesday, March 31, 2020 at 10:00 a.m. at the Courthouse, Pine City, Minnesota. Due to social distancing recommendations, the county will provide a remote viewing option for the public. Information on joining remotely will be posted on the county website.

7. **Adjourn**
   With no further business, Chair Hallan adjourned the meeting at 11:08 a.m.

_______________________________  _______________________________
Stephen M. Hallan, Chair        David J. Minke, Administrator
Board of Commissioners           Clerk to County Board of Commissioners

Full Board Minutes – Pine County Board of Commissioners  Page 2  March 24, 2020
Due to the World Health Organization’s determination of a COVID-19 pandemic and the Center for Disease Control’s recommendation of no public meetings of greater than 50 people and to practice social distancing, County Board Chair Commissioner Hallan determined the requirements of Minnesota Statute 13D.021, Subd. (1) have been met and it is not practical or prudent for the county board to meet in person and that members of the county board may join the meeting via telephone. Present in the courthouse meeting room was County Administrator David Minke; present via telephone were Chair Hallan, Commissioners Josh Mohr, Steve Chaffee, John Mikrot and Matt Ludwig and State Representative Nathan Nelson.

Chair Steve Hallan called the meeting to order at 10:00 a.m.

The Pledge of Allegiance was said.

1. **Situation Update Public Health**
   Community Health Administrator Samantha Lo provided an update on the current public health situation including a summary of the current cases and spread of the COVID-19 virus. The Public Health COVID-19 hotline for public use will be operational by the end of the week. The county website has resources and information available relating to COVID-19.

2. **Emergency Management (EM) Update**
   Emergency Management Coordinator Denise Baran updated the county board on the current emergency management situation. Emergency Management is working with hospitals and first responders for surge planning. Designated hospital beds and personal protection equipment availability and distribution was discussed.

3. **County Service Delivery and Deployment/Status of County Staff**
   Pine County department heads provided an update on current service delivery, deployment of staff working remotely, and sustainability of operations. County Auditor-Treasurer Schroeder stated the Local Board of Appeal and Equalization (LBAE) meeting dates and requirements continue. The jurisdictions are required to hold the meeting, which can be done remotely using the provision of MS 13D.021. Schroeder stated county staff will attend virtually. The township may also decide to use an open book meeting, in which case the LBAE would not need to meet.

   Given the financial impact of the current pandemic on local property owners and businesses, the question has been asked if the payment date for property taxes can be delayed. The May 15th due date for property tax payments is set in statute and would require legislative action to change. However, the county board had the authority to waive penalty and interest. Representative Nelson stated he felt a state-wide approach for the waiver of
penalties and interest would be best versus a county-by-county approach. Auditor-Treasurer Schroeder reported that the county could likely cashflow the delay in payments until July. It was the consensus of the board to consider a delay until July 1, 2020 in the accrual of interest and penalty for property tax payments due May 15 that are made by July 1, 2020. Commissioners support a statewide solution on this issue and if there is a delay in payment authorized, that escrow companies be required to pay on time and that property owners who can pay the first half property taxes by May 15th should do so.

Commissioners also requested Representative Nelson to consider expediting payment of County Program Aid (CPA) to help with county cash flow.

4. Pine County Interim Policy on Operations During COVID-19 Pandemic
County Administrator David Minke provided an overview of the Pine County Interim Policy on Operations During COVID-19 Pandemic adopted March 26, 2020. The policy sets for guidelines to minimize all unnecessary on-site work during the period of Governor Walz’s Executive Order 2020-20 directing Minnesotans to Stay at Home, except to engage in essential activities and critical sector work.

5. County Board Discussion/Direction on any Other Matter Related to Responding to the Current Public Health Emergency
Committee attendance by commissioners was discussed.

6. Adjourn
With no further business, Chair Hallan adjourned the meeting at 11:35 a.m.

_____________________________  ______________________________
Stephen M. Hallan, Chair        David J. Minke, Administrator
Board of Commissioners          Clerk to County Board of Commissioners
Pine County Chemical Health Coalition
Minutes
March 9, 2020
East Central High School, Finlayson

Coalition Mission Statement
Pine County Chemical Health Coalition: Striving to prevent the misuse and abuse of alcohol, tobacco and other drugs

Attendance:
Reese Frederickson, Pine Co Attorney
Stef Youngberg, East Central High School Principal
Tim Burkhardt, Hinckley City Council
Jamie Root-Larsen, Positive Community Norms Media Specialist
Sally Laursen, Monarch Counseling Service
Robyn Tomaszewski, Opioid Vista
Melissa Wylie, Community Member
Cara Keinanen, Nystrom & Associates
Becky Foss, Jenae Hicks, Karen Jansen, Samantha Lo, Pine Co Health & Human Services

1. Call to Order
Meeting commenced at 4:00 pm by Reese Frederickson. Attendees were welcomed.

2. Addition/Changes to the Agenda
Motion to approve agenda by Jamie Root-Larsen, seconded by Samantha Lo. Motion carried.

3. Review Minutes of February 10, 2020
Cara Keinanen moved to approve 2/10/20 minutes. Stef Youngberg seconded and minutes were approved.

SPIRIT
1. Member Introductions

2. Jenae Hicks – Lion Heart
Group of students from inner-city Detroit presented to students at EC. Their message was one of finding your identity and sharing it with other people. Students and staff were engaged in the performance and enjoyed it. They’d like to have them back again next year, possibly with the subject of mental health, anxiety. Jenae showed video of group traveling in Minnesota and preparing for their performance at EC.

SCIENCE
1. Robyn Tomaszewski
   a. Opioid Grant Summary
      - A grant from SAMHSA, Substance Abuse and Mental Health Services Administration, that has been operating in Pine County. Last time Robyn visited our coalition she brought a draft of findings resulting from interviews with leaders/people in the county. Today she brought a finalized summary of findings, including supports and barriers. The grant goes through October and they will apply for an extension.
• The next Mental Health First Aid Course is Tuesday, April 28th at 8:00 am at the North Pine Government Center. This is a free training with 8 CEU’S offered. Registration is online.
• SOR grant Naloxone overdose first aid is upcoming in Mille Lacs county.

2. Jenae Hicks
   a. Drug-Free Communities (DFC) Grant
      • The grant funds a community-wide focus on prevention of youth alcohol, tobacco and other substance abuse. We are missing some sectors that must be represented in a coalition before applying. In addition to the people we have participating now, our coalition should have students, parents, business and faith leaders, and someone from a civic organization in regular attendance. Also, the DFC grant is more flexible than the P & I Grant, but does require match funding. The timeline will be to recruit for the coalition and apply next year.

ACTION

1. Reese Frederickson
   a. T21 Update – County Board Meeting
      • The age of purchase was bumped to 21 years by the federal government but is not a state law and there is no local ordinance. Reese introduced proposed ordinance to fill enforcement gap. The board was receptive. He is working on language now and hoping the ordinance will coincide with Government Day April 7. He requested members to send letters of support. Examples of letters have been sent to the coalition and will be emailed again. They will begin working on wording at the County Board meeting next week. All are encouraged to attend and speak.

2. Jenae Hicks
   a. Upcoming Member Training
      • PCN Training
         April 21-22, Ruttger’s Bay Lake Lodge, Deerwood, MN
         Spring Positive Community Norms training. Day 1 will be a day of learning how Health Outcomes from Positive Experiences (HOPE) can build resilience in our communities, inform trauma care, and create better outcomes across our health programming. Day 2 will feature PCN Message Development & Social Media (Facebook, Instagram, Snapchat & Twitter); exploring the promises and pitfalls of sharing campaign messages on these platforms so we may create our own social media plan.

• The Montana Institute
   June 22-25, Big Sky Resort, Bozeman, MT
   It’s time to tell a new story about community health. One that focuses on assets, strengths and protective factors. One that’s guided by what we want to grow instead of what we want to prevent. Join others at the Montana Institute this summer to discover the power of narratives to normalize health and promote the positive. You’ll learn to develop powerful, positive messages, hear and steer community conversations, and engage youth as positive prevention leaders. And you’ll hear from experienced practitioners who are applying the Science of the Positive to correct
misperceptions, change behaviors, and transform cultures around mental health, child maltreatment, traffic safety, and more.

b. Summer Festivals/Safety Day, May 16th
   - Discussed Public Safety Day provided by the Sheriff’s Office. It will be held at the Pine County Courthouse, north parking lot, from 10 am – 2 pm. This is a free, family-friendly event. Coalition agreed to participate with a booth. Members volunteered to setup and staff the booth.

3. Jamie Root-Larsen
   a. Media Update
      - Surveying for general student promo goods with messaging.
      - Prom events will have coalition messaging. Surveying kids now for t-shirts and lounge pants. Coalition is giving each school funds for clothing.
      - Received more bottled water and are giving it out.
      - Asked about the idea of kids designing posters and floor art. Plan is to begin after prom events.

4. Teams Meet, then Report – may meet after meeting

RETURN

1. News from the Schools
   - **Positive Jags** – Hosted a drive-in movie. Have an additional teacher helping with PJs.
   - **ETA** – YLA youth leadership event has 20 students going this week, 10 from each school. EC hosted Lion Heart performance. Jenae and Hailey attended conferences.

2. Training/Volunteer/Event Reports from Members
   - June 9th event at Grand Casino Hinckley for mental health professionals. Includes keynote speaker, breakout sessions and lunch, free.

3. Next Meeting – Monday, April 13, 2020, 4:00 pm at Hinckley-Finlayson High School

4. Adjourned- 5:00 pm. **Stef Youngberg motioned, Samantha Lo seconded. Meeting was adjourned.**

   Minutes prepared by Karen Jansen. \PCCHC\Minutes\2020\Mar 9 min.doc
March 21, 2020

Chairperson, Board of County Commissioners
Pine County Courthouse
635 Northridge Drive NW
Pine City, MN 55063

Dear Chairperson:

The Minnesota Department of Human Services (DHS) is now conducting its review of county single audit reports for the year ended December 31, 2018. This review is the result of federal regulations imposed on state and local governments by the Single Audit Act as amended in 1996 and 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Our letter to you, dated April 17, 2019, identified the procedures DHS and County Boards use to comply with these federal regulations.

DHS is responsible for monitoring the resolution of audit findings that impact federally funded human services programs and is also responsible for verifying the resolution of cross cutting audit findings for the counties in Minnesota. A cross cutting finding is a finding that affects the federally funded programs of more than one state agency. Resolution of any other findings which may appear in your report is the responsibility of the state agency administering the federal programs affected by those findings. These reviews are performed by DHS annually.

If a county audit report includes human services or cross cutting audit findings, DHS will review the corrective action plan submitted by the County Board to the Federal Audit Clearinghouse. DHS will take the following actions related to these audit findings and notify the County Board if any additional information is needed or if what was submitted will be adequate at this time.

1. DHS will sustain or not sustain any human services or material cross cutting audit findings and provide a reason for this decision.
2. DHS will include what actions they expect the County to take to resolve the finding.
3. DHS will include the dates corrective action is expected to be completed.
4. DHS will notify the County that action will be taken by the Financial Operations Division on any and all questioned costs related to any sustained findings.
5. DHS will notify the County Board of the timetable it expects action to be taken on these questioned costs findings.

The following audit findings are sustained for Pine County at this time based on the audit report issued by the Office of the State Auditor on August 8, 2019.
DHS has reviewed the audit report for Pine County for the year ended December 31, 2018. Our review found that the corrective action plan included in the audit for the above findings acceptable if completed on the proposed timeline and no additional information will be required at this time. If you have any questions concerning this letter, please contact me at (651) 431-3622 or by email at margaret.brotherton@state.mn.us.

Sincerely,

Margaret Brotherton
Single Audit Coordinator

cc: Becky Foss, Director
Pine County Health & Human Services
Pine County Land Surveyor Monthly Report

March 2020

CSAH 20 T42N R20W Section 36, research records, set GPS control, calculate search areas, search for, and GPS PLSS corners. Update files.

T43N R17W Sections 25, 26, 35 and 36 research records, set GPS control, calculate search areas, search for, set, tie out and GPS PLSS corner. Update files.

Walczak Road, T45N R20W, research records, set GPS control, calculate search areas, search for, set, tie out and GPS PLSS corners. Update files.

Provide HARN coordinate data for GIS to County Recorder as needed.

Draft and review legal descriptions for County Right of Way Dept. and County Land Dept. as needed.

Review Plats and Minor Subdivisions for County Zoning Dept. as needed.

Review and file PLSS corner certificates provided by private surveyors as needed.

Review, edit and file PLSS corner certificates created by County Surveyor as needed.

Review, edit and file Certificates of Survey created by County Surveyor as needed.

Robin T. Mathews, Pine County Surveyor
AGENDA REQUEST FORM

Date of Meeting:        April 7, 2020

☑ County Board  ☑ Consent Agenda
☐ Regular Agenda  5 mins.  10 mins.  15 mins.  Other

☐ Personnel Committee
☐ Other ______________

Agenda Item: Evening Reporting Center donation

Department: Probation

________________________
Department head signature

Background information on Item:

A donation has been received for the Evening Reporting Center to be used for meals for youth participants.

Action Requested:

Consider accepting a $100.00 donation from Pine Area Lions Club and designate these funds for the Evening Reporting Center.

Financial Impact:

N/A
AGENDA REQUEST FORM

Date of Meeting: April 7th, 2020

☐ County Board
☐ Consent Agenda
☐ Regular Agenda

☐ Personnel Committee
☐ Other

5 mins ✓ 10 mins □ 15 mins □ Other □

Agenda Item: 2020 Federal Supplemental Boating Safety Patrol Grant

Department: Pine County Sheriff's Office

Background information on Item:
The 2020 Federal Supplemental Boating Safety Patrol Grant will be used for enforcement hours only.

The grant period is for May 8th, 2020 through September 7th, 2020.

Action Requested:
The Pine County Sheriff's Office respectfully asks for the approval and signing of the 2020 Federal Supplemental Boating Safety Patrol Grant.

Financial Impact:
The grant amount is $4,500 and does not require matching funds.
DEPARTMENT OF
NATURAL RESOURCES

2020 STATE OF MINNESOTA
FEDERAL SUPPLEMENTAL BOATING SAFETY PATROL
GRANT AGREEMENT

ENCUMBRANCE WORKSHEET

Contract #: 173765
PO #: 3-167785

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Grant Begin Date
May 8, 2020

Grant End Date
September 7, 2020

Grantee Name and Address:

Pine County Sheriff's Office
635 Northbridge Dr. NW, Ste. 100
Pine City, MN 55063

Payment Address:
(where DNR sends the check)

Pine Co. Treasurer
635 Northridge Dr. NW #230
Pine City, MN 55063
2020 STATE OF MINNESOTA
FEDERAL SUPPLEMENTAL BOATING SAFETY PATROL
GRANT AGREEMENT

This grant agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Pine County Sheriff's Office, 635 Northridge Dr. NW, Ste. 100, Pine City, MN 55063 (DUNS 019066948) ("Grantee"). The payment address for this grant agreement is Pine Co. Treasurer, 635 Northridge Dr. NW #230, Pine City, MN 55063.

Recitals
1. Under the U.S. Coast Guard, Department of Homeland Security (FAIN 3319FAS190127, Effective 10/01/18-01/28/22) – through the Recreational Boating Safety Financial Assistance program to states, commonwealth and territories (CFDA number 97.012) in U.S.C. 13101-13110 and Minnesota Statute § 84.085, Subdivision 1(c) the State is empowered to enter into this grant. This is a non-research grant agreement.
2. This grant will be used to cover the cost of additional boating safety patrol of lakes and rivers in the county.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State. Pursuant to Minnesota Statute §16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Agreement

1 Term of Grant Agreement
1.1 Effective date: May 8, 2020 or the date the State obtains all required signatures under Minnesota Statutes § 16B.98, Subdivision 5, whichever is later. Reimbursements will only be made for expenditures made according to the terms of this grant agreement.
1.2 Expiration date: September 7, 2020. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant as specified herein.

2 Grantee's Duties
The Grantee, who is not a state employee, will provide additional boating safety patrol hours during high watercraft use periods through the payment of overtime or the addition of enforcement personnel. The Grantee will submit to the State a written plan to carry out the provisions of this grant. Provisions of Chapter 86B, the provisions of Chapter 169A pertaining to motorboats and the Boat and Water Safety Rules, hereinafter referred to as the “Minn. Rules” will be enforced. Refer to Exhibit "A" which is attached and incorporated into this agreement for more information on allowable expenses. The Grantee is responsible for maintaining an adequate conflict of interest policy throughout the term of this grant contract. The Grantee shall monitor and report any actual, potential or perceived conflicts of interest to the State’s Authorized Representative.

Reporting Requirements: The Grantee is bound to financial and performance requirements as noted in this grant agreement and Exhibit A which is attached and incorporated into this grant agreement.

3 Time
The Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, time is of the essence.

4 Consideration and Payment
4.1 Consideration. The State will pay for all services performed by the Grantee under this grant agreement as follows:
(a) Compensation. The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant up to Four thousand five hundred dollars ($4,500).
(b) Total Obligation. The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed Four thousand five hundred dollars ($4,500).

4.2 Payment
(a) Invoices. The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices may be submitted at the end of the grant period or as often as monthly. Each invoice shall be accompanied by log sheets or activity sheets as described in Exhibit A. The final invoice and required narrative report must be submitted to the State not later than October 7, 2020, unless an extension is granted in writing from the State.
(b) Federal funds. Payments under this grant agreement will be made from federal funds obtained by the State through the U.S. Coast Guard, Department of Homeland Security – through the Recreational Boating Safety Financial Assistance program to states, commonwealth and territories (CFDA number 97.012) in U.S.C. 13101-13110. Exhibit “B” is attached and incorporated into this grant agreement. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.
4.3 Contracting and Bidding Requirements per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must do the following if contracting funds from this grant contract agreement for any supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property:

(a) If the amount of the contract is estimated to exceed $100,000, a formal notice and bidding process must be conducted in which sealed bids shall be solicited by public notice. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).

(b) If the amount of the contract is estimated to exceed $25,000 but not $100,000, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2) and paragraph (c).

(c) If the amount of the contract is estimated to be $25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).

(d) Support documentation of the bidding process utilized to contract services must be included in the grantee’s financial records, including support documentation justifying a single/sole source bid, if applicable.

(e) For projects that include construction work of $25,000 or more, prevailing wage rules apply per; Minn. Stat. §§177.41 through 177.44 consequently, the bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

5 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State’s satisfaction, as determined at the sole discretion of the State’s Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representative

The State’s Authorized Representative is Rodmen Smith, Director, Enforcement Division – Central Office, Minnesota Department of Natural Resources (DNR), 500 Lafayette Rd., St. Paul, MN 55155-4047, (651) 259-5361, rodmensmith@state.mn.us or his/her successor, and has the responsibility to monitor the Grantee’s performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State’s Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee’s Authorized Representative is Sheriff Jeff Nelson, Pine County Sheriff’s Office, 635 Northbridge Dr. NW, Ste. 100, Pine City, MN 55063, or his/her successor. If the Grantee’s Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7 Assignment, Amendments, Waiver, and Grant Agreement Complete

7.1 Assignment. The Grantee shall neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant agreement, or their successors in office.

7.2 Amendments. Any amendments to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.

7.3 Waiver. If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or the State’s right to enforce it.

7.4 Grant Agreement Complete. This grant agreement, including Exhibits “A” and “B,” contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney’s fees incurred by the State, arising from the performance of this grant agreement by the Grantee or the Grantee’s agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State’s failure to fulfill its obligations under this grant agreement.
9 Audits (State and Single)
Under Minn. Stat. §16B.98, subd. 8 and 2 CFR 200.331, the Grantee books, records, documents, and accounting procedures and practices relevant to this grant agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement.

All state and local governments, colleges and universities, and non-profit organizations that expend $750,000 or more of Federal awards in a fiscal year must have a single audit according to the OMB Uniform Guidance: Cost Principles, Audit, and Administrative Awards Requirements for Federal Awards. This is $750,000 total Federal awards received from all sources. If an audit is completed, forward a copy of the report to both the State's Authorized Representative and the State Auditor.

10 Government Data Practices and Intellectual Property
10.1 Government Data Practices. The Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statute § 13, as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of Minnesota Statute § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee’s response to the request shall comply with applicable law.

11 Workers’ Compensation
The Grantee certifies that it is in compliance with Minnesota Statute § 176.181, Subdivision 2, pertaining to workers’ compensation insurance coverage. The Grantee’s employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers’ Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State’s obligation or responsibility.

12 Publicity and Endorsement
12.1 Publicity. Any publicity regarding the subject matter of this grant agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State’s Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors with respect to the program, publications, or services provided resulting from this grant agreement.

12.2 Endorsement. The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue
Minn. law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination
14.1 Termination by the State. The State may immediately terminate this grant agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 Termination for Cause. The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 Termination for Insufficient Funding. The State may immediately terminate this grant contract if:
   a) It does not obtain funding from the Minnesota Legislature
   b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State’s receiving that notice.

15 Data Disclosure
Under Minnesota Statute § 270C.65, Subdivision 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could
result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 American Disabilities Act
The Grantee must comply with the 2010 American Disabilities Act Standards for Accessible Design.

17 Invasive Species Prevention
WORK SITES WITH KNOWN AQUATIC INVASIVE SPECIES INFESTATIONS
Grantees and subcontractors must follow Minnesota DNR’s Operational Order 113, which requires preventing or limiting the introduction, establishment and spread of invasive species during activities on public waters and DNR-administered lands. This applies to all activities performed on all lands under this grant agreement and is not limited to lands under DNR control or public waters. Operational Order 113 is incorporated into this grant agreement by reference and may be found at http://files.dnr.state.mn.us/assistance/grants/habitat/heritage/oporder_113.pdf. Duties are listed in Op Order 113 under Sections II and III (p. 5-8).

The grantee shall be responsible for becoming familiar with the location of any known infestations of aquatic pests. The DNR Infested Waters list is found at https://www.dnr.state.mn.us/invasives/ais/infested.html. The grantee shall prevent invasive species from entering into or spreading within a project site by cleaning equipment and clothing prior to arriving at the project site.

The grantee shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for (ex. zebra mussels) invasive species prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated. The grantee shall use the following inspection and removal procedures for decontamination prior to entering and when leaving the water body:

a. Prior to leaving the waterbody, drain all water from equipment, boats, trailers, bilges, live wells, coolers, bait buckets, engine compartments and any other areas where water may be trapped or contained. Immediately after leaving the water body, drain water from transom wells onto dry land.

b. Inspect boat hulls, propellers, trailers and other surfaces, scrape off any attached mussels, remove any aquatic plant material (fragments, stems, leaves, or roots) and dispose of removed mussels and plants in a garbage can prior to transporting any equipment on public roads.

c. Flush boats (inside and outside) and all other equipment with hot water of 105 - 110 degrees F for a period of 30 minutes or 140 degrees F for a period of 5 minutes; or, instead of flushing equipment, leave the equipment in a location so that it dries completely for a minimum of at least 5 consecutive full days. A car wash can be used for cleaning.

d. If equipment or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by grantee furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The grantee shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Grant Administrator or their representative. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

e. Before reuse, aquatic equipment used in invertebrate infested waters shall be dried, rinsed with hot water or power washed to remove invertebrates. Aquatic equipment used in pathogen infested water(s) shall be disinfected, according to Appendix A, immediately after exiting water.

18 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions
18.1 The prospective lower tier participant certifies, by submission of this agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. Such prospective participant shall attach an explanation to this agreement.

18.2 Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this agreement.

19 Whistleblower Protection Rights
41 USC §4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection

(a) This award and employees working on this financial assistance agreement will be subject to the whistleblower rights and remedies in the pilot program on Award Recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub.L. 112-239).

(b) Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC 4712.

(c) The recipient shall insert this clause, including this paragraph (c), in all subawards and in contracts over the simplified acquisition threshold related to this award.
IN WITNESS WHEREOF, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.

1. STATE ENCUMBRANCE VERIFICATION
   Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.

   Signed: 
   Date: 3/10/20
   SWIFT Contract # 173765
   Purchase Order # 3-142785

2. GRANTEE
   The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

   By: 
   Title: County Sheriff
   Date: 

   By: 
   Title: Chairperson of County Board
   Date: 

   By: 
   Title: County Auditor or Administrator
   Date: 

3. STATE AGENCY: NATURAL RESOURCES
   By: (With delegated authority)
   Title: Director, Enforcement Division – Central Office
   Date: 

   Attachments: Exhibits “A” & “B”

   Distribution:
   1. DNR - OMBS
   2. Grantee
   3. State's Authorized Representative
AGENDA REQUEST FORM

Date of Meeting: April 7, 2020

☑ County Board
☐ Consent Agenda
☐ Regular Agenda
☐ Personnel Committee
☐ Other

5 mins ☐ 10 mins ☐ 15 mins ☐ Other ☐

Agenda Item: Joint Powers Agreement - AMMENDMENT - Work Release Services

Department: Sheriff's Office - Jail Division

Department Head signature

Background information on Item:

Annually the Pine County Jail enters into a Joint Powers Agreement with the Minnesota Department of Corrections for Work Release Services. The original agreement is not to exceed $50,000. As a result of an increased overall work release population the State is to ammending the original contract to increase the total obligation up to but not exceeding $70,000.

The original contract will remain in effect through June 30, 2020

see attached Ammendment No. 1 to Swift ID 155508

Action Requested:

Request Board approval, and appropriate signatures. State requires documentation from the county board approving the agreement.

Financial Impact:

State may increase total obligation to Pine County from $50,000 to $70,000.
AMENDMENT #2 COVER SHEET
STANDARD AMENDMENTS
(Minn. Stat. §§ 16C.05, subd. 2(d), 16C.08, subd. 2 and 3)

Instructions:
1. Complete this form for contract amendments that extend the end date of a contract, add/reduce work and money, or change any other term or condition of the contract.
2. Attach this form to the amendment when it is presented to the Department of Administration for approval. Please always include copies of the original certification form, the original contract, and any previous amendments as these are used for reference.
3. Make sure that you are using the updated amendment template where the State Agency signature block reaffirms applicable sections of 16C.08, subdivisions 2 and 3.
4. Admin will retain this cover sheet for its files.

Agency: Corrections
Name of Contractor: Pine County

Current contract term: 7/1/2019-6/30/2020
Project Identification: 155508

Amendments to contracts must entail tasks that are substantially similar to those in the original contract or involve tasks that are so closely related to the original contract that it would be impracticable for a different contractor to perform the work. The commissioner or an agency official to whom the commissioner has delegated contracting authority under section 16C. 03, subdivision 16, must determine that an amendment would serve the interest of the state better than a new contract and would cost no more. An amendment should be in effect before the contract expires.

Complete Appropriate Box(es) for the amendment submitted.

1. □ Amendment to the end date of the contract
Proposed New End Date:
Why is it necessary to amend the end date?

2. * Amend Duties and Cost □ Amend Duties Only
2a. If cost is amended, insert amount of original contract AND amount of each amendment below:
Due to an increase in the work release population going to the Pine County Jail, an additional $20,000.00 will likely be needed. The original contract value was $50,000.00. Amendment number 2 is written for $20,000.00 increase.
2b. Describe the amendment:

3. □ Amendment to change other terms and conditions of the contract
Describe the changes that are being made:
AMENDMENT NO. 2 TO SWIFT ID 155508

Contract Start Date: 07/01/2018  Total Contract Amount: $70,000.00
Original Contract Expiration Date: 06/30/2019  Original Contract: $50,000.00
Current Contract Expiration Date: 06/30/2019  Previous Amendment(s) Total: $N/A
Requested Contract Expiration Date: N/A  This Amendment: $20,000.00

This agreement is between the State of Minnesota, acting through its commissioner of corrections, Department of Corrections, Work Release Unit, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108 ("State") and Pine County - Pine County Sheriff's Office, 635 Northridge Drive NW, Suite 130, Pine City, MN 55063 ("Governmental Unit").

Recitals

1. The State has a contract with the Contractor identified as Pine County, SWIFT ID 155508 ("Original Contract") to provide work release services.

2. The original contract was not to exceed $50,000. As a result of an increased overall work release population combined with the inability to predict the number of referrals to a specific facility in advance, additional money will likely be needed.

3. The State and the Contractor are willing to amend the Original Contract as stated below.

Contract Amendment

In this Amendment, changes to pre-existing Contract language will use strike-through for deletions and underlining for insertions.

REVISION 1. Clause 3, "Payment," is amended as follows:

3 Payment
The State will pay Fifty-Five and 00/100 dollars ($55.00) per day per State offender participating in the Governmental Unit's work release program inclusive of date of arrival and not inclusive of date of departure. Payment will be consistent with the fiscal section in the Work Release Program Guidelines Manual. This agreement does not include any additional reimbursement for travel and subsistence expenses incurred by the Governmental Unit in the performance of this agreement.

The total obligation of the State under this agreement will not exceed Fifty-Thousand-dollars and 00/100 ($50,000.00) $70,000.00.

Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.
1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§16A.15 and 16C.05.

Signed: Mary Myers
Date: 3/26/2020
SWIFT Contract No. C155508 PO 3-110760

2. CONTRACTOR

The Contractor certifies that the appropriate person(s) have executed the contract on behalf of the Contractor as required by applicable articles, bylaws, resolutions, or ordinances.

By:
Title:
Date:

By:
Title:
Date:

3. STATE AGENCY

Individual certifies the applicable provisions of Minn. Stat. §16C.08, subdivisions 2 and 3 are reaffirmed.

By: (with delegated authority)
Title:
Date:

4. COMMISSIONER OF ADMINISTRATION

As delegated to Materials Management Division

By:
Title:
Date:

Distribution:
Agency
Contractor
State's Authorized Representative - Photo Copy

Rev. 7/11
AGENDA REQUEST FORM

Date of Meeting: April 7, 2020

☑ County Board
☐ Consent Agenda
☐ Regular Agenda

☐ Personnel Committee
☐ Other

Agenda Item: Final Payment Contract #1802

Department: Pine County Public Works

Background information on Item:

Final Contract #1802 in the amount of $133,948.98 to Knife River Corp.
SAP 058-653-011 Located on CSAH 53 Between CSAH 7 and CSAH 11
CP 058-106-003 Located on CR 106 between CSAH 2 and TH 70
CP 058-122-001 Located on CR 122 between CSAH 53 and CSAH 11
CP 058-133-001 Located on CR 133 between CR 134 and CSAH 15
CP 058-134-001 Located on CR 134 between CH 133 and TH 48

Action Requested:

Final payment in the amount of $133,948.98 to Knife River Corp.

Financial Impact:

Project funded from state aid construction and sales tax account.
AGENDA REQUEST FORM

Date of Meeting: March 17th, 2020

☑ County Board  
☐ Consent Agenda  
☐ Regular Agenda (Marked 15 mins)

☐ Personnel Committee
☐ Other

Agenda Item: Presentation of Probation OHP Report

Department: Probation

Background information on Item:
Probation Director Terry Fawcett will present the Probation Department's 2019 Out-of-Home Placement Report.

Action Requested:
Informational Only

Financial Impact:
Informational Only
**INTRODUCTION**

In making placement decisions all the factors must be taken into consideration. A recommendation is made by the Probation Agent, supported by the Pre-Placement Screening Team, and ordered by the Court where the placement decision is ultimately made:

- Public Safety
- Accountability
- Rehabilitation
- Least restrictive alternative
- Closest to Home
- Cost effective
- Transitional services
- Best interest of the child

When making detention recommendations, a Risk Assessment Instrument (RAI) is used to determine the appropriate level of care for a juvenile offender and evaluates a juvenile offender’s risk to public safety and the risk that the juvenile offender will not appear in court.

**Placement Reduction Strategies**

**COMMUNITY-BASED in place/progress**
- Mental Health Screening
- Mental Health – Psychological, Psychosexual evaluations, Children’s Mental Health Case Management
- Electronic Monitoring - GPS
- Outpatient sex offender programming
- C-5 Restorative Justice (pre-charge diversion/deferred adjudication/condition of probation)
- C-5 Re-entry/transition
- Truancy Court hearings held in schools
- Interagency Truancy Subcommittee
- Cultural Community Coach
- Juvenile Cog Skills/Decision Points
- Project R.I.S.E.
- Crossover Youth/co-located services in school(s)
- Risk Assessment Instrument (RAI)
- Evening Reporting Center (opened December 2019)
- Equine therapy
- P.A.T.H.S. Restorative Justice Circles

---

**2019 HHS Budget for Probation Cases**

- **2019 Budget:** $369,000  **2019 Actual:** $382,128
  (Over budget by $13,128)

Overall HHS and Probation out-of-home placement costs:

- 2018 $1.9 million
- 2019 $2.1 million

**January:** 2019 $169,743
2020 $139,331

**2019 Budget Busters**

($20,000 or more per juvenile)
- Commission of a heinous crime
- Sex offenders who need treatment
- Those that are chronic serious offenders
- Those who have co-occurring disorders

(see attached report)
<table>
<thead>
<tr>
<th>Cost</th>
<th>Placement days</th>
<th>Age</th>
<th>Offender dynamics-</th>
<th>Offense</th>
<th>Comm. District</th>
</tr>
</thead>
<tbody>
<tr>
<td>$82,891</td>
<td>354</td>
<td>17</td>
<td>Male. Adjudicated delinquent; Pretrial release violations placed in secure detention; Sex Offender Specific long-term residential program, completed program successfully.</td>
<td>Criminal Sexual Conduct, Disorderly Conduct</td>
<td>2</td>
</tr>
<tr>
<td>$77,911</td>
<td>(53 days on EM)</td>
<td>15</td>
<td>Female. Adjudicated delinquent; chronic probation violations for serious drug use, runaway, new offenses. History of placement in previous county of residence, including inpatient chemical dependency treatment; non-compliant on EM; does well in structured settings, mental health diagnoses.</td>
<td>Obstructing Legal Process, Domestic Assaults, Disorderly Conduct, Damage to Property, False Name to Police</td>
<td>3</td>
</tr>
<tr>
<td>$45,223</td>
<td>175</td>
<td>14</td>
<td>Male. Adjudicated CHIPS – Habitual Truant; history of failed community-based services, continued truancy despite interventions, including 30 and 90 day out of home placements.</td>
<td>Thefts, Domestic Assault, Disorderly Conduct, Terroristic Threats, Trespass</td>
<td>2</td>
</tr>
<tr>
<td>$34,331</td>
<td>131</td>
<td>16</td>
<td>Male. Adjudicated delinquent. Chronic offender, little care for societal expectations or laws; assaultive behavior, suicidal ideation/psychiatric hospitalizations, mental health diagnoses; disengaged family relationship, multiple moves/states.</td>
<td>Habitual Truancy</td>
<td>2</td>
</tr>
<tr>
<td>$32,924</td>
<td>(47 days on EM)</td>
<td>15</td>
<td>Male. Adjudicated delinquent; habitual truancy, drug use. Family child protection involvement, parental drug use, lack of structure/supervision. Completed inpatient chemical dependency treatment program (other funding source) prior to residential placement; non-compliant on EM; mental health diagnoses.</td>
<td>Theft (firearm, vehicle), Trespass, Burglary, Habitual Truancy</td>
<td>2</td>
</tr>
<tr>
<td>$21,337</td>
<td>89</td>
<td>15</td>
<td>Female. Adjudicated delinquent. History of truancy, runaway; non-compliant on EM; family instability, history of HHS involvement and multiple placements from early age, little structure, domestic violence in the home, mental health and chemical health needs not met.</td>
<td>Disorderly Conduct, Domestic Assault</td>
<td>1</td>
</tr>
<tr>
<td>$294,617</td>
<td>1201</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Highlights:**

- The number of “budget busters” (juvenile placements exceeding $20,000) increased from five (5) juveniles in 2018 to six (6) juveniles in 2019.
- These six juveniles represent 19% of the youth placed and 77% of the annual cost of placements in 2019.
- Average cost per day of “budget buste” placements was $245
- Commonality – mental health diagnoses, family instability/inability to address issues, trauma history, truancy/poor academic progress

**Top 5 Placements Used by Pine County Probation in 2019 and Services Offered**

**East Central Regional Juvenile Center (ECRJC):** Secure detention, consequence program, evaluation program, CD Outpatient treatment

**Northwest MN Juvenile Center:** Long-term secure program with CD outpatient treatment, consequence program, cultural specific programming

**Woodland Hills:** Long-term residential, short-term consequence

**Anoka County Secure Program:** Long-term residential sexual offender program

**Anoka County Nonsecure Program:** Nonsecure detention, residential treatment program
**Highlights:**

- The number of juveniles in placement slightly increased from last year; however, the average length of placement decreased significantly.
- Use of electronic monitoring as a detention alternative continued to increase in 2019, which helped to keep placements lower and deliver a less restrictive alternative to residential placement.
2019 Placement Types

- 48% DOC Secure
- 40% DOC Non-Secure
- 7% Shelter Assmt
- 4% Therapeutic FC
- 1% Other
- 4% EM

2018 Placement Types

- 59% DOC Secure
- 27% DOC Non-Secure
- 10% Shelter Assmt
- 4% Therapeutic FC
- 0% Other
- 4% EM

2017 Placement Types

- 61% DOC Secure
- 23% DOC Non-Secure
- 8% Therapeutic FC
- 6% Shelter Assmt
- 2% Other
- 0% EM

**DOC Secure**
- Secure Detention (ECRJC)
- Secure Programs (ECRJC, consequenc, ACS, Sex Offender Program, Northwest MN Juvenile Center)

**DOC NonSecure**
- NonSecure Detention (Anoka County NSP)
- Residential Programs (Northwest MN Juvenile Center, Woodland Hills Chisholm 30 Program, Village Ranch)

**Shelter - Assessment**
- Residential evaluation in nonsecure setting
  (Anoka County NSP, North Homes)

**Therapeutic Foster Care**
- Foster care with mental health support/programs
  (TSA Adolescent Treatment Program)

**Other**
- Nonsecure residential programming
  (Omegon, Heartland Girls Ranch)
Use of East Central Regional Juvenile Center

Pine County has been a Joint Powers member county since the facility was built in 1997. We contributed detention grant dollars that were designated to Pine County at that time.

<table>
<thead>
<tr>
<th>ECRJC Benefits:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) We have an investment in facility (reserves)</td>
</tr>
<tr>
<td>2) Diversified programs (short-term continuum)</td>
</tr>
<tr>
<td>3) Willingness to develop programs to fill needs</td>
</tr>
<tr>
<td>4) Quality programs</td>
</tr>
<tr>
<td>5) Closest facility to us, less law enforcement travel</td>
</tr>
<tr>
<td>6) Limited resources outside of RJC</td>
</tr>
<tr>
<td>7) Closest secure detention facility for families</td>
</tr>
<tr>
<td>8) Long-term perspective</td>
</tr>
<tr>
<td>9) Given priority for other Anoka juvenile center program beds (Anoka Co Secure, Non-Secure)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Current RJC Reserves</th>
</tr>
</thead>
<tbody>
<tr>
<td>Insurance $54,056.00</td>
</tr>
<tr>
<td>Operational $457,100.95</td>
</tr>
<tr>
<td>Capital $901,322.32</td>
</tr>
</tbody>
</table>

- Insurance always remains at current level as it covers the $50G deductible
- Operational is specific to a bed usage shortfall = budget deficit
- Capital is specific to physical plant related issues

- Step #1 of JPA= Bill RJC member’s unused beds @ $251.00
- Reconciliation projected budget surplus of $82,729.71
- Members voted to save projected surplus funds into Capital reserves

Budget Impactors:
- Member beds used up slightly from 2018
- Non-members purchased average 2500 beds/year for the last five (5) years
- Second year of 4th quarter population drop
- 2020 PREA staffing mandates – staff to resident ratio requires additional staff

ECRJC Beds Used in 2019
January 1, 2019 - December 31, 2019
Pine County (1 bed)
Total Days Used = 227 (under-utilized 138 Days)
2019 secure bed days used at ECRJC was Pine County's lowest utilization since the facility opened.

Lower utilization was due in part to fewer serious crimes, use of a risk assessment tool, continued use of electronic monitoring and nonsecure detention as less restrictive alternatives.
Community Alternatives

Juvenile Electronic Monitoring

Average Days per Youth in 2019: 32
Total cost savings since implementation: $1,427,720

2019 Program Cost: $13,600
Evening Reporting Center

MISSION:
The Pine County Evening Reporting Center (ERC) is a place where at-risk youth can develop socially, emotionally and educationally while remaining in their home and community.

VISION:
To work with at-risk youth in their community versus in detention or residential treatment. The ERC will look to provide services and programs that include, but are not limited to, mental health, medical/physical health, chemical dependency, targeted case management, behavior management, education (tutoring/literacy), family engagement, restorative justice, recreational and pro-social activities, cultural guidance/spirituality, mindfulness, and nutrition.

GOALS:
Reduce repeat offending behaviors and promote public safety while supporting youth and providing community-based services.

2019 HIGHLIGHTS:
- Program Director and Youth Counselor were hired in October and November
- The ERC opened on 12/9/2019
- Held on Mondays, Wednesdays, and Fridays from 4:30 to 7:30 p.m.
- Located at East Central School – Alternative Learning Center building
- Five youth were initially referred to the program – three boys, two girls
- Community partners were engaged and provided meals and holiday gifts to youth

2 year Byrne Justice Assistance Grant Award $313,800
Community Alternative Budget

In 2019 a new budget line was created to fund a wide range of activities and services aimed to provide intervention and prevention to reduce out of home placement by:

- building competencies in youth and families
- exposing youth to prosocial activities that youth may not have the opportunity to participate in otherwise
- mentoring
- tailoring to youth’s risk and needs
- providing incentives as positive reinforcement

Examples of how funds were used in 2019:
- Youth fishing events, including partnership with school staff and state and local law enforcement
- Cultural activities*
- Recreational activities*
- Equine assisted learning/Equine Therapy
- Incentives

*The Cultural Community Coach has organized many recreational activities and cultural educational opportunities for Native American youth including Ojibwe BINGO, birch bark crafts/harvesting, Ojibwe story-telling, annual Women’s Gathering conference, golf, basketball league, and boxing program.

2019 Budget: $14,000
AGENDA REQUEST FORM

Date of Meeting: April 7, 2020

☑ County Board
☐ Consent Agenda
☐ Regular Agenda 5 mins ☐ 10 mins ☐ 15 mins ☐ Other ☐

☐ Personnel Committee
☐ Other ______________

Agenda Item: 2020 Timber Auction

Department: Auditor/Land

[Signature]

Department Head Signature

Background information on Item:

Time and Date: TO BE ANNOUNCED
Land Department ............ Sandstone

Six parcels; Estimated at 8,073 cords to be offered at an appraised value of $188,140.00.

Typically the Timber Auction occurs mid May (a tentative date this year was May 13th). Due to the Covid-19 Pandemic, the auction may be rescheduled as an oral bid with the possibility of a sealed bid.

Action Requested:

Approval of the timber auction tracts and the general terms and conditions of the sale.

Method of Sale (Oral or Sealed Bid) along with date and time of auction/bid deadline to be determined by Department Head at a later date.

Approved timber tracts and general terms of sale may be distributed to interested purchasers prior to Auction notification.

Financial Impact:

N/A
PINE COUNTY
Notice of County Timber Stumpage Sale
DATE/TIME METHOD OF SALE: TO BE ANNOUNCED AT A LATER DATE
PINE COUNTY LAND DEPARTMENT; SANDSTONE, MN

Pursuant to the order of the County Board of Pine County and under the provisions of Minnesota Statutes 282.04, as amended, and others that may apply, the following timber will be offered for sale WITHOUT the sale of land on TO BE ANNOUNCED AT A LATER DATE at the Pine County Land Department; 1610 Highway 23 N., Sandstone, Minnesota. Timber will be sold to the highest bidder, but at not less than the appraised value and in conformity with the forestry practices as outlined in the contract. Bidding will be on a percentage basis in minimum increments of 1% of the sales’ appraised value, with the bid increase to be added to the sales’ appraised value. All species will be affected by bid increase. The right to accept or reject any or all bids is reserved.

General terms and conditions:
Sales require a down payment of 15% of the appraised value, with no down payment being less than $250.00. Down payments must be paid immediately following the auction and are non-refundable in the event that the purchaser forfeits the sale.

Sales must be paid in full before cutting operations begin, unless otherwise noted. With the exception of Tract 5, all sale tracts are SOLD AS APPRAISED (payments are based on estimated timber volume); Tract 5 sold on consumer scale agreement. Purchase of sale tracts also includes all top and undersized material of timber species as outlined within the individual timber sale contracts.

If a block payment option applies: Each block must be paid in full before harvesting of that block, and the down payment will be retained and applied toward payment of the final block.

The Land Department will be notified before cutting begins and prior to sale completion. All trails and landings must be approved by Pine County Land Department.

Sale duration and extensions:
All tracts expire February 28, 2023; an additional 2-year sale extension is available for purchase if needed.

Sale extension fee: Sale must be paid in full before an extension is granted. Two year extension fee is at 5% of the uncut timber value bid price as determined by Pine County.

In circumstances beyond the control of the purchaser (weather, health, markets, etc.), the Land Commissioner may grant hardship extensions at no charge.

Auction tracts that do not sell the day of the sale may be purchased at the appraised value, under the terms and conditions as outlined above.

Further information on access, cutting regulations, sale location and other details for each tract may be obtained by contacting the Pine County Land Department at (320) 216-4225

Pine County Land Department
1610 Highway 23 N.
Sandstone, MN 55072
2020 PINE COUNTY TIMBER AUCTION TRACTS

NOTE: - Except for tract 5, all tracts are sold as appraised. Tract 5 sold on consumer scale agreement.
   - Seasonal cutting restrictions exist on most summer accessible sales. These restrictions are listed
     in the timber sale contracts.
   - Tracts retaining a high volume of residual timber have been identified as thinnings or selective
     cuts, requiring equipment and harvest methods that keep damage to residual timber minimal.

PA-1-20
Section 12 - T43N – R18W
(Fleming Township); Approx. 11 acres

| 27 cords Red Oak Pulp/Logs | $ 20.00/cord | $ 540.00 |
| 56 cord Misc. Pulp          | $ 10.00/cord | $ 560.00 |

**APPRAISED VALUE**
Down payment: $250.00

- Marked Thinning.

Note: Dry Summer Access

PA-2-20
Section 24-T43N – R18W
(Fleming Township); 7.9 acres

| 85 cords Aspen Pulp         | $ 20.00/cord | $ 1,700.00 |
| 95 cords Misc. Pulp         | $ 10.00/cord | $ 950.00 |

**APPRAISED VALUE**
Down payment: $397.50

Note: Winter/Dry Summer Access

PA-3-20
Section 36- T43N – R16W
(New Dosey Township); 7.2 acres

| 60 cords Aspen Pulp         | $ 18.00/cord | $ 1,080.00 |
| 15 cord Maple Pulp          | $ 8.00/cord  | $120.00   |

**APPRAISED VALUE**
Down payment: $250.00

Note: Winter Access
### PA-4-20
Sections 31 and 32 of T43N – R16W  
(New Dosey Township); 28.8 acres

<table>
<thead>
<tr>
<th></th>
<th>Quantity</th>
<th>Price/cord</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>460 cords</td>
<td>Aspen Pulp</td>
<td>$28.00</td>
<td>$12,880.00</td>
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<tr>
<td>15 cords</td>
<td>Maple Pulp</td>
<td>$14.00</td>
<td>$210.00</td>
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**Appraised Value**

<table>
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<tr>
<th>Down payment: $1,963.50</th>
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**Note:** Winter/Partial Dry Summer Access

### PA-5-20
Sections 14, 15, 22, and 23 of T43N - R18W  
(Fleming Township); Approx. 155 acres

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<th></th>
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<tr>
<td>1,100 cords</td>
<td>Ash Pulp/Bolts/Logs</td>
<td>$10.00</td>
<td>$11,000.00</td>
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<tr>
<td>30 cords</td>
<td>Misc. Pulp</td>
<td>$10.00</td>
<td>$300.00</td>
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**Appraised Value**

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<tr>
<th>Down payment: $1,695.00</th>
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**Note:** Winter Access

### PA-6-19
Sections 32 and 33 of T42N - R18W  
(Danforth Township); 247.8 acres

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<th>Price/cord</th>
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</thead>
<tbody>
<tr>
<td>4,460 cords</td>
<td>Aspen/Balm Pulp</td>
<td>$30.00</td>
<td>$133,800.00</td>
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<tr>
<td>510 cords</td>
<td>Birch Pulp</td>
<td>$15.00</td>
<td>$7,650.00</td>
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<tr>
<td>1,100 cords</td>
<td>Maple Pulp</td>
<td>$15.00</td>
<td>$16,500.00</td>
</tr>
<tr>
<td>50 cords</td>
<td>Upland Ash Pulp</td>
<td>$15.00</td>
<td>$750.00</td>
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<tr>
<td>10 cords</td>
<td>Basswood Pulp</td>
<td>$10.00</td>
<td>$100.00</td>
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</table>

**Appraised Value**

<table>
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<tr>
<th>Down payment: $23,820.00</th>
<th></th>
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</table>

**Note:** Winter Access/Partial Dry Summer

- Permission needed to cross private property, interested parties should contact the Land Department as initial contacts have been made.
AGENDA REQUEST FORM

Date of Meeting: _______________  April 7, 2020  

☑ County Board  
☐ Consent Agenda  
☒ Regular Agenda  5 mins.  X  10 mins. ___  15 mins. ___  Other ___

☐ Personnel Committee

☐ Other _____________

Agenda Item: ___________ Clean Water Partnership Loan

Department: ___________ County Auditor

Kelly Schroeder
Department Head signature

Background information on Item:

In August 2016 Pine County was awarded a $600,000 Clean Water Partnership (CWP) Loan with the Minnesota Pollution Control Agency (MPCA) to provide citizens with a low-interest loan program to replace their non-compliant septic systems. This program will expire on July 31, 2020. On February 4, 2020 the County Board of Commissioners authorized the County Auditor to apply for an additional three year loan, for extension of the program. Recently, the County was notified that we have been awarded $900,000 of loan funds for replacement septic systems.

Action Requested:

Consider approving Resolution 2020-25, authorizing the County Auditor-Treasurer to execute a Clean Water Partnership Loan Agreement with MPCA and act as Project Sponsor and Loan Sponsor. This Resolution also authorizes the County Auditor-Treasurer to execute loan disbursement requests to the MPCA on behalf of the County.

Financial Impact:

All costs associated with this program will recouped from the application fee and loan interest collected with each septic system.
RESOLUTION 2020-25
OF THE PINE COUNTY
BOARD OF COMMISSIONERS

BE IT RESOLVED by the Pine County Board of Commissioners that it hereby designates Caleb Anderson, Land and Resources Manager, as Project Representative for the implementation of the Pine County Subsurface Sewage Treatment Systems project.

The Project Representative shall have the authority to represent Pine County in all Project matters that do not specifically require action by the Board.

BE IT FURTHER RESOLVED by the Pine County Board of Commissioners that, as Project Sponsor and a Loan Sponsor, the County enters into the attached Minnesota Clean Water Partnership Project Loan Agreement along with the Minnesota Pollution Control Agency to conduct the Pine County Subsurface Sewage Treatment Systems project.

BE IT FURTHER RESOLVED by the Pine County Board of Commissioners that the County Auditor-Treasurer, Kelly Schroeder be authorized to execute the attached Minnesota Clean Water Partnership Project Loan Agreement for the above referenced Project on behalf of Pine County as Project Sponsor and Loan Sponsor.

BE IT FURTHER RESOLVED by the Pine County Board of Commissioners that Kelly Schroeder, County Auditor-Treasurer, be authorized to execute loan disbursement requests for the above referenced project to the Minnesota Pollution Control Agency on behalf of the Organization.

WHEREUPON the above resolution was adopted by the Pine County Board of Commissioners, this 7th day of April, 2020.

STATE OF MINNESOTA
Pine County

______________________________
Stephen M. Hallan, Chair
Pine County Board of Commissioners

I, David Minke, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the Board of Commissioners of said Pine County, that I have compared the above resolution with the original passed and adopted by the Board of Commissioners of said Pine at a County Board meeting thereof held on the 7th day of April, 2020 at 10:00AM, that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this 7th Day of April, 2020.

______________________________
David J. Minke, Pine County Administrator
AGENDA REQUEST FORM

Date of Meeting: __April 7, 2020__

☐ County Board  ☐ Consent Agenda  ☒ Regular Agenda  5 mins. ___  10 mins. _X_  15 mins. ___  Other___

☐ Personnel Committee  

☐ Other _____________

Agenda Item: Consider Deferral of Penalty on Property Taxes Due May 15, 2020

Department: __Administration__________________________

________________________________________
Department Head signature

Background information:

In this current pandemic, many individuals and businesses are experiencing financial hardships. Many businesses have been shut down. Many other businesses remain open, but have seen a reduction in business. Many workers have lost their jobs. From March 16th to March 31st, nearly 240,000 applications for unemployment were filed in Minnesota. This two-week total is more than the total number of filings in 2019. The state and federal governments have approved, and continue to work on, economic stimulus packages. The state and federal income tax filings have been pushed back to July 15th.

Counties levy and collect property taxes on behalf of numerous jurisdictions—cities, townships, special districts, and the county itself. Some have asked if property tax payments can be delayed. The property tax deadlines are set by Minnesota state statute and counties cannot change the due date. However, counties can waive the penalty on late payments.

This concept was discussed at the March 31, 2020 Special Meeting and there was a consensus that commissioners would be willing to waive penalty and interest until July 1st with the following caveats:

1. any change should be consistent across the state verses county by county
2. no waiver for escrow companies—they would need to pay by May 15
3. property owners who could pay would be encouraged to pay on time
4. the state considers moving up the payment of county program aid to help counties with cashflow. The county should be able to maintain its cashflow even with delayed payments.

Given that the first half property taxes are due May 15th, there is not much time for the state to take a state-wide approach. The county board maintains the ability to waive the penalty. If commissioners are interested in waiving the penalty and interest, they could give direction for a formal proposal to be prepared for consideration at the April 21, 2020 regular meeting, or at a special meeting.