



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, February 18, 2020, 10:00 a.m.

North Pine Government Center

1602 Hwy. 23 No.

Sandstone, Minnesota

Notice of Participation via Interactive TV

Pine County Commissioner Steve Hallan will be attending the Pine County Board of Commissioners Meeting on Tuesday, February 18, 2020 at 10:00 a.m. via Interactive TV, pursuant to Minnesota Statute 13D.02 and MN Department of Administration Advisory Opinions 08-034 and 13-009. Commissioner Hallan will be seen and heard at the meeting via electronic means and will participate from Fort Pickens National Park, 1400 Fort Pickens Road, Loop C, site 2, Pensacola Beach, FL 32561, a location open and accessible to the public.

- 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 Vice-Chair, each speaker should state his/her name and limit comments to three (3) minutes.
- D) Adopt Agenda
- E) Approve Minutes of January 30, 2020 Special Meeting-Committee of the Whole (Strategic Planning)
- F) Approve Minutes of February 4, 2020 county board meeting and Summary for publication
- G) Minutes of Boards, Reports and Correspondence
 - Pine County Housing and Redevelopment Authority (HRA) Board of Directors regular meeting
 - Minutes – December 18, 2019 and December 18, 2019 Annual Meeting
 - Children’s Dental Services correspondence to Health & Human Services – January 30, 2020
 - Pine County Historical Society correspondence – February 5, 2020
- H) Approve Consent Items

CONSENT AGENDA

The consent agenda is voted on without any discussion. Any commissioner may request an item be removed and added to the regular agenda.

1. **Review January, 2020 Cash Balance (attached)**

Fund	January 31, 2019	January 31, 2020	Increase(Decrease)
General Fund	4,507,285	4,457,256	(50,029)
Health and Human Services Fund	1,053,948	824,733	(229,214)
Road and Bridge Fund	(95,298)	2,089,094	2,184,392
Land Management Fund	1,917,480	2,473,617	556,138
TOTAL (inc non-major funds)	10,455,612	10,728,457	272,845

2. **January 2020 Disbursements/Claims Over \$2,000**

Consider approving January 2020 disbursements and claims over \$2,000.

3. **Cancellation of 2017 Warrants**

Consider approving the cancellation of uncashed 2017 warrants.

4. **2019 Gas Tax Distribution**

Consider approving 2019 gas tax distributions to townships.

5. **Cancel State Contracts – Purchase or Repurchase of Tax-Forfeit Properties**

Consider approving Resolution 2020-16 cancelling state contracts where the 2019 annual payment and/or 2019 taxes have not been paid. Authorize Board Chair and County Administrator to sign.

6. **Donation**

Consider accepting a \$6,492.50 donation from the Pine County Veterans Council for the Veterans Van.

7. **Personnel**

A. Authorize regular employment status for Accounting Technician Kari Dutcher, effective March 3, 2020.

B. Authorize regular employment status for HHS employees Stacey Bisek, effective March 10, 2020, and Mallory Wilder, effective March 27, 2020.

8. **New Hire**

A. Consider approval of the hiring of part-time deputy sheriff Blake Richert, effective February 24, 2020, grade 10, \$25.44 per hour.

9. **Public Employees Retirement Association Police Officer Resolution/Declaration**

Consider Public Employees Retirement Association Police Officer Resolution/Declaration 2020-09 for part-time deputy sheriff Blake Richert. This Resolution/Declaration indicates that the employee will meet all of the requirements of the Police and Fire Plan membership requirements from his date of hire. Authorize Board Chair and County Administrator to sign.

10. **Training**

A. Consider Probation employees Terry Fawcett, Jami Tuve-Anderson, Sue Thompson, Devin Petersen, Justine Ward and Kevin Glass to attend the Minnesota Association of County Probation Officers (MACPO) Conference, May 27-29, 2020, at Madden's Resort. Registration: \$1,000 (\$200 per attendee, minus Fawcett, who is free due to being on the Board). Meals are included in registration price. Lodging: \$2,098 (\$332 per person, multiple occupancy for two nights per attendee. An additional \$106 for Director Fawcett for Tuesday night for Board business. Total: \$3,098. Most staff to carpool to conference in county vehicle. Funds are available in the 2020 Probation budget.

- B. Consider Health & Human Services employees Jessica Fehlen, Samantha Lo, Samantha Burch, Christina Schoeberl, Dawn Moffett, and Mallory Wilder to attend the National Perinatal Association's annual conference, March 25-27, 2020, in Denver, Colorado. Cost for 6 attendees: Registration: \$900; lodging: \$2,711; airfare/baggage: \$1,422; meals: \$774; mileage/parking: \$200. Total costs: \$6,007. All costs will be covered by carryover grant funds from the Evidenced-Based Home Visiting Grant (EBHV Grant), administered in partnership with Mille Lacs Band of Ojibwe and Mille Lacs County.
- C. Consider Health & Human Services employees Samantha Lo, Krista Jensen and Jessica Fehlen to attend a medical countermeasures emergency preparedness training, March 3-4, 2020, in St. Cloud. This training is in preparation for the statewide full-scale public health emergency preparedness exercise in June. Hotel: \$250; Meals \$138; Mileage: \$150. Total cost: \$538. Funds are available in the Health & Human Services 2020 budget.

REGULAR AGENDA

1. Body Camera Public Comment Opportunity – at 10:00 a.m. or as soon thereafter as possible

- A. Presentation by staff
- B. Questions from the Board
- C. Open Public Comment opportunity from the public
- D. Close Public Comment opportunity from the public
- E. Board -- additional discussion if necessary

2. Land and Zoning Advisory Committee (Minutes attached)

The Land and Zoning Advisory Committee met February 5, 2020 and made the following recommendations:

I. Land Auction/Sales

A. 2020 proposed list of land auction parcels

- i. Set the 2020 Land Auction for September 18, 2020
- ii. Accept the proposed listing of parcels to be offered for sale
- iii. Approve Resolution 2020-10 and authorize Board Chair and County Administrator to sign. This will classify the attached list of lands as non-conservation lands, allow the distribution of listing to local governments and Minnesota DNR for their review and option to purchase parcels prior to public auction.

B. Withdraw Previously Offered Parcels from the Public Land Sale List

- i. Approve Resolution 2020-11 and authorize Board Chair and County Administrator to sign. This will allow Pine County to withdraw previously offered parcels from the public land sale list on July 10, 2020 and to reappraise and offer those parcels at the 2020 land auction. Statute notes previously offered parcels are for sale until withdrawn.

C. Homestead Repurchase/Contract Reinstatement Deadline

- i. Approve Resolution 2020-12 and authorize Board Chair and County Administrator to sign. The resolution establishes that all application requests for repurchases and contract reinstatements must be submitted to the Auditor's Office by July 28, 2020. After July 28, 2020, no written application request for repurchase or contract reinstatement will be accepted for those lands.

II. Blight/Demolition

- A. Recommend requesting the Minnesota Pollution Control Agency (MPCA) to facilitate the clean up of contaminated soil on parcel PID 39.5030.000, the former Henriette Gas Station. Contaminated soil was found during the removal of underground gas tanks.

III. Land Fund

- A. Affirm the balance of \$42,648 in the Restricted Timber Development account as of December 31, 2019.
- B. Approve Resolution 2020-13 and authorize Board Chair and County Administrator to sign. The resolution sets aside:
 - i. 5% of tax forfeit land sales for blight to ensure continued funds to address blighted tax forfeit properties;
 - ii. 5% of tax forfeit land and timber sales for timber development to ensure necessary improvements to tax forfeited land can be made for the management of timber on said lands;
 - iii. 10% of tax forfeit land and timber sales for acquisition and/or maintenance of county parks and recreational areas.

IV. Lease Agreement for Tax-Forfeited Lands Being Farmed by Jeff Peterson

- A. Approval for the county to enter into a lease with Jeff Peterson for tax-forfeited parcels 08.0079.000 and 08.0080.000 for the 2020 growing season at the rate of \$60 per acre on 88 acres and authorize Land Commissioner Greg Beck to sign said lease.

V. Pine County Memorial Forest Lands

- A. Approve Resolution 2020-15 and authorize Board Chair and County Administrator to sign. This resolution would designate an additional 2,796 acres of tax-forfeited land as Pine County Memorial Forest.

Other items are for information purposes only.

3. Personnel Committee (Minutes attached)

The Personnel Committee met February 11, 2020 and made the following recommendations:

A. Health & Human Services

- i. acknowledge the resignation of Child Protection Social Worker Kelly Diggan effective February 28, 2020 and authorize backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer.
- ii. acknowledge the retirement of Social Worker Michael Swegle effective March 31, 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 vacancy in the Deputy position held by Deputy Benjamin Neel, effective January 8, 2020 and authorize backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer.

C. Sheriff's Department - Jail

- i. approve the regrade of the Jail Systems Coordinator position from Grade 9 to Grade 10 based on the Springstead grading analysis.

D. Administration

- i. recommend the addition of an HR generalist non-union position grade 5, (wage range \$18.65-\$24.26) and authorize the recruitment.

4. Mille Lacs Corporate Ventures

Presentation on workforce housing project by Dustin Goslin, Vice President of Business & Economic Development with Mille Lacs Corporate Ventures.

5. 2020 Aquatic Invasive Species Program

Consider approval of Resolution 2020-14 Adopting the 2020 Aquatic Invasive Species Plan.

6. Preliminary 2019 End-of-Year Budget Update

7. East Central Regional Library Board Appointment

Consider appointment of Becky Gaede to a three-year term, January 1, 2020 through December 31, 2022, to the East Central Regional Library Board as a citizen representative.

8. Commissioner Updates

1W1P – Nemadji
Central MN Council on Aging
East Central Regional Juvenile Center
East Central Solid Waste Commission
East Central Regional Library
Pine County Chemical Health Coalition
Northeastern Minnesota Area Transportation Partnership
South Pine Transfer Station meeting
Soil & Water Conservation District
Other

9. Other

10. Upcoming Meetings (Subject to Change)

- a. **Pine County Board Meeting, Tuesday, February 18, 2020, 10:00 a.m.**, North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota.
- b. **Arrowhead Counties Association, Wednesday, February 19, 2020, 6:00 p.m.**, Hampton Inn, Duluth, Minnesota.
- c. **Pine County Transit Advisory Committee, Thursday, February 20, 2020, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- d. **Extension Committee, Thursday, February 20, 2020, 3:00 p.m.**, Board Room, Courthouse, Pine City, Minnesota.
- e. **Ag Educator Interviews, Friday, February 21, 2020, 9:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- f. **Snake River Watershed, Monday, February 24, 2020, 9:00 a.m.**, Kanabec County Courthouse, 18 North Vine, Rooms 3 & 4, Mora, Minnesota.
- g. **Lower St. Croix 1W1P, Monday, February 24, 2020, 4:00 p.m.**, Wyoming Area Library, 26855 Forest Blvd., Wyoming, Minnesota.
- h. **East Central Regional Development Commission, Monday, February 24, 2020, 7:00 p.m.**, 100 Park Street, Mora, Minnesota.
- i. **Minnesota Rural Counties (MRC) Pre-AMC Leg. Conf., Tuesday, February 25, 2020, 7:00 p.m.**, St. Paul, Minnesota.
- j. **NLX, Wednesday, February 26, 2020, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- k. **AMC Legislative Conference, February 26-27, 2020**, InterContinental Hotel, St. Paul, Minnesota.
- l. **Northeast Emergency Communications Board, Thursday, February 27, 2020, 10:00 a.m.**, via video conference.
- m. **Pine County Law Library, Thursday, February 27, 2020, 12:00 p.m.**, Law Library, Courthouse, Pine City, Minnesota.
- n. **Health & Human Services Advisory Board, Monday, March 2, 2020, 9:00 a.m.**, South Pine Government Center, Pine City, Minnesota.
- o. **Pine County Board Meeting, Tuesday, March 3, 2020, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.

11. Adjourn