



## **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, September 15, 2020, 10:00 a.m.**

**North Pine Government Center**

**1602 Hwy. 23 No.**

**Sandstone, Minnesota**

- **The Meeting Will be In Person and Via WebEx (video / phone conference) and streamed live on the internet.**
- **Not more than two county commissioners will be present in the meeting room.**
- **The public may join the meeting via WebEx, in person at the meeting room, or watch the livestream.**
- **If joining the meeting in person, the total number of persons (including commissioners) cannot exceed 10 and social distancing of at least 6 feet will be in effect.**

*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 13D.021, Subd. (1) have been met and it is not practical or prudent for all members of the county board to meet in person.*

*The public is invited to join the meeting in person or remotely: by phone call 1-650-215-5226, (access code): 163 864 0128, (password): k2JXkPjmx68. Click the link on the county website ([www.co.pine.mn.us](http://www.co.pine.mn.us)) for more information and to watch a live stream broadcast of the meeting.*

- 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
  - August 31, 2020 Special Meeting-Committee of the Whole (Budget Committee)
  - September 1, 2020 county board Minutes and Summary for publication
  - September 9, 2020 Special Meeting-Committee of the Whole (Budget Committee)

- F) Minutes of Boards, Reports and Correspondence  
Pine County Housing and Redevelopment Authority (HRA) Board of Directors regular meeting Minutes – July 22, 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. **Review August, 2020 Cash Balance (attached)**

<b>Fund</b>	<b>August 31, 2019</b>	<b>August 31, 2020</b>	<b>Increase/Decrease</b>
General Fund	4,870,157	5,144,065	273,908
Health and Human Services Fund	1,420,318	1,921,092	500,774
Road and Bridge Fund	4,974,308	6,088,312	1,114,004
CARES Act	0	3,392,681	3,392,681
Land Management Fund	1,426,270	1,481,534	55,263
<b>TOTAL (inc non-major funds)</b>	<b>15,068,741</b>	<b>21,185,456</b>	<b>6,116,715</b>

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

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

3. **Donations**

- A. Consider approval of an anonymous \$50 donation to the Pine County Sheriff’s Office Shop with a Cop/Back to School program.
- B. Consider approval of an anonymous \$500 donation to the Pine County Sheriff’s Office Shop with a Cop/Christmas program.

4. **Law Enforcement Contracts**

Consider approval of the Agreement for Law Enforcement Services for the following:

- A. City of Pine City  
Term: January 1, 2021 through December 31, 2023, with a three percent increase in the rate per year. 2021 rate - \$57.77 per hour (\$210,861/year); 2022 rate - \$59.50 per hour (\$217,175/year); and 2023 rate - \$61.29 per hour (\$223,709/year).
- B. City of Sturgeon Lake  
Term of September \_\_\_\_, 2020 through December 31, 2020 and shall automatically renew for additional one-year terms. The hourly rate for 2020 is \$56.09 per hour. This is an “as needed” contract allowing enforcement of city ordinances and the city will be billed for time spent on the enforcement.

Authorize Board Chair and County Administrator to sign.

5. **School Resource Officer Contracts**

Consider approval of the School Resource Officer Contracts for the following:

- A. Pine City Schools  
One, full-time School Resource Officer; 40 hours per week; one-year term commencing

September, 2020; for school year 20-2021 the hourly rate will be \$36.26 (for a 9-month period)

B. Hinckley-Finlayson Schools

One, half-time School Resource Officer; 20 hours per week; one-year term commencing September, 2020; for school year 20-2021 the hourly rate will be \$36.26 (for a 9-month period)

C. East Central Schools

One, half-time School Resource Officer; 20 hours per week; one-year term commencing September, 2020; for school year 2020-2021 the rate will be \$36.26 per hour (for a 9-month period)

Authorize Board Chair and County Administrator to sign.

6. **Monarch Counseling Services**

Consider approval of a contract between Health & Human Services (HHS) and Monarch Counseling Service to provide required clinical supervision to HHS case managers. The hourly rate for the service is either \$60 or \$100 dependent upon the number of people involved in the supervision process. Through this contract HHS could also utilize Monarch for reflective practice supervision in the future and the rates for this service are the same as clinical supervision rates. The term of the contract is September 1, 2020 through December 31, 2021. Authorize Board Chair and County Administrator to sign.

7. **Letter of Support – Ascertain Recovery Centre LLC**

Consider letter of support for Ascertain Recovery Center LLC in their request to open an outpatient chemical dependency treatment facility in the city of Sandstone. Authorize Board Chair to sign.

8. **Septic Fix-Up Special Assessments**

Consider approval of Resolution 2020-61 extending a special assessment as follows:

Donald Miska, PID 08.0480.000, \$15,500

Linda Schaumburg, PID 13.027.400, \$14,600

Alexandra Hesse-Alghamdi & Mohammed Alghamdi, PID 17.0124.000, \$5,105.10  
(previously levied; being redone due to refinancing)

Authorize Board Chair and County Administrator to sign.

9. **Timber Auction – Sealed Bid**

Consider approval to offer approximately 500 cords of wind damaged aspen stumpage by sealed bid beginning at \$8.00/cord, due September 21, 2020, 3:00 p.m., at the Land Department in Sandstone.

10. **Personnel / Completion of Probation**

Consider granting regular employment status to Social Worker Kelly Becker, effective September 24, 2020.

## **REGULAR AGENDA**

1. **Personnel Committee Report**

The Personnel Committee met September 8, 2020 and made the following recommendations:

A. **Health & Human Services**

- i. Acknowledge the resignation of Office Support Specialist Jennifer Burlak, effective

- September 4, 2020, and authorize backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
  - ii. Acknowledge the internal transfer of Eligibility Worker Donna Olsen to the open Office Support Specialist position (vacated by Jennifer Burlak), effective September 28, 2020, and authorize backfill of the vacant Eligibility Worker position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
  - B. Public Works
    - i. Acknowledge the retirement of Building Maintenance Worker Rich Prihoda, effective September 8, 2020.
  - C. Sheriff's Office
    - i. Acknowledge the resignation of part-time Deputy Chad Wiener, effective August 24, 2020, and authorize backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer.
  - D. Sheriff's Office - Dispatch
    - i. Acknowledge the retirement of Dispatcher Leo McNally, effective November 30, 2020, and authorize backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer.
  - E. Sheriff's Office - Jail
    - i. Acknowledge the resignation of Corrections Officer Taylor Peterson, effective August 20, 2020, and authorize backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer.
  - F. County Attorney's Office
    - i. Acknowledge the promotion of Legal Assistant Barbara Nascene to Office Manager, effective September 1, 2020, grade 8, \$27.39 per hour, non-union
    - ii. Authorize backfill of the vacant Legal Assistant position and any subsequent vacancies due to internal promotion or lateral transfer.
  - G. Administration
    - i. Acknowledge the county's compliance with the Local Government Pay Equity Act.
    - ii. Consider adoption of the proposed Telework Policy.
2. **New Hire**  
Consider approval of the hiring of Legal Assistant Tracy Anderson, effective September 30, 2020, grade 6, step 2, \$20.37 per hour.
3. **Insurance Committee Report**  
Justin Kroeger, Insurance Representative from Gallagher, will provide an overview of health insurance options and health insurance premium rates for discussion and direction.
4. **2019 Audit Report**  
Consider formal acceptance of the 2019 Financial Statements and authorize summary for publication.
5. **Coronavirus Response Update**
- A. Pine Technical and Community College WorkFast program request
  - B. Public Health Update
  - C. CARES Act Funding Distribution Update
    - i. Consider approval of the reallocation of funds as presented
    - ii. Consider approval of the WorkFast program funding of \$120,000
    - iii. Consider approval of \$100,000 to PHASE
    - iv. Consider any other direction on CARES Act funding

**6. Commissioner Updates**

Facilities Committee – Cancelled  
1W1P – Nemadji  
Central MN Council on Aging / Board of Directors  
Soil & Water Conservation District  
Negotiations Committee – HHS / Courthouse Unit  
Central MN Jobs and Training Service  
East Central Solid Waste Commission  
East Central Regional Library  
Pine County Century Link update  
Pine County Chemical Health

**7. Other**

**8. Upcoming Meetings (Subject to Change)—All meetings to be conducted remotely unless otherwise indicated. Contact the organization hosting the meeting for call-in information.**

- a. Pine County Board Meeting, Tuesday, September 15, 2020, 10:00 a.m., North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota.
- b. Arrowhead Counties Association, Wednesday, September 16, 2020, 6:00 p.m.
- c. Minnesota Rural Counties (MRC) board meeting, Wednesday, September 16, 2020, 7:00 p.m.
- d. Central MN Council on Aging – Executive Committee, Friday, September 18, 2020, 1:00 p.m.
- e. Lakes & Pines Community Action Council – Full Board, Monday, September 21, 2020, 10:00 a.m.
- f. Technology Committee, Tuesday, September 22, 2020, 9:00 a.m.
- g. Negotiations Committee (Highway Tech & PCSO Administrative), Wednesday, September 23, 2020, 8:00 a.m.
- h. NLX, Wednesday, September 23, 2020, 10:00 a.m.
- i. Northeast Minnesota Emergency Communications Board, Thursday, September 24, 2020, 10:00 a.m.
- j. Snake River Watershed Management Board, Monday, September 28, 2020, 9:00 a.m.
- k. 1W1P – Nemadji, Friday, October 1, 2020, 9:00 a.m.
- l. Central MN Council on Aging Annual Board – Board of Directors, Thursday, October 1, 2020, 10:00 a.m.
- m. East Central Regional Juvenile Center Advisory, Thursday, October 1 2020, 12:30 p.m.
- n. Lakes & Pines Community Action Council Annual Board Meeting- Full Board, Thursday, October 1, 2020, 4:30 p.m.
- o. Minnesota Rural Counties (MRC) Annual Business Meeting, Monday, October 5, 2020, 9:00 a.m.
- p. Pine County Board Meeting, Tuesday, October 6, 2020, 10:00 a.m., North Pine Government Center, 1602 Hwy 23 No., Sandstone, Minnesota.

**9. Adjourn**