

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, June 2, 2020 - 10:00 a.m.
Pine City, Minnesota**

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

Chair Hallan stated 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 members of the county board to meet in person. Members of the county board will join the meeting remotely.

The public was invited to join the meeting remotely by phone, WebEx or watch via live stream on YouTube.

Present via electronic means were Chair Hallan and Commissioners Josh Mohr, Steve Chaffee, John Mikrot, and Matt Ludwig. Also present via electronic means were County Attorney Reese Frederickson and County Administrator David Minke.

The Pledge of Allegiance was said.

Chair Hallan called for public comment. There was no public comment.

Chair Hallan requested the following revision to the agenda:

Revision to Item E May 19, 2020 county board Minutes and Summary for publication: removal of the phrase "pull tabs" in the Minutes (Consent Agenda 3.F.i. Premises Permit).

Motion by Commissioner Ludwig to adopt the revised Agenda. 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.

Motion by Commissioner Mohr to approve the revised Minutes of the May 19, 2020 county board meeting and Summary for publication. 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.

Minutes of Boards, Reports and Correspondence

Pine County Land Surveyor Monthly Report – May 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 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.

Motion by Commissioner Mohr to approve the Consent Agenda. Second by Commissioner Chaffee. 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.

CONSENT AGENDA

1. **Applications**

Approve the following applications:

A. **Tobacco License**

- i. 7E MN 9, LLC, 940 Evergreen Sq. SW, Pine City (formerly Murphy USA).

B. **Repurchase**

- i. Approve Resolution 2020-32 granting Donald Hadler the right to repurchase the property at 107 Palisade Avenue, Sandstone on a 4-year repurchase contract in his late wife's name, Paula Hadler.

2. **Prosecution Agreement with Pokegama Township**

Approve the contract between the Pine County Attorney's Office and Pokegama Township to prosecute misdemeanor blight ordinance violations within their jurisdiction, effective April 15, 2020. Township will pay \$100 per case file submitted for review or charging.

3. **Personnel (Employment Status / Promotion)**

- A. Approve the promotion of Samantha Burch from case aide to health educator, effective June 3, 2020, \$24.70 per hour, grade 10, step 1.

REGULAR AGENDA

1. **Public Hearing - Ordinance 2020-31 an Ordinance Regulating Subsurface Sewage Treatment Systems on Behalf of Clover and Danforth Townships (at 10:00 a.m. or as soon thereafter as practicable)**

County Auditor-Treasurer Kelly Schroeder stated Clover and Danforth Townships have elected to defer regulation of subsurface sewage treatment systems to Pine County. This ordinance rescinds all prior ordinances and amendment to ordinances regulating subsurface sewage treatment systems and will take effect June 11, 2020.

Chair Hallan opened the public hearing at 10:11 a.m. and called for public comment. There being no public comment, Chair Hallan closed the public hearing at 10:11 a.m.

Commissioner Ludwig inquired if current county planning and zoning personnel was adequate to manage the additional work. Schroeder stated there may be a need to hire an additional staff person and will bring the request to the Personnel Committee for discussion.

Motion by Commissioner Ludwig to adopt Pine County Ordinance 2020-3 on behalf of Clover and Danforth Townships, rescinding all prior ordinances and amendments to ordinances regulating subsurface sewage treatment systems within these townships. 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.

2. **Technology Committee Report**

Commissioner Mohr provided an overview of the May 26, 2020 Technology Committee meeting. A COVID-19 response update was given by IT staff. Discussion was held on a draft of the

revised telework policy, with the final draft of the policy will be presented to the Personnel Committee for consideration. Child Support Officer Salena Fox and Child Support Supervisor Jodi Blesener provided overview of working from home with advantages and disadvantages identified. Utility Associates was selected as the preferred vendor for the sheriff's office squad/body cameras. An update was given by Jail Administrator Rodney Williamson on Phase III of the jail camera project. Discussion was held identifying what updated technology was necessary to facilitate holding in-person meetings. Discussion of hiring an additional IT staff was discussed.

3. Legislative Update by State Representative Nathan Nelson

State Representative Nathan Nelson stated the 2020 legislative session ended without agreement on some important issues, including broadband, bonding, and tax bills. Nelson stated he felt HHS/child protection/waivers hadn't been addressed adequately and hoped that these would be addressed in more detail if a special session is called June 12th. Nelson stated some waivers were due to the pandemic emergency and are scheduled to expire, however some of the waivers make sense to continue. Other items discussed and identified to be addressed as part of a bonding bill in a special session would be the inclusion of the Oberstar segment of the Munger Trail, the remodel of Pine Technical Community College and the CARES Act funding availability to local governments.

4. Probation

4A. Al Reker Award. District Court Judge Heather Wynn presented Probation Director Terry Fawcett with the Al Reker Distinguished Service Award which is awarded by the Minnesota Association of County Probation Officers. This award, selected by the Executive Board of MACPO, is given to recognize contributions made by an individual over a sustained period of time in the field of probation and acknowledge exemplary contributions and dedication to the profession of probation/parole.

4B. 2020 Probation Comprehensive Plan

Presentation by Probation Director Terry Fawcett of the 2020 Comprehensive Plan.

Probation updates and an overview of successes, challenges, goals and funding were outlined.

5. 2019 Public Works Department Annual Report

County Engineer Mark LeBrun reviewed the 2019 Public Works Department Annual Report including a review of unaudited projects, assets, liabilities, account balances and inventory. As of December 31, 2019 the total Fund Balance was \$1,384,102 with an undesignated balance of \$554,126. Sales tax projects totaling \$945,799 were completed with collections of \$1,266,512 and \$388,413 undesignated.

6. Coronavirus Response Update

A. Emergency Management: Sheriff Jeff Nelson stated Emergency Management is working on FEMA reimbursement, submitting paperwork for reimbursement for coronavirus expenses. Personal Protection Equipment (PPE) continues to be distributed to the first responders and fire departments.

B. Public Health: Community Health Services Administrator Samantha Lo provided an update on local and state coronavirus statistics. Lo reported currently the plateau is scheduled for early July.

C. Courthouse: Auditor-Treasurer Kelly Schroeder provided an overview of the reopening of the courthouse to walk-in traffic on June 1st.

D. June Meetings:

i. Board of Equalization: The County Board of Equalization meeting will be held on

June 15, 2020 at 6:00 p.m. at the North Pine Government Center (NPGC) in Sandstone. This is a change in location from the courthouse to NPGC to be able to better exercise appropriate social distancing. Chair Hallan will assign up to two board members to be physically present at the NPGC community room with the remaining board members attending remotely. The appellant(s) may present in person, or remotely, at their scheduled time. The County Assessor will be physically present at the meeting.

- ii. June 16, 2020 County Board Meeting: The June 16, 2020 county board meeting will be held at 10:00 a.m. at the NPGC. The meeting will include not more than two commissioners in the room and the remaining commissioners attending via webex. The meeting will also be live streamed on YouTube. The public may participate remotely or in-person and the maximum in-person attendees would not exceed the limit for in-person gatherings, which is currently 10. Appropriate social distancing will be exercised.

7. Commissioner Updates

AMC Blue Ribbon Committee on County Government Operations: Chair Hallan was appointed to this committee, with the main focus being to determine lessons learned by counties from the Coronavirus pandemic and how to improve services and become more efficient from what is learned. IT Manager Ryan Findell was part of a panel, representing the Minnesota County IT Leadership Association, that presented to the Committee.

Arrowhead Counties Association: Commissioner Mikrot stated COVID 19 discussion was discussed with a concern of the funding deficits related to the pandemic.

Minnesota Rural Counties: Chair Hallan stated reopening the state is the main focus.

NLX (cancelled)

AMC District 1: Chair Hallan stated meeting was held electronically and went well.

Commissioners from the individual counties gave statements based on pre-determined topics presented by AMC.

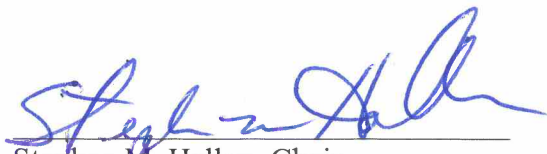
Other

8. Other

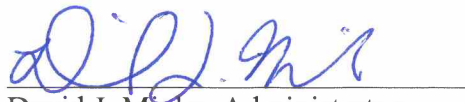
The Investment Committee will meet Friday, June 5, 2020 to review investments and discuss liquor license fee reduction and refunding of courthouse bonds.

9. Adjourn

With no further business, Chair Hallan adjourned the county board meeting at 12:00 p.m. The next regular meeting of the county board is scheduled for June 16, 2020 at 10:00 a.m.



Stephen M. Hallan, Chair
Board of Commissioners



David J. Minke, Administrator
Clerk to County Board