

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting**

**Tuesday, August 18, 2020 - 10:00 a.m.
North Pine Government Center, Sandstone, 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 all 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.

Commissioner John Mikrot and Commissioner Matt Ludwig were present in the meeting room. Members present via electronic means were Chair Hallan, Commissioner Josh Mohr and Commissioner Steve Chaffee. Also present in the meeting room was County Administrator David Minke and present via electronic means was County Attorney Reese Frederickson.

The Pledge of Allegiance was said.

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

Chair Hallan requested the following revisions to the agenda:

Additional Information: Facility, Health & Human Services and Transportation Minutes provided. **Motion** by Commissioner Ludwig to adopt the 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 Mikrot to approve the Minutes of the August 4, 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/unavailable due to technological difficulties; District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye. Motion carried 4-0.

Minutes of Boards, Reports and Correspondence

Pine County Chemical Health Coalition Minutes – August 10, 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/unavailable due to technological difficulties; District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 4-0.

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

CONSENT AGENDA

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

Fund	July 31, 2019	July 31, 2020	Increase/Decrease
General Fund	\$ 6,284,036	\$ 5,379,413	(\$904,623)
Health and Human Services Fund	\$ 1,377,416	\$ 1,858,774	\$481,358
Road and Bridge Fund	\$ 5,785,522	\$ 6,489,061	\$703,540
CARES Act	0	\$3,554,864	\$3,554,864
Land Management Fund	\$ 1,410,794	\$ 1,396,676	(\$14,119)
TOTAL (inc non-major funds)	\$17,145,721	\$22,296,605	\$ 5,150,884

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

Approve July 2020 disbursements and claims over \$2,000.

3. **Applications**

A. **Exempt Gambling Permit**

- i. Approve exempt gambling permit for Safari Club International Minnesota for a raffle on September 13, 2020 at Wing’s North, 19379 Homestead Rd., Pine City (Pokegama Township).

B. **Application to Repurchase**

- i. Approve Resolution 2020-56 authorizing Shawn O’Neil, on behalf of Shawn and Wynee O’Neil (one-half interest) and Bruce Discher (one-half interest), former owners, to repurchase the property located at 67665 Kingsdale Rd, Sandstone (PID 20.0085.000) in full.

Authorize Board Chair and County Administrator to sign.

4. **New Hires**

- A. Approve the hiring of IT Support Specialist Andrew Gechas, effective August 24, 2020, \$21.36 per hour, grade 7, non-union, non-exempt, contingent upon successful background investigation.
- B. Approve the hiring of part-time dispatcher Devin Murphy, effective August 24, 2020, \$20.74 per hour, grade 7, step 1.

REGULAR AGENDA

1. **Facilities Committee Report**

Commissioner Ludwig provided an overview of the August 5, 2020 meeting. The 2021 building/facility operating budget and 2021 building fund budget were discussed. Capital projects and potential funding include the use of debt funding from the upcoming courthouse bond refinance. Space planning/transition update of the South Pine Government Center/courthouse,

COVID-19 improvements at county facilities, and replacement of the flagpole at the North Pine Government Center were also discussed.

2. **Health & Human Services Committee Report**

Commissioner Chaffee provided an overview of the August 11, 2020 meeting. Public Health provided updates on the COVID-19 pandemic, the formation of a collaboration with school districts to provide effective information sharing, and the exploration of purchasing a public health van using CARES Act Funds. The Health & Human Services preliminary budget was reviewed, which is approximately \$250,000 out of balance with no levy increase. An update was given on the East Central Regional Juvenile Center, with the county's need for fewer beds. Discussion of the Cultural Community Coach program; consideration is being given to transitioning the cultural community coach program to the Hinckley/Finlayson school district with funding available from the family services collaborative. Other items discussed were courthouse space planning, the closure of the Willow River Challenge Initiative, working with AMC on Health & Human Services software improvements, and the fiscal stress at PHASE.

3. **Transportation Committee Report**

Commissioner Mikrot provided an overview of the August 17, 2020 meeting. The 2021-2025 Highway Improvement plan was reviewed. Motor patrol bids were reviewed; the Caterpillar bid was approximately \$35,000 higher than John Deere. The consensus is to proceed with the low bid for the John Deere motor patrol. Other items discussed were downed timber (due to recent storms) on county property, fleet management, and street sweeping contract. The county contracts with cities where county roads run through city jurisdictions. Currently Commissioner Mikrot (as a private service) provides the street sweeping services; the county attorney will review for any conflict of interest.

Motion by Commissioner Mohr to approve the 2021-2025 Highway Improvement Plan. 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.

4. **County Veterans Service Office Operational Enhancement Grant**

County Veterans Service Officer Mindy Sandell provided an update on veteran services provided and utilized by veterans. Sandell also provided information related to the requested \$10,000 operational enhancement grant.

Motion by Commissioner Ludwig to approve Resolution 2020-57 to approve receipt of a \$10,000 operational enhancement grant. Authorize Board Chair and County Administrator to sign. 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.

5. **Coronavirus Response Update**

- A. Community Health Services Administrator Sam Lo provided an update on the current public health situation.
- B. County Administrator David Minke stated August 21st is the deadline for application submission for the small business assistant program. The county will also be rolling out a grant for non-profit organizations (without enterprises as part of the organization).

6. **Commissioner Updates**

1W1P Policy Committee – Nemadji: Commissioner Ludwig stated the committee will have

leftover funds from the planning phase. The water plan public hearing for public comment is October 21st. Discussion was had on the implementation phase process.

East Central Solid Waste Commission: Chair Hallan stated a lot of wood is brought to the landfill. ECSWC is looking at possibly using the wood to heat their buildings as a way to keep it out of the landfill.

East Central Regional Library: Commissioner Mohr was unable to attend the meeting however did receive an update. A library budget was passed, it is flat. The county contribution amount will increase by approximately a couple hundred dollars due to an increase in county library usage. Every branch is open for curbside pick up. It will be left to each local branch if they wish to open their doors to the public or continue to operate as they are currently.

Pine County Chemical Health Coalition: Commissioner Mikrot stated the coalition reviewed key finding reports from the Montana Institute. Tobacco 21 went into effect August 1st; waiting on compliance check process from the state. The coalition will be supplying water bottles, masks and face shields to students at schools.

Soil & Water Conservation District: Commissioner Ludwig stated an update was provided on the anticipated completion dates for the soil survey.

Canvassing Board: Chair Hallan stated very few errors were found.

Law Library: Commissioner Mohr stated it was a general meeting.

Insurance Committee planning meeting: Commissioner Ludwig stated the committee is looking at all options to try and to manage the cost of health insurance. Exploring self insurance.

Other: Chair Hallan stated this year's Pine City Youth Firearms Safety Training classroom instruction will be held virtually. Upon completion of the classroom instruction, a field trip will be held where the students put into effect their learnings and receive their certification.

7. **Other**

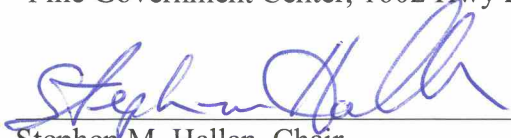
None.

8. **Upcoming Meetings**

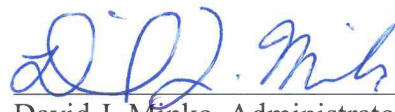
Upcoming meetings were reviewed.

9. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 11:25 a.m. The next regular meeting of the county board is scheduled for Tuesday, September 1, 2020 at 10:00 a.m., North Pine Government Center, 1602 Hwy 23. No., Sandstone, Minnesota.



Stephen M. Hallan, Chair
Board of Commissioners



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