

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

**Tuesday, October 20, 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:

Addition to Regular Agenda Item #8/Commissioner Update: AMC District 1 Fall meeting – October 22, 2020, 9:00 a.m. – discuss legislative priorities and any county updates to provide at the meeting
Additional Information: Regular Agenda Item #6Bi/*Workfast* update: Powerpoint presentation by Dr. Mulford/Pine Technical and Community College.

Motion by Commissioner Ludwig to adopt the amended Agenda. Second by Commissioner Mohr. 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.

Motion by Commissioner Chaffee to approve the October 6, 2020 county board meeting and Summary for publication. 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.

Minutes of Boards, Reports and Correspondence

Pine County Chemical Health Coalition Minutes – October 12, 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 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.

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

CONSENT AGENDA

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

| Fund | September 30, 2019 | September 30, 2020 | Increase/Decrease |
|------------------------------------|---------------------------|---------------------------|--------------------------|
| General Fund | 3,680,700 | 4,114,759 | 434,059 |
| Health and Human Services Fund | 776,082 | 1,516,339 | 740,256 |
| Road and Bridge Fund | 4,821,072 | 5,296,321 | 475,249 |
| CARES Act | 0 | 2,678,347 | 2,678,347 |
| Land Management Fund | 1,833,909 | 2,018,891 | 184,983 |
| TOTAL (inc non-major funds) | 14,578,320 | 21,055,391 | 6,477,071 |

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

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

3. **City of Sturgeon Lake Prosecution Agreement**

Approve the Agreement for Prosecution Services with the City of Sturgeon Lake to prosecute misdemeanor ordinance violations, for a one-year term. City of Sturgeon Lake will pay \$100 per case file submitted for review or charging of violations. Authorize Board Chair and County Administrator to sign.

4. **Minnesota Department of Human Services County Grant Contract/Adult Mental Health Services**

Approve the contract with the Minnesota Department of Human Services/Adult Mental Health Services and authorize Health & Human Services Director Becky Foss to sign. Contract term is January 1, 2021-December 31, 2022 and allows for reimbursement of up to \$541,466 over two years for the provision of adult mental health services in Pine County.

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

Approve Resolution 2020-69 extending septic fix up special assessments as follows:

- A. Christopher A. Rix and Patricia A. Gaines, PID 08.0304.000, \$18,050
- B. Terry and Gwen Spsychalla, PID 17.5109.000, \$8,800
- C. Jimmy Torell and Dustin Nyquist, PID 21.0211.000, \$14,000

Authorize Board Chair and County Administrator to sign.

6. **Personnel / Promotion**

Approve the promotion of part-time Dispatcher Jenny McClain to full-time Dispatcher, effective November 8, 2020. Classification to remain unchanged.

7. **New Hire**

- A. Approve the hiring of Social Worker Sarah Manor, effective October 27, 2020, Grade 10, Step 1, \$24.70 per hour.
- B. Approve the hiring of Eligibility Worker Andrea Norberg, effective October 26, 2020, Grade 6, Step 1, \$19.56 per hour, contingent upon completion of a successful background check.

8. **Training**

Approve the lodging costs for Probation Director Terry Fawcett for one night, November 3, 2020, \$160; Fawcett will serve on the Career Agent Panel for the Department of Corrections in St. Paul, November 3-4, 2020.

REGULAR AGENDA

1. **Facilities Committee Report**

Commissioner Mohr provided an overview of the October 7, 2020 Facilities Committee meeting, stating the Facilities Committee recommended the transfer of ownership of the South Pine Government Center to the City of Pine City. The terms within the draft Purchase Agreement provided to the city include 1) the building be given to the city at no cost, 2) the city give the county up to one (1) year of a no-rent lease of its current space, 3) the county assign existing leases to the city (CMJTS & Pregnancy Resource Center), and 4) the transfer date is December 31, 2020. Commissioner Mohr stated updates were also given as to COVID-19 improvements made to county buildings, space planning/transition (South Pine Government Center/Courthouse), and secure storage in the basement of the North Pine Government Center.

Motion by Commissioner Ludwig to approve the recommendation of the Facilities Committee to the transfer of the South Pine Government Center to the City of the Pine City contingent upon the terms of the sale as recommended by the county attorney. 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.

2. **Health Insurance Committee Report**

Commissioner Ludwig and Chair Hallan provided an overview of the October 8, 2020 Health Insurance Committee meeting. At that meeting Justin Kroeger, Insurance Representative from Gallagher, had presented the county health, dental, life, long and short-term disability 2021 bid analysis together with factors to be considered before making a switch to a new health insurance carrier. The committee reviewed county and employee health plan premium costs and medical coverage under our current plan with Resources Training & Solutions in comparison to United Health Care's (UHC) self-insurance plan offering for 2021. Chair Hallan stated the county is working toward a long-term health insurance rate stabilization solution and was in support of a change to a self-insured model with UHC for health insurance. The Health Insurance Committee did not come to a consensus on a recommendation for health insurance.

Motion by Commissioner Ludwig to change the county's health insurance coverage to United Health Care (self-insurance) for 2021. Second by Commissioner Mohr. 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.

The Health Insurance Committee made the following recommendations relating to dental, life insurance, long term disability and short term disability benefits, which are optional benefits available for purchase by employees:

- A. Dental Plan: Change from The Standard to Guardian
- B. Life Insurance: Stay with the current carrier, Minnesota Life
- C. Long Term Disability: Stay with current carrier, Madison National
- D. Short Term Disability: Stay with current carrier, Madison National

Motion by Commissioner Chaffee to approve the recommendations of the Health Insurance Committee as to the dental plan, life insurance, long-term disability and short-term disability carriers. 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.

3. Sandstone Recycling Drop-Off Center

Land Resources Manager Caleb Anderson stated Pine Habilitation And Supported Employment (PHASE) will not be pursuing a 2021 contract to continue servicing the county's residential recycling program. Currently PHASE's recycling processing center serves as the residential drop-off site for the Sandstone Community and PHASE does not desire to continue to host the public drop-off of recycling in their building in 2021. The City of Sandstone is agreeable to a 12-month temporary agreement to allow the county to utilize the former compost site on the north side of the city for a drop-off location.

Motion by Commissioner Ludwig to enter into a Memorandum of Agreement with the City of Sandstone for up to 12 months for the county to use parcel 45.0021.000 as a residential recycling drop-off center, and authorize Board Chair and County Administrator to sign the agreement. 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.

4. Residential Recycling Contract

Land Resources Manager Caleb Anderson stated a request for bids was issued for residential recycling based on the decision of Pine Habilitation and Supported Employment (PHASE) to not offer recycling services in 2021. One bid was received, from Cloquet Riverside Recycling, in the amount of \$69,600.

Motion by Commissioner Mikrot to accept the bid from Cloquet Riverside Recycling in the amount of \$69,600 and authorize the County Auditor/Treasurer or her designee to proceed with contract development with Cloquet Riverside Recycling for the county's residential recycling program for 2021. Second by Commissioner Mohr. 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.

5. Appoint Housing and Redevelopment Authority (HRA) Commissioner

Resolution 2020-68 establishing the process to appoint Housing and Redevelopment Authority commissioners was adopted by the Pine County Board of Commissioners on October 6, 2020. A HRA Commissioner vacancy has occurred due to a current HRA commissioner term expiring October 4, 2020. This appointment is pursuant to the terms outlined in Resolution 2020-68.

Motion by Commissioner Mohr to appoint Mary Kay Sloan as a commissioner from District 1 to the Housing and Redevelopment Authority Board for the period October 5, 2020 – October 4, 2025. Second by Commissioner Chaffee. 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.

6. **Coronavirus Response Update**

A. Community Health Services Administrator Sam Lo provide an update on the current public health situation.

B. CARES Act Funding Distribution Update

i. **Workfast Program Update - Pine Technical and Community College (PTCC)**

Pine Technical and Community College President Dr. Joe Mulford and Dean of Customized Training Wendy Wahlberg provided an update on the *Workfast* programs previously created through CARES Act funding to PTCC. Dr. Mulford stated the initial *Workfast* classes have been filled and there is a substantial wait list for the auto technician, welding, and certified nursing assistant sessions. Funding for additional classes with wait lists was discussed. Administrator Minke stated unspent CARES Act funds are being returned to the county from both the small cities and townships and the very small jurisdictions (under 200) which could generate the \$76,000 necessary to add a session each for the auto technician, welding and certified nursing assistant *Workfast* programs.

Motion by Commissioner Ludwig to award the reallocation of CARES Act funds in the amount of \$76,000 for additional class sessions of the *Workfast* program to accommodate wait list demand in certified nursing assistant, automotive technician, and welding. Second by Commissioner Mikrot. 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. Motion carried 5-0.

ii. **Business and Non-Profit Program Update**

Don Hickman, Initiative Foundation Vice President for Community and Workforce Development, provided an update on the business and non-profit assistance grants. CARES Act funds are still available and another round of grant applications could be offered if necessary.

iii. **Other Programs**

Becky Schueller, Executive Director of the Pine City Chamber of Commerce, provided an update on the business coaching assistance program.

iv. **Allocation Update**

Administrator Minke provided an update of the CARES Acts funds allocated. Also discussed was the food distribution to communities through Pine County and the need of possible additional assistance.

7. **Third Quarter 2020 Budget Report**

County Administrator David Minke provided an update of the budget through September 30, 2020 by reviewing the expenditure and revenue of the major funds. At the end of the third quarter the budget is on track to end the year on budget and the county's finances have stabilized.

8. **Commissioner Updates**

Soil & Water Conservation District: Commissioner Ludwig stated the Minnesota Board of Water and Soil Resources (BWSR) performed a recommendation check/audit and concerns have been found. An Emergency Meeting is scheduled for October 20, 2020 at 2:00 p.m.

Law Library: Commissioner Mohr stated bills were paid and lost inventory/replacement of items was discussed. Due to the pandemic, meetings have been virtual and the software used has a meeting length limit. Commissioner Mohr inquired if IT could reach out to the Law Library administrator for assistance.

East Central Solid Waste Commission: Chair Hallan stated the commission will be providing a rebate to counties based on a formula that was previously set up. The commission decided to issue a rebate and not lower the tipping fees because they feel an anomaly going on with the amount of garbage received and would rather give it back to the counties.

East Central Regional Library: Commissioner Mohr unable to attend meeting.

Pine County Chemical Health Coalition: Commissioner Mikrot stated T21 information flyers are being circulated and an additional four billboards are being utilized. Results of recent compliance checks showed that of the 26 establishments checked, 10 failed.

Northeast Minnesota Area Transportation Partnership: Chair Hallan stated gas tax collection is down which affects projects. Also, conversation of future in-person meetings was discussed.

Labor Negotiations: Administrator Minke stated the county has reached a last-offer stage with the collective bargaining units for highway tech, highway maintenance, and sheriff's office administrative staff.

Other: AMC District 1 Fall Meeting: The board discussed legislative priorities and county positives to share at the meeting.

9. Other

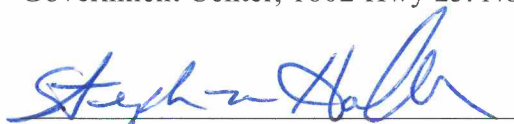
Commissioner Chaffee stated the Minnesota Department of Natural Resources is seeking public comments to be included in an environmental impact statement (EIS) for the proposed removal of the Grindstone Dam in Hinckley. In April 2019 the county board accepted Resolution 2019-21 supporting the replacement of the dam. This resolution will be forwarded for the DNR to be included as public comments for the EIS.

10. Upcoming Meetings

Upcoming meetings were reviewed.

11. Adjourn

With no further business, Chair Hallan adjourned the meeting at 11:54 a.m. The next regular meeting of the county board is scheduled for Tuesday, November 3, 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