

**MINUTES OF PINE COUNTY BOARD MEETING**

**Regular Meeting**

**Tuesday, August 18, 2009 1:00 p.m. Public Works Building in Sandstone**

Chairman Montbriand called the meeting to order at 1:00 p.m. Present were Commissioners, Steven Chaffee, Stephen Hallan and Curt Rossow. Also present was Clerk to the County Board, County Coordinator Mark LeBrun. Absent was Commissioner Doug Carlson.

The Pledge of Allegiance was said.

Chairman Montbriand called for public comment. No comment made.

Commissioner Rossow moved to adopt the amended agenda, Commissioner Chaffee seconded. Motion carried.

Commissioner Hallan moved to approve the minutes of the August 4, 2009 County Board Meeting and the August 11, 2009 Committee of the Whole Meeting. Commissioner Rossow seconded. Motion carried.

Commissioner Rossow moved to approve the consent agenda, Commissioner Chaffee seconded. Motion carried.

**Minutes of Boards, Committees and Board Memos, Newsletter**

1. August 3, 2009 Personnel Committee meeting minutes.
2. East Central Regional Library Board, July 13, 2009 meeting minutes and financial report.
3. Highway Department Monthly Maintenance Report, July 2009

**\*\*CONSENT AGENDA\*\***

**Auditor**

1. Cash Balance as of July 31, 2009

Revenue Fund	\$ (454,689.72)
Human Services Fund	\$ 2,577,723.10
Road and Bridge Fund	\$ 1,777,123.10
ECSWC Bond	\$ 1,884,227.48

## **Coordinator**

1. Authorize and approve Deputy Treasurer job description to include Collections Specialist title and duties. Recommend no change in grading, language revision only.
2. Approve and accept 2009 MCIT Dividend in the amount of \$153,573 allocated as follows: Property/Casualty - \$83,864 Workers' Compensation - \$69,709.
3. Authorize and approve hiring Kent Bombard, Seasonal MIS employee, grade A13, step 1, \$11.28/hour.
4. Acknowledge and accept retirement of Fritz (Fredrick) Hudlow, Heavy Equipment Operator, Highway Department effective August 31, 2009.

## **\*\*REGULAR AGENDA\*\***

### **Coordinator**

Lezlie Ballis, Project Manager, with the Lakes and Pines CAC, Small Cities Development Project presented to the Board requesting the County's involvement in the project. Coordinator LeBrun stated the County currently has funds allocated for rehabilitation projects. Project Manager Ballis stated options the County has in being involved in the project. Commissioner Rossow stated his involvement with the CAC and stated his support of the County sponsoring the project. Commissioner Rossow also added that priority will be given to those communities who have been working on the application. Commissioner Hallan motioned to set a public hearing date regarding the matter on September 1, 2009 at 10:45 a.m. during the board's regularly scheduled meeting in the Boardroom of the County Courthouse, Pine City, MN. Commissioner Rossow seconded, motion carried.

Karen Hoyal and Stevie Jo Beck, Youth workers from Central Minnesota Jobs and Training presented to the Board to provide information on recent youth projects. The Youth Workers stated what they have gained from being in the CMJTS Leadership group such as caring for their communities and working as a team on projects. Chairman Montbriand thanked the group for presenting.

Discussion was held regarding compensation for the duties of Emergency Management Director and Emergency Management Coordinator. The Personnel Committee recommended the grant funds be allocated in the amount of \$8,000 each to the two employees who are performing the duties currently and to withhold approximately \$2,000 for conference registrations and associated costs. Coordinator LeBrun clarified that the amount is annually retro to June 1, 2009 when the duties were assumed and should the duties transfer, as will the compensation. Commissioner Chaffee motioned to approve compensation for the Emergency Management Director and Emergency Management Coordinator positions as recommended by the Personnel Committee. Commissioner Rossow seconded, motion carried.

Coordinator LeBrun stated he was contacted recently by the City of Pine City who desires to develop a working group to discuss possible tenancy in the vacant courthouse. Coordinator LeBrun requested a Board member be appointed to the group. Chairman Montbriand appointed Commissioner Hallan to said group. Coordinator LeBrun stated that he has been gathering preliminary information on demolition of the vacant jail facility and roof repair for the vacant courthouse. Coordinator LeBrun stated a Building Maintenance Fund should be established for use by all county owned buildings.

Chief Deputy Ovick stated a meeting with the City Administrators who currently contract for policing services will be held Thursday, August 20, 2009 at 10:00 a.m. and invited the board to attend. Commissioner Chaffee stated he would try to be in attendance.

### **Public Works**

Engineer LeBrun presented for adoption and approval a resolution to enter into agreement with the St. Croix Valley Railroad Company and the Commissioner of Transportation for the closure of the 2<sup>nd</sup> Avenue crossing and the upgrade of the 3<sup>rd</sup> Avenue crossing in Pine City. Engineer LeBrun stated the County would be funding only the resurfacing of the 3<sup>rd</sup> Avenue approach. Commissioner Rossow motioned to approve and adopt said resolution and agreement. Commissioner Chaffee seconded. Resolution passed unanimously.

### **RESOLUTION**

BE IT RESOLVED, that the County of Pine enter into an agreement with the St. Croix Valley Railroad Company and the Commissioner of Transportation for the closure of the 2<sup>nd</sup> Avenue East and the upgrade of the railroad crossing signals at the intersection of 3<sup>rd</sup> Avenue East (CSAH 8) with the tracks of the St. Croix Valley Railroad Company in Pine City, Minnesota, and appointing the Commissioner of Transportation agent for the County to supervise said project and administer available State Funds in accordance with Minnesota Statute Section 219.40. The County's share of the signal upgrade shall be 0 percent of the total signal upgrade cost.

BE IT FURTHER RESOLVED, that the \_\_\_\_\_ and \_\_\_\_\_  
(Title) (Title)

be and they are hereby authorized to execute said agreement and any amendments thereto for and on behalf of the County.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2009

### **Sheriff**

Chief Deputy Steve Ovick presented with a resolution authorizing the execution of agreement for the Safe and Sober Communities Program. Chief Deputy Ovick stated the program has been conducted in prior years with Kanabec County acting as fiscal agent for the grant funds adding that there are no local matching funds required. Commissioner Rossow motioned to approve and adopt said resolution, Commissioner Chaffee seconded. Resolution passed unanimously.

#### RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

Be it resolved that the *Pine County Sheriff's Office* enter into a grant agreement with the Minnesota Department of Public Safety, Office of Traffic Safety for the project entitled SAFE & SOBER COMMUNITIES during the period from October 1, 2009 through September 30, 2010.

The *Sheriff of Pine County or his designee* is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the *Pine County Sheriff's Office*.

Be it further resolved that the *Sheriff of Kanabec County* is hereby authorized to be the fiscal agent and administer this grant on behalf of the *Pine County Sheriff's Office*.

#### Upcoming Meetings Announced:

Management Team meeting, Tuesday, August 25, 2009, 9:00 a.m. Jury Assembly Room, Pine County Courthouse, Pine City, MN, via ITV John Wright Collaborative Building conference room, Sandstone, MN

Personnel Committee meeting, Monday, September 14, 2009, 9:00 a.m. Coordinator's office conference room, Pine County Courthouse, Pine City, MN

Budget Committee meeting, Tuesday, September 8, 2009, 9:00 a.m. Coordinator's office conference room, Pine County Courthouse, Pine City, MN

With no further business, Chairman Montbriand adjourned the County Board meeting at 2:10 p.m., until the next scheduled County Board Meeting on September 1, 2009 at 10:00 a.m. in the Boardroom of the Pine County Courthouse.