

**Tuesday, November 17, 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, Doug Carlson, Stephen Hallan and Curt Rossow. Also present was Clerk to the County Board, County Coordinator Mark LeBrun. Absent was Commissioner Steven Chaffee.

The Pledge of Allegiance was said.

Chairman Montbriand called for public comment. No comment made.

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

Commissioner Carlson moved to approve the minutes of the November 3, 2009 County Board Meeting. Commissioner Hallan seconded. Motion carried.

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

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

1. Personnel Committee meeting minutes, November 2, 2009
2. East Central Regional Library Board, October 12, 2009 meeting minutes and financial statement.
3. Pine County HRA meeting minutes, September 23, 2009
4. Highway Department Monthly Maintenance Report, October 2009.

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

**Auditor**

1. Cash Balance as of October 31, 2009

Revenue Fund	\$ (2,484,246.17)
Human Services Fund	\$ 1,884,306.47
Road and Bridge Fund	\$ 1,530,794.66
ECSWC Bond	\$ 1,262,273.84

## **Coordinator**

1. Review and formal denial of claim.

## **Sheriff**

1. Accept donation from Pokegama Lake Association, \$250 for Sheriff's Volunteer Patrol.

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

### **Coordinator**

PHASE Recycling staff Celina Laursen and Tim Schmutzer presented with an update on the PHASE Recycling program. Ms. Laursen stated the amounts of garbage being disposed of in the recycling sheds is down and that cameras and staff presence in Sandstone is helping the issue. Ms. Laursen stated that public feedback has been very positive. Mr. Schmutzer stated the program's benefit to consumers who may not have otherwise gained employment. Ms. Laursen stated PHASE is holding a kick-off for its "Message in a Bottle" program on November 18, 2009 at Tobie's Restaurant, Hinckley, MN. Commissioner Hallan stated that he also has heard only positive feedback from residents who are happy to support everything the program is about. The Board thanked Ms. Laursen and Mr. Schmutzer for their update on the program and wished them continued success.

Genevive Tenoso, 2010 Census Partnership Specialist presented to the Board offering various ways to support the upcoming Census. Commissioner Carlson questioned accounting for those who only have a P.O. Box address. Ms. Tenoso stated those with P.O. Boxes will not be sent a questionnaire, but will receive a visit at the physical location from a field representative. Commissioner Carlson stressed the importance that all residents complete and return their census information because amounts of certain allocations of monies, State and Local, depend on accurate populations.

Coordinator LeBrun presented energy audits for the County facilities located in Sandstone. Coordinator LeBrun stated the audits give ideas of areas to improve on and will be discussed further during the Facilities Committee meeting.

Coordinator LeBrun stated he was contacted regarding the Camp Heartland Bonds. Coordinator LeBrun stated the terms of the agreement have been amended by the Camp and its financial institution, but in order to proceed the County must also be in agreement and resign IRS Tax Form 8038. Commissioner Carlson motioned to support the amended agreement as requested. Commissioner Rossow seconded, motion carried.

Coordinator LeBrun presented the 2010 Non-union pay scale. Coordinator LeBrun proposed to continue the pay freeze and offer the same benefit contribution that is being negotiated with bargaining groups. Commissioner Rossow motioned approval of the 2010 non-union pay scale and benefits contribution. Commissioner Carlson seconded, motion carried.

### 2010 Non-Union Pay Scale

Position	Grade	Minimum 2010	Maximum 2010
Seasonal	<b>A13</b>	\$11.28	\$16.30
Civilian Bailiff	<b>A13</b>	\$11.28	\$16.30
Electronic Monitoring Coord.	<b>A13</b>	\$11.28	\$16.30
Jail Matron Officer	<b>A13</b>	\$11.28	\$16.30
Receptionist	<b>A13</b>	\$11.28	\$16.30
Horticultural Specialist	<b>B21</b>	\$11.85	\$17.28
Civil Process Server	<b>B22</b>	\$12.50	\$18.12
Administrative Assistant	<b>B23</b>	\$13.14	\$18.98
Human Resources Asst	<b>B23</b>	\$13.14	\$18.98
Payroll Clerk	<b>B23</b>	\$13.14	\$18.98
911 Coordinator	<b>B24</b>	\$31,491 (15.14/hr)	\$45,406 (\$21.83/hr)
Office Manager - Coordinator	<b>B24</b>	\$31,491 (15.14/hr)	\$45,406 (\$21.83/hr)
Office Manager - Public Works	<b>B24</b>	\$31,491 (15.14/hr)	\$45,406 (\$21.83/hr)
MIS Support Specialist	<b>B24</b>	\$31,491 (15.14/hr)	\$45,406 (\$21.83/hr)
STS Crew Leader-Supervisor	<b>B24</b>	\$31,491 (15.14/hr)	\$45,406 (\$21.83/hr)
Deputy Recorder	<b>B31</b>	\$33,925 (\$16.31/hr)	\$47,715 (\$22.94/hr)
Office Manager/Legal Secretary	<b>B31</b>	\$33,925 (\$16.31/hr)	\$47,715 (\$22.94/hr)
Dispatch Supervisor	<b>C41</b>	\$37,315 (\$17.94/hr)	\$53,456 (\$25.70/hr)
Building Maintenance Supv.	<b>C41</b>	\$37,315 (\$17.94/hr)	\$53,456 (\$25.70/hr)

Assistant Jail Administrator	<b>C41</b>	\$37,315 (\$17.94/hr)	\$53,456 (\$25.70/hr)
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Deputy Assessor	<b>C42</b>	\$38,979 (\$18.74/hr)	\$55,702 (\$26.78/hr)
Veterans Service Officer	<b>C42</b>	\$31,183 (\$18.74/hr)	\$44,562 (\$26.78/hr)

County Recorder	<b>C43</b>	\$41,101 (\$19.76/hr)	\$57,658 (\$27.72)
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County Surveyor	<b>C51</b>	\$45,094 (\$21.68/hr)	\$64,376 (\$30.95/hr)
Land/Zoning Administrator	<b>C51</b>	\$45,094 (\$21.68/hr)	\$64,376 (\$30.95/hr)

Fiscal Supervisor	<b>C52</b>	\$46,966 (\$22.58/hr)	\$66,394 (\$31.92/hr)
Jail Administrator	<b>C52</b>	\$46,966 (\$22.58/hr)	\$66,394 (\$31.92/hr)
Chief Deputy	<b>C52</b>	\$46,966 (\$22.58/hr)	\$66,394 (\$31.92/hr)
Nursing Supervisor	<b>C52</b>	\$46,966 (\$22.58/hr)	\$66,394 (\$31.92/hr)

County Assessor	<b>D61</b>	\$50,128 (\$24.10/hr)	\$70,762 (34.02/hr)
Assistant County Attorney	<b>D61</b>	\$50,128 (\$24.10/hr)	\$70,762 (34.02/hr)

Lead Prosecuting Attorney	<b>D62</b>	\$52,208 (\$25.10/hr)	\$73,653 (\$35.41/hr)
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HHS Director	<b>E82</b>	\$60,570 (\$29.12/hr)	\$85,301 (\$41.01/hr)
County Engineer	<b>E82</b>	\$60,570 (\$29.12/hr)	\$85,301 (\$41.01/hr)
County Coordinator	<b>E83</b>	\$66,019 (\$31.74/hr)	\$92,893 (\$44.66/hr)

Coordinator LeBrun presented the proposed 2010 budget. No action taken at this time. Further discussion to be held at the upcoming Committee of the Whole meeting.

Coordinator LeBrun presented the proposed lease between Pine County and the City of Pine City for the vacant courthouse facility. Commissioner Rossow stated he felt the lease needed additional language consideration. No action taken at this time, further discussion to be held.

## **Land/Zoning**

Land/Zoning Administrator Kurt Schneider presented a Request for Repurchase by Lakeland Construction Finance LLC. PID 42.5582.003, North 100' of South 290' of Block 20, Prince's Addition to Pine City. Commissioner Carlson motioned to approve and adopt said resolution. Commissioner Rossow seconded. Resolution passed unanimously.

### **RESOLUTION 111709-01**

WHEREAS, Lakeland Construction Finance LLC, the former Mortgagee, has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, as amended, which land is situated in the County of Pine, Minnesota, and described as follows, to-wit:

North 100 feet of the South 290 feet of Block 20, Prince's Addition to Pine City  
PID #42.5582.003

and WHEREAS, said applicant has set forth in his application that

see attached

WHEREAS, this Board is of the opinion that said application should be granted for such reasons,

NOW THEREFORE BE IT RESOLVED, that the application of Lakeland Construction Finance LLC, for the repurchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

## **Public Works**

Coordinator/Engineer LeBrun presented a Lump Sum Turnback Fund Agreement for former TH 361 (CSAH 61), from TH 70 North to former TH 324 (CSAH 7) between Pine County and MN/Dot Division of State Aid for Local Transportation. Commissioner Hallan motioned to approve and authorize the Agreement. Chairman Montbriand seconded, motion carried.

MINNESOTA DEPARTMENT OF TRANSPORTATION  
DIVISION OF STATE AID FOR LOCAL TRANSPORTATION OFFICE OF STATE AID  
LUMP SUM TURNBACK FUND AGREEMENT  
FORMER TH 361 (CSAH 61), FROM TH 70 NORTH TO FORMER TH 324 (CSAH 7)

Minnesota Department of Transportation  
State Aid for Local Transportation, and

Amount Encumbered: \$1,800,000.00

Pine County, Minnesota

Re: Lump sum agreement for previous turnback of TH 361, (CSAH 61)  
From TH 70 to approximately 3.6 miles north (CSAH 7).

**THIS AGREEMENT** is made and entered into by and between the State of Minnesota, Department of Transportation Division Office of State Aid for Local Transportation, herein referred to as the “State” and Pine County, Minnesota, acting by and through its County Board, hereinafter referred to as the “County”

**WHEREAS**, in or about 2005, the State made a jurisdictional transfer of former TH 361 from TH 70 north to former TH 324 in Pine City; and

**WHEREAS**, the County designated this route as County State Aid Highway 61; and

**WHEREAS**, the State has programmed turnback funds for the restoration of the former trunk highway; and

**WHEREAS**, the County as part of its long range transportation plan will delay the programmed restoration of former TH 361 and is requesting a lump sum settlement; and

**WHEREAS**, the State has determined and approved the lump sum amount for reconditioning of this former TH 361 to an acceptable condition by the County including any costs for construction, right of way, engineering, permits, and mitigation; and

**WHEREAS**, this Agreement is required to provide for the orderly transfer of turnback account funds from the State to the County; AND

**IT IS, THEREFORE, MUTUALLY AGREED AS FOLLOWS:**

Upon execution of this agreement, the State will pay to the County \$1,800,000.00 from the District One County Turnback Account.

The County shall not receive payment for turnback maintenance funds.

The County shall not make any further claim for turnback funds on this segment of CSAH 61.

The County may reinstate this segment of CSAH 61 for complete grading needs.

The County can use any State Aid, Local, or other funds to reconstruct, recondition, improve and maintain this route.

**Agreement Approval:**

Before this Agreement shall be binding and effective, it shall be approved by County Board resolution and receive approval of the following State and County officers.

**Upcoming Meetings Announced:**

Arrowhead Counties Association meeting, Wednesday, November 18, 2009, 6:00 p.m.  
Hampton Inn, Duluth, MN

Committee of the Whole meeting, Tuesday, November 24, 2009, 10:00 a.m. Boardroom,  
Pine County Courthouse, Pine City, MN

With no further business, Chairman Montbriand adjourned the County Board meeting at 2:30 p.m., until the next scheduled County Board Meeting on December 1, 2009 at 10:00 a.m. in the Boardroom of the Pine County Courthouse.

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Mark LeBrun, Coordinator  
Clerk to County Board

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Ed Montbriand, Chair  
Board of County Commissioners