



AGENDA

PINE COUNTY BOARD MEETING

Tuesday, February 21, 2012 1:00 p.m. Public Health Building, Sandstone, MN

- A) Call meeting to order
- B) Pledge of Allegiance
- C) Public Forum
- D) Adopt Agenda Items
- E) Approve Minutes of February 7, 2012 Board Meeting
- F) Approve Consent Items

Minutes of Boards, Committees and Board Memos, Newsletter

- 1. ECRL Library Board Minutes, January, 2012
- 2. Land/Zoning Committee notes, February, 2012
- 3. Water Plan Task Force agenda, February, 2012

*****CONSENT AGENDA*****

Auditor

- 1. Cash Balance as of January 31, 2012

Revenue Fund	\$ 649,939.37
Health and Human Services Fund	\$ 1,929,458.13
Road and Bridge Fund	\$ 7,456,774.07
Land Management Fund	\$ 1,317,282.89

- 2. Applications for Abatement-
Laura Ribich, 26715 Northview Rd, Sturgeon Lake, PID31.0035.001, pay 2011

3. Liquor license approval for Partners in Real Estate DBA: Banning Junction, Separate license for On-Sunday Sales and one for Off Sale. Temporary 3.2 license for Sandstone Bulls and Barrels for May 18-20, 2012 in Sandstone
4. Cancellation of 2009 Outstanding Warrants

*****REGULAR AGENDA*****

(Times are approximate)

1:05 p.m. Sheriff

1. Acknowledge receipt of BCA letter dated February 6, 2012
2. Approve the Narcotics and Gang Task Force Grant for 2012 in the amount of \$100,000

1:25 p.m. Public Works

1. Approve the Appointment of Charles Daher as Assistant County Engineer at a pay rate of \$31.25/hr effective March 12, 2012.

1:30 p.m. Administrator

1. Approve the appointment of Kelly Schroeder as County Assessor at a salary of \$65,000 effective March 7, 2012
2. Approve the transfer of Sheriff's Secretary Roxanne Orvis to Administrative Assistant-Extension at \$17.70/hr effective March 7, 2012
3. Accept the resignation of Property Appraiser Lana Meier effective March 30, 2012 and authorize replacement
4. Contract for Assessor Services with Kanabec County

1:45 p.m. County Attorney

1. Claim submittal to MCIT

1:50 p.m. Commissioner's Report

Upcoming Meetings

Water Management Plan Task Force meeting, **Tuesday, February 21, 2012, 7:00p.m.** City Hall, Hinckley, MN

NLX meeting, **Wednesday, February 22, 2012, 10:00 a.m.** Boardroom, Pine County Courthouse, Pine City, MN

Management Team meeting, **Tuesday, February 28, 2012, 9:00 a.m.** Jury Assembly room, Pine County Courthouse, Pine City, MN

Pine County Board Meeting **Tuesday, March 6, 2012 7:00 p.m.** Boardroom, Pine County Courthouse, Pine City, MN

Tuesday, February 7, 2012 10:00 a.m. Boardroom, Pine County Courthouse

Chairman Chaffee called the meeting to order at 10:00 a.m. Present were Commissioners, Doug Carlson, Steve Hallan, Curt Rossow, and Mitch Pangerl. Also present was County Administrator Mark LeBrun and County Attorney John Carlson.

The Pledge of Allegiance was said.

Chairman Chaffee called for public comment. Terry Neitzel commented on the County violating his constitutional rights. Chairman Chaffee declared Mr. Neitzel out of order.

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

Commissioner Rossow moved to approve the minutes of the January 17, 2012 regular meeting. Commissioner Hallan seconded. Motion carried.

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

Minutes of Boards, Committees and Board Memos, Newsletter

1. Pine County Meth Task Force Minutes, January, 2012
2. Pine County Land Surveyor Report, January, 2012
3. Personnel Committee Minutes, January, 2012
4. Committee of the Whole Minutes, January, 2012
5. Facilities Committee Minutes, January, 2012
6. Pine County HRA Senior Housing Minutes, December, 2011

*****CONSENT AGENDA*****

Auditor/Treasurer

1. January 2012 Disbursements
2. Applications for Abatement-
Julie Fogt (Kimmey), 3531 State Hwy 23, Askov, PID 34.0077.000 & 34.0077.001,
pay 2011
3. Approve 2011 Gas Tax Distribution to Townships

4. Application to conduct Off-Site Gambling for the Kerrick Firefighter's Relief Association on February 25, 2012 at the South end of Oak Lake, adjacent to the public access for the annual Kerrick Fire and Rescue Department Ice Fishing Contest
5. Approval of 2:00 AM Closing Liquor license for Beach Rocks for 1 year from State issuance

****REGULAR AGENDA****

Sheriff

Sheriff Cole presented a request to approve the promotion of Part-Time Deputies Josh Mattson and Zach Libra to Full-time and the hiring of effective January 29, 2012 and the hiring of Part-time Deputies Jamie Jackson, Joseph Mishler, Daniel Adams, Patrick Ellstrom, Coral Haselbauer, Noah Heiller, and Adam Kenow effective January 29, 2012. Commissioner Rossow motioned to approve the request as presented. Commissioner Pangerl seconded, motion carried.

Land/Zoning

Land/Zoning Administrator Schneider presented for approval the license renewal for the Hinckley Transfer Station and recommended no fee be charged. Commissioner Hallan motioned to approve the license and to set the fee at \$0. Commissioner Carlson seconded, motion carried.

Auditor/Treasurer

Auditor/Treasurer Clemmer presented a list of 2011 budget amendments for approval. Commissioner Rossow motioned to approve the request as presented. Commissioner Hallan seconded, motion carried.

Auditor/Treasurer Clemmer presented an application for a new tobacco license in Pine County under the jurisdiction of the Auditor, Super Smokes, Inc. for the period of February 7-December 31, 2012. Commissioner Carlson motioned to approve the request as presented. Commissioner Hallan seconded, motion carried.

Health & Human Services

HHS Director Cassman presented for approval a contract with Kathleen Michaels to provide fraud investigations for conflict of interest clients. Commissioner Rossow motioned to approve as presented. Commissioner Hallan seconded, motion carried.

HHS Director Cassman presented a request to fill a vacant Nursing Team Leader position. Commissioner Rossow motioned to approve as presented. Commissioner Pangerl seconded, motion carried.

Administrator

Administrator LeBrun presented an employee contract with AFSCME Road & Bridge Unit 2 for 2012-2013. Commissioner Carlson motioned to approve the contract. Commissioner Hallan seconded, motion carried.

Administrator LeBrun presented the resignation of Administrative Assistant Heide Moris effective February 9, 2012 and requested immediate replacement. Commissioner Hallan motioned to approve the request as presented. Commissioner Rossow seconded, motion carried.

Commissioner's Report

Commissioner Carlson, Land/Zoning Administrator Schneider, and Sheriff Cole discussed concerns with downed timber creating fire hazards.

Commissioner Hallan commented on TH 70 improvements planned for 2015.

Upcoming Meetings Announced

RC & D meeting, Thursday, February 9, 2012, 10:00 a.m. Kelly Inn, St. Cloud, MN

Personnel Committee meeting, Monday, February 13, 2012, 9:00 a.m. Administrator's Conference Room, Pine City, MN

Transportation Committee meeting, Tuesday, February 14, 2012, 10:00 a.m. Land Building, Sandstone, MN

Pine County Health and Human Services meeting, Tuesday, February 21, 2012, 10:00 a.m. Public Health Building conference room, Sandstone, MN

Pine County Board meeting, Tuesday, February 21, 2012, 1:00 p.m. Public Health Building conference room, Sandstone, MN

With no further business, Chairman Chaffee adjourned the County Board meeting until the next scheduled County Board Meeting on February 21, 2012 at 1:00 p.m. in the Public Health Building conference room in Sandstone, MN.

Mark LeBrun, Administrator
Clerk to County Board

Steve Chaffee, Chair
Board of County Commissioners

ECRL Library Board Minutes

Date: Monday, January 9, 2012

Time: 9:30 am

Place: ECRL Headquarters, Cambridge, MN

Present:

Board Members: Carlson, Keith (Chisago); Edmonds, Jack (Mille Lacs); Ellis, Kathi (Kanabec); Goddard, Carol (Pine); Hommes, Linda (Aitkin); Knudson, Bob (Isanti); McMahon, George (Chisago); Misiura, Audrey (Isanti); Niemi, Don (Aitkin); Raisanen, James (Aitkin); Sauer, Tom (Mille Lacs); Swanson, Margery (Pine); Warring, Mike (Isanti); Weaver, Sharon (Kanabec); Zaudtke, Wayne (Kanabec)

Staff: Misselt, Barbara (Director, ECRL); Anderson, Shelly (Administrative Services Manager, ECRL); Larson, Donna (Rush City Branch Librarian/Recorder, ECRL)

Absent: Chaffee, Steve (Pine; replacing Pangerl, Mitch); Kramersmeier, Char (Mille Lacs); Replacement for O'Keefe, Tim (Chisago);

Call to Order:

President McMahon called the January 9, 2012 meeting of the East Central Regional Library Board to order at 9:35 a.m., and commented, "2011 was a good year; let's make 2012 an even better year."

Pledge of Allegiance & Introductions:

Paul Bailey, past ECRL Board Member, Aitkin County
Sue Larson, Isanti Area Friends of the Library member
Margery Swanson, ECRL Board member replacing Bayliss Swanson (Pine)
Shelly Anderson, newly hired Administrative Services Manager, ECRL
Donna Larson, Rush City Branch Librarian, today's Recorder

Adopt/Amend Agenda

M/S/P: unanimous

Raisanen/Misiura to adopt the agenda as amended.

Add the following items:

- IX-b. 2011 Audit
- XI-c. MLA Legislative Day at the Capital, February 28, 2012

Period for Public Comment

Paul Bailey wished everyone a good 2012.
Misselt noted two new Board appointees – Steve Chaffee who replaces Mitch Pangerl for Pine County and Margery Swanson who is completing the term for her husband, Bayliss (Pine County)

Approval of Previous Minutes

M/S/P: unanimous

Misiura/Sauer to approve the minutes of the previous meeting as presented.

Corrections: None.

Bills

M/S/P: unanimous

Misiura/Carlson to approve the bills as submitted by the Treasurer.

Financial Reports

M/S/P: unanimous

Misiura/Weaver to accept the financial reports as presented.

ECRL Administrative Reports

A. Director's Organizational Report

1. Misselt noted that Branch Highlights were not produced for the January Board meeting and that branch librarians were asked to report only critical issues. The one item of note seems to be delay of repairs at Rush City due to Nov. 3 drunk driver incident. It appears there was some lack of communication between Chisago County maintenance staff and the Branch and that repairs should start within the week.
2. Board Officers were asked to remain after today's meeting so signatures could be obtained for bank accounts.
3. Personnel transitions: A list of vacancies is contained in the Director's Report. Unlike last year, most vacancies are at Headquarters rather than branches. Misselt will discuss with Personnel Committee.
4. Concerning the Custodial position, a substitute has been secured since the resignation was immediate. A regular library user will do snow removal until further notice. Chisago County pays 2/3 and ECRL HQ pays 1/3 of the custodial salary. Misselt will review a proposal from Industries, Inc. along with applications - the reviews begin this Friday.
5. Computer Technician - Misselt is working with Andy Nordin to update this job description.

Other Reports

Other reports were included in the board packet and are as follows: Aitkin County, Pine County, and Mille Lacs County. Mille Lacs County has not yet reported; the other three counties have signified their approval.

Old Business

A. 2012 Budget

Board members from Mille Lacs and Aitkin reported approval of 2012 budget from their counties. Pine County has not yet reported; the other three counties have signified their approval.

B. 2011 Audit

Misselt reported no formal proposals have been received to date. Misselt requested a meeting with Carl Nordquist (as part of the current ongoing financial transition), who did the 2011 audit and has informed them that a formal proposal is required. A more complete 2011 financial report should be available at the February 2012 board meeting. Everything should be in QuickBooks format by then.

New Business

A. Financial Institutions for 2012

Misselt noted the Bylaws require two signers on every check - the Treasurer's stamp can be one, and one original signature is required. Since there is no Assistant Director at this time, when Director Misselt is away, there is no other signer available.

M/Withdrawn by Carlson: Add Vickie Sorn as a signatory.

Question by McMahon whether Administrative Services Manager could sign? She cannot since she handles the funds.

M/S/P: unanimous

Zaudtke/Carlson to authorize Vickie Sorn to sign checks temporarily until the new Assistant Director is hired.

M/S/P: unanimous

Sauer/Niemi: Accept the banks and accounts to be used in 2012 as outlined on Agenda Item: X.a, dated 9 January 2012, as submitted by Director Misselt.

B. PTO Donation

Two branch librarians have had medical issues requiring extended time away and it is exhausting their PTO (paid time off for illness and/or vacation) and EIB (extended illness benefit). Regulations allow PTO to be donated by other staff members, but it requires board approval. In particular, two aides at the Wyoming branch have expressed their desire to help in this way.

M/S/P: unanimous

Raisanen/Carlson to approve donations of PTO to the Wyoming Branch Librarian.

C. Review Joint Powers Agreement

It is required that the Joint Powers Agreement be reviewed at the first meeting of even years. McMahon reported that his committee completed an extensive review of the document in 2011 and the attorneys reviewed it then, as well. It should be "good to go." Niemi asked if questions about the JPA can be brought up at any time? Yes.

M/S/P: unanimous

Goddard/Hommes to approve the Joint Powers Agreement as presented.

D. Meeting Schedule for 2012

Zaudtke noted that quite a lot of additional work is required in the following month when one month's meeting is skipped, so he suggests that no meeting be skipped other than July.

M/S/P: unanimous

Zaudtke/Niemi to continue the 2011 meeting schedule in 2012: the ECRL Library Board will convene the second Monday morning of each month except July.

Trustee Issues

A. Membership

It was noted by Carol Goddard that Margery Swanson had not yet been sworn in. President McMahon officiated at the ceremony and congratulations were extended to Margery.

B. Committees and Appointments

All board members were asked to review their contact information on the 2012 Library Board Roster and report any changes to Shelly Anderson prior to departure today.

Extensive discussion was involved as each committee was reviewed and membership decided upon individually. An updated chart will be presented at the February meeting. Of particular note were the following:

1. Long Range Planning: A long-range plan is in place but it requires an annual review at this point.
2. Technology is really an ad hoc committee, meeting only if/when needs require. It will be stricken until needed and appointments made at that time.
3. Legacy is probably the busiest and most visible, yet it can be very busy while approving projects and then may not require as much for some time. It meets at least quarterly and has membership from a number of sectors often making it difficult to set meeting dates. Misselt has functioned as its Chair. Records are kept, but due to legislative scrutiny it is recommended that this committee formalize even more with official minutes, motions and approvals, etc. Zaudtke noted that the ECRL board is ultimately responsible for this

committee so having at least six members from the Board, including one county commissioner, is not overkill.

- 4. CMLE: Linda Hommes has served on this committee and reported it has 4-5 meetings per year that last 2-3 hours. They are usually held Tuesday, Wednesday or Thursday afternoons in St. Cloud. Misselt reported that CMLE is a multi-type region consisting of four types of libraries, and this serves as its governing board. Because there are some important issues coming up and we would like to ensure adequate attention and funding is available to ECRL, Misselt would like to serve as the the public library representative.

M/S/P: unanimous

Raisanen/Zaudtke appointed to the CMLE committee are Warring and Hommes to represent ECRL, Misselt to represent the public libraries, and Misiura and Sauer to serve as alternates.

C. MLA Legislative Day

Director Misselt reported that MLA Legislative Day is set for February 28, 2012 at the State Capitol. If there is no Assistant Director in place yet, the only ECRL representatives who will attend from HQ will be Director Misselt and Vickie Sorn. Misselt likes to bring at least two branch librarians as well, and everyone usually carools from Cambridge. Sorn has begun setting appointments with the legislators. Once that is completed, Misselt will know more about timing and will inform the board members. More information will be available at the February board meeting. McMahon and Misselt emphasized how important it is to take this opportunity to personally meet with the legislators and for them to "see our faces." It can really make a difference! The group from ECRL generally tours together and pictures are taken along the way.

Future Agenda Items

- Sauer: New pictures with all board members should be taken next month.
- 2011 Annual Statistics will be presented.
- Staff Salary Chart
- Chart re Committee Appointments, 2012

Next Meeting: Monday, February 13 2012, ECRL Headquarters, Cambridge, 9:30am

M/S/P: unanimous

Ellis/Carlson to adjourn

McMahon adjourned the meeting at 10:50 am.

Wayne Zaudtke, Secretary

Donna Larson, Recorder

Extensive discussion was involved as each committee was reviewed and recommendations decided upon individually. An updated chart will be presented at the February meeting. Of particular note were the following:

- 1. Long Range Planning. A long-range plan is in place but it requires an annual review at the board.
- 2. Technology is really an ad hoc committee, meeting only if/when needs require. It will be structured with needed and appointments made at that time.
- 3. Library is probably the busiest and most visible. It can be very busy while approving and reviewing the budget and other items. It needs to have a very busy and productive year. It is difficult to get a good idea of what is going on in the library. It is difficult to get a good idea of what is going on in the library. It is difficult to get a good idea of what is going on in the library.

FROILL & LOSS DUGGEL VS. ACTUAL

January 2012

Jan 12

Budget

% of Budget

Ordinary Income/Expense	Income	Budget	% of Budget
County Tax Revenue	0.00	224,645.00	0.0%
Aitkin County	0.00	533,887.00	0.0%
Chisago County	0.00	386,531.00	45.6%
Isanti County	176,404.00	163,875.00	0.0%
Kanabec County	0.00	255,568.00	0.0%
Millie Lacs County	0.00	293,903.00	0.0%
Pine County	0.00		
Total County Tax Revenue	176,404.00	1,858,409.00	9.5%
62000 - Contracts			
City of Aitkin	0.00	12,711.00	0.0%
City of Hineckley	0.00	2,123.00	0.0%
City of Pine City	0.00	3,832.00	0.0%
Princeton Extra Hours	0.00	7,108.00	0.0%
North Branch Extra Hours	0.00	12,396.00	0.0%
MnLINK	0.00	4,200.00	0.0%
FCI	0.00	6,216.00	0.0%
Pine Technical College - delivery service	0.00	600.00	0.0%
62000 - Contracts - Other	176,404.00		
Total 62000 - Contracts	176,404.00	49,186.00	358.6%
63000 - Basic System Support Support			
6310 - State (FY12)	0.00	482,523.00	0.0%
6320 - State (FY13)	0.00	271,400.00	0.0%
Total 63000 - Basic System Support Support	0.00	753,923.00	0.0%
64000 - Miscellaneous Income			
Computer Print-Outs	1,090.44	20,000.00	5.5%
Sale/Loss of Property	441.31	12,500.00	3.5%
Fines	2,506.59	80,000.00	3.1%
Returns	0.00	5,000.00	0.0%
AV - Fax Machine	305.25	6,000.00	5.1%
Other	48.10	65,500.00	0.1%
Carryover from 2008	104.55		
6480 - Interlibrary Loan Loss/Damage	93.46	40,000.00	0.0%
6490 - Carryover from Prev. year	0.00	600.00	0.0%
6495 - Transfer Health Ins. settlement	0.00		
Total 64000 - Miscellaneous Income	4,589.70	229,600.00	2.0%
65000 - Telecommunications			
State Telecommunications Aid	0.00	60,000.00	0.0%
Total 65000 - Telecommunications	0.00	60,000.00	0.0%
66000 - Legacy Grant Money			
6610-12 - Legacy Grant (FY 11-12)	0.00	214,252.00	0.0%
6620-12 - Statewide Initiative (FY 11-12)	0.00	24,486.00	0.0%
6630-12 - Administration-Staff (FY 11-12)	0.00	6,121.00	0.0%
Total 66000 - Legacy Grant Money	0.00	244,859.00	0.0%
67000 - LSTA Grant Money			
Total Income	357,397.70	3,267,572.00	10.9%



DEPARTMENT OF PLANNING, ZONING, AND SOLID WASTE
1602 Hwy 23 North • Sandstone, MN • 55072
(320) 216-4220 • (800) 450-7463 x4220 • Fax (320) 216-4202

Memo

To: Land & Zoning Committee File
From: Kurt Schneider, Land/Zoning Administrator
CC: County Board
Date: 2/15/2012
Re: February 14, 2012, Land & Zoning Committee Meeting Summary/Notes

The Land & Zoning Committee consisting of Commissioner Rossow and Commissioner Carlson met at 11 A.M. on February 14, 2011. The location of the meeting was 1602 Hwy 23 N, Sandstone. Others present for all or portions of the meeting included County Administrator Mark LeBrun, Land/Zoning Administrator Kurt Schneider, and Forester Greg Beck.

The Committee discussed the following:

- 1. County/State Land Exchange** (County lands involved total 2,771 acres; State lands 2,560 acres). Abstract update work is complete and being reviewed.
- 2. Land Sales Activity**
 - 3 tracts totaling 250 acres sold since January 1st - value at \$171,850.
 - SWCD newsletter is out this week; web site activity will pick up, office calls picked up – 5 inquiries in last 2 days.
 - Korf Landfill sale

	#	Acres	Value
Tracts Offered	55	2,239	\$1,342,400
Tracts Sold YTD	20 (36%)	649 (28.9%)	\$434,101 (32.3%)

- 3. Timber Sale Activity**
 - 2011 sales of **\$303,655**
 - Spring auction preparation
 - Blowdown impact / market
 - Harvest conditions
 - Extension / blowdown incentive sale

- Summer wood market

4. Access Projects

- Sturgeon Lake
- Duquette

5. FEMA Flood Plain Ordinance

- Planning Commission hearing, review, recommendation
- Improved Maps

6. Ordinance Adjustments

- Variance legislation "Practical Difficulties"; Shoreland non-conformities
- Soo Line \$72,000 Legacy Grant Administration question
- Trail Corridor inquiries
- Enforcement activity

7. Commission Membership

- Board of Adjustment vacancy District #3 and possible District #1 (five person Commission)
- Planning Commission vacancy District #2 and pending Dist. #5 (seven person Commission)

8. Township Zoning

- Survey distribution / results pending
- Finlayson Township progress
- Bremen Township Shoreland issue

9. SSTS Request for Proposal

- County Board 11/15/11; mailed to all area contractors, known inspection companies, consultant firms on 11/22/11 (*55 direct mailings*); Hinckley News ad for 12/1 and 12/8
- AMC web site RFP posting throughout proposal period
- Mailed to all area contractors, etc. again, included all State Licensed Inspectors in adjacent Counties 1/18/12 (*81 direct mailings*)
- 3 inquiries but no proposals



**Water Management Plan Task Force
Annual Meeting
February 21, 2012**

- ★ Introductions

- ★ Nominate Chairperson & Vice Chair

- ★ Approve February 24, 2011 Minutes

- ★ Snake River TMDL – Chris Klukas, MPCA

- ★ St. Croix Basin TMDL – Lucas Vold, LimnoTech

- ★ Kettle River Watershed Grant

- ★ Review Past Year’s Accomplishments and On-Going Activities

- ★ Set Goals/Priorities for 2012

- ★ Adjourn



WATER MANAGEMENT PLAN TASK FORCE MEETING

Hinckley City Hall Community Room
Thursday, February 24, 2011
7:00 p.m.
MINUTES

The Pine County Water Management Plan Task Force held a meeting on Thursday, February 24, 2011

ATTENDANCE:

David Slama, Don Slama Sr, Joe Neubauer, Dean Yorston, Charlie Carlson, Sara Maki, Sam Griffith, Mike Dahl, Don Howard, Mary Gustafson, Doug Odegard, Kelly Osterdyk, Jill Carlier, and Sam Martin.

Martin called the meeting to order at 7:00 p.m.

NOMINATE CHAIRPERSON:

Motion by David Slama, seconded by Charlie Carlson to nominate Don Slama as Chairperson of the Water Plan Task Force.

Motion Carried

NOMINATE VICE CHAIRPERSON:

Motion by Doug Odegard, seconded by Kelly Osterdyk to approve the nomination of Dean Yorston as Vice Chairperson of the Water Plan Task Force.

Motion Carried

APPROVE MINUTES:

Motion by Don Slama Sr., seconded by Dean Yorston to approve the February 2010 minutes.

Motion Carried

PINE COUNTY WATER PLAN 2010 – 2020 WAS ADOPTED ON 8-17-10:

Sam Martin stated that the newly revised plan was approved and adopted on August 17, 2010 by the Pine County Board of Commissioners.

SPEAKER: JEFF HRUBES, BWSR – GRANT POSSIBILITIES FOR PROJECTS:

Jeff Hrubes distributed some handouts (attached to minutes). Hrubes talked about the Clean Water fund, which gets about 1/3 of the tax amendment funds. Hrubes also talked about grant applications – what projects make for a good grant application. All applications must reference water quality and the local county water plan. Applications in TMDL areas will carry a higher importance. One question people should ask themselves when considering an application is ‘why are we targeting this resource?’



2011 WATER PLAN ACTIVITIES/ACCOMPLISHMENTS

Stabilized 105 ft of streambank on the Snake River in Royalton Township

Completed first year of monitoring for the Kettle River SWA grant. The Kettle, Pine, Willow, and Moose Horn Rivers and Oak, Eleven, Dago, Rhine, Elbow, and Rock Lakes were sampled. In 2012 the second and final year of sampling will take place.

Completed another year of sampling for the Snake River TMDL. Bear Creek and unnamed creek to north end of Cross Lake and Pokegama and Cross Lakes were sampled. This was the final year of sampling these sites for the TMDL.

Completed cost share project in Robinson Park in Sandstone that included controlling erosion at a canoe/kayak access, stabilizing streambank, and catching runoff from parking area in a rain garden.

Applied for and received a Minnesota Conservation Corps grant for three days of labor to perform natural shoreline restoration on the Bear Creek.

Held Annual Meeting on Fishing and Preventing the Spread of Aquatic Invasive Species

With TSA 3 staff, completed landuse survey in Pine County portion of Snake River Watershed

Sent out two issues of the Pine County Waters newsletter

Assisted private individual with collecting stream samples

Held Clean Water Nonpoint Source Education for Municipal Officials Workshop for city and township officials

In conjunction with other counties in Snake River Watershed, held a Snake River TMDL Stakeholder's Meeting in Mora

Installed buffers on Pokegama Lake access on Maple Knoll Rd above rock weepers in the road ditches that were installed the year before

In association with PICKM Water Planning Group, held a lake and stream monitor's workshop in March in Mora. Paul Radomski from the Minnesota Department of Natural Resources Fisheries spoke on fisheries habitat.

Also with the PICKM group, an informational meeting was held at the Pokegama Lake Association building about the possibility of forming a five county coalition of lake and river associations called the PICKM Alliance. The lake associations that attended the meeting decided to form an alliance and the PICKM group has helped the Alliance develop a vision and mission statement. The benefits of having a coalition like this are: education, having more people to be on various boards, and strength in numbers, a unified voice.

Requested and received funds from the Snake River Watershed Board for the City of Pine City for the installation of the rain gardens that were part of their street reconstruction project



2011 PROJECT IDEAS FROM TASK FORCE MEETING

Come up with storm water ordinance for Cities in the Kettle River Watershed

Do followup rain garden workshop at Chris's Food Center

Look for projects in the Nemadji River Watershed in Pine County

Pokegama Lake Association and Cross Lake Association will do some stream monitoring again this year and participate in the TMDL for the Snake River



2012 PROPOSED WATER PLAN ACTIVITIES

Do second year of sampling for the Kettle River Surface Water Assessment Grant

Hold annual meeting in March on how to attract more wildlife to landowner's property and inform public about wildlife groups and their activities

Hold producer input workshops to build rapport with producers and explain the Lake St. Croix TMDL and the Snake River TMDL

Hold a dairy grazing workshop in March and a small ruminant(sheep/goat) workshop in July

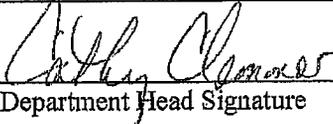
Complete three shoreline projects with state cost share funds

Look at past cost share projects from the last twenty years to determine how much phosphorus we have kept out of the St. Croix River

Participate in Snake River and Lake St. Croix TMDL Implementation Plans

Participate in Rock Creek TMDL

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 21, 2012	Consent Agenda <i>(Please Circle)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: <u>Auditor/Treasurer</u>	 Department Head Signature Date 2-7-5-12

<p>Item for Discussion:</p> <p><i>January 2012 Cash Balance</i></p> <p>Board Action Requested: (Attach additional pages if needed)</p> <p align="center">Supporting Documents: Attached None</p>



*** ** Pine County *** **

CATHYJ
2/15/12

1:08PM

As of 01/2012

TREASURER'S CASH TRIAL BALANCE

Current
Balance

YTD

This
Month

Beginning
Balance

Fund		Beginning Balance	This Month	YTD	Current Balance
1	General Revenue Fund	1,631,001.55			
	Receipts		302,222.09	302,222.09	
	Disbursements		622,517.42-	622,517.42-	
	Payroll		719,643.49-	719,643.49-	
	Journal Entries		58,876.64	58,876.64	
	Fund Total		981,062.18-	981,062.18-	649,939.37
12	Health & Human Services				
	H&Hs-- Income Maintenance				
	Receipts		42,331.55	42,331.55	
	Disbursements		65,873.82-	65,873.82-	
	Payroll		123,584.75-	123,584.75-	
	Journal Entries		50,766.31	50,766.31	
	Dept Total		96,360.71-	96,360.71-	2,291,014.65
12	Health & Human Services				
	H&Hs-- Social Services				
	Receipts		75,213.08	75,213.08	
	Disbursements		252,990.77-	252,990.77-	
	Payroll		110,259.23-	110,259.23-	
	Journal Entries		4,161.80	4,161.80	
	Dept Total		283,875.12-	283,875.12-	826,914.75-
12	Health & Human Services				
	Childrens Collaborative (H&Hs)				
	Receipts				
	Disbursements				
	Payroll				
	Journal Entries				
	Dept Total	0.00	0.00	0.00	0.00
12	Health & Human Services				
	Nursing--Community Health (H&Hs)				
	Receipts		34,701.57	34,701.57	
	Disbursements		47,545.92-	47,545.92-	
	Payroll		66,194.32-	66,194.32-	
	Dept Total	454,037.28	79,038.67-	79,038.67-	374,998.61

\$1,929,458.63



*** ** Pine County *** **

As of 01/2012

CATHYJ
2/15/12 1:08PM

TREASURER'S CASH TRIAL BALANCE

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Fund Total	459,274.50-	459,274.50-	459,274.50-	1,839,098.51
13 Road & Bridge Fund	5,836,649.98			
Receipts		2,231,782.07	2,231,782.07	
Disbursements		457,898.54-	457,898.54-	
Payroll		152,208.31-	152,208.31-	
Journal Entries		1,551.13-	1,551.13-	
Fund Total	1,620,124.09	1,620,124.09	1,620,124.09	7,456,774.07
14 Ditch Maintenance (St) Fund	11,775.47	0.00	0.00	11,775.47
Fund Total				
20 County-Wide Rehab (Sr) Fund	576.26			
Receipts		41,856.27	41,856.27	
Journal Entries		16,271.17-	16,271.17-	
Fund Total		25,585.10	25,585.10	26,161.36
21 800 MHz Project Fund	652,854.62			
Disbursements		222,515.25-	222,515.25-	
Fund Total		222,515.25-	222,515.25-	430,339.37
22 Land Management Fund	1,192,118.54			
Receipts		214,387.06	214,387.06	
Disbursements		14,789.12-	14,789.12-	
Payroll		9,433.59-	9,433.59-	
Journal Entries		65,000.00-	65,000.00-	
Fund Total		125,164.35	125,164.35	1,317,282.89



***** Pine County *****

As of 01/2012

TREASURER'S CASH TRIAL BALANCE

CATHYJ 2/15/12 1:08PM

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
24	0.00	0.00	0.00	0.00
	Ambulance (Sr) Fund			
	Fund Total			
29	110,830.04			
	Children's Collab (H&Hs) Agency Fund			
	440 Childrens Collaborative (H&Hs)			
		48.36	48.36	
		48.36	48.36	110,878.40
	Journal Entries			
		48.36	48.36	
		48.36	48.36	110,878.40
	Dept Total			
	Fund Total			
32	0.00	0.00	0.00	0.00
	Ecswc Bond Guarantee (Ds)			
	Fund Total			
33	0.00	0.00	0.00	0.00
	2002 Cap-Equip Bond (Ds) Fund			
	Fund Total			
35	51,228.55	0.00	0.00	51,228.55
	2004 Street Reconstruct Bond Fund			
	Fund Total			
37	13,724.56-	516.01	516.01	13,208.55-
	County Railroad Authority			
		516.01	516.01	
		516.01	516.01	13,208.55-
	Receipts			
	Fund Total			
38	146,861.26	23,002.54-	23,002.54-	123,858.72-
	Building Fund			
		23,002.54-	23,002.54-	
		23,002.54-	23,002.54-	123,858.72-
	Disbursements			



*** ** Pine County *** **

As of 01/01/2012

CATHYJ
2/15/12 1:08PM

TREASURER'S CASH TRIAL BALANCE

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Fund Total		23,002.54-	23,002.54-	123,858.72
39 2005A G.O. Jail Bonds	791,171.18			
Disbursements		877,755.63-	877,755.63-	86,584.45-
Fund Total		877,755.63-	877,755.63-	86,584.45-
40 2005 G.O. Jail Projects	0.00			0.00
Fund Total	0.00	0.00	0.00	0.00
41 2005 Hra Bonds	624,790.39			
Disbursements		693,315.63-	693,315.63-	68,525.24-
Fund Total	624,790.39	693,315.63-	693,315.63-	68,525.24-
76 Group Health Ins Fund 5/1/95 (Gen)	253,303.17-			
Receipts		218,346.19	218,346.19	
Disbursements		440,038.47-	440,038.47-	
Fund Total	253,303.17-	221,692.28-	221,692.28-	47,495.45-
80 County Collections Agency Fund	19,687.36			
Receipts		428,994.27	428,994.27	
Disbursements		52,760.01-	52,760.01-	
Journal Entries		1,551.13	1,551.13	
Fund Total	19,687.36	377,785.39	377,785.39	397,472.75
82 Taxes And Penalties Agency Fund	798,906.87			
Receipts		310,192.63	310,192.63	



***** Pine County *****

CATHYJ
2/15/12

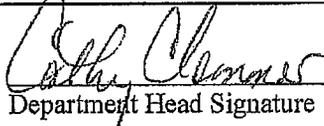
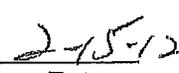
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TREASURER'S CASH TRIAL BALANCE

As of 01/2012

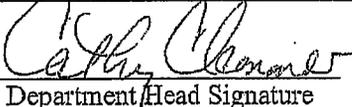
<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Disbursements		489,911.68-	489,911.68-	
Fund Total		179,719.05-	179,719.05-	619,187.82
89 H & Hs Collections Agency Fund				
	3,031.72			
801 Non-Departmental				
Receipts		35,112.57	35,112.57	
Disbursements		3,734.96-	3,734.96-	
Journal Entries		54,928.11-	54,928.11-	
Dept Total		23,550.50-	23,550.50-	20,518.78-
Fund Total		23,550.50-	23,550.50-	20,518.78-
All Funds	13,902,829.07			
Receipts		3,935,655.36	3,935,655.36	
Disbursements		4,264,649.76-	4,264,649.76-	
Payroll		1,181,323.69-	1,181,323.69-	
Journal Entries		22,346.17-	22,346.17-	
Total		1,532,664.26-	1,532,664.26-	12,370,164.81

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 21, 2012	<u>Consent Agenda (Please Circle)</u> Regular Agenda Estimated Time: (Please Circle) 10 Min. 15 Min. <small>Time needed</small> 30 Min. 45 Min. 1 hour
Department Requesting Action: <u>Auditor/Treasurer</u>	 Department Head Signature  Date

Item for Discussion: <i>Application for Abatement – Laura Ribich, 26715 Northview Rd, Sturgeon Lake, PID 31.0035.001, pay 2011</i>
Board Action Requested: (Attach additional pages if needed)
Supporting Documents: Attached None

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: <p align="center">2-21-12</p>	Consent Agenda <i>(Please Circle)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> 10 Min. 15 Min. <hr/> Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: <u>Auditor</u>	<p align="center">  Department/Head Signature </p> <p align="right"> 2-13-12 Date </p>

Item for Discussion: (one form per item)

*Liquor license approval for Partners in Real Estate DBA: Banning Junction
 Separate license for On-Sunday Sales and one for Off Sale. They currently hold an On-Off-Sunday combination but with their remodeling have to re-submit for two separate licenses for the 2012 period with 6 mos. Fees refunded and submitted.
 Temporary 3.2 license for Sandstone Bulls and Barrels for May 18-20, 2012 in Sandstone.*

Upon approval please sign and date the attached license applications.

Subject to approval of the Pine County Sheriff, Pine County Attorney and the township board of each applicant.

Approved by:

Board Action Requested: (Attach additional pages if needed)

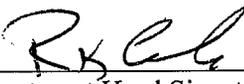
Supporting Documents: X Attached None

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 21, 2012	<u>Consent Agenda</u> (Please Circle) Regular Agenda Estimated Time: (Please Circle) _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: <u>Auditor/Treasurer</u>	 _____ Department Head Signature 2-9-12 Date

<p>Item for Discussion:</p> <p><i>Cancellation of 2009 Outstanding Warrants</i></p> <p>Board Action Requested: (Attach additional pages if needed)</p> <p><i>Authorize Cancellation</i></p> <p align="right">Supporting Documents: Attached None</p>

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 21, 2012	Consent Agenda (<i>Please choose</i>) Regular Agenda Estimated Time: (<i>Please Circle</i>) _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action: <u>Sheriff</u>	 _____ Department Head Signature Date

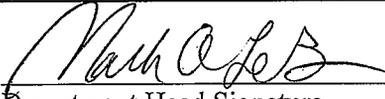
<p>Item for Discussion: (one form per item)</p> <p>Request the Board acknowledge the Bureau of Criminal Apprehensions letter dated February 6, 2012.</p> <p>This investigation remains open.</p> <p>Discussion and Questions.</p> <p>-----</p> <p>Board Action Requested: (Attach additional pages if needed)</p> <p align="right">Supporting Documents: Attached None</p>

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 21, 2012	Consent Agenda <i>(Please choose)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action: <u>Sheriff</u>	 Department Head Signature 2-13-2012 Date

<p>Item for Discussion: (one form per item)</p> <p>To the County Board of Commissioners</p> <p>The Pine County Sheriff requests the Pine County Board of Commissioners to approve the Narcotics and Gang Task Force Grant for 2012, in the amount of \$ 100,000.00.</p> <p>This grant will be used to fund expenses incurred by the East Central Drug and Violent Offender Task Force (over time, administrative, ect).</p> <p>No matching funds are required.</p> <p>Request Board approval to accept this grant.</p> <p>Board Action Requested: (Attach additional pages if needed)</p> <p align="right">Supporting Documents: Attached None</p>

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 21, 2012	Consent Agenda <i>(Please Circle)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> <u>5 Min.</u> Min. Time needed 20 Min. 45 Min. 1 hour
Department requesting action: <u>Public Works</u>	 2/15/12 Department Head Signature Date

<p>Item for Discussion:</p> <p>Approve the appointment of Charles Daher as Assistant County Engineer at \$31.25/hr effective March 12, 2012.</p> <p>Board Action Requested: (Attach additional pages if needed) <i>Approve</i></p> <p align="right">Supporting Documents: Attached None</p>

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 21, 2012	Consent Agenda <i>(Please Circle)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> <u>5 Min.</u> Min. Time needed 20 Min. 45 Min. 1 hour
Department requesting action: <u>Administrator</u>	 2/15/12 _____ Department Head Signature Date

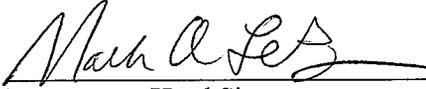
<p>Item for Discussion:</p> <p>Approve the appointment of Kelly Schroeder as County Assessor at a salary of \$65,000 effective March 7, 2012.</p> <p>Board Action Requested: (Attach additional pages if needed) Approve</p> <p align="right">Supporting Documents: Attached None</p>

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 21, 2012	Consent Agenda <i>(Please Circle)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> <u>5 Min.</u> Min. Time needed 20 Min. 45 Min. 1 hour
Department requesting action: <u>Administrator</u>	 2/15/12 Department Head Signature Date

<p>Item for Discussion:</p> <p>Acknowledge and accept the retirement of Appraiser Lana Meier effective March 30, 2012 and authorize replacement.</p> <p>Board Action Requested: (Attach additional pages if needed) Approve and authorize</p> <p align="right">Supporting Documents: Attached None</p>
<hr/> <hr/>

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 21, 2012	Consent Agenda <i>(Please Circle)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> <u>5 Min.</u> Min. Time needed 20 Min. 45 Min. 1 hour
Department requesting action: <u>Administrator</u>	 <u>2/15/12</u> Department Head Signature Date

<p>Item for Discussion:</p> <p>Approve contract with Kanabec County to provide Assessments</p> <p>Board Action Requested: (Attach additional pages if needed) Approve</p> <p align="right">Supporting Documents: Attached None</p>

Contract for Assessor Services
Between Kanabec County and Pine County

WHEREAS, Kanabec County no longer has the services of an Assessor as outlined and required in Minn. Stat. §273.061;

WHEREAS, Kanabec County desires to contract with Pine County for an Assessor in accordance with said statute; and

WHEREAS, Pine County is willing and able to provide the services of its licensed Assessor for such time as needed to assist Kanabec County until a permanent County Assessor is appointed by Kanabec County.

THEREFORE, the County of **Pine** and County of **Kanabec** hereby agree to the following.

1. Pine County will provide its Deputy County Assessor for a period of four (4) hours per week of onsite office time in Kanabec County and two (2) hours per week of offsite technical support.
2. Kanabec County will pay Pine County \$1,600/month each month for the length of the contract.
3. Kanabec County will provide for suitable office space and incur any costs associated with off-site telecommunication.
4. Kanabec County will reimburse Pine County for all mileage expenses associated with any and all activities required to fulfill this agreement.
5. Either party may terminate this contract with 60 days notice and agreement is contingent upon approval of the State of Minnesota.

This agreement made for the period between **March 1, 2012** and **March 1, 2013** by and between the county of **Pine** and the County of **Kanabec**.

**BOARD OF COUNTY
COMMISSIONERS,
PINE COUNTY, MINNESOTA**

By: _____

Board Chair

By: _____

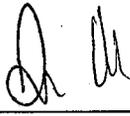
County Administrator

Date

**BOARD OF COUNTY
COMMISSIONERS,
KANABEC COUNTY, MINNESOTA**

By:  _____

Board Chair

By:  _____ 1/25/12

County Coordinator

Date