

MINUTES OF PINE COUNTY BOARD MEETING

Regular Meeting

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

Chairman Chaffee called the meeting to order at 1:00 p.m. Present were Commissioners Doug Carlson, Steve Hallan, Curt Rossow and Mitch Pangerl. Also present were County Attorney John Carlson and County Administrator David Minke.

The Pledge of Allegiance was said.

Chairman Chaffee called for public comment. No public comment.

Chairman Chaffee announced changes to the Consent Agenda by removing number 1) Approve the July Disbursements and add Auditor items to the Consent Agenda. A change was also made to the Regular Agenda; the presentation by the Central Minnesota Services Leadership Group has been rescheduled to the September 18, 2012 board meeting. Commissioner Pangerl moved to adopt the amended agenda. Commissioner Rossow seconded. Motion carried/agenda adopted 5-0.

Commissioner Carlson moved to approve the minutes of the August 7, 2012 board meeting. Commissioner Hallan seconded. Motion carried 5-0.

Commissioner Rossow moved to approve the consent agenda. Commissioner Hallan seconded. Motion carried 5-0.

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

Auditor

1. Cash Balance select funds

| Fund | June 30 | July 31 | Change |
|--------------------------------|-----------------|--------------|------------|
| Revenue Fund | \$ 2,029,025.95 | \$ 1,461,226 | -\$567,800 |
| Health and Human Services Fund | \$ 1,958,216.29 | \$ 1,839,790 | -\$118,426 |
| Road and Bridge Fund | \$ 7,270,815.90 | \$ 7,916,025 | -\$645,209 |
| Land Management Fund | \$ 605,799.89 | \$ 1,130,256 | \$524,456 |

2. Application for Exempt Permit for Pine Technical College Foundation to conduct Minnesota Lawful Gambling on December 7, 2012.

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

1. Sheriff

A. Rebate from Northeast Minnesota Regional Radio Board. The county received a rebate of \$8,004 from the Northeast Minnesota Regional Radio Board. Motion by Commissioner Hallan to accept and direct funds to be placed into the ARMER radio fund to offset program costs. Second by Commissioner Carlson. Motion carried 5-0.

B. Community Emergency Response Team Grant. Motion by Commissioner Carlson to accept Community Emergency Response Team equipment (CERT) valued at \$4,350. Second by Commissioner Pangerl. Motion carried 5-0.

C. State of Minnesota Federal Boating Safety Supplemental Equipment Grant Agreement. Discussion was held regarding use of the grant. Motion by Commissioner Pangerl to approve the grant in the amount of up to \$10,953 and authorize the Board Chair and County Administrator to sign the agreement. Second by Commissioner Rossow. Motion carried 5-0.

D. Amendment to Court Data Subscriber Agreement. Commissioner Carlson asked for clarification of the use of CJDN (Criminal Justice Data Network), discussion was held. Motion by Commissioner Rossow to approve the Court Data Services Subscriber Amendment to the CJDN Joint Powers Agreement with the State of Minnesota and authorize the County Sheriff and County Administrator to sign the agreement. Second by Chairman Chaffee. Motion carried 5-0.

E. Donations.

1. Motion by Commissioner Hallan to accept \$1,000 donation from Pine County 4-H and designate to the K-9 program. Second by Commissioner Rossow. Motion carried 5-0.

2. Motion by Commissioner Pangerl to accept \$1,000 donation from the Pine County Fair Board and designate for the Sheriff's Volunteer Posse. Second by Commissioner Rossow. Motion carried 5-0.

2. Reappointment of HRA Commissioner

Motion by Commissioner Carlson to reappoint Dean Dronen to the Pine County Housing and Redevelopment Authority for a 5-year term November 1, 2012 – October 31, 2017. Second by Commissioner Pangerl. Motion carried 5-0.

3. Initiative Foundation Pledge

In 2011 the county made a \$7,000 donation pledge to the Initiative Foundation; \$7,000 is included in the 2012 budget for this purpose. Discussion was held regarding the Initiative Foundation organization. Motion by Commissioner Hallan to authorize the payment. Second by Commissioner Carlson. Motion carried 5-0.

4. Call for Public Hearing

Motion by Commissioner Rossow to adopt the Resolution Calling for Public Hearing on a Project by Pine Habilitation and Supported Employment, Inc. and approve the public hearing for September 18, 2012. There is no cost or obligation on the part of the county, the City of Sandstone will sponsor this conduit financing. Second by Commissioner Hallan. Motion carried 5-0.

5. Personnel Committee Report

The Personnel Committee met on August 14, 2012 and recommends the following actions:

1. Accept resignation of full-time Corrections Officer Arnold Leen.
2. Accept resignation/change in status from full-time to part-time for Corrections Officer Jennifer Runyan.
3. Accept resignation of Investigator Matthew Ludwig.
4. Increase hours from 30 to 37.5 for Roxanne Orvis until 12/31/12 to provide additional coverage for the Administrator's Office.
5. Accept resignation of Dave Stevens, Maintenance Superintendent, effective 10/21/12.

Authorization promotion of Shawn Linnell to Maintenance Engineer, replacing Dave Stevens, effective 9/17/12.

Commissioner Carlson asked for clarification of the effective dates of Dave

Stevens' resignation and Shawn Linnell's promotion. Motion by Commissioner Rossow to approve the recommendations of the Personnel Committee. Second by Chairman Chaffee. Motion carried 5-0.

6. Facility Committee Report

The Facility Committee met on August 16, 2012 and recommendations were brought forward.

1. Bids for tuck pointing the Pine Government Center were opened on August 16, 2012. Based on the cost of the bids, the Facility Committee recommends the county reject bids at this time and repair only what is currently needed at the Pine Government Center. Motion by Commissioner Carlson to reject the bid for tuck pointing the Pine Government Center. Second by Commissioner Pangerl. Motion carried 5-0.
2. Lease amendment with the State of Minnesota Guardian Ad Litem Program at the Pine County Courthouse. Motion by Commissioner Pangerl to modify number 14 of the lease amendment to read: 14. RENEWAL OF THIS LEASE: The Guardian ad Litem Program in the Tenth Judicial District shall have an automatic renewal of the lease under the same rental rate and conditions unless Pine County provides written notice to the Guardian ad Litem Program in the Tenth Judicial District advising of Pine County's intent to cancel ~~the lease~~ or modify. This notice must be provided to the Guardian ad Litem Program in the Tenth Judicial District by June 30th of that year in that cancellation or modification is sought. Second by Commissioner Carlson. Motion carried 5-0.

7. Authorization for Proposals for Life Insurance

The county is required to complete a Request for Proposal (RFP) process at least every five years for life insurance. Pine County is due this year. Motion by Commissioner Hallan to direct the Administrator to work with the county's insurance administrator to issue an RFP for life insurance and solicit quotes for Long-Term and Short-Term disability insurance. Second by Commissioner Rossow. Motion carried 5-0.

8. Commissioner's Report

Commissioner Pangerl reported he has been in contact with an LED lighting company and East Central Energy regarding cost savings of purchasing LED lights for use at the county buildings. This is currently in the investigative stage. Commissioner Pangerl commented that replacing security lights, stairwell lights and/or lights in the jail may be an appropriate place to start to see how cost effective LED lighting may be.

Chairman Chaffee introduced Roxanne Orvis, who will be taking minutes at the board meetings.

9. Upcoming Meetings

Pine County Budget Committee meeting, **Wednesday, August 22, 2012, 9:00 a.m.**, MIS/Probation meeting room, Pine County Courthouse, Pine City, Minnesota.

Pine County Committee of the Whole, **Thursday, August 30, 2012, 10:00 a.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota.

Pine County Board Meeting, **Tuesday, September 4, 2012, 10:00 a.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota.

Pine County Board Meeting, **Tuesday, September 18, 2012, 1:00 p.m.**, Public Health Building, Sandstone, Minnesota.

Health and Human Services Board Meeting, **Tuesday, September 18, 2012, 10:00 a.m.**, Public Health Building, Sandstone, Minnesota.

With no further business, Chairman Chaffee adjourned the County Board meeting at 1:53 p.m. until the next scheduled County Board Meeting on September 4, 2012 at 10:00 a.m. at the Pine County Courthouse.

David J. Minke, Administrator
Clerk to County Board

Steve Chaffee, Chair
Board of County Commissioners