

**MINUTES OF PINE COUNTY BOARD MEETING**

**Regular Meeting**

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

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 were County Attorney John Carlson and County Administrator David Minke.

The Pledge of Allegiance was said.

Chairman Chaffee called for public comment. Pine County Resident, Terry Neitzel commented about an article in a local newspaper referring to him. There was no other public comment.

Chairman Chaffee announced changes to the Regular Agenda by adding an item for the Auditor/Treasurer, the Resolution Providing for Sale of \$14,070,000 General Obligation Capital Improvement Bonds, Series 2012A. 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 21, 2012 board meeting. Commissioner Hallan seconded. Motion carried 5-0.

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

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

**Auditor/Treasurer**

1. Approve August 2012 Disbursements
2. Application for Abatement:
  - a. Jacqueline Johnson 8395 Seymour Lane, Willow River, PID 17.5057.000, pay 2012
  - b. Terri Stadin, 5313 Sawmill Road, Kerrick, PID 41.0019.000, pay 2010-2012

## Training Requests

In accordance with Pine County Personnel Policy 12.4, Travel Requests and Approvals, the following training requests are included on the consent agenda.

### Assessor

1. Authorize County Assessor, Kelly Schroeder, to attend:
  - a. the International Association of Assessing Officers (IAAO) Course 400, Assessment Administration, October 15-19, 2012 at the Best Western-Kelly Inn, Plymouth, MN. The course cost and reference materials are covered by a scholarship awarded through the IAAO.
  - b. the Minnesota Association of Assessing Officers Fall Conference, September 23-26, 2012 at Breezy Point. Conference cost is \$275.00 (includes 8 meals), lodging three nights \$317.43; total cost is \$592.43.
2. Authorize Property Appraiser, Karen Stumne, to attend the Minnesota Association of Assessing Officers Property Valuation Course, October 31 – November 1, 2012 at the Stearns County Highway Building, Waite Park, MN. The course cost is \$150.00.

### Public Works

1. Authorize Shawn Linnell and Ed Eiffler to attend MN Fall Maintenance Expo, October 3-4, 2012 at St. Cloud Public Works facility. Registration is \$65.00 for both.
2. Authorize County Engineer, Mark LeBrun, to attend 2012 Minnesota Toward Zero Deaths Conference, October 22-23, 2012, Bloomington, MN. Total cost, which includes registration and hotel lodging, is \$301.00.
3. Authorize Ed Eiffler, Terry Clementson and Derek Johnson to attend Mandatory Commercial Vehicle Inspector Re-Certification on October 12, 2012 at Lake Superior College, Duluth, MN. Cost for each registrant is \$90.00; total cost is \$270.00.

### Administrator

1. Authorize County Administrator, David Minke, to attend the Minnesota Association of County Administrators (MACA)/Minnesota Counties Human Resource Managers Association (MCHRMA) Fall Conference, October 3-5,

2012 at Rutgers's Bay Lake Lodge, Deerwood, MN. Registration cost is \$100, lodging/meals \$340, mileage \$110; total estimated cost is \$550.00.

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

**1. Recognition of Retirement**

The board recognized the retirement of Investigator Matt Ludwig and thanked him for his 26 years of service to the citizens of Pine County.

**2. Auditor/Treasurer**

A) Pine County Disaster Abatements. Pine County Auditor/Treasurer Cathy Clemmer provided information regarding the properties that were affected by the June flooding and the tax relief, discussion was held. Motion by Commissioner Rossow to process the abatement of 67 homes affected by flooding. Second by Commissioner Hallan. Motion carried 5-0.

B) Resolution Providing for Sale of \$14,070,000 General Obligation Capital Improvement Bonds, Series 2012A. Carolyn Drude from Ehlers, Incorporated presented information related to bonds. Commissioner Carlson requested clarification of HRA bonding. Motion by Commissioner Carlson to approve Resolution Providing for Sale of \$14,070,000 General Obligation Capital Improvement Bonds, Series 2012A and authorize County Administrator to sign the resolution. The sale is set for October 2, 2012. Second by Commissioner Hallan. Commissioner Carlson asked that a roll call of commissioners be taken with the following results: District 1, Commissioner Hallan – yes; District 2, Commissioner Pangerl – yes; District 3, Commissioner Chaffee – yes; District 4, Commissioner Rossow – yes; District 5, Commissioner Carlson – yes. Motion carried 5-0.

**3. Land/Zoning/Solid Waste**

A) Resolution for 2012 Land Sale to Adjoining Land Owners. Motion by Commissioner Rossow to approve Resolution for Land Sale to Adjoining Land Owners, Resolution 090412-1 and authorize the Board Chair and

County Administrator to sign the resolution. Second by Commissioner Pangerl.  
Motion carried 5-0.

#### **4. Public Works**

- A) Resolution for Deficient Bridges. Motion by Chairman Chaffee to approve Resolution for Deficient Bridges and authorize County Administrator to sign the resolution. Second by Commissioner Hallan. Motion carried 5-0.
- B) Resolution to use Bridge Bonding funds on SAP 58-640-11; on CSAH 40, between CR 150 and CSAH 41 over Pine River. Motion by Commissioner Hallan to approve Resolution to use Bridge Bonding funds on SAP 58-640-11; On CSAH 40, between CR 150 and CSAH 41 over Pine River and authorize the County Engineer to sign the resolution. Second by Commissioner Rossow. Motion carried 5-0.
- C) Cooperative Agreement with Hinckley/Mission Creek Townships for Bridge Replacements. Motion by Commissioner Carlson to approve the Cooperative Agreement with Hinckley/Mission Creek Townships for Bridge Replacements and authorize the Board Chair, County Attorney and County Engineer to sign the agreements. Second by Commissioner Rossow. Motion carried 5-0.
- D) Final Payment on Contract #1004, located on CSAH 55 between CR 125 and .13 miles south of Jct. CR 125. County Engineer Mark LeBrun stated that this project came in at a lower cost than what was anticipated. Motion by Commissioner Pangerl to approve final payment on Contract #1004, located on CSAH 55 between CR 125 and .13 miles south of Jct. CR 125, to Kern and Tabery, Inc. in the amount of \$40,197.26 and authorize County Administrator to sign the Pine County Public Works Certificate of Final Acceptance County Board Acknowledgment. Second by Commissioner Hallan. Motion carried 5-0. The County Board would like to acknowledge and thank the highway crew for the job they do.

## **5. Upcoming Meetings**

Technology Committee meeting, **Tuesday, September 4, 2012, 8:30 a.m.**  
Administrator's Conference Room, Pine City, MN

Personnel Committee meeting, **Tuesday, September 11, 2012, 9:00 a.m.**  
Administrator's Conference Room, Pine City, MN

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

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

NLX meeting, **Wednesday, September 26, 2012, 10:00 a.m.** Boardroom, Pine County Courthouse, Pine City, MN

## **6. 2013 Preliminary Property Tax Levy**

Consideration of the 2013 Preliminary Property Tax Levy. County Administrator David Minke provided information to the board related to the 2013 Preliminary Property Tax Levy. The board must certify a preliminary 2013 property tax levy to the County Auditor by September 15. The preliminary levy is used to calculate the parcel-specific truth in taxation notices. Once certified, the preliminary levy can be lowered, but not increased. Pine County Auditor/Treasurer Cathy Clemmer provided information related to the General Fund and monies paid to the county.

The county board recessed at 10:35 a.m. to review the 2013 Preliminary Property Tax Levy. The county board reconvened at 10:45 a.m. to continue discussion on the tax levy. Motion made by Commissioner Carlson to set the 2013 Preliminary Property Tax Levy at \$14,075,000 which is the same level as 2012. Second by Commissioner Pangerl. Motion carried 5-0.

## **7. Adjourn**

With no further business, Chairman Chaffee adjourned the County Board meeting at 11:02 a.m. until the next scheduled County Board Meeting on September 18, 2012 at 1:00 p.m. at the Public Health Building, Sandstone, Minnesota.

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David J. Minke, Administrator  
Clerk to County Board

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Steve Chaffee, Chair  
Board of County Commissioners