

MINUTES OF PINE COUNTY BOARD MEETING

Regular Meeting

Tuesday, October 16, 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. Also present were County Attorney John Carlson and County Administrator David Minke. Commissioner Mitch Pangerl was excused.

The Pledge of Allegiance was said.

A moment of silence was held in honor of David Pangerl, brother of Commissioner Mitch Pangerl, who passed away unexpectedly.

Chairman Chaffee called for public comment. There was no public comment.

Chairman Chaffee announced changes to the Regular Agenda by adding items under Commissioner Updates: a) 2013 County Contribution to Health Insurance costs and b) County Ditch No. 2 in Section 7 of Pine County. Commissioner Rossow moved to adopt the amended agenda. Commissioner Carlson seconded. Motion carried 4-0.

Commissioner Hallan moved to approve the minutes of the October 2, 2012 board meeting. Commissioner Rossow seconded. Motion carried 4-0.

The County Board would like to acknowledge and thank those who organized the road tour of southern Pine County. The County Board would also like to thank the Rys Family for hosting a luncheon at their farm prior to the tour.

Minutes of Boards, Committees and Correspondence

1. Pine County Soil & Water Meeting Minutes, September 13, 2012
2. Pine County Methamphetamine Task Force Minutes, October 8, 2012
3. Pine County HRA Senior Housing Board Meeting Minutes, August 23, 2012
4. Pine County Personnel Committee Meeting Minutes, October 8, 2012

Commissioner Carlson moved to approve the consent agenda. Commissioner Rossow seconded. Motion carried 4-0.

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

Auditor/Treasurer

1. Review August Cash Balance

Fund	August 31	September 30	Increase(Decrease)
Revenue Fund	\$ 724,825	\$ 426,889	-\$297,936
Health and Human Services Fund	\$2,137,495	\$1,796,543	-\$340,952
Road and Bridge Fund	\$6,970,677	\$5,901,731	-\$1,068,946
Land Management Fund	\$1,177,021	\$1,303,742	\$126,721

2. Temporary Liquor License for Pine City Chamber of Commerce and the City of Pine City. These applications are subject to approval of the Pine County Sheriff, Pine County Attorney and the township board of each applicant.

Training Request

Authorize Pine County Land/Zoning Administrator, Kurt Schneider, to attend Association of Minnesota Counties United by Design Conference, December 3-4, 2012 at River’s Edge Convention Center, St. Cloud, MN. Registration cost is \$350, lodging/meals approximately \$100, plus mileage.

Transfer of Corrections Officers

Approve the transfer of part-time Corrections Officers Zakary Vork and Eric Quigley to full-time Corrections Officers effective 10/28/12. No change in classification or wage.

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

1. Commission Nominations/Appointments

Motion by Chairman Chaffee to appoint Jeff Shute to the District 5, Planning Commission; term ends December 31, 2013. Chairman Chaffee would like to acknowledge and thank Jeff Shute for his willingness to serve in this capacity.

2. Contract with Lakes and Pines

Motion by Commissioner Hallan to approve the Contract Agreement for Grant Writing Services by and between Pine County and Lakes and Pines Community Action Council, and authorize the Board Chair and County Administrator to sign the contract. Second by Commissioner Rossow. Motion carried 4-0.

3. 2013 Minnesota Trails Assistance Program Grant Agreement(s) – Snowmobile/ATV/OHV Club Sponsorship

Pine County Land/Zoning Administrator Schneider provided an overview of the grant agreement. Discussion was held regarding grant applications, miles of trails maintained and period of time the grant has been in place. Motion by Commissioner Carlson to approve Resolution 101612-01, Sponsorship and Approval of Grant-In-Aid Agreements for Snowmobile, OHV, and ATV Trails, and authorize Board Chair and County Administrator to sign the resolution. Second by Commissioner Hallan. Motion carried 4-0.

4. Personnel Committee Report

The Personnel Committee met on October 8, 2012 and made the following recommendations:

- a) Temporary appointment of Barry Sjodahl from deputy to investigator effective 9/9/12. Pay increase to \$26.34 per hour.
- b) Authorize the filling of two registered nurses, a case aid, and nursing supervisor; contingent upon grant and other program funding.
- c) Authorize filling two Children's Mental Health Worker positions; funding for these positions is in the 2012 budget.
- d) Authorize the hiring of a property appraiser.
- e) Authorize the new Administrative Assistant position (B23 band and grade) in the County Administrator's Office be changed to Administrative Assistant – Clerk with a B22 band and grade.
- f) Re-establish the non-union position of Payroll Clerk (B23 band and grade) and appoint Susie Fore to the position effective October 17, 2012.
- g) Reclassify the Office Manager position held by Ilene Haavisto to a B31 effective October 17, 2012.

Motion by Commissioner Rossow to approve the recommendations of the Personnel Committee. Second by Chairman Chaffee. Motion carried 4-0.

5. 2011 Financial Statement

Discussion was held regarding the legal requirements of publishing the 2011 Financial Statement. Motion by Commissioner Rossow to formally accept the 2011 Financial Statement ending 12/31/11 and authorize publication. Second by Commissioner Carlson. Motion carried 4-0.

The County Board requested County Administrator Minke explain to the public present today the Sale of \$14,110,000 General Obligation Capital Improvement Plan Bonds, Series 2012A that took place at the October 2, 2012 board meeting. County Administrator Minke explained the purpose and sale of the bonds.

6. Flood Mitigation Buyout Program Discussion

Discussion was held for the purpose of presenting information related to the flood mitigation buyout program. Pat Lynch, from the Minnesota DNR, and other officials were present to provide information and answer questions to homeowners who were affected by the June 2012 flooding. The county board expressed their concern and empathy to all who were affected by the flooding. The county board directed County Administrator Minke to work with staff to devise a plan and provide direction to the county board on how best to serve the needs of homeowners affected by the June 2012 flooding and to submit a request for assistance to the State of Minnesota by October 24, 2012.

7. Commissioner Updates

a) **County Ditch No. 2 in Section 7 of Pine County**

A request for work on County Ditch No. 2 was referred to County Engineer LeBrun for review.

b) **2013 County Contribution to Health Insurance Costs**

County Administrator Minke gave an overview of the health insurance costs; discussion was held. Motion by Commissioner Rossow to approve the maximum county contribution to the 2013 health insurance premium for eligible non-union employees as \$468.50 per month for single coverage and \$1,031.00 per month for family coverage. Second by Commissioner Hallan. Motion carried 4-0.

- c) Commissioner Carlson attended the Minnesota Workforce Center legislative event on October 12, 2012 and states it was very informational.
- d) County Administrator Minke states the Arrowhead Regional Association of Counties Meeting will be held Wednesday, October 17, 2012 in Duluth. The District 1 AMC Meeting will be held Friday, October 26, 2012 in Two Harbors.
- e) County Administrator Minke states legislative agenda items to consider include:
 - 1. Pine County Auditor/Treasurer Clemmer would like to see a reduction in publishing requirements by her office.
 - 2. Probation Director Terryl Arola would like to see an increase in funding for the probation department to the maximum allowed amount.

8. Upcoming Meetings

NLX meeting, **Wednesday, October 24, 2012, 10:00 a.m.** Boardroom, Pine County Courthouse, Pine City, Minnesota

Technology Committee Meeting, **Tuesday, November 6, 2012, 8:30 a.m.** Administrator's Conference Room, Pine County Courthouse, Pine City, Minnesota

Pine County Board Meeting, **Tuesday, November 6, 2012, 10:00 a.m.** Boardroom, Pine County Courthouse, Pine City, Minnesota

Pine County Health and Human Services Meeting, **Tuesday, November 20, 2012, 10:00 a.m.** Public Health Building Sandstone, Minnesota

Pine County Board Meeting, **Tuesday, November 20, 2012, 1:00 p.m.** Public Health Building, Sandstone, Minnesota

9. Adjourn

With no further business, Chairman Chaffee adjourned the County Board meeting at 2:24 p.m. The next regular County Board Meeting is scheduled for November 6, 2012 at 10:00 a.m. at the Pine County Courthouse Boardroom, Pine City, Minnesota.

David J. Minke, Administrator
Clerk to County Board

Steve Chaffee, Chair
Board of County Commissioners