

MINUTES OF PINE COUNTY BOARD MEETING

Regular Meeting

**Tuesday, November 20, 2012, 1:00 p.m.
Public Health Building, Sandstone, MN**

Chairman Chaffee called the meeting to order at 1:03 p.m. Present were Commissioners Steve Hallan, Mitch Pangerl, Curt Rossow and Doug Carlson. Also present were County Attorney John Carlson and County Administrator David Minke.

The Pledge of Allegiance was said.

Chairman Chaffee introduced Debbie Gray, the new administrative assistant in the County Administrator's Office.

Chairman Chaffee called for public comment. Eldon Schmedke was present to discuss a road issue. Mr. Schmedeke requested to informally speak to each commissioner individually at a later time. There was no additional public comment.

Chairman Chaffee announced changes to the Regular Agenda by adding items under Commissioner Updates: a) Rescheduling Budget Committee Meeting from November 27, 2012, 1:00 p.m. to either November 28 or November 29; b) Rescheduling Personnel Meeting start time (originally scheduled for December 11, 2012 at 9:00 a.m.); and c) Recommend the appointment of Skip Thompson to Planning Commission.

Commissioner Hallan moved to adopt the amended agenda. Commissioner Rossow seconded. Motion carried 5-0.

Commissioner Pangerl moved to approve the minutes of the November 6, 2012 board meeting. Commissioner Carlson seconded. Motion carried 5-0.

Commissioner Hallan moved to approve the minutes of the November 6, 2012 Committee of the Whole meeting. Commissioner Rossow seconded. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

1. Pine County Soil & Water Meeting Minutes, October 4, 2012

Commissioner Carlson moved to approve the Consent Agenda. Commissioner Pangerl seconded. Motion carried 5-0.

CONSENT AGENDA

Auditor/Treasurer

1. Review October Cash Balance

Fund	September 30	October 31	Increase(Decrease)
Revenue Fund	\$ 426,889	\$ (200,833)	(\$627,722)
Health and Human Services Fund	\$1,796,543	\$1,422,592	(\$373,951)
Road and Bridge Fund	\$5,901,731	\$5,120,667	(\$781,064)
Land Management Fund	\$1,303,742	\$1,437,227	\$133,485

2. Approve application for abatement:
 - a. Donald and Linda Phaller, 8079 Willow St., Willow River, PID 47.0093.002, pay 2011 and 2012
 - b. Hinckley Venture, LLC, 104 Grindstone Court, Hinckley, PID 40.5326.003/ 40.5326.004, pay 2011
 - c. Annette Zaudtke Trust, 43585 Southfork Road, Hinckley, PID 15.0048.000, 15.0050.000, 15.0051.000 and 15.0053.000, pay 2012
3. Approve Application for Premises Permit and Lease for the Northern Pine Riders to conduct Minnesota lawful gambling at the Tavern in Duquette.

New Employee Hires

1. Approve hiring of Richard Prihoda as part-time building maintenance position, effective November 13, 2012. B21, \$13.08 per hour.
2. Approve hiring of IT Support Specialist Ryan Findell effective November 26, 2012. B24, \$15.37 per hour.
3. Approve hiring of Sarah Carlson as part-time corrections officer, effective November 21, 2012. B23, \$15.57 per hour.

4. Approve hiring of Duane Begay as part-time corrections officer, effective November 21, 2012. B23, \$15.57 per hour.

Transfer of Corrections Officers

Approve the transfer of part-time Corrections Officer Jennifer Runyan to full time Corrections Officer effective 11/25/12. No change in classification or wage.

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

1. Personnel Committee Meeting

The Personnel Committee met on November 13, 2012 and made the following recommendations:

- a. Accept resignation of probation agent, Tessa Nelson, effective November 26, 2012 and authorize filling the position
- b. Accept resignation of corrections sergeant Jennifer Decker, effective November 5, 2012 and authorize filling the position
- c. Approve filling Highway Tech III position
- d. Approve Phased Retirement of Ilene Haavisto beginning February 1, 2013, according to the attached agreement

Other items are for informational purposes only.

Motion by Commissioner Rossow to approve the recommendations of the Personnel Committee. Second by Commissioner Hallan. Motion carried 5-0.

2. Veterans Services Community Outreach Grant Program

Pine County Veterans Service Officer Dean Dronen presented information, and discussion was held, regarding the Veterans Services Community Outreach Grant Program and how the grant is to be used. Grant must be used by May 31.

Motion by Commissioner Carlson, seconded by Commissioner Rossow, to approve a Resolution accepting the Veterans Services Community Outreach Grant and authorize the County Administrator to sign the Grant contract.

Motion carried 5-0.

3. 2012 Emergency Management Performance Grant (EMPG)

Pine County Sheriff Robin Cole presented information, and discussion was held, regarding the 2012 Emergency Management Performance Grant (EMPG) and how it is to be used. The \$19,000 grant requires a 100% county match. Motion by Commissioner Hallan, seconded by Commissioner Pangerl for County Board Chairman and County Administrator to sign grant. Motion carried 5-0.

4. 2012 Local Fix-up Fund SSTS Grant Award from MPCA

Pine County Land/Zoning Administrator Kurt Schneider provided information, and discussion was held, regarding the specific uses for the grant. There is no match requirement by the County. Motion by Commissioner Hallan, seconded by Commissioner Pangerl to approve draft program outline of Pine County Supplemental 2012 Local Fix-up Fund Grant Application. Motion carried 5-0.

5. Post Issuance Tax Compliance Procedure for the Series 2012 \$13.4 million General Obligation Capital Improvement Bonds.

Pine County Auditor Cathy Clemmer presented information on the policy. Motion by Commissioner Carlson, seconded by Commissioner Rossow to approve the policy. Motion carried 5-0.

6. Pine County E-Recording Open House

Pine County Recorder Tammy Tricas explained electronic recording (E-recording) and informed the Board of the upcoming Open House to be held November 21, 2012 from 9 a.m. to 11 a.m., Pine County Courthouse, Pine City, Minnesota.

7. Commissioner Updates

- a) The Board agreed to reschedule the Budget Committee Meeting from November 27, 2012, 1:00 p.m. to November 28, 2012, 1:00 p.m.
- b) The Board agreed to reschedule the Personnel Meeting start time from December 11, 2012, 9:00 a.m. to December 11, 2012, at 8:30 a.m.
- c) Upon the recommendation of Commissioner Pangerl, Chairman Chaffee appointed Skip Thompson to Planning Commission. Mr. Thompson will be filling out the balance of a four-year term that started 1/1/10 and runs to 12/31/13.
- d) Commissioner Hallan attended the Phase Recycling Center open house and stated it was very interesting and informational.

8. Upcoming Meetings

Budget Committee Meeting, **Tuesday, November 28, 2012 1:00 p.m.**,
Boardroom, Pine County Courthouse, Pine City, Minnesota

NLX meeting, **Wednesday, November 28, 2012, 10:00 a.m.** Boardroom, Pine
County Courthouse, Pine City, Minnesota

Technology Committee Meeting, **Tuesday, December 11, 2012, 8:30 a.m.**
IT/Probation Conference Room, Pine County Courthouse, Pine City, Minnesota

Pine County Board Meeting, **Tuesday, December 11, 2012, 10:00 a.m.**
Boardroom, Pine County Courthouse, Pine City, Minnesota

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

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

9. Adjourn

With no further business, Chairman Chaffee adjourned the County Board meeting at 1:40 p.m. The next regular County Board Meeting is scheduled for December 11, 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