PINE COUNTY
MINNESOTA

AGENDA
PINE COUNTY BOARD MEETING

District 1 Commissioner Hallan (Vice-Chair)
District 2 Commissioner Pangerl
District 3 Commissioner Chaffee (Chair)
District 4 Commissioner Rossow
District 5 Commissioner Carlson

Tuesday, December 11, 2012, 10:00 am – Pine County Boardroom, Pine City, MN

A) Call meeting to order

B) Pledge of Allegiance

C) Public Forum. Members of the public are invited to speak on items not on the agenda. Each speaker should state his/her name and limit comments to three (3) minutes.

D) Approve Agenda

E) Approve Minutes of November 20, 2012 Board Meeting

F) Minutes of Boards, Committees and Correspondence

1. Pine County Land Surveyor Monthly Report, November, 2012
2. Pine County HRA Senior Housing Meeting Minutes, October 24, 2012

G) Approve Consent Agenda

CONSENT AGENDA

The consent agenda is voted on without any discussion. Any commissioner may request an item be removed and added to the regular agenda.

1. **November 2012 Disbursements (attached).**

2. **Applications for Abatement**
   a. Troy & Gail Downing, 4696 Clover Ln, Braham, PID 29.0288.001, pay 2012
   b. Ryan Wilson, 94394 Frontage Rd E., Moose Lake, PID 33.0121.001, pay 2011 & 2012
   c. Willow River Ranch LLC, 8081 Willow St., Willow River, PID 17.0033.000, pay 2012
   d. David & Joan Granger, 12558 Cross Lake Rd SE, Pine City, PID 26.0522.002, pay 2010-2012
   e. M&M Ventures, LLC, 1120 Holstein Dr. NE, Pine City, PID 42.0044.001, pay 2012

3. **Renewal of Tobacco Licenses**
   Approval of applications (see attached listing) for renewal of tobacco licenses in Pine County under the jurisdiction of the Auditor for the period of January 1 – December 31, 2013. Approvals are subject to approval of County Board, County Sheriff and contingent upon no delinquent taxes.

4. **Training Request**
   Authorize Mark LeBrun, County Engineer, to attend 2013 MN County Engineer's Association Conference, January 22-25, 2013, Brainerd, MN. Registration and lodging cost is $552.34.

5. **Request for Unpaid Leave of Absence**
   Approve leave without pay for up to 90 days for Roxanne Anderson, Children's Mental Health Social Worker.

REGULAR AGENDA

1. **Introduction of New Employees**
   Lorri Houtsma, Appraiser – Assessor's Office
   Ryan Findell, IT Support Specialist – IT

2. **Repurchase of Forfeited Land in Full**
   a. Approve the Resolution allowing for repurchase of tax forfeited land, Parcel 02.0303.001, to Kenneth Schnapp and authorize Board Chair and County Administrator to sign the Resolution.
   b. Approve the Resolution allowing for repurchase of tax forfeited land, Parcel 43.0020.005, to Nathan L. Rod and Yancy S. Rod and authorize County Chair and County Administrator to sign the Resolution.

3. **Reappointment of Pine County Assessor**
   Appointment of Kelly Schroeder as Pine County Assessor in accordance with MS §273.061 for the period January 1, 2013 – December 31, 2016.

4. **Condemnation Proceedings on SAP 58-641-15**
   Approve Resolution to begin Condemnation Proceedings on SAP 58-641-15.

5. **Cooperative Agreement with Pine City for SAP 58-608-17**
   Approve Cooperative Agreement with Pine City for SAP 58-608-17 and authorize County Board Chair, County Attorney and County Engineer to sign Cooperative Agreement.

6. **Master Partnership Contract with MN DOT**
   Approve Resolution and Master Partnership Contract with MN DOT to pay Local Governments or Local Governments to pay MN DOT to perform work related emergency services, design, construction, maintenance, and improvements of trunk highways and authorize County Administrator to sign Resolution and County Administrator and County Engineer to sign Master Partnership Contract.

7. **Amendment to Agreement between State of Minnesota, Department of Transportation and Pine County**
   Approve an amendment to the existing agreement between Pine County and the Minnesota Department of Transportation for the installation of county owned radio equipment of the DOT tower located in Pine County and authorize the County Board Chair and County Administrator to sign the Use Agreement Amendment, Agreement #97608, Amendment 3, Pine City Tower.

8. Adoption of the 2013 Property Tax Levy and Budget

9. Commissioner Updates

- AMC Annual Conference update

10. Upcoming Meetings

Personnel Committee Meeting, **Tuesday, December 11, 2012, 9:00 a.m.,** Administrator's 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

Technology Committee Meeting, **Tuesday, December 11, 2012, 1:00 p.m.** Administrator's Conference Room, Pine County Courthouse, Pine City, Minnesota

Facility Committee Meeting, **Monday, December 17, 2012, 11:00 a.m.,** Administrator's Conference Room, 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

NLX meeting, **Wednesday, January 23, 2013, 10:00 a.m.** Boardroom, Pine County Courthouse, Pine City, Minnesota

11. Adjourn