

**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 18, 2012, 1:00 pm – Public Health Building, Sandstone, MN**

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- 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 December 6, 2012 Truth in Taxation Meeting
- F) Approve Minutes of December 11, 2012 Board Meeting
- G) Minutes of Boards, Committees and Correspondence
- H) 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. Review November Cash Balance (attached)**

<b>Fund</b>	<b>October 31</b>	<b>November 30</b>	<b>Increase(Decrease)</b>
Revenue Fund	\$ (200,833)	\$2,612,490	\$ 2,812,233
Health and Human Services Fund	\$1,422,592	\$2,193,468	\$ 770,877
Road and Bridge Fund	\$5,120,667	\$5,001,481	\$ (119,186)
Land Management Fund	\$1,437,227	\$1,469,131	\$ 31,904

**2. Applications for Abatement**

- a. Robert & Crilissa Fenner, 26715 Northview Rd., Sturgeon Lake, PID 31.0035.001, pay 2012

**3. Amended 2013 MN Snowmobile Trails Assistance Program Maintenance and Grooming Grant Resolution.**

Approve Sponsorship and Approval of Grant-in-Aid Agreement for Snowmobile Trails and authorize County Board Chair and County Administrator to sign Grant-in-Aid Agreement for Snowmobile Trails Resolution 101612-01 (Amended).

**4. New Employee Hires**

- a. Authorize the hiring of Travis Fisher, probation agent, effective December 20, 2012, at starting correction agent wage of \$36,665 per year.
- b. Authorize the hiring of Hayden Brown, part-time Corrections Officer, effective upon successful completion of pre-employment screens, B23, \$15.57/hour.
- c. Authorize the hiring of Elliot Johnson, part-time Corrections Officer, effective upon successful completion of pre-employment screens, B23, \$15.57/hour.
- d. Authorize the hiring of Alex White, part-time Corrections Officer, effective upon successful completion of pre-employment screens, B23, \$15.57/hour.

**REGULAR AGENDA**

**1. Personnel Committee Meeting**

The Personnel Committee met on December 11, 2012 and made the following recommendations (minutes attached):

- a. Accept resignation of deputy sheriff Justin Stoddard
- b. Accept resignation of Pine County Land/Zoning Administrator Kurt Schneider effective January 4, 2013.
- c. Appointment of County Engineer Mark LeBrun as temporary supervisor for Landing and Zoning

Other items are for informational purposes only.

**2. Government Operations Committee Report**

The Committee met December 6, 2012. (minutes attached):

- a. Adopt the revised Abatement Policy.

**3. Facility Committee Report**

The Facility Committee is scheduled to meet December 17, 2012 and anticipates bringing a recommendation regarding the snow removal for the Pine County Courthouse and John Wright Building in Sandstone.

**4. Technology Committee Report**

Consideration of purchase of new Computer Aided Dispatch System and Report Management System (CAD/RMS) for Pine County Sheriff's Office.

**5. Delinquent Property Tax Publication Cost**

Approve Auditor-Treasurer Cathy Clemmer request to increase the publication cost to \$35.00 per parcel (currently \$20.00 per parcel) to help offset actual costs.

- In **2010**, billed \$22,560 against 1,128 tax parcels and paid \$41,738.25 for a loss of \$19,178.25. Actual publication cost per parcel in 2010 was \$37.00.
- In **2011**, billed \$20,600 against 1,030 tax parcels and paid \$38,367.00 for a loss of \$17,767.00. Actual publication cost per parcel in 2011 was \$37.25.

**6. 2013 Commissioner Per Diems**

Motion to approve the Resolution Establishing County Commissioner Compensation and Per Diems for 2013 and authorize the County Board Chair and County Administrator to sign Resolution.

**7. 2013 County-wide mileage rate.**

Section 12.7 of the Pine County Policies and Procedures requires the County Board to set the mileage reimbursement rate of authorized business use of a personal auto. The IRS rate for 2013 is 56.5 cents per mile, an increase of 10 cents per mile over the current rate.

Motion to set the Pine County mileage reimbursement rate at 56.5 cents per mile effective January 1, 2013 in accordance with section 12. 7 of the Pine County Policies and Procedures manual.

**8. Administrator Office Staffing**

Motion to authorize Roxanne Orvis, administrative assistant, as full-time status in 2013 during the phased retirement of Ilene Haavisto.

**9. Commissioner Updates**

**10. Upcoming Meetings**

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

**Personnel Committee Meeting, Tuesday, January 8, 2013, 9:00 a.m.,** Administrator's Conference Room, Pine County Courthouse, Pine City, Minnesota

**Pine County Board Organizational and Regular Meeting, Tuesday, January 8, 2013 10:00 a.m.,** Boardroom, Pine County Courthouse, Pine City, MN

**Technology Committee Meeting, Tuesday, January 14, 2013, 9:30 a.m.,**  
Administrator's Conference Room, Pine County Courthouse, Pine City, Minnesota

**Pine County Board Meeting, January 15, 2013, 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**