

MINUTES OF PINE COUNTY BOARD MEETING

Regular Meeting

Tuesday, December 18, 2012, 1:00 p.m.

Public Health Building, Sandstone, Minnesota

Vice-Chairman Hallan called the meeting to order at 1:00 p.m. Present were Commissioners Mitch Pangerl, Curt Rossow and Doug Carlson. Also present were County Attorney John Carlson and County Administrator David Minke. Chairman Chaffee was absent (excused).

The Pledge of Allegiance was said.

Vice-Chairman Hallan called for public comment. There was no public comment.

County Administrator David Minke requested a change to the Regular Agenda by adding item #9, the hiring of Thomas Paull, as Flood Recovery Coordinator.

Commissioner Rossow moved to approve the amended agenda. Commissioner Pangerl seconded. Motion carried 4-0.

Commissioner Pangerl moved to approve the minutes of the December 6, 2012 Trust in Taxation Meeting. Commissioner Rossow seconded. Motion carried 4-0.

Commissioner Carlson moved to approve the minutes of the December 11, 2012 board meeting. Commissioner Rossow seconded. Motion carried 4-0.

Commissioner Rossow moved to approve the Consent Agenda. Commissioner Pangerl seconded. Motion carried 4-0.

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. 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:

- a. Accept resignation of deputy sheriff Justin Stoddard effective November 16, 2012

- 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 Land and Zoning.

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

Other items are for informational purposes only.

2. Government Operations Committee Report

The Government Operations Committee met December 6, 2012 and made the recommendation to adopt a revised Abatement Policy.

Pine County Assessor Kelly Schroeder explained to the Board the past abatement policy which allowed a property owner who had failed to apply for homestead, upon paying a \$25 fee, the county would then process an abatement and grant them homestead status. (property owners had been notified 3 to 5 times to apply for homestead.) County Auditor-Treasurer Clemmer stated her support of this action.

Motion by Commissioner Carlson to approve the revised Abatement Policy. Second by Commissioner Rossow. Motion carried 4-0.

3. Facility Committee Report

The Facility Committee met December 17, 2012 and opened sealed bids for snow plowing/snow removal at the Pine County Courthouse and the John Wright Building in Sandstone. The Facility Committee made the recommendation to award the bid for snow plowing/snow removal at the Pine County Courthouse to Premier Outdoor Services (Cole Newman) and to MJP Enterprises (Mike Johnson) for the John Wright Building, Sandstone.

County Administrator Minke discussed current and future procedures for letting bids for snow plowing and removal. In the future an alternate bid specification should be used, such as a fixed price.

Motion by Commissioner Pangerl to award the snow plow/snow removal bid for the Pine County Courthouse to Premier Outdoor Services (Cole Newman) and to MJP Enterprises (Mike Johnson) for the John Wright Building, Sandstone. Second by Commissioner Carlson. Motion carried 4-0.

4. Technology Committee Report

Commissioner Hallan reported that the Technology Committee has had numerous meetings with a vendor over the past year exploring the options for a new Computer Aided Dispatch System and Report Management System (CAD/RMS) for the sheriff's office.

Sheriff Cole reported that the new system has a cost \$299,000 and payment can be made over a five-year period, with an \$80,000 down payment required at signing.

Sheriff Cole suggested using \$36,000 in E911 funds and \$48,000 in the gun permit fund to offset the down payment. He also thought he would have an additional \$15,000 in E911 funds available.

Further discussion will be had at the January 8, 2013 county board meeting.

5. Delinquent Property Tax Publication Cost

County Auditor-Treasurer Cathy Clemmer explained the current publication costs to the county incurred for publication of the delinquent property tax list, resulting in a loss to the county in 2010 of \$19,178.25 and a loss in 2011 of \$17,767. The current cost assessed for publication is \$20 per parcel.

Motion by Commissioner Carlson to increase the publication cost to \$35.00 per parcel. Second by Commissioner Pangerl. Motion carried 4-0.

6. 2013 Commissioner Per Diems

County Administrator David Minke informed the board of the provisions of M.S. 375.055 and 375.06 setting forth the authorization for compensation for county commissioners. 2013 salary for County Commissioners is

\$21,208; 2013 per diem rate per meeting is \$75. The mileage reimbursement rate for 2013 is to follow the federal rate.

Motion by Commissioner Pangerl to approve the Resolution Establishing County Commissioner Compensation and Per Diems for 2013 and authorize County Board Chair and County Administrator to sign the Resolution. Second by Commissioner Carlson. Motion carried 4-0.

7. 2013 County-Wide Mileage Rate

Discussion was held regarding the mileage reimbursement rate for authorized business use of a personal auto. A correction was made to the board agenda which indicated the IRS rate for 2013 at \$.56 per mile (an increase of \$.01 per mile over the current rate, not \$.10 as stated in the agenda). Discussion was held what policy would be in effect if the IRS rate would decrease.

Motion by Commissioner Rossow to set the 2013 Pine County mileage reimbursement rate in accordance with the IRS rate effective January 1, 2013. Second by Commissioner Carlson. Motion carried 4-0.

8. Administrator Office Staffing

County Administrator Minke provided information regarding extension of the full-time status of administrative assistant Roxanne Orvis during the phased retirement of Ilene Haavisto.

Motion by Commissioner Pangerl, second by Commissioner Carlson to extend the full-time status of Roxanne Orvis for a period not to exceed December 31, 2013. Motion carried 4-0.

9. Flood Recovery Coordinator

County Administrator Minke provided information as to the hiring of a flood recovery coordinator. This position will assist with flood recovery and mitigation efforts for the 2012 Pine County flood victims. County Administrator recommended the hiring of Thomas Paull, who was present to answered questions and provide information regarding flood recovery/mitigation for properties in Pine County.

Motion by Commissioner Carlson, second by Commissioner Rossow to hire Thomas Paull as temporary Flood Recovery Coordinator at a rate of pay of \$26.00 per hour. This is a temporary non-benefit eligible position.

Motion carried 4-0.

10. Commissioner Updates

County Administrator Minke stated labor negotiations with the Teamsters Union is scheduled for Thursday, December 20, 2012.

County Administrator Minke stated that the last contract offer with the Health & Human Services supervisors represented by IBEW has been accepted for period from January 1, 2012 through December 31, 2013.

11. Upcoming Meetings

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, 1:30 p.m., Administrator's Conference Room, Pine County Courthouse, Pine City, Minnesota

Pine County Health and Human Services Meeting, Tuesday, January 15, 2013, 10:00 a.m., Public Health Building, Sandstone, 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

12. Adjourn

With no further business, Vice-Chairman Hallan adjourned the County Board meeting at 1:50 p.m. The next regular/organizational County

Board Meeting is scheduled for January 8, 2013 at 10:00 a.m. at the Pine County Courthouse, Pine City, Minnesota.

David J. Minke, Administrator
Clerk to County Board

Steve Chaffee, Chair
Board of County Commissioners