



AGENDA

PINE COUNTY BOARD MEETING

Tuesday, February 7, 2012 10:00 a.m. Pine County Courthouse, Pine City, MN

- A) Call meeting to order
- B) Pledge of Allegiance
- C) Public Forum
- D) Adopt Agenda Items
- E) Approve Minutes of January 17, 2012 Board Meeting
- F) Approve Consent Items

Minutes of Boards, Committees and Board Memos, Newsletter

- 1. Pine County Meth Task Force Minutes, January, 2012
- 2. Pine County Land Surveyor Report, January, 2012
- 3. Personnel Committee Minutes, January, 2012
- 4. Committee of the Whole Minutes, January, 2012
- 5. Facilities Committee Minutes, January, 2012
- 6. Pine County HRA Senior Housing Minutes, December, 2011

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

Auditor/Treasurer

- 1. January 2012 Disbursements
- 2. Applications for Abatement-
Julie Fogt (Kimmey), 3531 State Hwy 23, Askov, PID 34.0077.000 & 34.0077.001, pay 2011
- 3. Approve 2011 Gas Tax Distribution to Townships

4. Application to conduct Off-Site Gambling for the Kerrick Firefighter's Relief Association on February 25, 2012 at the South end of Oak Lake, adjacent to the public access for the annual Kerrick Fire and Rescue Department Ice Fishing Contest
5. Approval of 2:00 AM Closing Liquor license for Beach Rocks for 1 year from State issuance
6. Approval of application for a new tobacco license in Pine County under the jurisdiction of the Auditor, Super Smokes, Inc. for the period of February 7-December 31, 2012

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

(Times are approximate)

10:05 a.m. Administrator

1. Chisago County presentation on Old Hwy 61.

10:15 a.m. Sheriff

1. Sheriff's Report

10:35 a.m. Land/Zoning

1. Transfer Station License Renewal

10:45 a.m. Auditor/Treasurer

1. 2011 Budget amendments

10:50 a.m. Health & Human Services

1. Contract with Kathleen Michaels to provide fraud investigations for conflict of interest clients
2. Authorize filling the vacant Nursing Team Leader position

11:00 a.m. Administrator

2. Approve employee contract with AFSCME Road & Bridge Unit 2 for 2012-2013
3. Accept the resignation of Administrative Assistant Heide Moris effective February 9, 2012 and authorize immediate replacement

11:10 a.m. Commissioner's Report

Upcoming Meetings

Personnel Committee meeting, **Monday, February 13, 2012, 9:00 a.m.** Administrator's Conference Room, Pine City, MN

Pine County Health and Human Services Board Meeting **Tuesday, February 21, 2012 10:00 a.m.** Public Health Building, Sandstone, MN

Pine County Board Meeting **Tuesday, February 21, 2012 1:00 p.m.** Public Health Building, Sandstone, MN

Tuesday, January 17, 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, Curt Rossow, Stephen Hallan, and Mitch Pangerl. Also present was County Administrator Mark LeBrun and County Attorney John Carlson.

The Pledge of Allegiance was said.

Chairman Chaffee called for public comment. No comments made.

Commissioner Hallan moved to adopt the amended agenda, Commissioner Pangerl seconded. Motion carried.

Commissioner Carlson moved to approve the minutes of the January 3, 2012 Organizational meeting. Commissioner Pangerl noted that he was removed from the NLX committee. Commissioner Rossow seconded. Motion carried.

Commissioner Carlson moved to approve the consent agenda, Commissioner Hallan seconded. Motion carried.

Minutes of Boards, Committees and Board Memos, Newsletter

- 1. ECRL Library Board Minutes, December, 2011

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

Auditor

- 1. Cash Balance as of December 31, 2011

Revenue Fund	\$ 1,628,199.11
Health and Human Services Fund	\$ 2,412,234.77
Road and Bridge Fund	\$ 5,839,814.23
Land Management Fund	\$ 1,192,118.54

- 2. Applications for Abatement-
 - Aren Dilts, 18079 N Lake Ln., Pine City, PID 43.0020.000, pay 2011
 - Karen & James Carlstrom, 9623 Riverbed Rd, PID 29.5186.000, pay 2012

****REGULAR AGENDA****

Sheriff

Sheriff Cole presented the resignation of full-time Sheriff's Deputy Amanda Oquist effective January 25, 2012 and requested immediate replacement. Commissioner Rossow motioned to approve as presented. Commissioner Hallan seconded, motion carried.

Sheriff Cole presented for approval the hiring of four new Full-time Patrol Deputies. Commissioner Rossow motioned to approve as presented. Commissioner Carlson seconded, motion carried.

Sheriff Cole presented the temporary promotion of Patrol Deputy Robert Ouverson to Sergeant and temporary transfer of Sergeant Jeff Nelson to Investigator for approval. Commissioner Carlson motioned to approve as presented. Commissioner Pangerl seconded, motion carried.

Sheriff Cole presented the assignment of Investigator Andrew Abrahamson to the Drug Task Force for approval. Commissioner Carlson motioned to approve as presented. Commissioner Hallan seconded, motion carried.

Sheriff Cole presented the resignation of PT Corrections Officer Aaron Borchardt effective January 6, 2012 and requested immediate replacement. Commissioner Pangerl motioned to approve as presented. Commissioner Hallan seconded, motion carried.

Sheriff Cole presented the resignation of PT Corrections Officer Carl Hawkinson effective January 13, 2012 and requested immediate replacement. Commissioner Rossow motioned to approve as presented. Commissioner Pangerl seconded, motion carried.

Sheriff Cole presented the resignation of PT Corrections Officer Diann Huber effective January 15, 2012 and requested immediate replacement. Commissioner Pangerl motioned to approve as presented. Commissioner Rossow seconded, motion carried.

Land/Zoning

Land/Zoning Administrator Schneider presented an update on a new Pine County Flood Plain Ordinance. No action taken.

Land/Zoning Administrator Schneider presented a request from the MPCA to purchase the former Korf Brothers Landfill tax forfeit property. Commissioner Hallan motion to proceed with the process for a potential sale to the MPCA. Commissioner Pangerl seconded, motion carried.

Land/Zoning Administrator Schneider presented a Timber Sale Extension/Storm Damage Credit policy for approval. Commissioner Pangerl motioned to approve as presented. Commissioner Rossow seconded, motion carried.

Public Works

Engineer LeBrun presented for approve final payment for SP 58-648-12, Contract #0904 in the amount of \$38,489.51. Commissioner Hallan motioned to approve as presented. Commissioner Carlson seconded, motion carried.

Engineer LeBrun presented for approval the attendance of County Surveyor Robin Mathews to attend the MN Professional Surveyors Annual Meeting in Bloomington, MN on February 15-17, 2012. Commissioner Hallan motioned to approve as presented. Commissioner Carlson seconded, motion carried.

Administrator

Administrator LeBrun presented for approval the appointment of Troy Stewart as Acting County Assessor and authorize advertising for the position of County Assessor. Commissioner Rossow motioned to approve as presented. Commissioner Hallan seconded, motion carried.

Administrator LeBrun presented for approval the transfer of HR Assistant Heide Moris to Administrative Assistant-Extension effective January 23, 2012. Commissioner Rossow motioned to approve as presented. Commissioner Hallan seconded, motion carried.

Administrator LeBrun presented for approval the promotion of MIS Support Specialist Lisa Blowers to MIS Supervisor at \$23.28/hr effective January 18, 2012. Commissioner Hallan motioned to approve as presented. Commissioner Carlson seconded, motion carried.

Administrator LeBrun presented for approval employee contracts with AFSCME Courthouse, AFSCME Road & Bridge Unit 1, AFSCME Human Services, and Legal Secretaries for 2012-2013. Commissioner Carlson motioned to approve as presented. Chairman Chaffee seconded, motion carried.

Administrator LeBrun presented for approval for Building Maintenance Lead Worker David Mulvaney to attend Boiler Operations Training at Pine Technical College. Commissioner Rossow motioned to approve as presented. Commissioner Hallan seconded, motion carried.

Administrator LeBrun presented for approval the advertisement for the position of Assistant County Engineer. Commissioner Rossow motioned to approve as presented. Commissioner Hallan seconded, motion carried.

Administrator LeBrun presented his resignation as County Engineer. Commissioner Carlson motioned to accept the resignation and to appoint Mark LeBrun as Acting County Engineer. Commissioner Hallan seconded, motion carried.

Administrator LeBrun presented a resolution for PERA Police Officer declaration on behalf of Zachary Libra. Commissioner Rossow motioned to approve the resolution as presented. Commissioner Hallan seconded, resolution passed unanimously.

Commissioner Carlson commented on a recent road tour of his district.

Upcoming Meetings Announced

Rush Line Corridor meeting, Wednesday January 18, 2012, 3:00 p.m. City Hall
White Bear Lake, MN

Arrowhead Counties Association meeting, Wednesday January 18, 2012, 6:00 p.m.
Hampton Inn, Duluth, MN

Management Team meeting, Tuesday, January 24, 2012, 9:00 a.m. Jury Assembly Room,
Pine County Courthouse, Pine City, MN

Facilities Committee meeting, Monday, January 30, 2012, 10:00 a.m. Administrator's
Conference Room, Pine City, MN

Committee of the Whole meeting, Tuesday, January 31, 2012, 10:00 a.m. Boardroom,
Pine County Courthouse, Pine City, MN

Chairman Chaffee called for a five minute recess.

Commissioner Rossow motioned into closed session at 2:41 p.m. Commissioner Hallan seconded, motion carried.

Commissioner Pangerl motioned to come out of closed session at 3:46 p.m.
Commissioner Hallan seconded., motion carried.

With no further business, Chairman Chaffee adjourned the County Board meeting at 3:47 p.m., until the next scheduled County Board Meeting on February 7, 2012 at 10:00 a.m. in the Boardroom of the Pine County Courthouse.

Mark LeBrun, Administrator
Clerk to County Board

Steve Chaffee, Chair
Board of County Commissioners

Pine County Methamphetamine Task Force
Minutes
January 9, 2012

*Task Force Mission – To reduce methamphetamine and other illegal drug use and manufacture
in Pine County.*

Attendance: Commissioner Doug Carlson, Sheriff Robin Cole, George Johnson, Jessica Jurgens, Gwen Lewis, Sarah Weikle, Linda Cassman, and Janet Schumacher

Absent: John Carlson, Lori Carlson, Don Faulkner, Becky Foss, Ross Degerstrom, Steve Haavisto, Elaine Jensen, Susan Klapel, Sandy Korf, Judge Martin, Mike McEachran, Phil Perrine, Commissioner Curt Rossow, Gretchen Skalicky, and Stephanie Youngberg

Excused Absence: None

Others Present: Bonnie Rediske

Meeting commenced at 3:00 pm by Co-Chair Linda Cassman in the Conference Room at the Courthouse in Pine City.

1. **Introductions were made**
2. **Review Minutes of 10/10/11** – Motion was made by Jessica Jurgens and seconded by Gwen Lewis to approve the minutes. Motion carried.
3. **Updates from last meeting**
 - a) **Sheriff Robin Cole**
 - **Enforcement Update** – Robin indicates that meth is still here – he is looking forward to the East Central Drug & Violent Offender Task Force getting up and running – the \$100,000 grant from the State will be reallocated each year. The Task Force consists of one deputy from Chisago, Isanti, and Pine County and will be housed in space provided by the Chisago County Sheriff in Rush City – Pine Co rep will be Investigator Andrew Abrahamson and Pine Co will serve as Fiscal Agent with Chisago Co holding the contract. A recent forfeiture in Lino Lakes involved Pine Co – meth was recovered. The recent marijuana bust in Askov was being sold in the Blaine area. We should also acquire that building. The Task Force will be going after pounds and the distributors.

Four new positions budgeted in the SO for this year were approved at the recent Personnel Committee meeting. The county web site is being worked on – he would also like to change the radio message regarding meth. He will be checking with the National Guard regarding the cost of color books that they hand out.

b) Linda Cassman

• **Financial Report**

\$5,786.57 - Unrestricted Balance on 9/30/11

\$473.18 - Revenue October, November, December

\$69.96 - Expenses October, November, December

\$6,189.79 – Unrestricted Balance as of 12/31/11

c) Reports from members, etc.

- **Gwen Lewis** – looking at costs of PSA at the local theatre. Bonnie has contacted Dell Gross and he can work on putting something together – we should focus on designer drugs.
- **Bonnie Rediske** – Bonnie indicated that she is seeing a lot of cocaine use in intakes – child protection has been very busy. There are new posters, etc. out there that we could put up at various agencies, etc. A lot of new posters on synthetics, heroin, and prescription drugs, etc.

She also talked about the mock accident we had previously talked about having at the Pine Co Fair. George shared how this was done at the school and what was all involved – advertising, sound system for the kids to be miked, speaker, transportation for the speaker, have it videotaped – involvement included law enforcement, highway patrol, chopper, etc. We could hand out literature, put information on the back of the programs that the Fair Board hands out at the Demolition Derbies – we could supply the paper and maybe have it printed at the school. Sheriff Cole will discuss the mock accident suggestion we have with Fair Board members.

- **George Johnson** – Dell had also done some work for the PC Schools – a blog for the schools – 80% of parents are accessing school info online – they have the capability of seeing video on the site. We could put a link on the Pine Co website.
- **Doug Carlson** – has concern of prescription drugs being used by parents – how can we be helpful with this concern. We need to get info to schools. We have a good balance of funds to work with.

We could look at doing grants for the schools in the fall.

Motion was made by Commissioner Carlson and seconded by Gwen Lewis to authorize the Task Force to spend up to \$5,000 of the fund balance on programs for the schools, HHS, Sheriff's Dept in Pine County. Motion carried.

The next meeting is scheduled for Monday, April 9, 2012 from 3:00 pm – 4:30 in the Conference Room at the Sandstone HHS/Public Health Building.

Meeting adjourned at 4:15 pm. Minutes prepared by Janet Schumacher

Directions to the New Courthouse in Pine City:

FROM NORTH – Take Interstate 35 South to the first Pine City Exit. At top of exit, take a left and turn left on Northridge Drive across from Super America - follow that road to the New Courthouse.

FROM SOUTH – Take Interstate 35 North to the second Pine City exit. At top of exit, take a right and turn left on Northridge Drive across from Super America - follow that road to the New Courthouse.

Directions to the Pine County Health & Human Services/Public Health Building in Sandstone:

FROM NORTH – Take Interstate 35 South to Askov/Finlayson exit. At top of exit, take a right and go to the stop sign, take a left (61/23) to Sandstone. As you approach the 61 Motel on the right, the HHS/Public Health Bldg is on the left.

FROM SOUTH – Take Interstate 35 North to Sandstone exit. At top of exit, take a right. Follow road (stay to the left of the BP Amoco Station) to stop sign; take a left (61/23) and go about 3 blocks – 61 Motel on the left, the HHS/Public Health Bldg is on the right.

P:\Word\Methamphetamine Task Force\Minutes\2012\January 9 min.doc



PINE COUNTY PUBLIC WORKS

HIGHWAY DEPARTMENT

405 Airport Road NE
Pine City, MN 55063

Telephone 320-216-4200
Fax: 320-629-6736
1-800-450-7463 Ext. 4200

Mark A. LeBrun, P.E.
County Coordinator/Engineer

Pine County Land Surveyor Monthly Report

January 2012

T42N R18W Section 1, set, tie out and GPS PLSS corner, download data and update files.

T43N R17W Section 24, set, tie out and GPS PLSS corner, download data and update files.

T45N R20W section 17, research records, compute search areas, set GPS control, search for, and GPS PLSS corners, set private corners and easement corners, download data and update files all for Land Dept. project.

CSAH 47, T45N R18W section 24, research records, compute search areas, set GPS control, search for, set, tie out and GPS PLSS corners, map State Hwy. 23 ROW, map railroad grade, map GLO topo calls, download data and update files all for Land Dept. project.

Create and file Certificates of Survey for surveys done by County Surveyor.

Review legal descriptions for ROW Dept. and Land Dept. as needed.

Review Plats and Minor Subdivisions for Zoning Dept. as needed.

Review and file PLSS corner certificates provided by private surveyors.

Robin T. Mathews, Pine County Surveyor

Monthly Report January 2012.doc

A handwritten signature in black ink, appearing to read "R.T. Mathews", with a horizontal line drawn through the end of the signature.

Personnel Committee Meeting Minutes of January 9, 2012 @ 9:00 am

Present: Mark LeBrun, Commissioner Steve Chaffee, Linda Cassman, Troy Stewart, Sheriff Cole, and Commissioner Curt Rossow.

1. Sheriff Cole presented a request to appoint a Temp Investigator, Temp Sergeant, backfill a vacant Deputy, and appoint Investigator Abrahamson to Drug Task Force. Committee recommended approval.
2. Sheriff Cole presented a request of fill four new FT Deputy positions. Committee recommended approval.
3. Sheriff Cole discussed proposed staffing changes in the Jail. No action taken at this time.
4. HHS Director Cassman presented a request to fill a Nursing Team Leader vacancy. Committee recommended approval.
5. HHS Director Cassman led discussion on Mental Health positions and Child Support. Committee recommended further discussion occur.
6. M. LeBrun presented a request to appoint Troy Stewart as Acting County Assessor and to advertise for a permanent County Assessor. Committee recommended approval.
7. Administrator LeBrun presented a proposal to provide assessment services to Kanabec County. Committee recommended approval.
8. Administrator LeBrun presented for approval appointing Lisa Blowers MIS Supervisor. Committee recommended approval.
9. Administrator LeBrun led discussion on the County Engineer position. Committee recommends advertising for an Assistant County Engineer.

**Committee of the Whole meeting summary minutes, January 31, 2012.
Boardroom, Pine County Courthouse**

Chairman Chaffee called the meeting to order at 10:00 a.m. Present were Commissioner Carlson, Commissioner Hallan, Commissioner Chaffee, and Commissioner Pangerl. Also present was Mark LeBrun, Cathy Clemmer, Linda Cassman, Tammy Tricas, Sheriff Robin Cole, and County Attorney John Carlson.

Sheriff Cole led discussion on Courthouse security. Discussion was held on current security at all County buildings and further upgrades to be made. Consensus of the board was to increase armed security hours and provide additional staff training as needed.

Administrator LeBrun presented information on existing county facilities and needed improvements. Discussion was held on the Old Jail, Storage/Archiving, Tuckpointing the Pine Government Center, and the current move of the HHS staff. Additional discussion was held on the Highway buildings and needed improvements and potential changes of the new Jail.

Administrator LeBrun presented a proposal to provide temporary assessment services to Kanabec County. Issue will be brought to the board on Feb. 21st.

Auditor/Treasurer Clemmer presented 2011 budget adjustments. Issue will be brought to the board on Feb. 7th.

Auditor/Treasurer Clemmer presented an update on potential Bond refinancing.

Discussion was held on recent press release/press conference held by Sheriff Cole.

With no further matters to discuss, Chairman Chaffee adjourned the Committee of the Whole meeting.

Facilities Committee Meeting Minutes of January 30, 2012 @ 10:00 am.

Present: Mark LeBrun, Mitch Pangerl, Doug Carlson, and Sheriff Cole.

1. M. LeBrun reviewed utility costs of all county buildings.
2. Discussion was held regarding the Old Jail facility and storage space. Consensus was to pursue storage and archiving space in the vacant HHS space in the courthouse and to plan for demolition of the Old Jail this summer.
3. Sheriff Cole proposed moving the administration of the Sheriff's Department to the vacant HHS office space in the Courthouse. Committee recommends full board meet to discuss further.
4. M. LeBrun gave an update on needed improvements of the Hwy Buildings. Consensus was to proceed with improvements at the Willow River, Pine City, and Sandstone shops. Consensus was that the Hinckley shop will be closed this summer and sold. A future shop in Hinckley will be put on hold until a possible joint facility with the city could be built.
5. Discussion was held on improvements to the Pine Government Center. Consensus was to proceed with bids for Tuckpointing this spring and to get quotes on a new boiler system.
6. Discussion was held on the Jail and potential long term alternatives. No action taken at this time.

PINE COUNTY HRA SENIOR HOUSING

**510 Fifth Street
Sandstone, MN 55072
(320) 245-5140
pinehra@ecenet.com**

**Sandstone Manor
510 Fifth Street
Sandstone, MN 55072**

**Finlayson Manor
6524 Broadway Street
Finlayson, MN 55735**

The regular meeting of the Pine County HRA Senior Housing Board of Directors was held on December 15, 2011, at the Sandstone Manor. Commissioners of the HRA present were Dorothy Stockamp, Cheri Drilling, Arild Frederiksen, Dean Dronen, and Jan Oak. Staff members present were Executive Director Janice Gustafson and Resident Manager Evelyn Yocum. Resident Manager Susan Blake was absent. There were no residents present.

1. The meeting was called to order at 2:00 P.M. by Board Chair D. Stockamp.
2. The minutes from November 17, 2011, were reviewed by the Board members. A motion was made by J. Oak and was seconded by C. Drilling to accept the minutes. Motion carried: Yeas 5, Nays 0.
3. The monthly financial statements and the investment report were presented by J. Gustafson. A motion was made by A. Frederiksen and was seconded by D. Dronen to approve the financial statements and the investment report. Motion carried: Yeas 5, Nays 0.
4. Executive Director's Report. The written Executive Director's report was reviewed by Board members.
5. Old Business:
 - a) Vacancies. As of December 31, 2011, there will be three vacancies at the Sandstone Manor and three vacancies at the Finlayson Manor.
 - b) Daryl Klocke Construction will be starting maintenance work on some of the empty units towards the end of December. The maintenance work will be scheduled by Klocke between his other construction contracts as weather permits.
 - c) At the October 27, 2011, Board meeting a motion was passed stating "beginning November 1, 2011, no Resident Manager can be absent in excess of three months from the Manor and continue to be paid their

monthly pay. Their pay will resume when they return and resume their responsibilities as resident manager." The Board unanimously agreed to change this policy to read "...no Resident Manager can be absent in excess of three months for the year..."

6. New Business: A motion was made by D. Dronen and was seconded by Board Chair D. Stockamp to approve a schedule of monthly meeting dates for the 2012 year. Motion carried: Yeas 5, Nays 0.

7. Resident Managers' Reports.

a) Finlayson Manor. S. Blake was not available but expects to be discharged from the Health Care Center as soon as home health care has been scheduled. She will be available for the Board meeting in January.

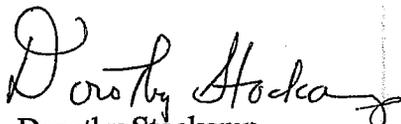
b) Sandstone Manor. E. Yocum reported things are very pleasant at the Sandstone Manor and the bingo games are being enjoyed by the residents.

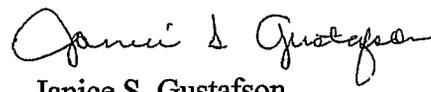
8. Resident Comments/Questions. There were no residents present.

9. The Board of Directors went into closed session at 2:33 and went back into open session at 2:38. A motion was made by Board Chair D. Stockamp and was seconded by D. Dronen to give the Executive Director a 1.0% increase in pay effective January 1, 2012. Motion carried: Yeas 5, Nays 0.

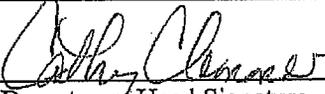
10. A motion was made by J. Oak and was seconded by C. Drilling to adjourn the meeting at 2:39 P.M. Motion carried: Yeas 5, Nays 0.

11. The next regular scheduled meeting is January 26, 2012, at the Finlayson Manor.


Dorothy Stockamp
HRA Board Chair


Janice S. Gustafson
Executive Director

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 7, 2012	<u>Consent Agenda</u> <i>(Please Circle)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: <u>Auditor/Treasurer</u>	 Department Head Signature 1-30-12 Date

Item for Discussion: <i>January 2012 Disbursements</i>
Board Action Requested: (Attach additional pages if needed)
Supporting Documents: Attached None

CATHYJ
1/30/12 8:55AM

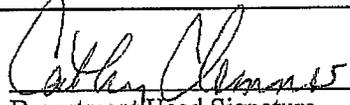
***** Pine County *****

DISBURSEMENTS JOURNAL REPORT Specific Dates: 01/01/2012 - 01/31

RECAP BY FUND	FUND	AMOUNT	NAME
	1	622,537.42	GENERAL REVENUE FUND
	13	457,898.54	ROAD & BRIDGE FUND
	21	222,515.25	800 MHZ PROJECT FUND
	22	14,789.12	LAND MANAGEMENT FUND
	38	23,002.54	BUILDING FUND
	39	877,755.63	2005A G.O. JAIL BONDS
	41	693,315.63	2005 HRA BONDS
	76	440,038.47	GROUP HEALTH INS FUND 5/1/95 (GEN)
	80	52,760.01	COUNTY COLLECTIONS AGENCY FUND
	82	489,911.68	TAXES AND PENALTIES AGENCY FUND
		3,894,524.29	Total Disbursements

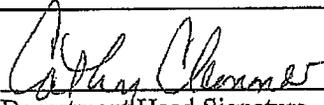
RECAP BY TYPE	TYPE	AMOUNT	NAME
	1	3,895,808.93	AUD
	3	1,284.64-	MVC
		3,894,524.29	Total Disbursements

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 7, 2012	<u>Consent Agenda</u> (Please Circle) Regular Agenda Estimated Time: (Please Circle) _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting Action: <u>Auditor/Treasurer</u>	 Department Head Signature 1-30-12 Date

<p>Item for Discussion:</p> <p><i>Applications for Abatement - Julie Fogt (Kimmey), 3531 State Hwy 23, Askov, PID 34.0077.000 & 34.0077.001, Pay 2011</i></p> <p>Board Action Requested: (Attach additional pages if needed)</p> <p align="center">Supporting Documents: Attached None</p>
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PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 7, 2012	<u>Consent Agenda</u> <i>(Please Circle)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting Action: <u>Auditor/Treasurer</u>	 Department Head Signature <u>1-30-12</u> Date

Item for Discussion: <i>Approve 2011 Gas Tax Distribution to Townships</i>
Board Action Requested: (Attach additional pages if needed) Approve
Supporting Documents: Attached None

2011 GAS TAX DISTRIBUTION

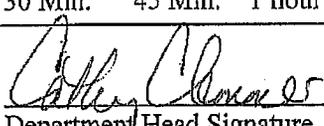
VENDOR NUMBER	TOWN	POPULATION	AMOUNT	ROAD MILES	AMOUNT	TOTAL
6800	ARLONE	358	\$3,782.59	17.360	\$4,244.26	\$8,026.86
6805	ARNA	112	1,183.38	20.050	4,901.93	6,085.31
6810	BARRY	585	6,181.06	17.473	4,271.89	10,452.94
6815	BIRCH CREEK	233	2,461.86	20.100	4,914.15	7,376.01
6820	BREMEN	240	2,535.82	20.628	5,043.24	7,579.06
6825	BROOK PARK	522	5,515.40	16.140	3,945.99	9,461.39
6835	CHENGWATANA	987	10,428.55	36.080	8,821.03	19,249.57
6840	CLOVER	410	4,332.02	11.030	2,696.67	7,028.69
6845	CROSBY	93	982.63	10.290	2,515.75	3,498.38
6850	DANFORTH	78	824.14	12.940	3,163.64	3,987.78
6855	DELL GROVE	697	7,364.44	35.293	8,628.62	15,993.05
6860	FINLAYSON	456	4,818.05	33.040	8,077.79	12,895.84
6870	HINCKLEY	806	8,516.12	36.135	8,834.47	17,350.59
6875	KERRICK	325	3,433.92	11.360	2,777.35	6,211.27
6880	KETTLE RIVER	504	5,325.22	26.360	6,444.63	11,769.85
6885	MISSION CREEK	635	6,709.35	27.258	6,664.18	13,373.53
6890	MUNCH	302	3,190.90	18.350	4,486.30	7,677.21
6895	NEW DOSEY	74	781.88	22.080	5,398.23	6,180.11
6900	NICKERSON	167	1,764.51	12.010	2,936.27	4,700.77
6905	NORMAN	248	2,620.34	30.260	7,398.12	10,018.47
6910	OGEMA	352	3,719.20	9.300	2,273.71	5,992.91
6915	PARK	37	390.94	6.310	1,542.70	1,933.64
6920	PARTRIDGE	639	6,751.61	28.090	6,867.59	13,619.20
6925	PINE CITY	1,394	14,728.87	44.260	10,820.91	25,549.79
6930	PINE LAKE	583	6,159.92	41.999	10,268.13	16,428.06
6935	POKEGAMA	2,743	28,982.28	59.740	14,605.54	43,587.83
6940	ROYALTON	1,163	12,288.15	27.000	6,601.10	18,889.25
6945	SANDSTONE	824	8,706.31	33.345	8,152.36	16,858.67
6950	STURGEON LAKE	508	5,367.48	22.085	5,399.46	10,766.94
6955	WILMA	65	686.78	16.000	3,911.76	4,598.55
6960	WINDEMERE	1,711	18,078.27	49.100	12,004.22	30,082.49
TOTAL:		17,851	\$188,612.00	771.466	\$188,612.00	\$377,224.00

PER CAPITA \$10.5659067
 PER MILE 244.485175

Received Check 1-27-12 (Misc Ropt #68823)
 Approved by County Board - 2-7-12.
 Checks Mailed 2-24-12

Bruno & Fleming Townships not eligible in 2012 for 2011 gas tax distribution

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 7, 2012	<u>Consent Agenda (Please Circle)</u> Regular Agenda Estimated Time: (Please Circle) _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting Action: <u>Auditor/Treasurer</u>	 Department Head Signature 1-18-12 Date

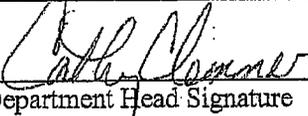
Item for Discussion:

Application to conduct Off-Site Gambling for the Kerrick Firefighter's Relief Association on February 25, 2012 at the South end of Oak Lake, adjacent to the public access for the Annual Kerrick Fire and Rescue Department Ice Fishing Contest.

Board Action Requested: (Attach additional pages if needed)
Approve

Supporting Documents: Attached None

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: <p style="text-align: center;">2-7-12</p>	<p style="text-align: center;"><u>Consent Agenda (Please Circle)</u></p> Regular Agenda Estimated Time: (Please Circle) 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: <u>Auditor</u>	<p style="text-align: center;"> Department Head Signature</p> <p style="text-align: center;">2-1-12 Date</p>

Item for Discussion: (one form per item)

Approval of application for a new tobacco license in Pine County under the jurisdiction of the Auditor
Super Smokes, Inc.

for the period of February 7- December 31, 2012

*Subject to approval of County Board and County Sheriff
no delinquent taxes*

Board Action Requested: (Attach additional pages if needed)

Supporting Documents: Attached None

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 7, 2012	Consent Agenda <i>(Please Circle)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> <u>10 Min.</u> Min. Time needed 20 Min. 45 Min. 1 hour
Department requesting action: <u>Administrator</u>	 2/2/12 _____ Department Head Signature / Date

<p>Item for Discussion: <i>Chris Eng, Chisago County, presentation on "old Hwy 61" and potential signage in Pine County</i></p> <p>Board Action Requested: (Attach additional pages if needed) <i>none</i></p> <p align="center">Supporting Documents: Attached None</p>
<hr/> <hr/>

PINE COUNTY REQUEST FOR BOARD ACTION

<p>Requested Board Date:</p> <p align="center">February 14, 2012</p>	<p>Consent Agenda <i>(Please choose)</i></p> <p>Regular Agenda Estimated Time: <i>(Please Circle)</i> <u>10 Min.</u> 15 Min. Time needed 30 Min. 45 Min. 1 hour</p>
<p>Department requesting action:</p> <p align="center">Land/Zoning/Solid Waste</p>	<p align="center">  2-1-12 _____ Department Head Signature Date </p>

Item for Discussion: (one form per item)

ECSWC Transfer Station Annual License (Renewal)

- MPCA Solid Waste Permit SW-401
- Historical license fee of \$250 (Board minutes from the early 1990's)
- Recommended license fee of \$0 due to direct Pine County Government/ECSWC affiliation
- License application attached
- Township 12/27/11 letter of notification

Board Action Requested: (Attach additional pages if needed)

Approval of Transfer Station License; and
 Assignment of annual license fee as determined by the Board.

Supporting Documents: Attached None

File



DEPARTMENT OF PLANNING, ZONING, AND SOLID WASTE
1602 Hwy 23 North • Sandstone, MN • 55072
(320) 216-4220 • (800) 450-7463 x4220 • Fax (320) 216-4202

December 21, 2011

Janelle Troupe, Executive Director
East Central Solid Waste Commission
P.O. Box 29
Mora, MN 55051

RE: Pine County (Hinckley) Intermediate Solid Waste Facility / Transfer Station Annual License

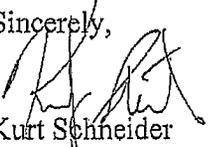
Dear Ms. Troupe,

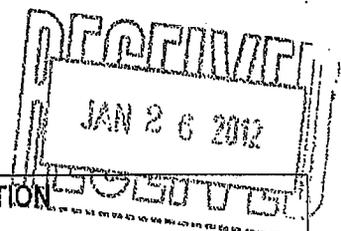
Enclosed please find application for the annual license of the Hinckley Transfer Station. Pine County Solid Waste Ordinance SECTION IV SOLID WASTE STORAGE states clearly that transfer stations shall be licensed *annually* and follow both Sections IV and VIII of said ordinance. To my knowledge, it has been some time since this annual licensing process has occurred.

Please return the enclosed license application as soon as possible. Due to the affiliation with Pine County through the ECSWC I will propose that the facility be exempt from a licensing fee at the time of County Board review. It is possible that the Board could otherwise determine an appropriate annual license fee. My cursory review of historical Board Minutes suggests that a license fee may have been applied in the past.

Also enclosed is a simple Township notification affidavit. As identified in requirement VII. of the application, a 30 day notice of pending application is required. Notifying Mission Creek Township on or before January 2nd would facilitate bringing this matter to the County Board on February 1, 2012. I encourage you to send a simple letter to the Township Clerk and/or Chairman accordingly. A sample affidavit is attached for your convenience.

Should you have any questions, feel free to contact me at 320-216-4220. If you wish to view and/or print a full copy of the County Solid Waste Ordinance please visit the Solid Waste Department page(s) on the Pine County web site at www.co.pine.mn.us.

Sincerely,

Kurt Schneider
Land/Zoning Administrator



APPLICATION FOR INTERMEDIATE SOLID WASTE / TRANSFER STATION
DISPOSAL FACILITY LICENSE
PINE COUNTY, MINNESOTA

NAME: East Central Solid Waste Commission DATE: 12-27-2011

ADDRESS: 33198 Cty. Hwy. 61 Hinckley, mn.

MAIL TO: P.O. Box 29 Mora, mn. 55051

TELEPHONE: 320-384-6596 FAX: 320-679-5293 EMAIL: jtroupe@youbet.net.net

I. LEGAL DESCRIPTION, SIZE AND OWNERSHIP OF LAND WHERE FACILITY IS LOCATED:

Located in Mission Creek township, section 10; T40N.;
R21 W 65 acres. Parcel # 18-0059-001; Owned by East
Central Solid Waste Commission.

II. GENERAL DESCRIPTION OF PROPERTY USE IN THE IMMEDIATE VICINITY OF THE FACILITY:

Open land and agricultural

III. RATES/CHARGES IMPOSED AT THE FACILITY:

Mixed Municipal Solid Waste \$53.21 per ton, Appliances - \$10.00 each
Mattresses - \$11.00 each, non-recycled mattresses \$15.00 each
Electronics - \$3.00 - \$30.00 each. Tires \$3.00 - \$40.00 each

IV. DAYS AND HOURS OPEN TO THE PUBLIC:

8am - 4:30pm. Monday thru Friday. 8am - Noon Saturdays

V. INDICATE THE QUANTITY AND ORIGIN OF DEBRIS TO BE ACCEPTED AT THE FACILITY (Demolition/Solid Waste/Yard Waste/Recycle/Other):

Solid Waste - Pine Cty 17,373 tons

VI. THE APPLICATION MUST INCLUDE THE FOLLOWING PLANS AND SPECIFICATIONS:

1. A GENERAL SITE PLAN WHICH SHOWS THE LOCATIONS OF BUILDINGS, ACCESS ROADS, UNLOADING/LOADING AREAS, TURN-AROUNDS, PARKING AREAS, AND ALL OTHER AREAS USED FOR THE OPERATION OF THE FACILITY.
2. COMPLETE CONSTRUCTION PLANS (INCLUDING INTERIOR PLAN) AND SPECIFICATIONS FOR ANY *NEW* BUILDINGS/FACILITIES AND PROPOSED OPERATING PROCEDURES FOR THE FACILITY.
3. TYPE, SIZE AND SPECIFICATIONS OF EQUIPMENT TO BE USED.

VII. THE APPLICANT SHALL FURNISH A NOTARIZED AFFIDAVIT STATING THAT THE APPLICABLE LOCAL GOVERNMENT HAS BEEN GIVEN AT LEAST THIRTY (30) DAYS WRITTEN NOTIFICATION OF THE PENDING APPLICATION FOR A LICENSE.

VIII. THE APPLICANT SHALL PROVIDE THE COUNTY WITH ORIGINAL CERTIFICATES OF INSURANCE, ON WHICH THE COUNTY HAS BEEN NAMED AS AN ADDITIONAL INSURED, FOR THE REQUIRED COVERAGE AS LISTED BELOW:

1. COMMERCIAL GENERAL LIABILITY INSURANCE WITH MINIMUM LIMITS OF \$2,000,000.00 AGGREGATE, \$2,000,000.00 PRODUCTS AND COMPLETED OPERATIONS AGGREGATE, \$1,000,000.00 PERSONAL INJURY AND ADVERTISING INJURY, \$1,000,000.00 EACH OCCURRENCE, \$100,000.00 FIRE DAMAGE LIMIT AND \$5,000.00 MEDICAL EXPENSE.
2. COMPREHENSIVE AUTOMOBILE LIABILITY INSURANCE INCLUDING OWNED, NON-OWNED AND HIRED AUTOMOBILES WITH MINIMUM LIMITS OF \$1,000,000.00 EACH PERSON/\$1,000,000.00 EACH OCCURRENCE FOR BODILY INJURY, \$1,000,000.00 EACH OCCURRENCE FOR PROPERTY DAMAGE OR A COMBINED SINGLE LIMIT OF \$1,000,000.00
3. WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE AS REQUIRED BY STATE AND FEDERAL LAWS, WITH MINIMUM LIMITS OF \$100,000.00 EACH ACCIDENT FOR BODILY

INJURY, \$100,000.00 EACH EMPLOYEE FOR BODILY INJURY BY DISEASE AND A \$500,000.00 POLICY LIMIT FOR BODILY INJURY BY DISEASE.

4. ENVIRONMENTAL IMPAIRMENT LIABILITY WITH MINIMUM LIMITS OF \$1,000,000.00 EACH LOSS AND \$2,000,000.00 AGGREGATE.

IX. THE APPLICANT SHALL COMPLY WITH ALL REQUIREMENTS IN SECTIONS IV. AND VIII. OF THE PINE COUNTY SOLID WASTE ORDINANCE AS WELL AS ANY ADDITIONAL SOLID WASTE ORDINANCE REQUIREMENTS INCLUDING THOSE ADDITIONAL REQUIREMENTS AS MAY BE IMPOSED BY THE COUNTY BOARD. APPLICANT ACKNOWLEDGES THE SAME BY SIGNING SAID APPLICATION.

X. ISSUED MPCA PERMIT NO: SW-401 DATE OF ISSUE: 2008

X. APPLICANT'S SIGNATURE: Janelle Trumble
PRINTED NAME: Janelle Trumble
TITLE: Executive Director

XI. LICENSE FEE: \$ _____ PER YEAR. PLEASE MAKE CHECK FOR LICENSE FEE PAYABLE TO PINE COUNTY TREASURER

PLEASE ATTACH ALL DOCUMENTS & PLANS AS MAY BE REQUIRED AND RETURN TO:

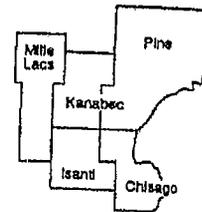
**PINE COUNTY LAND, PLANNING & ZONING, SOLID WASTE DEPARTMENT
1602 HWY. 23 N.
SANDSTONE, MN 55072**

IF YOU HAVE ANY QUESTIONS PLEASE CALL THE DEPARTMENT AT (320) 216-4220



East Central Solid Waste Commission

MINNESOTA HIGHWAY 23 & COUNTY ROAD 60
1756 - 180 AVENUE • P.O. BOX 29 • MORA, MN 55051
(320) 679-4930 • FAX (320) 679-5293
www.ecswc.cog.mn.us



December 27, 2011

Beth Ploub
16151 Two Creek Road
Brook Park, MN 55007

Dear Ms. Ploub,

I am providing written notice to Mission Creek Township for the application for a Pine County Intermediate Solid Waste/Transfer Station Disposal Facility License Renewal. A copy of the application is attached.

There are no planned changes for the Hinckley Transfer Station.

Sincerely,

Janelle Troupe
Executive Director

2011 Budget Amendments

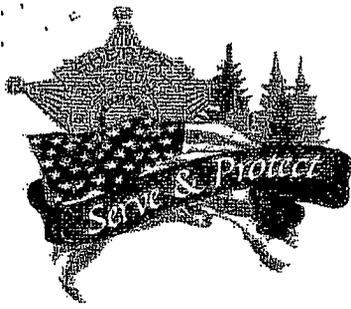
\$51,000	from 01-072-6103	to 01-061-6262
\$4,000	from 01-072-6152	to 01-061-6262
\$15,000	from 01-092-6264	to 01-111-6263
\$7,500	from 01-105-6379	to 01-111-6263
\$4,000	from 01-105-6334	to 01-111-6263
\$29,000	from 01-072-6103	to 01-111-6253

Previously approved Fund transfers:

\$100,000	from 01-801-6905	to 38-801-5990
\$550,000	from 01-801-6905	to 21-201-5990
\$500,000	from 13-801-6905	to 21-201-5990

**PINE COUNTY SHERIFF
2011 BUDGET
Journal Entry Report**

Transfer From: Fund	Name	Amount	Transfer To: Fund	Name
01-201-6107 ✓	Overtime	\$3800 ✓	01-201-6660 ✓	Equipment
01-201-6108 ✓	Wages-Comp	\$9000 ✓	01-201-6104 ✓	Holiday Pay
01-201-6152 ✓	Co Contribution	\$26,000 ✓	01-201-6105 ✓	Wage PT
01-201-6163 ✓	PERA	\$7000	01-201-6458 ✓	Uniforms
01-201-6201 ✓	Telephone	\$11,000	01-201-6104 ✓	Holiday Pay
01-201-6202 ✓	Postage	\$500	01-201-6660 ✓	Equipment
01-201-6242 ✓	Dues	\$1,900	01-201-6671 ✓	Technology
01-201-6271 ✓	Medical Exams	\$2000	01-201-6243 ✓	Advertising
01-201-6319 ✓	Vehicle License	\$2000	01-201-6660 ✓	Equipment
01-201-6353 ✓	Insurance/Surety Bonds	\$7000	01-201-6458 ✓	Uniforms
01-201-6379 ✓	Drug Investigations	\$7000	01-201-6460 ✓	LE Supplies
01-201-6452 ✓	Reference Books	\$3000	01-201-6460 ✓	LE Supplies
01-201-6670 ✓	Vehicles	\$3000	01-204-6458 ✓	Uniforms
01-204-6103 ✓	Salaries/Wage	\$10,000	01-201-6175 ✓	FICA
01-204-6103 ✓	Salaries/Wage	\$27,000	01-201-6263 ✓	Professional
01-204-6107 ✓	Overtime	\$4700	01-201-6105 ✓	Wage PT
01-204-6152 ✓	Co Contribution	\$16,000	01-204-6105 ✓	Wage PT
01-204-6163 ✓	PERA	\$3500	01-204-6104 ✓	Holiday Pay
01-204-6175 ✓	FICA	\$4500	01-201-6459 ✓	Ammo
01-204-6179 ✓	Workers Compensation	\$11,000	01-204-6105 ✓	Wage PT
01-204-6241 ✓	Training	\$900	01-204-6108 ✓	Wages-Comp
01-249-6263	Autopsies	\$4000	01-201-6660 ✓	Equipment



Pine County Sheriff's Office

ROBIN K. COLE, SHERIFF

*Steven Blackwell, Chief Deputy
Rick Boland, Chief of Corrections*

TO: Sheriff Robin Cole
FROM: Chief Deputy of Corrections Rick Boland
DATE: 01-11-2012
RE: End of year budget adjustments

✓ Transfer \$3,000 from 251-6105 Salaries Wages PT	to	✓ 251-6115 Bailiff & Matron part time
✓ Transfer \$3,000 from 251-6163 PERA	to	✓ 251-6325 Information System Charges
✓ Transfer \$3,000 from 251-6175 FICA	to	✓ 251-6325 Information System Charges
✓ Transfer \$2,500 from 251-6152 County Contrbtn	to	✓ 251-6325 Information System Charges
✓ Transfer \$1,000 from 251-6241 Training	to	✓ 251-6670 Vehicle purchases
✓ Transfer \$1,300 from 251-6256 Laundry	to	✓ 251-6566 Drug Testing / Fingerprints
✓ Transfer \$4,000 from 251-6263 Prof & Tech	to	✓ 251-6458 Uniforms - Jailers
✓ Transfer \$2,000 from Equipment & Furniture	to	✓ 251-6458 Uniforms - Jailers
✓ Transfer \$500 from Travel Expenses	to	✓ 251-6458 Uniforms - Jailers

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 7 th , 2012	Consent Agenda <i>(Please Circle)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> <u>Min.</u> <u>10</u> Min. Time needed 20 Min. 45 Min. 1 hour
Department requesting action: <u>Health and Human Services</u>	<p align="center"> <u>Linda Cassman</u> <u>2/7/12</u> Department Head Signature Date </p>

<p>Item for Discussion: <i>Hire a Nursing Team Leader to replace the position that has been vacant since October 21, 2011.</i></p>	
<p><i>Salary:</i></p>	
<p><i>C43 Step 1 19.54 per hour \$38,104 per year</i> <i>Step 3 21.90 per hour \$42,705 per year</i></p>	<p><i>total w/benefits \$43,895.81 plus medical ins</i> <i>total w/benefits \$49,196.16 plus medical ins</i></p>
<p><i>Insurance Single \$5,058 per year</i> <i>Family \$11,622 per year</i></p>	
<p><i>Medicare Step 1 \$552.51 Step 3 \$619.22</i> <i>PERA \$2762.54 \$3096.11</i> <i>SS \$2476.76 \$2775.83</i></p>	
<p>Board Action Requested: (Attach additional pages if needed) Approve HHS to refill the Nursing Team Leader position Supporting Documents: Attached None</p>	
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