

**AGENDA**  
**PINE COUNTY BOARD MEETING**

District 1      Commissioner Hallan  
District 2      Commissioner Pangerl  
District 3      Commissioner Chaffee  
District 4      Commissioner Rossow  
District 5      Commissioner Ludwig

**Tuesday, February 18, 2014 10:00 a.m.**  
**Board Room, Pine County Courthouse, Pine City, Minnesota**

- 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) Adopt Agenda
- E) Approve Minutes of February 4, 2014 County Board Meeting and Summary for publication.
- F) Minutes of Boards, Committees and Correspondence  
    Pine County HRA Senior Housing Board of Directors Minutes, regular meeting – December 18, 2013  
    ECRL Library Board Minutes – January 13, 2014
- G) Approve Consent Items

**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 January, 2014 Cash Balance (attached)**

<b>Fund</b>	<b>January 31, 2013</b>	<b>January 31, 2014</b>	<b>Increase(Decrease)</b>
General Fund	\$1,669,961.41	\$1,732,293.00	\$62,331.56
Health and Human Services Fund	\$1,566,122.21	\$401,830.65	(\$1,164,291.56)
Road and Bridge Fund	\$4,870,595.73	\$1,514,201.99	(\$3,356,393.74)
Land Management Fund	\$1,485,194.73	\$1,802,550.80	\$317,356.07
TOTAL (inc non-major funds)	\$9,373,969.25	\$5,356,797.85	(\$4,017,171.40)

**2. Applications for Abatement:**

Consider:

Hoffman's Oak Lake Campground, 52777 Hoffman Way, Kerrick, PID 16.8900.014, pay 2013

**3. Application for Exempt Permit**

Consider Application for Exempt Permit for the Finlayson Giese Sportsmen Club to conduct Minnesota lawful gambling on May 31, 2014 at the Finlayson Giese Sportsmen Club Building, 70172 Norway Spruce Road, Finlayson (Pine Lake Twp.).

**4. Gas Tax Distribution**

Consider approval of 2013 gas tax distribution to townships.

**5. Lakes & Pines Amendment No. 1**

Consider approval of Amendment No. 1 – Contract for Services Agreement between Lakes and Pines and Pine County to extend existing contract of SCDP through December 31, 2016. Use remaining funds of old grant funds in conjunction with the Pine County Septic Fix Up Program. Authorize Board Chair and County Administrator to sign.

**6. Equitable Sharing Agreement**

Consider approval of Equitable Sharing Agreement with the Department of Justice and authorize Sheriff and County Administrator to sign. This may bring funding to the sheriff's office, if there is a conviction, while assisting the Department of Justice with criminal drug cases involving forfeiture in our county.

**7. Training**

- A. Consider HHS Director Patrick Bruflat to attend the MN Social Service Association Annual Conference, March 18-21, 2014, Minneapolis. Registration \$175; Membership \$35; Accommodations \$308; Meals \$50; Travel \$76. Total cost: \$644. Funds are available in the HHS Staff Development budget.
- B. Consider Social Worker Sarah Sauter to attend the MN Social Service Association Annual Conference, March 20-21, 2014, Minneapolis. Registration \$175; Membership \$35; Meals \$24; Travel \$106. Total cost: \$340. Funds are available in the HHS Staff Development budget.
- C. Consider Financial Assistance Supervisor Peggy Brackenbury to attend the MN Social Service Association Annual Conference, March 20, 2014, Minneapolis. Registration \$100; Membership \$35; Travel \$77. Total cost: \$212. Funds are available in the HHS Staff Development budget.

**8. New Hire**

- A. Authorize the hiring of part-time Corrections Officer Cody Overton, effective February 24, 2014, pending completion of pre-employment screenings, \$16.04 per hour, B-23.
- B. Authorize the hiring of part-time Corrections Officer Anne Watrin, effective February 24, 2014, pending completion of pre-employment screenings, \$16.04 per hour, B-23.
- C. Acknowledge court appointment of Probation Agent Laura Stylski, effective February 24, 2014, \$38,524 per year.

**REGULAR AGENDA**

**1. Ad Hoc Committee for Health and Human Services**

The committee met on February 5, 2014 to review facilities, collaboration and consolidation, staff reductions, and financial issues. The committee will present its recommendations to the board.

**2. Facility Committee**

The Facility Committee met February 4, 2014. Minutes attached. Information only, no additional board action necessary.

### **3. Personnel Committee**

The Personnel Committee met February 11, 2014 and made the following recommendations (Minutes attached):

#### Extension:

Approve hiring of 4-H Summer Assistant, grade A13.

#### HHS:

- a. Accept resignation of Office Support Specialist Leslie Pavek, effective February 10, 2014.
- b. Authorize backfill of part-time (less than 30 hours per week) Office Support Specialist position.

#### IT:

Approve 4% performance increase for IT Support Specialist Ryan Findell (B24), from \$16.15 to \$16.80 effective November 28, 2013.

#### Probation:

Accept voluntary resignation of Corrections Agent Sarah Weikle Reinhart effective February 7, 2014. (Backfill previously approved at February 4, 2014 board meeting).

#### Administration:

- a. Approve revised Section 16: Equal Opportunity, Non-Discrimination and Respectful Workplace policy.
- b. Approve revised Section 5: Hours of Work policy.
- c. Approve revised Section 8: Insurance policy.
- d. Approve revised Section 3: Recruitment & Selection policy.
- e. Approve revised Section 2: Definitions policy.
- f. LPN re-grade classification: no change in grade
- g. Court Security Officer re-grade classification: no change in grade.

### **4. Central Minnesota Housing Partnership**

Consider approval of Resolution 2014-10 for Central Minnesota Housing Partnership to continue as the administrative body for the implementation of the Rental Rehabilitation Deferred Loan Program sponsored by Minnesota Housing (MHFA).

### **5. East Central Drug and Violent Offender Task Force**

Consider approval of amendment of Joint Powers Agreement for the East Central Drug and Violent Offender Task Force to allow the Mille Lacs Band to become part of the Joint Powers Agreement and allowing the Mille Lacs Tribal Police membership in the East Central Drug and Violent Offender Task Force.

### **6. Extension of Kanabec County Contract – Assessor Services**

Consider extension of Contract for Assessor Services – Kanabec County/Pine County for the period of March, and authorize Board Chair and County Administrator to sign.

### **7. Commissioner Updates**

East Central Solid Waste Commission Meeting  
East Central Regional Library Board Meeting

### **8. Other**

### **9. Upcoming Meetings**

- a. **Pine County Board Meeting, Tuesday, February 18, 2014, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- b. **Pine County Health and Human Services Meetings, Tuesday, February 18, 2014, 1:00 p.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota.

- c. Pine County Law Library Meeting, Wednesday, February 19, 2014, 12:00 p.m.,** Law Library, Pine County Courthouse, Pine City, Minnesota.
- d. Arrowhead Counties Association Meeting, Wednesday, February 19, 2014, 6:00 p.m.,** Hampton Inn, Duluth, Minnesota.
- e. Snake River Watershed Joint Powers Board, Monday, February 24, 2014, 9:00 a.m.,** Kanabec County Courthouse, Mora, Minnesota.
- f. East Central Regional Development Commission (ECRDC), Monday, February 24, 2014, 7:00 p.m.,** 100 Park St. So., Mora, Minnesota.
- g. NLX, Wednesday, February 26, 2014, 10:00 a.m.,** Board Room, Courthouse, Pine City, Minnesota.
- h. Riverwood Center Meeting, Wednesday, February 26, 2014, 4:00 p.m.,** Riverwood Center, Braham, Minnesota.
- i. NE Regional Radio Board Meeting, Thursday, February 27, 2014, 10:00 a.m.,** Video Conference, Courthouse, Pine City, Minnesota.

**10. Adjourn**