

**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, April 15, 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 April 1, 2014 County Board Meeting and Summary for publication.
- F) Minutes of Boards, Committees and Correspondence
  - Pine County Soil & Water Conservation District monthly meeting Minutes – February 6, 2014
  - Pine County HRA Senior Housing Board of Directors regular meeting Minutes – February 26, 2014
  - Facilities Committee meeting Minutes – March 31, 2014
- 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. Review March, 2014 Cash Balance (attached)**

<b>Fund</b>	<b>March 31, 2013</b>	<b>March 31, 2014</b>	<b>Increase(Decrease)</b>
General Fund	-255,796.64	-182,130.46	73,666.18
Health and Human Services Fund	1,249,302.88	33,513.40	(215,789.48)
Road and Bridge Fund	5,765,822.56	2,242,631.36	(3,523,191.20)
Land Management Fund	1,533,649.83	1,926,571.99	392,922.16
TOTAL (inc non-major funds)	\$8,570,379.07	\$4,737,558.13	(\$3,832,820.94)

**2. Applications for Abatement**

Consider:

- A. Alex Okun, 62648 State Hwy 18, Finlayson, PID 13.0325.001, pay 2014
- B. Mark Adams & Celestine Glidden, 12959 Auburn Rd, Grasston, PID 28.1031.000, pay 2014

- C. Celestine Glidden, 12957 Auburn Rd, Grasston, PID 28.1031.001, pay 2014
- D. Ronald & Sharon Buetow, 92288 Lake 12 Rd, Sturgeon Lake, PID 33.5397.000 & 33.5398.000 pay 2014

**3. Temporary Liquor License**

Consider temporary liquor license for Sandstone Bulls and Barrels, Jack Pine Riders, Finlayson Giese Sportsmen Club (2 events). Subject to approval of the Pine County Sheriff and Pine County Attorney.

**4. Tobacco License**

Consider approval of application for tobacco license for Sturgeon Lake Golf Course in Pine County under the jurisdiction of the Auditor for the period of April 30, 2014 – December 31, 2014. Subject to approval of the County Board, County Sheriff and contingent upon no delinquent taxes.

**5. On/Sunday License**

Consider approval of On/Sunday license for Countryside Campground (currently have Off Sale only). Subject to approval of the County Sheriff, County Attorney and the township board of the applicant.

**6. Lease Amendment – Guardian ad Litem Program**

Consider approval of amendment of lease agreement with Tenth Judicial District Guardian ad Litem Program to reflect payment to the county as and for fixed rent in the amount of \$1,384 per month effective September 1, 2014 and authorize Board Chair and County Administrator to sign Lease Amendment.

**7. Equipment Rental Bids**

Consider approval of Equipment Rental Bids.

**8. Personnel (Full-Time Status/Completion of Probationary Period)**

Consider approval of full-time status for Child Support Officer Claire Nelson, effective April 21, 2014.

**9. New Hire**

- A. Consider approval of the hiring of part-time Corrections Officer Travis Keller, effective April 17, 2014, pending completion of pre-employment screening, \$16.04 per hour, grade B-23.
- B. Consider approval of the hiring of part-time Corrections Officer Jason Teeman, effective April 17, 2014, pending completion of pre-employment screening, \$16.04 per hour, grade B-23.

**10. Training**

- A. Consider Welfare Fraud Investigators Osten Berg (contracted with DHS) and Kari Rybak to attend the 27<sup>th</sup> Annual Fraud Investigators Spring Conference, May 7-9, 2014, Walker.  
Osten Berg: Registration \$100; lodging, \$251.50; mileage, 146.90; total cost: \$498.40. Funds are available from FIP Funding. Kari Rybak: Registration \$100; lodging, \$251.50; total cost: \$351.50. Funds available in HHS 2014 budget (staff development).
- B. Consider Sr. Environmental Tech/Zoning Administrator Ed Melzark attend Planning and Zoning for Resources Protection, Shorelands, Floodplains, and Clean Water workshop, April 19, 2014, Duluth. Registration: \$25 plus mileage. All expenses are within the 2014 Zoning budget.
- C. Consider County Administrator David Minke to attend the Minnesota City/County Managers Association Annual Conference, May 14-16, 2014, Nisswa.

## REGULAR AGENDA

### **1. Personnel Committee**

A. The Personnel Committee met April 8, 2014 and made the following recommendations  
(Minutes attached):

HHS:

Approve re-grade of Financial Assistance Supervisor from a C42 to a C51.

Sheriff:

- i. Acknowledge retirement of Chief Deputy Steven Blackwell, effective April 18, 2014.
- ii. Acknowledge resignation of Sheriff's Secretary Elisabeth Lee, effective March 21, 2014, and approve backfill.
- iii. Acknowledge retirement of Sheriff's Deputy Charles Moon, effective March 21, 2014, and approve backfill.

Land Services:

Appoint Robert Fischer as Pine County's Solid Waste Officer.

County Attorney:

- i. Approve annual performance increase of \$3.22 for Assistant County Attorney Aimee Cupelli, effective January 10, 2014.
- ii. Approve annual performance increase of \$2.52 for Assistant County Attorney George Joyner, effective March 25, 2014.

Other items are for informational purposes only.

### **2. Facilities Committee**

Special Board Meeting (Minutes attached) – Meeting with City of Pine City regarding lease at Pine Government Center. Items are for information only.

### **3. State Aid Funding**

Consider approval of Resolution to advance State Aid funding and authorize County Administrator to sign.

### **4. 2013 Highway Annual Report**

Consider approval of 2013 Highway Annual Report as presented by Public Works Director Mark LeBrun.

### **5. Minimum Salaries for Elected Officials for 2015**

Consider Resolution setting minimum salaries for elected officials for 2015.

### **6. First Quarter Financial Report**

### **7. Commissioner Updates**

- a. Soil & Water Conservation District
- b. East Central Solid Waste Commission (ECSWC)
- c. East Central Regional Library
- d. Methamphetamine Task Force
- e. Other

### **8. Other**

## **9. Upcoming Meetings**

- a. Technology Committee, Tuesday, April 15, 2014, 8:30 a.m.,** Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- b. Pine County Board Meeting, Tuesday, April 15, 2014, 10:00 a.m.,** Boardroom, Pine County Courthouse, Pine City, Minnesota.
- c. Pine County Health and Human Services Meeting, Tuesday, April 15, 2014, 1:00 p.m.,** Boardroom, Pine County Courthouse, Pine City, Minnesota.
- d. Arrowhead Counties Association, Wednesday, April 16, 2014, 6:00 p.m.,** Hampton Inn Conference Room, Duluth, Minnesota.
- e. Rush Line Corridor's Policy Advisory Committee, Thursday, April 17, 2014 2 p.m.,** Room C of Maplewood Community Center, 2100 White Bear Avenue, Maplewood
- f. NLX, Wednesday, April 23, 2014, 10:00 a.m.,** Board Room, Courthouse, Pine City, Minnesota.
- g. Pine County Law Library, Wednesday, April 23, 2014, 12:00 p.m.,** Pine County Law Library, Courthouse, Pine City, Minnesota.
- h. NE Regional Radio Board, Thursday, April 24, 2014, 10:00 a.m.,** Video Conference, Courthouse, Pine City, Minnesota.
- i. Extension Committee, Thursday, April 24, 2014, 3:00 p.m.,** Public Health Building, Sandstone, Minnesota.
- j. Snake River Watershed Joint Powers Board, Monday, April 28, 2014, 9:00 a.m.,** Kanabec County Courthouse, Mora, Minnesota.
- k. East Central Regional Development Commission, Monday, April 28, 2014, 7:00 p.m.,** 100 Park St. So., Mora, Minnesota.
- l. Pine County Board Meeting, Tuesday, May 6, 2014, 1:00 p.m.,** Public Health Building, Sandstone, Minnesota.

## **10. Adjourn**