



AGENDA
PINE COUNTY BOARD MEETING

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|------------|----------------------|
| District 1 | Commissioner Hallan |
| District 2 | Commissioner Mohr |
| District 3 | Commissioner Chaffee |
| District 4 | Commissioner Rossow |
| District 5 | Commissioner Ludwig |

Tuesday, March 17, 2015, 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 March 3, 2015 County Board Meeting and Summary for publication.
- F) Minutes of Boards, Committees and Correspondence
 - Pine County HRA Senior Housing Board of Directors Regular Meeting – January 28, 2015
 - East Central Regional Library Board Minutes – February 9, 2015
- 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 February, 2015 Cash Balance (attached)

Fund	February 28, 2014	February 28, 2015	Increase(Decrease)
General Fund	887,632.54	1,978,567.02	1,090,934.48
Health and Human Services Fund	97,481.57	(140,945.94)	(238,424.51)
Road and Bridge Fund	2,584,490.53	4,563,678.36	1,979,187.83
Land Management Fund	1,915,550.23	2,068,111.20	152,560.97
TOTAL (inc non-major funds)	\$5,541,475.45	\$9,194,852.75	\$3,653,377.30

2. Tobacco License

Consider approval of two (2) Little Stores tobacco licenses (under new ownership).

3. Cancellation of Tax-Forfeited Lands and Tax-Forfeited Repurchase Contracts

Approve Resolution 2015-10 approving Cancellation of Tax-Forfeited Lands and Tax-Forfeited Repurchase Contracts for nonpayment of annual contract payment and/or real estate taxes and authorize Board Chair and County Administrator to sign.

4. 2015 Waste Hauler License

Consider approval of 2015 waste hauler license for Donna's Sanitation – Askov and authorize Board Chair to sign.

5. Adult Mental Health Grant Award for 2015

Consider Adult Mental Health Grant award for 2015 in the amount of \$270,733 and authorize Board Chair and County Administrator to sign.

6. Lighthouse Child and Family Services

Consider Lighthouse Child and Family Services contract with Pine County Health and Human Services for Community Support Program services and authorize Board Chair, County Administrator and Health & Human Services Director to sign. Total amount paid in 2015 for CSP services not to exceed \$61,200. These expenses are covered by the CSP grant awarded to Health & Human Services.

7. Sandstone Prosecution Agreement for Prosecution Services

Consider approval of the Agreement for Prosecution Services with the City of Sandstone in the amount of \$7,500 (April 1, 2015 – December 31, 2015) and authorize Board Chair and County Auditor to sign. This is a one-year Agreement which will expire on January 1, 2016.

8. Settlement Agreement

Consider approval of Settlement Agreement with Gwen Lewis and authorize County Administrator to sign.

9. Promotion

Acknowledge and approve the promotion of Correction Officer Sarah Carlson to Deputy Sheriff effective March 23, 2015, C42, \$20.28 per hour.

10. Resignation and Backfill

Acknowledge the resignation of Deputy Sheriff Casey Freund effective March 27, 2015 and authorize backfill of position.

11. Training

- A. Consider Human Resources and Payroll Special Matt Christenson to attend the Minnesota Counties Human Resources Management Association (MCHRMA) spring conference, April 9-10, 2015 at the Stearns County Service Center in Waite Park. Registration: \$90; hotel: \$105+ tax, together with meals and mileage. Total cost: \$195 plus meals, mileage and tax. Funds are available in the 2015 Administrator's budget.
- B. Consider Land Services Director Kelly Schroeder to attend the fourth and fifth of five required courses, Soils, May 19-21, 2015, in New Ulm and Inspecting Onsite Systems June 2-3, 2015 in St. Cloud. Course cost is \$730, \$125.56 hotel (for new Ulm), and \$138.00 mileage. All costs are in the 2015 budget.
- C. Consider Veterans Service Officer Ben Wiener to attend:
 - i. MN Department of Veterans Affairs Spring Training, March 25-26, 2015, Walker, Minnesota. Registration: \$0; Meal reimbursement; Travel Expenses (2 nights), approximately \$140 w/taxes and fees; \$168 mileage reimbursement. Maximum Cost: \$400 (will be paid with CVSO Grant).
 - ii. MN Association of County Veteran Services Officers Fall Conference, September 13-15, 2015, Nisswa, Minnesota. Registration, meals and lodging: \$519. Mileage \$112. Cost: \$631 (will be paid with CVSO Grant).

REGULAR AGENDA

1. Recognition of Retirement

Recognition of Retirement of Probation Director Terryl Arola with over 19 years with Pine County and a total of 35 years in the field of probation.

2. Personnel Committee

Pine County Personnel Committee met March 10, 2015 and made the following recommendations (Minutes attached):

Probation:

Acknowledge the retirement of Probation Director Terryl Arola effective March 31, 2015.

Land Services:

- A. Approve the hiring of a Planning/Zoning Records Temp with a starting wage of \$10.00, not to exceed the \$13,500 grant amount.
- B. Approve the hiring of five (5) part-time temporary Level II watercraft inspectors for the Aquatic Invasive Species program, \$10.00 per hour. Positions will be 100% funded from AIS grant.
- C. Approve the creation of a Land and Resource Manager position, C43, \$20.98-\$29.42 per hour.
- D. Acknowledge the retirement of Sr. Environmental Technician Ed Melzark effective August 1, 2015, approve usage of vacation for the month of July.
- E. Approve creation of new Environmental/GIS Technician position, B24, \$16.60-\$23.43 per hour.

Jail:

Acknowledge the termination of Court Security Officer Patricia Haines effective February 13, 2015 and approve backfill.

Administrator:

- A. Approve the Pine County Nepotism Policy and insertion with Section 3- Recruitment and Selection in the Pine County Policies and Procedures Manual.
- B. Approve modifying in the hiring process to allow staff to initiate the recruitment process prior to formal board action in limited circumstances.
- C. Approve a six-month extension to a HHS employee's unpaid leave.

Other

Approve the backfill of the Public Health Supervisor position.

Other items are for informational purposes only.

3. GPS 45:93

Presentation by Nathan Johnson and Tom Willett on the GPS 45:93 Economic Gardening initiative.

4. 2014 Probation Placement Report

Presentation by Probation Director Terryl Arola regarding to 2014 juvenile placements and the impact on Health & Human Services budget.

5. Federal Funding Update

Presentation by a MN Department of Transportation representative on federal funding and projects.

6. 2015 Aquatic Invasive Species Program

Consider adoption of the 2015 Aquatic Invasive Species Program. No levy dollars are associated with this request. All costs associated with the plan are to be paid out of Pine County's Aquatic Invasive Species Prevention Aid.

7. **Commissioner Updates**

Joint Legislative Conference
Soil & Water Conservation District
East Central Solid Waste Commission
East Central Regional Library Board
Central Minnesota Jobs & Training
Lakes & Pines
Other

8. **Other**

9. **Upcoming Meetings –(Subject to Change)**

- a. **Public Safety Technology Meeting, Tuesday, March 17, 2015, 8:15 a.m.**, Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- b. **Pine County Board Meeting, Tuesday, March 17, 2015, 10:00 a.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- c. **Kanabec-Pine Community Health Board, Wednesday, March 18, 2015, 9:00 a.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- d. **Law Library, Wednesday, March 18, 2015, 12:00 p.m.**, Law Library, Pine County Courthouse, Pine City, Minnesota.
- e. **Arrowhead Counties Association, Wednesday, March 18, 2015, 6:00 p.m.**, Hampton Inn Conference Room, Duluth, Minnesota.
- f. **Rush Line Corridor Task Force, Thursday, March 19, 2015, 3:30 p.m.**, Maplewood Community Center, 2100 White Bear Avenue No., Maplewood, Minnesota.
- g. **Snake River Watershed Board, Monday, March 23, 2015, 9:00 a.m.**, Kanabec County Courthouse, basement meeting rooms 3/4, Mora, Minnesota.
- h. **Special Meeting-Committee of the Whole, Tuesday, March 24, 2015, 9:00 a.m.**, Sturgeon Lake City Hall, 3084 Farm to Market Road, Sturgeon Lake, Minnesota.
- i. **NLX, Wednesday, March 25, 2015, 10:00 a.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- j. **NE Minnesota Regional Radio Board, Thursday, March 26, 2015, 10:00 a.m.**, (jail training room), Pine County Courthouse, Pine City, Minnesota.
- k. **GPS 45:93, Friday, March 27, 2015, 10:00 a.m.**, Mille Lacs County Historical Courthouse, Classroom D, 635 2nd Street SE, Milaca, Minnesota.
- l. **Facilities Committee, Wednesday, April 1, 2015, 9:00 a.m.**, Commissioners' Conference Room, Pine County Courthouse, Pine City, Minnesota.
- m. **Soil & Water Conservation District, Thursday, April 2, 2015, 3:00 p.m.**, Public Health Building, Sandstone, Minnesota.
- n. **Pine County Board Meeting, Tuesday, April 7, 2015, 10:00 a.m.**, Public Health Building, Sandstone, Minnesota.

10. **Adjourn**