



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

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

**Tuesday, April 19, 2016, 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 31, 2016 Special Meeting-Committee of Whole (Hospital Road Project and County Auditor/Treasurer).
- F) Approve Minutes of April 5, 2016 County Board Meeting and Summary for publication.
- G) Minutes of Boards, Committees and Correspondence
  - East Central Regional Library Minutes – March 14, 2016
  - Minnesota Department of Human Services correspondence – March 30, 2016
  - Minnesota Pollution Control Agency correspondence –April 4, 2016 (the referenced Findings of Fact are on file with the Land Services Department).
  - United States Department of the Interior, Bureau of Indian Affairs
- H) 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 March, 2016 Cash Balance (attached)**

<b>Fund</b>	<b>March 31, 2015</b>	<b>March 31, 2016</b>	<b>Increase(Decrease)</b>
General Fund	1,243,199	2,221,213	978,014
Health and Human Services Fund	(502,138)	(171,041)	331,097
Road and Bridge Fund	4,321,475	2,682,454	(1,639,021)
Land Management Fund	2,143,680	1,194,367	(949,313)
TOTAL (inc non-major funds)	7,665,015	7,578,588	(86,427)

**2. Temporary 3.2 Licenses and Consumption**

Consider approval of the following:

Ray and Marge’s – renewal of Consumption and Display permit

Finlayson-Giese Sportsmen Club – 3.2 temporary licenses for May 21, 2016 and September 4, 2016

Jack Pine Riders – 3.2 temporary license for July 7-10, 2016

**3. Prosecution Agreement – City of Henriette**

Consider approval of Agreement for Prosecution Services with the City of Henriette and authorize Board Chair and County Auditor to sign.

**4. Joint Powers Agreement (JPA) Between Pine County Probation and Bureau of Criminal Apprehension**

Consider approval of Resolution 2016-17 approving the Joint Powers Agreement between Pine County Probation and Bureau of Criminal Apprehension, Court Data Services Subscriber Agreement and Joint Powers Agreement and authorize Board Chair and County Administrator to sign. The JPA will allow the BCA to provide Probation with access to the Minnesota Criminal Justice Data Communication Network. This is a five year renewal.

**5. DHS Planning and Implementation Grant**

Consider authorization for HHS Director Becky Foss to accept the five-year DHS planning and implementation grant award in the amount of \$1,017,640.

**6. Dental Care/Mental Health Care Grant**

Consider authorization for HHS Director Becky Foss to apply for a grant offered through Blue Plus in the amount of \$25,000.

**7. Special Meeting – Committee of the Whole**

Approve the following Special Meeting-Committee of the Whole meetings:

<u>Date</u>	<u>Location</u>	<u>Topic</u>
April 26, 2016, 10:00 a.m.	Pine Innovation Center, Pine City	Economic Development
May 24, 2016, 9:00 a.m.	Pokegama Town Hall, Pine City	Roads, road financing, and Road Tour
June 7, 2016, 10:00 a.m.	Sandstone HHS Building (after board meeting)	Legislative Update
June 21, 2016, 10:00 a.m.	Board Room, Pine City (after board meeting)	HHS Update
June 28, 2016, 9:00 a.m.	Duquette Community Hall, Kerrick	Comp Plan Update Oberstar Trail
July 26, 2016, 9:00 a.m.	Aazhoomog Community Center, Lake Lena	Law Enforcement Update 2017 Budget strategy
August 26, 2016, 9:00 a.m.	Board Room, Pine City	2017 Department Presentation and Requests
August 30, 2016, 9:00 a.m.	Board Room, Pine City	2017 Department Presentation and Requests

**8. Personnel**

A. Consider approval from probation status to regular status for HHS employees Account Technician Judy Billman effective April 21, 2016 and Registered Nurse Christina Schoeberl effective April 30, 2016.

- B. Consider promotion of dispatcher Marcella Danielson to Lead Dispatcher position, effective May 1, 2016, \$24.59 per hour, grade B24.
- C. Consider promotion of Corrections Agent Laura Stylski to Senior Agent, MAPE Gride 14G, Range 10, Step 1, \$21.44 per hour.

9. **Training**

Consider Fraud Investigators Kari Rybak and Osten Berg to attend the 29<sup>th</sup> Annual Fraud Investigators Association Spring Conference, May 11-13, 2016, Walker, Minnesota. Total registration \$200; Lodging approximately \$645; Mileage \$140. The costs associated with Osten's attendance are reimbursed through the grant that funds his position. There are funds in the 2016 HHS budget to cover the costs associated with Kari's attendance at this training.

**REGULAR AGENDA**

1. **Welcome -- East Central Schools Government Class (9<sup>th</sup> Grade)**

2. **Recognition of Probation Advisory Board Member Lee Williams**

Recognition of the contributions of Lee Williams, posthumously, to the Probation Advisory Board by Probation Director Terry Fawcett.

3. **Personnel Committee**

Pine County Personnel Committee met April 12, 2016 and made the following recommendations (Minutes attached):

**HHS**

- A. Approve the addition of one full-time Public Health Educator position at Grade C42. This position will be funded by \$60,000 from the Statewide Health Improvement Grant (SHIP).

**Highway**

- A. Reappoint Mark LeBrun as County Engineer and County Drainage Inspector for a four-year term (through May 31, 2020) with at least a 2% performance pay increase effective May 31, 2016. (To be placed on the May 3, 2016 board agenda for consideration).
- B. Acknowledge the resignation of full-time Highway Maintenance Worker Waylon Franklin, effective April 15, 2016, and authorize backfill.

**Jail**

- A. Acknowledge the promotion of Corrections Officer Brock Bloomquist to STS Crew Leader, effective March 28, 2016, and authorize backfill of full-time Corrections Officer position and any subsequent vacancies.
- B. Acknowledge the resignation of full-time Corrections Officer Jessee Johnston, effective April 9, 2016 and authorize backfill.

**Probation**

- A. Acknowledge the termination of Corrections Agent Leanne Shipka, effective March 28, 2016, and authorize backfill.

**Administrator**

- A. Approve the addition of Exit Interview policy to Pine County's Policies and Procedures under Section 15, Separation of Employment.

Other items are for informational purposes only.

4. **Pine County Public Health Planning Committee**

The Pine County Public Health Planning Committee met April 12, 2016. (Minutes Attached). Information only. No board action necessary.

5. **Midwest Medical Examiner's Office Annual Report**  
Dr. A. Quinn Strobl, Medical Examiner for Pine County will present the Medical Examiner's 2015 annual report for Pine County.
6. **Central Minnesota Jobs and Training Services, Inc. (CMJTS)**  
Barbara Chaffee and staff will present the CMJTS annual report. CMJTS is a partner in the Minnesota WorkForce Center System serving 11 counties in Central Minnesota, including Pine County.
7. **Drainage and Utility Easement Extinguishment**  
Consider drainage and utility easement extinguishment for Lots 18 and 19, Block 1, Beroun Acres, and authorize Board Chair and County Administrator to sign.
8. **Board of Adjustment Appointment**  
Consider appointment of Nancy Rys, District 1 representative to the Pine County Board of Adjustment, for a term April 19, 2016 through December 31, 2017.
9. **Household Hazardous Waste Training Contract**  
Consider approval of the Environmental Services Pricing Quotation with Veolia in the amount of \$5,548 and authorize Board Chair and County Administrator to sign.
10. **2016 Equipment Rental**  
Consider approval of Equipment Rental Bids.
11. **2016 Construction Projects**  
County Engineer Mark LeBrun will provide information on proposed 2016 construction projects. Information only.
12. **Railroad Crossing Agreements**  
Consider approval of Railroad Crossing Agreements for CSAH 55 and CSAH 65 and authorize Board Chair and County Administrator to sign. Total county costs are \$455,504.
13. **Cooperative Agreement and EDA Application**  
Consider motion to rescind Cooperative Agreement with the City of Sandstone for public improvements extending Lundorff Drive and to rescind the county's application to the Federal EDA for the county to be a co-recipient with the City of Sandstone.
14. **Location of First Board Meeting of the Month**  
Due to lack of space at the HHS building in Sandstone, discuss alternate locations for the first board meeting of the month.
15. **First Quarter 2016 Financial Report**
16. **Preliminary End of Year 2015 Financial Report**
17. **Commissioner Updates**  
Soil & Water Conservation District  
East Central Solid Waste Commission  
East Central Regional Library  
Pine County Chemical Health Coalition

**18. Other**

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

- a. **Technology Committee, Tuesday, April 19, 2016, 8:30 a.m.**, Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- b. **Pine County Board Meeting, Tuesday, April 19, 2016, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- c. **Comp Plan Steering Committee, Wednesday, April 20, 2016, 1:00 p.m.**, Board Room, Courthouse, Pine City, Minnesota.
- d. **Arrowhead Counties Association, Wednesday, April 20, 2016, 6:00 p.m.**, Hampton Inn, Canal Park, Duluth, Minnesota.
- e. **Mille Lacs Band of Ojibwe meeting, Thursday, April 21, 2016, 1:00 p.m.**, Commissioners Conference Room, Pine County Courthouse, Pine City, Minnesota.
- f. **Pine County Extension Committee, Thursday, April 21, 2016, 3:00 p.m.**, Health & Human Services Building, Sandstone, Minnesota.
- g. **Special Meeting-Committee of the Whole (City-County Relations), Thursday, April 21, 2016, 7:00 p.m.**, Sturgeon Lake City Hall, 3084 Farm to Market Road, Sturgeon Lake, Minnesota..
- h. **Snake River Watershed, Monday, April 25, 2016, 9:00 a.m.**, Kanabec County Courthouse, Mora, Minnesota.
- i. **East Central Regional Development Commission, Monday, April 25, 2016, 7:00 p.m.**, 100 Park St. So., Mora, Minnesota
- j. **Special Meeting-Committee of the Whole (Economic Development), Tuesday, April 26, 2016, 10:00 a.m.**, Pine Innovation Center, 585 Hillside Avenue, Pine City, Minnesota.
- k. **NLX, Wednesday, April 27, 2016, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- l. **Northeast Regional Radio Board, Thursday, April 28, 2016, 10:00 a.m.**, Courthouse, Pine City, Minnesota.
- m. **Central EMS Meeting, Friday, April 29, 2016, 10:00 a.m.**, Stearns County Service Center, Waite Park, Minnesota.
- n. **Pine County Board Meeting, Tuesday, May 3, 2016, 10:00 a.m.**, Health & Human Services Building, Sandstone, Minnesota.

**20. Adjourn**