



**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, December 16, 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 December 2, 2014 County Board Meeting and Summary for publication.
- F) Approve Minutes of December 4, 2014 Truth in Taxation meeting for publication.
- G) Minutes of Boards, Committees and Correspondence
  - Pine County Soil & Water Conservation District Board Meeting Minutes – November 6, 2014
  - Pine County Probation Advisory Committee Meeting Unapproved Minutes – November 25, 2014
- 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 November, 2014 Cash Balance (attached)**

Fund	November 30, 2013	November 30, 2014	Increase(Decrease)
General Fund	2,867,387.47	3,420,714.55	553,327.08
Health and Human Services Fund	1,289,936.43	526,037.83	(763,898.60)
Road and Bridge Fund	3,772,405.24	2,091,342.27	(1,681,062.97)
Land Management Fund	1,731,329.05	2,083,037.84	351,708.79
TOTAL (inc non-major funds)	10,946,247.11	9,661,450.42	(1,284,796.69)

**2. Tobacco Licenses**

Consider for approval January 1-December 31, 2015 tobacco licenses (see attached list) that have been completely submitted and approved by the Pine County Sheriff. Authorize Board Chair to sign.

**3. Off-Site Gambling**

Consider application by Hinckley-Pine City Flames Snowmobile Club to conduct off-site gambling from February 11-14, 2016 at Grand Casino-Hinckley, 777 Lady Luck Dr., Hinckley, MN (Barry Twp).

**4. Resolution for Repurchase of Tax Forfeited Land**

Consider Resolutions 2014-50 (PID 17.0319.011) and 2014-51 (PID 17.0319.017) for Repurchase of Tax Forfeited Land on a 10-year contract, Kelly Billings, and authorize Board Chair and County Auditor to sign.

**5. Hiring**

Authorize the contingent hiring of Nicole Ollig, Chief Deputy Auditor-Treasurer (C51), \$25 per hour, effective January 5, 2015, pending successful completion of pre-employment screenings.

**6. Transfer of Corrections Officers**

A. Consider promotion of part-time Corrections Officer Cody Overton to full-time Corrections Officer, effective December 14, 2014. No change in grade or wage (B23, step 3, \$16.04 per hour).

B. Consider promotion of part-time Corrections Officer Travis Keller to full-time Corrections Officer, effective December 14, 2014. No change in grade or wage (B23, step 3, \$16.04 per hour).

**7. Training**

A. Consider attendance by Land Services Director Kelly Schroeder to the third of five required courses, Basic Design of Onsite Systems, February 3-6, 2015 in Alexandria. Course cost: \$435, \$178.77 hotel cost, and \$123.20 mileage. Total cost: \$736.97. The funds are available in the 2015 budget.

B. Consider attendance by Land Services Director Kelly Schroeder to the Aquatic Invaders Summit, January 20-21, 2015 at the Rivers Edge Convention Center, St. Cloud. Registration: \$150. Funds are available in the 2015 AIS budget.

C. Consider attendance by County Engineer Mark LeBrun to the 70<sup>th</sup> Annual Minnesota County Engineers Conference, January 20-23, 2015 at Cragun's Resort, Brainerd. Total cost: \$800.40. Funds are available in the 2015 County Engineer budget.

**REGULAR AGENDA**

**1. Recognition of Commissioner Pangerl**

**2. Recognition of Retirement – John K. Carlson**

**3. Facilities Committee**

Pine County Facilities Committee met December 3, 2014. Minutes attached. Informational only, no board action necessary.

**4. Personnel Committee**

Personnel Committee met December 10, 2014 and made the following recommendations (Minutes attached):

A. Consider approval of a 1.5% Cost-of-Living increase to non-union employees and 2015 pay scale effective January 1, 2015.

- B. Consider approval of 2015 Pay Matrix as follows:

2015 Non-Union Performance Increase Matrix

<u>All Classifications</u>	<u>Percentage</u>
Outstanding	up to 6%
Exceeds Requirements	up to 5%
Fully Capable	up to 4%
Needs Improvement	up to 1%
Unsatisfactory	0%

- C. Consider approval of Resolution 2014-44 Setting 2015 Salaries for Elected Officials and authorize Board Chair and County Administrator to sign.
- D. Consider approval of Resolution 2014-45 Establishing 2015 County Commissioner Compensation and Per Diem and authorize Board Chair and County Administrator to sign.
- E. Set 2015 health insurance monthly contributions for CMM 1000, CMM 1500 and VEBA, single: \$570.50 and family, \$1,143.55.

**5. 2015 Pine County Property Tax Levy and Budget**

Consider approval of:

- A. Resolution 2014-48 establishing the 2015 Pine County property tax levy at \$15,199,541 and authorize Board Chair and County Administrator to Sign.
- B. Resolution 2014-49 adopting the 2015 Pine County operating budget and authorize Board Chair and County Administrator to sign.

**6. November Budget Update**

**7. 2014 Budget Adjustment**

Consider approval of recommended 2014 budget adjustments

**8. Law Enforcement Services Update**

**9. Pine Government Center Lease**

**10. Appointment to the Northeast Minnesota Regional Advisory Committee (RAC)**

Consider appointment of Sheriff-Elect Jeff Nelson to the Northeast Minnesota Regional Advisory Committee for 2015. This is an annual appointment.

**11. Planning Commission/Board of Adjustment Appointments**

Consider appointment, by Chair Rossow, and terms as follow:

A. Planning Commission:

Skip Thomson (District 2)	January 1, 2016 to December 31, 2017
Richard Glattly (District 4)	January 1, 2016 to December 31, 2017
Jeff Shute (District 5)	January 1, 2016 to December 31, 2017
Pat McCarthy (District 4)	January 1, 2014 to December 31, 2015
Scott Jensen (At Large)	January 1, 2015 to December 31, 2018

B. Board of Adjustment:

Tom Mestemacher (District 3)	January 1, 2014 to December 31, 2017
Carolyn Tuckner (District 1)	January 1, 2014 to December 31, 2017

**12. Timber Development**

Reaffirm zero allocation of tax forfeited receipts for 2014. Recommend, review and discussion in 2015 of setting aside a percentage of tax forfeited receipts to timber development.

**13. Medical Transportation Costs**

Update by Health & Human Services Director Becky Foss on medical transportation costs to follow up the Truth in Taxation meeting discussion.

**14. TSA Host County Contract**

Consider approval of the 2015 host county contract with Therapeutic Services Agency (TSA).

**15. Minnesota Counties Intergovernmental Trust 2013 Annual Report**

**16. Commissioner Updates**

Soil & Water Conservation District  
AMC Conference  
East Central Regional Library Board  
Community Health Board  
Economic Development Meeting  
Central Minnesota Jobs and Training Service  
East Central Regional Development Commission  
Other

**17. Other**

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

- a. **Technology Committee, Tuesday, December 16, 2014, 8:30 a.m.**, Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- b. **Pine County Board Meeting, Tuesday, December 16, 2014, 10:00 a.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- c. **Arrowhead Counties Association, Wednesday, December 17, 2014, 6:00 p.m.**, Blackwoods Restaurant in Proctor, Minnesota.
- d. **Pine County Board Meeting (organizational and regular), Tuesday, January 6, 2015, 1:00 p.m.**, Public Health Building, Sandstone, Minnesota.
- e. **Facilities Meeting, Wednesday, January 7, 2015, 9:00 a.m.**, Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- f. **Soil & Water Conservation District, Thursday, January 8, 2015, 3:00 p.m.**, Public Health Building, Sandstone, Minnesota.

**19. Sale of \$14,155,000 General Obligation Refunding Bonds, Series 2015A  
(Board May Recess Prior to Acting on This Item)**

- A. Consider approval of Resolution 2014-52 Authorizing Issuance, Awarding Sale, Prescribing the Form and Details and Providing for the Payment of \$14,155,000 General Obligation Refunding Bonds, Series 2015A.
- B. Approve the Escrow Agreement with US Bank National Association, St. Paul, Minnesota.

**20. Closed Meeting (Pursuant to M.S. §13D.05, Subd. 3(b) – Pending Litigation Update**

**21. Adjourn**