

**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, March 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 March 4, 2014 County Board Special Meeting – LEAN Report Out.
- F) Approve Minutes of March 4, 2014 County Board Meeting and Summary for publication.
- G) Minutes of Boards, Committees and Correspondence
  - Pine County HRA Senior Housing Board of Directors regular meeting Minutes – January 22, 2014
  - Pine County HRA Senior Housing Board of Directors special meeting Minutes – February 10, 2014
  - East Central Regional Library Library Board Minutes – February 10, 2014
- H) 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 February, 2014 Cash Balance (attached)**

| <b>Fund</b>                    | <b>February 28, 2013</b> | <b>February 28, 2014</b> | <b>Increase(Decrease)</b> |
|--------------------------------|--------------------------|--------------------------|---------------------------|
| General Fund                   | \$ 678,952.34            | \$ 887,632.52            | \$ 208,680.18             |
| Health and Human Services Fund | 1,499,627.66             | 97,481.57                | (1,402,146.09)            |
| Road and Bridge Fund           | 5,867,300.76             | 2,584,490.53             | (3,282,810.23)            |
| Land Management Fund           | 1,517,880.47             | 1,915,550.23             | 397,669.76                |
| TOTAL (inc non-major funds)    | \$9,904,295.65           | \$5,541,475.45           | (\$4,362,820.20)          |

**2. Application for Exempt Permit**

Consider Application for Exempt Permit for The Grand Lodge Ancient Free & Accepted Masons of MN – Helios Lodge #273 to conduct Minnesota lawful gambling on August 16, 2014 at Wings North Hunt Club, 19379 Homestead Road, Pine City (Pokegama Twp.).

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

Consider Resolution 2014-11 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. Personnel (Full-Time Status/Completion of Probationary Period)**

Consider approval of full-time status for Social Worker Kathleen Borowick, effective March 20, 2014.

**5. Training**

- A. Consider Cathy Clemmer and Terry Lovgren to attend the 2014 County Auditor Training Conference for elections held May 7 and 8, 2014 at Cragun’s Resort. Total cost \$55. Funds are available in the 2014 Auditor budget.
- B. Consider Patricia Anderson, RN/Nursing Team Leader/WIC Coordinator to attend the “2014 Women’s, Children’s and Family’s Health & Nutrition Conference: Preventing Childhood Obesity through Family Engagement & Policy” held May 16, 2014, Minneapolis. Registration \$75. Funds are available in the 2014 HHS budget [WIC (wages)].
- C. Consider Janet Ashmore, CMH Social Worker, to attend the “MACMH 2014 Child & Adolescent Mental Health Conference”, April 27-29, 2014, Duluth. Registration, \$335; Travel, \$97. Total cost \$432. Funds are available in the 2014 HHS budget.
- D. Consider Heidi Burton, CMH Social Worker, to attend the “MACMH 2014 Child & Adolescent Mental Health Conference”, April 28-29, 2014, Duluth. Registration, \$335; Travel, \$118.72. Total cost \$453.72. Funds are available in the 2014 HHS budget.
- E. Consider Stacy Rodd, CMH Social Worker, to attend the “MACMH 2014 Child & Adolescent Mental Health Conference”, April 28-29, 2014, Duluth. Registration, \$335; Membership, \$10; Travel, \$63.84. Total cost: \$408.84. Funds are available in the 2014 HHS budget.

**REGULAR AGENDA**

**1. Personnel Committee**

- A. The Personnel Committee met March 11, 2014 and made the following recommendations (Minutes attached):

Auditor-Treasurer:

Approve a performance increase for Chief Deputy Auditor-Treasurer Paul Johnson from \$28.99 to \$31.25 per hour, effective March 16, 2014.

Jail:

- i. Acknowledge the termination of part-time Corrections Officer Sara Anderson (probationary employee) effective February 22, 2014 and authorize replacement of part-time position.
- ii. Acknowledge the resignation of full-time Corrections Officer Jeffrey Niles effective February 28, 2014 and authorize replacement of full-time position.

Highway:

Approve the termination of Highway Maintenance Worker Brandon Summerland (probationary employee) effective February 28, 2014 and authorize replacement (not to be filled before May, 2014).

Probation:

Approve the hiring of .4 FTE part-time probation agent (within 2014 budget).

Administration:

- i. County will establish an employee recognition program. Going forward, employees will be recognized for 20 and 30 years of employment with Pine County.
  - ii. Approve a performance increase from \$19.52 to \$20.50 for Human Resources and Payroll Specialist Matt Christenson, effective April 3, 2014.
  - iii. Approve a performance increase for Building Maintenance Supervisor Kevin Newman from \$26.17 to \$26.88, effective March 5, 2014.
- Other items are for informational purposes only.

**B. Recognition of Service with Pine County**

Recognition of Pam Lawrence and Karen Stumne for 20 years of service with Pine County.

**2. Facilities Committee**

The Facilities Committee met March 5, 2014 (Minutes attached).  
Items are for informational purposes only.

**3. Federal Funding Update-MN DOT**

Update by Public Works Director Mark LeBrun.

**4. Cooperative Agreement with Pine City Township**

Approve Pine County Cooperative Agreement with Pine City Township and authorize County Administrator to sign.

**5. Final Payment – Tri-City Paving.**

Approve final payment to Tri-City Paving, Inc. in the amount of \$111,669.89 for Contract #1301 related to SP 058-611-013, Located on CSAH 11; From County Line to CSAH 61 and authorize County Administrator to sign Certificate of Final Contract Acceptance.

**6. Commissioner Updates**

- a. East Central Solid Waste Commission
- b. East Central Regional Library Board
- c. Central MN Jobs and Training Service
- d. Lakes & Pines CAC
- e. Other

**7. Other**

**8. Upcoming Meetings**

- a. **Technology Committee, Tuesday, March 18, 2014, 8:30 a.m.**, Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- b. **Pine County Board Meeting, Tuesday, March 18, 2014, 10:00 a.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- c. **Pine County Health and Human Services Meeting, Tuesday, March 18, 2014, 1:00 p.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- d. **Arrowhead Counties Association, Wednesday, March 19, 2014, 6:00 p.m.**, Hampton Inn Conference Room, Duluth, Minnesota.

- e. **Rush Line Corridor Task Force , Thursday, March 20, 2014, 3:30 p.m.**, White Bear Lake City Hall, White Bear Lake, Minnesota.
- f. **Snake River Watershed Joint Powers Board, Monday, March 24, 2014, 9:00 a.m.**, Kanabec County Courthouse, Mora, Minnesota.
- g. **Riverwood Center, Tuesday, March 25, 2014, 4:00 p.m.**, Riverwood Center, Braham, Minnesota.
- h. **NLX, Wednesday, March 26, 2014, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- i. **NE Regional Radio Board, Thursday, March 27, 2014, 10:00 a.m.**, Video Conference, Courthouse, Pine City, Minnesota.
- j. **Onanegozie RC&D Council, Thursday, March 27, 2014, 10:00 a.m.**, Isanti County Courthouse, Cambridge, Minnesota.

9. **Adjourn**