

AGENDA

PINE COUNTY BOARD MEETING

- District 1 Commissioner Hallan (Chair)
- District 2 Commissioner Pangerl
- District 3 Commissioner Chaffee
- District 4 Commissioner Rossow
- District 5 Vacant

Tuesday, May 21, 2013, 10:00 a.m.
Boardroom, 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. Each speaker should state his/her name and limit comments to three (3) minutes.
- D) Approve Agenda
- E) Approve Minutes of May 7, 2013 board meeting and Summary for publication.
- F) Minutes of Boards, Committees and Correspondence
 Pine County Soil & Water Conservation District Board Meeting Minutes – April 4, 2013
 East Central Regional Library Board Minutes – April 8, 2013
- 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 April, 2013 Cash Balance (attached)

Fund	April 30, 2012	April 30, 2013	Increase(Decrease)
General Fund	-\$1,142,806.89	-\$1,098,096.81	\$44,710.08
Health and Human Services Fund	\$1,316,896.90	\$833,714.10	(\$483,182.80)
Road and Bridge Fund	\$7,240,378.19	\$5,559,148.29	(\$1,681,229.90)

Land Management Fund	1,046,751.86	\$1,631,927.33	\$585,175.47
TOTAL (inc non-major funds)	12,649,034.22	10,248,547.10	(\$2,400,487.12)

2. **Applications for Abatement:**

Consider:

- a. Gregory Clark, 27966 Oak Bend Way, Sturgeon Lake, PID 31.0221.001, pay 2013
- b. Eunice Olson, 38396 Warloe Road, Moose Lake, PID 33.0104.000, pay 2013
- c. Marlen & Annette Anderson, 94132 Partridge Rd. No., Sturgeon Lake, PID 33.0004.000, pay 2013
- d. Western Bank, 608 Fire Monument Rd., Hinckley, PID 40.0005.024, pay 2011 & 2012
- e. Steve & Lisa Hosna, 45714 Dove Rd., Hinckley, PID 15.0030.000, pay 2013

3. **Application for Premises Permit**

Consider application for Pokegama Lake Association to conduct Minnesota lawful gambling at Beroun Saloon, 24715 Main St., Beroun (Mission Creek Twp.)

4. **Donation**

- A. Accept \$2,500 donation from Wal-Mart Foundation and designate to the Pine County Sheriff's Office K-9 program; to be used to help offset expense of canine program.
- B. Accept \$2,500 donation from Wal-Mart Foundation; to be used to help offset the expense of the volunteer posse.

5. **Awards**

The Pine County Sheriff presents the following awards:

- Dispatcher Marcella Danielson: Award of Merit
- Office Manager Denise Baran: Award of Commendation
- Chief Deputy Steve Blackwell: Medal of Merit

No board action required.

6. **Training**

Consider County Administrator David Minke to attend the Economic Development Association of Minnesota summer conference, June 26 – 28, 2013, Duluth. Registration \$395; lodging (2) nights, \$295; mileage \$98; total cost: \$788. Attendance at this conference will support the board's goal of increasing county activity with economic development. Funds are available in the 2013 Administrator's budget.

7. **New Hire**

- A. Authorize the hiring of 4-H Summer Assistant Jessica Fischer, effective June 3, 2013, \$11.62 per hour, grade A13, step 1 (at a cost not to exceed \$4,000).
- B. Authorize the hiring of part-time Corrections Officers Sara Anderson, effective May 23, 2013, pending completion of pre-employment screenings, \$16.04 per hour, B-23.

- C. Authorize the hiring of part-time Corrections Officers Michael Ledin, effective May 23, 2013, pending completion of pre-employment screenings, \$16.04 per hour, B-23.

REGULAR AGENDA

1. Personnel Committee

The Personnel Committee met May 14, 2013 and made the following recommendations (Minutes attached):

A. Sheriff's Office

- Accept the resignation of Deputy Sheriff Noah Heiller, effective May 11, 2013.
- Authorize promotion of two part-time deputy sheriffs to full-time.
- Authorize the backfill of two full-time deputy sheriff positions.
- Ratify the Pine County Sheriff's Office staffing levels for 2013 and 2014 at 31.

Sheriff Cole requested to address the board regarding personnel staffing levels.

B. Highway Department

- Accept the retirement of Highway Maintenance Worker Greg Museus, effective May 3, 2013, and authorize internal replacement and external backfill.
- Authorize the transfer of Maintenance Engineer Shawn Linnell to previous position of Engineer Technician III per AFSCME contract, effective May 27, 2013. Maintenance Engineer position will remain vacant.
- Authorize termination of probationary employee Engineer Technician III Richard Reineccius, effective May 24, 2013.
- Authorize internal advertisement for Highway Maintenance Supervisor, Sandstone.
- Authorize advertising for (2) vacant highway maintenance workers prior to August 1, 2013.

C. Land and Zoning Department

Approve reorganization structure of Land and Zoning Department:

- County forester: report to county auditor.
- Creation of Land Services Director position and promote Kelly Schroeder to position.
- Eliminate Land & Zoning Administrator position.
- Creation of Senior Environmental Technician/Zoning Administrator position– to report to Land Services Director.
- Eliminate one of two Environmental Technician positions (opportunity for promotion) remaining technician

- Creation of Senior Appraiser position.
- Reclassification of deputy assessor.

D. Administrator's Office

- Approve six month probationary period performance pay increase for Administrative Assistant Debbie Gray from \$15.12 per hour to \$16.87 per hour effective May 9, 2013.

Other items are for information only.

2. NLX

Presentation by Ken Buehler, Executive Director "The Depot"

3. Central Minnesota Jobs and Training Services, Inc. (CMJTS)

Update by Barbara Chaffee. CMJTS is a partner in the Minnesota WorkForce Center System, serving 11 counties in Central Minnesota, including Pine County.

4. East Central Solid Waste Commission

Approve Resolution 2013-21, approving contract between Pine County and East Central Solid Waste Commission; authorize Board Chair and County Administrator to sign Resolution and Contract. This will allow ECSWC, on Pine County's behalf, to update and resubmit our Solid Waste Management Plan.

5. Final Payment – Hardrives, Inc.

Approve final payment to Hardrives, Inc. in the amount of \$20,445.16 for Contract #1202 related to:

CP 058-040-001, located on CSAH 40; between CSAH 52 and CSAH 46

CP 058-051-001, located on CSAH 51; between CSAH 50 and Carlton CSAH 10

CP 058-052-001, located on CSAH 52; between CSAH 40 and Edgewood Road

6. Award Bid for Contract #1301

Award bid for Contract #1301 to Tri-City Paving, Inc. for the following:

SAP 058-611-013, located on CSAH 11, from County Line to CSAH 61.

7. Award Bid for Contract #1302

Award bid for Contract #1302 to lowest responsible bidder as determined by the County Engineer for the following:

SAP 058-641-016, located on CSAH 41, from Aitkin CSAH 2 to 2.5 miles east

8. Health and Human Services Director Position Recruitment

9. Veteran's Service Officer Vacancy

10. Commissioner Updates

11.Other

12.Upcoming Meetings

- a. **Technology Committee Meeting, Tuesday, May 21, 2013, 8:30 a.m.,**
Commissioner Conference Room, Pine County Courthouse, Pine City, Minnesota.
- b. **Pine County Board Meeting, Tuesday, May 21, 2013 10:00 a.m.,** Boardroom,
Pine County Courthouse, Pine City, Minnesota.
- c. **Pine County Health and Human Services Meetings, Tuesday, May 21, 2013,**
to commence after Pine County Board Meeting, Boardroom, Pine County
Courthouse, Pine City, Minnesota.
- d. **Highway 70 Road Tour, May 24, 2013, 10:00 a.m.,** Rock Creek City Hall.
- e. **Committee of the Whole – Economic Development, June 4, 2013, 10:00 a.m.,**
Public Health Building, Sandstone, Minnesota.
- f. **Pine County Board Meeting, Tuesday, June 4, 2013, 1:00 p.m.,** Public Health
Building, Sandstone, Minnesota.
- g. **Facilities Committee Meeting, Wednesday, June 5, 2013, 9:00 a.m.,**
Commissioner Conference Room, Pine City, Minnesota.

13.Adjourn