

**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, August 6, 2013, 1:00 p.m.**  
**Public Health Building, Sandstone, 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 July 16, 2013 board meeting and Summary for publication.
- F) Approve Minutes of July 16, 2013 Committee of the Whole/Budget Committee meeting for publication.
- G) Minutes of Boards, Committees and Correspondence
  - Pine County Probation Advisory Committee Unapproved Minutes – May 28, 2013
  - Pine County HRA Senior Housing Board of Directors Minutes - June 26, 2013
  - Pine County Land Surveyor Monthly Report – July 2013
  - Pine County Methamphetamines Task Force Minutes – July 8, 2013
- H) Approve Consent Agenda

**CONSENT AGENDA**

1. **July, 2013 Disbursements**  
Disbursements Journal Report, July 1, 2013 – July 31, 2013
2. **Applications for Abatement:**  
Consider:  
Timothy Nelson & Jennifer Marx, 29174 Anderson Dr., Sandstone, PID 30.0483.002, pay 2012  
Robert & Kristen Althoff, 5 1<sup>st</sup> St. SE, Pine City, PID 42.5021.000, pay 2011  
Frandsen Bank & Trust, 340 Main St. So., Pine City, PID 42.5195.000 & 42.5200.000, pay 2013
3. **Resolution for Repurchase of Tax Forfeited Land**  
Consider Resolution 2013-30 for Repurchase of Tax Forfeited Land in full, PID 19.0157.000 and PID 19.0153.001, Kevin Steinert one-half interest and Kent and Marla Kvall one-half interest and authorize Board Chair and County Auditor to sign.

#### **4. Liquor License**

Consider 2013-2014 Liquor Licenses for:

Banning Junction (On/Sunday); Banning Junction (Off Sale); Beach Rocks (On/Off/Sunday); Beroun Saloon (On/Sunday); Chengwatana Country Club (On/Off/Sunday); Countryside Campground (Off Sale); Doc's Sports Bar (On/Off/Sunday); Kurtz' Muffies on the Lake (On/Off/Sunday); Marathon of Beroun (Off Sale); Moose Lake Golf Club (On/Sunday); Nickerson Bar & Motel (On/Off/Sunday); Pine City Country Club (On/Sunday); Tank's Tavern (On/Off/Sunday); Tavern in Duquette (On/Off/Sunday); West Beroun Liquor (Off Sale); Wing's North (On/Sunday).

Subject to approval of the Pine County Sheriff, Pine County Attorney and the township board of each applicant. Authorize signature on licenses by Board Chair and Auditor/Treasurer.

#### **5. Pine County Housing and Redevelopment Authority**

- A. Approve appointment of Carl Steffen to the Pine County Housing and Redevelopment Authority Board of Directors to fulfill the remaining term of Arild Frederiksen, term ending October 5, 2016.
- B. Approve appointment of Greg Kvasnicka to the Pine County Housing and Redevelopment Authority Board of Directors to fulfill the remaining term of Dean Dronen, term ending October 5, 2017.

#### **6. Promotion**

Approve the promotion of part-time Corrections Officer Elliot Johnson to full-time Corrections Officer effective August 11, 2013. No change in wages or classification.

#### **7. Training**

- A. Consider attendance by Property Appraisers Karen Stumne and Lorri Houtsma to the MCCC hosted Sidwell Legal Description workshop in St. Paul, October 2-3, 2013. The workshop is approved by the State Board of Assessors for 14 hours of continuing education training. Cost per person is \$150; hotel cost \$112.49 (share room), total cost: \$412.49. Funds are available in the 2013 assessor budget.
- B. Consider attendance by Sr. Property Appraiser Jenny Mansavage to the MAAO Assessment Administration course in Plymouth, October 7-10, 2013. The course is a requirement to obtain an accredited Minnesota Assessor license as needed by all appraisers in Minnesota by 2019 after this year's legislation. Thirty hours of continuing education will be awarded for the class. Cost of the course is \$380; hotel cost \$83.60 (per night). Total cost: \$630.80. Funds are available in the 2013 assessor budget.
- C. Consider attendance by Probation Director Terryl Arola to the Minnesota Corrections Association (MCA) Training Institute, October 23-24, 2013. Probation agents are required 40 hours of training each calendar year. Registration \$150; one night hotel, \$95 (before taxes); plus travel. Funds are available in the 2013 probation budget.
- D. Consider attendance by Welfare Fraud Investigator Kari Rybak to the United Council on Welfare Fraud National Conference in Des Moines, Iowa September 9-12, 2013. Rybak will attend the conference with scholarships received towards expenses; there will be no other costs other than training and travel hours not to exceed 37.5 hours for the week.

- E. Consider attendance by Veterans Service Officer Ben Wiener to the 2013 MN County Veteran Services Officer Conference in Nisswa, September 8-10, 2013. Total cost \$504 plus mileage. Lodging and meals are included in the cost. Funds are available in the 2013 Veteran Services Office budget.
- F. Consider attendance by Health & Human Services Director Patrick Bruflat to the 2013 regular monthly meetings for the MN Association of County Social Services Administrators (MACSSA). Dates of monthly meeting: August 22, 2013, September 19, 2013, November 7, 2013, and December 5, 2013. Cost: No registration cost; accommodations w/meals, \$99 plus tax; mileage \$79.10. Total monthly cost: \$178.10.

## **REGULAR AGENDA**

**1. Minnesota Housing Finance Agency's Family Homeless Prevention and Assistance Program**

Approve Resolution 2013-29 Authorizing Administration of Minnesota Housing Finance Agency's Family Homeless Prevention and Assistance Program and authorize Board Chair and County Administrator to sign.

**2. Sturgeon Lake Golf Course – Request for Public Hearing**

Approve request for date of public hearing, September 3, 2013, 1:00 p.m. or as soon thereafter as possible, for Sturgeon Lake Golf Course f/k/a Birch Creek Golf Course to obtain an On/Off/Sunday liquor license. Subject to approval of the Pine County Sheriff, Pine County Attorney, and the township board of applicant.

**3. One Heartland, Inc – Request for Public Hearing**

Approve Resolution 2013-31 calling for a public hearing, September 3, 2013, 1:00 p.m. or as soon thereafter as possible, by Tom Koerber, Northview Bank, on behalf of One Heartland, Inc. (f/k/a Camp Heartland Project, Inc.) for approval of the refinance of existing debt using the City of Willow River's Bonding Authority. The County does not assume any liability. Authorize Board Chair and Auditor/Treasurer to sign Resolution.

**4. 2013 Land Auctions: September 20, 2013, 10 a.m., Courthouse, Pine City**

Approve the Land/Zoning Advisory Committee's recommendation to set dates, terms, conditions, appraisals and parcels for the following:

- A. General Public Tax-Forfeit Land Auction – Resolution 2013-32
- B. General Public County Fee Land Auction – Resolution 2013-33
- C. Adjoining Land Owner Tax-Forfeit Land Auction – Resolution 2013-34

and authorize County Auditor-Treasurer to sign.

**5. Final Payment – Contract #1102**

Approve final payment to Robert R. Schroeder Construction, Inc. in the amount of \$19,322.47 for Contract #1102 related to SAP 58-641-14 – Located on CSAH 41 between CSAH 42 and Willow River, MN and authorize County Administrator to sign Certificate of Final Contract Acceptance.

**6. Easement Agreement**

Approve Easement Agreement with City of Rock Creek for ingress and egress to access county-owned land for removal of gravel, sand and earthen materials authorize Board Chair and County Attorney to sign.

**7. Commission Nominations/Appointments**

Approve reappointment of Richard Stepan as the District 4 member on the Board of Adjustment and the At-Large member on the Planning Commission. Both terms are effective January 1, 2013 – December 31, 2014. MS §394.27, Subd 2 requires “one member of such board of adjustment shall also be a member of any planning commission appointed under the provision of sections §394.21 to §394.37.” This appointment will satisfy this requirement.

**8. Award Bid for Phase 1 (DNR buyout properties) Flood Mitigation Demolition**

Award bid for Phase 1 demolition and site restoration of the DNR flood mitigation buyout properties to Buetow Trucking and Excavating, LLC, Moose Lake, total bid \$65,313.12.

**9. Probation Advisory 2013 Comprehensive Plan**

Approve formal acceptance of the 2013 Comprehensive Plan.

**10. Commissioner Updates**

**11. Other**

**12. Upcoming Meetings**

- a. **Pine County Budget Committee Meeting, August 6, 2013, 9:30 a.m.**, Public Health Building, Sandstone, Minnesota.
- b. **Pine County Board Meeting, August 6, 2013, 1:00 p.m.**, Public Health Building, Sandstone, Minnesota.
- c. **Personnel Committee Meeting, August 13, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota
- d. **Technology Meeting, Tuesday, August 20, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- e. **Pine County Board Meeting, Tuesday, August 20, 2013, 10:00 a.m.**, Board Room, Pine County Courthouse, Pine City, Minnesota.
- f. **Pine County Health and Human Services Meetings, Tuesday, August 20, 2013, to commence after Pine County Board Meeting**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- g. **NLX meeting, Wednesday, August 28, 2013, 9:30 a.m.**, Boardroom, Courthouse, Pine City, Minnesota.

**13. Adjourn**