

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

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

**Tuesday, October 1, 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 September 17, 2013 board meeting and Summary for publication.
- F) Minutes of Boards, Committees and Correspondence
  - Pine County HRA Senior Housing Board of Directors Minutes – July 26, 2013
  - Pine County Soil & Water Conservation District Board Minutes – September 5, 2013
- G) Approve Consent Agenda

**CONSENT AGENDA**

1. **September, 2013 Disbursements**  
Disbursements Journal Report, September, 2013 – September 30, 2013
2. **Temporary Liquor License**  
Consider temporary liquor license for the Pine City Area Chamber of Commerce for an event to be held October 28, 2013, Northwest Company Fur Post, 12551 Voyageur Lane, Pine City. Subject to approval of the Pine County Sheriff, Pine County Attorney and the corresponding township board.
3. **New Tobacco License**  
Consider approval of application for new tobacco license in Pine County under the jurisdiction of the Auditor for Northland E-cigs for the period of September 18, 2013 – December 31, 2013. Subject to approval of the County Board, County Sheriff and contingent upon no delinquent taxes.

**4. Training**

Consider Social Workers Lori Danielson and Tally Satterlee to attend the St. Louis County Health & Human Services Conference, October 17-18, 2013, Duluth. Registration: \$50 each; Meals/Accommodations: \$0; Travel: \$50 each. Total cost: \$200.

**5. Personnel**

- A. Authorize hiring of part-time Corrections Officer Nicole Derks, effective October 2, 2013, pending completion of pre-employment screenings, \$16.04 per hour, grade B-23.
- B. Authorize hiring of part-time Corrections Officer Matthew Seamon, effective October 2, 2013, pending completion of pre-employment screenings, \$16.04 per hour, grade B-23.
- C. Authorize hiring of a qualified candidate to fill the vacant Child Support Officer position caused by Nikki Wiener's promotion to Social Worker, backfill of this position was authorized by the Board on July 16, 2013. The proposed name, salary and start date for this position will be provided to the Board at the board meeting, or sooner, if possible.
- D. Consider regular, full-time status for probationary HHS Case Aid Stephanie Klemz, effective October 1, 2013.

**REGULAR AGENDA**

**1. Pine County Historical Society**

Presentation by Arla Budd, Pine County Historical Society; consider request for funding of \$20,000 for 2014, an increase of \$10,000.

**2. Rush Line Corridor**

Consider request from Rush Line Taskforce for \$2,974 contribution to fund the Advanced Alternatives Study.

**3. Land Sale**

Summary of land sale results held September 20, 2013. Total sale amount \$731,581.

**4. 2012 Financial Statement – FY Ending December 31, 2012**

Consider formal acceptance of the 2012 Financial Statement and authorize publication.

**5. 2013 Boards and Committees**

Consider amended appointments to the 2013 Boards and Committees.

**6. Schedule Committee of the Whole Meeting**

- a. Review Subsurface Sewage Treatment System Ordinance and process
- b. Budget Committee

**7. Rediscover Old Hwy. 61**

**8. Commissioner Updates**

- a. Arrowhead Counties Association

- b. Riverwood Board
- c. Arrowhead Transit
- d. GPS 45:93

**9. Other**

**10. Upcoming Meetings**

- a. **Pine County Board Meeting, Tuesday, October 1, 2013, 1:00 p.m.**, Public Health Building, Sandstone, Minnesota.
- b. **Facilities Meeting, Wednesday, October 2, 2013, 9:00 a.m.**, Commissioner Conference Room, Pine City, Minnesota.
- c. **Law Library, Board of Trustees, Wednesday, October 2, 2013, 12:00 p.m.**, Law Library, Pine City, Minnesota.
- d. **Personnel Meeting, Tuesday, October 8, 2013, 9:00 a.m.**, Commissioner Conference Room, Pine City, Minnesota.
- e. **Meth Task Force, Monday, October 14, 2013, 3:00 p.m.**, Public Health Building, Sandstone, Minnesota.
- f. **Technology Committee Meeting, Tuesday, October 15, 2013, 8:30 a.m.**, Commissioner Conference Room, Pine City, Minnesota.
- g. **Pine County Board Meeting, Tuesday, October 15, 2013, 10:00 a.m.**, Board Room, Pine County Courthouse, Pine City, Minnesota.
- h. **Pine County Health and Human Services Meetings, Tuesday, October 15, 2013, to commence after Pine County Board Meeting**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- i. **NLX meeting, Wednesday, October 23, 2013, 9:30 a.m.**, Boardroom, Courthouse, Pine City, Minnesota.

**11. Adjourn**

**PINE COUNTY HRA SENIOR HOUSING**

**510 Fifth Street Office**

**Sandstone, MN 55072**

**(320) 245-5140**

[pinehra@ecenet.com](mailto:pinehra@ecenet.com)

**Sandstone Manor  
510 Fifth Street  
Sandstone, MN 55072**

**Finlayson Manor  
6524 Broadway Street  
Finlayson, MN 55735**

The regular meeting of the Pine County HRA Senior Housing Board of Directors was held on July 26, 2013, at the Finlayson Manor. Commissioners of the HRA present were Board Chair Dorothy Stockamp, Cheri Drilling, and Jan Oak. Staff members present were Executive Director Janice Gustafson and Resident Manager Susan Blake. Resident Manager Evelyn Yocum was absent. Guest Carl Steffen and Greg Kvasnicka were present.

1. The meeting was called to order at 2:00 P.M. by Board Chair D. Stockamp. Guest, Carl Steffen and Greg Kvasnicka were welcomed.
2. The minutes from June 26, 2013, were reviewed by the Board members. A motion was made by J. Oak and was seconded by C. Drilling to accept the minutes. Motion carried: Yeas 3, Nays 0.
3. The monthly financial statements and the investment report were presented by J. Gustafson. A motion was made by Board Chair D. Stockamp and was seconded by C. Drilling to approve the financial statements and the investment report. Motion carried: Yeas 3, Nays 0.
4. Executive Director's Report. The written Executive Director's report was reviewed by Board members.
5. Old Business.
  - a) Vacancies. As of this date, there is one vacancy at the Finlayson Manor and no vacancies at the Sandstone Manor.
  - b) New Board Members. Arild Frederiksen's term expires 10/05/2016, and Carl Steffen agreed to complete A. Frederiksen's term. A motion was made by Board Chair D. Stockamp and was seconded by J. Oak to appoint Carl Steffen to complete A. Frederiksen's term. Motion carried: Yeas 3, Nays 0.

- c) After discussion by Board members, it was agreed the HRA would wait to purchase a new piano keyboard for the Sandstone Manor until after the new carpet has been installed.

6. New Business.

- a) The Minnesota Housing Finance Authority HUD annual audit is scheduled for August 6, 2013, and Board Chair D. Stockamp reviewed and signed the required Management and Occupancy Review paperwork.
- b) The carpet and tile in the common areas at both Manors is being upgraded and multiple samples were reviewed and selections were made.

7. Resident Managers' Reports.

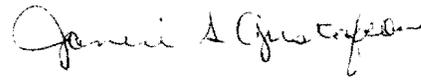
- a) Finlayson Manor. S. Blake reported everything was going very well and there were no concerns. She added the residents love the hot weather.
- b) Sandstone Manor. E. Yocum was unavailable.

8. Resident Comments/Questions. There were no residents present.

- 9. A motion was made by C. Drilling and was seconded by Board Chair D. Stockamp to adjourn the meeting at 3:35 P.M. Motion carried: Yeas 3, Nays 0.

10. The next HRA Board meeting is scheduled for August 28, 2013, at the Sandstone Manor.

  
Dorothy Stockamp  
HRA Board Chair

  
Janice S. Gustafson  
Executive Director



**BOARD MEETING MINUTES**  
**September 5, 2013**

The Pine County Soil and Water Conservation District Board of Supervisors held their monthly meeting on Thursday, September 5, 2013.

**Members Present:**

Doug Odegard  
Skip Thomson  
Tom Swaim  
Jerry Telker

**Others Present:**

Jill Carlier, District Manager  
Sam Martin, Water Management Specialist  
Robin Poppe, Wetland Specialist  
Julie Salmon, NRCS DC

**Members Absent:** Joe Luedtke

**CALL TO ORDER:** Thomson called the meeting to order at 4:00 p.m.

**PUBLIC COMMENT:** *none*

**APPROVAL OF AGENDA:**

Motion by Telker, seconded by Odegard to approve the agenda with additions.  
*Motion carried*

**AUGUST MINUTES:**

Motion by Telker, seconded by Swaim, to approve the August minutes.  
*Motion carried*

**FINANCIAL STATEMENTS AND PAYMENTS OF BILLS FOR AUGUST:**

Motion by Swaim, seconded by Telker to approve the August financials and payment of bills including a \$10,000 transfer.  
*Motion carried*

**STAFF/SUPERVISOR REPORTS:**

**Wetlands & Grants:**

- Karen Schreifels: Wetland impact in two areas. First area is 300 sq ft, second area is 1600 sq ft. Total wetland impact is 1900 sq ft. Eligible de minimus exemption is 10,000 sq ft. Poppe recommends issuing de minimus exemption for 1900 sq ft.  
Motion by Odegard, seconded by Telker to approve the de minimus exemption for Karen Schreifels.  
*Motion carried.*
- Grants: Poppe and Martin have been working with BWSR and NRCS on possible Clean Water grant applications. Martin explained he has things split into 2 groups. The Snake River group has 6 shorelines on Cross Lake to work on with buffers, possibly with coconut logs. Martin is waiting to hear from the engineers on these projects. There is also a buffer on Pokegama Lake. We could put these projects on a grant application through the Snake River Watershed group, or we could do this grant application on our own. The board feels these projects should be included on a Snake River Watershed application.
  - Martin also has a couple projects on Sand and Island Lakes. These projects could be on an application with the PICKM group, or we could apply for these on our own.
  - After much discussion on these projects, the board feels these projects should be applied for on our own grant application.

**Water Management:**

- Martin gave an update on the Robinson Park Clean Water Grant project.
- Pearson cost share project construction will start on September 9<sup>th</sup>.

*Poppe left the meeting*

**Forestry:**

- No meeting last month.

**East Central Forest Landscape:**

- No meeting last month.

**TSA III**

- No meeting last month.

**RC&D Onanaegozie:**

- No meeting last month.

**Snake River Citizen Advisory Committee:**

- No meeting last month.

**Legislative**

- No meeting last month.

**Exploratory**

- Committee met with Poppe and Martin about grants and applications. Odegard and Martin went to Banning State Park to talk with them about a possible project. Odegard has also looked into projects on the HFHS school forest, beaver dam control, township/county culvert inventory and replacement.

**Personnel/Policy**

- No meeting last month.

**Budget:**

- No meeting last month.

**Trees/Envirothon:**

- Nothing at this time.

**Newsletter:**

- Newsletters will be sent out the week of September 9<sup>th</sup>.

**DISTRICT CONSERVATIONIST REPORT:**

Salmon presented copies of the minutes from the EQIP local workgroup meeting. Salmon and Bartsch have attended trainings and DC meetings. Salmon went along on an aerial seeding for cover crops, and explained how it worked.

*Salmon and Martin left the meeting.*

**FLOOD RELIEF GRANT UPDATE:**

No new updates this month.

**CROSS LAKE WATER QUALITY CONCERNS:**

Carlier stated a letter was sent to the farmer, but there has been no response yet.

**AREA III ANNUAL MEETING:**

Carlier stated that Swaim is attending the meeting on Thursday, Odegard is attending on Friday. No additional information has been sent out.

**STATE COST SHARE:**

Nothing this month.

**CLEAN WATER GRANT:**

- Randy & Donita Tegland: CWSL-1 Well Sealing. 2 bids were obtained.
  - Randy Klavu Well Drilling: \$425.00
  - Kent Well Drilling: \$457.7550% cost sharing= \$425.00 x 50% = \$212.50.  
Motion by Telker, seconded by Odegard to approve Randy & Donita Tegland's Clean Water Fund well sealing project at a cost of \$212.50.

*Motion carried.*

- Robinson Park: CWRP-1 Most of work has been completed.  
 Spray kill sites, hydromulch, native grass & wildflower seeding and plugs  
 Total bill was \$15,325.00 x 75% = \$11,493.75  
 Motion by Odegard, seconded by Swaim to approve payment of \$11,493.75 to the City of Sandstone for the majority of the Clean Water Fund Robinson Park project.  
*Motion carried.*

**TREE PROGRAM EVALUATION:**

Carlier stated she received some information from MASWCD about evaluating districts' tree programs. Carlier wondered if the board would like to do something like this with our program. General consensus to add this topic to the District Retreat Agenda for discussion there.

**2014 DRAFT BUDGET:**

Carlier stated the budget has been submitted to the county. The board is reminded this budget is strictly a draft, until the county notifies us of our allotment, we cannot approve our final budget. This typically happens in December.

Motion by Telker, seconded by Swaim to approve the DRAFT 2014 budget.

*Motion carried*

**BWSR ACADEMY:**

Carlier stated she sent out a schedule for the Academy in board packets. Discussion followed.

Motion by Odegard, seconded by Telker to approved sending up to 3 staff and 1 supervisor to the Academy, as necessary.

*Motion carried.*

**FY2014-2015 PROGRAMS & OPERATIONS GRANT:**

Carlier stated we have received the FY2014 & 2015 Programs and Operations Grant from BWSR for approval. The grant agreement will cover a 2-year period now instead of 1. The dollar amounts listed are for 1 year.

Conservation Delivery: \$18,896  
 State Cost Share: \$13,045  
 Easement Delivery: \$53

Motion by Telker, seconded by Swaim to approve the FY2014 & 2-15 Programs and Operations Grant.

*Motion carried.*

**MISC ITEMS:**

- Governance 101 Recap: Thomson and Swaim attended the workshop in Alexandria. Carlier has copies of all handouts if any supervisors are interested
- Carlier stated the employee handbook was sent out prior to board packets, and should have been on the agenda for approval.

Motion by Swaim, seconded by Telker to approve the updated Employee Handbook.

*Motion carried.*

*Telker left the meeting.*

**NEXT MEETING DATE & TIME:**

The next district board meeting will be held on Thursday, October 3, 2013 at **4:00 p.m.**

**ADJOURNMENT:**

The meeting adjourned at 5:20 p.m.

Respectfully submitted,

Joe Luedtke, Secretary

## AGENDA

Thursday October 3, 2013

4:00 p.m.

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1. **Call to Order**
2. **Public Comment Period** – *2 minutes per person*
3. **Approval of Agenda**
4. **Approval of September Minutes**
5. **Approve September Financial Statements & Payments of Bills**
7. **Staff/Supervisor Reports**
  - Wetlands & Grants, Water Management, Forestry, East Central Forest Landscape, TSA III, RC&D, Snake River CAC, Legislative, Exploratory, Personnel, Policy, Budget, Trees, Envirothon, Newsletter
8. **District Conservationist Report**
9. **Old Business**
  - Flood Relief Grant Update
  - Cross Lake Water Quality Concerns
  - Area III Annual Meeting
  - BWSR Academy
10. **New Business**
  - State Cost-Share
    - Cost estimate vs. contractor bids
  - Clean Water Grants
  - District Retreat – location & date
11. **Miscellaneous Items**
12. **Next Meeting Time and Date** – **November 7, 2013, 4:00pm**
13. **Adjourn**

*Pine SWCD's Mission Statement:*

*Pine County Soil and Water Conservation District is an organization committed to preserving and protecting the soil and water resources of Pine County. We strive to make a difference; to cooperate with other agencies toward common goals, to help landowners understand conservation and implement practices that will protect and preserve our soil and water resources. Our goal is to educate the public on conservation principles and practices, while assisting in implementation of those practices.*

**MINUTES OF PINE COUNTY BOARD MEETING**  
*Regular Meeting*

**Tuesday, September 17, 2013, 10:00 a.m.**  
**Board Room, Pine County Courthouse, Pine City, Minnesota**

Chair Hallan called the meeting to order at 10:00 a.m. Present were Commissioners Mitch Pangerl, Steve Chaffee, and Curt Rossow. Also present were County Attorney John Carlson and County Administrator David Minke

The Pledge of Allegiance was said.

Chair Hallan called for public comment. Eldon Schmedeke commented on information received from County Forester Greg Beck regarding Schmedeke Lane. Commissioner Pangerl acknowledged District 5 County Commissioner candidates Randy Christenson and Matt Ludwig in attendance at the board meeting.

Chair Hallan requested the following revisions to the Regular and Consent Agendas:

Consent:

Add: Item #4 – Approval of Minnesota Teamsters Public & Law Enforcement Employee’s Union, Local No. 320 (Essential Licensed Employee Unit/Deputies) contract.

Regular:

Add: Closed meeting -- update on two claims.

Add: Marge Fagerstrom/EMS update will be addressed with item #3, Central Minnesota Emergency Medical Services Region Joint Powers Agreement

Commissioner Rossow moved to approve the amended Agenda. Second by Commissioner Pangerl. Motion carried 4-0.

Commissioner Chaffee moved to approve the Minutes of the September 3, 2013 board meeting and Summary for publication. Second by Commissioner Rossow. Motion carried 4-0.

Minutes of Boards, Committees and Correspondence

Commissioner Pangerl moved to acknowledge the Minutes of Boards, Committees and Correspondence. Second by Commissioner Rossow. Motion carried 4-0.

Commissioner Chaffee moved to approve the amended Consent Agenda. Second by Commissioner Pangerl. Motion carried 4-0.

**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 August, 2013 Cash Balance (attached)**

Approve:

<b>Fund</b>	<b>August 31, 2012</b>	<b>August 31, 2013</b>	<b>Increase(Decrease)</b>
General Fund	\$724,825.43	\$1,652,961.28	\$928,135.85
Health and Human Services Fund	\$2,137,495.27	\$1,475,975.97	(\$661,519.30)
Road and Bridge Fund	\$6,970,676.74	\$6,786,574.51	(\$184,102.23)
Land Management Fund	\$1,177,020.97	\$1,580,296.20	\$403,275.23
TOTAL (inc non-major funds)	\$12,357,431.35	\$12,751,596.78	\$394,165.43

**2. Training**

A. Approve the following staff to attend the State WIC Conference, October 28-30, 2013, Bloomington. This is required training for all WIC nursing personnel. Funds are available in the 2013 Health & Human Services/WIC budget.

Pat Anderson, Nursing Team Leader/WIC Coordinator: Registration: \$0;

Meals/Accommodations: \$407; Travel: \$0 (using own car w/\$0 mileage)

Wendy Bloom, LPN: Registration: \$0; Meals/Accommodations: \$165; Travel: \$0

Stephanie Larson, LPN: Registration: \$0; Meals/Accommodations: \$165; Travel: \$0

Toni Jensen, RN: Registration: \$0; Meals/Accommodations: \$165; Travel: \$56.50

Amber Stumne, RN: Registration: \$0; Meals/Accommodations: \$165; Travel: \$56.50

B. Approve Health & Human Services Director Patrick Bruflat to attend the MN Association of County Social Service Administrators Fall Conference, October 2-4, 2013, Nisswa. Registration \$125; Meals/Accommodations, \$348.41; Travel \$124.30; Total cost: \$597.71. Funds are available in the 2013 Health & Human Services/Staff Development budget.

**3. New Hires**

A. Approve the hiring of Social Worker (Children's Services) Chandra Clark, effective October 1, 2013, \$19.25/hr., C-42, step 1.

B. Approve the hiring of Social Worker (Adult Services) Kathleen Borowick, effective September 20, 2013, \$19.25/hr., C-42, step 1.

**4. Law Enforcement (Deputies) Contract**

Approval of Minnesota Teamsters Public & Law Enforcement Employee's Union, Local No. 320 (Essential Licensed Employee Unit/Deputies) Contract, January 1, 2012 – December 31, 2013.

**REGULAR AGENDA**

**1. Personnel Committee**

The Pine County Personnel Committee met September 10, 2013 and made the following recommendations (Minutes attached):

Jail:

Approve filling of full-time corrections officer vacancy created by the resignation of FT Corrections Officer Alexander White.

Administrator:

Approve 2.5% annual performance wage increase for Building Maintenance Supervisor Kevin Newman, March 5, 2013.

Health & Human Services:

Approve the combining of two part-time vacant public health nurse positions into one full-time RN position.

Other items are for informational purposes only.

Commissioner Rossow provided an overview of the personnel committee meeting. Chair Hallan was in attendance at the September 10, 2013 Personnel Committee due to the unavailability of Commissioner Chaffee.

**Motion** by Commissioner Rossow to approve the recommendations of the Personnel Committee. Second by Commissioner Hallan. Motion carried 4-0.

**2. Public Hearing – County Fees**

Chair Hallan opened the public hearing at 10:08 a.m.

Land Services Director Kelly Schroeder provided an overview of the purpose of the public hearing (the amendment of the fee schedule for the land service offices County Assessor, Recorder/Registrar of Titles, Planning, Zoning and Solid Waste).

Requested fee changes:

Assessor:

	<u>Old</u>	<u>New</u>
1. Color Print-Outs (GIS Maps)	\$ 0.00	\$1.00/pg
2. Field Cards	\$1.00	\$3.00
3. Data Files	\$.03/parcel \$50 setup	\$.03/record \$50 setup
4. CAMA Reports (Emailed in Excel)	\$.03/parcel \$50 setup	\$.03/parcel \$10 setup
Printout	\$.25/pg \$50 setup	\$.25/pg \$10 setup
5. Non-Agricultural Use Certification	\$0.00	\$25

Recorder/Registrar of Titles:

1. Plat copy-portion	\$3.00	\$5/per map section
2. Personal copies requested from KIP 700	new	\$5/pg
3. Expedite fee	new	\$20
4. Tract Searches	\$20/hr.	Eliminated
5. Torrens Fee: Cert. of Title copy	\$5	\$10
6. Marriage License – 5 day waiver	\$5	\$50
7. Marriage License – Consent for Minor to Marry	New	\$50
8. Marriage License – Felony Applicants changing name	New	\$50
9. LandShark one-time hit fee	New	\$5 non-subscriber
10. Beacon one-time hit fee	New	\$5 non-subscriber

11. Credit card fee	New	3%
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Planning & Zoning Solid Waste

1. Building Site Permit		
a. dwelling, mobile home or addition to living space	\$125	\$150
b. deck or storage building (120 sq. ft or less)	\$55	\$75
c. additional site visits	\$0	\$50
2. Individual Sewage Treatment Systems		
a. Drainfield Permit	\$150	\$175
b. Holding Tank Permit	\$100	\$125
c. Privy Permits	\$75	\$125
3. Grading & Filling Permit	\$75	\$100
4. Variance	\$300	\$500
5. Conditional Use Permit	\$300	\$650
6. Amendment	\$300	\$650
7. Property Subdivisions		
a. Preliminary Plat	\$500	\$650
b. Final Plat	\$500+10 per lot	\$650+10 per lot
8. FEMA Certification/LOMA Req.	\$0	\$25
9. Waste Hauler's Fee	\$25	\$200
10. Color GIS Map	\$0	\$1/pg

Chair Hallan called for public comment. There being no public comment, the public hearing was closed at 10:12 a.m.

**Motion** by Commissioner Rossow to approve the amendment of the county fee schedule for the offices of the County Assessor, Recorder/Registrar of Titles, Planning, Zoning and Solid Waste departments, effective January 1, 2014. Second by Commissioner Chaffee. Motion carried 4-0.

**3. Central Minnesota Emergency Medical Services (EMS) Region Joint Powers Agreement**

Marge Fagerstrom, Pine County Advisory Board Member with the Central Minnesota EMS Region, provided an oversight of the Central Minnesota EMS Region. The EMS Advisory Committee is to advise and make recommendations to the Joint Powers Board regarding the development, maintenance, funding and evaluation of EMS within a 12 county Central Region. County Attorney Carlson inquired about the receipt of an annual report from Central Minnesota EMS Region. Fagerstrom stated they are available at the joint powers board meetings and that our county representative could obtain a copy at the meeting. Commissioner Rossow inquired if there is a cost for the county to be a member of this group; Chair Hallan stated there is no cost.

**MOTION** by Commissioner Pangerl to approve the Central Minnesota EMS Region Joint Powers Agreement. Second by Commissioner Chaffee. Motion carried 4-0.

4. **Award Bid for Contract #1306 (bike path near CSAH 61)**

County Engineer Mark LeBrun recommended the contract be awarded to the low responsible bidder, Dresel Contracting, Inc. Contract #1306 includes:

SP 058-090-002, located on or near CSAH 61 from 0.37 miles south of Hurley Avenue to the junction of Johnson Avenue SE and 4<sup>th</sup> Street SE.

LeBrun stated a pre-construction meeting is scheduled with the contractor for September 20, 2013 with construction to possibly commence the week of September 23, 2013. The project may be completed October, 2013.

**Motion** by Commissioner Chaffee to award the bid for Contract #1306 (bike path near CSAH 61) to Dresel Contracting, Inc. in the amount of \$880,792.50. Second by Commissioner Hallan. Motion carried 4-0.

5. **August 2013 Financial Report**

County Administrator David Minke provided a financial update for the county through August, 2013.

6. **Commissioner Updates**

None.

7. **Other**

A. County Auditor-Treasurer Cathy Clemmer stated that the District 5 commissioner election results will be posted on the county website. The canvassing board will meet September 18, 2013.

B. Commissioner Rossow added the Arrowhead Counties Association will meet September 18, 2013, 6:00 p.m., Duluth, Minnesota.

8. **Upcoming Meetings**

a. **Pine County Board Meeting, Tuesday, September 17, 2013, 10:00 a.m.**, Board Room, Pine County Courthouse, Pine City, Minnesota.

b. **Pine County Health and Human Services Meetings, Tuesday, September 17, 2013, to commence after Pine County Board Meeting**, Boardroom, Pine County Courthouse, Pine City, Minnesota.

c. **Technology Meeting, Tuesday, September 24, 2013, 8:30 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.

d. **NLX meeting, Wednesday, September 25, 2013, 9:30 a.m.**, Boardroom, Courthouse, Pine City, Minnesota.

e. **Pine County Board Meeting, Tuesday, October 1, 2013, 1:00 p.m.**, Public Health Building, Sandstone, Minnesota.

The county board recessed at 10:37 a.m.

9. **Closed Session – Claims Update**

Motion by Commissioner Chaffee to close the meeting in accordance with MS §13D.05, subd. 3(b) for the purpose of the county attorney providing an update on two notices of claim. Second by Commissioner Pangerl. Motion carried 4-0.

The meeting was closed at 10:50 a.m.

Present at the closed meeting were Commissioners Hallan, Pangerl, Chaffee and Rossow; County Attorney John Carlson; Sheriff Robin Cole; and County Administrator David Minke.

Motion by Commissioner Chaffee to open the meeting. Second by Commissioner Pangerl. Motion passed 4-0. The meeting was opened at 11:20 a.m.

**10. Adjourn**

With no further business, Chair Hallan adjourned the county board meeting at 11:21 a.m. The next regular meeting of the county board is scheduled for October 1, 2013 at 1:00 p.m. at the Public Health Building, Sandstone, Minnesota.

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Stephen M. Hallan, Chair  
Board of Commissioners

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David J. Minke, Administrator  
Clerk to County Board

**SUMMARY  
OF  
MINUTES OF PINE COUNTY BOARD MEETING  
*Regular Meeting***

**Tuesday, September 17, 2013, 10:00 a.m.  
Board Room, Pine County Courthouse, Pine City, Minnesota**

Chair Hallan called the meeting to order at 10:00 a.m. Present were Commissioners Mitch Pangerl, Steve Chaffee, and Curt Rossow. Also present were County Attorney John Carlson and County Administrator David Minke

The Pledge of Allegiance was said.

Chair Hallan called for public comment. Eldon Schmedeke commented on information received from County Forester Greg Beck regarding Schmedeke Lane.

Commissioner Rossow moved to approve the amended Agenda. Second by Commissioner Pangerl. Motion carried 4-0.

Commissioner Chaffee moved to approve the Minutes of the September 3, 2013 board meeting and Summary for publication. Second by Commissioner Rossow. Motion carried 4-0.

Minutes of Boards, Committees and Correspondence

Commissioner Pangerl moved to acknowledge the Minutes of Boards, Committees and Correspondence. Second by Commissioner Rossow. Motion carried 4-0.

Commissioner Chaffee moved to approve the amended Consent Agenda. Second by Commissioner Pangerl. Motion carried 4-0.

Approve:

<b>Fund</b>	<b>August 31, 2012</b>	<b>August 31, 2013</b>	<b>Increase(Decrease)</b>
General Fund	\$724,825.43	\$1,652,961.28	\$928,135.85
Health and Human Services Fund	\$2,137,495.27	\$1,475,975.97	(\$661,519.30)
Road and Bridge Fund	\$6,970,676.74	\$6,786,574.51	(\$184,102.23)
Land Management Fund	\$1,177,020.97	\$1,580,296.20	\$403,275.23
TOTAL (inc non-major funds)	\$12,357,431.35	\$12,751,596.78	\$394,165.43

Approve the following staff to attend the State WIC Conference:

Pat Anderson, Nursing Team Leader/WIC Coordinator: Total Cost: \$407  
Wendy Bloom, LPN: Total Cost: \$165  
Stephanie Larson, LPN: Total Cost: \$165  
Toni Jensen, RN: Total Cost: \$222  
Amber Stumne, RN: Total Cost: \$222

Approve Health & Human Services Director Patrick Bruflat to attend the MN Association of County Social Service Administrators Fall Conference. Total cost: \$598.

Approve the hiring of Social Worker (Children's Services) Chandra Clark, effective October 1, 2013, \$19.25/hr., C-42, step 1.

Approve the hiring of Social Worker (Adult Services) Kathleen Borowick, effective September 20, 2013, \$19.25/hr., C-42, step 1.

Approval of Minnesota Teamsters Public & Law Enforcement Employee's Union, Local No. 320 (Essential Licensed Employee Unit/Deputies) Contract, January 1, 2012 – December 31, 2013.

The Pine County Personnel Committee met September 10, 2013 and made the following recommendations:

Jail:

Approve filling of full-time corrections officer vacancy created by the resignation of FT Corrections Officer Alexander White.

Administrator:

Approve 2.5% annual performance wage increase for Building Maintenance Supervisor Kevin Newman, March 5, 2013.

Health & Human Services:

Approve the combining of two part-time vacant public health nurse positions into one full-time RN position.

**Motion** by Commissioner Rossow to approve the recommendations of the Personnel Committee. Second by Commissioner Hallan. Motion carried 4-0.

Chair Hallan opened the public hearing for the amendment of the land service departments' fee schedules at 10:08 a.m. With no public comments, the public hearing was closed at 10:12 a.m.

**Motion** by Commissioner Rossow to approve the amendment of the county fee schedule for the offices of the County Assessor, Recorder/Registrar of Titles, Planning, Zoning and Solid Waste departments, effective January 1, 2014. Second by Commissioner Chaffee. Motion carried 4-0.

**Motion** by Commissioner Pangerl to approve the Central Minnesota EMS Region Joint Powers Agreement. Second by Commissioner Chaffee. Motion carried 4-0.

**Motion** by Commissioner Chaffee to award the bid for Contract #1306 (bike path near CSAH 61) to Dresel Contracting, Inc. in the amount of \$880,792.50. Second by Commissioner Hallan. Motion carried 4-0.

County Auditor-Treasurer Cathy Clemmer stated that the District 5 commissioner election results will be posted on the county website. The canvassing board will meet September 18, 2013.

The county board recessed at 10:37 a.m.

**Motion** by Commissioner Chaffee to close the meeting in accordance with MS §13D.05, subd. 3(b) for the purpose of the county attorney providing an update on two notices of claim. Second by Commissioner Pangerl. Motion carried 4-0. The meeting was closed at 10:50 a.m. Present at the closed meeting were Commissioners Hallan, Pangerl, Chaffee and Rossow; County Attorney John Carlson; Sheriff Robin Cole; and County Administrator David Minke.

**Motion** by Commissioner Chaffee to open the meeting. Second by Commissioner Pangerl. Motion passed 4-0. The meeting was opened at 11:20 a.m.

With no further business, Chair Hallan adjourned the county board meeting at 11:21 a.m. The next regular meeting of the county board is scheduled for October 1, 2013 at 1:00 p.m. at the Public Health Building, Sandstone, Minnesota.

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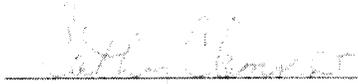
Stephen M. Hallan, Chair  
Board of Commissioners

---

David J. Minke, Administrator  
Clerk to County Board

**The full text of the board's Minutes are available at the County Administrator's Office and the county's website ([www.co.pine.mn.us](http://www.co.pine.mn.us)). Copies may also be requested from the administrator's office.**

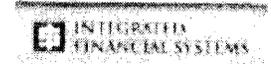
**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date:  October 1, 2013	Consent Agenda <i>(Please Circle)</i>  Regular Agenda Estimated Time: <i>(Please Circle)</i> 10 Min. 15 Min. <small>Time needed</small> 30 Min. 45 Min. 1 hour
Department Requesting Action:  <b><u>Auditor/Treasurer</u></b>	 Department Head Signature  Date

<p><b>Item for Discussion:</b></p> <p><i>September 2013 Disbursements</i></p>          <p><b>Board Action Requested:</b> (Attach additional pages if needed)</p>          <p align="right">Supporting Documents: Attached None</p>
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CATHYJ  
9/25/13 12:41PM

\*\*\*\*\* Pine County \*\*\*\*\*



DISBURSEMENTS JOURNAL REPORT Specific Dates: 09/01/2013 - 09/30/2013

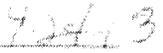
RECAP BY FUND

FUND	AMOUNT	NAME
1	254,792.69	GENERAL REVENUE FUND
13	761,885.14	ROAD & BRIDGE FUND
22	1,579.32	LAND MANAGEMENT FUND
38	12,517.00	BUILDING FUND
76	26,092.11	GROUP HEALTH INS FUND 5/1/95 (GEN)
80	9,868.00	COUNTY COLLECTIONS AGENCY FUND
82	633.65	TAXES AND PENALTIES AGENCY FUND
84	12,464.80	EAST CENTRAL DRUG TASK FORCE AGENCY F
	1,079,832.71	Total Disbursements

RECAP BY TYPE

TYPE	AMOUNT	NAME
1	1,083,214.22	AVD
3	3,381.51	MVC
	1,079,832.71	Total Disbursements

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date:  <p align="center">Oct 1, 2013</p>	Consent Agenda <i>(Please Circle)</i>  Regular Agenda Estimated Time: <i>(Please Circle)</i> _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department/ Requesting Action:  <u>Auditor</u>	<p align="center">           Department Head Signature       </p> <p align="center">           Date       </p>

Item for Discussion: (one form per item)

APPROVAL OF TEMPORARY LICENSE FOR THE PINE CITY AREA CHAMBER OF COMMERCE FOR AN EVENT ON: 10-28-13 HELD AT THE NORTHWEST FUR POST

*Subject to approval of the Pine County Sheriff, Pine County Attorney and the township board of the applicant.*

Approved by:

Board Action Requested: (Attach additional pages if needed)

Supporting Documents: X Attached    None



State of Minnesota  
 ALCOHOL AND GAMBLING ENFORCEMENT DIVISION  
 400 East Street, Suite 1000, St. Paul, MN 55101  
 (612) 224-2400 • FAX (612) 224-2404  
 WWW.PACESTATE.MN.GOV



APPLICATION FOR A LICENSE TO OPERATE A BUSINESS SELLING, SERVING OR DISPENSING

APPLICANT INFORMATION

NAME OF APPLICANT(S) Pine City Area Chamber of Commerce 1909 41-1254712

MAILING ADDRESS 315 Main St. S. #105 Pine City MN 55063

NAME OF PERSON MAKING APPLICATION Rebecca Schueller 320-233-4040 320-393-0014

DATE OF APPLICATION 10-28-13 501096

PERSONS AT THE BUSINESS

Bonnie Monka 21762 Crooked River Rd, Pine City, MN

Carey Berube 14152 Craft Lane, Pine City, MN

Frank Christopherson 51459 Stephanie Lane, Pine City, MN

License fee will be used: If an outdoor area, see 116.

Northwest Company Fur Post, 12551 Voyageur Lane

Will the applicant provide for mitigating impact of the license on the lives and business of the liquor licensee's neighbors? NO

Will the applicant carry liquor liability insurance? YES Pine Insurance Agency 1,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT

COUNTY Pine DATE APPROVED \_\_\_\_\_

CITY/TOWNSHIP AMOUNT 5000 LICENSE FEES \_\_\_\_\_

DATE FEE PAID 9/24/13

~~NON-REFUNDABLE~~ COUNSEL FEE \$100 APPROVED FOR ALCOHOL AND GAMBLING ENFORCEMENT

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city/township to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the license for the event.



License Application to Make Retail Sales of Cigarette and Other Tobacco Products

To be completed by applicant when applying for a license with a city or county.

Applicant's Minnesota tax ID number:

3196723

This Minnesota tax ID must be issued in the same legal name of the licensee below.

FOR MUNICIPAL USE ONLY

License number: 53-13

Period covered: (9-17)-(12-31-13)

Date of issuance:

Cigarettes/tobacco products will be sold (a separate license is required for each location or vending machine):

X Over counter Through vending machine Both

Northland E-Cigs, LLC

Licensee's legal name

Northland E-Cigs

Business trade name (doing business as)

150 Main St.

Complete address of business location (permit location)

Pine City

City

Pine

MN 55063

State Zip code

6058 Red Fox Run North Branch, MN 55056

Mailing address (if different than business address):

City

State

Zip code

Federal employer ID number (FEIN)

46-3460913-9

Daytime phone

6512388268

Other phone number

6515036446

Fax number

E-mail address

gl@muses10.com

Type of legal organization (check one):

Single proprietor

Partnership

Other (describe)

X Minnesota corporation. Enter date of incorporation: 08/21/13

Out-of-state corporation. State of incorporation:

Are you registered to do business in Minnesota? X Yes No

Corporate officers or partners (attach a list if necessary):

Name: Glen Moses Title: Owner Address: 6058 Red Fox Run North Branch MN 55056

Name: Robert Wahlberg Title: Owner Address: 6242 Red Fox Run North Branch MN 55056

As a licensed tobacco products or cigarette retailer, I understand that:

- 1. I can purchase cigarettes only from a Minnesota distributor or subjobber who holds a license with the Minnesota Department of Revenue.
2. I must obtain a tobacco products distributor license if I purchase untaxed tobacco products from an out-of-state company.
3. I may not sell cigarettes affixed with Minnesota Native American stamps unless my retail business is located on a reservation that has a tax agreement with the State of Minnesota.
4. I may not purchase from or exchange cigarettes or tobacco products with another retailer.
5. I must keep complete and legible cigarette and tobacco products invoices on the licensed premises, or make invoices available within one hour of request, for at least one year after the date of the purchase.
6. I know that the Minnesota Department of Revenue and/or law enforcement may conduct cigarette and tobacco inspections of the premises, including inspections of inventory, invoices and licenses, and I understand that a refusal to allow an inspection is grounds for revocation of my license.
7. I know that failure to comply with all requirements can result in criminal penalties, including the loss of cigarettes and tobacco products.

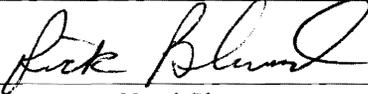
Licensee's signature: [Signature] Title: OWNER Print name: GLEN MOSES Date: 9-9-13 Daytime phone: 6512388268

License applicant: Submit this form to the licensing authority along with the license application. Licensing authority: Mail or fax a copy of approved form to: Minnesota Revenue, Mail Station 3331, St. Paul, MN 55146-3331.

**PINE COUNTY REQUEST FOR BOARD ACTION**

<p>Requested Board Date:</p> <p><b>October 1, 2013</b></p>	<p><u>Consent Agenda</u> (Please Circle)</p> <p>Regular Agenda</p> <p>Estimated Time: (Please Circle)</p> <p>10 Min. 15 Min.</p> <p>Time needed</p> <p>30 Min. 45 Min. 1 hour</p>
<p>Department Requesting Action:</p> <p><b>HHS</b></p>	<p> 9/24/13</p> <p>Department Head Signature Date</p>
<p>Item for Discussion: (one form per item)</p> <p><b>Request approval for the following staff to attend the "St Louis County Health &amp; Human Services Conference" in Duluth October 17-18, 2013 -</b></p> <p>Lori Danielson(Jensen) Social Worker          Registration: \$50.00          Meals/Accommodations: \$0          Travel: \$50.00</p> <p>Tally Satterlee (Staber) Social Worker          Registration: \$50.00          Meals/Accommodations: \$0          Travel: \$50.00</p> <p><b>(Payment Source: Social Services Staff Development)</b></p> <p>Board Action Requested: (Attach additional pages if needed)</p> <p><b>Approval</b></p> <p>Supporting Documents: <u>Attached</u> None</p>	
<p> </p>	

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date:  October 1, 2013	Consent Agenda (Please choose)  Regular Agenda Estimated Time: (Please Circle) _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action:  <b><u>Sheriff / Jail</u></b>	 9-18-13 Department Head Signature                      Date

**Item for Discussion:** (one form per item)

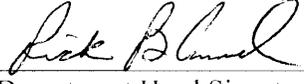
*Acknowledge and approve the hiring of Part Time Corrections Officer Nicole Derks, effective October 2, 2013 pending completion of pre-employment screenings.  
Classification B-23, starting wage \$16.04*

*Position was presented and approved during the June 11, personnel committee meeting.*

**Board Action Requested:** (Attach additional pages if needed)

Supporting Documents: Attached None

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date:  October 1, 2013	<u>Consent Agenda</u> (Please choose)  Regular Agenda Estimated Time: (Please Circle) _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action:  <b><u>Sheriff / Jail</u></b>	 9-18-13 Department Head Signature Date

**Item for Discussion:** (one form per item)

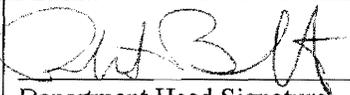
*Acknowledge and approve the hiring of Part Time Corrections Officer Matthew Seamon, effective October 2, 2013 pending completion of pre-employment screenings.  
Classification B-23, starting wage \$16.04*

*Position was presented and approved during the June 11, personnel committee meeting.*

**Board Action Requested:** (Attach additional pages if needed)

Supporting Documents: Attached None

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date:  <b>October 1, 2013</b>	<p align="center"><u>Consent Agenda</u> (Please Circle)</p> Regular Agenda Estimated Time: (Please Circle) _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action:  <b>HHS</b>	<p align="center"> <u>09-25-13</u></p> Department Head Signature                      Date

**Item for Discussion: (one form per item)**

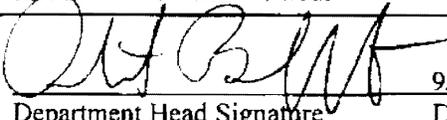
*Approve the appointment of a qualified candidate to back fill the vacant Child Support Officer position caused by the promotion of Nikki Wiener to Social Worker, authorized by the Board on July 16, 2013.*

- The name of the proposed candidate including start date and salary will be provided to the Board at this meeting or sooner if possible.***

**Board Action Requested: (Attach additional pages if needed)**

**Supporting Documents:    Attached    None**

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date: <b>October 1, 2013</b>	<u>Consent Agenda</u> (Please Circle) Regular Agenda Estimated Time: (Please Circle) 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: <b>HHS</b>	 Department Head Signature      9/24/13 Date
<b>Item for Discussion: (one form per item)</b>  <b>Recommend that the following employee be granted regular full time status:</b>  Stephanie Klemz, Case Aide effective October 1, 2013   <b>Board Action Requested: (Attach additional pages if needed)</b> <b>Approval</b>  Supporting Documents: Attached <u>None</u>	



**Pine County Historical Museum  
PO Box 123  
6333 H. C. Andersen Alle  
Askov, MN 55704  
320-216-7636**

September 25, 2013

To the Pine County Board of Commissioners

Honorable Commissioners:

Members of the Pine County Historical Society plan to attend your meeting on October 1<sup>st</sup> and to that end this letter is presented to you. It is a request for more assistance from you. As you know, there is a state statute which provides the authority for you to fund your county museum, even pay for utilities.

First, if you haven't been to your county museum recently, we invite you to make a visit. Things are changing all the time. The Society has worked hard to make the museum representational of all of Pine County. The displays represent not only the daily lives of our past residents, but also the events and natural aspects that are unique to our county.

The museum's reputation has spread throughout the state, and each week visitors come from all over the state. We have had more than 5000 visitors since our doors opened.

The museum is run entirely by volunteers. Total volunteers number over 100, with 30 to 40 working regularly. They come from north of Kerrick to Hinckley and Pine City.

The library has grown to include papers and yearbooks from all the county's schools, documents and records from Pine's cities and townships, histories of the cities and their families and residents, biographies and autobiographies. Each week questions are received via visits, emails, and phone calls which our library staff then researches.

The Society has hosted several events at the museum. Last June a state convention of the Minnesota Alliance for Local History Museums was held there. We have had visits from the Minnesota Historical Society, and hosted revolving exhibits. One of our exhibits is touring Denmark at present.

Many of the events have been fundraisers. Through fundraising, donations, visitors and memberships, the Society has been able to raise most of the money required for its budget. What has been the most difficult to meet is the cost of fuel. Hence our request.

The cost of fuel, as you know, is monumental, and when we requested \$20,000 from the County in 2012 instead of our former \$10,000 allotment, we received it, but this year the apportionment dropped back to \$10,000 again. We are in dire need. Please see the following page with information from other county historical societies in Minnesota.

Research was done recently on other counties in Minnesota with approximately the same population as Pine County. Here is the information garnered:

Freeborn County (pop. 31,255) gives \$30,000 to their County Historical Museum, which is 20% of the CHS operating budget.

Brown County (pop. 25, 893) gives their CHS \$82,428 which is 46% of the CHS annual operating budget.

Le Sueur County (pop. 27,703) was giving \$55,000 to their CHS, but this year dropped the allocation to \$26,000 due to other budgetary concerns.

Itasca County (bigger population of 45,058) gives \$45,000 (one dollar per resident) to their CHS, but we visited their CHS and it is quite a small store-front museum with a good library but few displays or artifacts. They have paid staff.

Becker County (pop. 32,504) gives \$68,500 to a museum that is open 4 days/wk in winter, 5 days/wk in summer. (Pine museum is open with volunteers 7 days a week year round.)

Fillmore County (pop. 20,866) gives \$35,000 to CHS.

Todd County (pop. 24,895) only gives \$8,500, but all utilities are paid because they share the building with a county entity.

Hubbard County (pop. 20,428) gives \$5,500 to their CHS which is open May-October limited hours, no heat needed. They were having a difficult time and thinking about closing.

Cass County (pop. 28,567) gives \$10,000 to their CHS, open only in the summer months.

We look forward to the meeting on Tuesday.

Thank you for hearing us.

For The Pine County Historical Museum and The Pine County Historical Society

Sincerely,

**Arla Budd**

Arla Budd, Director

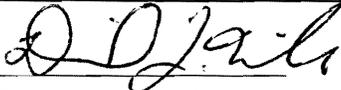
138.051 COUNTY HISTORICAL SOCIETIES.

The county board of any county, or the governing body of any municipal corporation, school district or public library therein, is hereby authorized and empowered to set apart and furnish a suitable room or space in the courthouse of the county, or in any of its municipal, school or library buildings, as the case may be, for the purposes and use of the historical society of such county, and to furnish light and heat therefor, or the county board may in its discretion construct or otherwise provide and furnish other suitable housing in the county for such purposes and use.

AMC Survey Conducted in Late 2012

Name:	County:	Email:	Does your county contribute funds to the Historical Society?	If YES, how much does the county contribute?
Frank Thompson	Mahnomen	frank.thompson@co.mahnomen.mn.us	Yes	\$ 1,000.00
Bob Schmitz, Auditor	Red Lake		Yes	\$ 2,000.00
William Schalow	Douglas	bill.schalow@mail.co.douglas.mn.us	Yes	\$ 4,500.00
Rhonda Braaten-Antrim	Traverse	rhonda.antrim@co.traverse.mn.us	Yes	\$ 5,000.00
Debbie Thompson	Hubbard	dthompson@co.hubbard.mn.us	Yes	\$ 5,500.00
scott higgins	Martin	scott.higgins@co.martin.mn.us	Yes	\$ 6,750.00
David Minke	Pine County	david.minke@co.pine.mn.us	Yes	\$ 10,000.00
Jake Sieg	Lac qui Parle County	jake.sieg@lqpc.com	Yes	\$ 10,300.00
Vicki Knobloch	Redwood	vicki_k@co.redwood.mn.us	Yes	\$ 11,000.00
Montgomery Headley	Benton	mheadley@co.benton.mn.us	Yes	\$ 12,070.00
Kevin VanHooser	Isanti	kevin.vanhooser@co.isanti.mn.us	Yes	\$ 15,300.00
Paul Virnig	Meeker	paulvirnig@co.meeker.mn.us	Yes	\$ 18,500.00
Michelle Knutson	Big Stone	michelle.knutson@co.big-stone.mn.us	Yes	\$ 21,000.00
Bruce Messelt	Chisago	BAMesse@co.chisago.mn.us	Yes	\$ 27,000.00
Jon Clauson	Chippewa	jclauson@co.chippewa.mn.us	Yes	\$ 30,000.00
Sharon Hanson	Pipestone County	sharon.hanson@co.pipestone.mn.us	Yes	\$ 32,196.00
Byron Giese	Swift	byron.giese@co.swift.mn.us	Yes	\$ 32,520.00
Deb Gruber	Administrator		Yes	\$ 36,000.00
Jeff Pelowski	Roseau	pelowski@co.roseau.mn.us	Yes	\$ 45,000.00
Trish Klein	Itasca	trish.klen@co.itasca.mn.us	Yes	\$ 45,000.00
Janice Fransen	Jackson	janice.fransen@co.jackson.mn.us	Yes	\$ 49,651.00
Duane Hebert	Winona	dhebert@co.winona.mn.us	Yes	\$ 49,950.00
Sara Folsted	Renville County	sara_f@co.renville.mn.us	Yes	\$ 53,100.00
John W. Hoscheid	Lake of The Woods	john_h@co.lake-of-the-woods.mn.us	Yes	\$ 54,000.00
Braidy Powers	Cook	braidy.powers@co.cook.mn.us	Yes	\$ 55,000.00
Eric Christensen	Kittson	echristensen@co.kittson.mn.us	Yes	\$ 55,000.00
Darrell Pettis	Le Sueur	dpettis@co.le-sueur.mn.us	Yes	\$ 55,000.00
Larry Kleindl	Kandiyohi	larry_k@co.kandiyohi.mn.us	Yes	\$ 56,200.00
Brian Giese	Stevens	briangiese@co.stevens.mn.us	Yes	\$ 59,400.00
Laura Elvebak	Waseca County	laura.elvebak@co.waseca.mn.us	Yes	\$ 60,000.00
Steve Kuhn	Rasmey County, MN	steve.kuhn@co.ramsey.mn.us	Yes	\$ 80,193.00
Charles Enter	Brown	charles.enter@co.brown.mn.us	Yes	\$ 82,429.00
Scott Arneson	Goodhue	scott.arneson@co.goodhue.mn.us	Yes	\$ 92,000.00
Bob Meyer	Blue Earth	bob.meyer@blueearthcountymn.gov	Yes	\$ 94,800.00
Catherine Durham	Dakota	catherine.durham@co.dakota.mn.us	Yes	\$ 100,000.00
Bridgette Kennedy	Nicollet	bkennedy@co.nicollet.mn.us	Yes	\$ 101,300.00
brian bensen	sherburne	brian.bensen@co.sherburne.mn.us	Yes	\$ 169,900.00
Brian Berg	Clay	brian.berg@co.clay.mn.us	Yes	\$ 178,172.00
Steve Taylor	Carver County	staylor@co.carver.mn.us	Yes	\$ 185,000.00
Anita Greden	Olmsted	greden.anita@co.olmsted.mn.us	Yes	\$ 224,609.00
Linnea Mirsch	St. Louis County	mirschl@stlouiscountymn.gov	Yes	\$ 317,998.00
george rindelaub	stearns	george.rindelaub@co.stearns.mn.us	Yes	\$ 568,000.00
Richard Norman	Wright	dick.norman@co.wright.mn.us	Yes	
Craig Oscarson	Mower	coscarson@co.mower.mn.us	Yes	
Janice Fransen	Jackson	Janice.fransen@co.jackson.mn.us	Yes	
Theressa Arrick-Kruger	Houston	Theressa.Arrick-Kruger@co.houston.mn.us		
Stephanie Kammerud	Washington	stephanie.kammerud@co.washington.mn.us	No	
Kathy Schreurs	Lincoln	kschreurs@co.lincoln.mn.us	Yes	
Nancy Brase	Washington County	Nancy.brased@co.washington.mn.us		
Jim Thoreen	Pope	jim.thoreen@co.pope.mn.us	Yes	
Tim Houle	Crow Wing	tim.houle@crowwing.us	Yes	
Allen Paulson	Clearwater	allen.paulson@co.clearwater.mn.us	Yes	
Gary Weiers	Rice	gweiers@co.rice.mn.us	Yes	
Robert Yochum	Cass	robert.yochum@co.cass.mn.us	Yes	
John kluever	Freeborn	John.kluever@co.freeborn.mn.us	Yes	
Bruce Messelt	Chisago	BAMesse@co.chisago.mn.us	Yes	

## PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:  October 1, 2013	Consent Agenda <i>(Please Circle)</i>  Regular Agenda Estimated Time: <i>(Please Circle)</i> 5 min.                      10 Min.    15 Min. <small>Time needed</small> 30 Min.    45 Min.    1 hour
Department Requesting Action: <u>Administration</u>	 09/24/13 David Minke, Administrator

The Rush Line Corridor refers to a corridor from St. Paul to Hinckley. Pine County has been a part of the Rush Line Corridor Taskforce since at least 1999. The task force is a Joint Powers Association of 23 local units of government (five counties and 18 cities).

Over the years the County has contributed funding for insurance for the taskforce (less than \$100 per year). The county has also contributed approximately \$80,000 since 2007 for various studies and project costs.

The taskforce is proceeding with an Advanced Alternatives Analysis to examine transit along the 25 mile corridor between St. Paul and Forest Lake. The study will identify the preferred transportation mode and alignment. The Advanced Alternatives Analysis is a requirement of the Federal Transit Administration (FTA) for future funding.

At the March 21, 2013 Rush Line Taskforce meeting (attached), the taskforce discussed the Advanced Alternatives Study and options for funding the local portion. Most of the cost of the analysis is federally funded.

Pine County Commissioner Doug Carlson requested that Pine County be included in the funding and the taskforce adopted a funding split as follows:

County	Percent	Amount
Pine	1%	\$2,974
Chisago	5.25%	\$15,615
Washington	6.45%	\$19,184
Anoka	6.65%	\$19,779
Ramsey	80.65%	\$239,873
Total	100%	\$297,425

All counties except Pine have approved their contributions.

Commissioner Carlson was never able to bring the request for funding back to the board.

The RFP for the Advanced Alternatives Analysis has been released and proposals are due back in late October.

General Background

The 80-mile Rush Line Corridor begins at the Union Depot in downtown St. Paul and generally follows Highway 61 and Interstate 35/35E north through Ramsey, Anoka, Washington, Chisago and Pine Counties to Hinckley.

The corridor incorporates many roadway and railroad rights-of-way including I-35/I-35E, Highway 61 and County Road 30. Freight rail carriers operate in sections of the corridor while other sections of railroad right-of-way have been abandoned and acquired by Ramsey, Washington and Chisago Counties for future rail transit use. Traffic is increasing on Interstate I-35/I-35E, Highway 61 and County Road 30 as development spreads north from the St. Paul-Minneapolis metropolitan area. Several traffic choke points already exist in the corridor, and more are projected based on development patterns and the limited amount of planned additions to highway capacity. Several transit operators provide bus service in the corridor. Metro Transit and private providers operate limited bus service between Lino Lakes and points south. County-based transit systems provide limited local service in the northern portion of the corridor. In October of 2010, The Rush Line Corridor Task Force inaugurated its commuter coach service, Route 285 that provides service from Forest Lake/Columbus/White Bear Township to the Union Depot in downtown St. Paul.

**Board Action Requested: (Attach additional pages if needed)**

Consider the request of the Rush Line Taskforce for Pine County to contribute **\$2,974** to fund the Advanced Alternatives Study.

Supporting Documents:

1. Rush Line Task Force Minutes March 21, 2013 (excerpt)
2. Rush Line Task Force Directory 2013

March 21, 2013

## Rush Line Task Force Minutes

project develops, they will learn how effective the route changes are and the ridership forecast will help with this. Mr. Harrington stated there should not be any desire to have a competing service where they can be working together instead. Commissioner Sivarajah stated she is cautious as it is happening with Northstar with a new rapid bus mode running parallel to Northstar from the Fridley Station.

Councilmember Carlson asked if SRF is the consultant. Chair Reinhardt stated the action steps today are to work on issuing the RFP. Councilmember Carlson stated he is concerned about delays and costs changing and would like the task force to not allow this to get out of hand. Chair Reinhardt stated there is an aggressive timeline including 18-24 months for the Advanced Alternatives Analysis. The goal is for 18 months and the RFP will be put together to get the products asked for within the timeline and budget.

Chair Reinhardt directed the task force to page 12 in the agenda packet for the recommended actions. She stated this is important to get Federal funding so they need to make sure the FTA is on the same page.

Councilmember Young moved to approve that the task force provide the work scope to the FTA for review and to approve the request to the Ramsey County Regional Rail Authority and Met Council that they amend the work scope of the existing grant agreement SG-2009-050. The motion was seconded by Councilmember Belisle. The motion passed.

### 6. Advanced Alternatives Analysis Funding Options

Mr. Rogers discussed the Advanced Alternatives Analysis funding options as presented in the memo in the agenda packet. Mr. Rogers stated that staff did not include Pine County in the funding split as the benefit to Pine County is not as significant as it is to the other counties.

Councilmember Carlson stated he is willing to go back to the board to request Pine County be included in the funding. Chair Reinhardt clarified that Pine County is part of the Advanced Alternatives Analysis, but is just not being asked for funding. Councilmember Janssen stated there is not a lot of anticipation of money coming into Pine City so they may not have money to put into this. Chair Reinhardt stated the funding partners for Rush Line are the Counties and not any cities. Councilmember Janssen stated that Rush Line does not have a benefit to Pine County and is waiting to see what is going to happen.

Commissioner Montzka moved to approve the staff recommended funding formula. The motion was seconded by Councilmember Utecht.

Councilmember Kermes stated there is a smaller benefit to the northern area of the Rush Line Corridor, but there can still be an investment asked for from Pine County. He asked if it would be a good idea to ask the staff for a number for this investment. Chair Reinhardt stated the numbers were run to include Pine County. Mr. Rogers stated that based on the staff recommended formula, Pine County would be between 2-3%. Councilmember Carlson stated he is willing to present it to the board if the task force requests Pine County to contribute funds for the study. Chair Reinhardt stated they have been careful on deciding the benefits and how the costs will be split. She stated if Pine County is going to be added, it needs to be done today.

Councilmember Carlson agreed that 1% would be a good number. Councilmember Utecht stated he would rather have the numbers as were originally assigned, but is more than willing to vote as amended. Chair Reinhardt stated she also believes the original numbers are the fairest, but does see the pride of ownership for Pine County to be included helps with the next step due to the commitment. Councilmember Young stated there are riders that come down from Pine County to the Columbus and Forest Lake Transit Centers.

Commissioner Montzka moved to approve the amended funding formula to include Pine County at 1% with adjustments made to the remaining Counties. The motion was seconded by Councilmember Utecht. The motion passed.

Councilmember Utecht asked if the task force will see the RFP document prior to it being released by Ramsey County. Mr. Rogers stated that the task force will approve the release of the RFP.

Councilmember Utecht asked if any incentives will be offered for early and/or late completion. Chair Reinhardt stated they will check with the attorneys to see if this is allowed. Councilmember Young stated that on Federal road construction projects, there have been incentives allowed for early completion. Ann Pung-Terwedo stated this is a little different due to a schedule needing to be in place as it is a public process.

Councilmember Janssen stated he does not feel there is anyone held accountable or responsible with RFP's. Chair Reinhardt stated there really is not any other method with this type of project. Mr. Rogers stated the Federal funds require a competitive bid and the bid will have a contract done as a not to exceed.

Commissioner Sivarajah asked if an e-mail will be sent out with a recalculation. Chair Reinhardt stated that yes it will.

#### **7. Governor's Transit Funding Proposal – Met Council**

Pat Born presented the Governor's current proposal as presented in the handout distributed at the meeting and the memo in the agenda packet.

Commissioner Sivarajah asked if this proposal would cover the state's share as the County Transit Improvement Board ¼ Cent Sales Tax has been to cover the local share. She asked if the implementation of this tax would mean the locals are back to covering the local share via the Regional Rail Authority and their property taxes. Commissioner Sivarajah stated the current sales tax prohibits using the Regional Rail Authority for operating costs. She asked if the locals will go back to the Regional Rail Authority property tax levy to pay their local share of the operating costs. Mr. Born stated there are a number of assumptions including the local share continuing at their current levels and Federal shares for various kinds of modes based on history. He stated they do not anticipate this sales tax will replace local shares that have been assumed and used to build out Light Rail, BRT and other elements of the system. The 1% growth on the bus system will continue to be a Metro Transit and Metro Council responsibility and will be funded from this sales tax. Mr. Born stated he is not going to guess on how the future exactly will look as the Counties and Metro Council work that out in the future. The assumption on the build out of the system assumes that

## Rush Line Corridor Task Force Directory - 2013

### **ANOKA COUNTY**

Commissioner Rhonda Sivarajah

### **CENTERVILLE**

Mayor Tom Wilharber

### **CHISAGO COUNTY**

Commissioner Ben Montzka

### **COLUMBUS**

Council Member Jeff Duraine

### **FOREST LAKE**

Council Member Susan Young

### **HARRIS**

Mayor Diane Miller

### **HINCKLEY**

Council Member Dave Hopkins

### **ROCK CREEK**

Council Member Lee Raudabaugh

### **RUSH CITY**

Council Member Al Hoffman

### **SAINT PAUL**

Council Member David Thune

### **SANDSTONE**

Leonard Bonander

### **STACY**

Mayor Mark Utecht

### **HUGO**

Council Member Tom Weidt

### **LITTLE CANADA**

Mayor Bill Blesener

### **MAPLEWOOD**

Mayor Will Rossbach

### **NORTH BRANCH**

Council Member Kathy Blomquist

### **PINE CITY**

Mayor Paul Janssen

### **PINE COUNTY**

Commissioner Steve Chaffee

### **RAMSEY COUNTY**

Commissioner Victoria Reinhardt, RLTF Chair

### **WASHINGTON COUNTY**

Commissioner Fran Miron

### **WHITE BEAR LAKE**

Council Member Bryan Belisle

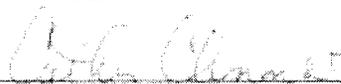
### **WHITE BEAR TOWNSHIP**

Board Supervisor Bob Kermes

### **WYOMING**

Council Member Linda Nanko-Yeager

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date:  October 1, 2013	Consent Agenda <i>(Please Circle)</i>  <u>Regular Agenda</u> Estimated Time: <i>(Please Circle)</i> _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action:  <b><u>Auditor/Treasurer</u></b>	 _____ Department Head Signature      9-24-13 Date

<b>Item for Discussion:</b>  <i>Summary of Land Sale Results held 9-20-13</i>
<b>Board Action Requested:</b> (Attach additional pages if needed)
Supporting Documents: Attached    None

## 2013 Tax Forfeit Land Auction Summary

TRACT	ACRES	APPRAISED AT	SOLD/BID AT	BID INCREASE	ACREAGE OF ONLY TRACTS THAT SOLD AT AUCTION
1	150.72	\$69,900	\$69,900		150.72
2	120	\$62,900	\$72,000	14%	120
3	2.5	\$690			
4	2.5	\$690			
5	40	\$5,900			
6	40	\$24,600			
7	20	\$19,900	\$24,000	21%	20
8	80	\$39,900	\$39,900		80
9	40	\$15,900			
10	80	\$49,900	\$49,900		80
11	40	\$15,900	\$18,001	13%	40
12	80	\$29,900			
13	80	\$39,900			
14	40	\$36,800			
15	5	\$490			
16	80	\$34,900			
17	30	\$4,500			
18	10	\$990			
19	5	\$490			
20	5	\$490			
21	40	\$3,900			
22	10	\$990			
23	40	\$17,900	\$17,900		40
24	40	\$14,900	\$14,900		40
25	34.26	\$17,800			
26	4	\$1,900			
28	2.67	\$1,490			
29	0.25	\$12,900			
30	20	\$19,200			
31	120	\$42,500	\$42,500		120
32	120	\$72,500	\$84,000	16%	120
33	40	\$22,400	\$22,400		40
34	16.6	\$2,900			
35	40	\$32,900			
36	10	\$11,500			
37	0.25	\$23,700	\$24,000	13%	0.25
38	0.25	\$200	\$200		0.25
39	0.25	\$400	\$400		0.25
40	10.22	\$5,200	\$5,200		10.22
42	40	\$23,500			
43	88.01	\$48,300			
44	40	\$21,800	\$21,800		40
45	40	\$24,100	\$24,100		40
46	40	\$23,500			
47	40	\$15,500	\$15,500		40
48	40	\$17,900	\$17,900		40
49	40	\$25,300	\$25,300		40
50	40	\$17,600	\$17,600		40
51	40	\$17,600			
52	17	\$15,900			
53	40	\$5,800	\$5,800		40
54	40	\$5,500	\$5,500		40
55	0.25	\$400			
56	0.25	\$45,500			
57	0.25	\$45,000			
58	0.25	\$15,000			
59	0.25	\$30,000			
60	0.25	\$30,000			
61	0.25	\$21,000			
62	0.25	\$1,900			

## 2013 Tax Forfeit Land Auction Summary

TRACT	ACRES	APPRAISED AT	SOLD/BID AT	BID INCREASE	ACREAGE OF ONLY TRACTS THAT SOLD AT AUCTION
63	5	\$10,900	\$30,000	175%	5
64	0.25	\$6,900	\$10,300	49%	0
<b>TOTAL</b>	<b>2,051.73</b>	<b>\$1,228,720</b>	<b>\$659,001</b>		<b>1,186.69</b>

County Fee					
1	40	\$41,900	\$41,900		40
2	2.6	\$1,800	\$1,800		2.6
3	20.33	\$25,200	\$25,200		20.33
4	13.35	\$15,700			
<b>TOTAL</b>	<b>76.28</b>	<b>\$84,600</b>	<b>\$68,900</b>		<b>62.93</b>

Adjoining Owner					
1	0.25	\$1,990	\$1,990		0.25
2	0.25	\$1,990	\$1,990		0.25
<b>TOTAL</b>	<b>0.5</b>	<b>\$3,980</b>	<b>\$3,980</b>		<b>0.5</b>

<b>GRAND TOTALS</b>	<b>2,128.01</b>	<b>\$1,317,300</b>	<b>\$731,881</b>		<b>1,250.12</b>
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<i>Approximate Price/Acre at Auction</i>	<b>\$585.45</b>
<i>Acres Remaining for Sale</i>	<b>877.89</b>

TAX FORFEITED LANDS  
 # tracts sold outright 11  
 Total Price \$244,980

# tracts sold on contract 16  
 Total Downpayment \$91,227

COUNTY FEE LANDS  
 # tracts sold on contract 3  
 Total Downpayment \$7,710

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date:  October 1, 2013	Consent Agenda <i>(Please Circle)</i>  <u>Regular Agenda</u> Estimated Time: <i>(Please Circle)</i> _____ 10 Min. 15 Min. <small>Time needed</small> 30 Min. 45 Min. 1 hour
Department Requesting Action:  <b><u>Auditor/Treasurer</u></b>	 _____ Department Head Signature                      9/24/13 Date

<p><b>Item for Discussion:</b></p> <p><i>Formal acceptance of the 2012 Financial Statement and authorize publication.</i></p>          <p><b>Board Action Requested:</b> (Attach additional pages if needed)</p>          <p align="right">Supporting Documents:    Attached    None</p>
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**CATHY J. CLEMMER**  
AUDITOR-TREASURER

PINE COUNTY COURTHOUSE \* 635 Northridge Dr NW \* Suite 240 \* PINE CITY, MN 55063

Maddie Amundson	320-591-1670
Cathy J. Clemmer	320-591-1668
Paul Johnson	320-591-1669
Janice Johnston	320-591-1660
Pam Lawrence	320-591-1667
Terry Lovgren	320-591-1666
Kathy Reiser	320-591-1664
Fax	320-591-1671

2012 Financial Statement  
of Pine County for  
Fiscal Year Ending December 31, 2012

TO THE BOARD OF PINE COUNTY COMMISSIONERS: I herewith submit to you a full and accurate statement of Revenues and Expenditures for the year ending December 31, 2012, together with an accurate statement of the finances of the County at the end of the year, including all debts and liabilities and the assets to discharge the same.

Respectfully submitted,  
Cathy J. Clemmer  
Pine County Auditor-Treasurer

The foregoing statement as prepared by the County Auditor-Treasurer is hereby approved by the Pine County Board of Commissioners on the 1<sup>st</sup> day of October, 2013 and respectfully submitted to the taxpayers of the County.

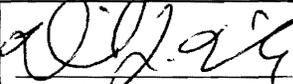
Board of Commissioners  
Pine County, Minnesota

1 <sup>st</sup> District	Stephen M. Hallan
2 <sup>nd</sup> District	Mitchell Pangerl
3 <sup>rd</sup> District	Steve Chaffee
4 <sup>th</sup> District	Curt Rossow
5 <sup>th</sup> District	Matt Ludwig

Attest:

\_\_\_\_\_  
David J. Minke  
County Administrator and Clerk of the County Board

**PINE COUNTY REQUEST FOR BOARD ACTION**

<p>Requested Board Date:</p> <p>October 1, 2013</p>	<p>Consent Agenda <i>(Please Circle)</i></p> <p><u>Regular Agenda</u></p> <p>Estimated Time: <i>(Please Circle)</i></p> <p><u>5 Min</u>      10 Min.    15 Min.</p> <p><small>Time needed</small></p> <p>30 Min.    45 Min.    1 hour</p>
<p>Department Requesting Action:</p> <p><b>Administrator</b></p>	<p> Date: 9/24/13</p> <p>David J. Minke County Administrator</p>

Chair Hallan desires to appoint Commissioner Ludwig to the committees shown on the attached.

Also, Patrick Bruflat has been added as an AMC delegate and Matt Christenson has been added as the EEOC Coordinator.

**Board Action Requested:** (Attach additional pages if needed)  
*The board chair should make the appointments.*

Supporting Documents:    List of appointments

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**SECOND Amended 2013 Boards and Committees**  
**Approved by the Pine County Board of Commissioners – October 1, 2013**

<b>Outside Boards and Committees</b>	<b>2013 Representative</b>	<b>2013 Alternate</b>
AMC Committee – Environment & Natural Resources	Pangerl	
AMC Committee – General Government	Rossow	
AMC Committee – Health & Human Services	Chaffee	
AMC Committee – Public Safety Policy Committee	Hallan	
AMC Committee – Transportation & Infrastructure	<b>Hallan Ludwig</b>	
AMC Committee – Indian Affairs Advisory Council	Rossow	
Arrowhead Counties Association (ACA)	All	
Association of Minnesota Counties (AMC)	All	
Central MN Jobs and Training Service	Hallan*	<b>Rossow- Ludwig</b>
Central Regional EMS Committee	Pangerl	Rossow
East Central Regional Development Commission (ECRDC)	Hallan	Rossow
East Central Regional Juvenile Center (ECRJC) Advisory Committee	Pangerl	Rossow
East Central Regional Library	Chaffee	Pangerl
East Central Solid Waste Commission (ECSWC)	Hallan	Chaffee
Extension Committee	Hallan	Pangerl
Fiber-Optic Joint Power Board	Hallan	<b>Pangerl</b>
Five County Mental Health Committee	Chaffee	Pangerl
GPS 4593 Joint Powers Board	Pangerl	Hallan
Kanabec/Pine Board of Health	Chaffee	Pangerl
Lakes and Pines Community Action Council (CAC)	Pangerl	Hallan
Law Library	Pangerl	Chaffee
NE MN Regional Radio Board	Hallan	Rossow
NLX	Chaffee*	<b>Hallan Ludwig</b>
RC & D Committee	Rossow	Pangerl
Rushline Corridor Task Force	Chaffee*	<b>Hallan Ludwig</b>
Snake River Watershed Joint Powers Board	Pangerl	Hallan
Soil & Water Conservation District Liaison	Pangerl	Chaffee

<b>County Established Committees</b>	<b>2013 Appointment</b>	<b>2013 Alternate</b>
Budget Committee	All	
Facilities Committee	<b>Rossow Ludwig/Pangerl</b>	
GIS Committee	Hallan/Pangerl	

**BOLD** represents Commissioner Carlson Vacancy Replacement

\*previously alternate

**Strikeout** represents October 1, 2013 appointment

First Amendment – approved by County Board May 7, 2013

Government Operations	<b>Chaffee* Ludwig/Rossow</b>	
Insurance Committee	Chaffee/Pangerl	
Investment Committee	Chaffee/ Hallan	
Land/Zoning Advisory Committee	Chaffee/Rossow	
Legislative Committee	All	
Management Team Committee	All	
Methamphetamine Task Force	<b>Pangerl Ludwig/Rossow</b>	
Negotiations (Labor Relations) Committee	<b>Rossow/Chaffee</b>	
Personnel Committee	Chaffee/Rossow	Hallan
Technology Committee	Hallan/Pangerl	
Transportation Committee	<b>Hallan/Rossow</b>	

<b>Other Appointments</b>	<b>2013 Appointment</b>	
Equal Employment Opportunity Coordinator required by section 3.2 of the County Policy and Procedure Manual	<del>Hene Haavisto</del> <b>Matt Christenson</b>	
AMC Delegate Appointments (county is authorized 1 delegate for each commissioner and three additional delegates)	Steve Hallan Mitch Pangerl Steve Chaffee Curt Rossow <del>(vacant)</del> <b>Matt Ludwig</b> Mark LeBrun <del>Linda Cassman</del> <b>Patrick Brufat</b> David Minke	

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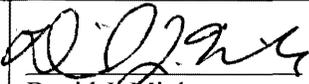
**BOLD** represents Commissioner Carlson Vacancy Replacement

\*previously alternate

**Strikeout** represents October 1, 2013 appointment

First Amendment – approved by County Board May 7, 2013

## PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:  October 1, 2013	Consent Agenda <i>(Please Circle)</i>  <div style="border: 1px solid black; border-radius: 50%; width: 100px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;"> <span style="margin: 0 5px;">Regular Agenda</span> </div> Estimated Time: <i>(Please Circle)</i> <div style="display: flex; justify-content: space-around; align-items: center;"> <span style="border: 1px solid black; border-radius: 50%; padding: 2px;">5 Min</span> <span>10 Min.</span> <span>15 Min.</span> </div> <small>Time needed</small> 30 Min.    45 Min.    1 hour
Department Requesting Action: <b>Administrator</b>	<div style="text-align: center;">             Date: 9/24/13            David J. Minke            County Administrator         </div>

The County has two topics that the board should consider scheduling a special meeting to discuss.

1. Subsurface Sewage Treatment System Ordinance (SSTS)
2. 2014 Budget.

Updating the SSTS Ordinance was considered in 2010, but no final board action was taken. The county is required to update the SSTS ordinance by February, 2014. The board should consider scheduling a Committee of the Whole (COW) for an update on the ordinance by the land services director.

The county needs to adopt a final budget and levy in December. The board should schedule a budget committee/COW meeting to continue work on the 2014 budget.

One possible date is October 8. The Personnel Committee has a regular meeting scheduled for 9:00 a.m. that morning. If it fits with schedules, the board could schedule the COW for 10:00 a.m. and either be done by lunch, or break for lunch as necessary.

I think 3-4 hours for the COW meeting would be sufficient.

**Board Action Requested:** (Attach additional pages if needed)  
*Set a special meeting Committee of the Whole to discuss the SSTS ordinance and 2014 budget.*

Supporting Documents:

## PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:  October 1, 2013	Consent Agenda <i>(Please Circle)</i>  <div style="border: 1px solid black; border-radius: 50%; width: 80px; height: 30px; margin: 0 auto; display: flex; align-items: center; justify-content: center;"> <span>Regular Agenda</span> </div> Estimated Time: <i>(Please Circle)</i> <div style="display: flex; justify-content: space-around; align-items: center;"> <span style="border: 1px solid black; border-radius: 50%; padding: 2px;">5 Min</span> <span>10 Min.</span> <span>15 Min.</span> </div> <small>Time needed</small> 30 Min.    45 Min.    1 hour
Department Requesting Action: <b>Administrator</b>	<div style="text-align: right; margin-bottom: 5px;">Date: 9/24/13</div> _____ David J. Minke County Administrator

Pine, Carlton, and Chisago Counties, along with cities, chambers of commerce, and private businesses, have been developing the Old Hwy 61 theme.

The formal launch of the initiative is scheduled for Friday October 4, 4-6 PM at the Pine Technical College Auditorium. The launch is being held in conjunction with the Hwy 61 Film Festival.

Cathy Wurzer, Host/Anchor of “Morning Edition”, Minnesota Public Radio and award-winning Minnesota journalist, will be the featured speaker.

The public is invited to attend. Wurzer’s film “Tales of the Road: Highway 61” will be shown at the Pine Technical College Auditorium for the opening of the third annual Highway 61 Film Festival.

**Board Action Requested:**  
*No action required, information only.*

Supporting Documents:    Press Release

**For Immediate Release**  
**September 24, 2013**

***“Rediscover the Fun along Old Highway 61!”*** That is the message representatives from nine Chambers of Commerce and 15 cities in three counties are encouraging others to help send. U.S. Highway 61, also known as the “Blues Highway” was one of the original highways constructed within the U.S. Highway System. Built in 1926, the 1,400 mile roadway extends from Canada to the Gulf of Mexico.

A formal “launch” of the Old Highway 61 effort to the public will take place at the Pine Technical College Auditorium from 4:00 to 6:00 p.m. on Friday, October 4, 2013 in conjunction with the 3<sup>rd</sup> Annual Highway 61 Film Festival in Pine City. Cathy Wurzer, Host/Anchor of “Morning Edition”, Minnesota Public Radio and award-winning Minnesota journalist, will be the featured speaker. The public is invited to attend. Wurzer’s film “Tales of the Road: Highway 61” will be shown at the Pine Technical College Auditorium for the opening of the third annual Highway 61 Film Festival.

A group of Old Highway 61 Stakeholders has been working on the effort to preserve and promote Old Highway 61 over the past few months. In June, 2013, the Initiative Foundation awarded a \$2000 matching grant to the Onanegozie Resource Conservation and Development Council, which is serving as the fiscal agent for a Steering Committee comprised of representatives from the Chisago County HRA-EDA, City of Pine City, Pine County, North Branch Chamber of Commerce, Carlton County EDA and City of Rush City.

Grant dollars were used to host a series of meetings to introduce the idea of collaborating to promote the segment of the Old Highway 61 corridor which extends through Chisago, Pine and Carlton counties. Over 30 “stakeholders” attended meetings in July, August and September to provided input on the proposed project.

A preliminary list and maps identifying over 100 “destinations” within the three counties, along Old Highway 61, have been developed. Destinations highlighted include historic sites, hospitality, natural resources, entertainment and shopping. In addition, a calendar of festivals and events within the cities and townships in the “Old Highway 61 corridor” has been developed. Both will be on display at the October 4<sup>th</sup> Film Festival “Launch”.

Preliminary goals identified by those involved thus far include but are not limited to: (1) Drawing more customers/tourists to Old Highway 61 businesses and communities, (2) Attracting more businesses to available spaces, (3) Promoting the recreational opportunities and natural resources within the Old Highway 61 corridor, (4) Expanding the regional trail system along the corridor through collaborative efforts, and (5) Branding the “Old Highway 61 Corridor” as a destination and developing a cooperative marketing program.

For more information on “Rediscover the Fun along Old Highway 61” or to become involved please contact one of the Steering Committee Members:

Nancy Hoffman, Economic Developer, Chisago County: 651-674-5664

Nathan Johnson, City Planner, Pine City: 320-629-2575

Kathy Lindo, North Brach Area Chamber of Commerce: 651-674-4077

Dave Minke, Pine County Administrator, Pine County: 320-591-1620

Larry Nelson, Executive Director, Onanegozie Resource Conservation and Development Council  
(Onanegozie RC&D): 320-679-4604

Brenda Nyberg, Carlton County EDA: 218-384-9564

Jamie Scheffer, City of Rush City: 320-358-4743