



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

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

**Tuesday, May 6, 2014, 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 on items not on the agenda. Each speaker should state his/her name and limit comments to three (3) minutes.
- D) Adopt Agenda
- E) Approve Minutes of April 15, 2014 County Board Meeting and Summary for publication.
- F) Minutes of Boards, Committees and Correspondence
  - Pine County HRA Senior Housing Minutes – March 26, 2014
  - Pine County Land Surveyor Monthly Report, April 2014
  - Pine County Soil & Water Conservation District Minutes – April 3, 2014
  - Pine County Methamphetamine Task Force Minutes – April 14, 2014
- G) Approve Consent Items

**CONSENT AGENDA**

The consent agenda is voted on without any discussion. Any commissioner may request an item be removed and added to the regular agenda.

**1. April, 2014 Disbursements**

Disbursements Journal Report, April 1, 2014 – April 30, 2014.

**2. Applications for Abatement:**

Consider:

- a. Arley & Mary Kendall, 37674 Fishtail Road, Hinckley, PID 10.0091.000, pay 2014
- b. David & Peggy Nordrum, 1035 7<sup>th</sup> St. SW, Pine City, PID 42.5752.000, pay 2014
- c. Minnesota Public Radio, 11802 Dahl Road, Hinckley, PID 15.0204.000, pay 2014
- d. Moose Lake Golf Club, Windemere Twp., PID 33.0204.000, pay 2012, 2013 & 2014
- e. Victor Doboszanski, 25782 Denham Crossing Rd., Sturgeon Lake, PID 31.0222.000, pay 2014

**3. 2014 Solid Waste Hauler Licensure**

Approve 2014 waste hauler license for Jones Construction and authorize Board Chair to sign license. Application fee is \$200 per license.

**4. Personnel (Full-Time Status/Completion of Probationary Period)**

- A. Consider approval of full-time status for Office Support Specialist Donna Olsen, effective May 4, 2014.
- B. Consider approval of full-time status for RN Beth Lyon, effective May 4, 2014.

**5. Training**

- A. Consider Probation Agents Amber Chase, Laura Stylski, Jeremie Reinhart and Travis Fisher to attend the MACPO (Minnesota Association of County Probation Officers) conference, May 21-22, 2014. Full registration is \$125 per person. Weds/Thursday meal and accommodation package is \$150 per person double occupancy. Total cost: \$1100 plus any applicable taxes and mileage. Probation agents are required to have 40 hours training each year. Funds available in the 2014 Probation budget.
- B. Consider County Recorder Tamara Tricas to attend the Minnesota County Recorder's Association Summer Recording Institute, June 9-13, 2014 at Rutgers Bay Lake Lodge in Deerwood. Cost of the conference is \$25, lodging and meal package is \$586.42, mileage \$92.46. Total cost of conference is \$703.88. Funds available within the 2014 Recorder budget.
- C. Consider HHS Director Patrick Bruflat to attend the MN Association of County Social Service Administrators Spring Conference, May 28-30, 2014, Deerwood. Registration \$125, Accommodations \$331.31, Meals included with lodging, Travel \$89.60. Total cost of conference is \$545.91. Funds are available within the 2014 HHS Staff Development budget.
- D. Consider County Engineer Mark LeBrun to attend the MN County Engineers Summer Conference, June 11-12, 2014, Alexandria. Registration and lodging: \$203.91. Funds available in 2014 Highway budget.

**6. New Hire**

Approve and authorize the hiring of 4-H Summer Assistant Jessica Torgerson, effective June 2, 2014, \$11.79 per hour, grade A13, step 1 at a cost not to exceed \$4,000.

**REGULAR AGENDA**

**1. HHS Ad Hoc Committee Meeting**

The HHS Ad Hoc Committee met Wednesday, April 30, 2014. Update will be provided.

**2. Public Hearing – Pine County Liquor License**

Approve Ordinance 2014-01, Pine County Liquor Ordinance, which regulates the sale of liquor on Sunday, provides for the payment of property taxes of the licensed premises, and sets a fee for the renewal of an existing liquor license. Authorize Board Chair and County Administrator to sign Ordinance.

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

Annual update by Barbara Chaffee and staff. CMJTS is a partner in the Minnesota WorkForce Center System, serving 11 counties in Central Minnesota, including Pine County. Consider approval of Joint Powers Agreement (renewed every two years) and authorize Board Chair and County Administrator to sign.

**4. Appointment to Board of Adjustment**

Consider appointment of David Koland to the Board of Adjustment, District 5, due to the death of Howard Thomsen. Term length through December 31, 2015.

**5. Additional Land Auction Properties**

**A. Tax-Forfeited Land Classification (Non Conservation)**

Consider approval of Resolution 2014-15. This will classify the following land (SW<sup>1</sup>/<sub>4</sub> of SW<sup>1</sup>/<sub>4</sub>,

Sec. 28, Twp. 41, Rge. 20, and E 66' of SW¼ of SW¼ of Sec. 29, Twp. 43, Rge. 16, subject to ROW of township road over south 33' thereof ) as non-conservation land, authorize appraisal and preparation for the sale of the land, authorize and direct distribution of the listing of the land to local units of government for review and request review and approval from the Minnesota DNR for the sale of said land. Authorize Board Chair and County Administrator to sign.

**B. Land Purchase and Addition of Two Parcels to the 2014 Land Auction**

- i. Consider motion to approve the addition of the following parcels to the 2014 land auction: SE¼ of SW¼ [40 acres] and SW¼ of SW¼ [37.48 acres] both in Sec. 7, Twp. 43, Rge. 18 and authorize appraisals and miscellaneous land sale preparation.
- ii. Consider approval to purchase the NW¼ of NE¼ of Sec. 12, Twp. 43, Rge. 18 and authorize appraisal and miscellaneous land purchase preparation.

**C. Wilma Township Disapproval of Non-Conservation Classification/Land Sale Parcels**

Consider approval for the setting of a public meeting to take place during the July 15, 2014 county board meeting to discuss Wilma Township Board's Resolution denying the approval of the sale of county public lands within Wilma Township with the exception of one 20-acre parcel.

**6. Land Conveyance Requests**

Consider motion to approve conveyance of three parcels of land to (a) Wilma Township, (b) City of Sturgeon Lake, and (c) City of Pine City.

**7. Renewal of Trail Lease for the DNR Mathew Lourey Trail (formerly Willard Munger Trail)**

Consider motion to renew a trail lease with the State of Minnesota for the Mathew Lourey Trail under an annual no-fee agreement. The actual lease to be accepted by a county board resolution at a later date.

**8. Amend East Central Drug and Violent Offender Task Force Grant**

Consider approval of the Grant Agreement Amendment for the East Central Drug and Violent Offenders Task Force, amended from \$100,000 to \$110,000 for grant funding. No matching funds are required. Authorize Board Chair and County Administrator to sign.

**9. 2014 Annual County Board and Water Safety Grant Agreement**

Consider approval of the 2014 State of Minnesota Annual County Boat and Water Safety Grant Agreement in the amount of \$8,149 and authorize Board Chair, County Administrator and Sheriff to sign. No match required.

**10. National Corrections Officers' Week**

Consider approval of Resolution 2014-16 to designate the week of May 4-10, 2014 as National Corrections Officers' Week.

**11. Commissioner Updates**

Arrowhead Counties Association  
Rush Line Corridor's Policy Advisory Committee  
NLX  
Pine County Law Library  
NE Regional Radio Board  
Extension Committee  
Snake River Watershed Joint Powers Board  
East Central Regional Development Commission

**12. Other**

### 13. Upcoming Meetings

- a. **Pine County Board Meeting, Tuesday, May 6, 2014, 1:00 p.m.**, Public Health Building, Sandstone, Minnesota.
- b. **Facilities Committee Meeting, Wednesday, May 7, 2014, 9:00 a.m.**, Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- c. **Soil & Water Conservation District Meeting, Thursday, May 8, 2014, 4:00 p.m.**, Public Health Building, Sandstone, Minnesota. **(Date changed from May 1st).**
- d. **East Central Solid Waste Commission Meeting, Monday, May 12, 2014, 9:00 a.m.**, 1756 180<sup>th</sup>, Mora, Minnesota.
- e. **East Central Regional Library Board Meeting, Monday, May 12, 2014, 9:30 a.m.**, Mille Lacs Lake–Isle Community Center, 285 2<sup>nd</sup> Avenue So., Isle, Minnesota.
- f. **Personnel Committee Meeting, Tuesday, May 13, 2014, 9:00 a.m.**, Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- g. **Rush Line Corridor Task Force, Thursday, May 15, 2014 – cancelled.**
- h. **Lakes & Pines CAC Meeting, Monday, May 19, 2014, 10:00 a.m.** 1700 Maple Avenue E, Mora, Minnesota.
- i. **Technology Committee Meeting, Tuesday, May 20, 2014, 8:30 a.m.**, Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- j. **Pine County Board Meeting, Tuesday, May 20, 2014, 10:00 a.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- k. **Pine County Health and Human Services Meetings, Tuesday, May 20, 2014, 1:00 p.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- l. **Arrowhead Counties Association, Wednesday, May 21, 2014, 6:00 p.m.**, Hampton Inn, Duluth, Minnesota.
- m. **Snake River Watershed Joint Powers Board - May meeting cancelled.**
- n. **NE Regional Radio Board Meeting, Thursday, May 22, 2014, 10:00 a.m.**, Video Conference, Courthouse, Pine City, Minnesota.
- o. **NLX, Wednesday, May 28, 2014, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- p. **Central Regional EMS Committee, Friday, May 30, 2014, 9:00 a.m.**, Stearns County Service Center, Waite Park, Minnesota.

### 14. Adjourn

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

**Tuesday, April 15, 2014, 10:00 a.m.**  
**Board Room, Pine County Courthouse, Pine City, Minnesota**

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

The Pledge of Allegiance was said.

Chair Rossow called for public comment. Ailene Croup asked for a comment on the status of the county's cash flow.

Chair Rossow requested the following revisions to the Agenda:

Add: Introduction of Darlene Booth, IT Support Specialist.

Regular:

Add 6A: Grant Application for Initiative Foundation

Commissioner Chaffee moved to approve the amended Agenda. Second by Commissioner Pangerl. Motion carried 5-0.

IT Supervisor Ryan Findell introduced IT Support Specialist Darlene Booth.

Commissioner Hallan moved to approve the Minutes of the April 1, 2014 County Board Meeting and Summary for publication. Second by Commissioner Ludwig. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County Soil & Water Conservation District monthly meeting Minutes – February 6, 2014

Pine County HRA Senior Housing Board of Directors regular meeting Minutes – February 26, 2014

Facilities Committee meeting Minutes – March 31, 2014

Commissioner Pangerl moved to acknowledge the Minutes of Boards, Committees and Correspondence. Second by Commissioner Chaffee. Motion carried 5-0.

County Administrator Minke provided clarification of the Health & Human Services Fund cash balance for March 31, 2013/March 31, 2014. The cash balance as shown on the consent agenda is correct, but the calculation of the Increase(Decrease) should be \$1,215,789.48.

Commissioner Chaffee moved to approve the amended Consent Agenda. Second by Commissioner Ludwig. Motion carried 5-0.

**CONSENT AGENDA**

**1. Review March, 2014 Cash Balance**

<b>Fund</b>	<b>March 31, 2013</b>	<b>March 31, 2014</b>	<b>Increase(Decrease)</b>
General Fund	-255,796.64	-182,130.46	73,666.18
Health and Human Services Fund	1,249,302.88	33,513.40	(1,215,789.48)

Road and Bridge Fund	5,765,822.56	2,242,631.36	(3,523,191.20)
Land Management Fund	1,533,649.83	1,926,571.99	392,922.16
TOTAL (inc non-major funds)	\$8,570,379.07	\$4,737,558.13	(\$3,832,820.94)

2. **Applications for Abatement**

Approve:

- A. Alex Okun, 62648 State Hwy 18, Finlayson, PID 13.0325.001, pay 2014
- B. Mark Adams & Celestine Glidden, 12959 Auburn Rd, Grasston, PID 28.1031.000, pay 2014
- C. Celestine Glidden, 12957 Auburn Rd, Grasston, PID 28.1031.001, pay 2014
- D. Ronald & Sharon Buetow, 92288 Lake 12 Rd, Sturgeon Lake, PID 33.5397.000 & 33.5398.000 pay 2014

3. **Temporary Liquor License**

Approve temporary liquor license for Sandstone Bulls and Barrels, Jack Pine Riders, Finlayson Giese Sportsmen Club (2 events). Subject to approval of the Pine County Sheriff and Pine County Attorney.

4. **Tobacco License**

Approve application for tobacco license for Sturgeon Lake Golf Course in Pine County under the jurisdiction of the Auditor for the period of April 30, 2014 – December 31, 2014. Subject to approval of the County Board, County Sheriff and contingent upon no delinquent taxes.

5. **On/Sunday License**

Approve On/Sunday license for Countryside Campground. Subject to approval of the County Sheriff, County Attorney and the township board of the applicant.

6. **Lease Amendment – Guardian ad Litem Program**

Approve amendment of lease agreement with Tenth Judicial District Guardian ad Litem Program to reflect payment to the county as and for fixed rent in the amount of \$1,384 per month effective September 1, 2014 and authorize Board Chair and County Administrator to sign Lease Amendment.

7. **Equipment Rental Bids**

Approve equipment rental bids.

8. **Personnel (Full-Time Status/Completion of Probationary Period)**

Approve full-time status for Child Support Officer Claire Nelson, effective April 21, 2014.

9. **New Hire**

- A. Approve the hiring of part-time Corrections Officer Travis Keller, effective April 17, 2014, pending completion of pre-employment screening, \$16.04 per hour, grade B-23.
- B. Approve the hiring of part-time Corrections Officer Jason Teeman, effective April 17, 2014, pending completion of pre-employment screening, \$16.04 per hour, grade B-23.

10. **Training**

- A. Approve Welfare Fraud Investigators Osten Berg and Kari Rybak to attend the 27<sup>th</sup> Annual Fraud Investigators Spring Conference, May 7-9, 2014, Walker. Osten Berg: Registration \$100; lodging, \$251.50; mileage, 146.90; total cost :\$498.40. Kari Rybak: Registration \$100; lodging, \$251.50; total cost: \$351.50.
- B. Approve Sr. Environmental Tech/Zoning Administrator Ed Melzark to attend the Planning

- and Zoning for Resources Protection, Shorelands, Floodplains, and Clean Water workshop, April 19, 2014, Duluth. Registration: \$25 plus mileage.
- C. Approve County Administrator David Minke to attend the Minnesota City/County Managers Association Annual Conference, May 14-16, 2014, Nisswa.

## REGULAR AGENDA

### **1. Personnel Committee**

A. The Personnel Committee met April 8, 2014 and made the following recommendations

HHS:

Approve re-grade of Financial Assistance Supervisor from a C42 to a C51.

Sheriff:

- i. Acknowledge retirement of Chief Deputy Steven Blackwell, effective April 18, 2014.
- ii. Acknowledge resignation of Sheriff's Secretary Elisabeth Lee, effective March 21, 2014, and approve backfill.
- iii. Acknowledge retirement of Sheriff's Deputy Charles Moon, effective March 21, 2014, and approve backfill.

Land Services:

Appoint Robert Fischer as Pine County's Solid Waste Officer.

County Attorney:

- i. Approve annual performance increase of \$3.22 for Assistant County Attorney Aimee Cupelli, effective January 10, 2014.
- ii. Approve annual performance increase of \$2.52 for Assistant County Attorney George Joyner, effective March 25, 2014.

Commissioner Chaffee provided an overview of the personnel committee recommendations.

**Motion** by Commissioner Chaffee to approve the recommendations of the Personnel Committee. Second by Chair Rossow. Motion carried 5-0.

### **2. Facilities Committee**

Commissioner Pangerl provided an overview of the March 31, 2014 Special Facilities Committee meeting. Discussion was held with the City of Pine City regarding their lease with Pine County for city offices located in the Pine Government Center. Possibilities discussed include the City buying the Pine Government Center building and the County renting from the City; a long-term lease with the County retaining ownership; or formation of an association similar to a common interest community, where the building would be split into units with the city purchasing its unit and the common space in common ownership of the association.

Further discussion will be held once the County Board and the Pine City City Council have had an opportunity to review additional information. A Committee of the Whole meeting may be scheduled in the future on this topic.

### **3. State Aid Funding**

County Engineer Mark LeBrun provided information as to implementation of County State Aid street projects in 2014 which will require state aid funds in excess of funds available in its State Aid Regular Construction Account. LeBrun requested the Board approve Resolution 2014-13 to advance state aid funding from the County State Aid Construction Fund to supplement the available funds in the State Aid Regular Construction Account.

**Motion** by Commissioner Hallan to approve Resolution 2014-13, State Aid Highway Funds Advance Resolution, in an amount up to \$1,666,569. Second by Chair Rossow. Motion carried 5-0.

**4. 2013 Highway Annual Report**

County Engineer Mark LeBrun reported to the board, and discussion was held, regarding the highway department's annual report. LeBrun commented on projects completed in 2013, fund balances and cash flow, equipment inventory and replacement, and upgrades and maintenance completed on public works buildings.

**Motion** by Commissioner Hallan to accept and approve the 2013 Highway Annual Report. Second by Commissioner Ludwig. Motion carried 5-0.

**5. Minimum Salaries for Elected Officials for 2015**

County Administrator David Minke stated Minnesota statutes require that, in January of an election year for the offices of County Auditor, County Treasurer, County Sheriff and County Attorney, the county board set the minimum salaries for those offices. The board can set any minimum salary; after the election, the board may set the salary at an amount greater than the minimum.

**Motion** by Commissioner Hallan to approve Resolution 2014-14 Setting Minimum Salaries for Elected Officials beginning January, 2015 as follows: County Auditor/Treasurer, \$71,700, County Sheriff, \$76,500, and County Attorney, \$79,500 and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

**6. First Quarter Financial Report**

County Administrator Minke provided graphs showing expenditure and revenue (major funds) and general fund (by percentage) expended by major departments through March 31, 2014.

Minke stated that expenditures and revenues are as expected at the end of the first quarter.

Revenues for boarders in the jail are strong, reflecting the increase in boarders from the state. Commissioner Chaffee thanked Auditor/Treasurer Cathy Clemmer for her added supervisory duties of the Health & Human Services fiscal department.

**6A. Initiative Foundation Grant**

County Administrator Minke provided information as to the availability of a \$5,000 grant through the Initiative Foundation (with a \$5,000 match by the county), stating that match monies were available in 2014 budget. The grant application requires county board support.

**Motion** by Commissioner Hallan to approve the county's application to the Initiative Foundation for a grant of \$5,000 with a \$5,000 county match. The grant will fund an economic development plan. Second by Commissioner Chaffee. Motion carried 5-0.

**7. Commissioner Updates**

Soil & Water Conservation District: Commissioner Ludwig commented on the tree sale.

East Central Solid Waste Commission: Commissioner Hallan commented on the new consulting engineer, cell expansion, and the difficulty in receipt of proprietary information from the former engineering firm.

East Central Regional Library: Commissioner Chaffee was unable to attend the meeting; however stated it appeared to be general information on agenda to be addressed.

Methamphetamine Task Force: Commissioner Ludwig and Chair Rossow stated discussion was had on the narcotics abuse in the county, recent drug search warrants issued in Pine/Carlton counties, DARE funds available through DPS grant, education materials available for schools, and checking on the Heroine antidote availability for local EMS personnel.

**8. Other**

- A. **Mental Health Meeting** for County Commissioners hosted by Representative Tim Faust to be held Friday, April 18, 2014, 10:00 a.m. at the Pine Government Center, Pine City. This meeting will be posted as a special board meeting as a quorum of the board may attend.
- B. Pine Innovation Center – Rick Nolan Visit, April 18, 2014 (lunch 11:45 a.m.; ribbon cutting 3:00 p.m.).

9. **Upcoming Meetings**

Upcoming meetings were reviewed.

10. **Adjourn**

With no further business, Chair Rossow adjourned the county board meeting at 11:25 a.m. The next regular meeting of the county board is scheduled for May 6, 2014 at 1:00 p.m. at the Public Health Building, Sandstone, Minnesota.

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Curt H. Rossow, 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, April 15, 2014, 10:00 a.m.  
Board Room, Pine County Courthouse, Pine City, Minnesota**

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

The Pledge of Allegiance was said.

Chair Rossow called for public comment. Ailene Croup asked for a comment on the status of the county's cash flow.

Commissioner Chaffee moved to approve the amended Agenda. Second by Commissioner Pangerl. Motion carried 5-0.

IT Supervisor Ryan Findell introduced IT Support Specialist Darlene Booth.

Commissioner Hallan moved to approve the Minutes of the April 1, 2014 County Board Meeting and Summary for publication. Second by Commissioner Ludwig. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County Soil & Water Conservation District monthly meeting Minutes – February 6, 2014

Pine County HRA Senior Housing Board of Directors regular meeting Minutes – February 26, 2014

Facilities Committee meeting Minutes – March 31, 2014

Commissioner Pangerl moved to acknowledge the Minutes of Boards, Committees and Correspondence. Second by Commissioner Chaffee. Motion carried 5-0.

Commissioner Chaffee moved to approve the amended Consent Agenda. Second by Commissioner Ludwig. Motion carried 5-0.

<b>Fund</b>	<b>March 31, 2013</b>	<b>March 31, 2014</b>	<b>Increase(Decrease)</b>
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Approve Applications for Abatement: Alex Okun, 62648 State Hwy 18, Finlayson; Mark Adams & Celestine Glidden, 12959 Auburn Rd, Grasston; Celestine Glidden, 12957 Auburn Rd, Grasston; and Ronald & Sharon Buetow, 92288 Lake 12 Rd, Sturgeon Lake.

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Approve equipment rental bids.

Approve full-time status for Child Support Officer Claire Nelson, effective April 21, 2014.

Approve the hiring of part-time Corrections Officer Travis Keller, effective April 17, 2014, pending completion of pre-employment screening, \$16.04 per hour, grade B-23.

Approve the hiring of part-time Corrections Officer Jason Teeman, effective April 17, 2014, pending completion of pre-employment screening, \$16.04 per hour, grade B-23.

Approve Welfare Fraud Investigators Osten Berg and Kari Rybak to attend the 27<sup>th</sup> Annual Fraud Investigators Spring Conference. Berg total cost: \$498. Rybak total cost: \$352.

Approve Sr. Environmental Tech/Zoning Administrator Ed Melzark to attend the Planning and Zoning for Resources Protection, Shorelands, Floodplains, and Clean Water workshop. Registration: \$25 plus mileage.

Approve County Administrator David Minke to attend the Minnesota City/County Managers Association Annual Conference.

The Personnel Committee met April 8, 2014 and made the following recommendations

HHS:

Approve re-grade of Financial Assistance Supervisor from a C42 to a C51.

Sheriff:

- i. Acknowledge retirement of Chief Deputy Steven Blackwell, effective April 18, 2014.
- ii. Acknowledge resignation of Sheriff's Secretary Elisabeth Lee, effective March 21, 2014, and approve backfill.
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Land Services:

Appoint Robert Fischer as Pine County's Solid Waste Officer.

County Attorney:

- i. Approve annual performance increase of \$3.22 for Assistant County Attorney Aimee Cupelli, effective January 10, 2014.

- ii. Approve annual performance increase of \$2.52 for Assistant County Attorney George Joyner, effective March 25, 2014.

**Motion** by Commissioner Chaffee to approve the recommendations of the Personnel Committee. Second by Chair Rossow. Motion carried 5-0.

**Motion** by Commissioner Hallan to approve Resolution 2014-13, State Aid Highway Funds Advance Resolution, in an amount up to \$1,666,569. Second by Chair Rossow. Motion carried 5-0.

**Motion** by Commissioner Hallan to accept and approve the 2013 Highway Annual Report. Second by Commissioner Ludwig. Motion carried 5-0.

**Motion** by Commissioner Hallan to approve Resolution 2014-14 Setting Minimum Salaries for Elected Officials beginning January, 2015 as follows: County Auditor/Treasurer, \$71,700, County Sheriff, \$76,500, and County Attorney, \$79,500. Second by Commissioner Chaffee. Motion carried 5-0.

**Motion** by Commissioner Hallan to approve the county's application to the Initiative Foundation for a grant of \$5,000 with a \$5,000 county match for an economic development plan. Second by Commissioner Chaffee. Motion carried 5-0.

**Mental Health Meeting** for County Commissioners hosted by Representative Tim Faust to be held Friday, April 18, 2014, 10:00 a.m. at the Pine Government Center, Pine City. This meeting will be posted as a special meeting as a quorum of board members may attend.

**Pine Innovation Center – Rick Nolan Visit**, April 18, 2014 (lunch 11:45 a.m.; ribbon cutting 3:00 p.m.).

With no further business, Chair Rossow adjourned the county board meeting at 11:25 a.m. The next regular meeting of the county board is scheduled for May 6, 2014 at 1:00 p.m. at the Public Health Building, Sandstone, Minnesota.

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Curt H. Rossow, Chair  
Board of Commissioners

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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 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 March 26, 2014, at the Finlayson Manor. Commissioners of the HRA present were Board Chair Dorothy Stockamp, Jan Oak, Cheri Drilling, and Greg Kvasnicka. Staff members present were Executive Director Janice Gustafson and Resident Manager Susan Blake. Commissioner Carl Steffen and Resident Manager Evelyn Yocum were absent. There were no residents present.

1. The meeting was called to order at 2:00 P.M. by Board Chair D. Stockamp and the Pledge of Allegiance was said.
2. The HRA Board minutes from February 26, 2014, 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 4, Nays 0.
3. The monthly financial statements and the investment report were presented by J. Gustafson. A motion was made by G. Kvasnicka and was seconded by Board Chair D. Stockamp to approve the financial statements and the investment report. Motion carried: Yeas 4, 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 are three vacancies at the Sandstone Manor and one vacancy at the Finlayson Manor.
  - b) Sandstone Manor and Finlayson Manor Common Area Renovation Update. Daryl Klocke Construction has completed  $\frac{3}{4}$  of the work at both Manors. Everything looks very good and no problems have been encountered.

c) Drilling Electric replaced all the smoke detector batteries and the fluorescent light fixtures with LED light fixtures in the entryways, hallways, community room in Sandstone, and in the resident apartments. However, the light fixture and battery was not changed in FM #10, Donna Jenkins, because she would not permit the contractor access to the apartment unless they covered their shoes (which they were willing to do), allowed videotaping of them while they worked, and provided a signed written work release. Residents were informed in advance the HRA had engaged a contractor to do this work and Ms. Jenkins did not inform the HRA ahead of time of her demands.

6. New Business.

a)

b)

7. Resident Managers' Reports.

a) Finlayson Manor. S. Blake reported everyone was waiting for the snow to be gone so could they start planting flowers. She added that everyone was pleased with the new renovations.

b) Sandstone Manor. E. Yocum was absent.

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

9. The Board went into closed session at 2:30 P.M. to discuss resident issues and back into open session at 3:40 P.M. A motion was made by C. Drilling and was seconded by J. Oak to adjourn the meeting at 3:45 P.M. Motion carried: Yeas 4, Nays 0.

10. The next HRA Board meeting is scheduled for April 23, 2014, at the Sandstone Manor.

  
Dorothy Stockamp  
HRA Board Chair

  
Janice S. Gustafson  
Executive Director

The Pine County Soil and Water Conservation District Board of Supervisors held their monthly meeting on Thursday, April 3, 2014.

**Members Present:**

Doug Odegard  
Skip Thomson  
Tom Swaim  
Jerry Telker  
Joe Luedtke

**Others Present:**

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

**Members Absent:** *none*

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

**PUBLIC COMMENT:** *none.*

**APPROVAL OF AGENDA:**

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

**FEBRUARY MINUTES:**

Motion by Telker, seconded by Luedtke to approve the February minutes.  
*Motion carried*

**FEBRUARY FINANCIAL STATEMENTS AND PAYMENTS OF BILLS:**

Motion by Odegard, seconded by Telker to approve the February financials and payment of bills including a \$5,000 and \$10,000 transfer.  
*Motion carried*

**MARCH FINANCIAL STATEMENTS AND PAYMENTS OF BILLS:**

Motion by Telker, seconded by Luedtke to approve the March financials and payment of bills.  
*Motion carried*

**STAFF/SUPERVISOR REPORTS:**

**Wetlands & Grants:**

*No WCA issues for approval.  
No grant issues for discussion.*

*Swaim entered the meeting*

**Water Management:**

- Martin presented some maps on the Kettle River Watershed showing targeted areas, by township.
- Attended the Snake River Watershed meeting and discussed planning for the future. Finding commonalities in the whole region
- Attended civic engagement workshop in Mora. Presented information to the board on civic engagement.
- Water Plan Task Force meeting was held on March 27<sup>th</sup>. There was a lot of discussion in the meeting. Attendance was up from last year.
- County Board approved the Water Plan Amendment Resolution.

**Forestry:**

- Telker stated the meeting was held on March 20<sup>th</sup>. They discussed SFIA. The group may tour the SAPPI facility.

**East Central Forest Landscape:**

- Next meeting will be in May.

**TSA III**

- Meeting was held on March 26<sup>th</sup>. They will post the engineering position, hope to interview in May.

**Snake River Citizen Advisory Committee:**

- Talked about participation in the One Watershed One Plan project.

**Exploratory**

- Nothing last month.

**Personnel/ Policy/Budget**

- Nothing last month.

**Trees/ Envirothon/Newsletter:**

- Tree orders are coming in. We have passed the break-even point. Still not sure when pick-up will be scheduled.
- Envirothon will be the first Monday in May at Cloquet Forestry Center. 47 teams are registered.

**DISTRICT CONSERVATIONIST REPORT:**

Have a total of 13 applications for EQIP.

Had joint staff meeting with SWCD staff to talk about pit closure projects.

Held a soil health training workshop. 25 farmers attended.

Held a soil health team meeting. SWCD, seed suppliers, coops and farmers attended.

**FLOOD RELIEF GRANT UPDATE:**

The county is starting to hold closings on the buy-out program. Once the buy-outs are done, we will pursue our grant to implement the project. Martin will contact landowners not doing the buy-out to make sure they are still interested in doing the project. Carlier will follow-up with BWSR to make sure there are no issues with implementation of the grant.

*Martin and Salmon left the meeting.*

**EXPLORATORY COMMITTEE DISCUSSION UPDATE:**

Carlier attached notes to the board pack about our partnering on forest stewardship plans.

**ANNUAL MEETING/WORKSHOP:**

The meeting was held on March 31. Over 50 people attended. Good meeting with good information. One person has already contacted NRCS about doing a plan. Another person has already contacted the district about doing a plan.

**STATE COST SHARE:**

Nothing this month.

**CLEAN WATER GRANTS:**

Nothing this month.

**QUARK XPRESS:**

Carlier stated we use Quark Xpress for our newsletter layout. It is a desktop publishing program that we purchased back in 2005 or 2006. When our computers were upgraded by the county, we found out our version of the program was so old, it was not supported by the computers. The version we need to get is 10, at a cost of \$850. Motion by Luedtke, seconded by Swaim to approve spending \$850 to purchase the newer version of Quark Xpress.

*Motion carried.*

**ELECTION PROCESS INFORMATION:**

Carlier stated information was sent out from MASWCD regarding election information. Odegard and Telker are up for election again. Filing season opens May 20 – June 3<sup>rd</sup>.

**MASWCD DISTRICT FUNDING INITIATIVE:**

Carlier stated information was sent out in board packs regarding a committee MASWCD formed. This group is talking about ways to get more funding, and more stable funding for districts. A county levy for SWCD's is something that is being talked about. The focus is on operating expenses right now.

**BWSR VERIFICATION AUDIT:**

Carlier stated BWSR will be conducting a grant verification audit on all grants issued to the district in 2012. BWSR will start with the county, and then move onto the district. Carlier provided the board with copies of the spreadsheet to show the board how detailed the audit will be. The audit will be held on Tuesday, April 22<sup>nd</sup>.

**CONTRACT FOR FOREST STEWARDSHIP PLANNING:**

Carlier presented a contract between Pine and Carlton SWCD's to work together on forest stewardship plans. Motion by Luedtke, seconded by Odegard to approve signing the contract with Carlton SWCD to have Kelly Smith come down to work on Forest Stewardship Plans for us.

*Motion carried.*

**MISC ITEMS:**

- Carlier stated the Area III Resolution meeting will be held in June. Supervisors should start thinking about possible resolutions our district would like to submit.

**NEXT MEETING DATE & TIME:**

The next district board meeting will be held on Thursday, May 8, 2014 at **4:00 p.m.** (the meeting will be held a week later due to the tree program)

**ADJOURNMENT:**

The meeting adjourned at 4:53 p.m.

Respectfully submitted,

Joe Luedtke, Secretary



# PINE COUNTY PUBLIC WORKS

## HIGHWAY DEPARTMENT

405 Airport Road NE  
Pine City, MN 55063

Telephone 320-216-4200

Fax: 320-629-6736

1-800-450-7463 Ext. 4200

Mark A. LeBrun, P.E.  
County Engineer

Pine County Land Surveyor Monthly Report

Page 1 of 2 pages

April 2014

CSAH 23 T38N R21W Sections 19, 30 and 31, set GPS control, search for and GPS PLSS corners and private corners, update files for 2014 road construction season.

CSAH 29 T42N R20W Section 14, set GPS control, search for and GPS PLSS corners and private corners, update files for 2014 road construction season.

CSAH 30 T42N R19W Sections 7, 8 and 9, set GPS control, search for and GPS PLSS corners and private corners, update files for 2014 road construction season.

CSAH 41 T44N R20W and R21W, set GPS control, search for, set and GPS PLSS corners and private corners, update files for 2014 road construction season.

CSAH 60 T43N R20W Section 19, set GPS control, search for, set and GPS private corners, update files for 2014 road construction season.

CSAH 8 T39N R21W Section 33, GPS railroad for right of way determination, update files for 2014 road construction season.

CSAH 61 T39N R21W Section 33, set GPS control, search for, set and GPS private corners, update files for 2014 road construction season.

CSAH 17 T41N R21W Section 15, set GPS control, search for and GPS PLSS corners and private corners, update files for 2014 bridge construction.

April 2014

Southfork Road T41N R21W Section 17, set GPS control, search for and GPS PLSS corners and private corners, update files for 2014 bridge construction.

Provide HARN coordinate data for GIS to County Recorder as needed.

Review legal descriptions for County ROW Dept. and County Land Dept. as needed.

Review Plats and Minor Subdivisions for County Zoning Dept. as needed.

Review and file PLSS corner certificates provided by private surveyors as needed.

Review, edit and file Certificates of Survey created by County Surveyor as needed.

A handwritten signature in black ink, appearing to read "R. T. Mathews". The signature is stylized with a long horizontal flourish extending to the right.

Robin T. Mathews, Pine County Surveyor

**Pine County Methamphetamine Task Force  
Minutes  
April 14, 2014  
Public Health Building, Sandstone**

*Task Force Mission – To reduce methamphetamine and other illegal drug use and manufacture in Pine County.*

**Attendance:** Amber Chase, Don Faulkner, Kristen Hodge, Lynette Kuzel, Gwen Lewis, Commissioner Matt Ludwig, Jerry Olson, Commissioner Curt Rossow, Jessica Swan, Lori Swanson, Patrick Bruflat and Janet Schumacher

Meeting commenced at 3:00 pm by Patrick Bruflat in the Conference Room at the Public Health Building in Sandstone.

1. **Introductions and Welcome** – introductions were made and welcome to Amber Chase, Pine Co Probation
2. **Review Minutes of 1/13/14** – Motion was made by Commissioner Ludwig and seconded by Jerry Olson to approve the minutes. Motion carried.
3. **Updates from last meeting**
  - a) **Commissioner Ludwig on Enforcement Update**
    - Commissioner Ludwig reported of recent search warrants in Pine and Carlton Co SO/Drug Task Force of which all were related to meth including 1<sup>st</sup> and 5<sup>th</sup> degree charges. There continues to be ongoing criminal activity and meth is up ticking again. Marijuana is up a lot and is coming from Colorado and California, cocaine is up as well as LSD usage. There seems to be a lot of activity in Isanti Co, synthetic drugs continue to be out there. Our EMTs need to be familiar with a number of the latest drug uses that are out there as well as the training to recognize the overdoses, etc. We need to provide education to the young people that are using.
  - b) **Patrick Bruflat**
    - **Financial Report**

**\$2,148.75** - Unrestricted Balance on 12/31/13  
**\$2,828.53** - Revenue January, February, March  
**\$ 132.86** - Expenses January, February, March

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**\$4,844.42** – Unrestricted Balance as of 3/31/14

Motion was made by Don Faulkner and seconded by Commissioner Ludwig to approve the financial report. Motion carried.

We can look at sending out RFPs for the local schools in the fall.

4. **Reports from Members**

**Lori Swanson** – Lori suggested that Jenifer Rancour, Health Educator and Coalition Facilitator of SACK in Kanabec Co join the MTF. She could provide us valuable information as to what other counties are doing in their drug related programs.

Lori provided information on several grants that Kanabec Co has been awarded as well as all the sites they are working at with various intervention programs, what they have spent their grant funds on, etc. Some of the issues they have been working on are tobacco free parks, tobacco free multi housing units, active living in local communities

and schools, walk-able community to schools, several policy changes including e-cigs in tobacco use policy in schools, environmental systems, nutrition in schools, etc. Contact Lori or Lisa for any other places such as parks in Pine Co that you would like to become tobacco free.

Lori and Lisa Perlick, SHIP Coordinator for Pine County will join the Pine Co Wellness Committee. Lori comes from prevention before there is a problem and intervention is very important to her. She feels that the DARE funds are a great source of funds for prevention.

Lori suggested we look into:

- doing tobacco and alcohol compliance checks
- compile social host ordinances
- a drop box for unwanted drugs so that the public could drop off any time
- do compliance checks at the county fair

**Lynette Kuzel** indicated that in the assessments she completes she has noticed that heroin use is up. Heroin, meth, and marijuana are the three primary drugs being used and there is a lot of IV use out there. She talked about her experiences with methadone clinics and how methadone is basically continued usage of an opiate – just switching one for another. Methadone lessens the cravings for opiates and suppresses withdrawal symptoms. Methadone clinics are self-referred.

Commissioner Rossow asked what this group can do in preventing drugs coming into our area. Commissioner Ludwig feels the market is so strong and further education for our kids is what we need to continue doing. There is also a need to educate our parents – usage is way up there in adults using alcohol and tobacco. We are encouraged to call local tip lines or the drug task force for any suspicious activity we see. Maybe we should do PSA in newspapers, radio stations.

We feel that a presence in the schools and getting education out there is working. Our local law enforcement need to do point work first and then to the drug task force. We should be using our school liaisons for educational purposes.

**Amber Chase** updated us that the Probation Dept has officially switched vendors for drug testing to Midwest Monitoring System out of the Twin Cities. They provide a quick turnaround time and will be performing the same testing as the previous vendor as well as some synthetic dips.

**Jessica Swan** provided information about overdose antidotes and it being the decision of the Medical Director for it to be available in ambulances or not. Commissioner Ludwig feels it is needed in ambulances.

**Kristen Hodge** feels that the schools should see benefits in enforcement and education with having police liaisons.

**Gwen Lewis** recently received an email for inexpensive DVD's including several different topics relating to use of drugs, etc.

***The next meeting is scheduled for Monday, July 14, 2014 from 3:00 pm – 4:30 at Pine County Health & Human Services/Pine Government Center in Pine City.***

Meeting adjourned at 4:15 pm. Minutes prepared by Janet Schumacher

**Directions to the Pine Government Center in Pine City:**

**FROM NORTH** – Take Interstate 35 South to the first Pine City Exit. At top of exit, take a left (Co Rd 11) and continue to Hwy 61 - turn right and continue to the first set of stop lights – the PGC is on the right – across from Frandsen Bank. Come up the north stairway/elevator to the HHS receptionist area.

**FROM SOUTH** – Take Interstate 35 North to the first Pine City exit. At top of exit, take a right (Hillside Ave) and continue to Hwy 61 - turn left and continue through the four way stop to the next set of stop lights – the PGC is on the left – across from Frandsen Bank. Come up the north stairway/elevator to the HHS receptionist area.

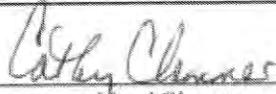
**Directions to the Pine County Health & Human Services/Public Health Building in Sandstone:**

**FROM NORTH** – Take Interstate 35 South to Askov/Finlayson exit. At top of exit, take a right and go to the stop sign, take a left (61/23) to Sandstone. As you approach the 61 Motel on the right, the HHS/Public Health Bldg is on the left.

**FROM SOUTH** – Take Interstate 35 North to Sandstone exit. At top of exit, take a right. Follow this road, staying to the left of the Y and continue all the way to the stop sign; take a left (61/23) and go about 3 blocks – 61 Motel on the left, the HHS/Public Health Bldg is on the right.

P:\Word\Methamphetamine Task Force\Minutes\2014\April 14 min.doc

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date:  May 6, 2014	<u>Consent Agenda</u> (Please Circle)  Regular Agenda Estimated Time: (Please Circle) 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 <u>4-29-14</u> Date

<b>Item for Discussion:</b>  <i>April 2014 Disbursements</i>
<b>Board Action Requested:</b> (Attach additional pages if needed)
Supporting Documents:    Attached    None

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

CATHYJ  
4/29/14 11:37AM

DISBURSEMENTS JOURNAL REPORT Specific Dates: 04/01/2014 - 04/30/2014

RECAP BY FUND	FUND	AMOUNT	NAME
	1	2,152,667.04	GENERAL REVENUE FUND
	13	184,313.36	ROAD & BRIDGE FUND
	22	205.55	LAND MANAGEMENT FUND
	76	235,815.14	GROUP HEALTH INS FUND 5/1/95 (GEN)
	80	7,269.00	COUNTY COLLECTIONS AGENCY FUND
	82	837.00	TAXES AND PENALTIES AGENCY FUND
	84	2,732.80	EAST CENTRAL DRUG TASK FORCE AGENCY F
		2,583,839.89	Total Disbursements

RECAP BY TYPE	TYPE	AMOUNT	NAME
	1	2,583,839.89	AUD
		2,583,839.89	Total Disbursements

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date:  May 6, 2014	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:  <u><b>Auditor/Treasurer</b></u>	 _____ 4-29-14 Department Head Signature                      Date

<p><b>Item for Discussion:</b></p> <p><i>Applications for Abatement –</i></p> <p><i>Arley &amp; Mary Kendall, 37674 Fishtail Rd, Hinckley, PID 10.0091.000, pay 2014</i></p> <p><i>David &amp; Peggy Nordrum, 1035 7<sup>th</sup> St SW, Pine City, PID 42.5752.000, pay 2014</i></p> <p><i>Minnesota Public Radio, 11802 Dahl Rd, Hinckley, PID 15.0204.000, pay 2014</i></p> <p><i>Moose Lake Golf Club, Windemere Twp, PID 33.0204.000, pay 2012, 2013 &amp; 2014</i></p> <p><i>Victor Doboszanski, 26782 Denham Crossing Rd, Sturgeon Lake, PID 31.0222.000, pay 2014</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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# APPLICATION FOR ABATEMENT - HOMESTEAD FORM

(M.S. 375.192)

DATE: 3/26/14  
 Abatement # AB14-01

For Taxes Levied In: 2013  
 And Payable In: 2014

Please Print Or Type

Applicants Name: <u>Arity &amp; mary Kendall</u>	Applicants Mailing Address: <u>51805 BELLE ISLE DR</u>
Applicant's SSN: <u>on file</u>	<u>Rush City, MN 55069</u>
Telephone (Home): _____	
Telephone (Work): _____	

Description Of Property: \_\_\_\_\_ Property ID or Parcel Number: 16.0091.000  
 Street Address: 87674 Fishtail Rd - Honey  
 Township/City: Crosby Twp  
 School District: 2165

Legal Description: N/2 NW/4 FCTL, SE/4 NW/4, & NE/4 SW/4  
section 7, Township 40, Range 19

### OWNERSHIP DATA

I/We declare that I/We owned and occupied the property described above for the purpose of homestead on January 2, 13 (or Dec 1, \_\_\_\_\_ mid-year homesteads) and that such occupancy began on November, 1978 and that my/our ownership is evidenced by a warranty deed dated January 13, 2005 which provides for a sole/shared ownership interest by a total of 2 persons.

Minn. Stat., Sec. 375.192, Subd. 1 requires the names and social security numbers of all property owners claiming homestead to verify that they are not receiving more than one homestead. **Your social security number is private information.** If you fail to provide the social security numbers, this property will not be eligible for the homestead classification. State law provides for county government to make social security numbers available only to the Minnesota Department of Revenue.

Relative Owner's Name: Arity Kendall Jr Social Security Number: on file  
 Relative Owner's Name: Loretta Kendall Social Security Number: on file  
 Owner's Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_  
 Owner's Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

### Applicants Request:

Applicant Requests that the real estate described above be classified for the above year as real estate used for the purposes of a homestead and that the taxable value and the taxes for the above year be reduced accordingly. This statement is a true and full statement of all facts known to the applicant relative to this matter.

Applicant's Signature: Arity Kendall  
Loretta Kendall

NOTE: Minnesota Statutes 1988, Section 609.41, "Whoever, in making any statement, oral or written, which is required or authorized by law to be made as a basis of imposing, reducing, or abating any tax or assessment, intentionally makes any statement as to any material matter which the maker of the statement knows is false may be sentenced, unless otherwise provided by law, to imprisonment for not more than one year or to payment of a fine of not more than \$3,000, or both."

### REPORT OF INVESTIGATION:

I hereby report that I have investigated the statements made in the foregoing application and find the facts to be as follows:

we requested a reapplication, didn't receive it back, so we pulled the homestead for 2014. should have been pulled for 2015.  
 The applicant(s) has/have provided the following documentation as proof of occupancy: new application.

[Signature] 3/26/14  
 Signature of Investigator Date  
 Pine County

# APPLICATION FOR ABATEMENT - HOMESTEAD FORM

(M.S. 375.192)

DATE: 3/26/14  
Abatement # AB14-04

For Taxes Levied In: 2013  
And Payable In: 2014

Please Print Or Type

Applicants Name: <u>David &amp; Peggy Nordrum</u>	Applicants Mailing Address: <u>30203 RUSSELL RD PINK CITY, MN 55063</u>
Applicant's SSN: <u>n/a</u>	
Telephone (Home): _____	
Telephone (Work): _____	

Description Of Property: \_\_\_\_\_ Property ID or Parcel Number: 425752.000  
 Street Address: 1035 7th St SW - Pink City  
 Township/City: Pink City  
 School District: 578

Legal Description: Lot 7, Block 2, Rennington 1st Addition

### OWNERSHIP DATA

I/We declare that I/We owned and occupied the property described above for the purpose of homestead on January 2, 13 (or Dec 1, \_\_\_\_\_ mid-year homesteads) and that such occupancy began on 1998 and that my/our ownership is evidenced by a contract for deed dated April 1, 2009 which provides for a sole/shared ownership interest by a total of 2 persons.

Minn. Stat., Sec. 375.192, Subd. 1 requires the names and social security numbers of all property owners claiming homestead to verify that they are not receiving more than one homestead. Your social security number is private information. If you fail to provide the social security numbers, this property will not be eligible for the homestead classification. State law provides for county government to make social security numbers available only to the Minnesota Department of Revenue.

Relative Owner's Name: Ella Carson Social Security Number: on file  
 Relative Owner's Name: widow Social Security Number: \_\_\_\_\_  
 Owner's Name: \_\_\_\_\_ Social Security Number: APR 9 2014  
 Owner's Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

### Applicants Request:

Applicant Requests that the real estate described above be classified for the above year as real estate used for the purposes of a homestead and that the taxable value and the taxes for the above year be reduced accordingly. This statement is a true and full statement of all facts known to the applicant relative to this matter.

Applicant's Signature: X Ella Mae Carson

NOTE: Minnesota Statutes 1988, Section 609.41, "Whoever, in making any statement, oral or written, which is required or authorized by law to be made as a basis of imposing, reducing, or abating any tax or assessment, intentionally makes any statement as to any material matter which the maker of the statement knows is false may be sentenced, unless otherwise provided by law, to imprisonment for not more than one year or to payment of a fine of not more than \$3,000, or both."

### REPORT OF INVESTIGATION:

I hereby report that I have investigated the statements made in the foregoing application and find the facts to be as follows:

Requested reapplication didn't receive - pulled hstd for 2014 - should have been pulled for 2015

The applicant(s) has/have provided the following documentation as proof of occupancy:

New Application

KJ  
Signature of Investigator

3/26/14  
Date

**APPLICATION FOR ABATEMENT - GENERAL FORM**  
(M.S. 375.192)

DATE: 4/11/14

For Taxes Levied In: 2013  
And Payable In: 2014

Abatement # AB14-07

Please Print Or Type

Applicants Name: <u>Minnesota Public Radio</u>	Applicants Mailing Address: <u>480 Cedar St</u>
Applicant's SSN: <u>n/a</u>	<u>St. Paul, MN 55101</u>
Telephone (Home): _____	
Telephone (Work): <u>(651) 296-1199 Rocky</u>	

Description Of Property: Property ID or Parcel Number: 15.0204 000  
 Street Address: 11802 Dahl Rd, Brockley  
 Township/City: Brockley Twp  
 School District: 2145

Legal Description: part of NW1/4 NW1/4 NE1/4 500' X 600' Section 20, Township 41, Range 21

**ASSESSOR'S ESTIMATED MARKET VALUE:**

Land: 27,900 Structures: 6,400 Total: 29,300 Classification: 233-0-099

Applicants Statement of Facts:  
Owner applied for property tax exemption, application received 1/29/13. County has been working to reach a decision on appraisal.

Applicants Request:  
make property exempt as a purely public charity as appltd for.

Applicant's Signature: [Signature]  
Administrative Abatement

NOTE: Minnesota Statutes 1988, Section 609.41, "Whoever, in making any statement, oral or written, which is required or authorized by law to be made as a basis of imposing, reducing, or abating any tax or assessment, intentionally makes any statement as to any material matter which the maker of the statement knows is false may be sentenced, unless otherwise provided by law, to imprisonment for not more than one year or to payment of a fine of not more than \$3,000, or both."

APPLICATION FOR ABATEMENT - GENERAL FORM

(M.S. 375.192)

DATE: 4-17-14

For Taxes Levied In: <sup>2011, 2012,</sup> 2013  
And Payable In: 2012, -  
2013 + 2014

Abatement # \_\_\_\_\_

Please Print Or Type

Applicants Name: <u>Moose Lake Golf Club</u>	Applicants Mailing Address: <u>Po Box 898</u>
Applicant's SSN: <u>N/A</u>	<u>Moose Lake, MN 55767</u>
Telephone(Home): <u>0</u>	
Telephone(Work): <u>218-485-4886</u>	

Description Of Property: \_\_\_\_\_ Property ID or Parcel Number: 33-0204-000  
 Street Address: \_\_\_\_\_  
 Township/City: Windomere Twp  
 School District: # 97

Legal Description: Rt SW4, S-45-19

ASSESSOR'S ESTIMATED MARKET VALUE:  
 Land: 38,100 Structures: \_\_\_\_\_ Total: \_\_\_\_\_ Classification: Golf Course

Applicants Statement of Facts:  
Parcel overlaps description of  
PID 33-0206-002

Applicants Request: Return 2012 + 2013 tax payments +  
abate 2014 taxes.  
Applicant's Signature: Cathy Clonnes Administrative

NOTE: Minnesota Statutes 1988, Section 609.41, "Whoever, in making any statement, oral or written, which is required or authorized by law to be made as a basis of imposing, reducing, or abating any tax or assessment, intentionally makes any statement as to any material matter which the maker of the statement knows is false may be sentenced, unless otherwise provided by law, to imprisonment for not more than one year or to payment of a fine of not more than \$3,000, or both."

# APPLICATION FOR ABATEMENT - HOMESTEAD FORM

(M.S. 375.192)

DATE: 4/21/14  
Abatement # AB14-08

For Taxes Levied In: 2014  
And Payable In: 2014

Please Print Or Type

Applicants Name: <u>Victor Doboszenski</u>	Applicants Mailing Address: <u>2779 Oak Bendway</u>
Applicant's SSN: <u>on file</u>	<u>Sturgeon Lake, MN</u>
Telephone (Home): _____	
Telephone (Work): _____	

Description Of Property: \_\_\_\_\_ Property ID or Parcel Number: 310222000  
 Street Address: 25782 Denmark Crossing Rd  
 Township/City: Sturgeon Lake Twp  
 School District: 577

Legal Description: West 330' of North 350'  
SW/4 NW/4  
Sec 27 - Twp 45 - Rng 20

### OWNERSHIP DATA

I/We declare that I/We owned and occupied the property described above for the purpose of homestead on January 2, 13 (or Dec 1, \_\_\_\_\_ mid-year homesteads) and that such occupancy began on \_\_\_\_\_, 2010 and that my/our ownership is evidenced by a warranty deed dated June 8, 1994 which provides for a sole/shared ownership interest by a total of 2 persons.

Minn. Stat., Sec. 375.192, Subd. 1 requires the names and social security numbers of all property owners claiming homestead to verify that they are not receiving more than one homestead. **Your social security number is private information.** If you fail to provide the social security numbers, this property will not be eligible for the homestead classification. State law provides for county government to make social security numbers available only to the Minnesota Department of Revenue.

Owner's Name: Richard Skog Social Security Number: on file  
 Owner's Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_  
 Owner's Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_  
 Owner's Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

### Applicants Request:

Applicant Requests that the real estate described above be classified for the above year as real estate used for the purposes of a homestead and that the taxable value and the taxes for the above year be reduced accordingly. This statement is a true and full statement of all facts known to the applicant relative to this matter.

Applicant's Signature: [Signature]  
Administrative Abatement

NOTE: Minnesota Statutes 1988, Section 609.41. "Whoever, in making any statement, oral or written, which is required or authorized by law to be made as a basis of imposing, reducing, or abating any tax or assessment, intentionally makes any statement as to any material matter which the maker of the statement knows is false may be sentenced, unless otherwise provided by law, to imprisonment for not more than one year or to payment of a fine of not more than \$3,000, or both."

### REPORT OF INVESTIGATION:

I hereby report that I have investigated the statements made in the foregoing application and find the facts to be as follows:  
We requested reapplication of relative hstcd - when no reply, we pulled it for the wrong year.  
The applicant(s) has/have provided the following documentation as proof of occupancy:

New homestead application

[Signature] 4/21/14  
Signature of Investigator Date  
Pine County

## PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:  May 6, 2014	Consent Agenda <i>(Please Circle)</i>  Regular Agenda Estimated Time: <i>(Please Circle)</i> <div style="text-align: center;"> <span style="border: 1px solid black; border-radius: 50%; padding: 2px;">10 Min.</span>    15 Min.         </div> Time needed 30 Min.    45 Min.    1 hour
Department Requesting Action:  <b><u>Land Services</u></b>	<div style="text-align: center;">           Department Head Signature       </div> <div style="text-align: right; margin-right: 50px;">         4/30/14          Date       </div>

*Section V, Subd. 3 of the Pine County Solid Waste Ordinances states that "No person shall collect or transport solid waste for hire without first obtaining a license from the County Board." The board has previously approved 13 licenses at the March 4, 2014 meeting, however there is an additional company that requesting licensure at this time:*

*Jones Construction – Pine City*

*The license fee is \$200.*

**Board Action Requested:** (Attach additional pages if needed)  
*Authorize County Board Chair to sign the additional Solid Waste Hauler License.*

Supporting Documents: Attached    None



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**DEPARTMENT OF PLANNING, ZONING, AND SOLID WASTE**

1602 Hwy 23 North • Sandstone, MN • 55072  
(320) 216-4221 • (800) 450-7463 x4221 • Fax (320) 216-4202

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**PINE COUNTY, MINNESOTA  
LICENSE FOR SOLID WASTE  
COLLECTION AND TRANSPORTATION  
2014**

Granted to:

Robert Jones  
Jones Construction  
21835 Hwy 61  
Pine City, MN. 55063

Expires 12/31/2014

THIS LICENSE IS GRANTED SUBJECT TO THE PINE COUNTY  
SOLID WASTE ORDINANCE.

THIS LICENSE IS NOT TRANSFERABLE.

ISSUED BY AUTHORITY OF THE COUNTY BOARD  
OF PINE COUNTY, MINNESOTA.

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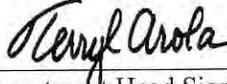
CHAIRMAN, PINE COUNTY  
BOARD OF COMMISSIONERS



**PINE COUNTY REQUEST FOR BOARD ACTION**

<p>Requested Board Date:</p> <p><b>May 6, 2014</b></p>	<p><u>Consent Agenda</u> (Please Circle)</p> <p>Regular Agenda                  Estimated Time: (Please Circle)                  _____ 10 Min. 15 Min.                  Time needed                  30 Min. 45 Min. 1 hour</p>
<p>Department Requesting Action:</p> <p><b>HHS</b></p>	<p> 4/29/14                  Department Head Signature Date</p>
<p><b>Item for Discussion: (one form per item)</b></p> <p><b><i>Consider full time status – completion of probationary period</i></b></p> <p>Beth Lyon, RN effective May 4, 2014</p> <p><b>Board Action Requested: (Attach additional pages if needed)</b>  <b><i>Approval</i></b></p> <p>Supporting Documents: Attached <u>None</u></p>	

**PINE COUNTY  
REQUEST FOR BOARD ACTION**

Requested Board Date: <i>May 6, 2014</i>  FLEXIBILITY:    YES <b><u>NO</u></b>	Estimated Time: <b><u>Consent Agenda</u></b> 10 Min.    15 Min. 30 Min.    45 Min.    1 hour
<b><u>County Probation</u></b> Department Requesting Action	<div style="text-align: right;">  </div> <div style="text-align: right;">         04-24-14          Department Head Signature/Date       </div>

**Item for Discussion:** (one form per item)  
**TRAINING EVENT:** *MACPO (Minnesota Association of County Probation Officers) on May 21-22, 2014 for Amber Chase, Laura Stylski, Jeremie Reinhart, and Travis Fisher.*

*Full registration is \$ 125 per person  
 Weds/Thursday meal and accommodation package is \$ 150 per person double occupancy*

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

***Approval of overnight training @ a total cost of \$ 1100 plus any applicable taxes and mileage.***

Supporting Documents:    ***Attached***    None

**Background/Previous Action:**  
*Probation agents are required to have 40 hours training each year.*

**Budgetary Implications:**  
*As budgeted.*

## PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:  May 6, 2014	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:  <b><u>Land Services</u></b>	<div style="text-align: center;">                   _____                  Department Head Signature             </div> <div style="text-align: center; margin-left: 150px;">                 4/24/14                  _____                  Date             </div>

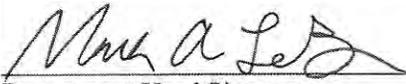
*Consider attendance by Tamara Tricas, County Recorders to the Minnesota County Recorder's Association Summer Recording Institute June 9-13, 2014 At Rutgers Bay lake Lodge in Deerwood, MN. Cost of the conference is \$25, lodging and meal package is \$586.42, and mileage is \$92.46. Total cost of the conference is \$703.88. All expenses are within the 2014 Recorder budget.*

**Board Action Requested:** (Attach additional pages if needed)  
*Approve Conference Attendance.*

Supporting Documents: Attached None



**PINE COUNTY REQUEST FOR BOARD ACTION**

<p>Requested Board Date:</p> <p><b>May 6, 2014</b></p>	<p>Consent Agenda <i>(Please Circle)</i></p> <p>Regular Agenda</p> <p>Estimated Time: <i>(Please Circle)</i></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>Pine County Public Works</p>	<p> 4/29/14</p> <p>Department Head Signature                      Date</p>

<p><b>Item for Discussion:</b> (one form per item)</p> <p>Mark LeBrun to Attend MN County Engineers Summer Conference June 11-12, 2014.          Funds available in 2014 budget</p> <p><b>Board Action Requested:</b> (Attach additional pages if needed)</p> <p>Registration &amp; Lodging \$203.91</p> <p style="text-align: right;">Supporting Documents:    Attached    None</p>
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## PINE COUNTY REQUEST FOR BOARD ACTION

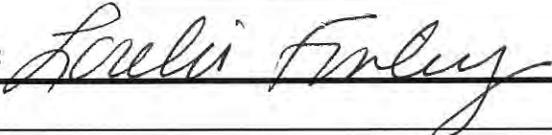
Requested Board Date:  May 6, 2014	Consent Agenda <i>(Please Circle)</i>  Regular Agenda Estimated Time: <i>(Please Circle)</i> 10 Min. 15 Min. <hr style="width: 50px; margin-left: 0;"/> <small>Time needed</small> 30 Min. 45 Min. 1 hour
Department: <b>Extension</b>	Date: 4-30-2014

Interviews were held for the 4-H Summer Assistant with HR and Payroll Specialist Matt Christenson and 4-H Coordinator Lorelei Finley on April 25, 2014. 3 candidates were interviewed and Jessica Torgerson was selected as the top candidate for the position. Jessica was the 4-H Summer Assistant in 2013 for Pine County and should transition back to the position duties very efficiently.

Starting pay for the A13 position is \$11.79 per hour with a total cost not to exceed \$4,000. Jessica's start date will be June 2, 2014 contingent upon a successful background check.

**Board Action Requested:** (Attach additional pages if needed)  
Approve the hiring of Jessica Torgerson as the 4-H Summer Assistant (A13) with a starting wage of \$11.79 and total cost not to exceed \$4,000 effective June 2, 2014.

Supporting Documents: Attached None

Signature: 
--

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date:  May 6, 2014	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>	 4/29/14 Department Head Signature Date

<b>Item for Discussion:</b>  <i>Public Hearing – Pine County Liquor Ordinance</i>
<b>Board Action Requested:</b> (Attach additional pages if needed)
Supporting Documents: Attached None

ORDINANCE NO. 2014-01  
PINE COUNTY LIQUOR ORDINANCE

The purpose of this Ordinance is to regulate the sale of liquor on Sunday, provide for the payment of property taxes of the licensed premises and setting a fee for the renewal of an existing liquor license as authorized by M.S. 340A.504 and M.S. 340A.509.

**THE BOARD OF COMMISSIONERS OF PINE COUNTY ORDAINS:**

**SALE OF ON-SALE LIQUOR AT COUNTY LICENSED RESTAURANTS ON SUNDAY**

Restaurants that are licensed by Pine County for Sunday on-sale intoxicating liquor may commence serving intoxicating liquor at 10:00 o'clock a.m. on Sunday.

No restaurant shall be allowed to commence sale of intoxicating liquor at 10:00 o'clock a.m. on Sunday unless approval is granted by majority vote of the Township Board of Supervisors.

Restaurants that commence servicing intoxicating liquor between 10:00 o'clock a.m. and noon on Sunday are required to meet the requirements of Minnesota State Statutes.

**FEES - NEW LICENSEES AND RENEWALS**

No license for the sale of intoxicating liquor or non-intoxicating malt liquor shall be issued to anyone for sales to be made on premises upon which delinquent property taxes exist.

Any renewal must be presented, with all requirements met, 30 days prior to the effective date. The renewal date will be August 1<sup>st</sup>, since Licenses expire August 31<sup>st</sup>. Applications received after August 1<sup>st</sup> must include an additional \$100 late fee.

This Ordinance repeals the Ordinance of Pine County Setting the time at 10:00 a.m. for sale of on-Sale Liquor at County Licensed Restaurants on Sunday adopted September 21, 1993.

This Ordinance shall become effective \_\_\_\_\_, 2014.

This Ordinance is passed by the Pine County Board of Commissioners this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Curt H. Rossow, Chairman  
Pine County Board of Commissioners  
Pine County, Minnesota

Attest: \_\_\_\_\_  
David J. Minké, Pine County Administrator

## PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:  May 6, 2014	Consent Agenda <i>(Please Circle)</i>  Regular Agenda Estimated Time: <del><i>(Please Circle)</i></del> <div style="text-align: center;"> <span style="border: 1px solid black; border-radius: 50%; padding: 2px;">10 Min.</span> 15 Min.                 </div> Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: Administrator's Office	<div style="text-align: center;">  </div> <hr style="width: 100%;"/> Department Head Signature <span style="float: right;">Date</span>

Barbara Chaffee, Executive Director for the Central Minnesota Jobs and Training Service (CMJTS) provide an update to the county board.

The CMJTS serves 11 counties in Central Minnesota including Meeker, McLeod, Renville, Kandiyohi, Kanabec, Wright, Sherburne, Mille Lacs, Isanti, Chisago, and Pine Counties. The 11 counties formed a Joint Powers Association (JPA) to manage the organization. Each member county appoints one representative. Pine County's representative on the JPA is Steve Hallan. The organization is structured as a 501 C(3) not for profit corporation.

The organization's mission is to match job seekers, youth, businesses, and those seeking training with the resources available to them. The county does not provide any direct funding for the organization.

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

Supporting Documents: Attached None

Minnesota WorkForce Center System  
**JOINT POWERS AGREEMENT**  
Under the Workforce Investment Act of 1998

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2014, by and between the Board of Commissioners of the following counties of the State of Minnesota: Chisago, Isanti, Kanabec, Kandiyohi, McLeod, Meeker, Mille Lacs, Pine, Renville, Wright, and Sherburne (hereinafter referred to as participating County Boards) is as follows:

WHEREAS, Minnesota Statutes, Section 471.59 provides that two or more governmental units may by Agreement jointly exercise any power common to the contracting Parties; and

WHEREAS, the United States Department of Labor has made available funds for the training of unemployed/underemployed workers and youth, and,

WHEREAS, Block Grant Funds will be distributed by the State of Minnesota through its Department of Employment and Economic Development to support administration and provision of the Workforce Investment Act of 1998, and

WHEREAS, the participating County Boards desire to develop and approve the planning, coordination, and administration of training programs for unemployed/underemployed workers and youth under the Workforce Investment Act of 1998, and

WHEREAS, Central Minnesota Jobs and Training Services, Inc., serves as the Local Workforce Council (Workforce Investment Board), which through Minnesota Statutes, chapter 268 meets the requirements of the Workforce Investment Act to implement and oversee the administration of the Workforce Service Area, and

WHEREAS, the participating counties desire to avoid duplication of job training and employment services and create a unified service delivery system serving both job seekers and employers, and

WHEREAS, the United States Department of Labor has made available funds for the job training and retention of "hard to serve" Temporary Assistance for Needy Families recipients and associated non-custodial parents, and

WHEREAS, Block Grant Funds will be distributed by the State of Minnesota through its Department of Employment and Economic Development to support administration and provision of the Welfare-to-Work Program, and

WHEREAS, the participating County Boards desire to develop and approve the planning, coordination, and administration of job training and retention programs for the "hard to serve" Temporary Assistance for Needy Families recipients.

NOW THEREFORE, in consideration of the covenants and mutual agreements contained herein, and pursuant to the fore-going, the participating counties do hereby establish a Workforce Investment/WorkForce Center Systems Joint Powers Board (the "Joint Powers Board") having the composition, powers, and duties provided in this agreement as follows:

I. WORKFORCE INVESTMENT/WORKFORCE CENTER SYSTEM JOINT POWERS BOARD

A. **Composition**

The Joint Powers Board shall have the following composition:

One County Commissioner appointed by the County Board from each of its eleven counties. Each respective County Board shall make the appointments on an annual basis in January of each year. Each County Board may appoint an Alternate County Commissioner to the Joint Powers Board.

B. **Powers**

The Joint Powers Board shall possess all the powers and duties assigned by law, the Minnesota WorkForce Center System Non-Financial Agreement, and Minnesota Statutes 116J and 471.59 to:

1. Monitor the Joint Powers Agreement and its purpose of existence to the advantage of each county, the Act for which it was formed, and to exercise all powers, which may be necessary to enable it to perform and carry out its duties and responsibilities for the Minnesota WorkForce Center System.
2. Appoint or reappoint representatives to serve on the Central Minnesota Jobs & Training Services Board/Workforce Council (or the "Council"). It is desired that the members so appointed/reappointed will provide the following geographic distribution:

a. Representatives of Business:

Representatives from Private Business shall be selected from the three (3) development regions of 6E, 7W, and 7E to provide a total business representation of eleven (11) members to the Council.

Private Business membership shall be selected according to one of the following configurations:

- 4 from the 4 counties, development region 6E
- 3 from the 2 counties, development region 7W
- 4 from the 5 counties, development region 7E

OR

- 3 from the 4 counties, development region 6E
- 4 from the 2 counties, development region 7W
- 4 from the 5 counties, development region 7E
- OR
- 3 from the 4 counties, development region 6E
- 3 from the 2 counties, development region 7W
- 5 from the 5 counties, development region 7E

The Representatives of Business shall be selected by the Joint Powers Board from nominations made by general-purpose business organizations. Representatives of Business must constitute a majority of the members.

- b. One member representing each of the following categories. Members shall be selected in such a manner that at least one representative is from each of the three regions and no region has more than four representatives. The Joint Powers Board shall select membership from nominations submitted by all agencies/organizations in each respective membership category.
    - 1. education entities, including Adult Basic Education (at least two members)
    - 2. labor organizations (at least two members)
    - 3. community-based organization (combined membership of labor organizations and community-based organizations must equal at least 15% of the members)
    - 4. economic development agencies
    - 5. rehabilitation agencies
    - 6. public employment services
    - 7. public assistance agencies
    - 8. such other individuals or representatives of entities as the Joint Powers Board may determine to be appropriate
  - c. Three members of the Joint Powers Board who have been elected as its officers (the Chair, Vice-Chair, and Secretary). The three Joint Powers Board officers shall attend Council meetings with one vote shared among the three members.
  - d. Every effort will be made to see that each county in the Workforce Service Area have fair representation on the Council.
3. Enter into contracts necessary for the exercise of its duties and responsibilities to govern the Joint Powers Board. The Board may take such action as is necessary to enforce such contracts to the extent available in equity or at law. Contracts let and purchases made pursuant to this Agreement shall conform to the requirements applicable to contracts required by law (i.e. fiscal management, personnel management).

4. Obtain liability, property and auto insurance and may obtain such other insurance it deems necessary to indemnify the Board and its members for actions of the Board and its members arising out of this Agreement.

**C. Operating Procedures**

1. The Joint Powers Board shall elect from its membership a chair, vice chair, and secretary for the conduct of its affairs, who shall serve a two-year term. One officer shall be from each of the three regions.
2. Each county shall have one vote in the determination of all issues.
3. Times and places of regular and special meetings shall be fixed by the Joint Powers Board.
4. All meetings of the Joint Powers Board shall be conducted in a manner consistent with the Minnesota Open Meeting Law. Minnesota Statutes Section 471.705.
5. The Joint Powers Board shall work with the Council as required by law and the Minnesota WorkForce Center Non-Financial Agreement in the development and delivery of Workforce Investment Programs, WorkForce Centers and Welfare-to-Work Programs. The Joint Powers Board and the Council may jointly consider the establishment of advisory groups and/or task forces. These advisory groups may be formed on a regional or area wide basis in order to obtain more local input on the development and delivery of effective Workforce Investment Programs, WorkForce Centers, and Welfare-to-Work Programs. The membership of such groups will be determined by mutual agreement between the Council and the Joint Powers Board.
6. The books and records, including minutes and the original fully executed Agreement, of the Board shall be subject to the provisions of Minn. Stat. Ch. 13. They shall be maintained at the headquarters of the Joint Powers Board. Records, accounts and reports shall be maintained by the Secretary/Treasurer.
7. The Joint Powers Board will ensure strict accountability for all funds of the organization and will require reports on all receipts and disbursements made to, or on behalf of the Joint Powers Board.
8. Employees, consultants, or independent contractors performing duties for the Joint Powers Board are not employees, consultants, or independent contractors of the constituent Counties, and no contract with the Joint Powers Board shall be deemed to authorize services on behalf of constituent Counties.

## II. INSURANCE AND RELATED PROVISIONS

### A. **Governance Policy**

The Joint Powers Board shall adopt and maintain a governance policy establishing the insurance coverages and fidelity bonds that will be maintained in force and will provide copies of that governance policy to the constituent counties. Proposals to change the governance policy will be shared with constituent counties at least 30 days before adoption.

### B. **Insurance Coverage Required**

The Joint Power Board shall obtain and maintain the required coverages from a qualified insurance carrier in accordance with the governance policy. In the event that procured liability coverage does not cover a particular act or omission, each individual member governmental unit shall not be individually liable unless required by law, in which case any such liability shall be apportioned equally amongst the member governmental units.

## III. AMENDMENT

This Agreement may be amended only by the agreement of all participating counties by resolution of their County Boards of Commissioners. Notice of any proposed amendment must be provided to all participating county Boards of Commissioners at least 30 days prior to the effective date of the proposed amendment.

## IV. TERMINATION

A. Any one participating county board may withdraw from this Agreement only on notice of an intention to withdraw delivered to the other participating county boards and the Commissioner of the Department of Employment and Economic Development not less than 60 days before the effective date of the withdrawal. The participating counties may terminate this agreement upon majority vote of all parties to the agreement.

B. If funding for this project terminates prematurely, the Joint Powers Board shall in an orderly and expeditious manner wind up and terminate its operations, taking care to terminate all operations in a way that avoids obligating the Joint Powers Board beyond its available resources.

1. As part of the winding-up process for termination, the Joint Powers Board shall assure that arrangements are made for an appropriate audit.
2. The Board shall also make suitable arrangements to save and secure the records of the Joint Powers Board in compliance with Minnesota law.

V. DISPOSAL OF SURPLUS FUNDS OR PROPERTY UPON TERMINATION

- A. Upon termination of this Agreement, unexpended funds and property shall be disposed of in accordance with applicable law.
- B. It is anticipated that under applicable law, assets of the Joint Powers Board will be utilized to satisfy any obligations of the Joint Powers Board and to return any assets and funds to the appropriate state or federal agency. However, in the event that there are assets remaining which are not required for these purposes, those assets will be distributed equally amongst the member governmental units.

VI. INDEMNIFICATION AND HOLD HARMLESS

A. **Applicability**

The Joint Powers Board shall be considered a separate and distinct public entity to which the Parties have transferred all responsibility and control for actions taken pursuant to this Agreement. The Joint Powers Board shall comply with all laws and rules that govern a public entity in the State of Minnesota and shall be entitled to the protections of Minnesota Statutes Chapter 466.

B. **Indemnification and Hold Harmless**

1. The Joint Powers Board shall fully defend, indemnify and hold harmless the Parties against all claims, losses, liability, suits, judgments, costs and expenses by reason of the action or inaction of the Board and/or employees and/or agents of the Joint Powers Board. This Agreement to indemnify and hold harmless does not constitute a waiver by any participant of limitations on liability provided under Minnesota Statutes, Section 466.04.
2. To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a “cooperative activity” and it is the intent of the Parties that they shall be deemed a “single governmental unit” for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a); provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.
3. The Parties of this Agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Parties.

VII. EFFECTIVE TIME

This Agreement is effective for the time period beginning April 1, 2014 for youth services, and July 1, 2014, for adult services. This agreement continues until terminated as provided in Article IV.

IN WITNESS WHEREOF, the participating County Boards, by resolution, have caused this Agreement to be executed by their respective officers.

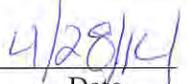
DATE: \_\_\_\_\_

COUNTY OF: \_\_\_\_\_

BY: \_\_\_\_\_  
Chair, Board of County Commissioners

AND: \_\_\_\_\_  
Clerk to the Board

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date:  May 6, 2014	Consent Agenda <i>(Please Circle)</i>  Regular Agenda Estimated Time: <i>(Please Circle)</i> <u>                    </u> 10 Min. 15 Min. <small>Time needed</small> 30 Min. 45 Min. 1 hour
Department Requesting Action:  <b><u>Land Services</u></b>	 Department Head Signature  Date

*The Pine County Board of Adjustment recently suffered a loss of Howard Thomsen, chairman, who represented District 5 on the Board. The Board of adjustment is comprised of five members appointed by the County Commissioners and their main function is to grant or deny variance requests and is an integral part of the zoning process in Pine County.*

*Howard Thomsen was just reappointed to a new term beginning January 1, 2014 and commencing through December 31, 2015. Matt Ludwig, District 5 Commissioner, has recommended David Koland of Sandstone Township to fill the vacancy.*

**Board Action Requested:** (Attach additional pages if needed)  
*Appoint David Koland to the Board of Adjustment as representative of District 5.*

Supporting Documents: Attached None

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:  <p align="center"><b>May 6, 2014</b></p>	Consent Agenda (Please choose)  Regular Agenda Estimated Time: (Please Circle) <u>5 Min.</u> 15 Min. Time needed 30 Min.    45 Min.    1 hour
Department requesting action:  <p align="center"><b>Land Department</b></p>	 <hr/> Department Head Signature                      Date

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

**Additional Land Auction Properties**

Addition for the 2014 sale of:

SW ¼ of SW ¼ Section 28-41-20. This parcel was recently re-conveyed back to tax-forfeited status from Barry Township as a result of an incomplete conditional use deed application. The parcel will be added to the 2014 Land Auction.

East 66 feet of SW ¼ - SW ¼ Section 29-43-16; subject to township road right-of-way over south 33 feet thereof. This parcel was recently requested by an adjoining landowner. Being of narrow width, this parcel is considered a non-conforming lot and will be offered via sealed bid auction to adjoining landowners only and the parcel attached to the successful bidders property.

- Classification of listed lands to Non-Conservation
- Authorize appraisals and preparation for the sale of the lands
- Distribution to the DNR and local units of government
- 

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

Approval by Resolution

Supporting Documents:    **Attached**    None

2014-15

RESOLUTION FOR  
2014 PINE COUNTY TAX-FORFEITED LAND  
CLASSIFICATION (NON CONSERVATION)  
Additional Properties

**WHEREAS**, The Pine County Board of Commissioners desires to offer for sale the following parcels of land that have forfeited to the State of Minnesota for non-payment of taxes, pursuant to M.S.282:  
SW ¼ of SW ¼ of Section 28-41-20, and  
East 66 feet of SW ¼ - SW ¼ of Section 29-43-16; subject to right-of-way of township road over south 33 feet thereof.

**WHEREAS**, The Pine County Board of Commissioners desires to classify the attached list of lands as Non-Conservation;

**WHEREAS**, distribution of the listing of the classified lands to local units of government and the Minnesota Department of Natural Resources shall commence at the direction of the County Board.

**NOW, THEREFORE BE IT RESOLVED**, that the Pine County Board of Commissioners, pursuant to M.S. 282, hereby:

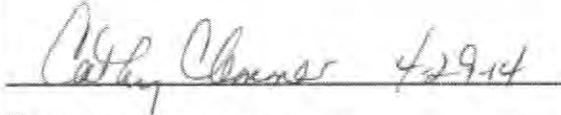
1. Classifies the attached listed lands as Non-Conservation lands;
2. Authorizes appraisals and preparations for the sale of said lands;
3. Authorizes and directs distribution of said lands to local units of government for review; and
4. Requests review and approval from the Minnesota Department of Natural Resources for the sale of said lands.

\_\_\_\_\_  
Date

\_\_\_\_\_  
By: Curt H. Rossow, Chairman Pine County Board of Commissioners

\_\_\_\_\_  
Attest: David J. Minke, County Administrator and Clerk to the County Board

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:  <p align="center"><b>May 6, 2014</b></p>	Consent Agenda <i>(Please choose)</i>  Regular Agenda Estimated Time: <i>(Please Circle)</i> <p align="center"><b>5 Min.</b>    15 Min.</p> Time needed 30 Min.    45 Min.    1 hour
Department requesting action:  <p align="center"><b>Land Department</b></p>	 _____ Department Head Signature                      Date

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

**Land Purchase and addition of two parcels to the 2014 Land Auction**

- Approval to add to the 2014 Land Auction the SE ¼ - SW ¼ (40 acres) and the SW ¼ - SW ¼ (37.48 acres) both in section 7-43-18 and authorize appraisals and misc. land sale preparations.
- Approval to purchase the NW ¼ - NE ¼ of section 12-43-18 and authorize appraisal and misc land purchase preparations.

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

Motion to approve

Supporting Documents:    **Attached**    None

## 2014 Special Land Sale/Purchase

### **Summary:**

A request for a land exchange between Lawrence Wermerskirchen and Pine County Land Department has been made involving two properties described as: NW ¼ -NE ¼ 12-43-18 (Wermerskirchen Property) and SE ¼ - SW ¼ 7-43-18 (County Tax-Forfeit Property).

Both properties are similar in that they are land locked (no legal easements), have similar characteristics in upland/lowlands, timber has been harvested on both, and occur in Fleming Township with similar values (2013 tax assessment at \$18,500 to \$19,000). The purpose of the land exchange is for consolidation of properties, the County property adjoins the Wermerskirchen property and the Wermerskirchen property adjoins County land.

The Land Advisory Committee reviewed and approved the Land Exchange request.

### **Land Exchange Process:**

As required by the State, the Land Exchange process is lengthy involving a public hearing, land appraisals by a licensed appraiser (not the County), approval by the Attorney General's Office, and approval by the State Land Exchange Board.

Another factor is that the County Tax-Forfeited Property is bordered by public waters, and although legislation has been approved for the sale of the property via public auction, it is not approved for a land exchange and would need legislation to do so.

### **Land Sale/Land Purchase Process:**

Another option is for the sale of the County Tax-Forfeited parcel and for the purchase of the Wermerskirchen property by the County, as allowed in Minnesota State Statute 282.

The County property (SE ¼ -SW ¼ and the SW ¼ - SW ¼ both of 7-43-18) have prior approval for public sale through past County Board Resolution, State DNR review, Township review, as well as Legislation (as this parcel is bordered by Sand Creek which is considered public waters). Both parcels would have to be offered at public auction. Instead of a land exchange, Lawrence Wermerskirchen is open to the purchase of the SE ¼ - SW ¼ of 7-43-18, as long as the County is willing to purchase the NW ¼ -NE ¼ of 12-43-18.

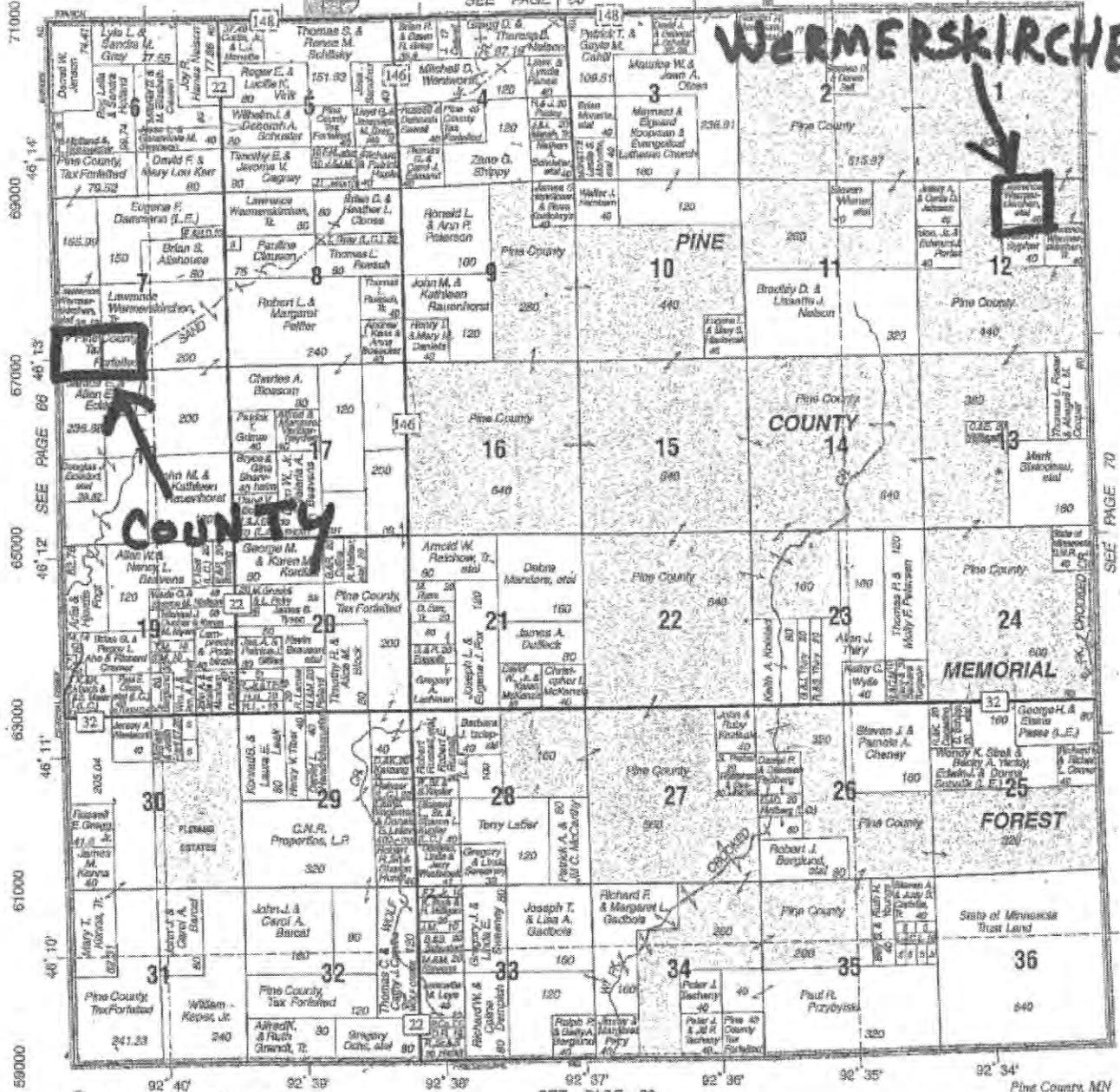
Request by approval for the addition to the 2014 Land Auction the SE ¼ -SW ¼ and the SW ¼ - SW ¼ both of section 7-43-18 and for the purchase by the County from Lawrence Wermerskirchen the NW ¼ -NE ¼ of section 12-43-18 at the appraised value, to be determined by the County Assessor, provided that Lawrence Wermerskirchen purchases the SE ¼ - SW ¼ of section 7-43-18.

FLEMING

T.43N.-R.18W.

SEE PAGE 80

WERMERSKIRCHEN



© 2010 Rockford Map Publ., Inc.

SEE PAGE 80

Pine County, MN

45000 47000 49000 51000 53000 55000 57000

PINE COUNTY REQUEST FOR BOARD ACTION

<p>Requested Board Date:</p> <p align="center"><b>May 6, 2014</b></p>	<p>Consent Agenda <i>(Please choose)</i></p> <p><u>Regular Agenda</u></p> <p>Estimated Time: <i>(Please Circle)</i></p> <p align="center"><b>5 Min.</b>    15 Min.</p> <p><small>Time needed</small></p> <p>30 Min.    45 Min.    1 hour</p>
<p>Department requesting action:</p> <p align="center"><b>Land Department</b></p>	<p align="center"><i>Cathy Thomas 4-29-14</i></p> <hr/> <p>Department Head Signature                      Date</p>

<p><b>Item for Discussion:</b> (one form per item)</p>	
<p><u>Wilma Township Disapproval of Non-Conservation Classification/Land Sale Parcels</u>          -Wilma Township has denied the sale of the 2014 Land Auction Parcels, the properties slated for legislation to allow sale due to public waters and all future tax-forfeited land sale parcels within Wilma Township via Town Board Resolution. The County Board may accept the disapproval or may override all or part of the disapproval through a special public meeting.</p>	
<p><b>Board Action Requested:</b> (Attach additional pages if needed)          Approval for a special public meeting at the July 15, 2014 County Board Meeting to discuss Wilma Township's Board Resolution with a County Board decision to accept or disapprove all or part.</p>	
<p align="right">Supporting Documents:    <b>Attached</b>    None</p>	
<p> </p>	

## 2014 Wilma Township Land Sale Parcels- Tentative Listing

12. WILMA TOWNSHIP (32.0097.000 split) (TOWNSHIP DENIED)  
N ½ of SE ¼, less the East 132' thereof.  
11-42-17 76 acres
13. WILMA TOWNSHIP (32.0097.000 split) (TOWNSHIP DENIED)  
S ½ of SE ¼ of NE ¼, less the East 132' thereof and SW ¼ of NE ¼.  
11-42-17 58 acres
14. WILMA TOWNSHIP (32.0097.000 split) (TOWNSHIP DENIED)  
N ½ of SE ¼ of NE ¼, less the East 132' thereof and N ½ of NE ¼.  
11-42-17 98 acres

### 2011 Special Legislative Land Sale Parcel (Schmedeke)

15. WILMA TOWNSHIP (32.0097.000 split)  
East 132' of the NE ¼ of SE ¼, subject to a public road easement over, under, and across the West 66 feet thereof;  
and Easterly 132' of the SE ¼ of NE ¼, subject to a public road easement over, under, and across the West 66 feet  
thereof.  
11-42-17 8 acres (\$5,400 plus fees)

NOTE: 12 thru 15 Tentative: based on the Schmedeke sale and township road construction

12. thru 15. WILMA TOWNSHIP (32.0097.000)  
NE ¼ and N ½ of SE ¼  
11-42-17 240 acre

## 2014-15 Wilma Township Legislative Parcels Containing Public - Tentative Listing

WILMA TOWNSHIP (32.0145.000) (TOWNSHIP DENIED)  
(DOES NOT have public water...but will be sold w/adjacent land)  
NE ¼ of SW ¼ and SW ¼ of SW ¼  
17-42-17 80 acres

AND

WILMA TOWNSHIP (32.0146.000) (TOWNSHIP DENIED)  
(DOES NOT have public water...but will be sold w/adjacent land)  
That part of the SE ¼ of SW ¼ described as: start from SE corner; then West 330 feet to point of beginning; then North  
1320 feet; then West 330 feet; then South 1320 feet; and then East 330 feet to point of beginning.  
17-42-17 10 acres

AND

WILMA TOWNSHIP (32.0149.000) (TOWNSHIP DENIED)  
(DOES NOT have public water...but will be sold w/adjacent land)  
That part of the SE ¼ of SW ¼ described as: start from SE corner; then North 1320 feet; then West 330 feet; then South  
1320 feet; and then East 330 feet to point of beginning.  
17-42-17 10 acres

AND

WILMA TOWNSHIP (32.0165.000 split) (TOWNSHIP DENIED)  
SE ¼ of SE ¼  
18-42-17 40 acres

WILMA TOWNSHIP (32.0070.000) (TOWNSHIP DENIED)  
N ½ of NE ¼ and E ½ of NW ¼  
9-42-17 160 acres

WILMA TOWNSHIP (32.0065.001) TOWNSHIP CONVEYANCE REQUEST  
SW ¼ of SE ¼, less south 660 feet; Book 112/Page 3  
8-42-17 20 acres

## A RESOLUTION OF THE TOWN OF WILMA BOARD OF SUPERVISORS ON SALES OF PUBLIC LANDS IN WILMA TOWNSHIP

**WHEREAS**, The Pine County Board of Commissioners desires to offer for sale lands in Wilma Township that have forfeited to the State of Minnesota for non-payment of taxes, and

**WHEREAS**, Wilma Township has been asked to approve or to disapprove sales within Wilma Township (According to Pine Co. Forester Greg Beck, "if the Township disapproves of the sale, the parcels will be removed from the listings."), and,

**WHEREAS**, under County public ownership and management, all citizens have access to public hunting and fishing lands, and this right will be passed down to future generations, and,

**WHEREAS**, there is a limited and finite amount of public-access lands in our township, and,

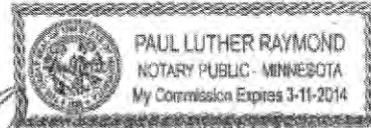
**WHEREAS**, any benefits the township could receive by returning these parcels to the tax-roles would be offset, the Board believes, by the loss forever to our children and grandchildren of public forests and streams, and,

**WHEREAS**, some parcels requesting sale are landlocked properties with no easements, which can put the township into legal hassles and lawsuits to grant and guarantee easement,

Be it therefore resolved that the Wilma Township Board of Supervisors, acting on behalf of the citizens of Wilma Township, does *not* approve the sale of County public lands within Wilma Township, with one **Exception**: Listing #29, WILMA TOWNSHIP (32.0065.001) SW  $\frac{1}{4}$  of SE  $\frac{1}{4}$ ; less south 660 feet, Book 112/Page 3 8-42-17), the 20 acres of our Park that we, the State of Minnesota, and Pine County always thought already belonged to the people of Wilma as part of our 36  $\frac{1}{2}$  acre Park. The County has indicated a willingness to convey this part of our Park to Wilma Township for conditional use, and the Board urges the Commissioners to do

this. This is not privatizing public lands, but ensuring that they will remain public-access to all generations as part of Wilma Township's Park. The Duxbury Volunteer Fire Department already has a lease on the former DNR Eagle Head Station for use for their trucks and equipment in part of the rest of the 40 acre parcel.

ADOPTED THIS: 5<sup>th</sup> Day of March, 2014



By the Board of Supervisors,

A handwritten signature in cursive script, appearing to read "Glen Williamson", written over a horizontal line.

Glen Williamson, Chairman

Attest

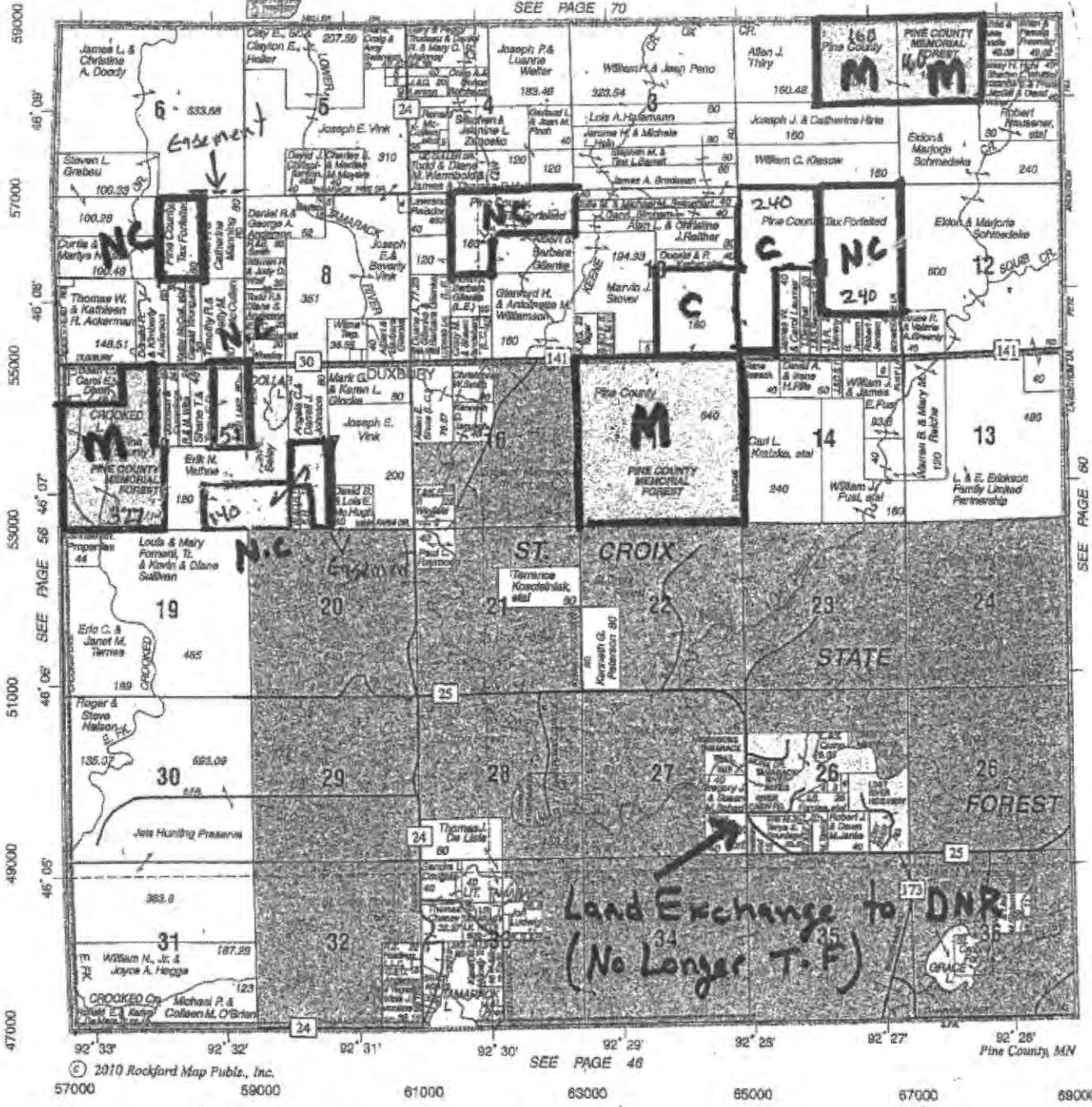
A handwritten signature in cursive script, appearing to read "Paul Raymond", written over a horizontal line.

Paul Raymond, Town Clerk

WILMA

T.42N.-R.17W.

SEE PAGE 70

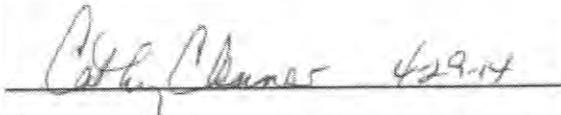


**M** = Memorial Forest (1,288.38 Acres)  
 Long Term Management for Timber/Public Use

**C** = Conservation (400 Acres)  
 Mid Term Management for Timber and Landsales

**NC** = Non-Conservation (673 Acres)  
 Short Term (within 8 years) Timber sales + Land Sales

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:  <p align="center"><b>May 6, 2014</b></p>	Consent Agenda <i>(Please choose)</i>  Regular Agenda Estimated Time: <i>(Please Circle)</i> _____ <b>5 Min.</b> 15 Min. Time needed 30 Min.    45 Min.    1 hour
Department requesting action:  <p align="center"><b>Land Department</b></p>	 _____ Department Head Signature                      Date

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

Conveyance Requests

-Wilma Township requests the conveyance of a 20 acre parcel ( N ½ -SW ¼ -SW ¼ of 8-42-17) for the purpose of adding this parcel to their park. Originally it was assumed that the parcel had been conveyed years ago under a conditional use deed for this purpose, but recently it had been discovered that the process of the conveyance was incomplete and that the parcel is still in the tax-forfeited status. The requested conveyance would be under a conditional use deed.

-City of Sturgeon Lake requests the conveyance of **two** parcels.

The **first** is a property of roughly 3 acres in size consisting of mostly wetlands and likely does not contain an acceptable building site. Adjacent to the property, the City owns a lift station for the City sewer system that had to be built on a platted road due to lack of City owned property. The conveyance of the tax-forfeited parcel would insure adequate space for future utility expansion or future road development. The requested conveyance may be under a conditional use deed or out-right purchase depending on the appraised value.

The **second** property involves a blight situation in which a dilapidated trailer house and misc. junk needs removal. It also has nearly \$10,000 of special assessments against the property for unpaid water and sewer fees. The City would like to clean up the parcel as well as the account status, followed by either dedicating the property to the City Park system or reselling it to an adjoining land owner. Conveyance of the property would most likely be an out-right purchase of the property.

-City of Pine City request a small non-conforming lot between Fast Lube and the Bank, off of Hillside Ave. Property is .10 acres (approx. 20' x 200'). The conveyance would be purchased out-right at the appraised value through Pine City's EDA for the purpose attaching it to an adjoining parcel for the purpose of increasing the economical use of the property.

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

Motion to initially approve conveyances (final County Board Resolutions at a later date).

Supporting Documents:    **Attached**    None

## 2014 Conveyance Requests Descriptions

WILMA TOWNSHIP (32.0065.001)

SW ¼ of SE ¼, less south 680 feet; Book 112/Page 3

8-42-17      20 acres

CITY OF STURGEON LAKE (46.0044.000)

A tract of land in the Northwest Quarter of the Southwest Quarter (NW1/4 of SW1/4) lying Southwesterly of the Original Townsite of the City of Sturgeon Lake, more particularly described as follows: Commencing at the most Westerly corner of Block One (1) of said Original Townsite, thence Southwesterly on a line which is an extension of the Northwesterly line of said Block 1 a distance of 60 feet to point of beginning; thence deflecting to the left 90D00' a distance of 360 feet; thence deflecting to the right 90D00' a distance of 66.35 feet; thence deflecting to the left 26D13' a distance of 289.2 feet, more or less to the South line of said NW1/4 of SW1/4; thence West 214 feet, more or less to the Southwest corner thereof; thence North on the West line of said NW1/4 of SW1/4 a distance of 485 feet, more or less to a point which is on a straight line with the Northwesterly line of Block 1 aforesaid extended Southwesterly; thence Northeasterly 110 feet more or less to the point of beginning. Excepting and reserving an easement for roadway over and across the Easterly 60 feet, measured at right angles from its various courses

13-45-20      3 acres

CITY OF STURGEON LAKE (46.5014.000)

Townsite of Sturgeon Lake Northerly ½ of Lot 4 and all of Lot 5, Block 2

13-45-20      approximately 24 acres

CITY OF PINE CITY (42.0268.000)

That part of Lot 20, Auditor's Subdivision, described as beginning 168 feet west and 30 feet north of the southeast corner of Lot 20; then north 200 feet; west 20 feet; south 200 feet; and east 20 feet to the point of beginning.

33-39-21      .10 acres

## A RESOLUTION OF THE TOWN OF WILMA BOARD OF SUPERVISORS ON SALES OF PUBLIC LANDS IN WILMA TOWNSHIP

**WHEREAS**, The Pine County Board of Commissioners desires to offer for sale lands in Wilma Township that have forfeited to the State of Minnesota for non-payment of taxes, and

**WHEREAS**, Wilma Township has been asked to approve or to disapprove sales within Wilma Township (According to Pine Co. Forester Greg Beck, "if the Township disapproves of the sale, the parcels will be removed from the listings."), and,

**WHEREAS**, under County public ownership and management, all citizens have access to public hunting and fishing lands, and this right will be passed down to future generations, and,

**WHEREAS**, there is a limited and finite amount of public-access lands in our township, and,

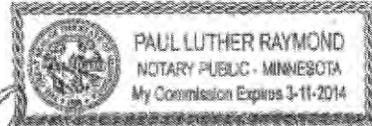
**WHEREAS**, any benefits the township could receive by returning these parcels to the tax-roles would be offset, the Board believes, by the loss forever to our children and grandchildren of public forests and streams, and,

**WHEREAS**, some parcels requesting sale are landlocked properties with no easements, which can put the township into legal hassles and lawsuits to grant and guarantee easement,

Be it therefore resolved that the Wilma Township Board of Supervisors, acting on behalf of the citizens of Wilma Township, does *not* approve the sale of County public lands within Wilma Township, with one **Exception**: Listing #29, WILMA TOWNSHIP (32.0065.001) SW ¼ of SE ¼; less south 660 feet, Book 112/Page 3 8-42-17), the 20 acres of our Park that we, the State of Minnesota, and Pine County always thought already belonged to the people of Wilma as part of our 36 ½ acre Park. The County has indicated a willingness to convey this part of our Park to Wilma Township for conditional use, and the Board urges the Commissioners to do

this. This is not privatizing public lands, but ensuring that they will remain public-access to all generations as part of Wilma Township's Park. The Duxbury Volunteer Fire Department already has a lease on the former DNR Eagle Head Station for use for their trucks and equipment in part of the rest of the 40 acre parcel.

ADOPTED THIS: 5<sup>th</sup> Day of March, 2014



By the Board of Supervisors,

A handwritten signature in cursive script, appearing to read "Glen Williamson", written over a horizontal line.

Glen Williamson, Chairman

Attest

A handwritten signature in cursive script, appearing to read "Paul Raymond", written over a horizontal line.

Paul Raymond, Town Clerk



## CITY OF STURGEON LAKE

3084 Farm to Market Road / P.O. Box 98, Sturgeon Lake, MN 55783  
(218) 372-3391 FAX (218) 372-8232 [sturgeonlake@mac.com](mailto:sturgeonlake@mac.com)

March 31, 2014

Greg Beck, Land Commissioner  
Pine County Land Department  
1610 Highway 23 North  
Sanstone, MN 55072

RE: Acquisition of Tax-Forfeited Lands in City Of Sturgeon Lake

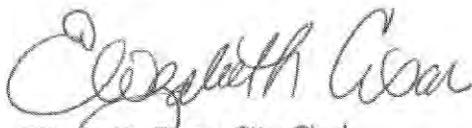
Dear Greg,

The Sturgeon Lake City Council received your recent letter concerning the tax-forfeited lands within the City of Sturgeon Lake. As was discussed in our March 13, 2014 phone conversation, the City Council is seeking to obtain the two parcels listed below for the benefit of the community.

Parcel No. 46.0044.000 is a large lot of about three acres. The lot is mostly wetland and likely does not contain an acceptable building site. This parcel does however abut a platted road, which is currently undeveloped. The City owns a lift station for the municipal sewer system located in that platted road area. Obtaining this parcel would insure adequate space for any utility expansion or future road development.

Parcel No. 46.5014.000 is a small parcel of 1½ lots, about 75'x140' is located on Main Street. It currently has a dilapidated trailer house on the land, which has been abandoned for several years. It also has nearly \$10,000 in special assessments for unpaid water and sewer fees. The current account balance is nearly \$1,500. Considering the blight condition and the extreme delinquency of the accounts, the Council would like to acquire the land and clean up the parcel as well as the account status. Following the clean up, the Council may be inclined to dedicate the land to the City Park system or perhaps resell to neighboring landowners.

Most sincerely,



Elizabeth Cesar, City Clerk



April 10, 2014

Greg Beck, Land Commissioner  
Pine County Land Department  
1602 Hwy. 23 North  
Sandstone, MN 55072

Dear Mr. Beck,

Regarding the tax forfeited property on the 600-block of Hillside Avenue SW with the parcel ID 42-0268-000, the City of Pine City Economic Development Authority intends to purchase said property for its assessed value which is understood to be approximately \$1,300.00.

The City understands this is a nonconforming commercial lot in the Central Business District of approximately one-tenth of an acre in size. While this property is 4,000 square feet in size, the minimum requirement of the Central Business District is 5,000 square feet.

The said property is described as, "That part of Lot 20, Auditor's Subdivision, described as beginning 168 feet west and 30 feet north of the southeast corner of Lot 20; then north 200 feet; west 20 feet; south 200 feet and east 20 feet to the point of beginning", in Section 33, Township 39, Range 21, in Pine City, Pine County, Minnesota.

The City intends to purchase the property in accordance with State Statute for economic development reasons, for the future development of the property.

If you should have any questions, please do not hesitate to contact me at (320) 629-2575, ext. 105.

Sincerely,

Nathan Johnson  
Community Development Director/Planner

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:  <p align="center"><b>May 6, 2014</b></p>	Consent Agenda <i>(Please choose)</i>  Regular Agenda Estimated Time: <i>(Please Circle)</i> _____ <b>5 Min.</b> 15 Min. <small>Time needed</small> 30 Min.    45 Min.    1 hour
Department requesting action:  <p align="center"><b>Land Department</b></p>	 _____ Department Head Signature                      Date

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

Renewal of Trail Lease for the DNR Mathew Lourey Trail (formerly the Willard Munger Trail)

Formerly the State of Minnesota had a 10-year trail lease across County tax-forfeited property in the amount of \$825.60/year. The lease has since expired and the State has requested another lease/agreement under an annual no-fee agreement consistent with most other counties.

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

Motion to renew a trail lease with the State of Minnesota for the Matthew Lourey Trail under an annual no-fee agreement. The actual lease to be accepted by a County Board Resolution at a later date.

Supporting Documents:    **Attached**    None



# Cooperative Lease Agreement

## Matthew Lourey Trail

From: DNR – Division of Parks and Trails  
Martin C Torgerson / Area Supervisor  
701 South Kenwood Ave  
Moose Lake, MN 55767  
218-485-5410

To: Pine County Lands Department  
Greg Beck / Area Forester

Date: February 24<sup>th</sup>, 2014

Good day Greg I hope the day finds you well. This letter's intent is to ask Pine County for a "no fee" cooperative lease agreement in regards to the Matthew Lourey Trail. The last 10 year lease agreement was for approximately \$8,600. While these fees may seem minimal we are hoping we can bring more business and opportunity to Pine County in the form of recreation dollars.

We are currently working on improving the Matthew Lourey Trail and it will not be long until we will be able to open up large sections for year-round use that have not been available in the past. The trail has been used for mostly winter snowmobile riding until recently. We hope to connect Nemadji State Forest to St. Croix State Forest with a year-round route within the next two construction seasons.

We expect an increase in OHV use as people will be able to easily make their way from St. Croix through Duxbury into Nemadji and onto Nickerson, Kerrick, or Duquette. With the hard work of local ATV clubs these destinations have continued to grow and they have made further connections on County Roads. These larger systems are attractive to people wanting to spend their time recreating. While spending their time in local communities they will spend their dollars on food, gas, lodging and equipment for their sport. As time progresses more business opportunities may be available for anyone willing to pursue. New people, new business, and more recreation opportunities will benefit Pine County.

I appreciate Pine County's willingness to consider a "no fee" lease as we look to the future. The "no fee" Cooperative Lease Agreements are a standard practice in other counties as agencies work together to improve communities. In the meantime we will strive hard to provide great recreational opportunities for the good people of Pine County and help promote tourism through our role in the DNR, Division of Parks and Trails.

Best Wishes,

Martin C Torgerson

## PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:  May 6, 2014	<b>Consent Agenda</b> <i>(Please Circle)</i>  Regular Agenda Estimated Time: <i>(Please Circle)</i> _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
--	--

The Grant Agreement for the East Central Drug and Violent Offenders Task Force has been amended. The original amount has gone from \$100,000 to \$110,000 for grant funding. There is no matching requirement.

**Board Action Requested:**

I respectfully ask the County Board to accept and sign the amendment for increased grant funding.



Supporting Documents: Attached None



<b>Minnesota Department of Public Safety (“State”)</b> Commissioner of Public Safety Office of Justice Programs 445 Minnesota Street , Suite 2300 St. Paul, MN 55101-2139	<b>Grant Program:</b> Violent Crime Enforcement Teams 2014 <b>Grant Agreement No.:</b> A-VCET-2014-PINESO-00013 <b>Grant Amendment No.:</b> 1																
<b>Grantee:</b> Pine County Sheriff’s Office 635 Northridge Drive NW Pine City, Minnesota 55063	<b>Grant Agreement Term:</b> <b>Effective Date:</b> 1/1/2014 <b>Expiration Date:</b> 12/31/2014																
<b>Grant Matching Requirement:</b> <table border="0"> <tr><td>Original Agreement Amount</td><td>\$0.00</td></tr> <tr><td>Previous Amendment(s) Total</td><td>\$0.00</td></tr> <tr><td>Current Amendment Amount</td><td>\$0.00</td></tr> <tr><td>Total Agreement Amount</td><td>\$0.00</td></tr> </table>	Original Agreement Amount	\$0.00	Previous Amendment(s) Total	\$0.00	Current Amendment Amount	\$0.00	Total Agreement Amount	\$0.00	<b>Grantee Agreement Amount:</b> <table border="0"> <tr><td>Original Agreement Amount</td><td>\$100,000.00</td></tr> <tr><td>Previous Amendment(s) Total</td><td>\$0.00</td></tr> <tr><td>Current Amendment Amount</td><td><u>\$10,000.00</u></td></tr> <tr><td>Total Agreement Amount</td><td><u>\$110,000.00</u></td></tr> </table>	Original Agreement Amount	\$100,000.00	Previous Amendment(s) Total	\$0.00	Current Amendment Amount	<u>\$10,000.00</u>	Total Agreement Amount	<u>\$110,000.00</u>
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Total Agreement Amount	<u>\$110,000.00</u>																

*In this Amendment deleted agreement terms will be struck out and added agreement terms will be underlined.*

**Revision 1.** Special Conditions, Item 2 “Time limitations on funding use” of the Original Grant Agreement is amended as follows:

~~\$70,000.00~~ \$80,000.00 is available from January 1, 2014 through December 31, 2014.

\$30,000.00 is available from July 1, 2014 through December 31, 2014.

**Revision 2.** Exhibit A of the Original Grant is replaced by Revised Exhibit A which is attached and incorporated into this Grant Agreement. Any references to Exhibit A now refer to Revised Exhibit A.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK



The Original Grant Agreement and all previous amendments are incorporated into this amendment by reference.

**1. ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.*

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Grant Agreement No. A-VCET-2014-PINESO-00013/3-24176

**3. STATE AGENCY**

By: \_\_\_\_\_  
(with delegated authority)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**2. GRANTEE**

*The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.*

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Distribution: DPS/FAS  
Grantee  
State's Authorized Representative

BE: *Robert Cole*  
TITLE: *PINE COUNTY SHERIFF*  
DATE *4-28-2014*

Organization: Pine County Sheriff's Office

Budget Summary

Violent Crime Enforcement Teams: East Central Drug and Violent Offenders Task Force				
Budget Category	Award			
Personnel				
Personnel Costs	\$69,721.00		\$0.00	
<b>Total</b>	\$69,721.00		\$0.00	
Fringe and Benefits				
Payroll Taxes and Fringe	\$7,580.00		\$0.00	
<b>Total</b>	\$7,580.00		\$0.00	
Office Expenses				
Office Expenses	\$3,030.00		\$0.00	
<b>Total</b>	\$3,030.00		\$0.00	
Program Expenses				
Program Expenses	\$1,700.00		\$0.00	
<b>Total</b>	\$1,700.00		\$0.00	
Other Expenses				
Other Expenses	\$10,785.00		\$0.00	
<b>Total</b>	\$10,785.00		\$0.00	
Training				
Training Costs	\$4,254.00		\$0.00	
<b>Total</b>	\$4,254.00		\$0.00	
Confidential Funds				
Confidential Funds	\$12,930.00		\$0.00	
<b>Total</b>	\$12,930.00		\$0.00	
<b>Total</b>	\$110,000.00		\$0.00	

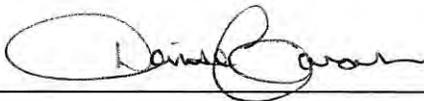
PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:  May 6th, 2014	Consent Agenda (Please Circle)  Regular Agenda Estimated Time: (Please Circle) _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour

The Pine County Sheriff's Office has received a 2014 State of Minnesota Annual County Boat and Water Safety Grant Agreement. The annual grant is for \$8,149 and has no matching requirements.

Board Action Requested:

I respectfully ask the Board accept and sign the Grant Agreement.



Supporting Documents: Attached None

**2014 STATE OF MINNESOTA  
ANNUAL COUNTY BOAT AND WATER SAFETY  
GRANT AGREEMENT**

**ENCUMBRANCE WORKSHEET**

Contract #: 75783

Receipt ID:

**State Accounting Information:**

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2014	Source Type State	Vendor Number 0000197310 - 01
Total Amount \$8,149	Project ID R29G80110127	Billing Location R297000221	DUNS 019066948	

**Accounting Distribution:**

Fund 2100	Fin. Dept. ID R2937714	Approp. ID R297400	Category 84101501	Account 441302	Activity A800002
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P.O. # 3000053775	Grant Begin Date January 1, 2014	Grant End Date June 30, 2015
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Grantee Name and Address:

Pine Co. Sheriff's Office  
635 Northridge Dr. NW, Ste. 100  
Pine City, MN 55063

Fiscal Agent and Address:

Pine County Auditor-Treasurer's Office  
635 Northridge Dr. NW, Ste. 230  
Pine City, MN 55063

**2014 STATE OF MINNESOTA  
ANNUAL COUNTY BOAT AND WATER SAFETY  
GRANT AGREEMENT**

This grant agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Pine Co. Sheriff's Office, 635 Northridge Dr. NW, Ste. 100, Pine City, MN 55063 ("Grantee"). The Fiscal Agent for this grant agreement is Pine County Auditor-Treasurer's Office, 635 Northridge Dr. NW, Ste. 230, Pine City, MN 55063.

**Recitals**

1. Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.
2. The State is in need of Sheriff's duties to carry out the provisions of Chapter 86B and the Boat and Water Safety Rules, hereinafter referred to as the "Minnesota Rules", including patrol, enforcement, search and rescue, watercraft inspection, issuance of temporary structure & event permits, waterway marking and accident investigation, all hereinafter referred to as the "Sheriff's Duties".
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State. Pursuant to Minnesota Statute §16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

**Grant Agreement**

**1 Term of Grant Agreement**

- 1.1 **Effective date:** January 1, 2014 or the date the State obtains all required signatures under Minnesota Statutes § 16B.98, Subdivision 5, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for 2014 grant expenditures incurred back to the effective date. Reimbursements will only be made for expenditures made according to the terms of this grant agreement.
- 1.2 **Expiration date:** June 30, 2015. Pursuant to Minnesota Statute §16A.28, Subdivision 6, the encumbrance may be certified for one year beyond the year in which funds were appropriated. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant as specified herein.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant agreement: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

**2 Grantee's Duties**

The Grantee, who is not a state employee, will provide county sheriff services for boat and water safety activities. As stated in Minnesota Statute § 86B.701, the Grantee will submit to the State a spending plan (Exhibit "A", which is attached and incorporated into this grant) along with this form to carry out the Sheriff's Duties. Boat and water safety activities are those outlined in Minnesota Statutes § 86B, Minnesota Rules, Chapter 6110, search and recovery operations in the waters of the State and the portions of Chapter 169A that are applicable to motorboats. Exhibit "B", which is attached and incorporated into this grant further defines the allowable expenditures.

**Reporting Requirements:** The Grantee must satisfactorily submit all activity and financial reports by the date(s) requested by the State, unless the State grants an extension in writing.

**3 Time**

The Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, time is of the essence.

**4 Consideration and Payment**

4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant agreement as follows:

- (a) **Compensation.** The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant up to Eight thousand one hundred forty-nine dollars (\$8,149).
- (b) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed Eight thousand one hundred forty-nine dollars (\$8,149).

4.2 **Payment**

- (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices shall be submitted in a form prescribed by the State within the dates previously noted in "Term of Grant Agreement" in this contract.
- (b) **Federal funds.** (Where applicable, if blank this section does not apply) Payments under this grant agreement will be made from federal funds obtained by the State through Title NA CFDA number \_\_\_\_\_ of the \_\_\_\_\_ Act of \_\_\_\_\_. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

6 **Authorized Representative**

The State's Authorized Representative is Rodmen Smith, Assistant Director, Enforcement Division – Central Office, Minnesota Department of Natural Resources (DNR), 500 Lafayette Rd., St. Paul, MN 55155-4047, (651) 259-5054, rodmen.smith@state.mn.us or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is the County Sheriff or designee. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7 **Assignment, Amendments, Waiver, and Grant Agreement Complete**

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Agreement Complete.** This grant agreement, including Exhibits "A" and "B," contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8 **Liability**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant agreement.

9 **State Audits**

Under Minnesota Statute § 16B.98, Subdivision 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10 **Government Data Practices and Intellectual Property**

10.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statute § 13, as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of Minnesota Statute § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

11 **Workers' Compensation**

The Grantee certifies that it is in compliance with Minnesota Statute § 176.181, Subdivision 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 **Publicity and Endorsement**

12.1 **Publicity.** Any publicity regarding the subject matter of this grant agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors with respect to the program, publications, or services provided resulting from this grant agreement.

12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13 **Governing Law, Jurisdiction, and Venue**

Minnesota law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 **Termination**

14.1 **Termination by the State.** The State may immediately terminate this grant agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

15 **Data Disclosure**

Under Minnesota Statute § 270C.65, Subdivision 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 **Invasive Species Prevention**

The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during contracted work. The contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The contractor shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Contract Administrator. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

**1. STATE ENCUMBRANCE VERIFICATION**

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.

Signed: Cheryl Sass

Date: 3-18-14

SWIFT Contract # 75783

Purchase Order # 3000053775

**2. GRANTEE:**

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: \_\_\_\_\_

Title: County Sheriff

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: Chairman of County Board

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: County Auditor or Administrator

Date: \_\_\_\_\_

**3. STATE AGENCY: NATURAL RESOURCES**

By: \_\_\_\_\_  
(with delegated authority)

Title: Assistant Director, Enforcement Division – Central Office

Date: \_\_\_\_\_

Attachments: Exhibits "A" & "B"

Distribution:

- 1. DNR - OMBS
- 2. Grantee - 2 (Sheriff's Office & Co. Board)
- 3. State's Authorized Representative

**RESOLUTION #2014-16**

**RECOGNIZING CORRECTIONAL OFFICERS AND  
CORRECTIONAL EMPLOYEES  
IN PINE COUNTY**

**WHEREAS**, the week of May 4, 2014 through May 10, 2014, has been designated as National Correctional Officers' Week; and

**WHEREAS**, this week is devoted to increasing the public awareness of the excellent job performance by the Pine County correctional officers and jail staff; and

**WHEREAS**, the Pine County Board of Commissioners is honored to have a group of men and women who are trained professionals and who serve on a daily basis in the County's jail; and

**WHEREAS**, these professionals serve to provide humane conditions of confinement while ensuring public safety, maintaining facility security, and contributing to offender rehabilitation; and

**WHEREAS**, the daily management of inmates requires special training, sound judgment, and courage; and

**WHEREAS**, these correctional officers, employees, and supervisory staff provide essential services and exemplify the highest professional standards by their commitment to protecting the public and the offenders.

**NOW, THEREFORE, BE IT RESOLVED** that the Pine County Board of Commissioners honor these dedicated professionals who supervise inmates in the Pine County jail and give special recognition to them during National Correctional Officers' Week.

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Curt H. Rossow, Chair

Attest:

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David J. Minke  
County Administrator