



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, September 16, 2014, 10:00 a.m.
Board Room, Pine County Courthouse
Pine City, Minnesota

- A) Call meeting to order
- B) Pledge of Allegiance
- C) Public Forum. Members of the public are invited to speak on items not on the agenda. Each speaker should state his/her name and limit comments to three (3) minutes.
- D) Adopt Agenda
- E) Approve Minutes of September 2, 2014 County Board Meeting and Summary for publication.
- F) Approve Minutes of September 9, 2014 Special Meeting – Budget Committee.
- G) Minutes of Boards, Committees and Correspondence
 - Pine County HRA Senior Housing Board of Directors – regular meeting – July 23, 2014
 - ECRL Library Board Minutes – August 11, 2014
- H) 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. Review August, 2014 Cash Balance (attached)

Fund	August 31, 2013	August 31, 2014	Increase(Decrease)
General Fund	1,652,961.28	2,734,749.42	1,081,788.14
Health and Human Services Fund	1,475,975.97	519,459.68	(956,516.29)
Road and Bridge Fund	6,786,574.51	10,174,531.63	3,387,957.12
Land Management Fund	1,580,296.20	1,307,223.65	(273,072.55)
TOTAL (inc non-major funds)	12,751,596.78	16,050,592.01	3,298,995.23

2. Application for Abatement

Consider Application for Abatement for Jackie Danielson, 9437 Riverbed Rd., Pine City, PID 29.5192.000 & 29.5193.000, pay 2012, 2013 & 2014.

3. **Exempt Permit**

Consider Application for Exempt Permit for Pine Technical and Community College Foundation to conduct Minnesota lawful gambling on November 21, 2014 at the NW Company Fur Post, 12551 Voyageur Lane, Pine City (Pine City Twp.).

4. **Tobacco License**

- A. Consider approval of a tobacco license for Quarry Country Store (formerly Jade Fuel) for remainder of 2014. Subject to approval of Pine County Sheriff.
- B. Consider approval of a tobacco license for Banning Junction (under new management) for remainder of 2014. Subject to approval of Pine County Sheriff.

5. **Application for Repurchase**

Consider Resolution 2014-42 for the Repurchase of Tax Forfeited Land in full, L.C. Development LLC, PIDs 43.5260.000, 43.5265.000, 43.5266.000, 43.5268.000, 43.5269.000, 43.5270.000, 43.5271.000, 43.5272.000, 43.5273.000, 43.5275.000, 43.5276.000, 43.5277.000, and 43.5278.000 and authorize Board Chair and County Auditor to sign.

6. **Donation**

Accept \$300 donation from the Askov Fair Board to be used to help offset the expense of the volunteer posse.

7. **Training**

- A. Approve County Administrator David Minke and Human Resource & Payroll Specialist Matt Christenson to attend the Minnesota Association of County Administrators (MACA) & Minnesota County Human Resources Management Association (MCHRMA) Fall Conference, October 1-3, 2014, Ruttger's Bay Lake Lodge. Costs are: Registration \$200; lodging (2) nights (double occupancy) and meals, \$650.74. Total cost \$850.74 (\$425.37/person) plus mileage. Funds are available in the 2014 Administrator's budget.
- B. Approve Social Workers Kathy Borowick and Jan Chaffee to attend the St. Louis Co. Health & Human Service Conference in Duluth, October 9-10, 2014. Registration: \$50/each; Meals: \$10/Borowick; Travel: Borowick/\$179.20, Chaffee/\$156.80. Total cost \$446. Payment source: Borowick: reimbursed by AMHI, Chaffee/LTCC.

REGULAR AGENDA

1. **Recognition of Retirement**

Recognition of Highway Maintenance Supervisor Brad Davis's retirement, September 25, 2014, with over 35 years of service to Pine County.

2. **Facilities Committee**

Pine County Facilities Committee met September 3, 2014 and made the following recommendations (Minutes attached):

Approve the Lease Agreement between the Minnesota Guardian ad Litem Board through its 10th GAL Program Guardian ad Litem Program and Pine County.

The remaining items are for informational purposes only.

3. **Personnel Committee**

Personnel Committee met September 9, 2014 and made the following recommendations (Minutes attached):

Sheriff

- a. Recognize regular full-time appointment of Rob Ouverson to the position of Pine County Sheriff Sergeant, effective April 22, 2012.

- b. Approve backfill of part-time dispatcher (B23-\$16.04/hr.), effective December 31, 2014 or sooner with qualified applicant.

Highway

- c. Approve backfill of vacated highway maintenance worker (B24-\$14.14/hr.) with a qualified candidate from the July applicant ranking.

Administrator:

- d. Approve six-month unpaid leave for an HHS employee.

Other items are for informational purposes only.

4. 2013 Financial Statement

Review and consider formal acceptance of the 2013 Pine County Financial Statement and authorize publication.

5. Patriot Award of Appreciation

Presentation of the Patriot Award of Appreciation by probation agent Amber Chase Sieberlich who is a Sergeant Major serving with the Minnesota Air National Guard.

6. Old Jail Demolition

Update by County Engineer Mark LeBrun.

7. Commissioner Updates

AMC Fall Policy Conference (9/3 & 9/4)
Soil & Water Conservation District (9/4/14)
East Central Solid Waste Commission (ECSWC) (9/8/14)
East Central Regional Library Board, (9/8/14)
Central Minnesota Jobs & Training (9/12/14)
Lakes & Pines CAC (9/15/14)
Other

8. Other

9. Upcoming Meetings –(Subject to Change)

- a. **Technology Committee, Tuesday, September 16, 2014, 8:30 a.m.**, Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- b. **Pine County Board Meeting, Tuesday, September 16, 2014, 10:00 a.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- c. **Pine County Health and Human Services Meeting, Tuesday, September 16, 2014, 1:00 p.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- d. **Pine County Law Library, Wednesday, September 17, 2014, 12:00 p.m.**, Pine County Law Library, Courthouse, Pine City, Minnesota.
- e. **Arrowhead Counties Association, Wednesday, September 17, 2014, 6:00 p.m.**, Hampton Inn Conference Room, Duluth, Minnesota.
- f. **Rush Line Task Force, Thursday, September 18, 2014, 3:30 p.m.**, Maplewood Community Center, 2100 White Bear Ave. N, Maplewood, MN 55109.
- g. **Snake River Watershed Joint Powers Board, Monday, September 22, 2014, 9:00 a.m.**, Borgholm Township Town Hall, 16041 70th Ave., Milaca, MN.
- h. **NLX, Wednesday, September 24, 2014, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- i. **NE Regional Radio Board Meeting, Thursday, September 25, 2014, 10:00 a.m.**, Video Conference, Courthouse, Pine City, Minnesota.
- j. **GPS 45:93, Friday, September 26, 2014, 10:00 a.m.**, City of Pine City, 315 Main Street So., Pine City, Minnesota.

- k. **Special Meeting–Budget Committee, Monday, September 29, 2014, 9:00 a.m.,** Board Room, Pine County Courthouse, Pine City, Minnesota.
- l. **Special Meeting and Committee of the Whole-Highway/Road Tour, Tuesday, September 30, 2014, 9:00 a.m.,** Pine County History Museum, Askov, Minnesota.
- m. **Community Health Board, Tuesday, September 30, 2014, 4:00 p.m.,** Mora, Minnesota.
NOTE: rescheduled from September 11, 2014.
- n. **Soil & Water Conservation District, Tuesday, October 2, 2014, 3:00 p.m.,** Public Health Building, Sandstone, Minnesota.
- o. **Pine County Board Meeting, Tuesday, October 7, 2014, 1:00 p.m.,** Public Health Building, Sandstone, Minnesota.

10. Adjourn

MINUTES OF PINE COUNTY BOARD MEETING

Regular Meeting

Tuesday, September 2, 2014, 1:00 p.m.
Public Health Building, Sandstone, Minnesota

Chair Curt Rossow called the meeting to order at 1:00 p.m. Present were Commissioners Steve Hallan, Mitch Pangerl, and Matt Ludwig. Commissioner Steve Chaffee was absent (excused). Also present were County Attorney John Carlson and County Administrator David Minke.

The Pledge of Allegiance was said.

Chair Rossow thanked Vice Chair Chaffee and the board for their concern during his absence.

Chair Rossow called for public comment. There was no public comment.

Chair Rossow requested the following revision be made to the agenda:

Add to Regular Agenda: Item #6, closed session –discussion of personnel matter.

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

Commissioner Hallan moved to approve the Minutes of the August 19, 2014 board meeting and Summary for publication. Second by Commissioner Ludwig. Motion carried 4-0.

Commissioner Pangerl moved to approve the Minutes of the August 26, 2014 Special Meeting – Budget Committee. Second by Commissioner Ludwig. Motion carried 4-0.

Minutes of Boards, Committees and Correspondence

Pine County Land Surveyor Monthly Report – August 2014

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

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

CONSENT AGENDA

1. **August, 2014 Disbursements**

Disbursements Journal Report, August 1, 2014 – August 31, 2014.

2. **Application for Abatement**

Approve Application for Abatement for Richard and Betty Moncrief, 57395 Keystone Ave., Pine City, PID 43.0066.000, payable 2014.

3. **Resolution for Repurchase of Tax Forfeited Land**

Approve Resolution 2013-41 for Repurchase of Tax Forfeited Land in Full, Scott Marcotte, PID 46.5158.000 and authorize Board Chair and County Auditor to sign.

4. **Liquor License**

Approve Kurtz' Muffies on the Lake LLC for On/Off/Sunday liquor license. This was previously approved at the August 19, 2014 county board meeting but required re-approval due to a correction to the trade name.

5. **Tobacco License**
Approve a tobacco license for Halfway Home Saloon, f/k/a Banning Junction, subject to final approval of Pine County Sheriff, Pine County Attorney and the State of Minnesota.
6. **Application for Exempt Permit**
Approve Application for Exempt Permit for Kerrick Firefighter's Relief Association to conduct Minnesota lawful gambling on November 1, 2014 at the Nickerson Bar, 94430 Hwy. 23, Nickerson, MN (Nickerson Twp.).
7. **Premises Permit Application and Lease for Lawful Gambling**
Approve Premises Permit Application and Lease for Lawful Gambling Activity for Northern Pine Riders to conduct Minnesota lawful gambling at Halfway Home Saloon, 60700 State Hwy. 23, Finlayson, MN (Finlayson Twp.).
8. **Personnel (Completion of Probationary Period)**
Approve completion of probationary period for Jennifer Knoll, Office Support Specialist, effective September 10, 2014.
9. **Training**
 - A. Approve Environmental Tech Robert Fischer to attend the Soils continuing education course September 10, 2014 in Chisago City. Cost: \$245, which includes materials. No mileage expense will be incurred as a county car will be used.
 - B. Approve Land Services Director Kelly Schroeder to attend Introduction of Onsite Systems course December 8-10, 2014 and Installing Onsite Systems course December 11-12, 2014 in St. Cloud. The courses cost \$355 and \$260 respectively (\$615 total), which include materials. No mileage or meal expenses will be incurred.

REGULAR AGENDA

1. **Technology Committee**
Pine County Technology Committee met August 19, 2014. No board action was necessary.
2. **Ad Hoc Committee – Kanabec County**
Commissioner Hallan provided an overview of the August 27, 2014 Pine County Ad Hoc Committee–Kanabec County meeting. The Kanabec County Attorney's Office will continue to draft the amendment to the 1991 Joint Powers Agreement to reflect the county boards' direction from the July, 2014 meeting. It is anticipated the draft will be represented to each county board for consideration by mid-October, 2014. Kanabec County Human Services Director Wendy Thompson will present a 2015 unified budget to the Community Health Board on Thursday, September 11, 2014 at 5:00 p.m. Commissioner Chaffee, HHS Director Becky Foss, Public Health Supervisor Gwen Lewis and Administrator Minke plan to attend.
3. **Withdraw of 2010 Land Sale Parcel**
County Auditor-Treasurer Cathy Clemmer stated 2010 Resolution #080310-02 offered for sale several parcels of property to adjoining landowners, wherein parcel #47.0062.000 did not sell. Parcel #47.0062.000 offers access to a recent tax-forfeited property (#47.0008.000) and Clemmer states the county would best be served by combining the two properties for resale purposes. Clemmer suggested removal of parcel #47.0062.000 from the land sale and to combine it with the adjoining tax-forfeited property #47.0008.000.
Motion by Commissioner Pangerl to approve Resolution 2014-40 to withdraw 2010 land sale parcel #47.0062.000 from the land sale and authorize Board Chair and County Administrator to sign. Second by Commissioner Ludwig. Motion carried 4-0.

4. **Commissioner Updates**

Rush Lane Task Force: Commissioner Ludwig unable to attend meeting.

GPS 45:93: Commissioner Pangerl stated nothing to update.

Snake River Watershed Joint Powers Board: Commissioner Pangerl stated nothing to update.

ECRDC: Commissioner Hallan stated there are issues with fulfillment of a contract; stated new economic development personnel has been hired.

NLX: Meeting cancelled.

NE Regional Radio Board Meeting: Commissioner Hallan stated no new business at this meeting, met to approve bills for payment.

Board of Appeals and Equalization Training: Commissioner Hallan stated this was a good training, noting that future trainings will be by webinar.

Central Minnesota Regional EMS Committee: Commissioner Ludwig stated there was considerable discussion regarding the reduction in funds and how to get funds to the departments where help is necessary.

Other: Aquatic Invasive Species Update: Commissioner Ludwig stated that on Labor Day weekend an aquatic invasive species education saturation took place at six public boat landings in the county. The project went well and good information was received. Five deputies and 10 volunteers participated. The next step is to move forward with the county plan.

5. Upcoming Meetings were reviewed.

6. **Other**

Motion by Commissioner Hallan to close the meeting for the purpose of discussion of labor negotiation proposals in accordance with Minnesota Statutes §13D.03. Second by Commissioner Ludwig. Motion carried 4-0.

The meeting was closed at 1:40 p.m. with the following present: Chair Rossow, Commissioners Hallan, Pangerl and Ludwig; County Attorney John Carlson and County Administrator David Minke.

Motion by Commissioner Pangerl to open the meeting at 1:45 p.m. Second by Commissioner Ludwig. Motion carried 4-0.

7. **Adjourn**

With no further business, Chair Rossow adjourned the county board meeting at 1:46 p.m. The next regular meeting of the county board is scheduled for September 16, 2014 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

Curt H. Rossow, Chair
Board of Commissioners

David J. Minke, Administrator
Clerk to County Board

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

**Tuesday, September 2, 2014, 1:00 p.m.
Public Health Building, Sandstone, Minnesota**

Chair Curt Rossow called the meeting to order at 1:00 p.m. Present were Commissioners Steve Hallan, Mitch Pangerl, and Matt Ludwig. Commissioner Steve Chaffee was absent (excused). Also present were County Attorney John Carlson and County Administrator David Minke.

The Pledge of Allegiance was said.

Chair Rossow called for public comment. There was no public comment.

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

Commissioner Hallan moved to approve the Minutes of the August 19, 2014 board meeting and Summary for publication. Second by Commissioner Ludwig. Motion carried 4-0.

Commissioner Pangerl moved to approve the Minutes of the August 26, 2014 Special Meeting – Budget Committee. Second by Commissioner Ludwig. Motion carried 4-0.

Minutes of Boards, Committees and Correspondence

Pine County Land Surveyor Monthly Report – August 2014

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

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

Disbursements Journal Report, August 1, 2014 – August 31, 2014.

Approve Application for Abatement for Richard and Betty Moncrief, 57395 Keystone Ave., Pine City.

Approve Resolution 2013-41 for Repurchase of Tax Forfeited Land in Full, Scott Marcotte.

Approve Kurtz' Muffies on the Lake LLC for On/Off/Sunday liquor license. This was previously approved at the August 19, 2014 county board meeting but required re-approval due to a correction to the trade name.

Approve a tobacco license for Halfway Home Saloon, f/k/a Banning Junction, subject to final approval of Pine County Sheriff, Pine County Attorney and the State of Minnesota.

Approve Application for Exempt Permit for Kerrick Firefighter's Relief Association to conduct Minnesota lawful gambling on November 1, 2014 at the Nickerson Bar, 94430 Hwy. 23, Nickerson, MN.

Approve Premises Permit Application and Lease for Lawful Gambling Activity for Northern Pine Riders to conduct Minnesota lawful gambling at Halfway Home Saloon, 60700 State Hwy. 23, Finlayson, MN.

Approve completion of probationary period for Jennifer Knoll, Office Support Specialist, effective September 10, 2014.

Approve Environmental Tech Robert Fischer to attend the Soils continuing education course. Cost: \$245.

Approve Land Services Director Kelly Schroeder to attend Introduction of Onsite Systems and Installing Onsite Systems courses. Total cost: \$615.

Motion by Commissioner Pangerl to approve Resolution 2014-40 to withdraw 2010 land sale parcel #47.0062.000 from the land sale. Second by Commissioner Ludwig. Motion carried 4-0.

Motion by Commissioner Hallan to close the meeting for the purpose of discussion of labor negotiation proposals in accordance with Minnesota Statutes §13D.03. Second by Commissioner Ludwig. Motion carried 4-0. The meeting was closed at 1:40 p.m. with the following present: Chair Rossow, Commissioners Hallan, Pangerl and Ludwig; County Attorney John Carlson and County Administrator David Minke.

Motion by Commissioner Pangerl to open the meeting at 1:45 p.m. Second by Commissioner Ludwig. Motion carried 4-0.

With no further business, Chair Rossow adjourned the county board meeting at 1:46 p.m. The next regular meeting of the county board is scheduled for September 16, 2014 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

Curt H. Rossow, Chair
Board of Commissioners

David J. Minke, Administrator
Clerk to County Board

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

**MINUTES OF PINE COUNTY BOARD OF COMMISSIONERS
SPECIAL MEETING - BUDGET COMMITTEE**

**Tuesday, September 9, 2014, 9:00 a.m.
Board Room, Pine County Courthouse, Pine City, MN**

Chair Curt Rossow called the meeting to order at 9:00 a.m. Present were Commissioners Steve Hallan, Mitch Pangerl, Steve Chaffee, and Matt Ludwig. Also present were County Auditor-Treasurer Cathy Clemmer, County Administrator David Minke, Health and Human Services Director Becky Foss, and Human Resources and Payroll Specialist Matt Christenson.

The Pledge of Allegiance was said.

Administrator Minke requested item 3A (general budget background information) be added to the Agenda.

Commissioner Hallan moved to approve the Agenda with the additional item. Second by Commissioner Ludwig. Motion carried 5-0.

Administrator Minke presented information from the 2012 Office of the State Auditor Report on County Finances comparing Pine County to other counties.

The county board reviewed the Health and Human Services preliminary budget. The preliminary budget is out of balance by approximately \$880,000, due primarily to reduction in non-levy revenues. The only significant increase in expenditures is a \$225,000 increase in the out-of-home placement budget.

The county board reviewed the General Fund preliminary budget. The preliminary budget is out of balance by approximately \$95,000.

After discussion the county board requested that:

- Staff work to balance the General Fund budget without a levy increase.
- Staff work to balance the Health and Human Services budget with a balanced approach of \$440,000 of cuts and non-levy revenue increases and up to \$440,000 of new levy funds.

The next budget committee meeting will be September 29, 2014 at 9:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

With no further business, Chair Rossow adjourned the meeting at 12:05 p.m.

Curt H. Rossow, Board Chair
Pine County Board of Commissioners

David J. Minke, County Administrator
Clerk to Pine County Board of Commissioners

PINE COUNTY HRA SENIOR HOUSING
510 Fifth Street Office
Sandstone, MN 55072
(320) 245-5140
pinehra@ecenet.com

Sandstone Manor
510 Fifth Street
Sandstone, MN 55072

Finlayson Manor
6524 Broadway Street
Finlayson, MN 55735

The regular meeting of the Pine County HRA Senior Housing Board of Directors was held on July 23, 2014, at the Finlayson Manor. Commissioners of the HRA present were Board Chair Dorothy Stockamp, Jan Oak, Cheri Drilling, Carl Steffen, and Greg Kvasnicka. Staff members present were Executive Director Janice Gustafson and Resident Manager Susan Blake. Resident Manager Evelyn Yocum was absent. Resident present was Franklin Lewis and guest present was Tom Gahler, Gahler Investment Group.

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. Tom Gahler, Financial Advisor from Gahler Investment Group, addressed the Board of Directors and discussed various investment options available to the HRA. He recommended the HRA develop an Investment Policy to serve as a statement of the investment principles and philosophy of the HRA Board.
3. The HRA Board minutes from June 25, 2014, were reviewed by the Board members. A motion was made by G. Kvasnicka and was seconded by C. Steffen to accept the minutes. Motion carried: Yeas 5, Nays 0.
4. The monthly financial statements and the investment report were presented by J. Gustafson. A motion was made by Board Chair D. Stockamp and was seconded by C. Steffen to approve the financial statements and the investment report. Motion carried: Yeas 5, Nays 0.
5. Executive Director's Report. The written Executive Director's report was reviewed by Board members.
6. Old Business.
 - a) Vacancies. As of this date, there are no vacancies at the Sandstone Manor and two vacancies at the Finlayson Manor.

- b) The piano donated to the Sandstone Manor by Elderwood in Hinckley is certainly appreciated by the residents. There are three residents who play the piano and all of the residents enjoy listening to them play. A professional piano tuner will be located and called to service the piano.
- c) The annual contract paperwork with HUD is proceeding with no problems or issues. It is a three step process with each step requiring paperwork being sent to HUD for approval before moving to the next step. Step two has been completed and paperwork is ready for mailing back to HUD. The contract year is December 14, 2014, to December 14, 2015.
- d) The expiration date on all of the HRA's insurance policies was July 14, 2014, and the new policies are in place.

7. New Business.

- a) The REAC Inspection was done on July 16, 2014. The inspector said everything was "beautiful" and found only minor issues that needed to be corrected.
- b) The Management and Operating Review (MOR) is scheduled for August 5, 2014. Preparations for this audit are underway and the paperwork is ready for Board Chair signature.

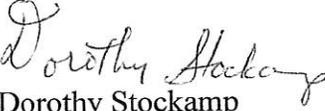
8. Resident Managers' Reports.

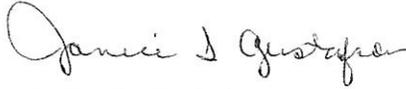
- a) Finlayson Manor. S. Blake reported all of the Finlayson Manor residents are very pleased the feral cat problems have been resolved and the resident responsible for those problems has moved. She added everything was going well.
- b) Sandstone Manor. E. Yocum was absent.

9. Resident Comments/Questions. Resident Franklin Lewis was concerned his 30 year old air conditioner was not properly cooling his apartment. He was advised he had violated his HUD lease by installing a 30 year old air conditioner in his unit and he should buy a new air conditioner. The HRA pays the residents' electric bills and the HUD House Rules state personal air conditioner must be energy efficient. If the air conditioner is not a new appliance (right out of the box), it must be serviced by a qualified technician before it is installed to ensure it is operating at peak performance.

10. A motion was made by C. Drilling and was seconded by Board Chair D. Stockamp to adjourn the meeting at 3:31 P.M. Motion carried: Yeas 5, Nays 0.

11. The next HRA Board meeting is scheduled for August 27, 2014, at the Sandstone Manor.


Dorothy Stockamp
HRA Board Chair


Janice S. Gustafson
Executive Director

ECRL Library Board Minutes

Time: Monday, August 11, 2014

Place: Cambridge Library

Present: Board Members – Raisanen, James (Aitkin); Niemi, Don (Aitkin); Hommes, Linda (Aitkin); McMahon, George (Chisago); Byrne, Richard (Chisago); Misiura, Audrey (Isanti); Warring, Mike (Isanti); Lee, Karen (Isanti); Anderson, Gene (Kanabec); Zaudtke, Wayne (Kanabec); Jensen, Robert (Kanabec); Reynolds, Genny (Mille Lacs); Sauer, Tom (Mille Lacs); Kramersmeier, Charlotte (Mille Lacs), Swanson, Margery (Pine); Goddard, Carol (Pine); Chaffee, Steve (Pine)

Staff: Misselt, Barbara (Director, ECRL); Lydon, Carla (Assistant Director, ECRL); Anderson, Shelly (Admin Serv Mgr, ECRL); Carlson, Marlys (Office Clerk/Recorder, ECRL)

Absent Board Members: Carlson, Keith (Chisago)

Call to Order:

James Raisanen called the August 2014 meeting of the East Central Regional Library to order at 9:30 a.m.

Pledge of Allegiance & Introductions:

Welcome and Introduction – Former Board member Bayliss Swanson; Sarah Hawkins, Resource Librarian

Adopt/Amend Agenda:

Move to adopt agenda

M/S/P: unanimous

Hommes/Niemi

Period for Public Comment

None

Approval of Previous Minutes

M/S/P: unanimous

Lee/McMahon

Bills and Financial Reports:

M/S/P: unanimous

Lee/Sauer, motion to accept June 2014 bills and financial report as presented.

M/S/P: unanimous

Lee/Sauer, motion to accept July 2014 bills and financial report as presented.

ECRL Administrative Reports

A. Director's Organizational Report

Misselt : There have been 22 public meetings for the new Strategic Plan held by Misselt or Lydon. We'll be compiling data, August 26th is the next strategic planning committee meeting. The online survey closed on Friday. We had a large response to the survey. Focus groups went well.

Overview of personnel changes in packet.

B: Branch Highlights

Lydon: Busy summer with great reading programs. There was some discussion on the volunteer program.

Other Reports:

Finance Committee: Employee Benefits

The cost of the current employee insurance benefit for 2015 if continued as is would be 19%. The meeting with Blue Cross Blue Shield suggested increasing the deductible and change offering current Flex and VEBA benefits to an HSA. Further recommend that library discontinue health insurance benefit to employees working less than 30 hours per week.

Motion to approve benefit package as defined in documents in Board packet.

M/S/P: unanimous

McMahon/Lee

Finance Committee: 2015 Budget

Misselt reviewed budget spreadsheets.

McMahon: We are all over the board for library costs since we don't have tax capacity payable in 2015 from the state yet. Let's wait to adopt the 2015 budget until September.

Motion to approve 2015 budget tabled until September.

M/S/P

McMahon/Anderson

Oppose: 1 Steve Chaffee

CMLE Board: Tom Sauer attended.

Reported: Staffing update; 23 things program; , offer of iPad was given as incentive for first finishers.

New business: closed days, summers hours, programs for funds for workshops. Efforts spent with high schools and workshops on computers.

Old Business: none

New Business:

Aitkin Closure: Misselt directed closing August 4th through September 2nd for interior work, based on recommendation of project contractor management.

Motion for approval of closure

M/S/P: unanimous

Misiura/Hommes

Resource Librarian Introduction – Sarah Hawkins presentation on the “Learning Express”

A new data base available statewide as part of the Electronic Library of Minnesota

Trustee Issues:

Legislative Report -

MLA Legislative Committee, includes Misselt & Lydon, is getting ready for the next session. Library platform will request more state funds for libraries.

Since 2 regions didn't not approve proposal to amend distribution formula, the MLA platform will not include that provision.

Motion to support for efforts by AMC or other group to pursue legislation to change the distribution formula for RLBS to minimize the impact of equalization

M/S/P: unanimous

McMahon/Lee

Other: Minnesota Library Association conference in Mankato in October. ECRL will present a program and display glass sculptures from Kids Design Glass legacy project.

Future agenda: Next meeting:

Jensen requested report on Cambridge building project, including cost.

Motion to Adjourn: 11:42 a.m.

M/S/P: unanimous

Chaffee/Jensen

Audrey Misiura, Secretary

Marlys Carlson, Recorder



AGENDA REQUEST FORM

Date of Meeting: September 16, 2014

- County Board**
 Consent Agenda
 Regular Agenda 5 mins. ___ 10 mins. ___ 15 mins. ___ Other ___
- Personnel Committee**
- Other** _____

Agenda Item: August 2014 Cash Balance

Department: Auditor-Treasurer

Cathy Clemons
Department Head signature

Background information on Item:

Action Requested:

Financial Impact:

TREASURER'S CASH TRIAL BALANCE COMPARISON

FUND	August 31, 2013 BALANCE	August 31, 2014 BALANCE	DIFFERENCE
1 - GENERAL	1,652,961.28	2,734,749.42	1,081,788.14
12 - H&HS	1,475,975.97	519,459.68	(956,516.29)
13 - ROAD & BRIDGE	6,786,574.51	10,174,531.63	3,387,957.12
22 - LAND	1,580,296.20	1,307,223.65	(273,072.55)
TOTAL (incl non-major funds)	\$12,751,596.78	\$16,050,592.01	3,298,995.23

***** Pine County *****

As of 08/2014

TREASURER'S CASH TRIAL BALANCE

CATHYJ
9/10/14 8:17AM

Fund	Beginning Balance	This Month	YTD	Current Balance
Dept Total		2,386.20-	14,268.03-	141,437.79
Fund Total	822,330.29	70,653.68	339,287.86-	483,042.43
13 Road & Bridge Fund	2,078,182.32			
Receipts		4,379,757.42	12,958,942.10	
Disbursements		2,871,805.10-	4,458,169.00-	
Payroll		159,283.63-	1,269,441.94-	
Journal Entries		2,352.63-	865,018.15	
Fund Total	1,346,316.06	1,346,316.06	8,096,349.31	10,174,531.63
14 Ditch Maintenance (Sr) Fund	11,975.91	0.00	42.66	12,018.57
Journal Entries		0.00	42.66	
Fund Total	11,975.91	0.00	42.66	12,018.57
20 County-Wide Rehab (Sr) Fund	917.56	0.02	0.07	
Receipts		0.02	0.07	
Disbursements		0.00	750.00-	
Journal Entries		0.00	21.33	
Fund Total	917.56	0.02	728.60-	188.96
21 800 MHz Project Fund	0.00	0.00	0.00	0.00
Fund Total	0.00	0.00	0.00	0.00
22 Land Management Fund	1,838,948.89	249,805.08	597,334.48	
Receipts		249,805.08	597,334.48	
Disbursements		1,705.37-	19,693.90-	
Payroll		6,913.48-	62,874.46-	

***** Pine County *****

As of 08/2014

TREASURER'S CASH TRIAL BALANCE

CATHYJ 9/10/14 8:17AM

Fund	Journal Entries Fund Total	Beginning Balance	This Month	YTD	Current Balance
24	Ambulance (Sr) Fund	0.00	30,340.15	1,046,491.36-	
	Fund Total		271,526.38	531,725.24-	1,307,223.65
29	Children's Collab (H&Hs) Agency Fund	53,378.82			
	Receipts		25,944.00	75,355.00	
	Disbursements		38,143.00-	96,517.00-	
	Journal Entries		0.00	41.09	
	Dept Total		12,199.00-	21,120.91-	32,257.91
	Fund Total	53,378.82	12,199.00-	21,120.91-	32,257.91
32	Ecswe Bond Guarantee (Ds)	0.00	0.00	0.00	0.00
	Fund Total				
33	2002 Cap-Equip Bond (Ds) Fund	0.00	0.00	0.00	0.00
	Fund Total				
35	2004 Street Reconstruct Bond Fund	0.00	0.00	0.00	0.00
	Fund Total				
37	County Railroad Authority	1,566.63-	0.00	2,974.00-	
	Disbursements		0.00	5,664.71	
	Journal Entries				

***** Pine County *****

As of 08/2014

CATHYJ 9/10/14 8:17AM

TREASURER'S CASH TRIAL BALANCE

Fund	Beginning Balance	This Month	YTD	Current Balance
Fund Total		0.00	2,690.71	1,124.08
38 Building Fund	125,949.45			
Disbursements		12,530.00-	114,378.50-	
Fund Total		12,530.00-	114,378.50-	11,570.95
39 2005A G.O. Jail Bonds	919,632.32			
Disbursements		0.00	1,220,136.26-	
Journal Entries		0.00	746,233.51	
Fund Total		0.00	473,902.75-	445,729.57
40 2012 G.O. Courthouse Bonds	778,170.91			
Disbursements		0.00	935,875.00-	
Journal Entries		0.00	573,508.23	
Fund Total		0.00	362,366.77-	415,804.14
41 2005 Hra Bonds	0.00			
Fund Total		0.00	0.00	0.00
76 Group Health Ins Fund 5/1/95 (Gen)	521,036.87-			
Receipts		242,082.09	1,948,992.84	
Disbursements		252,007.58-	2,103,184.48-	
Journal Entries		6,361.69	51,963.52	
Fund Total		3,563.80-	102,228.12-	623,264.99-
80 County Collections Agency Fund	38,365.53			

***** Pine County *****

As of 08/2014

CATHYJ
9/10/14

8:17AM

TREASURER'S CASH TRIAL BALANCE

Fund	Beginning Balance	This Month	YTD	Current Balance
82	779,218.63			
		Receipts	486,390.51	
		Disbursements	504,638.32-	
		Journal Entries	2,137.89	
		Fund Total	16,109.92-	22,255.61
		Taxes And Penalties Agency Fund		
		Receipts	20,128,251.84	
		Disbursements	11,208,607.68-	
		Journal Entries	8,717,088.65-	
		Fund Total	202,555.51	981,774.14
84	51,288.10			
		Receipts	102,571.25	
		Disbursements	104,855.55-	
		Journal Entries	1,577.20-	
		Fund Total	3,861.50-	47,426.60
89				
		H & Hs Collections Agency Fund		
		Receipts	691,344.10	
		Disbursements	54,009.07-	
		Journal Entries	599,113.58-	
		Dept Total	38,221.45	4,159.34
		Fund Total	38,221.45	4,159.34
		801 Non-Departmental		
		Receipts	75,913.15	
		Disbursements	14,057.84-	
		Journal Entries	75,346.59-	
		Dept Total	13,491.28-	
		Fund Total	13,491.28-	
		All Funds		
		Receipts	48,501,351.34	
		Disbursements	29,729,099.09-	
		SSIS	1,960,099.94-	
		Payroll	10,311,922.76-	
		Total	6,500,229.55	16,050,592.01



AGENDA REQUEST FORM

Date of Meeting: September 16, 2014

- County Board**
 - Consent Agenda
 - Regular Agenda 5 mins. ___ 10 mins. ___ 15 mins. ___ Other ___
- Personnel Committee**
- Other** _____

Agenda Item: Application for Abatement

Department: Auditor-Treasurer

Cathy Clonard
 Department Head signature

Background information on Item:

Application for Abatement:
 Jackie Danielson, 9437 Riverbed Rd, Pine City, PID 29.5192.000 & 29.5193.000, pay 2012, 2013 & 2014

Action Requested:

Financial Impact:

APPLICATION FOR ABATEMENT - GENERAL FORM

(M.S. 375.192)

DATE: 8/28/14

For Taxes Levied In: 2011
And Payable In: 2012

Abatement # AB13-52A

Please Print Or Type

Applicants Name: Jackie Danielson	Applicants Mailing Address: 174 1/2 310th St
Applicant's SSN: on file	Shafter, MN 55074
Telephone (Home):	
Telephone (Work):	

Description Of Property: Property ID or Parcel Number: 29.5192.000
Street Address: xxxx Riverwood Dr, Pine City
Township/City: Roylton Twp
School District: 578

Legal Description: Lot 17, Block 1
maple shores 1st Addn.

ASSESSOR'S ESTIMATED MARKET VALUE:

Land: 48,600 Structures: 0 Total: 48,600 Classification: 151-0-099

Applicants Statement of Facts:

Due to zoning regulations, properties cannot be sold seperately - and should be valued as 1 lot.

Applicants Request:

Revalue as one lot (29.5192.000 + 29.5193.000)

Applicant's Signature: [Signature]

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: 8/28/14

For Taxes Levied In: 2012
And Payable In: 2013

Abatement # AB13-20A

Please Print Or Type

Applicants Name: <u>neke danilson</u>	Applicants Mailing Address: <u>17461 310th St</u>
Applicant's SSN: <u>on file</u>	<u>Shafter, MN 55074</u>
Telephone (Home): _____	
Telephone (Work): _____	

Description Of Property: Property ID or Parcel Number: 29.5192.000
 Street Address: xxxv Riverbnd Rd Pine City
 Township/City: Royalton, Twp
 School District: 578

Legal Description: lot 17, BLOCK 1
maple shores 1st Addn.

ASSESSOR'S ESTIMATED MARKET VALUE:

Land: 44,200 Structures: 0 Total: 44,200 Classification: 151-0-099

Applicants Statement of Facts:
Due to zoning regulations, properties cannot be
sold seperately - and should be valued as 1 lot.

Applicants Request:
Revalue as one lot (29.5192.000 + 29.5193.000)

Applicant's Signature: Joel M Danilson

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: 8/28/14

For Taxes Levied In: 2013
And Payable In: 2014

Abatement # AB14-19A

Please Print Or Type

Applicants Name: <u>JACKIE DANALSON</u>	Applicants Mailing Address: <u>17461 310th St.</u>
Applicant's SSN: <u>on file</u>	<u>Shafter, MN 55074</u>
Telephone (Home): _____	
Telephone (Work): _____	

Description Of Property: Property ID or Parcel Number: 29.5192.000
 Street Address: XXXX Riverbnd Rd, Pine City
 Township/City: Poniaton Twp
 School District: 578

Legal Description: Lot 17, Block 1
Maple Shores 1st Addn.

ASSESSOR'S ESTIMATED MARKET VALUE:

Land: 40,900 Structures: ∅ Total: 40,900 Classification: 151-0-099

Applicants Statement of Facts:
Due to zoning regulations, properties cannot be sold
seperately - and should only be valued as 1 lot.

Applicants Request:
Revalue as one lot (29.5192.000 + 29.5193.000)

- Applicant's Signature: *Jackie Danalson*

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: 8/28/14

For Taxes Levied In: 2011
And Payable In: 2012

Abatement # AB13-S2B

Please Print Or Type

Applicants Name: <u>Jackie Danielson</u>	Applicants Mailing Address: <u>17461 310th St</u>
Applicant's SSN: <u>on file</u>	<u>Snater, MN 55074</u>
Telephone (Home): _____	
Telephone (Work): _____	

Description Of Property: Property ID or Parcel Number: 29.5193000
 Street Address: 9437 Riverbnd Rd, Pint City
 Township/City: Reyalton, Twp
 School District: 578

Legal Description: Lot 18, Block 1
maple shores 1st Addn.

ASSESSOR'S ESTIMATED MARKET VALUE:
Land: 63100 Structures: 700 Total: 63800 Classification: 1510-099

Applicants Statement of Facts:
Due to zoning regulations, properties cannot
be sold seperately - and should be valuted
as 1 lot.

Applicants Request:
Revalue as one lot (29.5192.000 + 29.5193000)

Applicant's Signature: Denise J. Danub

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: 8/28/14

For Taxes Levied In: 2012
And Payable In: 2013

Abatement # AB13-20B

Please Print Or Type

Applicants Name: <u>Jackie Danielson</u>	Applicants Mailing Address: <u>17461 310th St</u>
Applicant's SSN: <u>on file</u>	<u>Shafter, MN 55074</u>
Telephone (Home): _____	
Telephone (Work): _____	

Description Of Property: Property ID or Parcel Number: 29,5193.000
 Street Address: 9437 Riverdale Rd, Pine City
 Township/City: Royalton Twp
 School District: 578

Legal Description: Lot 18, Block 1
Maple Shores 1st Addn.

ASSESSOR'S ESTIMATED MARKET VALUE:

Land: 54,700 Structures: 800 Total: 55,500 Classification: 1510-099

Applicants Statement of Facts:

Due to zoning regulations, properties cannot be sold seperately and should be valuted as 1 lot.

Applicants Request:

Revalue as one lot. (29,5192.000 & 29,5193.000)

Applicant's Signature: Jackie Danielson

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: 8/28/14

For Taxes Levied In: 2013
And Payable In: 2014

Abatement # AB14-19B

Please Print Or Type

Applicants Name: <u>Jackie Danielson</u>	Applicants Mailing Address: <u>17461 310th St</u>
Applicant's SSN: <u>on file</u>	<u>Shafter, MN 55074</u>
Telephone (Home): _____	
Telephone (Work): _____	

Description Of Property: Property ID or Parcel Number: 29.5193.000
 Street Address: 9437 Riverbld Rd, Pine City
 Township/City: Royalton Twp
 School District: 578

Legal Description: Lot 18, Block 1, maple shorts 1st Addn.

ASSESSOR'S ESTIMATED MARKET VALUE:

Land: 51,300 Structures: 800 Total: 52,100 Classification: 151-0-099

Applicants Statement of Facts:

Due to zoning regulations, properties cannot be sold seperately - and should be valued as 1 lot.

Applicants Request:

Revalue as one lot (29.5192.000 + 29.5193.000)

Applicant's Signature: Jackie Danielson

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."



AGENDA REQUEST FORM

Date of Meeting: September 16, 2014

- County Board**
 - Consent Agenda
 - Regular Agenda
 - Personnel Committee
 - Other _____
- 5 mins. ___ 10 mins. ___ 15 mins. ___ Other ___

Agenda Item: Application for Exempt Permit

Department: Auditor-Treasurer

Cathy Clement
Department Head signature

Background information on Item:

Application for Exempt Permit for Pine Technical & Community College Foundation to conduct Minnesota lawful gambling on November 21, 2014 at the NW Company Fur Post, 12551 Voyageur Lane, Pine City (Pine City Twp).

Action Requested:

Financial Impact:

LG220 Application for Exempt Permit

<p>An exempt permit may be issued to a nonprofit organization that:</p> <ul style="list-style-type: none"> • conducts lawful gambling on five or fewer days, and • awards less than \$50,000 in prizes during a calendar year. <p>If total prize value for the year will be \$1,500 or less, contact the Licensing Specialist assigned to your county.</p>	<p>Application fee (nonrefundable) If the application is postmarked or received 30 days or more before the event, the application fee is \$50; otherwise the fee is \$100.</p>
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Organization Information

Organization Name: <i>Pine Technical + Community College Foundation</i>	Previous Gambling Permit Number: <i>836489</i>
Minnesota Tax ID Number, if any: <i>31-1666015</i>	Federal Employer ID Number (FEIN), if any:

Type of Nonprofit Organization (check one):

Fraternal
 Religious
 Veterans
 Other Nonprofit Organization

Mailing Address: <i>900 4th St S.</i>	City: <i>Pine City</i>	State and Zip: <i>MN 55063</i>	County: <i>Pine</i>
Name of Chief Executive Officer (CEO): <i>Robert Musgrove</i>	Daytime Phone: <i>320-629-5100</i>	Email: <i>musgrover@pine.edu</i>	

Nonprofit Status

Attach a copy of ONE of the following for proof of nonprofit status:

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.
Don't have a copy? This certificate must be obtained each year from:

Minnesota Secretary of State
 Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Phone: 651-296-2803

IRS income tax exemption (501(c)) letter in your organization's name.

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter).

If your organization falls under a parent organization, attach copies of both of the following:

- an IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
- the charter or letter from your parent organization recognizing your organization as a subordinate.

Gambling Premises Information

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place):

NW Company For Post

Address (do not use PO box): <i>12351 Voyager Lane</i>	City or Township: <i>Pine City</i>	Zip Code: <i>55063</i>	County: <i>Pine</i>
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Date(s) of activity (for raffles, indicate the date of the drawing):

November 21, 2014

Check each type of gambling activity that your organization will conduct:

Bingo*
 Paddlewheels*
 Pull-Tabs*
 Tipboards*
 Raffle (total value of raffle prizes awarded for the year: \$ *1448.00*)

*Gambling equipment for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-539-1900.

Local Unit of Government Acknowledgment

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; margin-top: 20px; text-align: center;"> <p>Local unit of government must sign.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county). On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.166.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p>
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Chief Executive Officer's Signature

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: *Robert L. Musgrove* Date: 9/9/14

Print Name: Robert L. Musgrove

Requirements

<p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days, or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>Send application with:</p> <p><input type="checkbox"/> a copy of your proof of nonprofit status, and</p> <p><input type="checkbox"/> application fee (nonrefundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$50; otherwise the fee is \$100. Make check payable to State of Minnesota.</p> <p>To: Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p>	<p>Financial report and recordkeeping required. A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.mn.gov/gcb.</p> <p>Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board. Your organization must keep all exempt raffle records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p> <p>This form will be made available in alternative format (i.e. large print, Braille) upon request.</p>
--	--

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.



AGENDA REQUEST FORM

Date of Meeting: September 16, 2014

- County Board**
 Consent Agenda
 Regular Agenda 5 mins 10 mins 15 mins Other
- Personnel Committee**
- Other** _____

Agenda Item: Approval of Tobacco License

Department: Auditor

Cathy Clemons
Department Head signature

Background information on Item:

Approval of a tobacco license for Quarry Country Store for remaining 2014.
Formerly Jade Fuel

*Subject to Approval of
Pine County Sheriff*

Action Requested:

Financial Impact:



AGENDA REQUEST FORM

Date of Meeting: SEPTEMBER 16, 2014

- County Board**
 Consent Agenda
 Regular Agenda 5 mins 10 mins 15 mins Other
- Personnel Committee**
- Other** _____

Agenda Item: Approval of Tobacco License

Department: Auditor

Cathy Clemons
Department Head signature

Background information on Item:

Approval of Tobacco License for remainder of 2014 for Banning Junction (under new management)

Subject to Pine County Sheriff's approval.

Action Requested:

Financial Impact:



AGENDA REQUEST FORM

Date of Meeting: September 16, 2014

- County Board**
 Consent Agenda
 Regular Agenda 5 mins 10 mins 15 mins Other
- Personnel Committee**
- Other** _____

Agenda Item: Application for Repurchase

Department: Auditor-Treasurer

Cathy Clemons
Department Head signature

Background information on Item:

Resolution for repurchase of tax forfeited land in full for L.C. Development LLC

Action Requested:

Approve resolution

Financial Impact:

None

RESOLUTION 2014-42

WHEREAS, L.C. Development LLC, the former owner, has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, as amended, which land is situated in the County of Pine, Minnesota, and described as follows, to-wit:

Lots One (1), Six (6), Seven (7), Nine (9), Ten (10), Eleven (11), Twelve (12) and Thirteen (13) all in Block 1; Lot One (1), Block 2; Lots Two (2), Three (3) and Four (4) all in Block 3 and Outlot A, all in Johnson's Valleyview Acres;

PID #'s 43.5260.000, 43.5265.000, 43.5266.000, 43.5268.000, 43.5269.000, 43.5270.000, 43.5271.000, 43.5272.000, 43.5273.000, 43.5275.000, 43.5276.000, 43.5277.000, 43.5278.000

and WHEREAS, said applicant has submitted the required application for repurchase to the Pine County Auditor:

and

and WHEREAS, this Board is of the opinion that said application should be granted for such reasons,

NOW THEREFORE BE IT RESOLVED, that the application of L.C. Development LLC, for the repurchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

Dated at Pine City, Minnesota, this 16th day of September, 2014.

Attest:

Chairman, Board of County Commissioners
Pine County, Minnesota

County Auditor



AGENDA REQUEST FORM

Date of Meeting: September 16, 2014

- County Board**
 Consent Agenda
 Regular Agenda 5 mins 10 mins 15 mins Other
- Personnel Committee**
- Other** _____

Agenda Item: Donation for Pine County Sheriff's Posse

Department: Pine County Sheriff's Office



Department Head signature

Background information on Item:

Pine County Sheriff's Volunteer Posse works multiple hours during the Askov Rutabaga Days Festival. The Askov Rutabaga Festival and Fair Association donate to the Posse for their time.

Action Requested:

The Pine County Sheriff's Posse respectfully requests the donation of \$300 from the Askov Fair Board to be deposited into their Posse account.

Financial Impact:

The \$300 donation will offset maintenance costs of the Pine County Volunteer Sheriff's Posse.



AGENDA REQUEST FORM

Date of Meeting: 9/16/2014

- County Board**
 Consent Agenda
 Regular Agenda 5 mins 10 mins 15 mins Other
- Personnel Committee**
- Other** _____

Agenda Item: MACA/MCHRMA Conference

Department: Administrator



Department Head signature

Background information on Item:

Requesting approval for County Administrator David Minke and Human Resource & Payroll Specialist Matt Christenson to attend the Minnesota Association of County Administrators (MACA) & Minnesota County Human Resources Management Association (MCHRMA) Fall Conference, October 1 – 3, 2014, Ruttger's Bay Lake Lodge. Costs are: Registration \$200; lodging (2) nights (double occupancy) and meals, \$650.74. Total cost \$850.74 (\$425.37/person) plus mileage.

Action Requested:

Approve County Administrator David Minke and Human Resource & Payroll Specialist Matt Christenson to attend the Minnesota Association of County Administrators (MACA) & Minnesota County Human Resources Management Association (MCHRMA) Fall Conference, October 1 – 3, 2014, Ruttger's Bay Lake Lodge.

Financial Impact:

Funds are available in the 2014 Administrator's budget.



AGENDA REQUEST FORM

Date of Meeting: September 16, 2014

- County Board**
 Consent Agenda
 Regular Agenda 5 mins. 10 mins. 15 mins. Other
- Personnel Committee**
- Other** _____

Agenda Item: Staff Development Request

Department: HAS

Rebecca Fox

Department Head signature

Background information on Item:

Kathy Borowick, Social Worker
Registration: \$50.00
Meals: \$10.00
Travel: \$179.20

Jan Chaffee, Social Worker
Registration: \$50.00
Travel: \$156.80

Action Requested:

Approval for the above staff to attend the St Louis Co Health & Human Service Conference in Duluth October 9-10, 2014. Total cost: \$446.00.

Financial Impact:

Payment Source -
Kathy Borowick - Reimbursed by AMHI (Adult Mental Health Initiative)
Jan Chaffee - LTCC



AGENDA REQUEST FORM

Date of Meeting: September 16, 2014

- County Board**
 - Consent Agenda
 - Regular Agenda 5 mins. ___ 10 mins. ___ 15 mins. ___ Other ___
- Personnel Committee**
- Other** _____

Agenda Item: Recognition of Retirement of Brad Davis

Department: Administrator



 Department Head signature

Background information on Item:

Highway Maintenance Supervisor Brad Davis will be retiring on September 25, 2014 with over 35 years of service to the county.

Action Requested:

Recognize the retirement of Brad Davis, Highway Maintenance Supervisor for the Public Works department, with over 35 years of service to Pine County, effective September 25, 2014.

Financial Impact:

Position is being advertised internally with an expected cost savings on wages.

Pine County Facility Committee
Tuesday, September 3, 2014, 9:00 a.m.
Administrator Conference Room, Courthouse
Pine City, Minnesota

Members:

Commissioner Matt Ludwig
Commissioner Mitch Pangerl

The meeting was called to order at 9:00 a.m. Members present were Commissioner Matt Ludwig and Commissioner Mitch Pangerl. Others present: County Administrator David Minke and Building Superintendent Kevin Newman.

The Minutes of the August 6, 2014 meeting were approved as presented.

The agenda was approved as presented.

1. Utilities

- A. Pine Government Center (PGC): The City of Pine City requested utility data for the PGC. Chief Deputy Auditor-Treasurer Paul Johnson will provide the requested information.
- B. The committee would like to see the utility and cost data for all buildings.
- C. The committee would like to see the impact of the jail population on utility costs.
- D. The courthouse has two electrical services. Building Superintendent Newman thinks one is for emergency services.

2. Pine Government Center Lease Update

- A. The committee reviewed the current situation with the lease to the City of Pine City. The city continues to evaluate options including a renewed interest in building a city hall building. The committee reviewed that the June 23, 2014 letter included a desire to have substantial progress by October 1, 2014.
 - The committee requested that the administrator send a communication to the city by the end of September noting the October 1, 2014 date and include terms for a two-year lease with the increased lease rate.
- B. Newman has met with the East Central Drug and Violent Offender Task Force to discuss leasing space in the Pine Government Center. They have looked at two rooms in the lower level—one approximately 500 square feet and the other approximately 1,000 square feet.

3. Guardian ad Litem Lease

The county currently has a lease for approximately 500 square feet in the courthouse for the Guardian ad Litem office. The State of Minnesota has requested updating the lease. Assistant County Attorney Aimee Cupelli has

reviewed the lease and attended the meeting to answer any questions. The lease provides about 500 square feet in the courthouse at \$1,384 per month for a two-year term, renewable for one additional year.

- After review, the committee recommends approval. The recommendation will be presented to the board at the September 16, 2014 county board meeting.

4. Jail Demolition

Newman updated that the asbestos abatement will begin about September 12, 2014 and take approximately two weeks. Electric and gas have been shut off and meters removed. Highway will remove the generator and offer it for sale.

5. Courthouse Sun Shades

The committee discussed and Newman will follow up with options for material that can be printed with historical photos.

With no further business the meeting adjourned at 10:18 a.m.

LEASE AGREEMENT

This Lease, made this 1st day of September 2014 by and between Lessee, Minnesota Guardian ad Litem Board through its 10th GAL Program Guardian ad Litem Program, hereinafter (the 10th GAL Program) and Lessor, Pine County, Minnesota, hereinafter (“the County”).

WITNESSETH:

The County agrees to Lease to the 10th GAL Program and the 10th GAL Program agrees to rent from the County, the following property, described as:

Suite 280, an office space consisting of approximately 500 square feet, located on the main floor of the Pine County Courthouse, located at 635 Northridge Drive Northwest, Pine City, Pine County, Minnesota.

To have and to hold the premises, together with the rights, easements, and appurtenances thereto belonging to the County, its successors and assignees, on the following terms and conditions:

1. PARTIES:

- (a) The County: The County shall be defined as the Pine County Board of Commissioners or its Designee.
- (b) 10th GAL Program: The 10th GAL Program shall be defined as the local Administration for the 10th GAL Program, headquartered in Ramsey, Minnesota.

2. TERM AND USE: The term of this Lease shall commence on the 1st day of September 2014 and shall continue until August 31, 2016, unless extended or sooner terminated as hereinafter provided. The 10th GAL Program may not use the premises for any unlawful use.

3. RENT:

- (a) FIXED RENT: The 10th GAL Program shall pay to the County as and for fixed rent for the premises the amount of \$1,384 per month. This amount shall be paid on or before October 5, 2014 and on 5th of every month thereafter for the duration of the Lease term.
- (b) MAINTENANCE OBLIGATIONS: The County shall be responsible for the repair of the following: the structural portions of the premises, including load bearing and exterior walls, the subflooring, the roof, and the foundation; the electrical, utility, plumbing, sewage; interior walls; windows; and ceiling light fixtures. The County shall also be responsible for external building maintenance, as well as internal building maintenance to include custodial and cleaning.
- (c) UTILITIES: The County agrees at its sole cost to furnish to the 10th GAL Program all utilities including garbage removal, water, sewer,

electricity, and heat to the premises. This includes phone and internet access.

- (d) FURNITURE: The 10th GAL Program is permitted to use the furniture already located in Suite 280 so long as the furniture is not needed by the County.
- 4. POSSESSION: Except as herein provided, the County shall deliver possession of the premises in the condition required by this Lease on or before the date here above specified for the commencement of the term, subject to unavoidable delays beyond the County's control, but the delivery of possession prior to such commencement date shall not affect the expiration of this Lease. There will be no penalty if building is not available upon commencement of lease.
- 5. LESSOR'S ACCESS: The County, its employees, and its agents shall have the right to enter the premises at any reasonable time for the purpose of inspecting, cleaning, repairing, altering, or improving the premises or to exhibit the premises to prospective tenants, purchasers, or others. Nothing in this section shall be interpreted as requiring the County to perform such acts independent of the requirements of the other provisions of this Lease.
- 6. IMPROVEMENTS, ALTERATIONS AND REMODELING: The 10th GAL Program shall be permitted to decorate or redecorate the premises if approved in advance in writing by the County which approval shall not be unreasonably withheld; provided, however that they shall be done at the sole expense of the 10th GAL Program. In addition, the 10th GAL Program agrees to make absolutely no structural changes on said premises. The County agrees to repair and maintain the premises and make necessary basic repairs to update the interior of said building including reasonable renovation of its plumbing system, electrical system, heating system, provide general clean-up, painting, floor covering and paint.
- 7. ASSIGNMENT AND SUBLEASE BY LESSEE: The 10th GAL Program shall not voluntarily or by operation of law sublet the premises or assign or encumber the 10th GAL Program's interest in this Lease. Any assignment or sublease will result in a breach of the lease and the 10th GAL Program will have to vacate the premises.
- 8. INSURANCE:
 - (a) Property Damage: It shall be the duty of Lessor and Lessee to maintain insurance or self-insurance on their own property, both real and personal. Notwithstanding anything apparently to the contrary in this Lease, Lessor and Lessee hereby release one another and their respective partners, officers, employees and property manager from any and all liability or responsibility to the other or anyone claiming through or under them by way of subrogation or otherwise for loss or damage, even if such loss or damage shall have been caused by the fault or negligence of the other party or anyone for whom such party may be responsible.
 - (b) Liability: Lessor and Lessee agree that each party will be responsible for its own acts and the results thereof to the extent authorized by law

and shall not be responsible for the acts of any others and the results thereof. Lessee's liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minn. Stat. §3.736, and other applicable law. LESSOR'S liability shall be governed by the provisions of the Minn. Stat. §466.04, and other applicable law.

9. SURRENDER: On the last day of the term of this Lease, the 10th GAL Program shall peacefully surrender the premises in good condition and repair, reasonable wear and tear excepted. On or before the last day of the term of this Lease, the 10th GAL Program shall at its expense remove all of its equipment from the premises, and any property not removed shall be deemed abandoned. All alterations, additions, and fixtures, other than the 10th GAL Program's equipment, which have been made or installed by either the County or the 10th GAL Program on the premises shall remain as the County's property and shall be surrendered with the premises as part hereof. The 10th GAL Program shall promptly surrender all keys from the premises to the County at the place then fixed for payment of rent and shall inform the County of combinations of any locks and safes on the premises. In no event shall the 10th GAL Program be deemed to have abandoned the premises of this Lease during the terms hereof unless the 10th GAL Program first obtains the express permission of the County.
10. NONPAYMENT OF RENT; DEFAULTS: On the occurrence of any of the following: (a) a rent payment from the 10th GAL Program to the County that remains unpaid in whole or part for more than sixty (60) days after it is due and payable; or (b) the 10th GAL Program's violation or default of any of the other covenants, agreements, stipulations, or conditions herein, and such violation or default continues for a period of thirty (30) days after written notice from the County of such violation or default; then it shall be optional for the County to declare this Lease forfeited and the terms ended and to re-enter the premises.
11. NOTICES: All communications, demands, notices or objections permitted or required to be given or served under this Lease shall be in writing and shall be deemed to have been duly given or served if delivered in person to the other party or its duly authorized agent if deposited in the United States mail, postage prepaid, for mailing by certified or registered mail, return receipt required, and addressed to the other party in this Lease, to the address set forth next to the party's signature at the end of this Lease, or if to a person not a party to this Lease, to the address designated by a party to this Lease in the foregoing manner. Any party may change its address by giving notice in writing, stating its new address, to any other party as, provided in this foregoing manner. Commencing on the tenth (10th) day after giving the notice, the newly designated address shall be the party's address for the purpose of communications, demands, notices, or objections permitted or required to be given or served under this Lease.
12. SUCCESSORS AND ASSIGNS: This Lease shall be binding on and shall insure to the benefit of the parties' hereto and their respective assigns, executors, heirs, personal representatives, successors.

13. TERMINATION:

- (a) In the event that the Minnesota State Legislature does not appropriate to the 10th GAL Program funds necessary for the continuation of this Lease, or in the event that Federal Funds necessary for the continuation of this Lease are withheld for any reason, this Lease may be terminated by Lessee upon giving thirty (30) days written notice.
- (b) Pursuant to Minn. Stat. §16B.24, subd. 6, this Lease is subject to cancellation upon thirty (30) days written notice by Lessee for any reason except lease of other non-state-owned land or premises for the same use.

14. RENEWAL OF THIS LEASE: The 10th GAL Program shall have the option to renew this Lease for an additional one year period, from September 1, 2016 through August 31, 2017 under the same rental rate and conditions. The 10th GAL Program shall provide their notice to renew this Lease in writing to the County by June 30, 2016.

15. SEVERABILITY OF PROVISIONS: If any provision of this Lease is determined to be invalid or illegal, that invalidity or illegality shall in no way affect, impair, or invalidate any other provision of this Lease. The remaining provisions shall remain in full force and effect.

16. ENTIRE AGREEMENT: This Lease constitutes the entire agreement between the parties. There are no binding agreements or representations between the parties except as expressed in this Lease. The 10th GAL Program acknowledges that neither the County nor any of the County's agents has made any representations or warranty as to the suitability of the premises for the conduct of the 10th GAL Program's business or the condition of any improvements located thereon.

17. AMENDMENT OF LEASE: No amendment of this Lease shall be effective unless in writing and signed by both parties to this Lease.

IN WITNESS WHEREOF, the parties have set their hands on the date(s) indicated below intending to be bound thereby.

LESSOR:
 Pine County, Minnesota
LESSOR certifies that the appropriate person(s) have executed the Lease on behalf of LESSOR as required by applicable articles, bylaws, resolutions or ordinances.

LESSEE:
 STATE OF MINNESOTA
 Guardian ad Litem Board
 As to form & execution

By _____

By _____

Title _____

Title _____

Date _____

Date _____

By _____
Title _____
Date _____

APPROVED:
STATE OF MINNESOTA
Guardian ad Litem Board
By [Signature]
Title 1st GAL Manager
Date 8-6-14

By _____
Title _____
Date _____

APPROVED:
STATE OF MINNESOTA
Guardian ad Litem Board
By _____
Title _____
Date _____

STATE ENCUMBRANCE VERIFICATION
*Individual signing certifies that funds are encumbered as
required by Minn. Stat. §16A.15 and §16C.05.*

By _____
Date _____
CFMS Contract No. _____

PINE COUNTY PERSONNEL COMMITTEE
Minutes
September 9, 2014
8:00 a.m. – Commissioners Conference Room
Pine County Courthouse
Pine City, MN

Members: Commissioner Chaffee

Commissioner Rossow

Alternate: Commissioner Ludwig

1. The meeting was called to order at 8:00 a.m.
2. The agenda was approved with the following additions.
 - a. 7(b) - Health insurance renewal update.

Commissioner Chaffee motioned to recommend for approval, Commissioner Rossow seconded. Motion carried 2-0.

3. Commissioner Chaffee motioned to recommend the minutes from the August 12, 2014 meeting for approval, Commissioner Rossow seconded. Motion carried 2-0.

4. Auditor/Treasurer

- a. County Forester/Land Commissioner discussion. County Auditor/Treasurer Cathy Clemmer presented information on changes to the County Forester/Land Commissioner job description and requested clarification on supervision within the Veterans and the Land office. Committee gave direction for HR to complete a re-grade for the County Forester/Land Commissioner position and present at the October 14, 2014 meeting.

5. Sheriff

- a. Recognize regular FT appointment of Rob Ouverson to the position of Pine County Sheriff Sergeant, effective April 22, 2012. Sheriff Robin Cole presented information on the temporary appointment of Sergeant Rob Ouverson which occurred on January 13, 2012 and the need to recognize his regular FT status as of that date.

Commissioner Chaffee motioned to recommend recognizing the regular FT appointment of Rob Ouverson to the position of Pine County Sheriff Sergeant, effective April 22, 2012 for approval, Commissioner Rossow seconded. Motion carried 2-0.

- b. Approve backfill of PT Dispatcher (B23-\$16.04/hr) position, effective December 31, 2014. PCSO Officer Manager Denise Baran presented information on turnover and staffing within the Dispatch office. Information was presented showing calls per employee in the Dispatch office and the need for more dispatch coverage was expressed.

Commissioner Rossow motioned to recommend backfill for approval effective December 31, 2014, or sooner with a qualified applicant, Commissioner Chaffee seconded. Motion carried 2-0.

6. Highway

- a. Approve backfill of vacated Highway Maintenance Worker (B24-\$14.14/hr) position due to retirement with a qualified candidate from July applicant ranking. Public Works Director Mark LeBrun presented information on the retirement of John Jacobson, Highway Maintenance Worker and the request to fill the position with a qualified applicant from the July Highway Maintenance Worker posting. Mark LeBrun also stated he is hoping to present a name for the internal promotion of the Highway Maintenance Supervisor position at the September 16, 2014 board meeting.

Commissioner Rossow motioned to recommend the backfill from the July posting for approval, Commissioner Chaffee seconded. Motion carried 2-0.

7. Administrator

- a. Approve unpaid leave of HHS employee. HR and Payroll Specialist Matt Christenson presented a request for an unpaid leave for an HHS employee allowed by contract.

Commissioner Rossow motioned to recommend a 6 month unpaid leave for approval, Commissioner Chaffee seconded. Motion carried 2-0.

- b. Health insurance renewal update. HR and Payroll Specialist Matt Christenson presented information on the 2015 health insurance renewal for Pine County. Committee provided direction to see a health insurance bid in 2015.

8. Other

9. The meeting was adjourned at 8:45 a.m.



AGENDA REQUEST FORM

Date of Meeting: September 16, 2014

- County Board**
 - Consent Agenda
 - Regular Agenda 5 mins. ___ 10 mins. ___ 15 mins. ___ Other ___
- Personnel Committee
- Other _____

Agenda Item: 2013 Financial Statement

Department: Auditor-Treasurer

Cathy Clemens
Department Head signature

Background information on Item:

Formal acceptance of the 2013 Financial Statement and authorize publication

Action Requested:

Financial Impact:



CATHY J. CLEMMER
AUDITOR-TREASURER

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

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

2013 Financial Statement
of Pine County for
Fiscal Year Ending December 31, 2013

TO THE BOARD OF PINE COUNTY COMMISSIONERS: I herewith submit to you a full and accurate statement of Revenues and Expenditures for the year ending December 31, 2013, together with an accurate statement of the finances of the County at the end of the year, including all debts and liabilities and the assets to discharge the same.

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

The foregoing statement as prepared by the County Auditor-Treasurer is hereby approved by the Pine County Board of Commissioners on the 16th day of September, 2014 and respectfully submitted to the taxpayers of the County.

Board of Commissioners
Pine County, Minnesota

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

Attest:

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



AGENDA REQUEST FORM

Date of Meeting: 09-16-14

- County Board**
 - Consent Agenda
 - Regular Agenda
- 5 mins. 10 mins. 15 mins. Other
- Personnel Committee**
- Other** _____

Agenda Item: Award of Appreciation

Department: Probation

Tony Arvola 2014.09.08 10:22:02
-05'00'

Department Head signature

Background information on Item:

Probation Agent Amber Chase is one of Pine County's employees currently serving in the Minnesota Air National Guard. She is currently the Unit Education and Training Manager with the 210th Engineering Installations Squadron stationed at the 133rd Airlift Wing, St Paul, MN. She will be presenting a the Patriot Award of Appreciation to the Board.

Action Requested:

Informational only

Financial Impact:

Pursuant to Federal and State Statutes employers are entitled to military leave with pay when enlisted in a National Guard unit. MS 192.26 states, in part, the employee "shall be entitled to leave of absence from the public office or employment without loss of pay, seniority status, efficiency rating, vacation, sick leave, or other benefits for all the time when engaged with such organization or component in training or active service ordered or authorized by proper authority pursuant to law, whether for state or federal purposes, but not exceeding a total of 15 days in any calendar year."

As a result, the county pays wages for such employees when they are not physically working in their county position. There are additional benefits to the county which Sgt Major Amber Chase Sieberlich will note in her presentation.



AGENDA REQUEST FORM

Date of Meeting: 9/16/14

- County Board
 - Consent Agenda
 - Regular Agenda 5 mins. X 10 mins. ___ 15 mins. ___ Other ___
- Personnel Committee
- Other _____

Agenda Item: ~~Update~~ Old Jail Demolition

Department: Public Works

Mark A. LeB
Department Head signature

Background information on Item:

Proceeding with plans to demo old jail. will have ^{present} time frame and cost estimate at meeting

Action Requested:

None - Informational

Financial Impact:

< \$100,000