

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

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

**Tuesday, November 19, 2013, 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. Each speaker should state his/her name and limit comments to three (3) minutes.
- D) Approve Agenda
- E) Approve Minutes of November 5, 2013 board meeting and Summary for publication.
- F) Minutes of Boards, Committees and Correspondence
- G) Approve Consent Agenda

**CONSENT AGENDA**

**1. Review October, 2013 Cash Balance (attached)**

<b>Fund</b>	<b>October 31, 2012</b>	<b>October 31, 2013</b>	<b>Increase(Decrease)</b>
General Fund	-\$200,833.20	\$ 46,645.01	\$ 247,478.21
Health and Human Services Fund	\$1,447,500.61	\$ 431,559.94	(\$1,015,940.67)
Road and Bridge Fund	\$5,120,666.86	\$ 6,369,727.51	\$1,249,060.65
Land Management Fund	1,437,226.64	\$ 2,128,953.81	\$ 691,727.17
TOTAL (inc non-major funds)	\$17,948,485.97	\$19,853,377.81	\$1,904,891.84

**2. Promotion**

Consider acceptance of the promotion of part-time Corrections Officer Hayden Brown to full-time corrections officer effective November 24, 2013. No change in wages or classification.

**3. New Hire**

Consider approval of the hiring of a qualified candidate to fill the vacant Registered Nurse position caused by the resignation of Deb Lowe, backfill of this position was authorized by the Board on November 5, 2013. The proposed name, salary and start date for this position will be provided to the Board on or before the November 19, 2013 board meeting.

## REGULAR AGENDA

### 1. Facility Committee

Pine County Facility Committee met November 6, 2013. Minutes attached. Items are for informational purposes only.

### 2. Personnel Committee

Pine County Personnel Committee met November 12, 2013 and made the following recommendations (Minutes attached):

Sheriff:

- i. Accept resignation of Deputy Sheriff Jamie Jackson effective November 11, 2013 and approve backfill.
- ii. Approve change of base manning to 7 full-time and 2 part-time dispatchers.

Administrator:

- i. Approve 1.5% performance increase from \$15.63 to \$15.86 for Payroll Clerk Susan Fore (B23), effective October 17, 2013.
- ii. Approve 2014 non-union wage scale (1.5% COLA increase)  
Approve 2014 Commissioner Salaries and Per Diem (Resolution 2013-49) at \$21,526.12 (1.5% increase) salary and \$75 per diem.  
Approve 2014 Elected Official Salaries (Resolution 2013-48) as follows:  
County Attorney - \$100,851 (1.5% increase)  
Auditor/Treasurer - \$81,200 (1.5% increase)  
Sheriff - \$82,418 (1.5% increase)

And authorize Board Chair and County Administrator to sign Resolutions.

HHS:

- i. Approve Public Health Nurse Beth Lyon's unpaid leave status for a period not to exceed 12 weeks, with conditions.
- ii. Accept resignation of Social Worker Jennifer Nelson effective November 7, 2013 and approve backfill.

Other items for informational purposes only.

### 3. Schneider Corporation

Presentation by Jeff Lewis and Ryan Smith on the full implementation of the Beacon software.

### 4. 2014 MN Trails Assistance Program Grant Agreements (Grant-In-Aid)

Consider Resolution 2013-47 for Sponsorship and Approval of Grant-In-Aid Agreement for Snowmobile Trails and authorize Board Chair and County Administrator to sign.

### 5. NLX Rail Alliance

Discussion of membership in the NLX Rail Alliance.

### 6. Commissioner Updates

- a. Soil & Water Conservation Board Meeting
- b. East Central Solid Waste Commission
- c. Lakes & Pines CAC
- d. Broadband Meeting
- e. Other

7. **Other**

8. **Closed Meeting – Labor Negotiation Update**

9. **Upcoming Meetings**

- a. **Technology Meeting, Tuesday, November 19, 2013, 8:30 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- b. **Pine County Board Meeting, Tuesday, November 19, 2013, 10:00 a.m.**, Board Room, Pine County Courthouse, Pine City, Minnesota.
- c. **Pine County Health and Human Services Meetings, Tuesday, November 19, 2013, to commence after Pine County Board Meeting**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- d. **Committee of the Whole Meeting/Budget Committee Meeting (HHS, SSTS & General Fund), Tuesday, November 19, 2013, to commence after HHS Board Meeting**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- e. **Arrowhead Counties Association Meeting, Wednesday, November 20, 2013, 6:00 p.m.**, Hampton Inn Conference Room, Duluth, Minnesota.
- f. **Rushline Corridor Task Force, Thursday, November 21, 2013, 3:30 p.m.**, White Bear Lake City Hall, 4701 Hwy. 61 North, White Bear Lake, Minnesota.
- g. **GPS 45:93 Executive Committee, Friday, November 22, 2013, 10:00 a.m.**, City of Hinckley, Hinckley City Hall - 106 1st St. SE, Hinckley, Minnesota
- h. **Snake River Watershed Joint Powers Board, Monday, November 25, 2013**, time and location to yet be determined.
- i. **NLX meeting, Wednesday, November 27, 2013, 9:30 a.m.**, Boardroom, Courthouse, Pine City, Minnesota.
- j. **Committee of the Whole/Pine County Housing and Redevelopment Authority, December 3, 2013, 11:00 a.m.**, Public Health Building, Sandstone, Minnesota.
- k. **Pine County Board Meeting, Tuesday, December 3, 2013, 1:00 p.m.**, Public Health Building, Sandstone, Minnesota.
- l. **Facility Committee Meeting, Wednesday, December 4, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- m. **Law Library Board of Trustees, Wednesday, December 4, 2013, 12:00 p.m.**, Law Library, Courthouse, Pine City, Minnesota.
- n. **Soil & Water Conservation Board Meeting, Thursday, December 5, 2013, 4:00 p.m.**, Public Health Building, Sandstone, Minnesota.
- o. **Truth in Taxation, Thursday, December 5, 2013, 7:00 p.m.**, Board Room, Courthouse, Pine City, Minnesota.
- p. **East Central Solid Waste Commission, Monday, December 9, 2013, 9:00 a.m.**, 1756 180<sup>th</sup>, Mora, Minnesota.
- q. **AMC Annual Conference, December 9-11, 2013**, Hyatt Regency Minneapolis, Minneapolis, Minnesota.
- r. **Personnel Committee Meeting, Tuesday, December 12, 2013, 9:00 a.m.**, (NOTE: **change in date**) Commissioner Conference Room, Courthouse, Pine City, Minnesota.

10. **Adjourn**

To Follow County Board Meeting:  
HHS Board Meeting  
Committee Of The Whole

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

**Tuesday, November 5, 2013, 1:00 p.m.**  
**Public Health Building, Sandstone, Minnesota**

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

The Pledge of Allegiance was said.

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

Chair Hallan requested the following revisions to the Agenda:

Consent

Training 5B: Correction to AMC Annual Conference Registration and Lodging

Personnel 5C: Hiring of Mickey VanVleet to fill full-time RN position

Other: Veterans Service Officer Ben Wiener update on veteran affairs.

Upcoming Meetings: Truth in Taxation meeting, December 5, 2013 at 7:00 p.m.

Commissioner Rossow inquired as to who would administer the fund referred to in Consent Agenda item 4A (Donations); Administrator Minke responded the Auditor-Treasurer's Office would administer the fund.

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

Commissioner Chaffee moved to approve the Minutes of the October 15, 2013 board meeting and Summary for publication. Second by Commissioner Ludwig. Motion carried 5-0.

Commissioner Pangerl moved to approve the Minutes of the October 30, 2013 Committee of the Whole Meeting/Budget Committee for publication. Second by Commissioner Rossow. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

East Central Library Board Minutes – September 9, 2013

Pine County HRA Senior Housing Board of Directors Minutes – September 25, 2013

Pine County Land Surveyor Monthly Report – October 2013

Pine County Methamphetamine Task Force Minutes – October 14, 2013

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

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

## CONSENT AGENDA

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

**1. October, 2013 Disbursements**

Disbursements Journal Report, October 1, 2013 – October 31, 2013.

**2. Temporary Liquor License**

Approve temporary liquor license for the City of Pine City for an event to be held November 22, 2013, Northwest Company Fur Post, 12551 Voyageur Lane, Pine City. Subject to approval of the Pine County Sheriff, Pine County Attorney and the corresponding township board.

**3. Application for Exempt Permit**

Approve Application for Exempt Permit for the Pine County Thunderin' Toms Chapter of National Wild Turkey Federation to conduct Minnesota lawful gambling on December 14, 2013 at Tank's Tavern, 39109 State Hwy 48, Hinckley (Arlone Township).

**4. Donations**

- A. Approve acceptance of \$722.41 in donations from various individuals and groups to a fund for payment of the care of seized animals.
- B. Approve acceptance of \$550 from the Hinckley Chamber of Commerce to the Pine County Sheriff's Volunteer Posse; to be used to help offset the expense of the volunteer posse.

**5. Training**

- A. Approve attendance by County Recorder Tamara Tricas to the 2013 Fall Torrens Workshop on November 6, 2013 in St. Cloud. Cost: \$25. Expenses are within the 2013 Recorder budget.
- B. Approve attendance by the following attendees at the Association of Minnesota Counties (AMC) Annual Conference, December 9 – 11, 2013 in Minneapolis: Commissioners Steve Hallan, Mitch Pangerl, and Matt Ludwig; AMC Delegates: David Minke, Mark LeBrun and Patrick Bruflat. Registration: 6 x \$350 each (early bird registration): \$2,100; Lodging: Hyatt Regency Minneapolis Hotel & Millennium Hotel: \$1,564 plus tax (early bird reservation) .

**6. Personnel**

**A. Police Officer Declaration - PERA**

Approve the following Public Employees Retirement Association Police Officer Declaration for the following employees: Resolution 2013-42 Brian Butler; 2013-43 Casey Freund; 2013-44 Leah Schmidt; 2013-45 Thomas Nygard; and 2013-46 Garret Munson. These Resolutions/Declarations indicate that each employee has met all of the requirements of the Police and Fire Plan membership requirements from their dates of hire. Authorize Board Chair to sign Resolutions.

**B. Resignation/Back Fill**

Approve the resignation of Registered Nurse Deb Lowe, effective October 31, 2013 and approve backfill of position.

**C. Hiring Registered Nurse**

Approve the hiring of Registered Nurse Mickey VanVleet, \$19.25 per hour, grade C-42, step 1, effective November 21, 2013.

D. Full-Time Status (completion of probationary period)

Approve full-time status for Social Worker Heidi Grissman-Burton, effective November 6, 2013 and Social Services Supervisor Jaci Orr, effective November 8, 2013.

**REGULAR AGENDA**

1. **Technology Committee**

The Technology Committee met October 15, 2013. Information only, no board action necessary.

2. **Medical Examiner Contract**

Administrator Gary Alberts from the Anoka County Medical Examiner's Office, known as the Midwest Medical Examiner's Office, provided information as to medical examiner services they could provide to Pine County. Currently Pine County contracts on a per autopsy basis with M.B. McGee, PA. Anoka County proposes a fixed rate, two-year contract: \$52,000 for year 2014 and \$55,000 for 2015.

**Motion** by Commissioner Rossow to (1) appoint Midwest Medical Examiner's Office to provide medical examiner services at a two-year, fixed rate: \$52,000 for 2014 and \$55,000 for 2015 and authorize Board Chair and County Administrator to sign contract; and (2) authorize a Resolution to be presented at the November 19, 2013 board meeting to appoint Dr. A. Quinn Strobl as Medical Examiner for Pine County. Second by Commissioner Hallan. Motion carried 5-0.

3. **East Central Regional Housing Plan**

East Central Regional Housing Development Manager Cherre' Palenius provided information as to the need and benefits of the county's involvement in a joint regional housing study. Palenius requested a financial contribution of \$5,000 - \$10,000 stating an individual housing study may cost \$25,000-\$30,000 whereas a joint regional study (4-6 counties involved) may have an estimated cost \$50,000-\$60,000. This matter was referred to the November 19, 2013 Committee of the Whole/Budget meeting for consideration.

4. **Pine County Housing and Redevelopment Authority**

Jan Oak's term on the Pine County HRA Board of Directors expired October 4, 2013. The HRA requests her reappointment, with Oak's approval, for an additional 5-year term.

**Motion** by Commissioner Pangerl to reappoint Jan Oak for a 5-year term to the Pine County Housing and Redevelopment Authority Board of Directors, term ending October 4, 2018. Second by Commissioner Ludwig. Motion carried 5-0.

Note: The Pine County Housing and Redevelopment Authority will meet with the county board at a Committee of the Whole meeting scheduled for December 3, 2013 at 11:00 a.m. at the Public Health Building, Sandstone, Minnesota.

5. **Snow Plow Bid Award 2013/2014 & 2014/2015**

On October 28, 2013 bids were opened for snow plowing for the Courthouse (Pine City) and John Wright building (Sandstone) for a two-year term (2013/14 and 2014/15). The following bidders were the lowest responsible bidders: Pine County Courthouse: Premier Outdoor Services in the amount of \$36,000. John Wright Building: MJP Enterprises in the amount of \$14,800. The bid prices represent the two-year total.

**Motion** by Commissioner Pangerl to award the snow plow contracts for 2013/14 and 2014/15 snow season as follows: Courthouse - Premier Outdoor Services in the amount of \$36,000 (two-year total) and John Wright Building - MJP Enterprises in the amount of \$14,800 (two-year total). Second by Commissioner Ludwig. Motion carried 5-0.

6. **Property Record Information System of Minnesota (PRISM)**

Land Services Director Kelly Schroeder indicated in the upcoming years the Minnesota Department of Revenue will require the Assessor and Auditor's offices to submit required information through a new Property Record Information System of Minnesota (PRISM). There will be costs associated with software changes. The legislature has authorized a \$300,000 grant to be equally divided among the approved grantees (counties) to help with implementation costs.

**Motion** by Commissioner Chaffee to approve the PRISM Implementation Grant and authorize Board Chair to sign. Second by Commissioner Rossow. Motion carried 5-0.

7. **Pine County Emergency Management**

Emergency Management Coordinator Denise Baran updated the board on her HSEM annual duties and provided an overview of activities from 2011 to present. Baran also presented information regarding an Emergency Management Performance Grant from the State of Minnesota in the amount of \$23,288; a matching fund from Pine County in the amount of \$23,288 is required. Baran indicated the county has already paid emergency management salaries in excess of \$23,288 for emergency management personnel who work with emergency management programs but were not paid with EMPG funds, and therefore, a county in-kind match has already been made. No further expenditure of matching funds will be necessary for this grant.

**Motion** by Commissioner Chaffee to approve the Emergency Management Performance Grant in the amount of \$23,288 and authorize Board Chair and County Administrator to sign. Second by Commissioner Pangerl. Motion carried 5-0.

8. **Schmedeke Lane Update**

Auditor-Treasurer Cathy Clemmer provided an update regarding Schmedeke Lane. Clemmer received an estimate from County Engineer Mark LeBrun for repair/improvements to the extension of Schmedeke Lane. Estimate #1: \$26,000-improve the road to the requirements of Wilma Township (widening and extension of current road). Estimate #2: \$10,000-improve the existing extension of Schmedeke Lane with gravel (Class 5, culvert repair/riprap and miscellaneous ditch and rock clean up). After discussion, Clemmer was requested to send a letter to Wilma Township and Eldon and Marjorie Schmedeke setting forth the county's decision to expend up to \$10,000 for improvement of Schmedeke Lane, contingent upon (1) acceptance by Wilma Township of the current extension of Schmedeke Lane as a township road, and (2) the purchase by Eldon and Marjorie Schmedeke of the strip of land between the current road and the west line of the Schmedeke property as approved through special legislation. If Wilma Township or Eldon and Marjorie Schmedeke do not accept these conditions, the matter will be considered resolved and closed and no further action will be taken. If Wilma Township and Eldon and Marjorie Schmedeke do accept the terms as stated, the County will perform the repair/improvements during the spring of 2014.

**Motion** by Commissioner Chaffee to authorize the expending of up to \$10,000 for improvement of the extension of Schmedeke Lane subject to contingencies. Second by Commissioner Pangerl. Motion carried 4-1, Chair Hallan opposed.

## 9. Commissioner Updates

Commissioner Rossow provided an update from the Arrowhead Counties Association meeting. Commissioners Pangerl and Ludwig provided an update from the AMC district meeting. Chair Hallan provided a Highway 70 update.

## 10. Other

- A. Veterans Service Officer Ben Wiener updated the board regarding the VSO grant received in September 2013 as to recognition, benefits, and programs available to World War II veterans.
- B. Administrator Minke provided an update to the demolition and debris removal request for bids (June 2012 flood).
- C. Broadband meeting with Senator Matt Schmit, November 13, 2013, 1:00 p.m. – 3:00 p.m., East Central Region, Mora LEC, 160 Valhalla Circle, Mora.

## 11. Upcoming Meetings (Subject to Change)

- a. **Committee of the Whole Meeting (SSTS Ordinance), Tuesday, November 5, 2013, 9:30 a.m.**, Public Health Building, Sandstone, Minnesota.
- b. **Pine County Board Meeting, Tuesday, November 5, 2013, 1:00 p.m.**, Public Health Building, Sandstone, Minnesota.
- c. **Committee of the Whole Meeting/Budget Committee Meeting (Highway Dept), Tuesday, November 5, 2013, to commence after Pine County Board Meeting**, Public Health Building, Sandstone, Minnesota.
- d. **Facility Committee Meeting, Wednesday, November 6, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- e. **NLX Stakeholder Workshop, Thursday, November 7, 2013, 2:00 p.m.**, Hinckley Community Center, 102 Dunn Avenue North, Hinckley, Minnesota.
- f. **Soil & Water Conservation Board Meeting, Thursday, November 7, 2013, 4:00 p.m.**, 1602 Hwy 23 North, Sandstone, Minnesota.
- g. **East Central Solid Waste Commission, Monday, November 11, 2013, 9:00 a.m.**, 1756 180<sup>th</sup>, Mora, Minnesota.
- h. **Personnel Committee Meeting, Tuesday, November 12, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- i. **Transportation Committee Meeting, Wednesday, November 13, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- j. **Broadband Meeting with Senator Schmit, Wednesday, November 13, 2013, 1:00 p.m.**, 160 Valhalla Circle, Mora, Minnesota.
- k. **Lakes & Pines CAC, Monday, November 18, 2013, 10:00 a.m.**, 1700 Maple Avenue E, Mora, Minnesota.
- l. **Technology Meeting, Tuesday, November 19, 2013, 8:30 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- m. **Pine County Board Meeting, Tuesday, November 19, 2013, 10:00 a.m.**, Board Room, Pine County Courthouse, Pine City, Minnesota.
- n. **Pine County Health and Human Services Meetings, Tuesday, November 19, 2013, to commence after Pine County Board Meeting**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- o. **Committee of the Whole Meeting/Budget Committee Meeting (HHS & General Fund), Tuesday, November 19, 2013, to commence after HHS Board Meeting**, Boardroom, Pine County Courthouse, Pine City, Minnesota.

- p. **Arrowhead Counties Association Meeting, Wednesday, November 20, 2013, 6:00 p.m.,** Hampton Inn Conference Room, Duluth, Minnesota.
- q. **Rushline Corridor Task Force, Thursday, November 21, 2013, 3:30 p.m.,** White Bear Lake City Hall, 4701 Hwy. 61 North, White Bear Lake, Minnesota.
- r. **GPS 45:93 Executive Committee, Friday, November 22, 2013, 10:00 a.m.,** City of Hinckley, Hinckley City Hall - 106 1st St. SE, Hinckley, Minnesota
- s. **Snake River Watershed Joint Powers Board, Monday, November 25, 2013,** time and location to yet be determined.
- t. **NLX meeting, Wednesday, November 27, 2013, 9:30 a.m.,** Boardroom, Courthouse, Pine City, Minnesota.
- u. **Committee of the Whole/Pine County Housing and Redevelopment Authority (HRA), Tuesday, December 3, 2013, 11:00 a.m.,** Public Health Building, Sandstone, Minnesota.
- v. **Truth in Taxation Hearing, Thursday, December 5, 2013 at 7:00 p.m.,** Boardroom, Pine County Courthouse, Pine City, Minnesota.
- w. **AMC Annual Conference, December 9-11, 2013,** Hyatt Regency Minneapolis, Minneapolis, Minnesota.

## 12. Adjourn

With no further business, Chair Hallan adjourned the county board meeting at 2:38 p.m. The next regular meeting of the county board is scheduled for November 19, 2013 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

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Stephen M. Hallan, Chair  
Board of Commissioners

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David J. Minke, Administrator  
Clerk to County Board

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

**Tuesday, November 5, 2013, 1:00 p.m.  
Public Health Building, Sandstone, Minnesota**

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

The Pledge of Allegiance was said.

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

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

Commissioner Chaffee moved to approve the Minutes of the October 15, 2013 board meeting and Summary for publication. Second by Commissioner Ludwig. Motion carried 5-0.

Commissioner Pangerl moved to approve the Minutes of the October 30, 2013 Committee of the Whole Meeting/Budget Committee for publication. Second by Commissioner Rossow. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

East Central Library Board Minutes – September 9, 2013

Pine County HRA Senior Housing Board of Directors Minutes – September 25, 2013

Pine County Land Surveyor Monthly Report – October 2013

Pine County Methamphetamine Task Force Minutes – October 14, 2013

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

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

Disbursements Journal Report, October 1, 2013 – October 31, 2013.

Approve temporary liquor license for the City of Pine City for an event to be held November 22, 2013, Northwest Company Fur Post, 12551 Voyageur Lane, Pine City. Subject to approval of the Pine County Sheriff, Pine County Attorney and the corresponding township board.

Approve Application for Exempt Permit for the Pine County Thunderin' Toms Chapter of National Wild Turkey Federation to conduct Minnesota lawful gambling on December 14, 2013 at Tank's Tavern, 39109 State Hwy 48, Hinckley.

Approve acceptance of \$722.41 in donations from various individuals and groups to a fund for payment of the care of seized animals.

Approve acceptance of \$550 from the Hinckley Chamber of Commerce to the Pine County Sheriff's Volunteer Posse; to be used to help offset the expense of the volunteer posse.

Approve attendance by County Recorder Tamara Tricas to the 2013 Fall Torrens Workshop.

Approve attendance by the following attendees at the Association of Minnesota Counties (AMC) Annual Conference: Commissioners Steve Hallan, Mitch Pangerl, and Matt Ludwig; AMC Delegates: David Minke, Mark LeBrun and Patrick Bruflat. Registration: total cost \$2,100; Lodging: total cost \$1,564 plus tax.

Approve the following Public Employees Retirement Association Police Officer Declaration for the following: Resolution 2013-42 Brian Butler; 2013-43 Casey Freund; 2013-44 Leah Schmidt; 2013-45 Thomas Nygard; and 2013-46 Garret Munson.

Approve the resignation of Registered Nurse Deb Lowe, effective October 31, 2013 and approve backfill of position.

Approve the hiring of Registered Nurse Mickey VanVleet, \$19.25 per hour, grade C-42, step 1, effective November 21, 2013.

Approve full-time status (completion of probationary period) for Social Worker Heidi Grissman-Burton, effective November 6, 2013 and Social Services Supervisor Jaci Orr, effective November 8, 2013.

The Technology Committee met October 15, 2013. Information only, no board action necessary.

**Motion** by Commissioner Rossow to (1) appoint Midwest Medical Examiner's Office to provide medical examiner services at a two-year, fixed rate: \$52,000 for 2014 and \$55,000 for 2015 and authorize Board Chair and County Administrator to sign contract; and (2) authorize a Resolution to be presented at the November 19, 2013 board meeting to appoint Dr. A. Quinn Strobl as Medical Examiner for Pine County. Second by Commissioner Hallan. Motion carried 5-0.

East Central Regional Housing Development Manager Cherre' Palenius provided information as to the need and benefits of the county's involvement in a joint regional housing study. Palenius requested a financial contribution of \$5,000 - \$10,000. This matter was referred to the November 19, 2013 Committee of the Whole/Budget meeting for consideration.

**Motion** by Commissioner Pangerl to reappoint Jan Oak for a 5-year term to the Pine County Housing and Redevelopment Authority Board of Directors, term ending October 4, 2018. Second by Commissioner Ludwig. Motion carried 5-0.

Note: The Pine County Housing and Redevelopment Authority will meet with the county board at a Committee of the Whole meeting scheduled for December 3, 2013 at 11:00 a.m. at the Public Health Building, Sandstone, Minnesota.

**Motion** by Commissioner Pangerl to award the snow plow contracts for 2013/14 and 2014/15 snow season as follows: Courthouse - Premier Outdoor Services in the amount of \$36,000 (two-year total) and John Wright Building - MJP Enterprises in the amount of \$14,800 (two-year total). Second by Commissioner Ludwig. Motion carried 5-0.

**Motion** by Commissioner Chaffee to approve the PRISM Implementation Grant. Second by Commissioner Rossow. Motion carried 5-0.

**Motion** by Commissioner Chaffee to approve the Emergency Management Performance Grant in the amount of \$23,288. Second by Commissioner Pangerl. Motion carried 5-0.

**Motion** by Commissioner Chaffee to authorize the expending of up to \$10,000 for improvement of the extension of Schmedeke Lane subject to contingencies. Second by Commissioner Pangerl. Motion carried 4-1, Chair Hallan opposed.

Veterans Service Officer Ben Wiener updated the board regarding the VSO grant received in September 2013 as to recognition, benefits, and programs available to World War II veterans.

Administrator Minke provided an update to the demolition and debris removal request for bids (June 2012 flood).

With no further business, Chair Hallan adjourned the county board meeting at 2:38 p.m. The next regular meeting of the county board is scheduled for November 19, 2013 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

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Stephen M. Hallan, 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.**



TREASURER'S CASH TRIAL BALANCE COMPARISON

FUND	October 31, 2012 BALANCE	October 31, 2013 BALANCE
1 - GENERAL	-200,833.20	46,645.01
12 - H&HS	1,447,500.61	431,559.94
13 - ROAD & BRIDGE	5,120,666.86	6,369,727.51
22 - LAND	1,437,226.64	2,128,953.81
TOTAL (incl non-major funds)	\$17,948,485.97	\$19,853,377.81

CATHYJ  
11/13/13 8:01AM

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



TREASURER'S CASH TRIAL BALANCE

As of 10/2013

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
1 General Revenue Fund	2,477,387.17			
Receipts		592,039.81	5,049,738.28	
Disbursements		412,926.86 -	5,377,806.31 -	
Payroll		1,009,465.35 -	7,551,465.28 -	
Journal Entries		3,849.40 -	5,448,791.15	
<b>Fund Total . . . . .</b>		<b>834,201.80 -</b>	<b>2,430,742.16 -</b>	<b>46,645.01</b>
12 Health & Human Services	2,263,040.10	420 H&Hs-Income Maintenance		
Receipts		49,238.03	981,461.72	
Disbursements		35,241.41 -	547,785.98 -	
Payroll		193,869.26 -	1,455,790.63 -	
Journal Entries		51,135.93	721,490.18	
<b>Dept Total . . . . .</b>		<b>128,736.71 -</b>	<b>300,624.71 -</b>	<b>1,962,415.39</b>
12 Health & Human Services	742,605.35 -	430 H&Hs-Social Services		
Receipts		75,933.29	1,917,695.96	
Disbursements		23,208.74 -	243,727.19 -	
SSIS		264,446.82 -	2,551,270.21 -	
Payroll		188,610.92 -	1,372,760.50 -	
Journal Entries		71,259.89	1,358,647.59	
<b>Dept Total . . . . .</b>		<b>329,073.30 -</b>	<b>891,422.35 -</b>	<b>1,634,027.70 -</b>
12 Health & Human Services	0.00	440 Childrens Collaborative (H&Hs)		
Disbursements		538.00 -	538.00 -	
<b>Dept Total . . . . .</b>		<b>538.00 -</b>	<b>538.00 -</b>	<b>538.00 -</b>
12 Health & Human Services	294,466.40	481 Nursing-Community Health (H&Hs)		
Receipts		119,493.64	673,481.76	
Disbursements		20,928.03 -	240,643.66 -	
Payroll		120,033.44 -	899,074.09 -	
Journal Entries		0.00	259,861.90	

# 431,559.94

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



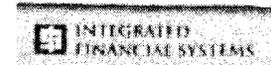
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TREASURER'S CASH TRIAL BALANCE

As of 10/2013

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Dept Total . . . . .		21,467.83-	206,374.09-	88,092.31
Fund Total . . . . .	1,814,901.15	479,815.84-	1,398,959.15-	415,942.00
 13 Road & Bridge Fund				
	5,324,159.01			
Receipts		83,687.15	8,850,868.74	
Disbursements		1,058,727.93-	6,984,422.57-	
Payroll		215,190.81-	1,639,310.60-	
Journal Entries		4,487.23-	818,432.93	
Fund Total . . . . .		1,194,718.82-	1,045,568.50	6,369,727.51
 14 Ditch Maintenance (Sr) Fund				
	11,846.10			
Journal Entries		0.00	121.84	
Fund Total . . . . .		0.00	121.84	11,967.94
 20 County-Wide Rehab (Sr) Fund				
	39,842.08			
Receipts		0.00	603.34	
Journal Entries		0.00	39,562.47-	
Fund Total . . . . .		0.00	38,959.13-	882.95
 21 800 MHz Project Fund				
	36,241.83-			
Disbursements		0.00	99,426.20-	
Fund Total . . . . .		0.00	99,426.20-	135,668.03-
 22 Land Management Fund				
	1,474,268.53			
Receipts		146,394.97	1,030,105.44	
Disbursements		2,296.62-	22,433.23-	
Payroll		10,171.59-	86,248.95-	

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



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TREASURER'S CASH TRIAL BALANCE

As of 10/2013

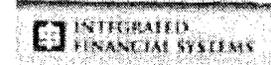
<u>Fund</u>		<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
	Journal Entries		795.20-	266,737.98-	
	<b>Fund Total . . . . .</b>		<b>133,131.56</b>	<b>654,685.28</b>	<b>2,128,953.81</b>
24	Ambulance (Sr) Fund				
		0.00			
	<b>Fund Total . . . . .</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
29	Children's Collab (H&Hs) Agency Fund	<b>440</b>	Childrens Collaborative (H&Hs)		
		33,924.76			
	Receipts		0.00	106,479.00	
	Disbursements		0.00	129,142.00-	
	Journal Entries		0.00	48.45	
	<b>Dept Total . . . . .</b>		<b>0.00</b>	<b>22,614.55-</b>	<b>11,310.21</b>
	<b>Fund Total . . . . .</b>	<b>33,924.76</b>	<b>0.00</b>	<b>22,614.55-</b>	<b>11,310.21</b>
32	Eeswc Bond Guarantee (Ds)				
		0.00			
	<b>Fund Total . . . . .</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
33	2002 Cap-Equip Bond (Ds) Fund				
		0.00			
	<b>Fund Total . . . . .</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
35	2004 Street Reconstruct Bond Fund				
		61,884.57			
	Journal Entries		0.00	5,329.31	
	<b>Fund Total . . . . .</b>		<b>0.00</b>	<b>5,329.31</b>	<b>67,213.88</b>
37	County Railroad Authority				
		5,606.76-			
	Receipts		0.00	243.13	

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TREASURER'S CASH TRIAL BALANCE

As of 10/2013



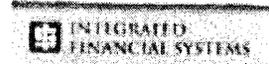
<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Disbursements		0.00	12,153.00-	
Journal Entries		0.00	9,290.39	
<b>Fund Total . . . .</b>		<b>0.00</b>	<b>2,619.48-</b>	<b>8,226.24-</b>
38 Building Fund	165,177.85			
Disbursements		16,094.00-	32,075.40-	
<b>Fund Total . . . .</b>		<b>16,094.00-</b>	<b>32,075.40-</b>	<b>133,102.45</b>
39 2005A G.O. Jail Bonds	840,613.35			
Disbursements		0.00	1,220,611.26-	
Journal Entries		0.00	741,015.32	
<b>Fund Total . . . .</b>		<b>0.00</b>	<b>479,595.94-</b>	<b>361,017.41</b>
40 2012 G.O. Courthouse Bonds	0.00			
Disbursements		0.00	848,150.00-	
Journal Entries		0.00	1,197,398.25	
<b>Fund Total . . . .</b>		<b>0.00</b>	<b>349,248.25</b>	<b>349,248.25</b>
41 2005 Ira Bonds	627,689.37			
Journal Entries		0.00	627,689.37-	
<b>Fund Total . . . .</b>		<b>0.00</b>	<b>627,689.37-</b>	<b>0.00</b>
76 Group Health Ins Fund 5/1/95 (Gen)	474,292.53-			
Receipts		234,437.28	2,354,384.38	
Disbursements		235,871.24-	2,486,987.75-	
Journal Entries		7,561.88	74,587.80	
<b>Fund Total . . . .</b>		<b>6,127.92</b>	<b>58,015.57-</b>	<b>532,308.10-</b>

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TREASURER'S CASH TRIAL BALANCE

As of 10/2013



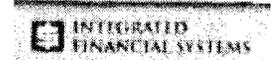
<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
80 County Collections Agency Fund	23,909.69			
Receipts		14,873.91	612,344.71	
Disbursements		35,861.41-	621,714.09-	
Journal Entries		1,949.95	7,636.15	
Fund Total . . . . .		19,037.55-	1,733.23-	22,176.46
82 Taxes And Penalties Agency Fund	959,721.59			
Receipts		10,554,636.03	31,113,371.91	
Disbursements		1,947,527.01-	12,651,192.86-	
Journal Entries		0.00	8,863,212.17-	
Fund Total . . . . .		8,607,109.02	9,598,966.88	10,558,688.47
84 East Central Drug Task Force Agency Fun	32,287.77			
Receipts		1,206.48	117,206.45	
Disbursements		190.00-	99,217.12-	
Journal Entries		380.00-	1,881.00-	
Fund Total . . . . .		636.48	16,108.33	48,396.10
89 H & Hs Collections Agency Fund				
801 Non-Departmental	4,388.80			
Receipts		173,932.95	1,050,514.32	
Disbursements		81,292.84-	167,398.16-	
Journal Entries		122,395.82-	883,197.23-	
Dept Total . . . . .		29,755.71-	81.07-	4,307.73
Fund Total . . . . .	4,388.80	29,755.71-	81.07-	4,307.73
All Funds .....	13,375,860.67			
Receipts		12,045,873.54	53,858,499.14	
Disbursements		3,870,704.09-	31,785,424.78-	
SSIS		264,446.82-	2,551,278.21-	

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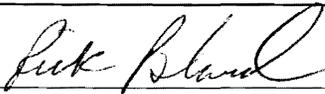
TREASURER'S CASH TRIAL BALANCE

As of 10/2013



<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Payroll		1,737,341.37-	13,004,650.05-	
Journal Entries		0.00	39,628.96-	
Total .....		6,173,381.26	6,477,517.14	19,853,377.81

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date: November 19, 2013	<u>Consent Agenda (Please choose)</u> Regular Agenda Estimated Time: (Please Circle) _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action: <b><u>Sheriff / Jail</u></b>	 11-03-13 Department Head Signature Date

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

*Acknowledge the promotion of part time Correction's Officer Hayden Brown to fulltime Correction's Officer effective November 24, 2013. No change in wages or classification.*

*Action was approved during the September 10 Personnel meeting and the September 17 County Board meeting.*

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

Supporting Documents: Attached None

**1. Review August, 2013 Cash Balance (attached)**

Approve:

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

**2. Training**

- A. Approve the following staff to attend the State WIC Conference, October 28-30, 2013, Bloomington. This is required training for all WIC nursing personnel. Funds are available in the 2013 Health & Human Services/WIC budget.  
Pat Anderson, Nursing Team Leader/WIC Coordinator: Registration: \$0;  
Meals/Accommodations: \$407; Travel: \$0 (using own car w/\$0 mileage)  
Wendy Bloom, LPN: Registration: \$0; Meals/Accommodations: \$165; Travel: \$0  
Stephanie Larson, LPN: Registration: \$0; Meals/Accommodations: \$165; Travel: \$0  
Toni Jensen, RN: Registration: \$0; Meals/Accommodations: \$165; Travel: \$56.50  
Amber Stumne, RN: Registration: \$0; Meals/Accommodations: \$165; Travel: \$56.50
- B. Approve Health & Human Services Director Patrick Bruflat to attend the MN Association of County Social Service Administrators Fall Conference, October 2-4, 2013, Nisswa. Registration \$125; Meals/Accommodations, \$348.41; Travel \$124.30; Total cost: \$597.71. Funds are available in the 2013 Health & Human Services/Staff Development budget.

**3. New Hires**

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

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

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

**REGULAR AGENDA**

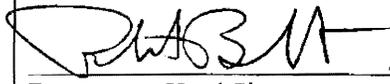
**1. Personnel Committee**

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

Jail:

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

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date: <b>November 19, 2013</b>	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>HHS</b>	 11-13-13 Department Head Signature Date

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

*Authorize the hiring of a qualified candidate to fill the vacant RN position caused by the resignation of Deb Lowe and as approved by the Board to backfill on November 5, 2013. The proposed name, salary, and start date for this position will be provided to the Board on or before the November 19, 2013, Board meeting.*

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

**Supporting Documents: Attached None**

**Pine County Facility Committee**  
**November 6, 2013**  
**Commissioner Conference Room, Courthouse,**  
**Pine City, Minnesota**

The meeting was called to order at 9:00 a.m. Present were Commissioners Mitch Pangerl and Matt Ludwig, Administrator David Minke and Maintenance Supervisor Kevin Newman.

Minutes of October 2, 2013 were approved by unanimous consent.

There were no changes to agenda.

1. **SWCD windows**. Maintenance Supervisor Newman reported that the three on west side were junk. Replaced one (Robin's) in 2012. Cost estimate is \$1,400 per window.

Commissioner Pangerl asked about ability to check the spray foam insulation and possibly increase the insulation if the metal has to be removed to replace the windows. Newman will check it. Newman will verify the estimate from last year is still good and proceed with the new windows with money from the building fund. Newman will verify if it is two windows or three which need to be replaced.

2. **Sun Shade at Courthouse**. The committee discussed the sun coming through the window wall on the east side of the courthouse and the impact it has at the courthouse. Newman is going to further investigate and bring back some options.
3. **Old Jail**. Put out bids.
4. **Boiler at PGC**. Discussed boiler at PGC. One problem at PGC is no air circulation. Radiators do not have much service life in the radiators.

What needs to happen is to put a plan together to do a floor by floor forced air system. Newman said that had been priced previously at about \$200,000 per floor.

Committee discussed the need for a long term facility plan and staffing plan.

5. **Energy Wheel**. The energy wheel has been replaced.

With no further business the meeting was adjourned at 10:50 a.m.

**PINE COUNTY PERSONNEL COMMITTEE**

**Minutes**

**November 12, 2013**

**8:00 a.m. – Commissioners Conference Room**

**Pine County Courthouse**

**Pine City, MN**

**Members: Commissioner Chaffee  
Commissioner Rossow**

**Present:** County Administrator David Minke, County Attorney John Carlson, HHS Director Patrick Bruflat, HR and Payroll Specialist Matt Christenson, Sheriff Robin Cole

1. The meeting was called to order at 8:04 a.m.
2. Approve Agenda
  - a. Agenda addition-5C-Accept resignation of Jennifer Nelson Social Worker, effective November 7, 2013 and authorize the backfill of this position.
  - b. Agenda addition-4B- Request to change base manning to 7 fulltime and 2 part time Dispatchers.
3. Approve Minutes from October 8, 2013 Personnel Meeting.

Commissioner Chaffee motioned to recommend for approval, Commissioner Rossow seconded. Motion carried 2-0.
4. Sheriff
  - a. Approve resignation of Deputy Jackson and approve backfill. Sheriff Robin Cole presented information on resignation of Deputy Jackson. Discussion was held as to current hiring process within the PSCO.

Commissioner Chaffee motioned to recommend resignation and backfill for approval, Commissioner Rossow seconded. Motion carried 2-0.
  - b. Request to change base manning to 7 fulltime and 2 part time Dispatchers. Sheriff Robin Cole presented information on current Dispatch staffing.

Commissioner Chaffee motioned to recommend for approval, Commissioner Rossow seconded. Motion carried 2-0.
5. HHS
  - a. Approve resignation of Public Health Nurse RN, Deb Lowe.

Commissioner Rossow motioned to recommend for approval, Commissioner Chaffee seconded. Motion carried 2-0.
  - b. Approve Public Health Nurse, Beth Lyon leave status for a period not to exceed 12 weeks long with conditions.

Commissioner Rossow motioned to recommend unpaid leave not to exceed 12 weeks for

approval, Commissioner Chaffee seconded. Motion carried 2-0. HR and Payroll Specialist Matt Christenson will present personnel policy addition in regards to unpaid leave at the upcoming Personnel Committee meeting.

- c. Accept resignation of Jennifer Nelson Social Worker, effective November 7, 2013 and authorize the backfill of this position. Discussion was held as to current HHS caseloads and staffing. Commissioner Rossow motioned to recommend resignation and backfill for approval, Commissioner Chaffee seconded. Motion carried 2-0.

6. Administrator

- a. Approve 1.5% performance increase for Payroll Clerk B23, Susan Fore from \$15.63 to \$15.86 effective October 17, 2013.

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

- b. Discuss Supervisor PTO cash out policy. HR and Payroll Specialist Matt Christenson will present a revised Supervisor PTO cash out policy at the upcoming Personnel Committee meeting to reflect non consecutive PTO use.
- c. Discuss proposed 2014 Non-union wage scale and elected official salaries. County Administrator David Minke presented information on 2014 non-union wage scale, elected official and Commissioner salaries.

Commissioner Rossow motioned to recommend 2014 non-union wage scale, elected official salaries and County Commissioner salaries with a 1.5% COLA for approval, Commissioner Rossow seconded. Motion carried 2-0.

- i. Approve 2014 non-union wage scale (1.5% COLA increase)
- ii. Approve 2014 Commissioner Salaries and Per Diem (Resolution 2013-49) at \$21,526 (1.5% increase) salary and \$75 per diem.
- iii. Approve 2014 Elected Official Salaries (Resolution 2013-48) as follows:

County Attorney - \$100,851 (1.5% increase)

Auditor/Treasurer - \$81,200 (1.5% increase)

Sheriff - \$82,418 (1.5% increase)

And authorize Board Chair and County Administrator to sign Resolutions.

- d. Reschedule December 10, 2013 Personnel committee meeting. Rescheduled to December 12<sup>th</sup>, 2013 at 9:00 a.m.

7. Other

8. Adjourn

Resolution # 2013-48

Resolution Setting Minimum Salaries for Elected Officials

WHEREAS, Minnesota Statutes, 384.151 subd. 1; 385.373 subd. 1; 387.20 subd. 2, and 388.18 subd. 2 set criteria for salaries for the elected offices of County Auditor, Treasurer, Sheriff and Attorney, respectively and,

WHEREAS, said statutes require that the County Board, at the January meeting prior to the first date on which applicants may file for the office shall set, by resolution, the minimum salary to be paid for the term next following.

NOW, THEREFORE BE IT RESOLVED that the minimum salary for the terms beginning January 2014 be set for the offices of Pine County Auditor/Treasurer, Sheriff and Attorney be set as follows:

County Auditor/Treasurer	\$81,200
County Sheriff	\$82,418
County Attorney	\$100,851

BE IT FURTHER RESOLVED, that the Pine County Board reserves the right, as set out in the above cited statutes, to set the salary, after the election, for any or all of the above offices, for the 2014 year at whatever it deems appropriate so long as it is at or above the minimum stated in this resolution.

Adopted unanimously at a meeting of the Pine County Board of Commissioners held on.

\_\_\_\_\_  
Date

\_\_\_\_\_  
By: Chairman, Pine County Board of Commissioners

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

Resolution # 2013-49  
**RESOLUTION ESTABLISHING COUNTY COMMISSIONER  
COMPENSATION AND PER DIEMS FOR 2014**

WHEREAS, M.S. 375.055 and 375.06 set forth the authorization for compensation of Minnesota County Commissioners; and

WHEREAS, Pine County Commissioners are eligible to receive per diem payments in accordance with the above referenced statutes:

NOW THEREFORE BE IT RESOLVED that an annual salary shall be paid to each Pine County Commissioner;

BE IT FURTHER RESOLVED that Commissioners may receive payment of per diem (only one per diem per day) for meetings for county or committee meetings;

BE IT FURTHER RESOLVED that Commissioners may be allowed and paid for actual and necessary traveling expenses incurred while attending meetings of the County Board;

BE IT FURTHER RESOLVED that the following be deemed eligible for per diem reimbursement: Regular County Board Meetings, Committee Meetings, Temporary or one time meetings as directed by the Board or the Board Chair, Special County Board Meetings, Emergency County Board Meetings, AMC Meetings, and all other meetings that meet requirements of MN Statute 375.055.

And that the following are ineligible for per diem reimbursement:  
Board of Equalization, Canvassing Board

A Commissioner shall not be entitled to County reimbursement of per diem, mileage, or other expenses if the Committee to which they have been appointed has reimbursed the expense incurred.

The salary for County Commissioners for 2014 is \$21,526

The per diem rate per meeting for 2014 is \$75

The mileage reimbursement rate for 2014 is to follow the federal rate.

Attest:

---

David J. Minke  
County Administrator

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Chairman, Board of County Commissioners  
Pine County, Minnesota

**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date:  November 19, 2013	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>	 _____ Department Head Signature      10/14/13 Date

<p><i>Presentation by Jeff Lewis and Ryan Smith of The Schneider Corporation on our full implementation of the Beacon software.</i></p> <p><b>Board Action Requested:</b> (Attach additional pages if needed) <i>None – informational purposes only</i></p> <p align="right">Supporting Documents: Attached <input checked="" type="radio"/> None <input type="radio"/></p>
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**PINE COUNTY REQUEST FOR BOARD ACTION**

Requested Board Date:  <b>November 19, 2013</b>	Consent Agenda <i>(Please choose)</i>  <b>Regular Agenda</b> Estimated Time: <i>(Please Circle)</i> <b>5 minutes</b>
Department requesting action:  <b>Auditor/Land</b>	 <hr/> Department Head Signature  Date

<p><b>Item for Discussion:</b> (one form per item)</p> <p><b>2014 MN Trails Assistance Program Grant Agreements (Grant-In-Aid)</b></p> <ul style="list-style-type: none"><li>• Annual Resolution is prepared for all sponsored trails/trail groups as required by the MN Department of Natural Resources</li><li>• Pine County is the Local government Unit (LGU) Sponsor</li></ul> <p><b>Board Action Requested:</b> (Attach additional pages if needed)</p> <p>Adoption of the attached resolution.</p> <p align="right">Supporting Documents: Attached    None</p>

**SPONSORSHIP AND APPROVAL OF GRANT-IN-AID  
AGREEMENT FOR SNOWMOBILE TRAILS**

**RESOLUTION 2013-47**

WHEREAS: Pine County serves as the sponsor for various recreational trails that are a part of the State of Minnesota Grant-In Aid trail system, and

WHEREAS: the administration, construction, and maintenance of these trails is performed through snowmobile, cycle, and ATV clubs and is funded through Minnesota Assistance Program Grants issued with the approval of the Minnesota Department of Natural Resources, and

WHEREAS: Minnesota Assistance Program Applications are prepared annually for the approval of Pine County as sponsor of the following existing trails:

- Washington-Ramsey Wheelers; Nemadji ATV Trails
- Straight Arrow Enduro Riders; Nemadji Multiple Use Trails
- Pine Riders ATV Club; Chengwatana & St. Croix State Forest ATV trails

NOW, THEREFORE, BE IT RESOLVED, that Pine County agrees to continue sponsoring said trails at no cost to the County and that the County Board Chair, County Auditor, and/or the designated Grant-In-Aid Coordinator be authorized to sign grant applications, agreements, and reimbursement claims to the Minnesota Department of Natural Resources for construction, maintenance and administration of said trails through the 2013 and 2014 seasons.

\_\_\_\_\_  
Date

\_\_\_\_\_  
By: Chairman, Pine County Board of Commissioners

\_\_\_\_\_  
Attest: David Minke, County Administrator

