



AGENDA
PINE COUNTY BOARD MEETING

- | | |
|------------|----------------------|
| District 1 | Commissioner Hallan |
| District 2 | Commissioner Mohr |
| District 3 | Commissioner Chaffee |
| District 4 | Commissioner Rossow |
| District 5 | Commissioner Ludwig |

Tuesday, February 16, 2016, 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 February 2, 2016 County Board Meeting and Summary for publication.
- F) Approve Minutes of February 9, 2016 Special Meeting – Strategic Planning Public Health.
- G) Minutes of Boards, Committees and Correspondence
 - Pine County HRA Senior Housing Board of Directors regular meeting – December 16, 2015
 - East Central Regional Library Board Minutes – January 11, 2016
- 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 January, 2016 Cash Balance (attached)

Fund	January 31, 2015	January 31, 2016	Increase(Decrease)
General Fund	2,614,541	4,072,451	1,457,911
Health and Human Services Fund	(325,651)	331,692	657,343
Road and Bridge Fund	916,849	609,281	(307,568)
Land Management Fund	2,044,017	1,010,728	(1,033,289)
TOTAL (inc non-major funds)	5,147,003	7,207,482	2,060,479

2. Application for Abatement

Consider Application for Abatement for Todd Van Zee, 34447 Lord Drive, Sturgeon Lake, PID 33.6020.000, pay 2015.

3. Pine County Federal Award Procurement Policy

Consider approval of the Pine County Federal Award Procurement Policy, commencing in 2017.

4. Cancellation of State Contracts

Consider approval of Resolution 2016-06 Cancellation of Tax-Forfeited Lands and Tax-Forfeited Repurchase Contracts where the 2015 annual payment and/or 2015 taxes have not been paid and authorize Board Chair and County Administrator to sign.

5. 2016 Waste Hauler Licenses

Consider approval of 2016 Waste Hauler Licenses for the following businesses: Nordstrom's Sanitation, Terry's Disposal, and Tri-Township Disposal District.

6. PHASE Contract

Consider approval of the Contract between Pine County Health and Human Services and Pine Habilitation and Supported Employment (PHASE), January 1, 2016 through December 31, 2016. Rates are as follows:

DT&H – Phase North & Recycling (daily/\$62.83, partial/\$47.13, round trip transportation/\$15.75

DT&H – Phase South (daily/\$103.60, partial/\$77.71, round trip transportation/\$7.96

Supported Employment: 1:1 (15 minute: as negotiated by parties at time of service).

Authorize Board Chair and County Administrator to sign contract.

7. Donations

Consider acceptance of the following donations for the K-9 program: Northview Bank, Finlayson \$200; R&S Hardware, Hinckley \$300; Majestic Pine Realty, Sturgeon Lake \$50; and Gary Tandberg, Dayton \$15.

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

Consider approval of full-time status for Social Worker Candace Bartheidel, effective February 28, 2016.

9. Training

Response to Child Sex Trafficking Training March 14-17, 2016 in Minneapolis

- Probation Department: Authorize Corrections Agent Karly Kostich to attend. Training and lodging are fully funded by the National Criminal Justice Training Center. Meals and mileage reimbursement by the Probation Department, if necessary. Funds are available in the 2016 Probation budget.
- Health & Human Services: Authorize Social Workers Beth Jarvis, Kristen Schroeder and Candace Bartheidel to attend. Training and lodging are fully funded by the National Criminal Justice Training Center. Meals: \$408 maximum for all three participants; mileage: county car is preferable. Funds are available in the 2016 HHS budget.

REGULAR AGENDA

1. Public Hearing – Ordinance Changes and Codified Pine County Shoreland Management Ordinance

A. Presentation of:

- draft codified Shoreland Management Ordinance
- Ordinance 2016-01 amending the Pine County Subsurface Sewage Treatment Systems Ordinance
- Ordinance 2016-02 amending the Pine County, Minnesota Floodplain Management Ordinance
- fee schedule for: (a) the provisional use permit and (b) road, driveway, and parking area permit

B. Questions from the Board

C. Open Public Hearing

D. Comments from the public

E. Close Public Hearing

F. Board additional discussion if necessary

G. Consider adoption of Ordinance 2016-01 amending the Pine County Subsurface Sewage Treatment Systems Ordinance; Ordinance 2016-02 amending the Pine County, Minnesota Floodplain Management Ordinance; and the fee schedule for the provisional use permit and the road, driveway, and parking area permit.

2. Facilities Committee

Pine County Facilities Committee met February 3, 2016 (Minutes Attached).

3. Personnel Committee

Pine County Personnel Committee met February 9, 2016 and made the following recommendations (Minutes attached):

Jail

- A. Acknowledge the retirement of STS Crew Leader Dan Baran, effective approximately April 5, 2016, and approve immediate back fill of the position to allow for recruitment and training time.
- B. Approve addition of one part-time Corrections Officer to the jail department to reduce forced overtime in jail and to help with the high volume of MI transports.

HHS

Acknowledge the resignation of full-time Office Support Specialist Tara Reibeling, effective February 5, 2016 and authorize backfill.

Other items are for informational purposes only.

4. Introduction of 4-H Coordinator Danielle O'Neill

5. Land Committee

A. Withdraw/Retention of 2015 Land Sale Parcels

Consider approval of Resolution 2016-07 and authorize Board Chair and County Auditor to sign. This will allow Pine County to withdraw select parcels of unsold land previously offered at the September 18, 2015 land auction and to reappraise and offer those parcels at the 2016 land auction, and to continue to offer the sale of select unsold parcels from the 2015 land auction.

B. 2016 Tax Forfeit Land Classification (Non Conservation)

Consider approval of Resolution 2016-08 and authorize Board Chair and County Auditor to sign. This will classify the attached list of lands as non-conservation lands, allow the distribution of lands to local government for review, and requests approval from the Minnesota DNR for the sale of the attached list of non-conservation lands.

C. Homestead/Repurchase Deadline

Consider approval of Resolution 2016-09 and authorize Board Chair and County Auditor to sign. The resolution establishes the official finalization of the tracts of land to be offered at the 2016 Tax-forfeited Land Auction to be August 16, 2016. Thereafter, no written application for repurchase will be considered for those lands to be offered for sale.

D. 2016 Forfeit Land Auction

Consider approval of the list of lands to be offered for sale in 2016, authorize appraisals, re-appraisals and miscellaneous land sale preparation for the attached listing; set date for public land auction to September 30, 2016.

6. 2016 Solid Waste Plan Adoption

Consider approval of Resolution 2016-05 adopting the 2016 East Central Solid Waste Commission Integrated Solid Waste Management Plan and submission to the Minnesota Pollution Control Agency and authorize Board Chair and County Administrator to sign. The Solid Waste Management Plan is not included in the board packet but is available on the county website with county board packet.

7. Budget Amendment

Consider approval of a budget amendment to reduce 01-801-000-0000-5001 by \$10,000 and increase line 13-801-000-0000-5001 by \$10,000.

Recess Regular Board Meeting and Convene Rail Authority Meeting.

8. Pine County Regional Railroad Authority

Consider quit claim deed to Joel and Jeff Eckstrom allowing for an ingress and egress easement over Railroad Authority property (the old railroad bed that extends into Brook Park from Kanabec County) and authorize Board Chair to sign Quit Claim Deed.

Adjourn Railroad Meeting and Reconvene County Board Meeting.

9. Commissioner Updates

East Central Regional Juvenile Center Advisory Board
Soil & Water Conservation District
East Central Solid Waste Commission
East Central Regional Library
Comprehensive Plan Steering Committee
Public Health Strategic Plan Update

10. Other

11. Upcoming Meetings –(Subject to Change)

- a. **Technology Committee, Tuesday, February 16, 2016, 8:30 a.m.**, Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- b. **Pine County Board Meeting, Tuesday, February 16, 2016, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- c. **Kanabec-Pine Community Health Board, Wednesday, February 17, 2016, 1:00 p.m.**, Kanabec County Courthouse, Mora, Minnesota.
- d. **Arrowhead Counties Association, Wednesday, February 17, 2016, 6:00 p.m.**, Hampton Inn, Duluth, Minnesota.
- e. **Mille Lacs Band of Ojibwe Meeting, Thursday, February 18, 2016, 9:00 a.m.**, Grand Casino-Hinckley, Hinckley, Minnesota.
- f. **Snake River Watershed, Monday, February 22, 2016, 9:00 a.m.**, Kanabec County Courthouse, Mora, Minnesota.

- g. Health Insurance Committee, Monday, February 22, 2016, 9:00 a.m., Board Room, Courthouse, Pine City, Minnesota.**
- h. East Central Regional Development Commission, Monday, February 22, 2016, 7:00 p.m., 100 Park St. So., Mora, Minnesota.**
- i. Special Meeting-Strategic Planning Public Health, Tuesday, February 23, 2016, 10:00 a.m., Board Room, Courthouse, Pine City, Minnesota.**
- j. NLX, Wednesday, February 24, 2016, 10:00 a.m., Board Room, Courthouse, Pine City, Minnesota.**
- k. Northeast Regional Radio Board, Thursday, February 25, 2016, 10:00 a.m., Courthouse, Pine City, Minnesota.**
- l. Pine County Board Meeting, Tuesday, March 1, 2016, 10:00 a.m., Public Health Building, Sandstone, Minnesota.**
 - 11:00 a.m. – Meeting with Representative Rarick
 - **Board to Recess and Reconvene as Special Meeting – Committee of the Whole**
1:00 p.m. – Pine County HRA, 510 Fifth Street, Sandstone

12. Adjourn

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

**Tuesday, February 2, 2016, 10:00 a.m.
Public Health Building, Sandstone, Minnesota**

Chair Rossow called the meeting to order at 10:00 a.m. Present were Commissioners Steve Hallan, Josh Mohr, Steve Chaffee and Matt Ludwig. Also present was County Attorney Reese Frederickson and County Administrator David Minke.

The Pledge of Allegiance was said.

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

Chair Hallan requested the following revisions to the Agenda:

Consent Agenda, Item #1: Correction to January, 2016 Disbursements Journal to reflect an additional \$475.08 disbursement in the general revenue fund totaling \$1,013,889.32. Total disbursements \$4,567,628.44.

Consent Agenda, Item #6D: Clarification to reflect Commissioner Hallan is eligible to receive per diem for his attendance at the Forum 2016 Conference in Washington DC.

Commissioner Ludwig moved to approve the Agenda. Second by Commissioner Mohr. Motion carried 5-0.

Commissioner Hallan moved to approve the Minutes of January 19, 2016 County Board Meeting and Summary for publication. Second by Commissioner Chaffee. Motion carried 5-0.

Commissioner Chaffee moved to approve the Minutes of January 19, 2016 County Board Special Meeting – City-County Relations. Second by Commissioner Hallan. Motion carried 5-0.

Commissioner Mohr moved to approve the Minutes of January 26, 2016 County Board Special Meeting – Soil Survey and Strategic Planning. Second by Commissioner Chaffee. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County Land Surveyor Monthly Report – January 2016

Methamphetamine Task Force Minutes – January 11, 2016

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

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

CONSENT AGENDA

1. January, 2016 Disbursements

Approve Disbursements Journal Report, January 1, 2016 – January 31, 2016 with corrected General Revenue Fund and Total Disbursement amount.

2. MnCCC & Trimin Systems Contract for Computer Services

Approve the professional services agreement between Minnesota Counties Computer Cooperative and Trimin Systems, Inc. for the maintenance and support of IFS for the Auditor-Treasurer and CMHS (Computer Management for Human Services areas), effective January 1, 2016 – December 31, 2018.

Pine County's annual cost is \$8,915. Authorize Board Chair and County Administrator to sign Board Ratification Statement.

3. Minnesota Government Access Account

Approve Resolution 2016-04 Authorizing the Signing Authority Allowing Access to Minnesota Government Access (MGA) Accounts for Electronic Court Records and Documents and authorize board chair and county administrator to sign.

4. Grant Application – Health & Human Services

Approve Health & Human Services to apply for the Planning and Implementation Grant offered by the Minnesota Department of Human Services through its Alcohol and Drug Abuse Division. The grant would pay for a full-time project coordinator (and supplies, equipment, etc.) for five years (7/1/16 through 6/30/21). East Central School and Hinckley-Finlayson High School will house the individual.

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

Approve the full-time status for registered nurse Joanna Johnson, effective February 10, 2016.

6. Training

- A. Approve Human Resources Manager Connie Mikrot to attend MN Public Employer Labor Relations training, February 4-5, 2016 in Plymouth, Minnesota. Registration: \$399; lodging: \$136. No mileage will be incurred. Total cost \$535.
- B. Approve Probation Director Terry Fawcett to attend Orientation for Probation & Parole Chief Executives, March 1-3, 2016 in Aurora, Colorado. Travel will take place February 29, 2016 with return on March 4, 2016. This training is fully funded by the National Institute of Corrections. No county funds will be expended.
- C. Approve Corrections Agent Karly Kostich to attend Motivational Interviewing Training, hosted by the Arrowhead Regional Corrections, March 1-4, 2016 in Saginaw, Minnesota. The training is free and is required for corrections professionals. Lodging: \$81 per night (x3); agent to use county vehicle if available, otherwise mileage round trip to Saginaw, Minnesota.
- D. Approve Commissioner Hallan to attend The Forum 2016 conference presented by the National Association of Workforce Boards in Washington, DC, March 11-16, 2016. Travel, lodging and registration costs will be paid by Central Minnesota Jobs and Training Service.

REGULAR AGENDA

1. Final Payment – Hardrives, Inc.

County Engineer Mark LeBrun reported to the board regarding the completion of Contract #1403: CP 058-014-002, 3rd Avenue SE; CP 058-014-004, 5th Street SE; SAP 058-607-022, CSAH 7 and Hillside Avenue Traffic Signal Improvement; SAP 058-608-017, CSAH 8, From CSAH 61 to 2nd Street SE; and SAP 058-661-023, CSAH 61 and CSAH 7 Traffic Signal Improvement.

LeBrun stated the contract was within one-half percent of the engineer's estimate.

Motion by Commissioner Hallan for final payment to A-1 Excavating in the amount of \$59,693.46 and authorize County Administrator to sign the Certificate of Final Contract Acceptance. Second by Commissioner Ludwig. Motion carried 5-0.

2. Strategic Plan Update

The board discussed the goals identified at the January 26, 2016 strategic planning meeting. During discussion three additional items were identified, (1) Consideration of administration of the Wetlands Conservation Act Administration (2) Consideration of completing the Comprehensive Water Plan and (3) conducting a special meeting/Committee of the Whole meeting in each commissioner district during the year. It was the consensus of the board that the county should proceed with those three items, but that they

do not need to be added to the strategic plan list. It was also the consensus of the board to proceed forward in implementing the stated goals.

3. Public Health Planning

The Minnesota Department of Health offers a facilitated planning process to establish a Community Health Agency. It was the consensus of the board to schedule two one-half day Committee of the Whole/Special Meetings to discuss the structured planning process with the Minnesota Department of Health. Meetings were scheduled for 10:00 a.m., February 9, 2016 and February 23, 2016, in the Pine County Board Room. The February 9, 2016 Personnel Committee meeting start time will move ahead to from 9:00 a.m. to 8:30 a.m. to accommodate the 10:00 a.m. Committee of the Whole meeting.

4. Commissioner Updates

NE Regional Radio Board: Due to a meeting conflict with Commissioner Hallan, Chief Deputy Widenstrom attended the meeting.

Kanabec-Pine Community Health Board: Kathi Ellis from Kanabec County was elected Chair.

Arrowhead Counties Association: Election of officers took place; sales tax relief for small businesses, health care self insurance, and out-of-home placement costs (ICWA) were discussed.

Mille Lacs Band meeting: The Department of Justice has granted a request by the Mille Lacs Band of Ojibwe for the federal government to assume concurrent jurisdiction under the Tribal Law and Order Act of 2010. This allows the federal government to prosecute violations at their discretion without having to involve federal law enforcement for investigative purposes.

Extension Committee: 4-H agenda for 2016 and the Smithsonian display at the Audubon Center were discussed. Nomination of the Randy Hinze family as Farm Family of the Year. Commissioner Chaffee requested 4-H Coordinator Danielle O'Neill be invited to February 16, 2016 board meeting.

Rush Line Corridor Task Force: Commissioner Mohr stated he was unable to attend.

Snake River Watershed: Meeting cancelled.

Lakes and Pines: Commissioner Hallan attended.

NLX: Meeting cancelled.

Central EMS Meeting: Organizational meeting. Officers elected. Update on Opioid Antagonist Grant.

Other:

Meeting with Pine County Wanderers: Commissioners Chaffee and Ludwig attended an informational meeting. Topics discussed were ambulance service/patient care, health care for the aging population.

5. Upcoming Meetings

Upcoming meetings were reviewed.

Administrator Minke stated Congressman Nolan will be at the Chisago County Courthouse on February 5, 2016. The DNR will present on the planning process for the James L. Oberstar Trail. Pine County is also invited to present on their local trail plans.

Chair Rossow called for a recess at 10:40 a.m. and the Board will reconvene as a Committee of the Whole.

The Board reconvened at 1:05 p.m. as a Committee of the Whole.

Committee of the Whole

Present were Chair Rossow, Commissioners Steve Hallan, Josh Mohr, Steve Chaffee and Matt Ludwig, County Attorney Reese Frederickson, County Administrator David Minke, Health & Human Services Director Becky Foss, Land Services Director Kelly Schroeder, Probation Director Terry Fawcett, and Henry Fischer from the Pine City Pioneer and State Senator Tony Lourey.

Senator Tony Lourey gave an overview of legislative issues and discussed with those present.

With no further business, Chair Rossow adjourned the county board meeting at 2:05 p.m. The next regular meeting of the county board is scheduled for February 16, 2016 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

Curtis H. Rossow , Chair
Board of Commissioners

David J. Minke, Administrator
Clerk to County Board

**SUMMARY
OF
MINUTES OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, February 2, 2016, 10:00 a.m.
Public Health Building, Sandstone, Minnesota**

Chair Rossow called the meeting to order at 10:00 a.m. Present were Commissioners Steve Hallan, Josh Mohr, Steve Chaffee and Matt Ludwig. Also present was County Attorney Reese Frederickson and County Administrator David Minke.

The Pledge of Allegiance was said.

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

Commissioner Ludwig moved to approve the Agenda. Second by Commissioner Mohr. Motion carried 5-0.

Commissioner Hallan moved to approve the Minutes of January 19, 2016 County Board Meeting and Summary for publication. Second by Commissioner Chaffee. Motion carried 5-0.

Commissioner Chaffee moved to approve the Minutes of January 19, 2016 County Board Special Meeting – City-County Relations. Second by Commissioner Hallan. Motion carried 5-0.

Commissioner Mohr moved to approve the Minutes of January 26, 2016 County Board Special Meeting – Soil Survey and Strategic Planning. Second by Commissioner Chaffee. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County Land Surveyor Monthly Report – January 2016

Methamphetamine Task Force Minutes – January 11, 2016

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

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

Approve Disbursements Journal Report, January 1, 2016 – January 31, 2016 with corrected General Revenue Fund and Total Disbursement amount.

Approve the professional services agreement between Minnesota Counties Computer Cooperative and Trim Systems, Inc. for the maintenance and support of IFS for the Auditor-Treasurer and CMHS (Computer Management for Human Services areas), effective January 1, 2016 – December 31, 2018. Pine County's annual cost is \$8,915.

Approve Resolution 2016-04 Authorizing the Signing Authority Allowing Access to Minnesota Government Access (MGA) Accounts for Electronic Court Records and Documents.

Approve Health & Human Services to apply for the Planning and Implementation Grant offered by the Minnesota Department of Human Services through its Alcohol and Drug Abuse Division. The grant

would pay for a full-time project coordinator (and supplies, equipment, etc.) for five years (7/1/16 through 6/30/21). East Central School and Hinckley-Finlayson High School will house the individual.

Approve the full-time status for registered nurse Joanna Johnson, effective February 10, 2016.

Approve Human Resources Manager Connie Mikrot to attend MN Public Employer Labor Relations training. Total cost \$535.

Approve Probation Director Terry Fawcett to attend Orientation for Probation & Parole Chief Executives, Aurora, Colorado. This training is fully funded by the National Institute of Corrections.

Approve Corrections Agent Karly Kostich to attend Motivational Interviewing Training, hosted by the Arrowhead Regional Corrections. The training is free. Lodging: \$81 per night (x3); agent to use county vehicle if available, otherwise mileage round trip to Saginaw, Minnesota.

Approve Commissioner Hallan to attend The Forum 2016 conference presented by the National Association of Workforce Boards in Washington, DC. Travel, lodging and registration costs will be paid by Central Minnesota Jobs and Training Service.

Motion by Commissioner Hallan for final payment to A-1 Excavating in the amount of \$59,693.46 and authorize County Administrator to sign the Certificate of Final Contract Acceptance. Second by Commissioner Ludwig. Motion carried 5-0.

The Minnesota Department of Health offers a facilitated planning process to establish a Community Health Agency. It was the consensus of the board to schedule two one-half day Committee of the Whole/Special Meetings to discuss the structured planning process with the Minnesota Department of Health. Meetings were scheduled for 10:00 a.m., February 9, 2016 and February 23, 2016, in the Pine County Board Room. The February 9, 2016 Personnel Committee meeting start time will move ahead to from 9:00 a.m. to 8:30 a.m. to accommodate the 10:00 a.m. Committee of the Whole meeting.

Chair Rossow called for a recess at 10:40 a.m. and the Board will reconvene as a Committee of the Whole.

The Board reconvened at 1:05 p.m. as a Committee of the Whole.

Committee of the Whole

Present were Chair Rossow, Commissioners Steve Hallan, Josh Mohr, Steve Chaffee and Matt Ludwig, County Attorney Reese Frederickson, County Administrator David Minke, Health & Human Services Director Becky Foss, Land Services Director Kelly Schroeder, Probation Director Terry Fawcett, and Henry Fischer from the Pine City Pioneer.

Senator Tony Lourey gave an overview of legislative issues and discussed with those present.

With no further business, Chair Rossow adjourned the county board meeting at 2:05 p.m. The next regular meeting of the county board is scheduled for February 16, 2016 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

Curtis 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 MEETING
Special Meeting / Committee of the Whole
Public Health Strategic Planning**

**February 9, 2016, 10:00 a.m.
Pine County Courthouse, Pine City, Minnesota**

Vice-Chair Ludwig called the meeting to order at 10:00 a.m. Present were Commissioners Steve Hallan, Josh Mohr, and Steve Chaffee. Also present were County Attorney Reese Frederickson, County Administrator David Minke, Health and Human Services Director Becky Foss, Public Health Supervisor Lori Fore, and Child Protection Supervisor Beth Jarvis. Also present was Minnesota Department of Health Consultant Janelle Schroeder. Commissioner Curt Rossow was absent (excused).

The pledge of allegiance was said.

Motion by Commissioner Chaffee to approve the agenda, second by Commissioner Hallan. Motion passed 4-0.

Janelle Schroeder facilitated a strategic planning session for public health.

Vice-Chair Ludwig called a recess at 11:45 a.m. for lunch.

Vice-Chair Ludwig reconvened the meeting at 12:30 p.m.

With no further business, the meeting was adjourned at 1:20 p.m.

Curtis H. Rossow, Chair
Board of Commissioners

David J. Minke, Administrator
Clerk to County Board

.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 December 16, 2015, at the Sandstone Manor. Commissioners of the HRA present were Board Chair Dorothy Stockamp, Carl Steffen, Cheri Drilling and Jan Oak. Staff members present were Executive Director Janice Gustafson and Resident Manager Richard Soens. Commissioner Greg Kvasnicka and Resident Manager Shirley Kroschel were absent. Guest Eric Bratvold, Stillwater Investments, was present. There were no residents present.

1. The meeting was called to order at 2:00 p.m. by Board Chair D. Stockamp and the Pledge of Allegiance was said.
2. Eric Bratvold, Stillwater Investments, presented an update of the HRA's investment portfolio with TD Ameritrade.
3. The HRA Board minutes from November 18, 2015, were reviewed by the Board members. A motion was made by J. Oak and was seconded by C. Steffen to accept the minutes. Motion carried: Yeas 4, Nays 0.
4. The monthly financial statements and the investment report were presented by J. Gustafson. A motion was made by C. Steffen and was seconded by Board Chair D. Stockamp to approve the financial statements and the investment report. Motion carried: Yeas 4, Nays 0.
5. Executive Director's Report. The written Executive Director's report was reviewed by Board members.
6. Old Business.
 - a) Vacancies. There are no vacancies at either Manor at this point in time.
 - b) The HRA has six people on the waiting list for the next available apartment.

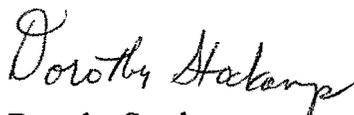
- c) At the August 26, 2015, Board meeting the Board members voted unanimously to renovate the HRA office to make it handicapped accessible and to include a Board room in the office space. The renovation is scheduled to take place mid-January of 2016 and the Board members discussed the layout of the room.
- d) The HRA has received an approved and signed copy of the HUD contract. The HRA's contract year begins December 14, 2015, and is effective for five years. In the interim years, the HRA is required to complete the paperwork to renew funding of the multi-year contract.

7. Resident Manager's Report.

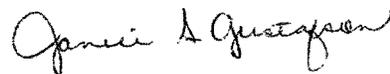
- a) Richard Soens reported there were no problems or issues at the Sandstone Manor.
- b) J. Gustafson reported for S. Kroschel everything was going well at the Finlayson Manor. The resident who had a problem in the past with a missing U.S. Postal Service package received the package. It was delivered to the wrong address and the person who received it, returned it to the Post Office.

8. New Business. The HRA Board went into closed session at 3:20 P.M. and back into open session at 3:53 P.M. A motion was made by Board Chair D. Stockamp and was seconded by C. Steffen to give the Executive Director a 1.5% annual increase in pay starting January 1, 2016. Motion carried: Yeas 4, Nays 0.

9. A motion was made by C. Drilling and was seconded by J. Oak to adjourn the meeting at 4:00 p.m. Motion carried: Yeas 4, Nays 0.



Dorothy Stockamp
HRA Board Chair



Janice S. Gustafson
Executive Director

V.

**East Central Regional Library
Minutes of the Board of Trustees**

Time: 9:30 Monday, January 11, 2016

Place: ECRL Headquarters

Present: Board Members –Hommes, Linda (Aitkin); Byrne, Richard (Chisago); Lee, Karen (Isanti); Warring, Mike (Isanti); Kruschel, Barbara (Isanti); Anderson, Gene (Kanabec); Jensen, Robert (Kanabec); Arseneau Lee, Lise (Kanabec); Reynolds, Genny (Mille Lacs); Chaffee Steve (Pine)

Staff: Misselt, Barbara (Director, ECRL); Lydon, Carla (Asst. Director, ECRL); Carlson, Marlys (Office Clerk/Recorder, ECRL)

Absent Board Members: Raisanen, James (Aitkin); Niemi, Don (Aitkin); McMahon, George (Chisago); Schlumbohm, William (Chisago); Kramersmeier, Charlotte (Mille Lacs); Goddard, Carol (Pine); Scholin, Judy (Pine)

Call to Order:

Warring called the January 11, 2015 meeting of the East Central Regional Library Board of Trustees to order at 9:30 a.m.

Pledge of Allegiance & Introductions

Adopt/Amend Agenda

M/S/P: unanimous

Robert Jensen/Linda Hommes

ECRL Board Oath of Office – reaffirmed by all members present

Period for Public Comment - none

Approve Minutes – 12/14/2015

M/S/P: unanimous

Linda Hommes/Karen Lee



Bills: December 2015

Misselt: discussion on interest rates on deposit accounts and CDs

M/S/P: unanimous

Richard Byrne/ Barbara Kruschel – move to accept December 2015 Bills as presented.

Financial Report

M/S/P: unanimous

Robert Jensen/Steve Chaffee- move to accept the December 2015 financial report as presented.

ECRL Administrative Reports

A. Director's Organizational Report

Misselt would like to be invited to meetings with the county boards; reviewed incident report

Informational / Discussion

B: Branch Highlights

Lydon – no branch reports - glad to be back

Other Reports - none

Old Business: - none

New Business:

- **Review of Joint Powers Agreement**

Motion -The ECRL Board affirms the terms of the Joint Power Agreement.

M/S/P: unanimous

Karen Lee/Robert Jensen

- Review ECRL Bylaws

Discussion – recommendation to Article VI, Section 3, Notice of Meetings. Set aside until next meeting

- **Financial Institutions for 2016** – Action to approve

M/S/P: unanimous

Steve Chaffee/Barbara Kruschel

CDs – Action to approve

M/S/P: unanimous

Robert Jensen/Linda Hommes

- **Bank Account Signatories** – Motion to approve

M/S/P: unanimous

Robert Jensen/Karen Lee

- **2016 Committee Appointments** –
CMLE – Motion to appoint Char Kramersmeier
M/S/P: unanimous
Robert Jensen/Linda Hommes

Warring: Next meeting will appoint committees.

- **2016 Meeting Schedule** –

Add:

May – Mora Library

August – North Branch Library

September – Pine City Library

Motion to approve

M/S/P: unanimous

Karen Lee/Steven Chaffee

- **Headquarters Lease Extension**

M/S/P: unanimous

Barbara Kruschel/Linda Hommes - move to extend lease for another year

- **Audit proposal for 2015**

M/S/P: unanimous

Robert Jensen/Richard Byrne – Motion to approve proposal from Althoff and Nordquist LLC.

Trustee Issues:

Milage Reimbursement 2016 – informational

Legislative matters - Informational - legislative day is April 13th and to add to March agenda for volunteers to attend.

Future Agenda

Next meeting 2/8/16 in Cambridge

Motion to Adjourn:

Time: 11:00

M/S/P: unanimous

Karen Lee/Steve Chaffee

Marlys Carlson, Recorder

Barbara Kruschel, Secretary



AGENDA REQUEST FORM

Date of Meeting: 2-18-2016

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

Agenda Item: January, 2016 Cash Balance

Department: Auditor-Treasurer

Cathy Cleaves
Department Head signature

Background information on Item:

January, 2016 Cash Balance Report

Action Requested:

Financial Impact:

CATHYJ
2/10/16 10:24AM

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

TREASURER'S CASH TRIAL BALANCE

As of 01/2016



<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
1 General Revenue Fund	5,428,957.68			
Receipts		292,075.46	292,075.46	
Disbursements		1,013,889.32-	1,013,889.32-	
Payroll		851,215.12-	851,215.12-	
Journal Entries		216,522.53	216,522.53	
Fund Total		1,356,506.45-	1,356,506.45-	4,072,451.23
12 Health & Human Services	420	H&Hs--Income Maintenance		
	2,204,154.92			
Receipts		107,823.05	107,823.05	
Disbursements		75,989.04-	75,989.04-	
Payroll		159,201.03-	159,201.03-	
Journal Entries		22,375.46	22,375.46	
Dept Total		104,991.56-	104,991.56-	2,099,163.36
12 Health & Human Services	430	H&Hs--Social Services		
	1,766,235.44-			
Receipts		113,909.45	113,909.45	
Disbursements		43,535.25-	43,535.25-	
SSIS		134,850.44-	134,850.44-	
Payroll		160,598.08-	160,598.08-	
Journal Entries		39,337.29	39,337.29	
Dept Total		185,737.03-	185,737.03-	1,951,972.47-
12 Health & Human Services	440	Childrens Collaborative (H&Hs)		
	0.00			
Dept Total		0.00	0.00	0.00
12 Health & Human Services	481	Nursing--Community Health (H&Hs)		
	235,637.76			
Receipts		141,990.05	141,990.05	
Disbursements		219,012.85-	219,012.85-	
Payroll		70,565.53-	70,565.53-	
Journal Entries		7,524.58	7,524.58	

HHS
331,691.59

CATHYJ
2/10/16 10:24AM

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

TREASURER'S CASH TRIAL BALANCE

As of 01/2016



<u>Fund</u>		<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
	Dept Total		140,063.75-	140,063.75-	95,574.01
	Fund Total	673,557.24	430,792.34-	430,792.34-	242,764.90
13	Road & Bridge Fund				
		1,220,273.91			
	Receipts		28,886.03	28,886.03	
	Disbursements		498,165.61-	498,165.61-	
	Payroll		172,904.58-	172,904.58-	
	Journal Entries		31,191.42	31,191.42	
	Fund Total		610,992.74-	610,992.74-	609,281.17
14	Ditch Maintenance (Sr) Fund				
		10,770.48			
	Fund Total		0.00	0.00	10,770.48
20	County-Wide Rehab (Sr) Fund				
		189.37			
	Fund Total		0.00	0.00	189.37
22	Land Management Fund				
		958,116.10			
	Receipts		70,744.02	70,744.02	
	Disbursements		7,433.69-	7,433.69-	
	Payroll		10,698.52-	10,698.52-	
	Fund Total		52,611.81	52,611.81	1,010,727.91
29	Children's Collab (H&Hs) Agency Fund	440			
		11,409.93			
	Dept Total		0.00	0.00	11,409.93
	Fund Total	11,409.93	0.00	0.00	11,409.93

CATHYJ
2/10/16 10:24AM

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

TREASURER'S CASH TRIAL BALANCE

As of 01/2016



<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
37 County Railroad Authority				
	5,791.19			
Fund Total		0.00	0.00	5,791.19
38 Building Fund				
	86,750.49			
Journal Entries		1,870.60	1,870.60	
Fund Total		1,870.60	1,870.60	88,621.09
39 2005A G.O. Jail Bonds				
	1,079,082.29			
Disbursements		916,880.63-	916,880.63-	
Journal Entries		27,208.86	27,208.86	
Fund Total		889,671.77-	889,671.77-	189,410.52
40 2012 G.O. Courthouse Bonds				
	906,029.37			
Disbursements		758,625.00-	758,625.00-	
Journal Entries		20,892.30	20,892.30	
Fund Total		737,732.70-	737,732.70-	168,296.67
76 Group Health Ins Fund 5/1/95 (Gen)				
	642,284.17-			
Receipts		301,606.49	301,606.49	
Disbursements		410,651.84-	410,651.84-	
Journal Entries		4,447.00	4,447.00	
Fund Total		104,598.35-	104,598.35-	746,862.52-
80 County Collections Agency Fund				
	21,979.64			
Receipts		40,636.84	40,636.84	
Disbursements		47,385.45-	47,385.45-	
Journal Entries		156.80	156.80	

CATHYJ
2/10/16 10:24AM

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

TREASURER'S CASH TRIAL BALANCE

As of 01/2016



<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Fund Total		6,591.81-	6,591.81-	15,387.83
82 Taxes And Penalties Agency Fund				
	1,860,927.42			
Receipts		297,528.03	297,528.03	
Disbursements		437,607.23-	437,607.23-	
Journal Entries		370,198.95-	370,198.95-	
Fund Total		510,278.15-	510,278.15-	1,350,649.27
84 East Central Drug Task Force Agency Fur				
	98,198.03			
Receipts		826.00	826.00	
Disbursements		3,546.09-	3,546.09-	
Fund Total		2,720.09-	2,720.09-	95,477.94
89 H & Hs Collections Agency Fund				
	801	Non-Departmental		
	78,568.42			
Receipts		4,623.08	4,623.08	
Disbursements		56.00-	56.00-	
Dept Total		4,567.08	4,567.08	83,135.50
Fund Total	78,568.42	4,567.08	4,567.08	83,135.50
All Funds	11,798,317.39			
Receipts		1,400,648.50	1,400,648.50	
Disbursements		4,432,778.00-	4,432,778.00-	
SSIS		134,850.44-	134,850.44-	
Payroll		1,425,182.86-	1,425,182.86-	
Journal Entries		1,327.89	1,327.89	
Total		4,590,834.91-	4,590,834.91-	7,207,482.48

TREASURER'S CASH TRIAL BALANCE COMPARISON

FUND	January 31, 2015 BALANCE	January 31, 2016 BALANCE	DIFFERENCE
1 - GENERAL	2,614,540.63	4,072,451.23	1,457,910.60
12 - H&HS	(325,651.12)	331,691.59	657,342.71
13 - ROAD & BRIDGE	916,849.17	609,281.17	(307,568.00)
22 - LAND	2,044,016.68	1,010,727.91	(1,033,288.77)
TOTAL (incl non-major funds)	\$5,147,003.48	\$7,207,482.48	2,060,479.00



AGENDA REQUEST FORM

Date of Meeting: 2-18-2016

- 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 Chonow
Department Head signature

Background information on Item:

Todd Van Zee, 34447 Lord Dr, Sturgeon Lake, PID 33.6020.000, pay 2015

Action Requested:

Financial Impact:

Application for Local-Option Disaster Abatements and Credits

IMPORTANT: Application for property that is **NOT** located in a declared disaster or emergency area. If your property has been damaged or destroyed by a natural disaster, arson, or other type of accident, you may be eligible to receive some property tax relief on this year's and next year's property taxes. The type of tax relief you receive will depend on whether your property is homesteaded, the amount of damage sustained, the number of months the structure is unusable or uninhabitable, and a number of other factors. If an assessor has not already reassessed your property, you should contact your county assessor's office and request that an assessor view the damage for the purpose of receiving disaster relief.

County of: Pine

Abatement # AB15-32

For Taxes Levied In: 2014

And Payable In: 2015

Applicant Information. Please type or print.

Name <u>Todd Van ZEE</u>		Social Security number	
Mailing address (street address) <u>34447 Lords Drive</u>		City <u>Sturgeon Lake</u>	State <u>MN</u>
Telephone (work) <u>(218) 485-4800</u>		Telephone (home) <u>(218) 349-2070</u>	
Property I.D. or Parcel number (found on your property tax statement) <u>33.6020.000</u>		School District number <u>0097</u>	
Address of damaged property (if different than mailing address)			
Legal description of property (found on your property tax statement) <u>SECT-06 Twp-045 Range-019 WINDEMERE PINES 2nd ADD LOT-015 Block-002 MILRO # 363325</u>			
Is the property homesteaded? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		How many months was the property unable to be occupied or used? Date you left property: <u>11/21/2015</u>	
Is the property located in a county designated as a disaster or emergency area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Date you returned to property: _____	

Applicant's statement of facts. (Please list type of disaster, type of damage, and any other information you deem relevant.)

The house was destroyed by fire. The fire started at the North end of house and the flames were extinguished at the South end. Insurance declared a 100% loss.

Structure was demolished and removed on 1/6/2016

Signature of property owner: By signing below, I certify, to the best of my knowledge, the above statements are true and correct.

Signature: Todd Van Zee

Date: 2/5/2016



AGENDA REQUEST FORM

Date of Meeting: February 16, 2016

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

Agenda Item: Pine County Federal Award Procurement Policy

Department: Auditor/Treasurer

Cathy Cleaver
Department Head signature

Background information on Item:

New procurement standards for Federal Grant Awards or incremental funding received after Dec 26, 2014. Pine County is required by the OSA to have a written policy for procuring Federal Awards under the new guidance. There is a grace period for two year, so implementation will commence in 2017.

Action Requested:

Approval

Financial Impact:

Pine County Federal Award Procurement Policy

Drafted Dec 18, 2015

Purpose

New Federal Grant Awards or incremental funding received after December 26, 2014 is subject to new procurement standards. All grants on or after that date must be reviewed to determine if they will be subject to the previous circulars or the new guidance. Pine County will follow the previous circulars for all Federal Grant Awards and additional funding received for fiscal years 2015 and 2016, and will implement the new guidance for all Federal Grant Awards and additional funding received after December 31, 2016.

Responsibilities for Persons Procuring Federal Awards

This policy is only a brief summary of guidelines that need to be followed when procuring Federal awards. It is the responsibility of persons procuring Federal awards to refer to <http://www.ecfr.gov> → Title 2 → Subtitle A → Chapter II → Part 200 → Subpart D to ensure each type of procurement is following Federal policies and procedures.

Pine County will now require a Subrecipient Risk Assessment to be completed for all pass through of Federal funds to ensure compliance of pre-sub award requirements as stated in CFR 2 part 200. Copies of the assessment form can be obtained from the Auditor/Treasurer's office. One workbook should be completed for each Subrecipient entity. This will ensure compliance with pre-subaward requirements and post-subaward monitoring requirements.

Pine County Written Standards of Conduct for Federal Award Procurement

All procurements of property and services under a Federal award must follow Pine County's written standards of conduct, as referenced from 2 CFR part 200 subpart D §200.318. Specifically, no employee, officer or agent may participate in the selection, award or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. A conflict of interest arises when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

A conflict of interest also exists if Pine County has a parent, affiliate, or subsidiary organization that is not a state, local government or Indian tribe, and Pine County is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

Methods of Procurements under a Federal Award [§200.320]

1. Micro-Purchases: Acquisition of supplies and services less than \$3,000.

- a. No quotations needed if the price is reasonable
 - b. Equitable distributions among qualified suppliers
2. Small Purchases: Relatively simple and informal procurement methods for services, supplies or other property that is up to \$150,000.
 - a. Price or rate quotations must be obtained from an adequate number of qualified sources
 - b. No cost or price analysis needed
3. Sealed Bids: More than \$150,000. Publicly solicited and a firm fixed price contract is awarded to the bid that is the lowest price. Preferred method for procuring construction. In order for sealed bidding to be feasible, refer to the conditions in §200.320 paragraph c (1).
4. Competitive Proposals: More than \$150,000. Generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the conditions as stated in §200.320 paragraph d (1) apply.
5. Non-Competitive Proposals: Procurement through solicitation of a proposal from only one source. May only be used when one or more of the circumstances apply as stated in §200.320 paragraph (f).

General Standards for Federal Procurements

When procuring property and services under a Federal award, the following procurement standards must be followed as referenced from §200.318:

1. Ensure contractors are performing in accordance with the terms, conditions, and specifications of their contracts or purchase orders. Contracts should only be awarded to responsible contractors who have the ability to perform successfully under the terms and conditions of the procurement.
2. To reduce costs, the use of value engineering clauses is encouraged for large projects, such as construction.
3. Consideration and analysis should be made to make the most economical approach of procurements. Avoid acquisition of unnecessary or duplicative items, and analyze the value of a lease versus purchase when applicable, or any other purchases for that matter.
4. Pine County is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate, or use of common or shared goods and services to promote a cost-effective use of shared services. Also, the use of Federal excess and surplus property in lieu of purchasing new is encouraged whenever feasible.
5. The following records must be maintained to detail the history of the procurement: reason for the method of procurement, selection of contract type, contractor selection or rejection, and basis for contract price.
6. Time and materials type contract may be used only after it is determined there is no other suitable contract and if the contract includes a ceiling price that the contractor exceeds at its own risk. If this contract is used, a high degree of oversight is required to ensure the contractor is using efficient methods and effective cost controls.

7. Pine County is responsible for the settlement of all contractual and administrative issues arising out of procurements, which include, but are not limited to: source evaluation, protests, disputes and claims.

Competition

Pine County must engage in full and open competition for all procurement transactions consistent with the standards as referenced from §200.319. Records that sufficiently detail the history of all procurements, including small purchases, must be kept on file.

Contractors that draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for procurements. Some other examples of situations include but are not limited to:

1. Placing unreasonable requirements on firms for them to qualify to do business;
2. Requiring unnecessary experience and excessive bonding;
3. Noncompetitive pricing practices and contracts;
4. Organizational conflicts of interest;
5. Specifying only a "brand name" instead of allowing "an equal" product to be offered; and
6. Any arbitrary action in the procurement process

In addition, Pine County must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preferences, or for state licensing law [§200.319].

Pine County must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus firms are used when possible [§200.321]. A list of persons, firms, or products which are used in acquiring goods and services must be kept current and include enough sources to ensure open and free competition.

All procurements under a Federal award must ensure that all solicitations have the following:

1. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured.
2. Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

Procurements of Recovered Materials

Pine County must comply with section 6002 of the Solid Waste Disposal Act as referenced from §200.322.

Contract Cost and Price

As referenced from §200.323; refer for a detailed explanation of this requirement.

1. Every procurement action in excess of the Simplified Acquisition Threshold, including contract modifications, must have a cost or price analysis.
2. Profit must be negotiated as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed.
3. For information on costs or prices based on estimated costs for contracts, please refer to CFR 2 subpart E which defines cost principles or Pine County purchasing policy.
4. The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

Federal Awarding Agency or Pass-Through Entity Review

Pine County must make available, upon request from the Federal awarding agency or pass-through entity, technical specifications, pre-procurement review, and all other documents related to proposed procurements, as referenced in §200.324.

It is recommended a Subrecipient Risk Assessment workbook is completed for each Subrecipient entity to ensure compliance with all Federal requirements.

Bonding Requirements

The Pine County Purchasing Policy may be followed for bonding requirements on construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, only if the Federal awarding agency or pass-through entity has determined the Federal interest is adequately protected. Refer to §200.325 for detailed information on these requirements.

Contract Provisions

Follow provisions as described in Appendix II to Part 200 - Contract Provisions for non-Federal Entity Contracts Under Federal Awards.



AGENDA REQUEST FORM

Date of Meeting: February 16, 2016

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

Agenda Item: Cancellation of State Contracts

Department: Auditor-Treasurer's Office

Walter Chesser
Department Head signature

Background information on Item:

Resolution to cancel the state contracts where the 2015 annual payment and/or 2015 taxes have not been paid

Action Requested:

Approve resolution

Financial Impact:

none

Resolution # 2016-06
Cancellation of Tax-Forfeited Lands and
Tax-Forfeited Repurchase Contracts

WHEREAS, the following list of individuals have land purchase or repurchase contracts with Pine County for tax-forfeited land

Ch 386 – Land Sale Cancellations

Nicholas Bogdan, 219 Crystal LN, Montrose, MN 55363

Lot Thirteen (13), Block Four (4) St. Croix Estates

PID #26.5192.000

Date of Purchase: September 19, 2014

Purchase Amount: \$27,000.00; Balance: \$24,300.00

Default: 2015 Annual Payment – \$6,085.00; 2015 Taxes - \$259.32

James B. & Jackie Bowen, 61825 Fleming Loop, Askov, MN 55704

Southeast Quarter of the Southeast Quarter (SE1/4 of SE1/4) Section Twenty (20), Township Forty-three (43), Range Eighteen (18) reserving for Pine County, its successors and assigns a highway easement over, under and across the south 50 feet of said Southeast Quarter of Southeast Quarter (SE1/4 of SE1/4).

Parcel #14.0139.001

Date of Purchase: September 19, 2014

Purchase Amount: \$30,900.00; Balance \$27,810.00

Default: 2015 Annual Payment: \$6,962.50; 2015 Taxes - \$444.02

Charles Epps III & Michelle Farrand, PO Box 488, Rush City, MN 55069-0488

That part of the Southwest Quarter, Section Thirty-two (32), Township Thirty-eight (38), Range Twenty-one (21), described as beginning at the Southwest corner of said Southwest Quarter of Section 32; Thence on an assumed bearing of East along the South line of said Southwest Quarter a distance of 680.00 feet; Thence North 0D39'30" West parallel with the West line of said Southwest Quarter a distance of 320.00 feet; Thence on a bearing of West parallel with said South line 680.00 feet to the West line of said Southwest Quarter; Thence South 0D39'30" East along said West line 320.00 feet to the point of beginning. Subject to County Highway No. 23 over and across the west 33 feet thereof and township road over and across the south 33 feet thereof.

Parcel #43.0567.001

Date of Purchase: September 20, 2014

Purchase Amount: \$30,000.00; Balance \$24,300.00

Default: 2015 Annual Payment: \$5,342.50

Scott & Connie Moehmann, 9060 95th St SE, Monticello, MN 55362
South Half of Southwest Quarter of Northwest Quarter (S1/2 of SW1/4 of
NW1/4), Section Twelve (12), Township Forty-two (42), Range Twenty (20)
Parcel #30.0452.000
Date of Purchase: September 10, 2008
Purchase Amount: \$42,500.00; Balance \$12,554.25
Default: 2015 Annual Payment: \$4,452.93

Fredrick Wilson, 4898 Division Ave, White Bear Lake, MN 55110
All that part of the Southeast Quarter of the Southeast Quarter (SE1/4 of
SE1/4) Section Twenty (20), Township Forty-five (45), Range Eighteen (18)
West, of the Fourth Principal Meridian, Pine County, Minnesota to wit:
Beginning at the Southwest corner of said Southeast ¼ of the Southeast ¼;
thence North along the West line of said Southeast ¼ of the Southeast ¼ to
the Northwest corner of said Southeast ¼ of the Southeast ¼; thence East
along the North line of said Southeast ¼ of the Southeast ¼ a distance of
330 ft; thence South parallel to said West line of said Southeast ¼ of the
Southeast ¼ to the South line of said Southeast ¼ of the Southeast ¼;
thence West along said South line of said Southeast ¼ of the Southeast ¼ to
the point of beginning.
Parcel #16.0217.000
Date of Purchase: November 21, 2014
Purchase Amount: \$11,500.00; Balance \$9,315.00
Default: 2015 Annual Payment: \$1,976.50

Ch 832 – Repurchase Cancellations

Jerry L & Shirley M Carter, 281 Pokegama Ave, Henriette, MN 55036
That part of the Northwest Quarter of the Northwest Quarter (NW1/4 of NW1/4)
of Section Seventeen (17), Township Thirty-nine (39), Range Twenty-two (22)
described as follows: Commencing at a point 241 feet East and 33 feet North of
the Southwest corner of the NW1/4 of NW1/4; thence running North and parallel
with the West line of the above described forty a distance of 208 feet; thence
East and parallel with the South line of the above described forty a distance of
208 feet; thence South and parallel with the West line of the above described
forty a distance of 208 feet; thence West and parallel with the South line of the
above described forty a distance of 208 feet to the point of commencement and
there to terminate.
Parcel #39.0002.000
Date of Purchase: August 9, 2012
Repurchase Amount: \$1,771.09; Balance: \$1,275.18
Default: 2015 Annual Payment - \$138.15; 2015 Taxes - \$ 252.40

Joseph M. Gabrellick, 5003 Royal River Rd, Braham, MN 55006
Lot 2, Block 1 Royal River Run
PID #29.5118.000
Date of Purchase: May 9, 2011
Repurchase Amount: \$3,117.56; Balance: \$1,964.06
Default: 2015 Annual Payment - \$536.13

Joseph M. Gabrellick, 5003 Royal River Rd, Braham, MN 55006
Lot 2, Block 1 Royal River Run
PID #29.5119.000
Date of Purchase: May 9, 2011
Repurchase Amount: \$7,160.45; Balance: \$4,511.08
Default: 2015 Annual Payment - \$1,218.29

Global Vision, 26 10th W St, Unit 507, St. Paul, MN 55125
The Southwest Quarter of the Southeast Quarter, Section Nineteen (19),
Township Forty-three (43), Range Nineteen (19) lying North of the North right of
way line of Minnesota State Highway 23, less the South 732 ft of the East 348 ft
of the said Southwest Quarter of the Southeast Quarter
PID #34.0025.001
Date of Purchase: January 20, 2015
Repurchase Amount: \$7,520.53; Balance: \$6,768.48
Default: 2015 Taxes - \$ 1,201.22

Linda Jampsa, 1052 Del Mar Ave #6, Chula Vista, CA 91911
The East 330.00 feet of the Southwest Quarter of the Southwest Quarter (SW1/4
of SW1/4) of Section Eleven (11), Township (43), Range Twenty-one (21) lying
Northerly of the Township Road and the East 330.00 feet of the Northwest
Quarter of Southwest Quarter (NW1/4 of SW1/4) except the North 660.00 feet
thereof. Subject to the right of way of a township road on the east 33 feet thereof
and also subject to the right of way of said township road on the south.
PID #27.0159.003
Date of Purchase: 2-5-14
Repurchase Amount: \$2,385.37; Balance: \$2,146.83
Default: 2015 Annual Payment - \$689.82; 2015 Taxes - \$162.36

Bashir Moghul, 648 Iona LN, Roseville, MN 55113
Southwest Quarter of the Northeast Quarter (SW1/4 of NE1/4) and Southeast
Quarter of the Northwest Quarter (SE1/4 of NW1/4), Section Six (6), Township
Thirty-nine (39), Range Twenty (20) including an easement 2 rods in width over
existing driveway located on the NE1/4 of NW1/4 & NW1/4 of NE1/4
PID #08.0079.000
Date of Purchase: 7-16-13
Repurchase Amount: \$10,997.29; Balance: \$8,911.60
Default: 2015 Annual Payment - \$1,963.34; 2015 Taxes - \$2,236.50

Bashir Moghul, 648 Iona LN, Roseville, MN 55113
Northeast Quarter of the Northwest Quarter (NE1/4 of NW1/4) and the Northwest
Quarter of the Northeast Quarter (NW1/4 of NE1/4), Section Six (6), Township
Thirty-nine (39), Range Twenty (20) Subject to an easement two rods in width
over the existing driveway for the purposes of ingress and egress to SE1/4 of
NW1/4 and SW1/4 of NE1/4
PID #08.0079.000
Date of Purchase: 7-16-13
Repurchase Amount: \$13,486.38; Balance: \$10,923.97
Default: 2015 Annual Payment - \$2,407.20; 2015 Taxes - \$2,605.76

Lynn Wandersee, 2677 Midvale Pl, Maplewood, MN 55119
Lot 48, Block 1 Pathfinder Village
PID #09.5048.000
Date of Purchase: 5-19-10
Repurchase Amount: \$3,383.37; Balance: \$809.17
Default: 2015 Taxes - \$ 360.80

NOW, THEREFORE, BE IT RESOLVED; that the Pine County Board of
Commissioners hereby approves the cancellation of land purchase of repurchase
contracts as provided for in M.S. 282.01.

Dated February 16, 2016 at Pine City, Minnesota.

By: Curtis H. Rossow, Chairman, Pine County Board of Commissioners

Attest: David J. Minke, Pine County Administrator



AGENDA REQUEST FORM

Date of Meeting: February 16, 2016

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

Agenda Item: 2016 Waste Hauler Licenses

Department: Land Services



Department Head signature

Background information on Item:

Section V, Subd. 3 of the Pine County Solid Waste Ordinance states that “No person shall collect or transport solid waste for hire without first obtaining a license from the County Board.”

At the January 19, 2016 County Board meeting 10 businesses were issued licenses. The following additional three businesses have met the requirements of the ordinance and applied for a Waste Hauler License for 2016:

- Nordstrom’s Sanitation
- Terry’s Disposal
- Tri-Township Disposal District

Action Requested:

Authorize the County Board chair to sign the 2016 licenses.

Financial Impact:

Any expenses relating to the regulation and licensing of the waste haulers are covered by the licensing fee of \$200.



**PINE COUNTY, MINNESOTA
LICENSE FOR SOLID WASTE
COLLECTION AND TRANSPORTION**

2016

This license is granted to **Nordstrom's Sanitation** according to Section V of the Pine County Solid Waste Ordinance. This license is subject to all standards and requirements within the Ordinance and is not transferrable.

Issued this **16th** day of **February**, **2016** by the Pine County Board of Commissioners.

Pine County Solid Waste Department
635 Northridge Dr, NW, Suite 250
Pine City, MN 55063
(320) 216-4220

Chairman, Pine County Board

Expires 12/31/2016



**PINE COUNTY, MINNESOTA
LICENSE FOR SOLID WASTE
COLLECTION AND TRANSPORTION**

2016

This license is granted to **Terry's Disposal** according to Section V of the Pine County Solid Waste Ordinance. This license is subject to all standards and requirements within the Ordinance and is not transferrable.

Issued this 16th day of February, 2016 by the Pine County Board of Commissioners.

Pine County Solid Waste Department
635 Northridge Dr, NW, Suite 250
Pine City, MN 55063
(320) 216-4220

Chairman, Pine County Board

Expires 12/31/2016



**PINE COUNTY, MINNESOTA
LICENSE FOR SOLID WASTE
COLLECTION AND TRANSPORTION**

2016

This license is granted to Tri-Township Disposal District according to Section V of the Pine County Solid Waste Ordinance. This license is subject to all standards and requirements within the Ordinance and is not transferrable.

Issued this 16th day of February, 2016 by the Pine County Board of Commissioners.

Pine County Solid Waste Department
635 Northridge Dr, NW, Suite 250
Pine City, MN 55063
(320) 216-4220

Chairman, Pine County Board

Expires 12/31/2016



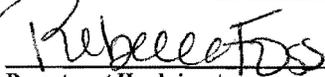
AGENDA REQUEST FORM

Date of Meeting: 02/16/2016

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

Agenda Item: Contract between HHS and PHASE

Department: HHS



Department Head signature

Background information on Item:

Pine County Health and Human Services has historically held a contract with PHASE (Pine Habilitation And Supported Employment). PHASE provides a variety of services to individuals with disabilities. They are a highly valued resource in our community. This contract is for Calendar Year 2016 and represents a small increase to most of the services they provide to our clientele. In this contract, there is also a separation between PHASE North and PHASE South. The reason for this is due to the level of need and service that is dictated by the clientele who receive services from PHASE South (PHASE South requires a smaller staff to client ratio). The contract has been reviewed by the County Attorney's Office.

Action Requested:

Approve the 2016 contract between Pine County Health and Human Services and PHASE.

Financial Impact:

Services for individuals with disabilities are budgeted in the 2016 Pine County HHS budget.

**CONTRACT BETWEEN PINE COUNTY HEALTH AND HUMAN SERVICES
AND
PINE HABILITATION AND SUPPORTED EMPLOYMENT**

THIS AGREEMENT is made and entered into by and between the, County of Pine Board of Commissioners, through Pine County Health and Human Services, (hereinafter referred to "COUNTY"), 1610 Hwy 23 N Sandstone, MN 55072 and Pine Habilitation and Supported Employment (PHASE), (hereinafter referred to as CONTRACTOR), PO Box 126 Sandstone, MN 55072

WHEREAS, the Agency has identified a certain population within the County of Pine who are in need of Day Training and Habilitation and or Supported Employment Services.

WHEREAS, the Contractor represents that it is duly licensed, qualified, and willing to perform such services; and

WHEREAS, the agency wishes to purchase such services from the Contractor; and

NOW, THEREFORE, in consideration for the mutual undertakings and agreements hereinafter set forth, the COUNTY, through Health and Human Services, and the CONTRACTOR agree as follows:

I. Term of Agreement

The CONTRACTOR agrees to furnish services to the benefit of the COUNTY during the period commencing January 1, 2016, and terminating December 31, 2016 Irrespective of the date of signatures/execution below.

II. Services to be Provided and Reporting

A. Day Training and Habilitation (DT&H): Licensed supports to provide persons with help to develop and maintain life skills, participate in community life and engage in proactive and satisfying activities of their own choosing. The following are covered DT&H services.

1. Community integrated activities, including the use of leisure and recreation time.
2. Supervision, training and assistance in the areas of self-care, communication, socialization and behavior management.
3. Supported employment and work-related activities.
4. Training in community survival skills, money management and therapeutic activities that increase adaptive living skills of a person.

B. Supported Employment: Paid employment for participants for whom competitive employment at or above the minimum wage is unlikely without supports, and who, because of their disabilities, need intensive ongoing support to perform in a community work setting. The following are Supported Employment services.

1. Individual and small group counseling.
2. Individualized work related assessment.
3. Individual job development and job placement activities that produce an appropriate job match for the person and the employer.
4. Long-term support services to assure job retention.
5. Mobility training.
6. On-the-job training in work and related work skills required for job performance.
7. Supervision and ongoing monitoring of a person's performance.
8. Training in related skills essential to obtaining and retaining employment such as the effective use of community resources.
9. Training in the use of break and lunch areas.
10. Training to access various transportation resources.

Other services also included:

1. Advocacy, negotiation and liaison communications with employers
2. Benefit(s) review and analysis
3. Community business outreach and contact for available employment opportunities
4. Design and implementation of schedules for ongoing follow-up support, job coach fading and remote monitoring
5. Development and strengthening of natural work supports
6. Employment marketplace research

7. Employment-specific transportation coordination
 8. Job application, resume and cover letter writing and development
 9. Job specific data collection, documentation and progress reporting
 10. Negotiating and finalizing terms of employment
- C. Transportation: Transportation services for non-medical purposes to enable persons to participate in DT&H services.
- III. In partnership, the COUNTY and CONTRACTOR will oversee the eligibility criteria, the referral process, and reporting process.
- IV. Cost of the Agreement/Billing Instructions
Attached with each monthly invoice, the CONTRACTOR will provide a list of client names and dates of service to the COUNTY. The rates below are subject to change when the Minnesota Legislature authorizes a rate change as applicable to that specific county pay long-term service. Services will be billed at the following rates. The following rates do not apply to DHS Waiver.
- A. DT&H – Phase North & Recycling
 - Daily: \$62.83
 - Partial: \$47.13
 - Round Trip Transportation: \$15.75
 - B. DT&H – Phase South
 - Daily \$103.60
 - Partial: \$77.71
 - Round Trip Transportation: \$7.96
 - C. Supported Employment: 1:1
 - 15 minute: as negotiated by parties at time of service.
- V. Payment for Services
Payment for services shall be made direct to the CONTRACTOR within 35 days of COUNTY's receipt of the said Invoice, pursuant to Minnesota Statute §471.425, subdivision 2.
- VI. Indemnification and Insurance
- A. CONTRACTOR agrees that in order to protect itself as well as the COUNTY, it will at all time during the term of this contract keep in force an insurance policy. This liability insurance policy will meet the limits as shown below or be equal to the tort liability limits under Minnesota Statute section 3.736 and 466.04, subdivision 4, whichever is greater. However, should the coverage available to the CONTRACTOR exceed the liability limits, nothing by the way of that level of coverage shall be construed as a waiver of the limits available to the COUNTY. The COUNTY will be sent a current certificate of insurance on an annual basis.
 1. Commercial General Liability Insurance
 - a. \$500,000 per claimant / \$1,500,000 per occurrence / \$3,000,000 annual aggregate.
 2. Automobile Insurance (if vehicles are used to conduct this contract)
 - a. Coverage shall be provided for hired, non-owned and owned autos.
 - b. Minimum limits: \$500,000 per claimant / \$1,500,000 occurrence / \$1,500,000 annual aggregate.
 3. Worker's Compensation and Employer's Liability as required by Minnesota Law.
 4. Professional Liability / Errors and omissions coverage.
 - a. Per claim limit: \$1,500,000
 - b. Per person: \$500,000
 5. Bonding: The CONTRACTOR will be required to maintain at all times, during the terms of this contract, a fidelity bond or insurance coverage for employee dishonesty with a minimum amount of \$50,000 covering the activity of each person authorized to receive or distribute monies under the term of this contract.

- B. Any policy obtained and maintained under this clause shall provide that it shall not be cancelled, materially changed, or not renewed without thirty days prior notice thereof to the COUNTY.
- C. Prior to the effective date of this contract, and as a condition precedent to this contract, the CONTRACTOR will furnish the COUNTY with Certificates of Insurance.
- D. The CONTRACTOR agrees to defend, indemnify, and hold COUNTY, its employees and officials harmless from any claims, demands, actions or causes of action, including reasonable attorney's fees and expenses arising out of any act or omission on the party of the CONTRACTOR, or its subcontractors, partners or independent contractors or any of their agents or employees in the performance of or with relation to any of the work or services to be performed or furnished by the vendor or the subcontractors, partners, or independent contractors or any of the agents or employees under the agreement.

VII. Compliance with Laws / Standards

- A. The CONTRACTOR shall maintain in good standing, all professional credentials necessary to provide the services contemplated and set forth herein.
- B. The CONTRACTOR shall abide by all Federal, State, or local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to the contract or to the subject matter thereof for which the CONTRACTOR is responsible.
 - 1. By signing this contract, the CONTRACTOR certifies that it and its principals and its employees: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state or local government department or County; and have not within a three-year period preceding this contract:
 - a. Been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract;
 - b. Violated any federal or state antitrust statutes; or
 - c. Committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and
 - 2. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for:
 - a. Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction;
 - b. Violating any federal or state antitrust statutes; or
 - c. Committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and
 - 3. Are not aware of any information and possess no knowledge that any sub contractor(s) that will perform work pursuant to this contract are in violation of any of the certifications set forth above.
 - 4. Shall immediately give written notice to the COUNTY should CONTRACTOR come under investigation for allegations of fraud or a criminal offense in connection with obtaining, or performing; a public (federal, state or local government) transaction; violating any federal or state antitrust statutes; or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.

VIII. Conditions of Contractors' Obligation

- A. The CONTRACTOR agrees to inform the COUNTY of changes in ownership, organizational structure, board of director membership, and/or chief operating officers with thirty (30) days after occurrence.
- B. It is understood and agreed that in the event the funding to the COUNTY from State and Federal sources is not obtained and continued to an aggregate level sufficient to allow for the purchase of the indicated quantity of Purchased Services, the obligations of each party hereunder shall be terminated.
- C. The CONTRACTOR must, within ten (10) days notify the COUNTY in writing whenever it is unable to, or going to be unable to, provide the required quality or quantity of Purchased Services. Upon such notification, the COUNTY must determine whether such inability will require modification or cancellation of said contract.
- D. Either party may cancel this contract with or without cause upon sixty (60) days written notice. Written notice of cancellation by the CONTRACTOR shall be addressed to Director, Pine County Health and Human Services, 315 Main Street South Suite 200, Pine City, MN 55063.
- E. Before the termination date of the contract, the COUNTY may evaluate the contract performance of the CONTRACTOR and determine whether such performance merits renewal of this contract.
- F. The COUNTY will reimburse for services specified in this contract that have been delivered. Any alterations, variations, modifications or waivers of provisions of this contract shall be valid only when they have been reduced to writing, duly signed, and attached to the original contract.
- G. If the COUNTY determines that funds are not being administered in accordance with the approved service plan and budget or that services are not being properly provided according to the terms of this contract, the COUNTY may terminate this contract after notice has been provided to the CONTRACTOR's designated agent.

IX. Independent Contractor

- A. The CONTRACTOR is an independent contractor and neither the position nor the work of the CONTRACTOR shall cause the CONTRACTOR to be construed as an employee in any way. The CONTRACTOR shall at all times be free to exercise Initiative, judgment and discretion as to how to best perform or provide services.
- B. The CONTRACTOR acknowledges and agrees that it is not entitled to receive any of the benefits received by COUNTY employees and is not eligible for workers or unemployment compensation benefits.
- C. The CONTRACTOR also acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due and that it is the CONTRACTOR's sole obligation to comply with the applicable provision of all Federal and State laws.

X. Data Practices

All data collected, created, received, maintained, or disseminated for any purposes by the activities of CONTRACTOR because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing said act now in force or as adopted, as well as HIPAA or other Federal regulations on data privacy.

XI. Records-Availability and retention

- A. Pursuant to Minnesota Statute § 16C.05 subd. 5, the CONTRACTOR agrees that the COUNTY, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are

pertinent to the accounting practices and procedures of the CONTRACTOR and involve transaction relating to the contract.

- B. CONTRACTOR agrees to maintain these records for a period of six (6) years from the date of termination of the contract.
- C. CONTRACTOR will maintain client and placement records according to business standard practices.

XII. Audit and Record Disclosures

The CONTRACTOR agrees to:

- A. Within 180 days of the end of the calendar year, the CONTRACTOR will provide a financial review of program expenditures.
- B. Maintain all records pertaining to the contract at address of CONTRACTOR for six (6) years for audit purposes.

XIII. Contractor Qualifications and Training

- A. The CONTRACTOR agrees to use only qualified personnel to provide any purchased services. If licensing or certification is a necessary prerequisite for provision of services, the CONTRACTOR shall ensure that personnel are properly licensed or certified.
- B. The CONTRACTOR agrees to provide or arrange for staff training as required.
- C. A copy of the staff training plan shall be provided to the COUNTY upon request.
- D. A background check satisfactory to the COUNTY will be performed on all employees prior to unsupervised client contact in accordance with Minnesota Department of Human Services.
- E. The CONTRACTOR agrees to maintain at all times during the term of the contract, a process whereby its current and prospective employees and volunteers who will have direct contact with persons served by the program or program services, will consent to a background check for evidence of maltreatment of adults or minors substantiated under Minnesota Statutes § 626.556.

XIV. Subcontracting

CONTRACTOR shall not enter in any subcontract for performance of any services contemplated under the contract without the knowledge of the COUNTY and subject to such conditions and provisions as the COUNTY may deem necessary. With regard to any subcontractors so retained the CONTRACTOR shall be responsible for the performance under this contract and agrees to comply with prompt payment of any and all subcontractors pursuant to Minnesota Statutes §471.425, subd. 4a.

XV. Nondiscrimination

During the performance of this agreement, the CONTRACTOR agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State laws against discrimination.

XVI. Representatives

The following named persons are designated the authorized representatives of parties for purposes of this contract. These persons have authority to bind the party they represent and to consent to modifications and subcontracts, except that, as to the COUNTY, the authorized representative shall have only the authority specifically or generally granted to the County Board of Commissioners. Notification required to be provided pursuant to the contract shall be provided to the following named persons and addresses unless otherwise stated in the contract, or in a modification of this contract.

County Designee: Barbara Schmidt, Social Services Supervisor

Pine County Health and Human Services
315 Main St. S. Suite 200
Pine City, MN 55063
320-216-4106

Contractor Designee: Tim Schmutzer, Executive Director
Pine Habilitation and Supported Employment
PO Box 126
Sandstone, MN 55072
320-245-2246

XVII. Modifications

Any alterations, variations modifications, or waivers of provisions of this agreement must be valid only when they have been reduced in writing, duly signed, and attached to the original of this agreement. No claim for services furnished by CONTRACTOR not specifically provided in the agreement will be allowed by the COUNTY nor must the CONTRACTOR do any work or furnish any material not covered by the agreement, unless this is approved in writing by the COUNTY. Such approval must be considered a modification of the agreement.

IN WITNESS THEREOF, the COUNTY and the CONTRACTOR, each intending to be bound by this agreement, effective January 1, 2016 irrespective of the dates of the signatures, certifies that the appropriate person have executed the contract, as required by applicable articles, by-laws resolutions and ordinances.

COUNTY OF PINE
STATE OF MINNESOTA

DIRECTOR
COUNTY SOCIAL SERVICE AGENCY

BY: _____
Chairperson of the County Board

BY: _____
Director of Health and Human Services

DATED: _____

DATED: _____

ATTESTED TO:

CONTRACTOR

BY: _____
County Administrator

BY:  _____
PHASE Executive Director

DATED: _____

DATED: 1/26/16 _____

APPROVED AS TO LEGALITY AND FORM:

BY: _____
County Attorney

DATED: _____



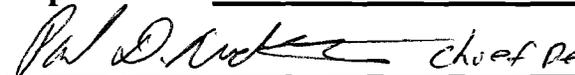
AGENDA REQUEST FORM

Date of Meeting: February 2, 2016

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

Agenda Item: Donations

Department: Sheriff

 *Chief Deputy*
 Department Head signature

Background information on Item:

The Sheriff's Office is accepting donations for the K-9 program.

Action Requested:

Acknowledge received donations for the K-9 program as follows:
 Northview Bank Finlayson \$200.00. R&S Hardware Hinckley \$300.00, Majestic Pine Realty
 Sturgeon Lake \$50.00. Mr. Gary Tandberg Dayton, MN \$15.00.

Financial Impact:



AGENDA REQUEST FORM

Date of Meeting: 02/16/2016

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

Agenda Item: Grant permanent status to probationary employee

Department: HHS

Rebecca Fos
Department Head signature

Background information on Item:

Candace Bartheidel, Child Protection Social Worker, is nearing the end of her probationary period. Candace was hired as a result of the extra child protection funding that was granted to Pine County. Please consider granting her permanent employment status effective February 28, 2016.

Action Requested:

Grant permanent employment status to Candace Bartheidel effective February 28, 2016.

Financial Impact:

N/A



AGENDA REQUEST FORM

Date of Meeting: February 16th, 2016

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

Agenda Item: Approval for Training

Department: Probation

Terry Fawcett
Digitally signed by Terry Fawcett
 DN: cn=Terry Fawcett, o=Pine County, ou=Probation,
 email=terry.fawcett@co.pine.mn.us, c=US
 Date: 2016.02.09 08:07:16 -0500

Department Head signature

Background information on Item:

Pine County Multi-Disciplinary Team to attend Response to Child Sex Trafficking training in Minneapolis March 14-17th, 2016. Probation to send one member as part of this team.

Action Requested:

Authorize Corrections Agent Karly Kostich to attend training, authorize per diem at standard Pine County rate, & pay mileage if necessary.

Financial Impact:

Training and lodging are fully funded by the National Criminal Justice Training Center. Pine County Probation to pay for per diem and mileage, if necessary. Probation has training dollars and mileage budgeted in 2016 budget.



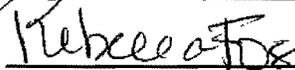
AGENDA REQUEST FORM

Date of Meeting: 02/16/2016

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

Agenda Item: Authorize attendance at training

Department: HHS



Department Head signature

Background information on Item:

There has been a lot of recent attention and focus concentrated on a comprehensive, team approach to the issues that arise as a result of child sex trafficking. As a result, several members of Pine County's Multi-Disciplinary team have been chosen to attend a four-day training that addresses this issue.

Action Requested:

Authorize Beth Jarvis, Kristen Schroeder and Candance Barthedel to attend the four-day MDT (multi-disciplinary team) training in Minneapolis, from March 14 - March 17.

Financial Impact:

Meals- \$408 max for all three participants

Mileage- County car is preferable

Lodging- is paid for through a grant that provides this training to multi-disciplinary team members.

There are funds in the 2016 HHS budget to cover the expenses associated with this training (meals and mileage).



TRANSLATE



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NCJTC Home > MEC T&TA > On-Site Training > MDT Response to Child Sex Trafficking

MDT Response to Child Sex Trafficking



This 4-day team-based training will guide existing Multi-Disciplinary Teams (MDT) to improve their response to Child Sex Trafficking (CST). This training will also assist individuals seeking to establish a formal MDT in their communities to effectively respond to CST cases. Subject matter experts will work with teams to identify gaps and develop short and long term response plans.

Training Schedule

City	State	Start Date	End Date	Register Now!
Minneapolis	MN	3/14/2016	3/17/2016	Register

What will you gain from this course?

- How responding to traditional child abuse and CST cases differ;
- Learn the components of an effective MDT for CST;
- Recognize and locate youth at risk of victimization; and
- Create a plan that encompasses strengths, challenges and a direction for your MDT response to CST.

Prerequisite: Attendance at a course such as System Response to High Risk Victims-Child Sex Trafficking (HRV CST) or Investigative Strategies in Child Abduction Cases (ISCAC), or have a working knowledge of child sex trafficking.

Eligibility: Recommended participants include law enforcement, prosecution, child protective services, medical professional, mental health professionals, school personnel, juvenile court, probation, shelter services, non-government organizations, policy makers, victim advocates or other child protection professionals. All team members must register separately.

Course Length: 4 days

If you are Interested In bringing this course to your geographic region please contact us.

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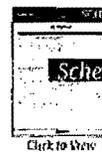
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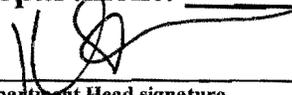
AGENDA REQUEST FORM

Date of Meeting: February 16, 2016

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

Agenda Item: Ordinance Codification/Amendments and Fees

Department: Land Services



Department Head signature

Background information on Item:

At the January 19, 2016 Committee of the Whole the Pine County Planning and Zoning staff discussed several amendments to the Pine County Shoreland Management Ordinance, the Pine County Subsurface Sewage Treatment Systems Ordinance. Additionally, since that meeting, the staff has had further discussions with the Minnesota DNR about Pine County’s Floodplain Ordinance and an option to make it more workable for the public in those situations where raising the building out of the floodplain on fill is not feasible.

Action Requested:

- 1.) Presentation of the draft codified Shoreland Management Ordinance, Ordinance 2016-01 amending the Pine County Subsurface Sewage Treatment Systems Ordinance, Ordinance 2016-02 amending the Pine County, Minnesota Floodplain Management Ordinance and the fee schedule for the provisional use permit and the road, driveway, and parking area permit.
- 2.) County Board questions and discussion
- 3.) Open Public Hearing and take public testimony
- 4.) Close Public Hearing
- 5.) County Board additional discussion if necessary
- 6.) *Consider adoption of Ordinance 2016-01 amending the Pine County Subsurface Sewage Treatment Systems Ordinance, Ordinance 2016-02 amending the Pine County, Minnesota Floodplain Management Ordinance and the fee schedule for the provisional use permit and the road, driveway, and parking area permit.

*The Pine County Shoreland Management Ordinance will not be yet adopted due to some final clerical corrections to be made. It is contemplated to be brought to the March 1, 2016 County Board meeting for final adoption.

Financial Impact:

These changes will have no impact on the levy or the Zoning office budget.

PINE COUNTY
SHORELAND MANAGEMENT
ORDINANCE

Drafted By:
Pine County Land Services Department
635 Northridge Dr NW, Suite 250
Pine City, MN 55063

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**THE BOARD OF COMMISSIONER OF PINE COUNTY, MINNESOTA DOES
ORDAIN:**

Section 1.0 Statutory Authorization and Policy

1.1 Statutory Authorization

This Shoreland Ordinance is adopted pursuant to the authorization and policies contained in Minnesota Statutes, Chapter 103F, Minnesota Regulations, Parts 6120.2500 — 6120.3900, and the planning and zoning enabling legislation in Minnesota Statutes, Chapter. 394.

1.2 Policy

The uncontrolled use of shorelands of Pine County, Minnesota affects the public health, solely and general welfare not only by contributing to pollution of public waters, but also by impairing the local tax base. Therefore, it is in the best interests of the public health, safety and welfare to provide for the wise subdivision, use and development of shorelands of public waters. The Legislature of Minnesota has delegated responsibility to local governments of the State to regulate the subdivision, use and development of the shorelands of public waters and thus preserve and enhance the quality of surface waters, conserve the economic and natural environmental values of shorelands, and provide for the wise use of waters and related land resources. This responsibility is hereby recognized by Pine County, Minnesota.

Section 2.0 General Provisions and Definitions

2.1 Jurisdiction

The provisions of this ordinance shall apply to the shorelands of public water bodies as classified in Section 4.0 of this ordinance. Pursuant to Minnesota Regulations, parts 6120.2500-6120.3900, no lake, pond, or flowage less than ten (10) acres in size in municipalities or twenty-five (25) acres in size in unincorporated areas need be regulated in a local government's shoreland regulations. A separate body of water which has been created by a private user that is not connected to a public water shall be exempt from this ordinance.

2.2 Compliance

The use of any shoreland of public waters; the size and shape of lots; the use, size, type and location of structures on lots; the installation and maintenance of water supply and waste treatment systems, the grading and filling of any shoreland area;

the cutting of shoreland vegetation; and the subdivision of land shall be in full compliance with the terms of this ordinance and other applicable regulations.

2.3 Enforcement

The Pine County Zoning Administrator is responsible for the administration and enforcement of this ordinance. Any violation of the provisions of this ordinance or failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with grants of variances or conditional uses) shall constitute a misdemeanor and shall be punishable as defined by law. Violations of this ordinance can occur regardless of whether or not a permit is required for a regulated activity pursuant to Section 3.4 of this ordinance.

2.4 Interpretation

In their interpretation and application, the provisions of this ordinance shall be held to be minimum requirements and shall not be deemed a limitation or repeal of any other powers granted by State Statutes.

2.5 Severability

If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

2.6 Abrogation and Greater Restrictions

It is not intended by this ordinance to repeal, abrogate, or impair any easements, covenants, or deed restrictions. However, where this ordinance imposes greater restrictions, the provisions of this ordinance shall prevail. The ordinance entitled "Ordinance for the Management of Shoreland Areas of Pine County" dated May 1, 1986 and all subsequent amendments are hereby repealed and replaced by this ordinance.

2.7 Definitions

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the same meaning as they have in common usage and so as to give this ordinance its most reasonable application. For the purpose of this ordinance, the words "must" and "shall" are mandatory and not permissive. All distances, unless otherwise specified, shall be measured horizontally.

2.711 Accessory Structure or Facility. "Accessory structure or facility" means any building or improvement subordinate to a principal use which, because of the

nature of its use, can reasonably be located at or greater than normal structure setbacks.

2.712 Animal Feedlot. "Animal Feedlot" means a lot or building or a group of lots or buildings intended for the confined feeding, breeding, raising or holding of animals. It includes areas specifically designed for confinement in which manure may accumulate or any area where the concentration of animals is such that a vegetative cover cannot be maintained.

2.713 Bluff. "Bluff" means a topographic feature such as a hill, cliff, or embankment having the following characteristics:

- 1) Part or all of the feature is located in a shoreland area;
- 2) The Slope rises at least twenty-five (25) feet above the ordinary high water level of the water body;
- 3) The grade of the slope from the toe of the bluff to a point twenty-five (25) feet or more above the ordinary high water level averages thirty percent (30%) or greater; and
- 4) The slope must drain toward the waterbody.

An area with an overage slope of less than eighteen percent (18%) over a distance for fifty (50) feet or more shall not be considered part of the bluff.

2.714 Bluff Impact Zone. "Bluff Impact Zone" means a bluff and land located within twenty (20) feet from the top of a bluff.

2.715 Boathouse. "Boathouse" means a separate structure used solely for the storage of licensed watercraft and boating equipment, provided it shall not be used for habitation and shall not contain sanitary facilities.

2.716 Building Line. "Building Line" means a line parallel to a lot line or the ordinary high water level at the required setback beyond which a structure may not exceed.

2.717 Commercial Planned Unit Developments. "Commercial Planned Unit Developments" are typically uses that provide transient, short-term lodging spaces, rooms, or parcels and their operations are essentially service oriented. For example, hotel/motel accommodations, resorts, recreational vehicle and camping parks, and other primarily service oriented activities are commercial planned unit developments.

- 2.718 Commercial Use. "Commercial Use" means the principal use of land or buildings for the sale, lease, rental, or trade of products, goods, and services.
- 2.719 Commissioner. "Commissioner" means the Commissioner of the Department of Natural Resources.
- 2.720 Conditional Use. "Conditional Use" means a land use or development as defined by ordinance that would not be appropriate generally but may be allowed with appropriate restrictions as provided by official controls upon a finding that certain conditions as detailed in the zoning ordinance exist, the use or development conforms to the comprehensive land use plan of the community, and the use is compatible with the existing neighborhood.
- 2.721 County. "County" means Pine County, Minnesota.
- 2.722 Deck. "Deck" means a horizontal unenclosed platform with or without attached railings, seats, trellises, or other features, attached or functionally related to a principal use or site. This shall exclude unenclosed on-grade slabs.
- 2.723 Driveway. "Driveway" means a road serving as vehicular access to a parcel of land which is not dedicated to the public but is owned by one or more private parties.
- 2.724 Duplex, Triplex, and Quad. "Duplex, Triplex, and Quad" means a dwelling structure on a single lot, having two, three and four units, respectively, being attached by common walls and each unit is equipped with separate sleeping, cooking, eating, living, and sanitation facilities.
- 2.725 Dwelling Site. "Dwelling Site" means a designated location for residential use by one (1) or more persons using temporary or movable shelter, including camping and recreational vehicle sites.
- 2.726 Dwelling Unit. "Dwelling Unit" means any structure or portion of a structure or other shelter designed as short- or long-term living quarters for one (1) or more persons, including rental or time-share accommodations such as motel, hotel, and resort rooms and cabins.
- 2.727 Essential Services. "Essential Services" means all overhead or underground electrical gas, steam or water transmission or distribution systems and structures, or collection, communication, supply or disposal systems and structures, use by public utilities or governmental departments or commissions, or as are required for protection of the public health, safety, or general welfare, including towers, poles, wires, substations, mains, drains,

sewers, pipes, fire alarm boxes, police call boxes and accessories in connection therewith, but not including buildings. For the purpose of this ordinance, the word "building" does not include "structure" for essential services.

2.728 Extractive Use. "Extractive Use" means the use of land for surface or subsurface removal of sand, gravel, rock, industrial minerals, other non-metallic minerals, and pent not regulated under Minnesota Statutes, Sections 93.44 to 93.51.

2.729 Forest Land Conversion. "Forest Land Conversion" means the removal of forest vegetative cover to prepare for a new land use other than re-establishment of a subsequent forest stand.

2.730 Guest Cottage. "Guest Cottage" means a structure used as a dwelling unit that may contain sleeping spaces and kitchen and bathroom facilities in addition to those provided in the primary dwelling unit on a lot.

~~2.731 Hardship. "Hardship" means the same as that term is defined in Minnesota Statutes, Chapter 394.~~

~~2.732~~ 2.731 Height of Building. "Height of Building" means the vertical distance between the highest adjoining ground level at the building or ten (10) feet above the lowest ground level, whichever is lower, and the highest point of a flat roof or average height of the highest gable of a pitched or hipped roof.

2.732 Home Occupation. "Home Occupation" means any use customarily conducted entirely within a dwelling, which use is clearly incidental and secondary to the use of the dwelling for residential purposes, and which does not change the character thereof. No home occupation may exceed one-third (1/3) of the total floor area of the dwelling and not more than one (1) full-time non-resident employee shall be engaged on the premises for home occupation related services. No activity shall be permitted that will create a nuisance or be otherwise incompatible with adjacent residential use.

2.733 Impervious Surface: "Impervious Surface" means a constructed hard surface that either prevents or retards the entry of water into the soil and causes water to run off the surface in greater quantities and at an increased rate of flow than prior to development. Examples include rooftops, decks, sidewalks, patios, paver block patios, storage areas, and concrete, asphalt or gravel driveways.

- 2.734 Industrial Use. "Industrial Use" means the use of land or buildings for the production, manufacture, warehousing, storage, or transfer of goods, products, commodities, or other wholesale items.
- 2.735 Intensive Vegetation Clearing. "Intensive Vegetation Clearing" means the complete removal of trees or shrubs in a contiguous patch, strip, row, or block.
- 2.736 Lot. "Lot" means a parcel of land designated by plat, metes and bounds, registered land survey, auditors plat, or other accepted means and separated from other parcels or portions by said description for the purpose of sale, lease, or separation.
- 2.737 Lot Width. "Lot Width" means the shortest distance between lot lines measured at the building line.
- 2.738 Nonconforming Sewage Treatment System. "Nonconforming Sewage Treatment System" means those septic systems or privies that do not provide for adequate treatment of sewage or meet specific setback requirements. They include: (1) cesspools; (2) leaching pits; (3) drywells; (4) seepage pits; (5) systems with less than three feet of unsaturated soil or sand between the bottom of the drainfield or mound rockbed and the limiting soil characteristic, which includes a seasonal high water table as evidenced by the presence of ground water, mottled soil, or bedrock; (6) systems discharging sewage to (a) the surface (including tile lines), (b) active or unused wells, (c) bodies of surface waters, or (d) any rock or soil formations that are not conducive to purification of water by filtration; (7) systems that do not meet well setback requirements; (8) systems where any part of the system is under a building; (9) privies with less than three feet of separation from the bottom of an open pit to the limiting soil characteristics described in No. 5; (10) privies with sealed containers that do not meet the capacity and construction requirements of Minnesota Chapter 7080, Subp. 4. B. (2) (b); (11) septic systems where the septic tank does not meet the minimum setback of 10' from an occupied dwelling with a basement; and (12) lock of a septic system if running water is available to the property.
- 2.739 Nonconformity. "Nonconformity" means any legal use, structure or parcel of land already in existence, recorded, or authorize before the adoption of official controls or amendments thereto, that would not have been permitted to become established under the terms of the official controls as now written, if the official controls had been in effect prior to the date it was established, recorded or authorized.

- 2.740 Ordinary High Water Level. "Ordinary High Water Level" means the boundary of public waters and wetlands, and shall be an elevation delineating the highest water level which has been maintained for a sufficient period of time to leave evidence upon the landscape, commonly that point where the natural vegetation changes from predominantly aquatic to predominantly terrestrial. For watercourses, the ordinary high water level is the elevation of the top of the immediate bank of the channel. For reservoirs and flowages, the ordinary high water level is the operating elevation of the normal summer pool.
- 2.741 Planned Unit Development. "Planned Unit Development" means a type of development characterized by a unified site designed for a number of dwelling units or dwelling sites on a parcel, whether for sale, rent, or lease, and also usually involving clustering of these units or sites to provide cress of common open space, density increases, and a mix of structure types and land uses. These developments may be organized and operated as condominiums, time-share enterprises, or any combination of these, or cluster subdivisions of dwelling units, residential condominiums, townhouses, apartment buildings, campgrounds, recreational vehicle parks, resorts, hotels, motels, and conversions of structures and land uses to these uses.
- 2.742 Public Road. "Public Road" means a right-of-way affording primary access by pedestrians and vehicles to abutting properties, whether designated a street, highway, thoroughfare, parkway, throughway, road, avenue, boulevard, land, place, or however otherwise designated. Ingress and egress easements shall not be considered roads.
- 2.743 Public Waters. "Public Waters" means any waters as defined in Minnesota Statutes, Section 105.37 subdivisions 14 and 15.
- 2.744 Residential Planned Unit Development. "Residential Planned Unit Development" means a use where the nature of residency is non-transient and the major or primary focus of the development is not service oriented. For example, residential apartments, manufactured home parks, time-share condominiums, townhouses, cooperatives, and full fee ownership residences would be considered as residential planned unit developments. To qualify as a residential planned unit development, a development must contain at least five (5) dwelling units or sites.
- 2.745 Self Storage Garage. "Self Storage Garage" means any building which provides individual storage units or areas which may be accessed only by the individual who is storing materials in the unit or area. Any structure containing two (2) or more such storage units shall be considered a self

storage garage. Automobile fuels shall not be sold or motor vehicles shall not be equipped, repaired, hired or sold from any storage unit or area.

- 2.746 Semi-public Use. "Semi-public Use" means the use of land by a private, non-profit organization to provide a public service that is ordinarily open to some persons outside the regular constituency of the organization.
- 2.747 Sensitive Resource Management. "Sensitive Resource Management" means the preservation and management of areas unsuitable for development in their natural state due to constraints such as shallow soils over groundwater or bedrock, highly erosive or expansive soils, steep slopes, susceptibility to flooding, or occurrence of flora or fauna in need of special protection.
- 2.748 Setback. "Setback" means the minimum horizontal distance between a structure, sewage treatment system, or other facility and an ordinary high water level, sewage treatment system, top of a bluff, road, highway, property line, or other facility.
- 2.749 Sewage Treatment System. "Sewage Treatment System" means a septic tank and soil absorption system or other individual or cluster type sewage treatment system as described and regulated in Section 5.7 of this ordinance.
- 2.750 Sewer System. "Sewer System" means pipelines or conduits, pumping stations, and force main, and all other construction, devices, appliances, or appurtenances used for conducting sewage or industrial waste or other wastes to a point of ultimate disposal.
- 2.751 Shore Impact Zone. "Shore Impact Zone" means land located between the ordinary high water level of a public water and a line parallel to it at a setback of fifty percent (50%) of the structure setback.
- 2.752 Shoreland. "Shoreland" means land located within the following distances from public waters: 1,000 feet from the ordinary high water level of a lake, pond, or flowage; and 300 feet from a river or stream, or the landward extent of a floodplain designated by ordinance on a river or stream, whichever is greater. The limits of shorelands may be reduced whenever the waters involved are bounded by topographic divides which extend landward from the waters for lesser distances and when approved by the commissioner.
- 2.753 Significant Historic Site. "Significant Historic Site" means any archaeological site, standing structure, or other property that meets the criteria for eligibility to the National Register of Historic Places or is listed in the State Register of Historic Sites, or is determined to be on unplatted cemetery that falls under the provisions of Minnesota Statutes, Section

307.08. A historic site meets these criteria if it is presently listed on either register or if it is determined to meet the qualifications for listing after review by the Minnesota state archaeologist or the director of the Minnesota Historical Society. All unplatted cemeteries are automatically considered to be significant historic sites.

- 2.754 Steep Slope. "Steep Slope" means land where agricultural activity or development is either not recommended or described as poorly suited due to slope steepness and the site's soil characteristics, as mapped and described in available county soil surveys or other technical reports, unless appropriate design and construction techniques and forming practices are used in accordance with the provisions of this ordinance. Where specific information is not available, steep slopes are lands having average slopes over twelve percent (12%), as measured over horizontal distances of fifty (50) feet or more, that are not bluffs.
- 2.755 Structure. "Structure" means any building, mobile home or appurtenance, including decks, except aprons, sidewalks, slabs, fences, and aerial or underground utility lines, such as sewer, electric, telephone, telegraph, gas lines, towers, poles, and other supporting facilities.
- 2.756 Subdivision. "Subdivision" means land that is divided for the purpose of sale, rent, or lease, including planned unit developments.
- 2.757 Surface Water-oriented Commercial Use. "Surface Water-oriented Commercial Use" means the use of land for commercial purposes, where access to and use of surface water feature is an integral part of the normal conductance of business. Marinas, resorts, and restaurants with transient docking facilities are examples of such use.
- 2.758 Toe of the Bluff. "Toe of the Bluff" means the lower point on a bluff where there is, as visually observed, a clearly identifiable break in the slope, from gentler to steeper slope above. If no break in the slope is apparent, the toe of the bluff shall be determined to be the lower end of a fifty (50) foot segment, measured on the ground, with an average slope exceeding eighteen percent (18%).
- 2.759 Top of the Bluff. "Top of the Bluff" means the point on a bluff where there is, as visually observed, a clearly identifiable break in the slope, from steeper to gentler slope above. If no break in the slope is apparent, the top of bluff shall be determined to be the upper end of a fifty (50) foot segment, measured on the ground, with an average slope exceeding eighteen percent (18%).

- 2.760 Variance. "Variance" means the same as that term is defined or described in Minnesota Statutes, Chapter 394.
- 2.761 Water-oriented Accessory Structure or Facility. "Water-oriented Accessory Structure or Facility" means a small, above ground building or other improvement, except stairways, fences, docks, and retaining walls, which, because of the relationship of its use to a surface water feature, reasonably needs to be located closer to public waters than the normal structure setback. These structures shall only include: boathouses, gazebos, screen houses, pump houses (not exceeding sixteen (16) sq. ft.), saunas, and detached decks.
- 2.762 Wetland. "Wetland" means all types and sizes of wetlands which meet the wetland definition as outlined in the January, 1989 "Federal Manual for Identifying and Delineating Jurisdictional Wetlands."

Section 3.0 Administration

3.1 Zoning Administrator

The office of the Zoning Administrator is hereby established, for which the Board of the County Commissioners may appoint such employee or employees of the county as it may deem proper.

3.11 Duties. The Zoning Administrator shall:

- A. Enforce and administer the provisions of this ordinance;
- B. Issue permits and certificates of occupancy and maintain records thereof;
- C. Receive and forward to the Planning Commission all applications for conditional use permits;
- D. Receive and forward all applications and petitions for matters to come before the Board of Adjustment;
- E. Receive and forward to the County Planning Commission all applications for amendments to this ordinance;
- F. Inspect all construction and development to insure that the standards of this ordinance are being complied with;
- G. Provide and maintain a public information bureau relative to matters arising out of this ordinance;

- H. Maintain the Pine County Official Shoreland Zoning Maps;
- I. File all matters required by Minnesota Statutes 394.27, Subdivision 8 and 394.301, Subdivision 4; and
- J. Perform any additional duties required in the administration and enforcement of this ordinance and the Pine County Subdivision and Plotting Ordinance.

3.2 Board of Adjustment

The existing Pine County Board of Adjustment is hereby recognized and vested with such authority as provided by statutes and ordinances. It shall be composed and act as set forth in the Pine County Subdivision and Platting Ordinance.

3.21 Powers. The Board of Adjustment shall have the following powers:

- A. To grant a variance as provided by statute and in this ordinance.
- B. To interpret zoning district boundaries on official zoning maps.
- C. To permit the extension of a zoning district where the boundary line thereof divides a lot in one (1) ownership of the time of the passage of this ordinance, but such extension of any district shall not exceed one hundred (100) feet.
- D. To act upon all questions as they may arise in the administration of this ordinance; and to hear and decide appeals from and to review any order, requirements, decision or determination made by an administrative official charged with enforcing this ordinance.

3.3 Planning Commission

The existing Pine County Planning Commission is hereby recognized and vested with such authority as provided by statutes and ordinances. It shall be composed and act as set forth in the Pine County Subdivision and Platting Ordinances.

3.31 Powers. The Planning Commission shall have the following powers:

- A. To order the issuance of conditional use permits.
- B. To make recommendations to the County Board of Commissioners on applications for amendments to this ordinance.
- C. To perform any additional duties in their capacity that will serve the public interest and desires of the County Board of Commissioners.

3.4 Permits Required

- 3.41 A permit is required for the construction of buildings or building additions (including such related activities as construction of decks), the installation and/or alteration of sewage treatment systems, and those grading and filling activities not exempted by Section 5.3 of this ordinance. Application for a permit shall be made to the Zoning Administrator on the forms provided. The application shall include such other information deemed necessary by the Zoning Administrator to ensure proper enforcement of this and any other ordinance(s), and so that a determination can be made regarding the sites suitability for the intended use and that a compliant sewage treatment system will be provided.
- 3.42 Any permit or variance which authorizes any type of improvement or use of the property shall stipulate that an identified non-conforming sewage treatment system, as defined by Section 5.7, shall be reconstructed or replaced in accordance with the provisions of this ordinance.

3.5 Certificate of Zoning Compliance

The Zoning Administrator shall issue a certificate of zoning compliance for each activity requiring a permit as specified in Section 3.4 of this ordinance. This certificate will specify that the use of land conforms to the requirements of this ordinance. Any use, arrangement, or construction at variance with that authorized by permit shall be deemed a violation of this ordinance and shall be punishable as provided in Section 2.3 of this ordinance.

3.6 Variances from Standards

~~In any case where, upon application of any responsible parties to t~~The Board of Adjustment shall have the exclusive power to order the issuance of variances from the requirements of any official control including restrictions placed on nonconformities. Variances may only be granted in accordance with Minnesota Statutes, Chapter 394. Variances may be granted when all of the following conditions are met: it appears that by reason of exceptional circumstances, the strict enforcement of any provision of the standards would cause unnecessary hardship or that strict conformity with the standards would be unreasonable, impractical or not feasible under the circumstances, the Board of Adjustment may permit a variance therefrom upon such conditions as it may prescribe for management of shorelands consistent with the general purpose of this ordinance and the intent of this and all other applicable state and local regulations and laws, provided that:

- 3.61 ~~The applicant's proposed use is allowed in the zoning district which the subject is located. The condition causing the hardship is unique to that property.~~
- 3.62 ~~The variance is in harmony with the comprehensive plan and the purposes and intent of the ordinance. The variance is proved necessary in order to secure for the applicant right or rights that are enjoyed by other owners in the same area or district.~~
- 3.63 ~~A practical difficulty exists on the property preventing the applicant from complying with the ordinance. Practical difficulty is established when the applicant proposes to use the property in a reasonable manner not permitted by the ordinance or when the variance request is due to circumstances unique to the property not created by the landowner. Economic considerations alone do not constitute practical difficulties~~
- 3.63.64 The granting of the variance will not be contrary to the public interest or damaging to the rights of other persons or to property values in the neighborhood.
- 3.64 ~~The granting of the variance will not be contrary to management policies of the area or district.~~
- 3.65 No variance shall be granted simply because there are no objections or because those who do not object outnumber those who do; nor for any other reason than a proved hardship.
- 3.66 ~~The board of adjustment may impose conditions in the granting of variances. A condition must be directly related to and must bear rough proportionality to the impact created by the variance. No variance may be granted that would allow any use that is prohibited in the zoning district in which the subject property is located.~~
- 3.67 The Board of Adjustment shall hear and decide requests for variances in accordance with the rules that it has adopted for the conducting of business. When a variance is approved after the Department of Natural Resources has formally recommended denial in the hearing record, the notification of the approved variance required in Section 3.92 below shall also include the Board of Adjustment's summary of the public record/testimony and the findings of facts and conclusions which supported the issuance, of the variance.
- 3.68 For existing developments, the application for variance must clearly demonstrate whether a conforming sewage treatment system is present for

the intended use of the property. The variance, if issued, must require reconstruction of a nonconforming sewage treatment system.

3.7 Conditional Uses

3.71 Application for Conditional Use Permit

Any use listed as a conditional use in this ordinance shall be permitted only upon application to the Planning Commission through the Zoning Administrator and issuance of a conditional use permit by the Zoning Administrator upon order of the Planning Commission.

3.72 Standards Applicable to all Conditional Uses

In passing upon a Conditional Use Permit, the Planning Commission shall evaluate the effect of the proposed use upon:

- A. The maintenance of sole and healthful conditions;
- B. The prevention and control of water pollution including sedimentation;
- C. Existing topographic and drainage features and vegetative cover on the site;
- D. The location of site with respect to flood plains and floodways of rivers or streams;
- E. The erosion potential of the site based upon degree and direction of slope, soil type, and vegetative cover;
- F. The location of the site with respect to existing or future access roads;
- G. The need of the proposed use for a shoreland location;
- H. The visibility of structures and other facilities as viewed from public waters is limited;
- I. The site is adequate for water supply and on-site sewage treatment;
- J. The types, uses, and numbers of watercraft that the project will generate are compatible in relation to the suitability of public waters to safely accommodate these watercraft;
- K. Its compatibility with uses on adjacent land;

L. The amount of liquid wastes to be generated and the adequacy of the proposed disposal systems; and

M. Locational factors under which:

- 1) domestic uses shall be generally preferred;
- 2) uses not inherently a source of pollution within an area shall be preferred over uses that are or may be a pollution source; and
- 3) use locations within an area tending to minimize the possibility of pollution shall be preferred over use locations tending to increase that possibility.

3.73 Conditions Attached to Conditional Uses

Upon consideration of the factors listed above, the Planning Commission may attach such conditions, in addition to those required elsewhere in this ordinance, that it deems necessary in furthering the purposes of this ordinance. Violation of any of these conditions shall be deemed a violation of this ordinance. Such conditions may include specifications for, without limitation because of specific enumeration: type of shore cover; increased setbacks and yards; specified sewage disposal and water supply facilities; landscaping and planting screens; period of operation; operational control; sureties; deed restrictions; locations of piers, docks, parking and signs; type of construction or any other requirements necessary to fulfill the purpose and intent of this ordinance.

In order to secure information upon which to base its determination, the Planning Commission may require the applicant to furnish, in addition to the information required for a zoning permit, the following information.

- A. A plan of the area showing contours, soil types, high water mark, groundwater conditions, bedrock, slope, and vegetative cover.
- B. Location of buildings, parking areas, traffic access, driveways, walkways, piers, open spaces, and landscaping.
- C. Plans of buildings, sewage disposal facilities, water supply systems, and arrangements of operations.
- D. Specifications for areas of proposed filling, grading, lagooning, or dredging.

- E. Other pertinent information necessary to determine if the proposed use meets the requirements of this ordinance.

3.8 Shoreland Zoning Amendments

The County Board may adopt amendments to the Shoreland Ordinance and Zoning Map in relation both to the provisions within a particular district or to the location of the district lines. Such amendments shall not be issued indiscriminately, but shall only be used as a means to reflect changes in the goals and policies or changes in conditions of the county.

3.81 Kinds of Amendments

- A. A change in a district's boundary (rezoning)
- B. A change in a district's regulations
- C. A change in any other provision of this ordinance

3.82 Initiation of Proceedings

Proceedings for amending this ordinance shall be initiated by at least one 1) of the following three (3) methods:

- A. By petition of an owner or owners of property which is proposed to be rezoned, or for which district regulation changes are proposed
- B. By recommendation of the Planning Commission
- C. By action of the County Board

3.83 Required Exhibits for Rezoning or District Regulation Changes Initiated by Property Owners

- A. A preliminary building or structure and site development plan. Site plan requirements are as listed in Section 3.41 of this ordinance.
- B. Evidence of ownership or enforceable option or easement on the property.

3.84 Procedure

The procedure for a property owner to initiate a rezoning or district regulation change applying to this property is as follows:

- A. The applicant completes the application form and pays the required filing fee with the Zoning Administrator.
- B. The Planning Commission reviews the request, sets the public hearing, and prepares the notices.
- C. The Planning Commission prepares its recommendation after the public hearing and forwards it to the County Board.
- D. The County Board takes final approval or denial action on the amendment request.

3.9 Notifications to the Department of Natural Resources

- 3.91 Copies of all notices of any public hearings to consider variances, amendments, or conditional uses under local shoreland management controls must be sent to the commissioner or the commissioner's designated representative and postmarked at least ten (10) days before the hearings. Notices of hearings to consider proposed subdivisions/plats must include copies of the subdivision/plat.
- 3.92 A copy of approved amendments and subdivisions/plats and final decisions granting variances or conditional uses under local shoreland management controls must be sent to the commissioner or the commissioner's designated representative and postmarked within ten (10) days of final action.
- 3.93 In addition to formal notifications, the County may request that all written responses be forwarded to the applicant prior to any hearings. Failure to receive any such written comments by the applicant shall not invalidate any hearings.

Section 4.0 Shoreland Classification System and Land Use Districts

4.1 Shoreland Classification System

The public waters of Pine County, Minnesota have been classified below consistent with the criteria found in Minnesota Regulations, Part 6120.3330, and the Protected Waters Inventory Map for Pine County, Minnesota.

- 4.11 The Shoreland are for the waterbodies listed in Sections 4.12 and 4.13 shall be as defined in Section 2.752 and as shown on the Official Zoning Map.

4.12 Lakes

A. Natural Environment Lakes

Protected Lakes Inventory I.D. #	Lake Home	Township	Range	Section
58-1	Black Lake	45	15	19
58-5	Hay Creek Flowage	42	16	20,29,30
58-7	Rock Lake	41	16,17	6,7,12
58-8	Cranberry	45	16,17	6,1
58-11	Five	41	17	5
58-12	McGowan Lake	41	17	8,17
58-13	Greigs	41	17	10
58-16	Twelve (Churchill)	41	17	12,13
58-18	Lena	41	17	15
58-22	Bullhead	41	17	21
58-23	Alma	41	17	28,33

Protected Lakes Inventory I.D. #	Lake Name	Township	Range	Section
58-28	Little Tamarack	42	17	33
58-29	Grace Lake	42	17	36
58-31	Pickerel Lake	45	17	1,12
58-33	Maheu	45	17	9
58-34	DeLong Lake	45	17	9,10
58-45	Wilbur	41	18	23
58-50	-----	45	18	16
58-52	Hicks Lake	45	18	34
58-54	Wallace Lake	41	19	10
58-58	McCormick	44	;9	6,7
58-59	Stevens Lake	44	19	28,33
58-61	-----	45	19	3
58-63	Lords	45	19	5,6,7,8
58-71	Close	45	19	18
58-73	Dago Lake	45	19	19,30
58-74	Johnson Lake	45	19	21

58-74	Willow	45	19	26,34,35
58-77	Big Slough	45	19	28,33
58-79	Turtle	45	19	29
58-80	-----	45	19	29,30
58-83	Second Lake	44	19,20	7,12
58-89	Cedar	40	20	28,29,32,33
58-102	Fox Lake	44	20	8,9
58-103	Mud Lake	44	20	9,16
58-104	Clear Lake	44	20	9,16
58-106	Little Mud	44	20	15,16,21
58-111	Stanton Lake	44,45	20	1,2,35
58-117	Rock Lake	38	21	8,9
58-125	Grass Lake	42,43	21	3,26,27,34,35
58-126	Elbow Lake	42,43	21	3,4,33,34
58-128	Bass Lake	43	21	10,11

Protected Lakes Inventory I.D. #	Lake Name	Township	Range	Section
58-132	Indian Lake	43	21	24,25
58-135	Miller Lake	43	21	35,36
58-136	Rhine Lake	44	21	31,32
13-90	-----	37,38	22	4,5,32,33

B. Recreational Development Lakes

Protected Lakes Inventory I.D. #	Lake Name	Township	Range	Section
58-10	Razor Lake	41	17	3,4
58-24	Tamarack Lake	41,42	17	4,33
58-38	Net Lake	45	17	1,2
58-48	Oak Lake	45	1R	10,11,14,15
58-49	Little Oak	45	18	10,15,16
58-51	Margaret	45		26,35
58-62	Island Lake	45	19	3,4,8,9
58-67	Sturgeon	45	19	9,10,15,16,17,20,21
58-68	Eleven Lake	45	19	11
58-69	Twelve Lake	45	19	12
58-76	Passenger	45	19	28,29,32,33
58-78	Rush Lake	45	19	28,29
58-81	Sand Lake	45	19	4,5,6
58-107	Long Lake	44	20	15,21,22
58-123	Grindstone	42	21	3,9,16,17,21
58-129	Little Pine	43	21	10,15
58-130	Upper Pine	43	21	20,21,28,29
58-137	Bass Lake	42,43	21	6,31
58-138	Big Pine	43	21	7,8,18,19

C. General Development Lakes

Protected Lakes Inventory I.D. #	Lake Name	Township	Range	Section
58-99	First Lake	44	20	1,12
58-119	Cross Lake	39	21	11,14,15,22,23,27,28,34
58-142	Pokegama	39	22	13,14,23,24,25,26,35,36

4.13 Rivers and Streams

- A. Remote Rivers Legal Description
1. St. Croix From border of Pine County and State of Wisconsin to west section line, Section 19, T41N, R16W
 2. St. Croix From north section line, Section 3, T40N, R17W to border of Pine and Chisago Counties
- B. Forested Rivers
1. St. Croix From east line, Section 24, T41N, R17W to south section line, Section 35, T41N, R17W
 2. Moose From border of Carlton and Pine Counties to the confluence with Kettle River in Section 23, T45N, R20W
 3. Snake From south section line, Section 24, T39N, R21W to confluence with St. Croix River in Section 31, T39N, R19W
 4. Net From south section line, Section 18, T45N, R16W to border of Carlton and Pine Counties
- C. Transition Rivers
1. Snake From border of Kanabec and Pine Counties to north section line, Section 25, T39N, R21W
- D. Wild and Scenic River
1. Kettle From border of Pine and Carlton Counties to confluence with St. Croix River in Section 20m, T39N, R19W

PLEASE NOTE that portions of the following designated tributaries to the Kettle River will be affected by MN rules, Parts 6105.0110, Subp. 3, Item B, subitem (3) and 105.0120 relating to statewide standards and criteria for Wild, Scenic and Recreational Rivers:

Birch Creek	Moose River	Grindstone River
Willow River	Pine River	Cedar Creek
Cane Creek	Wolf Creek	Deer Brook
Deer Creek	Fox Brook	Kennedy Brook

E. Tributary - Natural Environment (Trout Streams)

Stream Name	Township	Range	Section
Bang's Brook	41	17	11,14,15,20,21,22,29
Barnes Spring	41	18	1,12
Bjork Creek	42	16	2,9,10,11
Cons Creek	41	17	15,16,22
Crooked Creek	41	17	18,19,20,29,30
	and 41	18	12,13
West Fork Crooked Creek	41	18	11,12
	and 42	18	3,4,9,10,16
	and 43	18	27,34
Crystal Creek	41	16	9,10,15
N. Fork Grindstone River	42	21	20,21,28,29
Clover Creek	40	18	6,7,8,18,19
	and 41	18	9,10,15,20,21,22,29,32,33
Little Hay Creek	40	18	8,9
Unnamed to Larsons Creek	44	17	4,5
Larsons Creek	44	17	5,8
	and 45	17	29,32
Lost Creek	40	19	9,10,15
Albrechts Creek	42	16	28,33

Stream Name	Township	Range	Section
Mission Creek	40	21	1,2
	and 41	20	30,31
	and 41	21	36
Pelkey Creek	41	20	33,34,35
Sand River Headwaters	43	18	4,5,7,8,18,19
	and 43	19	24
	and 44	18	33,34
Spring Brook	41	20	16,17,18,21
Wilbur Brook	41	17	29,30
	and 41	18	23,24,25,26
	45	17	19,22,27,28,29,30
Willow River Headwaters	and 45	18	13,14,15,24
	42	18	4,9,16
Wolf Creek	and 43	18	32,33

F. Tributary Streams

Stream Name	Township	Range	Section
Unnamed to Rush Lake	38	22	34
Unnamed to Rock Creek	38	21	12,13,23,24
Mud Creek	39	22	7,18,19
Unnamed to Pokegama Creek	39	22	4,9,10,11,14,15,16
Pokegama Creek	39	22	1,11,12,13,14,36
	and 40	22	5,8,9,14,15,16,23,24,36
	and 40	21	30,31
Jarvis Creek	39	22	33,34,35
Unnamed to Pokegama Creek	39	22	1,2
Mission Creek	39	22	25,36
	and 39	21	4,5,8,17,18,19,30,31
	and 40	21	12,13,14,22,23,27,28,32,33
	and 41	21	25,26
Bear Creek	39	20	17,20,29
Unnamed to Bear Creek	39	20	18,19,20

Stream Name	Township	Range	Section
Red Horse Creek	39	19	7,18,19,30
Unnamed	40	22	11,13,14,24
East Pokegama Creek	40	21	6,7,17,18,19,20,30
	and 41	211	29,32
Unnamed to East Pokegama	40	21	5,8,17,20
	and 41	21	33,34
Cedar Creek	40	20	14,22,23,27,28,29,30
Unnamed to Cedar Creek	40	20	28
Kennedy Brook	40	19	33
Lost Creek	40	129	14,15,22
Bear Creek	40	19	6,7,8,16,17,20,21,22,23,26,35
	and 41	19	5,8,9,16,21,28,33
	and 42	19	30,31,32
Sand Creek	40	19	2,11,12,13,24
	and 40	18	19
	and 41	19	2,3,11,14,23,25,26,35,36
	and 42	19	1,2,11,14,22,23,26,27,34,35
	and 43	19	25,36
Unnamed to Sand Creek	43	18	3
	and 44	18	34,35
Little Sand Creek	40	19	1,11,12
	and 41	19	1
	and 41	18	6,7,18,19,30,31,32
	and 42	19	36
	and 42	18	19,30,31
Grindstone River	41	21	24
	and 41	20	15,19,20,21,22,28
Unnamed to Grindstone Lake	42	21	8,9
North Fork Grindstone River	41	21	3,10,14,15,23
	and 42	21	33,34
South Fork Grindstone River	41	21	7,15,16,17,18,21,22,23
Deer Creek	41	20	4,5,9
Fox Brook	41	20	2,9,10,11
Little Bear Creek	41	19	3,4,9,10

Stream Name	Township	Range	Section
Little Bear Creek	and 42	19	33
West Fork Crooked Creek	41	18	2
	and 42	18	16,21,22,27,34,35
	and 43	18	14,23,26
East Fork Crooked Creek	41	18	12
	and 41	17	6,7
	and 42	18	25,36
	and 42	17	6,7,18,19,30,31
	and 43	18	24
	and 43	17	6,7,18,19,30,31
Unnamed to East Fork	42	17	17,18,19
Crooked Creek	41	17	32
Thunder Creek	41	18	2
	and 42	18	14,23,26,35
Kenney Brook	41	17	5,8,17,19,20
Lower Tamarack River	41	16	4,5,7,8,18
	and 42	16	31,32,33
	and 42	17	5,8,16,17,21,25,26,27,28,36
	and 43	17	3,4,9,10,16,21,28,29,32
	and 44	17	1,2,10,11,15,21,22,28,33
Upper Tamarack River	41	17	2
	and 42	16	12,13,14,23,24,25,36
	and 42	15	6,7
Partridge Creek	42	19	3,10,15,22,27
	and 43	19	26,27,34,35
Hay Creek	42	19	13,24,25
	and 42	18	7,18,30,31
Little Ox Creek	42	17	4,9
Ox Creek	43	17	33,34,35
Strawberry Creek	42	18	3
Keene Creek	42	17	3,9,10,16
	and 43	17	1,12,13,14,23,24,26,27,34
	and 43	16	6,7

Stream Name	Township	Range	Section
Keene Creek	and 44	16	30,31
Unnamed to McDermott	43	16	4
	and 44	16	20,29,32,33
McDermott Creek	42	17	1,12,13,14,22,23,27
	and 42	16	5,6,7
	and 43	16	4,5,8,9,17,19,20,30,31
	and 44	16	22,27,28,33
Squib Creek	42	17	12
	and 42	16	5,6,7
	and 43	16	21,28,32,33
Hay Creek	42	16	3,4,9,10,16,17,20,21,29,30,31
	and 43	16	1,11,12,14,22,23,27,34
	and 44	16	24,25,36
	and 44	15	18,19
Pine River	43	21	3,4,8,9
	and 44	21	22,23,24,27,34
	and 44	20	19,29,30,32
Little Pine Creek	43	21	3,10,15,16,21,29,30,31,32
Wolf Creek	43	20	27,34
O'Mix Creek	43	20	4,5,8,9,16,17
Log Drive Creek	43	20	12,13,14
Cone Creek	43	20	1,2,11
	and 43	19	6
Wolf Creek	43	18	28,29
Johnson Creek	43	17	16,21
Unnamed	43	17	3
Little McDermott Creek	43	16	7,8,18,19
Unnamed to Hay Creek	43	16	10,11
Unnamed	43	16	2,3,11
Bremen Creek	44	21	19,20,21,22,27,28
Little Bremen Creek	44	21	5,6,8,9,16,17,20
	and 45	21	31,32

Stream Name	Township	Range	Section
Rhine Creek	44	21	29,31,32,33,34
	and 43	21	6
Willow River	44	20	1,3
	and 44	19	6
	and 45	18	20,21,22,29,30
	and 45	20	36
Unnamed to Little Willow	44	18	7,18
	and 44	19	12
Little Willow River	44	19	1,2,3,12
	and 44	18	2,3,7,8,9,10
Nemadji River	45	17	4,5,8,9,
Birch Creek	45	21	
	and 45	20	18,19,20,21,22,23
Hay	45	18	19,20,21,30
Unnamed	45	17	5,7,8,18,19,20,30
Unnamed	45	16	30,31
Little Net River	45	16	5,6,8
Unnamed to Kettle River	42	20	3
Unnamed to Kettle River	12	20	11,12,14
Unnamed to Pine River	44	20	7,8,17
	and 44	21	5,7,8,18
Unnamed to Tributary	44	21	13,24
Unnamed to Pine River	44	20	1,12,13
	and 44	21	19,30
Unnamed to Kettle River	44	20	25,36
Unnamed to Kettle River	44	19	25,26,27
	and 44	20	6
Unnamed to Birch Creek	45	20	1,12

4.2 Land Use District

The following land use zoning districts have been established in accordance with their compatibility with the public waters classification.

- 4.21 The shorelands of Pine County, Minnesota are hereby divided into the following districts:
 - A. Special Protection District (SP)
 - B. Residential—Recreational District (RR)
 - C. High Density Residential District (HD)
 - D. Water—oriented Commercial District (WC)
 - E. General Use District (G)
- 4.22 The location and boundaries of the districts established by this ordinance are set forth on the Zoning Map which is hereby incorporated as part of this ordinance. A copy of the official Zoning Map shall be kept in the Zoning Administrator's office. It is the responsibility of the Zoning Administrator to continually maintain and update this map. Any amendments to the zoning map shall be recorded on such map within thirty (30) days after the official adoption of the zoning amendment by the Pine County Board.
- 4.23 Final determination of the exact location of land use district boundaries shall be made by the Zoning Administrator subject to appeal to the Board of Adjustment as provided in Section 3.2 of this ordinance.

4.3 Special Protection District (SP)

4.31 Purpose

The Special Protection District (SP) is intended to be used for two basic purposes. The first purpose is to limit and properly manage development in areas that are generally unsuitable for development or uses due to flooding, erosion, limiting soil conditions, steep slopes, or other major physical constraints. A second purpose is to manage and preserve areas with special historical, natural or biological characteristics.

4.32 Permitted Uses

- A. All general agricultural pasture, minimum tillage crop land and other existing agricultural land uses; except that no wetlands shall be drained to facilitate cultivation of shoreland areas within specified distances of lakes or streams depending upon topography.

- B. Forestry, forest management and sensitive resources management.
- C. Mining of metallic minerals and peat as regulated in Minnesota Statutes Sections 93.44 to 93.51.
- D. Nature areas, hiking and riding trails, wildlife preserves and designated official wetland areas.

4.33 Conditional Uses

- A. Agricultural Feedlots
- B. All approved aerial or underground utility line crossings such as electrical, telephone, telegraph, or gas line
- C. Parks, historic sites, and camping facilities
- D. Non-residential structures used solely in conjunction with raising wild animals or fish
- E. Extractive uses
- F. Single Family Residential dwellings
- G. Home occupations

4.4 Residential Recreational District (RR)

4.41 Purpose

The purpose of the Residential-Recreational District (RR) is primarily intended to allow low to medium density seasonal and year around residential uses on lands suitable for such uses. It is also intended to prevent establishment of various commercial, industrial, and other uses in these areas that cause conflicts or problems for residential uses. Some non-residential uses with minimal impacts on residential uses are allowed if properly managed under conditional use procedures.

4.42 Permitted Uses

- A. All Permitted Uses in the Special Protection District as specified in Section 4.32
- B. Forestry, forest management, and sensitive resources management

- C. Single family seasonal or year around residential uses
- D. Duplex, triplex and quad residential multi-family dwellings
- E. Agricultural uses, including buildings
- F. Essential services
- G. Mining of metallic minerals and peat as regulated in Minnesota Statutes 93.44 to 93.51
- H. Nature areas, hiking and riding trails, wildlife preserves and designated official wetland areas

4.43 Conditional Uses

- A. All Conditional Uses in the Special Protection District as specified in Section 4.33
- B. All approved aerial or underground utility line crossings such as electrical, telephone, telegraph, or gas lines
- C. Parks, historic sites, and camping facilities
- D. Non-residential structures used solely in conjunction with raising of wild animals and fish
- E. Extractive uses
- F. Semi-public uses
- G. Home occupations approved as being compatible with other general allowable uses of this district
- H. Self storage garages

4.5 High Density Residential District (HD)

4.51 Purpose

The purpose of the High Density Residential District (HD) is intended for use on lands with heterogeneous mixes of soils, vegetation, and topography that are not well suited to residential development using standard, lot-block subdivisions. This approach enables such areas to be developed, often even with higher than lot-block densities, while also avoiding and preserving

unsuitable terrain and soils. Other compatible uses such as residential planned unit development, surface water-oriented commercial, multiple unit, single-family, parks, historic sites, and semi-public are also allowed, primarily as conditional uses.

4.52 Permitted Uses

- A. All Permitted Uses in the Residential Recreational District as specified in Section 4.42
- B. Forestry, forest management, and sensitive resources management
- C. Single family seasonal or year around residential dwellings
- D. Duplex, triplex, and quad residential multi-family dwellings
- E. Essential services
- F. Nature areas, hiking and riding trails, wildlife preserves and designated official wetland areas
- G. Medical, health care, elderly/nursing care and chemical dependency treatment facilities

4.53 Conditional Uses

- A. All Conditional Uses in the Residential Recreational District as specified in Section 4.43
- B. Residential Planned Unit Developments
- C. Surface water oriented commercial uses which are necessary to a residential planned unit development
- D. All approved aerial or underground utility line crossings such as electrical, telephone, telegraph, or gas lines
- E. Parks, historic sites, and camping facilities
- F. Non-residential structures used solely in conjunction with raising of wild animals and fish
- G. Semi-public uses

- H. Home occupations approved as being compatible with other general allowable uses of this district
- I. Self storage garages
- J. Manufactured Home Parks and Recreational Camping Vehicle Areas, provided:
 - 1) Site plans shall be approved by the Planning Commission.
 - 2) They shall be licensed by and in conformance with the standards prescribed by the Minnesota Department of Health, except where provisions of this ordinance are more restrictive, and then these provisions shall prevail.
 - 3) Each manufactured home or recreational camping vehicle shall meet the water and rood setback provisions for the classes of public waters prescribed in Section 5.21.
 - 4) There shall be at least ten (10) feet between the sides of adjacent manufactured homes, including their attachments, and at least three (3) feet between manufactured homes when parked end to end.
 - 5) Each manufactured home site shall be at least 4,000 square feet in area; each recreational camping vehicle site shall be at least 2,000 square feet in area.
 - 6) A centralized sewage disposal facility which meets the standards, criteria, rules or regulations of the Minnesota Department of Health and this ordinance must be installed.
 - 7) No individual on-site sewage disposal systems shall be used, unless site sizes meet the provisions of Section 5.1 for lot area and length of water frontage.

4.6 Water-oriented Commercial District (WC)

4.61 Purpose

The purpose of the Water-oriented Commercial District (WC) is intended to be used only to provide for existing or future commercial uses adjacent to water resources that are functionally dependent on such close proximity.

4.62 Permitted Uses

- A. All Permitted Uses in the High Density Residential District as specified in Section 4.52
- B. Surface water oriented commercial uses on General and Recreational Development Lakes. Such uses include single family dwellings associated with a resort, marinas, campgrounds, recreational vehicle parks, bait shops, and marine repair shops
- C. Resorts and other permanent buildings which provide sleeping accommodations on a transient rental basis
- D. Restaurants, drive-ins, dinner clubs, taverns and private clubs
- E. Home occupations
- F. Manufactured Home Parks and Recreational Camping Vehicle Areas provided the requirements of Section 4.53, J are satisfied

4.63 Conditional Uses

- A. All Conditional Uses in the High Density Residential District as specified in Section 4.53
- B. Residential Planned Unit Developments
- C. Public and semi-public uses
- D. Commercial Planned Unit Developments, the limited expansion of a commercial planned unit development involving six (6) additional dwelling units or sites may be allowed as a permitted use provided the provisions of Section 8.0 are satisfied
- E. Surface water-oriented commercial uses on Natural Environment lakes and all rivers and streams
- F. Self storage garages

4.7 **General Use District (G)**

4.71 Purpose

The purpose of the General Use District (G) is intended to be used only for lands already developed or suitable for development with concentrated urban, particularly

commercial land uses. It should not generally be used on natural environment lakes or remote river classes. Several other intensive urban uses such as industrial and commercial planned unit developments are allowed in this district if handled as conditional uses.

4.72 Permitted Uses

- A. All Permitted Uses in the Water-oriented Commercial District as specified in Section 4.62
- B. Hotels, motels, resorts, and other permanent buildings which provide sleeping accommodations on a transient rental basis
- C. Restaurants, Drive-ins, dinner clubs, taverns, and private clubs
- D. Retail businesses, novelty shops and service facilities such as gas stations and any other establishments except those engaged in manufacturing or processing enterprises
- E. Manufactured Home Parks and Recreational Camping Vehicle Areas provided the requirements of Section 4.53, J are satisfied
- F. Mining of metallic mineral sand peat in accordance with Minnesota Statutes 93.44 to 93.51
- G. Commercial uses involved in the sole, lease, rental, or trade of products, goods, and services

4.73 Conditional Uses

- A. All Conditional Uses in the Water-oriented Commercial District as specified in Section 4.63
- B. Extractive uses
- C. Parks and historic sites
- D. Industrial uses involved in the production, manufacturing, warehousing, storage or transfer of goods, products, commodities, or other wholesale items. Industrial uses shall be restricted to General and Recreational Development Lakes on prohibited from Natural Environment Lakes and all river and stream shoreland areas

Section 5.0 Zoning and Water Supply/Sanitary Provisions

5.1 Lot Area and Width Standards

The lot area (in square feet) and lot width standards, as measured at the building line and at the ordinary high water level (in feet), for single, duplex, triplex and quad residential lots created after the date of enactment of this ordinance for the Lake and River/Stream Classifications are the following:

5.11 Unsewered Lakes

A. Natural Environment

	<u>Riparian Lots</u>		<u>Non-Riparian Lots</u>	
	Area	Width	Area	Width
Single	80,000	200	80,000	200
Duplex	120,000	300	160,000	400
Triplex	160,000	400	240,000	600
Quad	200,000	500	320,000	800

B. Recreational Development

	<u>Riparian Lots</u>		<u>Non-Riparian Lots</u>	
	Area	Width	Area	Width
Single	40,000	150	40,000	150
Duplex	80,000	225	80,000	265
Triplex	120,000	300	120,000	375
Quad	160,000	375	160,000	490

C. General Development

	<u>Riparian Lots</u>		<u>Non-Riparian Lots</u>	
	Area	Width	Area	Width
Single	40,000	150	40,000	150
Duplex	50,000	200	80,000	265
Triplex	60,000	260	120,000	375
Quad	80,000	340	160,000	490

5.12 Sewered Lakes

A. Natural Environment

	<u>Riparian Lots</u>		<u>Non-Riparian Lots</u>	
	Area	Width	Area	Width
Single	40,000	125	20,000	125
Duplex	70,000	225	35,000	220
Triplex	100,000	325	52,000	315
Quad	130,000	425	65,000	410

B. Recreational Development

	<u>Riparian Lots</u>		<u>Non-Riparian Lots</u>	
	Area	Width	Area	Width
Single	20,000	75	15,000	75
Duplex	35,000	135	26,000	135
Triplex	50,000	195	38,000	190
Quad	65,000	255	49,000	245

C. General Development

	<u>Riparian Lots</u>		<u>Non-Riparian Lots</u>	
	Area	Width	Area	Width
Single	15,000	75	10,000	75
Duplex	26,000	135	17,500	135
Triplex	38,000	195	25,000	190
Quad	49,000	255	32,500	245

5.13 River/Stream Lot Width Standards. There is no minimum lot size requirements for rivers and streams. The lot width standards for single, duplex, triplex and quad residential development for the four (4) river/stream classifications are:

	Remote	Forested	Transition	Tributary-Natural Environment		
				(Trout Streams)	Tributary Non Sewer	Tributary Sewer
Single	350	200	250	200	150	75
Duplex	450	300	375	300	150	115
Triplex	600	400	500	400	200	150
Quad	750	500	625	500	250	190

5.14 Additional Special Provisions

A. Residential subdivisions with dwelling unit densities exceeding those in the tables in Sections 5.12 and 5.13 can only be allowed if designed and approved as residential planned unit developments under Section 8.0 of this ordinance. Only land above the ordinary high water level of public waters can be used to meet lot area standards and lot width standards must be met at both the ordinary high water level and at the building line. The sewer lot area dimensions in Section 5.12 can only be used if public:" owned sewer system service is available to the property.

B. Subdivisions of duplexes, triplexes, and quads on Natural Environment Lakes must also meet the following standards:

- 1) each building must be setback at least two hundred (200) feet from the ordinary high water level;
- 2) each building must have common sewage treatment and water system; in one (1) location and serve all dwelling units in the building;
- 3) watercraft docking facilities for each lot must be centralized in one (1) location and serve all dwelling units in the building; and
- 4) no more than twenty-five percent (25%) of a lake's shoreline can be in duplex, triplex, or quad developments.

C. One (1) guest cottage may be allowed on lots meeting or exceeding the duplex lot area and width dimensions presented in Sections 5.11-5.13, provided the following standards are met:

- 1) for a lot exceeding the minimum lot dimensions of duplex lots, the guest cottage must be located within the smallest duplex sized lot that could be created including the principal dwelling unit;
- 2) a guest cottage must not cover more than seven hundred (700) square feet of land surface and must not exceed fifteen (15) feet in height; and
- 3) a guest cottage must be located or designed to reduce its visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks or color, assuming summer leaf-on conditions.

D. Lots created after the effective date of this ordinance and intended as controlled accesses to public waters or as recreation areas for use by owners of non-riparian lots within subdivisions are permissible and must meet or exceed the following standards:

- 1) They must meet the width and size requirements for residential lots and be suitable for the intended uses of controlled access lots.

- 2) If docking, mooring, or over-water storage of more than six (6) watercraft is to be allowed at a controlled access lot, then the width of the lot (keeping the same lot depth) must be increased by the percent of the requirements for riparian residential lots for each watercraft beyond six, consistent with the following table:

Controlled Access Lot Frontage Requirements

Ratio of Lake Size to Shore Length (acres/mile)	Required Increase in Frontage (percent)
Less than 100	25
100-200	20
201-300	15
301-400	10
Greater than 400	5

- 3) They may be jointly owned by all purchasers of lots in the subdivision or by all purchasers of non-riparian lots in the subdivision who are provided riparian access rights on the access lot. Or
- 4) Covenants or other equally effective legal instruments must be developed that specify which lot owners have authority to use the access lot and what activities are allowed. The activities may include watercraft launching, loading, storage, beaching, mooring, or docking. They must also include other outdoor recreational activities that do not significantly conflict with general public use of the public water or the enjoyment of normal property rights by adjacent property owners. Examples of the non-significant conflict activities include swimming, sunbathing, or picnicking. The covenants must limit the total number of vehicles allowed to be parked and the total number of watercraft allowed to be continuously moored, docked, or stored over water, and must require centralization of all common facilities and activities in the most suitable locations or the lot to minimize topographic and vegetation alterations. They must also require all parking areas, storage building, and other facilities to be screened by vegetation or topography as much as practical from view from the public water, assuming summer, leaf—on conditions.

5.2 Placement, Design, and Height of Structures

- 5.21 Placement of Structures on Lots. When more than one (1) setback applies to a site, structures and facilities must be located to meet all setbacks. Where

structures exist on the adjoining lots on both sides of a proposed building site, structure setbacks may be altered without a variance to conform to the adjoining setbacks from the ordinary high water level or the road setbacks, provided the proposed building site is not located in a shore impact zone or in a bluff impact zone. Structures shall be located as follows. In determining the altered setback, the average setback of the two (2) adjoining structures shall be used in determining the required setback.

A. Structure and On-site Sewage System Setbacks (in feet) from Ordinary High Water Level*

<u>Classes of Public Waters</u>	<u>Setbacks* Structures- Unsewered</u>	<u>Structures- Sewered</u>	<u>Sewage Treatment System</u>
Lakes			
Natural Environment	150	150	150
Recreational Development	100	75	75
General Development	75	50	100
Rivers			
Remote	200	200	150
Forested and Transition	150	150	100
Tributary	100	50	75
Tributary—Natural Environm (Trout Streams)	150	100	150

* One (1) water oriented accessory structure designed in accordance with Section 5.22; B; 2) of this ordinance. **Note:** For Wild and Scenic District requirements, refer to the Kettle River Wild and Scenic River Ordinance, Pine County.

B. Additional Structure Setbacks. The following additional structure setbacks apply, regardless of the classification of the waterbody:

Setback From:	Setback (in feet)
1) top of bluff	30
2) unplatted cemetery	50
3) right-of-way line federal, state, or county highway	20
4) right-of-way line of a town road, public street, road, or a private road easement	20
5) side yard (measured from the lot line to the building side wall)	5' (3' to eaves)

C. Bluff Impact Zones. Structures and accessory facilities, except stairways and landings, must not be placed within bluff impact zones.

D. Uses Without Water Oriented Needs. Uses without water oriented needs must be located on lots or parcels without public waters frontage, or, if located on lots or parcels with public waters frontage, must either be set back double the normal ordinary high water level setback or be substantially screened from view from the water by vegetation or topography, assuming summer, leaf-on conditions.

E. Temporary Vehicles/Buildings. Hereafter no person shall erect, alter the outside dimensions, or move any building or *part* thereof without first securing a building site permit therefor. Licensed camping vehicles may be located in shoreland areas without a building site permit, provided dimensional requirements of Section 5.21 are met. All vehicles shall be connected to an approved sanitary sewer or grey water disposal system when running water is available on or to the site. Licensed fish houses may be temporarily located in shoreland areas without a building site permit, provided dimensional requirements of Section 5.21 are met.

F. Camping Vehicles shall also be limited to two (2) per lot and will be considered permanent and shall be subject to all permits, setbacks, area, and sanitary sewer system requirements of this Ordinance in either of the following cases:

- 1) when the development of a structural addition to the camping vehicle occurs, or when an accessory structure or storage building is completed on the site; or

- 2) the camping vehicle is unlicensed.

5.22 Design Criteria For Structures

A. High Water Elevations. Structures must be placed in accordance with any flood plain regulations applicable to the site. Where these controls do not exist, the elevation to which the lowest floor, including basement, is placed or flood-proofed must be determined as follows:

- 1) For lakes, by placing the lowest floor at a level at least three (3) feet above the highest known water level, or three (3) feet above the ordinary high water level, whichever is higher.
- 2) For rivers and streams, by placing the lowest floor at least three (3) feet above the flood of record, if data are available. If data are not available, by placing the lowest floor at least three (3) feet above the ordinary high water level, or by conducting a technical evaluation to determine effects of proposed construction upon flood stages and flood flows and to establish a flood protection elevation. Under all three approaches, technical evaluations must be done by a qualified engineer or hydrologist consistent with parts 6120.5000 to 6120.6200 governing the management of flood plain areas. If more than one (1) approach is used, the highest flood protection elevation determined must be used for placing structures and other facilities.
- 3) Water-oriented accessory structures may have the lowest floor placed lower than the elevation determined in this item if the structure is constructed of flood resistant materials to the elevation, electrical and mechanical equipment is placed above the elevation and, if long duration flooding is anticipated, the structure is built to withstand ice action and wind driven waves and debris.
- 4) Structures not intended for human habitation (including attached garages or carports) shall be placed so that the lowest floor is at an elevation not less than the highest known water level elevation.

B. Water Oriented Accessory Structures. Each lot may have one (1) water oriented accessory structure not meeting the normal structure setback in Section 5.21 of this ordinance if this water oriented accessory structure complies with the following provisions:

- 1) The structure or facility must not exceed ten (10) feet in height, exclusive of safety rails, and cannot occupy an area greater than 250

square feet. Detached decks must not exceed six (6) feet above grade at any point.

- 2) The setback of the structure or facility from the ordinary high water level must be at least:
 - ten (10) feet for boathouses
 - twenty-five (25) feet for all other water oriented structures.
- 3) The structure or facility must be treated to reduce visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks or color, assuming summer, leaf-on conditions.
- 4) The roof may be used as a deck with safety rails not exceeding four (4) feet in height, but must not be enclosed or used as a storage area.
- 5) The structure or facility must not be designed or used for human habitation and must not contain sewage treatment facilities.

C. Patios within the structure setback require a permit and shall comply with the following standards:

- 3)1) Not to be located in shore impact zone except as a water-oriented accessory structure according to Article 5.22B of this ordinance;
- 4)2) Be free standing;
- 1)3) Have no railings;
- 2)4) Be a maximum of 250 square feet in size without an approved and implemented Stormwater Management Plan according to Article 5.5 of this ordinance;
- 3)5) Not be more than one foot below or above natural ground level;
- 4)6) Construction complies with all provisions of Articles 5.32 and 5.5 of this ordinance
- 7) The maximum impervious surface limits for the lot shall not be exceeded.

D. Patios are allowed behind the structure setback without a permit provided all setbacks are met and the property does not exceed the maximum allowable impervious surface standards.

E. Stairways, Lifts, and Landings. Stairways and lifts are the preferred alternative to major topographic alterations for achieving access up and down bluffs and steep slopes to shore areas. Stairways and lifts must meet the following design requirements.

- 1) Stairways and lifts must not exceed four (4) feet in width on residential lots. Wider stairways may be used for commercial properties, public open space recreational properties, and planned unit developments.
- 2) Landings for stairways and lifts on residential lots must not exceed thirty-two (32) square feet in area. Landings larger than thirty-two (32) square feet may be used for commercial properties, public open space recreational properties and planned unit developments.
- 3) Canopies or roofs are not allowed on stairways, lifts or landings.
- 4) Stairways, lifts and landings may be either constructed above the ground on posts or pilings or placed into the ground, provided they are designed and built in a manner that ensures control of soil erosion.
- 5) Stairways, lifts and landings must be located in the most visually inconspicuous portions of lots, as viewed from the surface of the public water assuming summer, leaf-on conditions, whenever practical.
- 6) Facilities such as ramps, lifts, or mobility paths for physically handicapped persons are also allowed for achieving access to shore areas, provided that the dimensional and performance standards of subitems (1) to (5) are complied with in addition to the requirements of Minnesota Regulations, Chapter 1340.

F. Significant Historic Sites. No structure may be placed on a significant historic site in a manner that affects the values of the site unless adequate information about the site has been removed and documented in a public repository.

G. Steep Slopes. The Zoning Administrator must evaluate possible soil erosion impacts and development visibility from public waters before issuing a permit for construction of sewage treatment systems, roads, driveways, structures, or other improvements on steep slopes. When determined necessary, conditions must be attached to issued permits to prevent erosion and to preserve existing vegetation screening of structures, vehicles, and other facilities as viewed from the surface of public waters, assuming summer, leaf-on vegetation

- 5.23 Height of Structures. All structures in residential districts, except churches and non-residential agricultural structures, must not exceed twenty-five (25) feet in height.

5.3 Shoreland Alterations

Alterations of vegetation and topography will be regulated to prevent erosion into public waters, fix nutrients, preserve shoreland aesthetics, preserve historic values, prevent bank slumping, and protect fish and wildlife habitat.

5.31 Vegetation Alterations

- A. Vegetation alteration necessary for the construction of structures and sewage treatment systems and the construction of roads and parking areas regulated by Section 5.4 of this ordinance are exempt from the vegetation alteration standards that follow.
- B. Removal or alteration of vegetation, except for agricultural and forest management uses as regulated in Sections 5.62 and 5.63, respectively, is allowed subject to the following standards:
- 1) Intensive vegetation clearing within the shore and bluff impact zones and on steep slopes is not allowed. Intensive vegetation clearing for forest land conversion to another use outside of these areas is allowable as a conditional use if an erosion control and sedimentation plan is developed and approved by the soil and water conservation district in which the property is located.
 - 2) In shore and bluff impact zones and on steep slopes, limited clearing of trees and shrubs and cutting, pruning, and trimming of trees is allowed to provide a view to the water from the principal dwelling site and to accommodate the placement of stairways and landings, picnic areas, access paths, livestock watering areas, beach and watercraft access areas and permitted water oriented accessory structures or facilities, provided that:
 - a) The screening of structures, vehicles, or other facilities as viewed from the water, assuming summer, leaf-on conditions, is not substantially reduced.
 - b) Along river, existing shading of water surfaces is preserved.
 - c) The above provisions are not applicable to the removal of trees, limbs, or branches that are dead, diseased, or pose safety hazards.

3) Use of fertilizer and pesticides in the shoreland management district must be done in a way as to minimize runoff into the shore impact zone or public water by the use of earth, vegetation, or both.

5.32 Topographic Alterations/Grading and Filling

- A. Grading and filling and excavations necessary for the construction of structures and sewage treatment systems under validly issued construction permits for these facilities do not require the issuance of a separate grading and filling permit. However, the grading and filling standards in this Section must be incorporated into the issuance of permits for construction of structures and sewage treatment systems.
- B. ~~Public~~ Roads, driveways, and parking areas are regulated by Section 5.4 of this ordinance.
- C. Notwithstanding Items A and B above, a grading and filling permit will be required for the movement of more than ten (10) cubic yards of material on steep slopes or within shore or bluff impact zones or more than fifty (50) cubic yards of material on property under the jurisdiction of this ordinance. Grading and filling of material outside of steep slopes and shore and bluff impact zones shall not require a permit. However, the property owner shall be required to obtain a grading and filling plan from the Planning and Zoning Department ~~Pine County Soil and Water Conservation District~~ and follow the requirements of Section 5.32D.
- D. The following considerations and conditions must be adhered to during the issuance of construction permits, grading and filling permits, conditional use permits, variances, and subdivision approvals:

1) Grading, filling or draining of any 1, 2, 3, 4, 5, 6, 7, or 8 wetland must be approved by the Pine Soil and Water Conservation District, Minnesota Department of Natural Resources, and/or Army Corp of Engineers.

Before authorizing any Ggrading, filling or draining activity in of any type 1, 2, 3, 4, 5, 6, 7, or 8 wetland the Department meeting the wetland definition as outlined in the January, 1989 "Federal Manual for Identifying and Delineating Jurisdictional Wetlands" must be evaluated to determine consider how extensively the proposed activity would affect the following functional qualities of the wetland:

- a) sediment and pollutant trapping and retention;
- b) storage of surface run-off to prevent or reduce flood damage;

- c) fish and wildlife habitat;
- d) recreational use;
- e) shoreline or bank stabilization; and
- f) noteworthiness, including special qualities such as historic significance, critical habitat for endangered plants and animals, or others.

* This evaluation must also include a determination of whether the wetland alteration being proposed requires permits, reviews or approvals by other local, state or federal agencies. The Minnesota Wetland Conservation Act of 1991 places certain restrictions on all wetlands in Pine County regarding burning, draining and filling activities. The United States Army Corps of Engineers also has controls on all wetlands in Pine County. The Minnesota DNR has controls on Protected Waters and Wetlands in Pine County. The applicant will be so advised.

- 1)2) Alterations must be designed and conducted in a manner that ensures only the smallest amount of bare ground is exposed for the shortest time possible.
- 2)3) Mulches or similar materials must be used, where necessary, for temporary bare soil coverage and a permanent vegetation cover must be established as soon as possible.
- 3)4) Methods to minimize soil erosion and to trap sediments before they reach any surface water feature must be used.
- 4)5) All grading and filling plans must be reviewed by the Planning and Zoning Department ~~Soil and Water Conservation District~~ to insure adequate seeding, mulching and other erosion control measures are being proposed.
- 5)6) Fill or excavated material must not be placed in a manner that creates an unstable slope.
- 6)7) Plans to place fill or excavated material on steep slopes must be reviewed by qualified professionals for continued slope stability and must not create finished slopes of thirty percent (30%) or greater.
- 7)8) Fill or excavated material must not be placed in bluff impact zones.

8)9) Any alterations below the ordinary high water level of public waters must first be authorized by the commissioner under Minnesota Statutes, Section 103G.245.

9)10) Alterations of topography must only be allowed if they are accessory to permitted or conditional uses and do not adversely affect adjacent or nearby properties.

10)11) Placement of natural rock riprap, including associated grading of the shoreline and placement of a filter blanket, is permitted if the finished slope does not exceed three (3) feet horizontal to one (1) foot vertical, the landward extent of the riprap is within ten (10) feet of the ordinary high water level, and the height of the riprap above the ordinary high water level does not exceed three (3) feet.

E. Connections to Public Waters. Excavations where the intended purpose is connection to a public water, such as boat slips, canals, lagoons, and harbors, must be controlled by local shoreland controls. Permission for excavations may be given only after the commissioner has approved the proposed connection to public waters.

5.4 Placement and Design of Roads, Driveways, and Parking Areas

5.41 Construction of roads, driveways, and parking areas shall require a permit from the department.

~~5.41~~5.42 ~~Public and private~~ Roads, driveways, and parking areas must be designed to take advantage of natural vegetation and topography to achieve maximum screening from view from public waters. Documentation must be provided by a qualified individual that all roads and parking areas are designed and constructed to minimize and control erosion to public waters consistent with the field office technical guides of the local soil and water conservation district, or other applicable technical materials.

~~5.42~~5.43 Roads, driveways, and parking areas must meet structure setbacks and must not be placed within bluff and shore impact zones when other reasonable and feasible placement alternatives exist. If no alternatives exist, they may be placed within these areas and must be designed to minimize adverse impacts.

~~5.43~~5.44 Public and private watercraft access ramps, approach roads, and access related parking areas may be placed within shore impact zones provided the vegetative screening and erosion control conditions of this

subpart are met. For private facilities, the grading and filling provisions of Section 5.32 of this ordinance must be met.

5.5 Stormwater Management

The following general and specific standards shall apply:

5.51 General Standards

- A. When possible, existing natural drainage ways, wetlands, and vegetated soil surfaces must be used to convey, store, filter, and retain stormwater run-off before discharge to public waters.
- B. Development must be planned and conducted in a manner that will minimize the extent of disturbed areas, run-off velocities, erosion potential, and reduce and delay run-off volumes. Disturbed areas must be stabilized and protected as soon as possible and facilities or methods used to retain sediment on the site.
- C. When development density, topographic features, and soil and vegetation conditions are not sufficient to adequately handle stormwater run-off using natural features and vegetation, various types of constructed facilities such as diversions, settling basins, skimming devices, dikes, waterways, and ponds may be used. Preference must be given to designs using surface drainage, vegetation, and infiltration rather than buried pipes and non-made materials and facilities.

5.52 Specific Standards

- A. Impervious surface coverage of lots must not exceed twenty-five percent (25%) of the lot area.
- B. When constructed facilities are used for stormwater management, documentation must be provided by a qualified individual that they are designed and installed consistent with the field office technical guide of the local soil and water conservation districts.
- C. New constructed stormwater outfalls to public waters must provide for filtering or settling of suspended solids and skimming of surface debris before discharge.

5.6 Special Provisions for commercial, Industrial, Public/Semipublic, Agricultural, Forestry, and Extractive Uses and Mining of Metallic Minerals and Peat

5.61 Standards for Commercial, Industrial, Public and Semipublic Uses

A. Surface Water-oriented Commercial uses and industrial, public, or semipublic uses with similar needs to have access to and use of public waters may be located on parcels or lots with frontage on public waters. Those uses with water oriented needs must meet the following standards:

- 1) In addition to meeting impervious coverage limits, setbacks, and other zoning standards in this ordinance, the uses must be designed to incorporate topographic and vegetative screening of parking areas and structures.
- 2) Uses that require short-term watercraft mooring for patrons must centralize these facilities and design them to avoid obstructions of navigation and to be the minimum size necessary to meet the need.
- 3) Uses that depend on patrons arriving by watercraft may use signs and lighting to convey needed information to the public, subject to the following general standards which apply only within the shore impact zone:
 - a) No advertising signs or supporting facilities for signs may be placed in or upon public waters. Signs conveying information or safety messages may be placed in or on public waters by a public authority or under a permit issued by the county sheriff.
 - b) Signs may be placed, when necessary, within the shore impact zone if they are designed and sized to be the minimum necessary to convey needed information. They must only convey the location and name of the establishment and the general types of goods or services available. The signs must not contain other detailed information such as product brands and prices, must not be located higher than ten (10) feet above the ground, and must not exceed thirty-two (32) square feet in size. If illuminated by artificial lights, the lights must be shielded or directed to prevent illumination out across public waters.
 - c) Other outside lighting may be located within the shore impact zone or over public waters if it is used primarily to illuminate potential safety hazards and is shielded or otherwise directed to prevent direct illumination out across public waters. This does not preclude use of navigational lights.

B. Uses without water oriented needs must be located on lots or parcels without public waters frontage, or, if located on lots or parcels with public waters frontage, must either be set back double the normal ordinary high water level setback or be substantially screened from view from the water by vegetation or topography, assuming summer, leaf-on conditions.

5.62 Agriculture Use Standards

A. General cultivation farming, grazing, nurseries, horticulture, truck farming, sod farming, and wild crop harvesting are permitted uses if steep slopes and shore and bluff impact zones are maintained in permanent vegetation or operated under an approved conservation plan (Resource Management Systems) consistent with the field office technical guides of the local soil and water conservation districts or the United States Soil Conservation Service, as provided by a qualified individual or agency. The shore impact zone for parcels with permitted agricultural land uses is equal to a line parallel to and fifty (50) feet from the ordinary high water level.

B. Animal feedlots must meet the following standards:

- 1) New feedlots must not be located on the shoreland of watercourses or in bluff impact zones and must meet a minimum setback of three hundred (300) feet from the ordinary high water level of all public waters basins.
- 2) Modifications or expansions to existing feedlots that are located within three hundred (300) feet of the ordinary high water level or within a bluff impact zone are allowed if they do not further encroach into the existing ordinary high water level setback or encroach on bluff impact zones.

5.63 Forest Management Standards. The activities associated with all forest management practices on forest land must be conducted consistent with the provisions of the Water quality in Forest Management "Best Management Practices in Minnesota."

5.64 Extractive Use Standards

A. Site Development and Restoration Plan. An extractive use site development and restoration plan must be developed, approved, and followed over the course of operation of the site. The plan must address dust, noise, possible pollutant discharges and duration of operation, and anticipated vegetation and topographic alterations. It must also identify actions to be taken during operation to mitigate adverse environmental impacts, particularly erosion, and must clearly explain how the site will be rehabilitated after extractive activities end.

B. Setbacks for Processing Machinery. Processing machinery must be located consistent with setback standards for structures from ordinary high water levels of public waters and from bluffs.

- 5.65 Mining of Metallic Minerals and Peat. Mining of metallic minerals and peat, as defined in Minnesota Statutes, Sections 93.44 to 93.51, shall be a permitted use provided the provisions of Minnesota Statutes, Sections 93.44 to 93.51 are satisfied.

5.7 Water Supply and Sewage Treatment

- 5.71 Water Supply. Any public or private supply of water for domestic purposes must meet or exceed standards for water quality of the Minnesota Department of Health and the Minnesota Pollution Control Agency.
- 5.72 Sewage Treatment. Any premises used for human occupancy must be provided with an adequate system of sewage treatment and/or grey water disposal, as follows:
- A. Publicly owned sewer systems must be used where available.
 - B. All private sewage treatment systems must meet or exceed the Minnesota Pollution Control Agency's standards for individual sewage treatment systems contained in the document titled "Individual Sewage Treatment System Standards, Chapter 7080," a copy of which is hereby adopted by reference and declared to be a part of this ordinance. In addition to the Chapter 7080 regulations, the County will also require the following:
 - ~~1) After May 1, 1994, individual sewage treatment system evaluators, designers, inspectors, pumpers and installers shall have provisional Minnesota Pollution Control Agency certification. After May 1, 1996, full certification shall be required.~~
 - 2)1) All privies must provide a sealed tank as defined in Chapter 7080 and no open pits will be allowed. Any privy not connected to the dwelling shall not require installation or design by a certified installer, designer, or evaluator. IN remote areas not accessible by pumper trucks, the owner may request approval for land application of wastewater provided the application site is outside the shoreland area and provided it meets township regulations.
 - C. On-site sewage treatment systems must be set baøck from the ordinary high water level in accordance with the setbacks contained in Section 5.21 of this ordinance.
 - D. All proposed sites for individual sewage treatment systems shall be evaluated in accordance with the criteria in subitems (1) - (4). It shall be the responsibility of

the applicant to provide sufficient soil borings and percolation tests from on-site field investigations.

Evaluation criteria:

- 1) Depth to the highest known groundwater table or seasonally saturated soil condition, or bedrock;
- 2) Soil conditions, properties, and permeability;
- 3) Slope;
- 4) The existence of low lands, local surface depressions, and rock outcrops.

E. Non-conforming sewage treatment systems shall be regulated and upgraded in accordance with Section 6.3 of this ordinance.

Section 6.0 Non-Conformities

All legally established non-conformities as of the date of this ordinance may continue, but they will be managed according to the applicable state statutes and other regulations of the county for the subjects of alterations and additions, repair after damage, discontinuance of use, and intensification of use; except that the following standards will also apply in shoreland areas:

6.1 Construction on Non-conforming Lots of Record

- 6.11 Lots of record in the office of the County Recorder as of October 1, 1973 that do not meet the requirements of Section 5.1 of this ordinance may be allowed as building sites without variances from lot size requirements provided the use is permitted in the zoning district; the lot has been in separate ownership from abutting lands at all times since it become substandard; was created in compliance with official controls in effect at the time; impervious surface lot coverage does not exceed 25 percent; and sewage treatment and setback requirements of this ordinance are met.
- 6.12 Lots of record within the Snake River Shoreland District, which were plotted or created between October 1, 1973 and January 1, 1993, may be allowed as building sites without a variance provided (1) the lot width at the ordinary high water level and at the setback line is a minimum of one hundred (100) feet; (2) structures must be setback a minimum of seventy-five (75) feet from the ordinary high water level; and (3) sewage treatment systems shall be setback a minimum of one hundred (100) feet from the ordinary high water level.
- 6.13 Lots of record within the General Development Shorelands of First Lake (58-99), Cross Lake (58-119), and Pokegama Lake (58-142), which were plotted or created between October 1, 1973 and January 1, 1993, may be allowed as

building sites without a variance provided (1) the lot area is at least 20,000 square feet; (2) the lot width is at least one hundred (100) feet; and (3) sewage treatment systems shall be setback a minimum of one hundred (100) feet from the ordinary high water level.

6.14 If a variance from setback requirements must be obtained before any use, sewage treatment systems, or building permit is issue for a lot, the Board of Adjustment shall consider sewage treatment and water supply capabilities or constraints of the lot and shall deny the variance if adequate facilities cannot be provided.

6.15 If, in a group of two or more contiguous lots under ~~the same common~~ ownership, any individual lot does not meet the requirements 66% of the dimensional stand lot width and size described in ~~of~~ Section 5.1 of this Ordinance, the lot must not be considered as a separate parcel of land for the purposes of sale or development. The lot must be combined with the one (1) or more contiguous lots so they equal one (1) or more parcels of land, each meeting the requirements of Section 5.1 of this ordinance as much as possible.

1) Notwithstanding paragraph Section 6.32, contiguous nonconforming lots of record in shoreland areas under a common ownership must be able to be sold or purchased individually if each lot contained a habitable residential dwelling at the time the lots came under common ownership and the lots are suitable for, or served by, a sewage treatment system consistent with the requirements of section Minnesota Statute 115.5 and Minnesota Rules, chapter 7080, or connected to a public sewer.

0)2) A portion of a conforming lot may be separated from an existing parcel as long as the remainder of the existing parcel meets the lot size and sewage system requirements of the zoning district for a new lot and the newly created parcel is combined with an adjacent parcel.

6.2 Additions/Expansions Repair, restoration, maintenance, or improvement to Certain Non-conforming Structures

6.21 For homestead, nonhomestead residential real estate and seasonal residential real estate occupied for recreational purposes except as otherwise provided by law, a nonconformity, including the lawful use or occupation of land or premises existing at the time of the adoption of this ordinance, may be continued, including through repair, replacement, restoration, maintenance, or improvement, but not including expansion. If the nonconformity or occupancy is discontinued for a period of more than one year, or any nonconforming building or structure is destroyed by fire or other peril to the

~~extent of greater than 50 percent of its estimated market value, as indicated in the records of the county assessor at the time of damage, and no building permit has been applied for within 180 days of when the property is damaged, any subsequent use or occupancy of the land or premises must be a conforming use or occupancy. If such building permit is applied for, the board may impose reasonable conditions upon a zoning or building permit in order to mitigate any newly created impact on adjacent property or water body. When a nonconforming structure in the shoreland district with less than 50 percent of the required setback from the water is destroyed by fire or other peril to greater than 50 percent of its estimated market value, as indicated in the records of the county assessor at the time of damage, the structure setback may be increased if practicable and reasonable conditions are placed upon a zoning or building permit to mitigate created impacts on the adjacent property or water body. All additions or expansion to the outside dimensions of an existing non-conforming structure must meet the setback, height and other requirements of Section 5.0 of this ordinance. Lateral additions to non-conforming structures which follow existing building lines and meet all other setbacks are permissible without a variance. Any deviation from these requirements must be authorized by a variance pursuant to Section 3.6.~~

- 6.22 Deck additions may be allowed without a variance to a structure not meeting the required setback from the ordinary high water level if all of the following criteria and standards are met:
- A. The structure existed on the date the structure setbacks were established.
 - B. A department evaluation of the property and structure reveals no alternative location for a deck meeting or exceeding the existing ordinary high water level setback of the structure.
 - C. The deck does not encroach into any shore impact or bluff impact zones.
 - D. The deck is constructed primarily of wood and is not roofed or screened.

6.3 Non-conforming Sewage Treatment Systems

- 6.31 ~~All non-conforming properties will be subject to the regulations described in the Pine County Subsurface Sewage Treatment Systems Ordinance as well as Minnesota Chapter 7080. A sewage treatment system not meeting the requirements of Section 5.7 of this ordinance must be upgraded, at a minimum, at any time a permit or variance of any type is required for any improvement on, or use of, the property. For the purposes of this provision, a sewage treatment system shall not be considered non-conforming if the only~~

deficiency is the sewage treatment system's improper setback from the ordinary high water level.

~~6.32 The County Board of Pine County has, by adoption of this ordinance, notified the commissioner of its program to identify non-conforming sewage treatment systems. Pine County will require upgrading or replacement of any non-conforming system identified by this program within a reasonable period of time which will not exceed eighteen (18) months. Sewage systems installed according to all applicable local shoreland management standards adopted under Minnesota Statutes, Section 105.485, in effect at the time of installation may be considered as conforming unless they are determined to be failing, except that systems using cesspools, leaching pits, seepage pits, or other deep disposal methods, or systems with soil treatment area separations that are less than three (3) feet above the highest known groundwater table or seasonally saturated soils conditions or bedrock, as required by the Minnesota Pollution Control Agency's Chapter 7080 for design of on-site sewage treatment systems, shall be considered non-conforming. Pine County's program shall consist of the following activities:~~

~~A. With financial assistance from public or private organizations, the county will undertake identification of non-conforming systems and property owners notifications where upgrading is required. This will be undertaken only in those areas designated by the financial assistance donors and will be similar to the evaluation completed on Pokegama Lake as financed by the Pokegama Lake Association in 1992.~~

~~B. All permits, variances, and conditional use permits in any shoreland area shall require upgrading of non-conforming systems as stated in 6.31 and 3.68 of this ordinance.~~

~~C. Beginning on January 1, 1994, prior to recording any property title transfers or contracts for deed, a "Certificate of Sanitary System Compliance" shall be obtained by the seller or his/her agent determining if a non-conforming system exists and informs the buyer of such and upgrading requirements.~~

~~1) Application for the Certificate of Sanitary System Compliance shall be made to the Zoning Administrator upon forms furnished by the Zoning Office. Upon receipt of the properly executed application for a Certificate of Sanitary System Compliance, the Zoning Administrator shall cause an inspection to be made of the premises to determine whether the sanitary system is in compliance with the requirements of this ordinance.~~

~~2) In the case of an application for a Certificate of Sanitary System Compliance, if the sanitary system is in compliance with the requirements of this ordinance, the Zoning Administrator shall cause a Certificate of Sanitary System Compliance to be issued which shall state that the sanitary system has been inspected and is in compliance with the requirements of the Pine County Shoreland Ordinance.~~

~~3) In those times of year when the ground is frozen and no evaluation can be done, the seller or buyer shall be required to establish an escrow account to be used to bring a treatment system in compliance, if upon evaluation, it is determined to be a non-conforming or failing system. The account shall be established in a financial institution mutually agreed upon by the seller and buyer and shall be jointly controlled by the seller and buyer. All costs associated with the repair or replacement of a failing or non-conforming on-site sewage treatment system shall be the responsibility of the seller or buyer, as provided for in a written agreement between the seller and buyer.~~

~~4) The fee for the inspection for the Certificate of Sanitary System Compliance shall be established by the Pine County Board of Commissioners and shall be paid prior to the inspection.~~

~~D. Other shoreland areas will be scheduled for non-conforming system identification as administrative, funding, and staff resources are made available to the county.~~

Section 7.0 Subdivision/Platting Provisions

7.1 Land Suitability.

Each lot created through subdivision, including planned unit developments authorized under Section 8.0 of this ordinance, must be suitable in its natural state for the proposed use with minimal alteration. The land suitability analysis shall consider susceptibility to flooding, existence of wetlands, soil and rock formations with severe limitations for development, severe erosion potential, steep topography, inadequate water supply or sewage treatment capabilities. Additional information may be required by the County to complete the land suitability analysis in evaluating the impacts on near shore aquatic conditions unsuitable for waterbased recreation, important fish and wildlife habitat, presence of significant historic sites, or any other feature of the natural land likely to be harmful to the health, safety, or welfare of future residents of the proposed subdivision or of the county.

7.2 Consistency With Other Controls.

Subdivisions must conform to all official controls of the County including the Pine

County Subdivision Ordinance and any township ordinances, if applicable. A subdivision will not be approved where a later variance from one or more standards in official controls would be needed to use the lots for their intended purpose. In areas not served by publicly owned sewer and water systems, a subdivision will not be approved unless domestic water supply is available and a sewage treatment system consistent with Sections 5.2 and 5.7 can be provided for every lot. Each lot shall meet the minimum lot size and dimensional requirements of Section 5.1, including at least a minimum contiguous lawn area that is free of limiting factors sufficient for the construction of two (2) standard soil treatment systems. Lots that would require use of holding tanks will not be approved.

7.3 Information Requirements.

Sufficient information must be submitted by the applicant for the county to make a determination of land suitability. The information shall include at least the following:

- A. Topographic contours at ten (10) foot intervals or less from United States Geological Survey maps or more accurate sources, showing limiting site characteristics.
- B. The surface water features required in Minnesota Statutes, Section 505.02, Subdivision 1, to be shown on plats, obtained from United States Geological Survey quadrangle topographic maps or more accurate sources.
- C. Adequate soils information to determine suitability for building and on-site sewage treatment capabilities for every lot from field investigations such as soil borings, percolation tests, or other methods.
- D. Information regarding adequacy of domestic water supply, extent of anticipated vegetation and topographic alterations; near shore aquatic conditions, including depths, types of bottom sediments, and aquatic vegetation; and proposed methods for controlling stormwater run-off and erosion, both during and after construction activities.
- E. Location of the 100-year flood plain areas and floodway districts from existing adopted maps or data.
- F. A line or contour representing the ordinary high water level, the "toe" and the "top" of bluffs, and the minimum building setback distances from the top of the bluff and the lake or stream.
- G. A road design plan as well as all other requirements of the Pine County Subdivision and Platting Ordinance.

7.4 Dedications.

When a land or easement dedication is a condition of subdivision approval, the approval must provide easements over natural drainage or ponding areas for management of stormwater and significant wetlands.

7.5 Platting.

All subdivisions that create five (5) or more lots or parcels that are 2 1/2 acres or less in size shall be processed as a plat in accordance with Minnesota Statutes, Chapter 505. No permit for construction of buildings or sewage treatment systems shall be issued for lots created after these official controls were enacted unless the lot was created in compliance with the Pine County Subdivision Ordinance.

7.6 Controlled Access or Recreational Lots.

Lots intended as controlled accesses to public waters or for recreational use areas for use by non-riparian lots within a subdivision must meet or exceed the sizing criteria in Section 5.14, D of this ordinance.

Section 8.0 Planned Unit Developments

8.1 Types of PUDs Permissible

Planned Unit Developments (PUDs) are allowed for new projects on undeveloped land, redevelopment of previously built sites, or conversions of existing buildings and land. The land use districts in which they are an allowable use are identified in the land use district descriptions in Section 4.2 of this ordinance and the Official Shoreland Zoning Map.

8.2 Processing of PUDs

Planned Unit Developments must be processed as a conditional use, except that an expansion to an existing commercial PUD involving six (6) or fewer new dwelling units or sites since the date this ordinance was adopted is permissible as a permitted use provided the total project density does not exceed the allowable densities calculated in the project density evaluation procedures in Section 8.5. Approval cannot occur until the environmental review process (EAW/EIS) is complete.

8.3 Application for a PUD

The applicant for a PUD must submit the following documents prior to final action being taken on the application request:

- 8.31 A site plan and/or plat for the project showing locations of property boundaries, surface water features, existing and proposed structures and other facilities, land alterations, sewage treatment and water supply systems and topographic contours at two (2) foot intervals. When a PUD is a combined commercial and residential development, the site plan and/or plat must indicate and distinguish which buildings and portions of the project are residential, commercial, or a combination of the two.
- 8.32 A property owners association agreement (for residential PUDs) with mandatory membership, and all in accordance with the requirements of Section 8.6 of this ordinance.
- 8.33 Deed restrictions, covenants, permanent easements or other instruments that (1) properly address future vegetative and topographic alterations, construction of additional buildings, beaching of watercraft, and construction of commercial buildings in residential PUDs; and (2) ensure the long-term preservation and maintenance of open space in accordance with the criteria and analysis specified in Section 8.6 of this ordinance.
- 8.34 When necessary, a master plan/drawing describing the project and the floor plan for all commercial structures to be occupied.
- 8.35 Those additional documents as requested by the Pine County Board or Planning Commission that are necessary to explain how the PUD will be designed and will function.

8.4 Site "Suitable Area" Evaluation

Proposed new or expansions to existing planned unit developments must be evaluated using the following procedures and standards to determine the suitable area for the dwelling unit/dwelling site density evaluation in Section 8.5.

- 8.41 The project parcel must be divided into tiers by locating one (1) or more lines approximately parallel to a line that identifies the ordinary high water level at the following intervals, proceeding landward:

Shoreland Tier Dimensions

	Unsewered (feet)	Sewered (feet)
General development lakes - first tier	200	200
General development lakes - second & additional tiers	267	200
Recreational development lakes	267	267

Natural Environment lakes	400	320
All river classes	300	300

8.42 The suitable area within each tier is next calculated by excluding from the tier area all wetlands, bluffs, or land below the ordinary high water level of public waters. This suitable area and the proposed project area are then subjected to either the residential or commercial planned unit development density evaluation steps to arrive at an allowable number of dwelling units or sites.

8.5 Residential and Commercial PUD Density Evaluation

The procedures for determining the "base" density of a PUD and density increase multipliers are as follow. Allowable densities may be transferred from any tier to any other tier further from the waterbody, but must not be transferred to any other tier closer.

8.51 Residential PUD "Base" Density Evaluation

A. The suitable area within each tier is divided by the single residential lot size standard for lakes or, for rivers, the single residential lot width standard times the tier depth. Proposed locations and numbers of dwelling units or sites for the residential planned unit developments are then compared with the tier, density, and suitability analysis herein and the design criteria in Section 8.5.

8.52 Commercial PUD "Base" Density Evaluation

A. Determine the average inside living area size of dwelling units or sites within each tier, including both existing and proposed units and sites. Computation of inside living area sizes need not include decks, patios, stoops, steps, garages, or porches and basements, unless they are habitable space.

B. Select the appropriate floor area ratio from the following table:

Commercial Planned Unit Development
Floor Area Ratios*
Public Waters Classes

Average Unit Floor Area (Sq. Ft.)	Sewered general development lakes; first tier on unsewered general development lakes; urban, agricultural, tributary river segments	Second and additional tiers on unsewered general development lakes; recreational development lakes; transition and forested river segments	Natural environment lakes, natural environment- tributary streams and remote river segments
200	.040	.020	.010
300	.048	.024	.012
400	.056	.028	.014
500	.065	.032	.016
600	.072	.038	.019
700	.062	.042	.021
800	.091	.046	.023
900	.099	.050	.025
1,000	.108	.054	.027
1,100	.116	.058	.029
1,200	.125	.064	.032
1,300	.133	.068	.034
1,400	.142	.072	.036
1,500	.150	.075	.037

* For average unit floor areas less than shown, use the floor area ratios listed for 200 square feet. For areas greater than shown, use the ratios listed for 1,500 square feet. For recreational camping areas, use the ratios listed at 400 square feet. Manufactured home sites in recreational camping areas shall use a ratio equal to the size of the manufactured home, or if unknown, the ratio listed for 1,000 sq. ft.

C. Multiply the suitable area within each tier by the floor area ratio to yield total floor area for each tier allowed to be used for dwelling units or sites.

- D. Divide the total floor area by the tier computed in Item C above by the average inside living area size determined in Item A above. This yields a base number of dwelling units and sites for each tier.
- E. Proposed locations and numbers of dwelling units or sites for the commercial planned unit development are then compared with the tier, density and suitability analyses herein and the design criteria in Section 8.6.

8.53 Density increase Multipliers

- A. Increases to the dwelling unit or dwelling site base densities previously determined are allowable if the dimensional standards in Section 5.0 are met or exceeded and the design criteria in Section 8.6 are satisfied. The allowable density increases in Item B below will only be allowed if structure setbacks from the ordinary high water level are increased to at least fifty percent (50%) greater than the minimum setback, or the impact on the water body is reduced an equivalent amount through vegetative management, topography, or additional means acceptable to the County and the setback is at least twenty-five percent (25%) greater than the minimum setback.
- B. Allowable Dwelling Unit or Dwelling Site Density Increases for Residential or Commercial Planned Unit Developments

Density Evaluation Tiers	Maximum Density Increase within Each Tier (percent)
First	50
Second	100
Third	200
Fourth	200
Fifth	200

8.6 Maintenance and Design Criteria

8.61 Maintenance and Administration Requirements

- A. Before final approval of a planned unit development, adequate provisions must be developed for preservation and maintenance in perpetuity of open spaces and for the continued existence and functioning of the development.
- B. Open Space Preservation. Deed restrictions, covenants, permanent easements, public dedication and acceptance, or other equally effective and permanent

means must be provided to ensure long-term preservation and maintenance of open space. The instrument must include all of the following protections:

- 1) commercial uses prohibited (for residential PUDs);
- 2) vegetation and topographic alterations other than routine maintenance prohibited;
- 3) construction of additional buildings or storage of vehicles and other materials prohibited; and
- 4) uncontrolled beaching of watercraft prohibited.

C. Development Organization and Functioning. Unless an equally effective alternative community framework is established, when applicable, all residential planned unit developments must use an owners association with the following features:

- 1) Membership must be mandatory for each dwelling unit or site purchaser and any successive purchasers.
- 2) Each member must pay a pro rata share of the association's expenses, and unpaid assessments can become liens on units or sites.
- 3) Assessments must be adjustable to accommodate changing conditions.
- 4) The association must be responsible for insurance, taxes, and maintenance of all commonly owned property and facilities.

8.62 Open Space Requirements. Planned unit developments must contain open space meeting of all of the following criteria:

- A. At least fifty percent (50%) of the total project area must be preserved as open space.
- B. Dwelling units or sites, road rights-of-way or land covered by road surfaces, parking areas or structures, except water oriented accessory structures or facilities, are developed areas and shall not be included in the computation of minimum open space.
- C. Open space must include areas with physical characteristics unsuitable for development in their natural state and areas containing significant historic sites or unplatted cemeteries.

- D. Open space may include outdoor recreational facilities for use by owners of dwelling units or sites, by guests staying in commercial dwelling units or sites, and by the general public.
 - E. Open space may include subsurface sewage treatment systems if the use of the space is restricted to avoid adverse impacts on the systems.
 - F. Open space must not include commercial facilities or uses, but may contain water oriented accessory structures or facilities.
 - G. The appearance of open space areas, including topography, vegetation, and allowable uses, must be preserved by use of restrictive deed covenants, permanent easements, public dedication and acceptance, or other equally effective and permanent means.
 - H. The shore impact zone, based on normal structure setbacks, must be included as open space. For residential PUDs, at least fifty percent (50%) of the shore impact zone area of existing developments or at least seventy percent (70%) of the shore impact zone area of new developments must be preserved in its natural or existing state. For commercial PUDs, at least fifty percent (50%) of the shore impact zone must be preserved in its natural state.
- 8.63 Erosion Control and Stormwater Management. Erosion control and stormwater management plans must be developed and the PUD must:
- A. be designed, and the construction managed, to minimize the likelihood of serious erosion occurring either during or after construction. This must be accomplished by limiting the amount and length of time of bare ground exposure. Temporary ground covers, sediment entrapment facilities, vegetated buffer strips, or other appropriate techniques must be used to minimize erosion impact on surface water features. Erosion control plans approved by a soil and water conservation district may be required if project size and site physical characteristics warrant.
 - B. be designed and constructed to effectively manage reasonably expected quantities and qualities of stormwater run-off. Impervious surface coverage within any tier must not exceed twenty-five percent (25%) of the tier area, except that for commercial PUDs, thirty-five percent (35%) impervious surface coverage may be allowed in the first tier of general development lakes with an approved stormwater management plan and consistency with Section 5.3
- 8.64 Centralization and Design of Facilities. Centralization and design of facilities and structures must be done according to the following standards:

- A. Planned unit developments must be connected to publicly owned water supply and sewer systems, if available. On-site water supply and sewage treatment systems must be centralized and designed and installed to meet or exceed applicable standards or rules of the Minnesota Department of Health and Sections 5.2 and 5.7 of this ordinance. On-site sewage treatment systems must be located on the most suitable areas of the development and sufficient lawn area free of limiting factors must be provided for a replacement soil treatment system for each sewage system.
- B. Dwelling units or sites must be clustered into one or more groups and located on suitable areas of the development. They must be designed and located to meet or exceed the following dimensional standards for the relevant shoreland classification: setback from the ordinary high water level, elevation above the surface water features, and maximum height. Setbacks from the ordinary high water level must be increased in accordance with Section 8.53 of this ordinance for developments with density increases.
- C. Shore recreation facilities, including but not limited to swimming areas, docks, and watercraft mooring areas and launching ramps, must be centralized and located in areas suitable for them. Evaluation of suitability must include consideration of land slope, water depth, vegetation, soils, depth to groundwater and bedrock, or other relevant factors. The number of spaces provided for continuous beaching, mooring, or docking of watercraft must not exceed one (1) for each allowable dwelling unit or site in the first tier (notwithstanding existing mooring sites in on existing commercially used harbor). Launching ramp facilities, including a small dock for loading and unloading equipment, may be provided for use by occupants of dwelling units or sites located in other tiers.
- D. Structures, parking areas, and other facilities must be treated to reduce visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks, color, or other means acceptable to the local unit of government, assuming summer, leaf-on conditions. Vegetative and topographic screening must be preserved if existing, or may be required to be provided.
- E. Accessory structures and facilities, except water oriented accessory structures, must meet the required principal structure setback and must be centralized.
- F. Water oriented accessory structures and facilities may be allowed if they meet or exceed design standards contained in Section 5.2 of this ordinance and are centralized.

8.7 Conversions

Local governments may allow existing resorts or other land uses and facilities to be converted to residential planned unit developments if all of the following standards are met:

- 8.71 Proposed conversions must be initially evaluated using the same procedures for residential planned unit developments involving all new construction. Inconsistencies between existing features of the development and these standards must be identified.
- 8.72 Deficiencies involving water supply and sewage treatment, structure color, impervious coverage, open space, and shore recreation facilities must be corrected as part of the conversion or as specified in the conditional use permit.
- 8.73 Shore and bluff impact zone deficiencies must be evaluated and reasonable improvements made as part of the conversion. These improvements must include, where applicable, the following:
 - A. removal of extraneous buildings, docks, or other facilities that no longer need to be located in shore or bluff impact zones;
 - B. remedial measures to correct erosion sites and improve vegetative cover and screening of buildings and other facilities as viewed from the water, and
 - C. if existing dwelling units are located in shore or bluff impact zones, conditions are attached to approvals of conversions that preclude exterior expansions in any dimension or substantial alterations. The conditions must also provide for future relocation of dwelling units, where feasible, to other locations, meeting all setback and elevation requirements when they are rebuilt or replaced.
- 8.74 Existing dwelling unit or dwelling site densities that exceed standards in Section 8.5 may be allowed to continue but must not be allowed to be increased, either at the time of conversion or in the future. Efforts must be made during the conversion to limit impacts of high densities by requiring seasonal use, improving vegetative screening, centralizing shore recreation facilities, installing new sewage treatment systems, or other means.

Section 9.0 Ordinance Repeal

This ordinance repeals the [Shoreland Management Ordinance for Pine County, Minnesota adopted September 7, 1993 and any amendments hereto.](#)

Section 10.0 Effective Date

This Ordinance shall be in full force and effect on the 1-st day of April ~~October 1993~~2016.

Passed and approved this 4th day of April~~September~~, 2016 ~~1993~~ by the Pine County Board of Commissioners.

Curtis H. Rossow, Chairman
Pine County Board of Commissioners

ATTEST:

David J. Minke
Pine County Administrator

Notice of Public Hearing Published: January 28, 2016

Public Hearing: February 16, 2016

Adopted by County Board: March 1, 2016

Publication of Ordinance: March 10, 2016

Filed with County Recorder: March 11, 2016

Effective Date: April 1, 2016

ORDINANCE 2016-01
AMENDING THE
PINE COUNTY SUBSURFACE SEWAGE TREATMENT SYSTEMS ORDINANCE

The County Board of Pine County, Minnesota ordains that the Pine County Subsurface Sewage Treatment Systems Ordinance shall be amended as follows:

- 4.06.01 Occupancy or Use of a Building Without a Compliant SSTS**
It is unlawful for any person to maintain, occupy, or use any building intended for habitation that has a powered well directly connected to the building unless it has a wastewater treatment system SSTS that disposes of wastewater in a manner that complies with the provisions of this Ordinance. If such building does not have a powered well directed connected to it, it must at minimum have a composting toilet or privy that complies with the provisions of this Ordinance.

Passed and approved this 16th Day of February, 2016 by the Pine County Board of Commissioners.

Curtis H. Rossow, Chairman
Pine County Board of Commissioners

ATTEST:

David J. Minke
Pine County Administrator

Notice of Public Hearing Published: January 28, 2016
Public Hearing: February 16, 2016
Adopted by County Board: February 16, 2016
Publication of Ordinance: February 25, 2016
Filed with County Recorder: February 26, 2016
Effective Date: April 1, 2016

Drafted By:
Pine County Land Services
635 Northridge Dr NW, Suite 250
Pine City, MN 55063

ORDINANCE 2016-02
AMENDING THE
PINE COUNTY, MN FLOODPLAIN MANAGEMENT ORDINANCE

The County Board of Pine County, Minnesota ordains that the Pine County, MN Floodplain Management Ordinance shall be amended as follows:

5.3 ~~Conditional Provisional~~ Uses: Any structure that is not elevated on fill or flood proofed in accordance with Section 5.21 - 5.22 and or any use of land that does not comply with the standards in Section 5.23 - 5.24 shall only be allowable as a conditional provisional use. An application for a conditional provisional-use shall be submitted to the Zoning Administrator to consider possible adverse effects of the proposed provisional use and subject to the standards and criteria and evaluation procedures specified in Sections 5.4-5.5 and 10.4 of this Ordinance. The Zoning Administrator must submit by mail or electronically to the Commissioner of Department of Natural Resources, or designee, a copy of the application for the proposed provisional use sufficiently in advance so that the DNR will receive at least ten (10) days notice before it is issued. A copy of the permit shall be submitted to the DNR within ten (10) days of being issued, otherwise all other permitting procedures and requirements shall follow Section 10.2 of this Ordinance.

5.4 Standards for Flood Fringe ~~Conditional Provisional~~ Uses:

Passed and approved this 16th Day of February, 2016 by the Pine County Board of Commissioners.

Curtis H. Rossow, Chairman
Pine County Board of Commissioners

ATTEST:

David J. Minke
Pine County Administrator

Notice of Public Hearing Published: January 28, 2016
Public Hearing: February 16, 2016
Adopted by County Board: February 16, 2016
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Drafted By:
Pine County Land Services
635 Northridge Dr NW, Suite 250
Pine City, MN 55063



DEPARTMENT OF PLANNING, ZONING, AND SOLID WASTE

635 Northridge Drive NW • Pine City, MN • 55063

(320) 216-4220 • (800) 450-7463 ext 4220 • Fax (320) 591-1640

PROPOSED NEW FEES
February 16, 2016 Public Hearing

Provisional Use Permit\$50
(previously needed a conditional use permit which is \$650)

Road, Driveway, or Parking Area Permit\$50
(previously regulated, but no permit was required and many parcels ended up over the impervious surface coverage since there was no permit required)

MINUTES
of
Pine County Facilities Committee Meeting
Wednesday, February 3, 2016, 9:00 a.m.
Pine County Sheriff's Office – Hinckley Office
106 1st Street SE, Hinckley, Minnesota

Members present: Commissioner Matt Ludwig, Commissioner Josh Mohr

Others Present: County Engineer Mark LeBrun, Land Services Director Kelly Schroeder, Land and Resources Manager Caleb Anderson, Child Support Supervisor Jodi Blesener, County Administrator David Minke and Hinckley City Administrator Kyle Morell.

Commissioner Ludwig called the meeting to order at 9:03 a.m.

Motion by Commissioner Mohr to approve the Agenda. Second by Commissioner Ludwig. Motion Carried 2-0.

Motion by Commissioner Mohr to approve the Minutes of the January 6, 2016 Facilities Committee meeting. Second by Commissioner Ludwig. Motion carried 2-0.

1. **Household Hazardous Waste**

Land lease draft will be completed this week and could be presented to the East Central Regional Solid Waste Commission in March. The committee discussed the features of the building and if it was necessary to include heat/water/sewer. Land Services Director Schroeder will work with County Engineer LeBrun to get quotes for construction and the pricing for stubbing water/sewer in to the construction for later connection.

2. **Sandstone Facility and John Wright Building Planning.**

- LeBrun has made some rough estimates of a 12,000 square foot building -- estimated cost of construction is \$250/square foot (\$3,000,000 construction cost). The budget should include another \$1 million for site preparation, demolition, utility connections, etc. for a total project cost (for preliminary planning purposes) of \$4 million. A bond of that amount would require about \$300,000 annually in debt service.
- Currently Human Services pays \$10/square foot in rent which would generate \$120,000/year. The final payment for the special assessments for the courthouse will be in 2019 which will free up approximately \$100,000 annually which could be used for debt service, leaving a gap of about \$80,000 annually.
- One concept would be to sell the John Wright Building, demo the Veterans/Land/SWCD building and construct a new office building which could house HHS, SWCD, Land, and SWCD. Sheriff's office could move to the current HHS space.

3. **Security Improvements to the HHS/Public Health Building.**

The committee discussed security improvements at the HHS/Public Health building in Sandstone. Lead Maintenance Worker Pete Umbreit will look at building a wall across the front so just the front bathroom was accessible from the public side and adding a punch code reader to the door.

4. **Signage in South Parking Lot**

Signs will be added to the courthouse south parking lot for five jail vehicles.

With no further business, the meeting adjourned at 10:02 a.m.

PINE COUNTY PERSONNEL COMMITTEE
Minutes
February 9, 2016 8:30 am
Commissioners' Conference Room, Pine County Courthouse
Pine City, Minnesota

Members Present: Commissioner Chaffee, Commissioner Ludwig

Others Present: County Administrator David Minke, Jail Administrator Rick Boland, HHS Director Becky Foss, County Attorney Reese Frederickson, Human Resources Manager Connie Mikrot, and Henry Fischer Pine City Pioneer

- A. The meeting was called to order at 8:30 am.
- B. Commissioner Ludwig made a motion to approve the agenda as presented. Second by Commissioner Chaffee. Motion passed 2-0.

1. Jail

- a. Motion made by Commissioner Chaffee to acknowledge tentative retirement date of April 5, 2016 for STS Crew Leader Dan Baran and approve back fill of the position immediately to allow for recruitment and training time with Dan prior to his retirement. Second by Commissioner Ludwig. Motion passed 2-0.
- b. Motion was made by Commissioner Chaffee to approve adding one (1) part-time Corrections Officer to the Jail department to reduce forced overtime in the jail and to help with the high volume of MI transports to various facilities, bringing the total part-time positions to nine(9). Second by Commissioner Ludwig. Motion passed 2-0.

2. HHS

- a. Motion by Commissioner Ludwig to acknowledge the resignation of FT Office Support Specialist Tara Reibeling, effective February 5, 2016 and authorize backfill. Second by Commissioner Chaffee. Motion passed 2-0.

3. Other

- a. County Administrator David Minke updated the committee on status of comp and class study with Springsted. No final information has been received from Springsted at this time.

4. Adjourn

Meeting was adjourned at 9:20 am.



AGENDA REQUEST FORM

Date of Meeting: February 16, 2016

County Board

Consent Agenda

Regular Agenda 5 mins. 10 mins. 15 mins. Other

Personnel Committee

Other

Agenda Item: Introduction of 4-H Program Coordinator Danielle O'Neill

Department: University of Minnesota Extension - Pine County

Department Head Signature

Background information on Item:

Danielle O'Neill started as the new 4-H Program Coordinator on November 3, 2015. Danielle began her career as a high school science teacher, but discovered her true passion was in outdoor environmental education. For the past 8 years, she was the assistant education director at the Wildlife Science Center in Columbus, MN, where she was able to share her love of the environment/wildlife with people of all ages. Danielle is grateful to have worked alongside many wonderful adult and youth volunteers who were involved with the center.

Danielle says, "I am very excited to be part of 4-H and look forward to working with you as we continue to provide important youth development programs in Pine County."

Action Requested:

Financial Impact:



AGENDA REQUEST FORM

Date of Meeting: February 16, 2016

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

Agenda Item: Withdraw/Retention of 2015 Land Sale Parcels

Department: Auditor/Land

Department Head signature

Background information on Item:

-Withdraw select parcels of unsold parcels of land from the 2015 Land Auction to be re-appraised and re-offered at the 2016 Land Auction.

-Continue to offer the sale of select unsold parcels from the 2015 Land Auction.

Action Requested:

Approval by Resolution

Financial Impact:

N/A

**RESOLUTION TO RETAIN AND WITHDRAW
2015 LAND AUCTION PARCELS**
Resolution 2016-07

WHEREAS, Pine County wishes to withdraw the sale of select parcels of unsold land that were previously offered at the September 18, 2015 Pine County Land Auction, and to re-appraise and re-offer those parcels at the 2016 Pine County Land Auction.

WHEREAS, Pine County wishes to continue the sale of certain unsold parcels of land that were previously offered at the September 18, 2015 Pine County Land Auction, listed as follows:

- | | |
|---|----------------------------------|
| 1. BREMEN TOWNSHIP (05.0299.000)
NW ¼ of SW ¼ *TORRENS (Timber Value \$6,400)
35-44-21 40 Acres | Appraised Value: \$17,800 |
| 4. HINCKLEY TOWNSHIP (15.0210.000)
SW ¼ of NW ¼ (Timber Value \$8,500)
20-41-21 40 Acres | Appraised Value: \$14,900 |
| 5. KERRICK TOWNSHIP (16.0395.000)
NW ¼ of SE ¼
34-45-18 40 Acres | Appraised Value: \$14,900 |

NOW, THEREFORE BE IT RESOLVED, that the Pine County Board of Commissioners, as provided by Minnesota Statute 282.01, Subd. 7, hereby:

1. Proclaims that the above listed parcels of land, namely tracts 1, 4, and 5, shall remain for sale in accordance with the 2015 Pine County Land Auction terms, conditions, and appraised values until sold or otherwise withdrawn from sale; and
2. Establishes July 8, 2016, as the date that all un-sold parcels of land that were previously offered at the September 18, 2015 Pine County Land Auction, with the exception of tracts 1, 4, and 5, shall be withdrawn from sale, re-appraised, and re-offered at the 2016 Pine County Land Auction.

Date

By: Curt Rossow, Chairman Pine County Board of Commissioners

Attest: Cathy J. Clemmer, Pine County Auditor



AGENDA REQUEST FORM

Date of Meeting: February 16, 2016

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

Agenda Item: Tax Forfeit Land Sale Tract Classification & Distribution

Department: Auditor/Land

Cathy Clemons
Department Head signature

Background information on Item:

Classification of listed lands to be offered for sale to Non-Conservation.
Distribution to the DNR and local units of government for review/approval.

State Statute requires the above before tax-forfeited properties are offered for sale.

Action Requested:

Approve by Resolution

Financial Impact:

N/A

**RESOLUTION FOR
2016 PINE COUNTY TAX-FORFEITED LAND
CLASSIFICATION (NON CONSERVATION)**

2016-08

WHEREAS, The Pine County Board of Commissioners desires to offer for sale the attached list of lands that have forfeited to the State of Minnesota for non-payment of taxes, pursuant to M.S.282; and

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

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

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

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

Date

By: Curt Rossow, Chairman Pine County Board of Commissioners

Attest: Cathy J. Clemmer, Pine County Auditor

2016 PINE COUNTY TAX-FORFEITED LAND- NON CONSERVATION CLASSIFICATION

Forfeitures (Prior to 2015)

1. BRUNO TOWNSHIP (07.0190.000, 07.0191.000, and 07.0193.000)
NW ¼ of the NE ¼, S ½ of the NE ¼, and SE ¼ of the NW ¼; reserving a public road easement over the east 33 feet of the S ½ of the NE ¼.
12-44-18 160 acres
2. CITY OF KERRICK (41.0045.000)
SE ¼ of SW ¼
35-45-18 203.32 acres (Bruno Twp./ City of Kerrick)

2015 Forfeitures

CITY PROPERTIES

3. CITY OF ASKOV (34.5065.000)
Town of Partridge Lots 23 & 24, Block 7
20-43-19
4. CITY OF BRUNO (36.5061.000)
Townsite of Bruno, Lots 1-8, Block 14 and that part of vacated alley between Lincoln Street and Main Street.
19-44-18
5. CITY OF HINCKLEY (PID #40.5376.000)
Folsom's First Addition to Hinckley, North 10 ft of Lot 13 and Lot 14, Block 2
25-41-21
6. CITY OF KERRICK (41.5004.000)
Townsite of Kerrick, Lots 6 and 7, Block 3
35-45-18
7. CITY OF PINE CITY (42.5186.000)...Feed Mill
Original Townsite of Pine City, Lots 3 - 6, Block 23
33-39-21
8. CITY OF PINE CITY (42.5582.003)
Prince's Addition to Pine City, North 100 feet of South 290 feet of Block 20
33-39-21
9. CITY OF PINE CITY
(42.6104.100): Fawn Meadows 2nd Addition, Outlot A
(42.6084.000): Fawn Meadows Lot 23, Block 4
(42.6086.000 and 42.6087.000): Fawn Meadows Outlot B and C
21-39-21
10. CITY OF ROCK CREEK (43.0400.005)
The North 364 feet of the East 300 feet of the W ½ of the NE ¼ of the NE ¼; also known as Parcel "F"
22-38-21 2.51 acres
11. CITY OF SANDSTONE (45.5259.000)
Gunn's 1st Addition Lots 4 - 13, Block 4
9-42-20
12. CITY OF STURGEON LAKE (46.0035.000)
A tract of land in the Village of Sturgeon Lake and in the Southwest corner of the SW1/4 of the SE1/4 described as follows: to-wit: Commencing at the Southwest corner of the SW1/4 of the SE1/4; thence due East along the South side of said SW1/4 of the SE1/4 to a point where the South line of said SW1/4 of the SE1/4 intersects County Road as said road is now constructed across said SW1/4 of the SE1/4; thence Northerly, following west side of road, as now constructed, a distance of 330 feet; thence due West to West boundary line of said SW1/4 of the SE1/4 and thence South, following West side of said SW1/4 of the SE1/4 to the point of beginning.
13-45-20
13. CITY OF STURGEON LAKE (46.5130.000)
Woodridge, Lots 5, Block 1
13-45-20

TOWNSHIP PROPERTIES

14. ARNA TOWNSHIP(02.0224.000)
NW ¼ of SW ¼
25-42-16 40 acres
15. BRUNO TOWNSHIP (07.0213.000)
S ½ of S ½ of SE ¼
Subject to: 4 rod easements on the east and south sides thereof, for roadway purposes. Reserving a public easement on existing State Grant-in-Aid snowmobile trail pursuant to State of Minnesota regulations.
13-44-18 40 acres
16. FLEMING TOWNSHIP (14.0036.000)
Starting from the Northeast corner of the SW1/4 of SE1/4; thence1320 feet West to a point, thence 330 feet South to a point, thence1320 feet East to a point, thence 330 feet North back to point of beginning.
5-43-18 10 acres
17. MISSION CREEK TOWNSHIP (18.0146.002)
The North 544 feet of the East 400 feet of the W1/2 of the NW1/4.
17-40-21 5 acres
18. MISSION CREEK TOWNSHIP (18.5085.001)
All that part of Block 20 in Midway described as follows: Beginning at the Southwest corner of said Block 20 and running easterly along the Southerly line of said Block 20 a distance of 200 feet to the point of beginning of the property to be described; thence running Northerly and parallel with the East line of said Block 20 a distance of 200 feet; thence running Easterly and parallel with the Southerly line of said Block 20 a distance of 200 feet; thence running Southerly and parallel with the East line of said Block 20 to the Southerly line of said Block 20; thence Westerly along the Southerly line of said Block 20 to the point of beginning.
34-40-21
19. MUNCH TOWNSHIP (19.5074.000)
Evergreen Acres 1st Addition, Lot 8, Block 1
8-40-20
20. OGEMA TOWNSHIP (23.0097.002)That part of the NW1/4 of the NE1/4) described as follows: Commencing at the Northeast corner of said NW1/4 of NE1/4; thence North 89D42' West (assumed bearing) along the North line of said NW1/4 of NE1/4, a distance of 200.00 feet to the actual point of beginning; thence continue North 89D42' West along said north line, a distance of 465.00 feet; thence South 0D31'30" East, a distance of 468.43 feet; thence South 89D42' East, a distance of 465.00 feet; thence North 0D31'30" West, a distance of 468.43 feet to the point of beginning. Subject to the right-of-way of Pine County Highway Number 24 over the North 33 feet thereof.
5-41-17 5 acres
21. PARTRIDGE TOWNSHIP (25.0187.000)
Part of the SW ¼ of the NW ¼, commencing at the Northwest corner of said SW ¼ of NW ¼; thence East a distance of 181 feet, thence South parallel with the West line of said Section 17 a distance of 260 feet, thence West a distance of 181 feet, thence North a distance of 260 feet to the point of beginning. Subject to driveway easement across the South 30 feet of the above described premises.
17-43-19
22. PARTRIDGE TOWNSHIP (25.0342.000)
Part of the NE ¼ of the SE ¼ Described as follows: beginning at the NE ¼ corner of said NE ¼ of the SE ¼; thence South 16 rods; thence West 10 rods; thence North 16 rods; thence East 10 rods to the point of beginning.
32-43-19 1 acre
23. PINE CITY TOWNSHIP (28.5317.000)
Snake River Meadows, Lot 11, Block 2; and 1/50th interest in Outlot A
28-39-20
24. SANDSTONE TOWNSHIP (30.0269.000)
E ¼ of the W ¼ of the E ¼ of the SE ¼ of the NW ¼
27-42-19 5 acres

SALE TO ADJOINING PROPERTY OWNERS ONLY

2015 forfeitures

25. TOWN OF NORMAN (22.5016.000)
River's Edge, Outlot A
1-44-19

26. TOWN OF POKEGAMA (28.0248.000)
That part of the NW ¼ of the NE ¼ lying South of County State Aid Road #11 as constructed in 1971, which part is described as follows: Commencing at the intersection of the West boundary line of said County State Aid Road #11 and the South boundary line of said NW ¼ of the NE ¼ of Section 20, Township 39, Range 21, which point is the point of beginning of the tract to be herein described; thence West over and along the South boundary line of said NW ¼ of the NE ¼ a distance of 297 feet to a point herein labeled as Point "A"; thence commence again at the point of beginning and thence in a Northwesterly direction over and along the Southerly boundary line of said County State Aid Road #11 a distance of 188 feet to a point herein labeled as Point "B", thence in a Southwesterly direction from Point "B" to Point "A".
20-39-21 .64 acres

Older forfeitures

27. BIRCH CREEK TOWNSHIP (04.0179.000)
All of the tract of land lying within the lines of survey as follows: Beginning at center post of Section 20, Township 45 North, Range 21 West; thence north along quarter line variation 7 degrees a distance of 577 feet to right-of-way of St. Paul, Minneapolis and Sault Ste. Marie Railway; thence east along said right-of-way variation 14 degrees a distance of 33 feet, 1 inch; thence south variation 7 degrees a distance of 562 feet, 5 inches to the quarter line running east and west in Section 20; thence west variation 7.3 degrees a distance of 33 feet to point of beginning.
20-45-21 0.5 acres



AGENDA REQUEST FORM

Date of Meeting: February 16, 2016

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

Agenda Item: Homestead Repurchase Deadline

Department: Auditor/Land

Cathy Clamer
Department Head signature

Background information on Item:

Repurchase and Contract Re-Instatement Deadline

Majority of last year's forfeitures are non-homestead and former owners have 1 year from the date of forfeiture to repurchase .

Homesteaded properties have up to the time of sale (no time limit), which is determined by the County Board and may or may not be the actual date of the sale.

Recommendation for the deadline for repurchase of homesteaded properties be August 16, 2016 at which time the land auction is to be finalized; to allow ample time for advertising, legal notifications, postings, and viewings of the properties.

All applications for repurchase contracts and land sale contract reinstatements must be accompanied by cash or certified funds.

Action Requested:

Approval by Resolution

Financial Impact:

N/A

**RESOLUTION FOR HOMESTEAD
PROPERTY REPURCHASE DEADLINE**

2016
Resolution 2016-09

WHEREAS, Pine County wishes to sell certain lands that have forfeited to the State of Minnesota for non-payment of taxes.

WHEREAS, as provided in M.S. 282.241; any eligible parcel of tax-forfeited land which was classified as non-homestead property before the forfeiture may repurchase anytime within one year from the date of forfeiture, provided it has not been sold or conveyed by the County, and

WHEREAS, as provided in M.S. 282.241; any eligible parcel of tax-forfeited land which was classified as homestead property before forfeiture may be repurchased anytime before it is sold or conveyed by the County.

WHEREAS, the Minnesota Department of Revenue recommends that the County Board establishes when a sale or conveyance officially takes place and that at that time, and thereafter, no written application for repurchase will be considered. This can be the date when the County Board by resolution approves the sale or conveyance or a specific number of days before the date of sale.

WHEREAS, following the County Board resolution approving the annual tax-forfeited land auction, notification of the parcels of land to be sold is given to all adjoining landowners and interested parties, advertising and legal postings of the parcels of land occurs, and the parcels of land are posted.

NOW, THEREFORE BE IT RESOLVED, that the Pine County Board of Commissioners, pursuant to M.S. 282.241 and recommendations by the Minnesota Department of Revenue, hereby establishes the official finalization of the tracts of land to be offered at 2016 Pine County Tax-Forfeit Land Auction to be August 16, 2016 (45 days before the actual auction date of September 30, 2016). Thereafter August 16, 2016, no written application for repurchase will be considered for those lands to be offered at auction. All applications for repurchase contracts must be accompanied by cash or certified funds.

Date

By: Curt Rossow, Chairman Pine County Board of Commissioners

Attest: Cathy J. Clemmer, Pine County Auditor



AGENDA REQUEST FORM

Date of Meeting: February 16, 2016

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

Agenda Item: 2016 Forfeit Land Auction

Department: Auditor/Land

Cathy Cleaver
Department Head signature

Background information on Item:

- Approve the attached list of lands to be offered at auction in 2016.
- Authorize appraisals, re-appraisals, and misc. landsale preparations for the attached listing.
- Set date for public land auction to September 30, 2016.

Action Requested:

Motion to Approve

Financial Impact:

N/A

Proposed 2016 Land Auction Summary

(Auction Date: September 30, 2016)

Previously Offered Parcels from Last Year

(As of January 25, 2016)

10 parcels (approx. 372 acres) remain available for purchase until July 8, 2016.

After July 8, 2016 all parcels that have not been sold from the 2015 Land Sale listing will be withdrawn from sale and preparations will be made to re-offer them on the 2015 Land Auction/Sale- EXCEPT for 2015 parcels numbers 1, 4, and 5, which will be retained for immediate sale and not be re-offered on the 2016 Land Auction/Sale.

New Offerings

(Forfeitures prior to 2015)

7 parcels (1,229 acres)

Unless noted, these parcels need classification/sale approval by the Co. Board, Twps./Cities, and the DNR.

New Offerings

(2015 Forfeitures)

As of January 25, 2015- 23 parcels (approx. 110+ acres).

Unless noted these parcels need classification/sale approval by the Co. Board, Twps./Cities, and the DNR.

Majority are non-homestead and former owners have 1 year from the date of forfeiture to repurchase; depending on the date of forfeiture, these deadlines are May 20th and August 12th of 2016. Homesteaded properties have up to the time of sale, which is determined by the County Board and may or may not be the actual date of the sale. A Resolution will be offered to recommend that August 16, 2016 be when the land auction is to be finalized and that no repurchases occur after that time.

Note: Additional parcels, due to minimal size and shape, will be offered as non-conforming lots to adjoining land owners only.

2016 LANDSALE LIST (PROPOSED)

September 30, 2016
Draft- January 22, 2016

Previously Offered Last Year (dependent on sales prior to July 2016)

Township Properties

1. *** RETAIN FOR IMMEDIATE SALE***
2. SOLD
3. SOLD
4. ***RETAIN FOR IMMEDIATE SALE***
5. ***RETAIN FOR IMMEDIATE SALE***
6. WILMA TOWNSHIP (32.0097.000 split)
N ½ of SE ¼, less the East 132' thereof. (Timber Value \$65,000)
11-42-17 76 Acres Appraised Value: \$111,500
7. WILMA TOWNSHIP (32.0097.000 split)
S ½ of SE ¼ of NE ¼, less the East 132' thereof and SW ¼ of NE ¼. (Timber Value \$81,000)
11-42-17 58 Acres Appraised Value: \$108,500
8. WILMA TOWNSHIP (32.0097.000 split)
N ½ of SE ¼, less the East 132' thereof and N ½ of NE ¼. (Timber Value \$97,000)
11-42-17 98 Acres Appraised Value: \$145,900

City Properties

9-15. WITHDRAWN

Township Properties

16. SOLD
17. BREMEN TOWNSHIP (05.0126.000 and 05.0125.000)
SW ¼ of SW ¼
SE ¼ of SW ¼
13-44-21 80 Acres Appraised Value: \$36,000
18. WITHDRAWN
- 19-33. SOLD
34. PINE LAKE TOWNSHIP (27.0216.000)
N ½ of SW ¼ of NE ¼
17-43-21 20 acres Appraised Value: \$3,200
- 35/36. SOLD
37. STURGEON LAKE TOWNSHIP (31.0261.000)
SE ¼ of NE ¼
33-45-20 40 Acres Appraised Value: \$16,900
- 38-42. SOLD

City Properties

43. CITY OF ASKOV (34.5070.000)
Townsite of Partridge Lot 29 Block 7; Townsite of Partridge North 12 feet of Lot 28, Block 7
20-43-19 Appraised Value: \$9,300
- 44/45. SOLD

46. CITY OF HINCKLEY (40.5301.000)
Townsite of Hinckley Lots 13 thru 16, Block 167
24-41-21 Appraised Value: \$4,500
47. CITY OF HINCKLEY (40.5305.000)
Townsite of Hinckley Lots 1 thru 9, Block 170
24-41-21 Appraised Value: \$18,000
48. CITY OF SANDSTONE (45.5115.000)
Townsite of Sandstone Lot 3, Block 16
15-42-20 Appraised Value: \$700
49. SOLD
- 50/51. WITHDRAWN.....CITY CONVEYANCE REQUESTS

New Offerings

Forfeitures (Prior to 2015)

- BRUNO TOWNSHIP (07.0190.000, 07.0191.000, and 07.0193.000)
NW ¼ of the NE ¼, S ½ of the NE ¼, and SE ¼ of the NW ¼; reserving a public road easement over the east 33 feet of the S ½ of the NE ¼.
12-44-18 160 acres
- BRUNO TOWNSHIP (07.0019.000 and 07.0020.000 split) * SEE NOTE BELOW*
N ½ of NW ¼ and SE ¼ of NW ¼; SW ¼ of NW ¼
2-44-18 AND
CITY OF KERRICK (41.0045.000)
SE ¼ of SW ¼
35-45-18 203.32 acres (Bruno Twp./ City of Kerrick)
- BRUNO TOWNSHIP (07.0017.000, 07.0018.000, 07.0020.000 (split), 07.0022.000, and 07.0024.000) *SEE NOTE BELOW*
NW ¼ of NE ¼ (subject to 4 rod easement on north side), SW ¼ of NE ¼, SW ¼ of SW ¼, NE ¼ of SW ¼, and NW ¼ of SE ¼, NW ¼ of SW ¼, SE ¼ of SW ¼
2-44-18 281.87 acres
- BRUNO TOWNSHIP (07.0030.000 and 07.0045.000) * SEE NOTE BELOW*
SW ¼ of NE ¼ lying east of Highway and SE ¼; less rail-road and subject to highway easement and reserving a public easement on existing State Grant-In-Aid snowmobile trail pursuant to State of Minnesota regulations.
3-44-18 189 acres
- DANFORTH TOWNSHIP (11.0006.001 and 11.0006.004) * SEE NOTE BELOW*
NE ¼ of NE ¼ and NW ¼ of NE ¼, Together with & subject to easements.
3-42-18 AND
FLEMING TOWNSHIP (14.0253.000, 14.0254.000, and 14.0255.000) * SEE NOTE BELOW*
NW ¼ of SE ¼, SE ¼ of SE ¼, and (SW ¼ of SE ¼, Together with & subject to easements).
34-43-18 205.14 acres (Danforth/Fleming Twp.)
- KERRICK TOWNSHIP (16.0232.000) * SEE NOTE BELOW*
NW ¼ of the NE ¼, less the west 20 rods. Subject to right-of-way.
22-45-18 30 acres
- PARK TOWNSHIP (24.0053.000) * SEE NOTE BELOW*
W ½ of the W ¼
9-44-17 160 acres

*NOTE: 2015 Public Waters Legislation Listings (All required reviews/approvals obtained).

2015 Forfeitures (dependent on reimbursements applications)

CITY PROPERTIES

- CITY OF ASKOV (34.5065.000)
Town of Partridge Lots 23 & 24, Block 7
20-43-19

2. CITY OF BRUNO (38.5061.000)
Townsite of Bruno, Lots 1-8, Block 14 and that part of vacated alley between Lincoln Street and Main Street.
19-44-18
3. CITY OF HINCKLEY (PID #40.5376.000)
Folsom's First Addition to Hinckley, North 10 ft of Lot 13 and Lot 14, Block 2
25-41-21
4. CITY OF KERRICK (41.5004.000)
Townsite of Kerrick, Lots 6 and 7, Block 3
35-45-18
5. CITY OF PINE CITY (42.5188.000)....Feed Mill- Offer to the City
Original Townsite of Pine City, Lots 3 -- 6, Block 23
33-39-21
6. CITY OF PINE CITY (42.5582.003)
Prince's Addition to Pine City, North 100 feet of South 290 feet of Block 20
33-39-21
7. CITY OF PINE CITY
(42.6043.000 thru 42.6047.000): Fawn Meadows Lots 1-5, Block 2 *
(42.6054.000 thru 42.6061.000): Fawn Meadows Lots 1-8, Block 3 *
(42.6068.000 thru 42.6073.000): Fawn Meadows Lots 7-12, Block 4 *
(42.6074.000 thru 42.6075.000): Fawn Meadows Lots 13 and 14, Block 4 *
(42.6076.000 thru 42.6079.000): Fawn Meadows Lots 15-18, Block 4 *
(42.6080.000 thru 42.6083.000): Fawn Meadows Lots 19-22, Block 4 *
(42.6099.000 thru 42.6104.000): Fawn Meadows 2nd Addition Lots 1-6, Block 3 *
(42.6104.100): Fawn Meadows 2nd Addition, Outlot A
(42.6084.000): Fawn Meadows Lot 23, Block 4
(42.6086.000 and 42.6087.000): Fawn Meadows Outlot B and C
21-39-21 * asterisk indicate that all required reviews/approvals obtained in 2013).
8. CITY OF ROCK CREEK (43.0400.005)
The North 364 feet of the East 300 feet of the W ¼ of the NE ¼ of the NE ¼ ; also known as Parcel "F"
22-38-21 2.51 acres
9. CITY OF SANDSTONE (45.5259.000)
Gunn's 1st Addition Lots 4 - 13, Block 4
9-42-20
10. CITY OF STURGEON LAKE (46.0035.000)
A tract of land in the Village of Sturgeon Lake and in the Southwest corner of the SW1/4 of the SE1/4 described as follows: to-wit: Commencing at the Southwest corner of the SW1/4 of the SE1/4; thence due East along the South side of said SW1/4 of the SE1/4 to a point where the South line of said SW1/4 of the SE1/4 intersects County Road as said road is now constructed across said SW1/4 of the SE1/4; thence Northerly, following west side of road, as now constructed, a distance of 330 feet; thence due West to West boundary line of said SW1/4 of the SE1/4 and thence South, following West side of said SW1/4 of the SE1/4 to the point of beginning.
13-45-20
11. CITY OF STURGEON LAKE (46.5130.000)
Woodridge, Lots 5, Block 1
13-45-20

NOTE: this lot may be offered in 2017 with expected forfeiture of Lot 4- as the two lots combined complement each other.

TOWNSHIP PROPERTIES

12. ARNA TOWNSHIP(02.0224.000)
NW ¼ of SW ¼
25-42-16 40 acres
13. BRUNO TOWNSHIP (07.0213.000)
S ½ of S ¼ of SE ¼
Subject to: 4 rod easements on the east and south sides thereof, for roadway purposes. Reserving a public easement on existing State Grant-In-Aid snowmobile trail pursuant to State of Minnesota regulations.
13-44-18 40 acres

14. FLEMING TOWNSHIP (14.0036.000)
Starting from the Northeast corner of the SW1/4 of SE1/4; thence 1320 feet West to a point, thence 330 feet South to a point, thence 1320 feet East to a point, thence 330 feet North back to point of beginning.
5-43-18 10 acres
15. MISSION CREEK TOWNSHIP (18.0146.002)
The North 544 feet of the East 400 feet of the W1/2 of the NW1/4.
17-40-21 5 acres
16. MISSION CREEK TOWNSHIP (18.5085.001)
All that part of Block 20 in Midway described as follows: Beginning at the Southwest corner of said Block 20 and running easterly along the Southerly line of said Block 20 a distance of 200 feet to the point of beginning of the property to be described; thence running Northerly and parallel with the East line of said Block 20 a distance of 200 feet; thence running Easterly and parallel with the Southerly line of said Block 20 a distance of 200 feet; thence running Southerly and parallel with the East line of said Block 20 to the Southerly line of said Block 20; thence Westerly along the Southerly line of said Block 20 to the point of beginning.
34-40-21
17. MUNCH TOWNSHIP (19.5074.000)
Evergreen Acres 1st Addition, Lot 8, Block 1
8-40-20
18. OGEMA TOWNSHIP (23.0097.002) That part of the NW1/4 of the NE1/4 described as follows: Commencing at the Northeast corner of said NW1/4 of NE1/4; thence North 89D42' West (assumed bearing) along the North line of said NW1/4 of NE1/4, a distance of 200.00 feet to the actual point of beginning; thence continue North 89D42' West along said north line, a distance of 465.00 feet; thence South 0D31'30" East, a distance of 468.43 feet; thence South 89D42' East, a distance of 465.00 feet; thence North 0D31'30" West, a distance of 468.43 feet to the point of beginning. Subject to the right-of-way of Pine County Highway Number 24 over the North 33 feet thereof.
5-41-17 5 acres
19. PARTRIDGE TOWNSHIP (25.0187.000)
Part of the SW 1/4 of the NW 1/4, commencing at the Northwest corner of said SW 1/4 of NW 1/4; thence East a distance of 181 feet, thence South parallel with the West line of said Section 17 a distance of 260 feet, thence West a distance of 181 feet, thence North a distance of 260 feet to the point of beginning. Subject to driveway easement across the South 30 feet of the above described premises.
17-43-19
20. PARTRIDGE TOWNSHIP (25.0342.000)
Part of the NE 1/4 of the SE 1/4 Described as follows: beginning at the NE 1/4 corner of said NE 1/4 of the SE 1/4; thence South 16 rods; thence West 10 rods; thence North 16 rods; thence East 10 rods to the point of beginning.
32-43-19 1 acre
21. PINE CITY TOWNSHIP (26.5317.000)
Snake River Meadows, Lot 11, Block 2; and 1/50th interest in Outlot A
28-39-20
22. SANDSTONE TOWNSHIP (30.0269.000)
E 1/2 of the W 1/2 of the E 1/2 of the SE 1/4 of the NW 1/4
27-42-19 5 acres

2015 Contract Cancellations

1. CITY OF STURGEON LAKE (46.5080.000)
Lot 2, in Block 6, Cunningham's Addition to Village of Sturgeon Lake, and including that vacated part of 1st Avenue described as follows: Beginning at a point on the Northeast corner of said First Avenue which is the most northwesterly corner of Block 6 of said Cunningham's Addition, said point being also on the East-West Quarter line of Section 14, Township 45 of Range 20 of the 4th Principle Meridian; thence West on a quarter line a distance of 33 feet; thence deflecting to the left at an angle of 90 degrees 06 minutes 30 seconds a distance of 39.82 feet to the Southeasterly line of First Avenue; thence northeasterly on a southeasterly line of said First Avenue a distance of 51.87 feet to the point of beginning
14-45-20 (All required reviews/approvals obtained in 2013).

SALE TO ADJOINING PROPERTY OWNERS ONLY-Sealed Bids

2015 forfeitures

1. TOWN OF NORMAN (22.5016.000)
River's Edge, Outlot A
1-44-19

2. TOWN OF POKEGAMA (28.0248.000)
That part of the NW ¼ of the NE ¼ lying South of County State Aid Road #11 as constructed in 1971, which part is described as follows: Commencing at the intersection of the West boundary line of said County State Aid Road #11 and the South boundary line of said NW ¼ of the NE ¼ of Section 20, Township 39, Range 21, which point is the point of beginning of the tract to be herein described; thence West over and along the South boundary line of said NW ¼ of the NE ¼ a distance of 297 feet to a point herein labeled as Point "A"; thence commence again at the point of beginning and thence in a Northwesterly direction over and along the Southerly boundary line of said County State Aid Road #11 a distance of 188 feet to a point herein labeled as Point "B", thence in a Southwesterly direction from Point "B" to Point "A".
20-39-21 .64 acres

2014 forfeitures (All required reviews/approvals obtained in 2015).

NEW DOSEY TOWNSHIP (20.5071.000)
Highland Addition to Cliverton Lots 1 thru 3, Block 2
35-43-16

WINDEMERE TOWNSHIP (33.5014.000)
Townsite of Lake Shore Park Lot 6, Block 2
29-45-19

CITY OF PINE CITY (42.0262.001)
That part of the South Half of the Southwest Quarter described as follows: Commencing at a point on the westerly side of the Brunswick Road 19 rods, 1-1/2 feet south of where the south line of Eighth Avenue in Prince's Addition to the Townsite of Pine City intersects said road, running thence westerly and parallel with the south side of said Eighth Avenue, 40 rods; thence southerly and parallel with the west line of said Brunswick Road 19 rods, 1-1/2 feet; thence easterly and parallel with the south line of said Eighth Avenue, 40 rods, to a point on the west line of said Brunswick Road; thence northerly along the west of said Brunswick Road 19 rods 1-1/2 feet to the place of beginning, being a part of Auditor's Subdivision of said Section 33, excepting therefrom the northerly 100 feet of the easterly 170 feet; which lies northerly of a line run parallel with and distant 75 feet northerly of Line 1 described below and westerly of Line 2 described below: Line 1: Beginning at a point on the center line of Trunk Highway No. 61, distant 20 feet north of its intersection with the easterly extension of the north line of Blocks 1 and 2, Hillside Addition to Pine City; thence run westerly and parallel with the north line of said Blocks 1 and 2, and its westerly extension, for 1339.78 feet; thence deflect to the right on a 06D00'00 curve (delta angle 38D29'00") for 641.39 feet and there terminating; Line 2: Beginning at a point on a line run parallel with and distant 75 feet northerly of Line 1 hereinbefore described, distant 16.75 feet east of its intersection with the west line of Tract A hereinbefore described; thence run northerly to a point on the north line of said Tract A, distant 16.44 feet east of the northwest corner of said Tract A; thence continue northerly on the last described course to an intersection with the south line of Block 2, Van Procein's Addition to Pine City and there terminating.
33-39-21

CITY OF PINE CITY (42.5868.000)
Haavisto's 1st Addition Outlot A
28-39-21

CITY OF PINE CITY (42.5870.000)
Haavisto's 1st Addition Outlot C
28-39-21

CITY OF SANDSTONE (45.5176.000 split)
Sandstone Addition #1 Lot 11, Block 5; Subject to Highway Easement
16-42-20

Older forfeitures

BIRCH CREEK TOWNSHIP (04.0179.000)
All of the tract of land lying within the lines of survey as follows: Beginning at center post of Section 20, Township 45 North, Range 21 West; thence north along quarter line variation 7 degrees a distance of 677 feet to right-of-way of St. Paul, Minneapolis and Sault Ste. Marie Railway; thence east along said right-of-way variation 14 degrees a distance of 33 feet, 1 inch; thence south variation 7 degrees a distance of 682 feet, 5 inches to the quarter line running east and west in Section 20; thence west variation 7.3 degrees a distance of 33 feet to point of beginning.
20-45-21 0.5 acres

SALE TO ADJOINING PROPERTY OWNERS ONLY-continued

Previously Unsold Tracts From Prior Year Offerings

Tracts will be withdrawn from sale at a later date, then re-appraised and re-offered per M.S. 282)

2014 Pine County Tax-Forfeit Land Auction-Sealed Bids to Adjoining Owners Only

(All required reviews/approvals obtained in 2014).

1. NEW DOSEY TOWNSHIP (20.0235.004) **** SOLD
2. WINDEMERE TOWNSHIP (33.5752.000)
1971 Rearrangement of Lots 103 to 110 inclusive of Sturgeon Island Lot 4
16-45-19 Appraised Value: \$2,500

2010 Pine County Tax-Forfeit Land Auction-Sealed Bids to Adjoining Owners Only

(All required reviews/approvals obtained in 2010).

1. CITY OF HINCKLEY (40.5267.000) **** SOLD
2. PINE CITY TOWNSHIP (26.0319.002)
That part of N ¼ of NW ¼ described as follows: Commencing at SW corner; then South 89D00'35" East along South line 132.99 ft. to point of beginning; then South 89D00'35" East along South line 116.99 ft.; then North 0D52'44" East 75 ft. more or less to southerly shoreline of Snake River; then Westerly along shoreline 117 ft. more or less to line which bears North 0D52'44" East from point of beginning; then South 0D52'44" West on said line 50 ft. more or less to point of beginning; subject to easement.
Sec 28, Twp 39, Rge 20 Appraised Value: \$1,500
3. CITY OF ROCK CREEK (43.0260.001)
That part of the SE¼ of SE¼ described as follows: Commencing at SE corner of SE¼ of SE¼; thence Northerly along East line 233 ft.; thence Westerly parallel with North line 1175 ft.; then Southerly parallel with East line 227.35 ft. more or less to South line of SE¼ of SE¼; thence Easterly along South line 1175 ft. to point of beginning. Excluding the following: Commencing at SE corner of Section 15; thence North along East line 33 ft. to point of beginning; then continuing North along East line 196 ft.; thence West parallel with North line 1120 ft.; then South parallel with East line 196 ft.; thence East parallel with North Line 1120 ft. to beginning.
Sec 15, Twp 38, Rge 21 Appraised Value: \$400 (Withdrawn for State-MNDOT; New Legal Needed)
4. WINDEMERE TOWNSHIP (33.5093.000)
Townsite of Lake Shore Park, Lot 26, Block 6
Sec 29, Twp 45, Rge 19 Appraised Value: \$100
5. POKEGAMA TOWNSHIP (28.1133.000)
Part of NE ¼ of NE ¼ described as follows: Start at NE corner of NE ¼ of NE ¼; then south on the section line to SE corner of NE ¼ of NE ¼; then West to SW corner of NE ¼ of NE ¼; then NEly to beginning.
36-39-22 20 acres Appraised Value: \$8,500
6. CITY OF WILLOW RIVER (47.0082.000) **** SOLD: City of Willow River Conveyance along w/adjoining forfeiture.
7. WINDEMERE TOWNSHIP (33.0675.000)
That part of Government Lot 5 described as follows: Commencing at the Northeast corner of Government Lot 5 as point of beginning; thence West on the South line of Government Lot 5 33 feet; thence North parallel with the East line 274.88 feet; thence North 27D11' West 95 feet more or less to the shore of Sturgeon Lake; thence Northeasterly along the shore of Sturgeon Lake to a point directly North of the Point of Beginning; thence South along the East line of Government Lot 5 to the Northeast corner of Government Lot 6, said point of beginning.
21-45-19 Appraised Value: \$12,500
8. WINDEMERE TOWNSHIP (33.5033.000) **** SOLD
9. CITY OF WILLOW RIVER (47.0079.000) **** SOLD
10. WINDEMERE TOWNSHIP (33.5363.000) **** SOLD



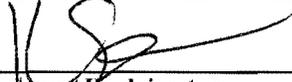
AGENDA REQUEST FORM

Date of Meeting: February 16, 2016

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

Agenda Item: 2016 Solid Waste Plan Adoption

Department: Land Services



 Department Head signature

Background information on Item:

As a member of the East Central Solid Waste Commission, Pine County has been progressing through the update of the 2016 East Central Solid Waste Commission Integrated Solid Waste Management Plan. The county is required by Minnesota Statute and Rules to have a plan. The commission was required to update the plan at this time due to the requirement for a Certificate of Need to expand the landfill in Mora.

The draft plan includes the following sections: Waste Reduction, Waste Education, Recycling, Yard Waste, Household Hazardous Waste, Construction and Demolition Debris, Land Disposal, and Environmental and Public Health Impacts. Each of these section details the County's policies and goals, existing programs, programs to develop, estimated budget, and schedule of implementation.

Action Requested:

Authorize the County Board chair to sign Resolution 2016-05 adopting the 2016 East Central Solid Waste Commission Integrated Solid Waste Management Plan and submitting it to the Minnesota Pollution Control Agency for final approval.

Financial Impact:

There are no expenses related to this action.

**PINE COUNTY RESOLUTION
ADOPTING THE 2016 SOLID WASTE PLAN
RESOLUTION No. 2016-05**

WHEREAS, the State of Minnesota requires Counties to develop and adopt a Solid Waste Plan in accordance with MS 115A.46, MS 115A.471, MS 115A.551 subd. 6-7, MS 115A.552, MS 115A.557 subd. 2-3, MS 115A.63, MS 115A.84, MS 115A.914, MS 115A.96 subd. 6-7, MS 115A.917, and MR 9215 and all other applicable Statutes and Rules; and

WHEREAS, the State of Minnesota requires said Solid Waste Plans to be reviewed and/or modified periodically. Said timeline for Solid Waste Plan update is every 10 calendar years;

WHEREAS, Pine County recognizes the need and responsibility to plan for and practice environmentally sound methods for managing its solid waste streams; and

WHEREAS, Pine County recognizes the need to plan for and implement various strategies, programs or facilities, to promote the proper management and disposal of solid waste generated within the County. The County will encourage reduction, reuse, recycling, composting, and/or advanced processing of solid waste with technologies available based upon the type of solid waste material generated and the capability of the integrated solid waste management system in place; and

WHEREAS, the draft 2016 East Central Solid Waste Commission Integrated Solid Waste Management Plan does describe the integrated solid waste management system currently in place to meet the needs to Pine County's citizens and the requirements of the State of Minnesota; and

WHEREAS, the State of Minnesota has placed on public notice that draft of the 2016 East Central Solid Waste Commission Integrated Solid Waste Management Plan in accordance with the requirements for publication, notice and comment period; and

WHEREAS, upon completion of the public comment period, with no comments were received in objection to the adoption of the draft 2016 East Central Solid Waste Commission Integrated Solid Waste Management Plan from any member of the public.

THEREFORE BE IT RESOLVED, that the Pine County Board of Commissioners hereby adopts the 2016 East Central Solid Waste Commission Integrated Solid Waste Management Plan; and

THEREFORE BE IT RESOLVED, that the Pine County Board of Commissioners hereby submits the 2016 East Central Solid Waste Commission Integrated Solid Waste Management Plan to the Minnesota Pollution Control Agency for final approval pursuant to applicable Minnesota Statutes and Rules.

Adopted this 16th day in February, 2016 in Pine County, Minnesota.

ATTEST:

Curtis H. Rossow, Chairman
Pine County Board of Commissioners

David J. Minke
County Administrator



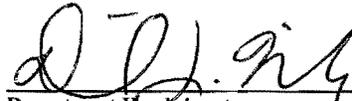
AGENDA REQUEST FORM

Date of Meeting: February 16, 2016

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

Agenda Item: 2016 Budget Amendment

Department: Administration



Department Head signature

Background information on Item:

While finalizing the 2016 budget, we adjusted the property tax levy distribution between the General Fund and the Highway Fund by decreasing the General Fund \$10,000 and increasing the Highway Fund \$10,000. This change was entered into IFS (the county's financial and accounting program) which means that was how it was represented to the county board and department heads. However, when drafting Resolution 2015-49 (Resolution Establishing the 2016 Property Tax Levy), I used the old numbers. At this point the solution is to consider a budget amendment that decreases line 01-801-000-0000-5001 by \$10,000 and increases line 13-801-000-0000-5001 by \$10,000. This action does not affect the total levy amount or any individual department or fund budget, but is a technical correction so that the apportionment of the levy in the resolution will match the budget that was approved.

Action Requested:

Approve a budget amendment to reduce 01-801-000-0000-5001 by \$10,000 and increase line 13-801-000-0000-5001 by \$10,000.

Financial Impact:

Net impact to the county budget is \$0.00.



AGENDA REQUEST FORM

Date of Meeting: February 16, 2016

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

Agenda Item: Railroad Authority Easement

Department: Land Services


Department Head signature

Background information on Item:

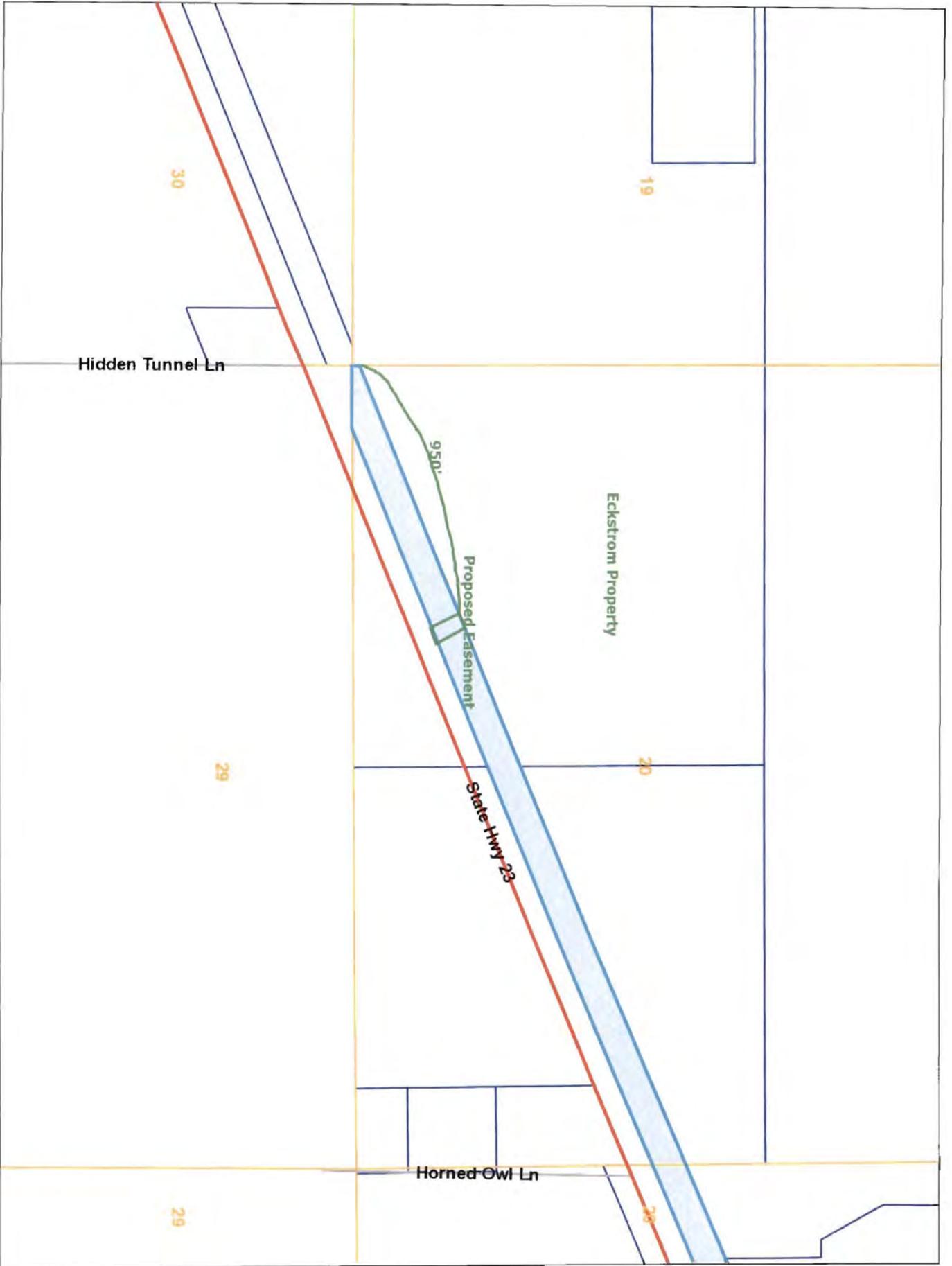
Pine County has been approached by property owners Joel & Jeff Eckstrom for an easement over and across Pine County Railroad Authority property in Brook Park. This is the old railroad bed that extends into Brook Park from Kanabec County. The property owners have gotten approval from the Minnesota Department of Transportation for a driveway access off State Highway 23 and need to cross the Railroad Authority property via an easement to gain legal access to their property. The county will still retain ownership of the property and still have the ability to use the property for a public purpose.

Action Requested:

Authorize the County Board chair to sign a quit claim deed granting an ingress and egress easement to the Eckstroms.

Financial Impact:

No expenses will be incurred. The quit claim deed will be furnished to the property owners for recording.



Change in use

MINNESOTA DEPARTMENT OF TRANSPORTATION
APPLICATION FOR ACCESS DRIVEWAY PERMIT



Document Management System # _____
 District 38 Permit # 38 A 2016 69805
 C.S. 5801 TH 23
 R.P. 265.311 Left
 (DO NOT COMPLETE THIS SECTION. FOR OFFICE USE ONLY.)

ATTACH A SKETCH OF THE PROPOSED WORK AND RELATION TO TRUNK HIGHWAY. SUCH SKETCH SHALL BE DRAWN TO SCALE WHEN REQUIRED BY THE ENGINEER. PRINT OR TYPE APPLICATION. SIGN IN SPACE PROVIDED. SUBMIT TO LOCAL OFFICE OF MINNESOTA DEPARTMENT OF TRANSPORTATION.

9325 Elliot Ave S.

APPLICANT <u>JOEL & JEFF ECKSTROM</u>		TELEPHONE <u>6129007647</u>	ADDRESS (Street, City, State, Zip) <u>Bloomington, MN</u>	
PROPERTY OWNER <u>JOEL & JEFF ECKSTROM</u>		TELEPHONE <u>6129007647</u>	ADDRESS (Street, City, State, Zip) <u>xx HWY 23 Brook Park Twp, MN</u>	
LOCATION OF PROPOSED WORK (City/Township) <u>SEE ENCLOSED MAP</u>		(County) <u>PINE</u>	(Distance) <u>SEE ENCLOSED MAP</u>	(N-S-E-W) <u>SEE ENCLOSED MAP</u>
Highway in <u>950' E of Hidden Tunnel Lane</u>		SPECIFIC ROAD INTERSECTION OR LANDMARK		
PURPOSE OF DRIVEWAY <input type="checkbox"/> Temporary <input checked="" type="checkbox"/> Field Entrance <input type="checkbox"/> Residential <input type="checkbox"/> Proposed Public Street		REQUESTED ENTRANCE WIDTH	PROPERTY IS IN <input checked="" type="checkbox"/> Platted Area <input type="checkbox"/> Unplatted Area	
<input type="checkbox"/> Commercial (Specify Type) <u>STANDARD FIELD ENTRANCE</u>		Feet	NUMBER OF PRESENT DRIVEWAYS	
IS A BUILDING TO BE CONSTRUCTED <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Specify Type)		WILL BUILDING BE <input type="checkbox"/> Temporary <input checked="" type="checkbox"/> Permanent <u>N/A</u>		
EXACT LOCATION OF PRESENT DRIVEWAYS <u>N/A</u>		EXACT LOCATION OF PROPOSED DRIVEWAY <u>SEE ATTACHED MAP</u>		
LEGAL DESCRIPTION OF PROPERTY <u>SEE ATTACHED DESCRIPTION</u>		WORK TO START ON OR AFTER (Date) <u>ASAP (if possible)</u>	WORK TO BE COMPLETED BY (Date) <u>ASAP</u>	

I, We, the undersigned, herewith accept the terms and conditions of the permit requirements of the Commissioner of Transportation and agree to fully comply therewith to the satisfaction of the Minnesota Department of Transportation. It is agreed that no work in connection with this application will be started until the application is approved and the permit issued. It is further understood that this permit is issued subject to the approval of local city, village or borough authorities having joint supervision over said street or highway and subject to applicant's compliance with the rules and regulations of the Minnesota Environmental Quality Board and any other affected governmental agencies.

Furthermore, except for negligent acts of the State, its agents and employees, the applicant or his/her agents or contractor shall assume all liability for, and save the State, its agents and employees, harmless from, any and all claims for damages, actions or causes of action arising out of the work to be done herein and the continuing usage, constructing, reconstructing, maintaining and using of said access driveway under this application and permit for construction.

Name and Title JOEL & JEFF ECKSTROM (owners) Email address joeleck@comcast.net

Date 1/30/16 Signature [Signatures]

DO NOT WRITE BELOW THIS LINE

PERMIT NOT VALID UNLESS BEARING SIGNATURE AND NUMBER AUTHORIZATION OF PERMIT SEE REVERSE SIDE FOR PERTINENT REGULATIONS AND LIMITATIONS

It is expressly understood that this permit is conditioned upon replacement or restoration of the trunk highway to its original condition or to a satisfactory condition. In consideration of the applicant's agreement to comply in all respects with the regulations of the Commissioner of Transportation covering such operations, permission is hereby granted for the work to be performed as described in the above application, said work to be performed in accordance with special provisions as hereby stated:

SEE ATTACHED SPECIAL PROVISIONS

6-1-16 Date All Work To Be Completed By [Signature] Authorized Mn/DOT Signature 2-1-16 Date of Authorized Signature

DISTRIBUTION Original to Area Maintenance Engineer Applicant Subarea Supervisor Roadway Regulations Supervisor	DEPOSIT REQUIREMENTS <input checked="" type="checkbox"/> No Deposit Required <input type="checkbox"/> Deposit Required in the Amount of \$ _____ Date Deposit Received _____ Deposit to be returned upon satisfactory completion of all work	DEPOSIT TYPE Cashier's Check # _____ Certified Check # _____ Money Order # _____ Bond # _____
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DATE WORK COMPLETED _____ (The date when the work is completed must be reported to the local Mn/DOT Roadway Regulations Supervisor.)



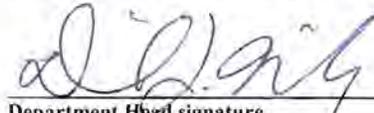
AGENDA REQUEST FORM

Date of Meeting: February 16, 2016

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

Agenda Item: Soil and Water Conservation District Update

Department: Administration


Department Head signature

Background information on Item:

The Soil and Water Conservation District (SWCD) has requested an increase in funding for 2016 as a way to capture matching funds available from the State of Minnesota. Through discussion, this request has become focused on the SWCD forestry program and the creation of stewardship plans. The rules for the grant program will not be finalized until June, 2016. Attached is a list of completed, pending, and in-progress forestry stewardship plans as well as an update from SWCD Technician Jacquelynn Olson.

Another SWCD-related project the board has discussed is a conservation project on Cross Lake to reduce erosion. The SWCD has led the process to build a partnership of landowners and agencies willing to collaborate on a solution with an estimated cost of \$75,000. In 2015, the SWCD requested a contribution from the county. Preliminary discussions indicated that the county could consider contributing \$3,000 towards the project from 2015 budgeted funds.

At the January SWCD meeting, the SWCD indicated that the project was back on track and the SWCD's preference would be for the county to pay the funds directly to the Lake Association. In talking to the County Auditor, it would be preferred to pay the funds directly to the SWCD as there is clear statutory authority to make the payment. It is not impossible to make the payment to a lake association, the county would just need to ensure factual record that supported the public purpose of the expenditure.

Action Requested:

The board should review the enclosed information.

Financial Impact:



Pine Soil & Water Conservation District
1602 Hwy 23 North, Sandstone, MN 55072
Telephone: (320) 216-4240

As Pine SWCD's District Technician, I am in charge of administering the State Cost Share program throughout the county to implement conservation projects that address soil erosion and water quality. In 2015, I was in charge of making sure two shoreline stabilization projects were successfully completed. One was on Island Lake; the other was on Net Lake. The people who directly benefit from these projects being implemented are not only the landowners who came to the district for help, but ALL the other shoreline property owners on those two lakes. Those are not the only people who benefit from those projects though; anyone who uses the lakes recreationally benefit from the erosion being stopped and the water quality improving. Actually, anyone within range of the outflow of those lakes and in their watersheds (Kettle and Nemadji) is positively impacted by those projects whether they realize it or not. I also got contracts approved for well sealing projects through the State Cost Share program in 2015. Those well sealing projects positively impact the groundwater they draw from because they are no longer at risk of polluting drinking water. As of right now, for 2016, we have one shoreline restoration project on Island Lake and two well sealings that are set to be completed this spring. Unfortunately, right now I do not have the time to identify and prioritize smaller priority areas for conservation in the county so the projects are coming in as people call. The reason I want to be able to target smaller areas of the county is to concentrate our efforts to make the biggest impact. One project here and there where we can get them is fine, but we could make a bigger impact for conservation in the county by targeting priority areas.

The State Cost Share program is just the tip of the ice berg as far as what goes through my office. Any water quality grants for individual projects (Disaster Relief - flood grant project on the Kettle River) with larger problems which require a higher dollar amount than our cost share funds can cover or for particular practices throughout the county (well sealing) and anything else dealing with water quality within the county. I do the ground water monitoring for MnDNR, I will be in charge of surface water monitoring for the TMDL for the Kettle River Watershed and Upper St.Croix Watershed when that really gets going this spring. We applied for, and were awarded, a SWAG (Surface Water Assessment Grant) to do intensive water monitoring within the Kettle River Watershed which goes ABOVE what the TMDL requires. These efforts may not have immediate benefits but the TMDL and surface water monitoring will give us the data to see where pollution levels sit within those watersheds, and therefore is the stepping stone to targeted practices and projects.

After the TMDL monitoring is done, I will be in charge of the WRAPS (Water Restoration And Protection Strategy) document. This takes the data collected during the TMDL process and summarizes it into a document used to show which areas of the county are of concern. This whole process will get us closer to being able to focus our conservation efforts on targeted areas in the county. Everything above is listed in the Water Plan, which is another large aspect of my work. Everything done within our office needs to be an objective in the county Water Plan. Any grants we apply for, get applied for to satisfy the Water Plan. Any projects that are completed with cost share dollars, are objectives listed in the Water Plan. This document is where there SHOULD be specific areas of concern listed and very SPECIFIC goals listed under each area of concern; this is what I have been working towards. I want to improve this very important document so our conservation goals for Pine County are concrete and precise. Who would benefit from a document being written better? Pine County as a whole would benefit greatly from focused efforts as well as the surrounding counties that share our watersheds and anyone else downstream. There is no specific number of people who benefit from conservation, you cannot quantify the environmental benefits that way. But...

Submitted by:
Jacquelynn Olson, District Technician

"Unless someone like you cares a whole awful lot, nothing is going to get better. It's not." The Lorax, Dr.Suess

An Equal Opportunity Employer



Pine County Soil & Water Conservation District
 1602 Hwy 23 North, Sandstone, MN 55072
 Telephone: (320) 216-4240

Forester Projects, 7/1/15 – 1/19/16
Beth Peterson

Map Id	Project	Type	Acres	Date Completed	Status
1	Pierskalla	Stewardship Plan	75	9/30/2015	Complete
2	Thomson	Stewardship Plan	40	10/30/2015	Complete
3	Odegard	Stewardship Plan	32	12/23/2015	Complete
4	Peterson	Stewardship Plan	32	12/11/2015	Complete
5	Angove	Stewardship Plan	80	11/24/2015	Complete
6	Swaim	Stewardship Plan	40	12/9/2015	Complete
7	King-Fickes	consulting site visit	120	10/22/2015	Complete
8	Dahn	Stewardship Plan	250		Pending
9	Flood Grant	Stream Bank Restoration	5	7/12/2015	Complete
10	Krogh	Stewardship Plan	240		In Progress
11	Weise	Stewardship Plan	20		In Progress
12	Früge	Stewardship Plan	40		In Progress
13	Jensen	Stewardship Plan	40		Pending
14	Varro	Stewardship Plan	40		Pending
15	Kenowski	consulting site visit	55	11/12/2015	Complete
16	Sewall	consulting site visit	160	12/19/2015	Complete
17	Kubesh	consulting site visit	40	9/23/2015	Complete
Total Acres			1309		

No advertising has been done for this position due to current number of hours being worked