



**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, October 18, 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 October 4, 2016 County Board meeting and Summary for publication.
- F) Approve Minutes of the October 11, 2016 Special Meeting-Committee of the Whole (Budget).
- G) Minutes of Boards, Committees and Correspondence
  - Pine County HRA Senior Housing Minutes – regular meeting August 24, 2016
  - Pine County HRA Senior Housing Minutes – special meeting September 21, 2016
  - East Central Regional Library Board Minutes – September 12, 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 September, 2016 Cash Balance (attached)**

Fund	September 30, 2015	September 30, 2016	Increase(Decrease)
General Fund	2,955,546	3,186,859	231,314
Health and Human Services Fund	353,118	263,445	(89,673)
Road and Bridge Fund	2,000,780	2,020,806	20,027
Land Management Fund	2,510,926	2,032,769	(478,157)
<b>TOTAL (inc non-major funds)</b>	<b>10,344,885</b>	<b>10,568,571</b>	<b>223,686</b>

**2. Tobacco License**

Consider approval of new business tobacco license: Pine City Tobacco & E-Cig, LLC which was formerly Stogies Tobacco. License for October 19, 2016 through December 31, 2016. Subject to approval of Pine County Sheriff.

**3. Donations**

- A. Accept \$800 donation from the National Multiple Sclerosis Society and designate to the Pine County Sheriff's Reserve Fund; to be used to help offset the cost for training, uniforms and equipment.
- B. Accept \$50 donation from Cabak Law LLC, and \$545.56 donation from Peaceful Pines Farm (fundraiser event) for the K-9 program.

**4. 2016 Waste Hauler License**

Consider approval of a License for Solid Waste Collection and Transportation for 2016 for Nitti Rolloff Services and authorize Board Chair to sign.

**5. James Dobosenski Registered Land Survey #5**

Consider approval of Registered Land Survey No. 5 and authorize Board Chair and County Administrator/Clerk to sign.

**6. Training**

Authorize Commissioners Hallan, Mohr, Chaffee, Rossow and Ludwig, County Administrator David Minke, County Engineer Mark LeBrun, Human Resources Manager Connie Mikrot and Community Health Services Administrator Kathy Filbert to attend the AMC Annual Conference, December 4-6, 2016, in Minneapolis. Registration: \$375 per attendee (early bird registration before 11/4/16) and Lodging: \$128+ tax per night. Funds are available in the 2016 Administrator, Commissioner, Highway, and Health & Human Services budgets.

**REGULAR AGENDA**

RECESS regular board meeting and convene Ditch Authority meeting.

**1. Public Hearing/Partial Abandonment of County Ditch #7 – at 10:00 a.m. or as soon thereafter as possible**

- A. Reconvene Public Hearing with regard to Petition for Partial Abandonment of County Ditch #7
- B. Presentation by County Engineer
- C. County Board Questions and Discussion
- D. Open Public Hearing/Comments from the Public. Polymet requests that the public hearing be continued.
- E. Close or continue the Public Hearing at the County Board's discretion.
- F. County Board -- additional discussion if necessary.
- G. Consider Partial Abandonment of County Ditch #7.

RECONVENE county board meeting.

**2. Introduction of New Employee**

Ashley Olson – Office Support Specialist – Administration/Zoning.

**3. Facility Committee**

Pine County Facilities Committee met October 5, 2016 and made the following recommendations (Minutes attached):

- A. Approve the \$5,700 quote from Drilling Electric to install six lights at the impound lot in Sandstone.
- B. Schedule a meeting with the City of Pine City for discussion of the Pine Government Center.
- C. Keep at least \$75,000 in the 2017 budget.

Other items are informational only.

**4. Personnel Committee**

Pine County Personnel Committee met October 11, 2016 and made the following recommendations (Minutes attached):

**Sheriff's Office**

- A. Acknowledge the resignation of part-time Dispatcher Carley Blomberg effective September 25, 2016 and request backfill of the position.
- B. Acknowledge the resignation of full-time Dispatcher Jeremiah Mohr effective October 15, 2016 and request backfill of the position.

**HHS**

- A. Acknowledge the resignation of full-time Public Health Nurse Sarah Oswald effective October 7, 2016 and request backfill of the position.
- B. Acknowledge the resignation of full-time Registered Nurse Joanna Johnson effective October 21, 2016 and request backfill of the position.
- C. Approve the reclassification of the Public Health Nurse position from grade C42 to grade C43.

**Administration**

- A. Approve the reclassification of the Information Technology (IT) Manager from grade C42 to grade C52 at a salary of \$62,912 and reclassify the Human Resources (HR) Manager from grade B31 to C51 at a salary of \$60,320 effective October 16, 2016.
- B. Accept the renewal for the retiree insurance plan with Blue Cross Blue Shield's (BCBS) Group Platinum Blue Plan A with Group Medicare BlueRx for Minnesota residents, and with BCBS's Group Senior Gold with Group Medicare BlueRx for retirees living outside Minnesota. Both plan options will retain the \$1000 cap on Prescription Drugs. Premiums will increase to \$274.50 per month for the Platinum Blue plan, and to \$390.50 for the Gold plan.

Other items are informational only.

**5. Central Minnesota Council on Aging**

Presentation by Executive Director Lori Vrolson, Community Development Specialists Mary Bauer and Natalie Matthewson regarding *The Age Wave*.

**6. Central Minnesota Jobs and Training Services**

Presentation by CMJTS staff with an update on the 360 curriculum.

**7. Award Bid for Contract #1604**

Award bid for Contract #1604 to lowest responsible bidder as determined by the County Engineer for the following: SAP 058-599-043 on Government Road, 1.9 miles Northeast of CR 140 over Deer Creek.

**8. Rescheduling of First Board Meeting in December**

Consider rescheduling of the December 6, 2016 county board meeting due to a calendaring conflict.

9. **Commissioner Updates**

East Central Regional Juvenile Center Advisory Committee  
Soil & Water Conservation District  
East Central Solid Waste Commission  
East Central Regional Library  
Pine County Chemical Health Coalition  
Legislative meeting with Representative Sundin  
AMC District 1 Fall Meeting  
Kanabec-Pine Community Health Board/Public Health Planning Committee

10. **Other**

11. **Upcoming Meetings –(Subject to Change)**

- a. **Technology Committee, Tuesday, October 18, 2016, 8:30 a.m.**, Commissioners’ Conference Room, Courthouse, Pine City, Minnesota.
- b. **Pine County Board Meeting, Tuesday, October 18, 2016, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- c. **Arrowhead Counties Association, Wednesday, October 19, 2016, 6:00 p.m.**, Comfort Suites Conference Room, 408 Canal Park Drive, Duluth, Minnesota.
- d. **CANCELLED: Snake River Watershed**
- e. **East Central Regional Development Commission, Monday, October 24, 2016, 7:00 p.m.**, 100 Park Street So., Mora, Minnesota.
- f. **NLX, Wednesday, October 26, 2016, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- g. **Mille Lacs Band of Ojibwe meeting, Wednesday, October 26, 2016, 1:00 p.m.**, Administrator’s Conference Room, Courthouse, Pine City, Minnesota.
- h. **Northeast Regional Radio Board, Thursday, October 27, 2016, 10:00 a.m.**, Jail Training Room, Courthouse, Pine City, Minnesota.
- i. **Pine County Board Meeting, Tuesday, November 1, 2016, 10:00 a.m.**, Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota.

12. **Adjourn**

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

**Tuesday, October 4, 2016 - 10:00 a.m.**

**Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota**

Chair Curt 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 were County Attorney Reese Frederickson and County Administrator David Minke.

The Pledge of Allegiance was said.

Chair Rossow called for public comment. Laurie Audette, Askov, stated the first week in October is Mental Illness Awareness Week and spoke of “Allen’s Hope” in support of her son who committed suicide in May, 2016. Audette asked for help from the county in making changes to make it easier for Health & Human Services involvement in mental health/suicide prevention. Veterans Service Officer Ben Wiener also spoke with regard to suicide and suicide prevention among veterans and the need for support.

Chair Rossow requested the following revision to the Agenda:

1. Addition: Consent Agenda Item No. 8: Consider approval of (16) 2016 local option disaster property value abatements.
2. Addition: Consent Agenda Item No. 9: Consider approval and acceptance of Registered Land Survey #4.
3. Addition: Regular Agenda Item No. 3A: Legislative Agenda Update.

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

Commissioner Ludwig moved to approve the Minutes of the September 20, 2016 County Board Meeting and Summary for publication. Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County Land Surveyor Monthly Report – August 2016

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

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

**CONSENT AGENDA**

1. **September, 2016 Disbursements**  
Approve Disbursements Journal Report, September 1, 2016 – September 30, 2016.
2. **Application for Abatement**  
Approve Application for Abatement for James and Toni McDonald, 73775 Scotch Pine Road, Willow River, PID 17.0364.000, pay 2014 and 2015.

**3. Application for Repurchase**

Approve Resolution 2016-60 for Repurchase of Tax Forfeited Land – 10 Year Contract, Gloria Carlson, PID 08.0302.000 and authorize Board Chair and County Auditor to sign.

**4. Donations**

Accept a \$1,200 donation from the Pine County Agricultural Society (\$600 to the K-9 Fund, \$600 to the Reserve Unit).

**5. Contract for Media Consultation Services**

Approve a contract for media consultation services between Pine County Health & Human Services and Jamie Root-Larsen, Positive Community Norms (PCN). Contract period is September 1, 2016 – June 30, 2017, \$1,400 per month.

**6. New Hire**

- A. Approve the hiring of Child Protection Investigator Alexis Benjamin, effective October 5, 2016, \$20.74 per hour, C42, Step 1.
- B. Approve the hiring of Office Support Specialist Trysten Williamson, effective October 10, 2016, \$13.41 per hour, A13, Step 1.
- C. Approve the hiring of Duane Swanson, effective September 19, 2016, as a temporary employee to assist with the processing of absentee ballots through the General Election, \$17.50 per hour, not to exceed \$2,700. Funds are available in the 2016 Elections budget.
- D. Approve the hiring of Office Support Specialist Ashley Olson, effective October 5, 2016, \$16.00 per hour, A13.

**7. Training**

- A. Approve Social Worker Kathy Borowick, Social Worker Marlys Mestemacher, Case Aide Betty Koslowski, and Social Worker Marjanae Zerehi to attend the St. Louis County Health & Human Services Conference in Duluth, October 13-14, 2016. Registration: \$200, Meals: \$96, Mileage: use of county vehicle. Total Cost: \$296.
- B. Approve Land Services Director Kelly Schroeder to attend a Septic Inspector 12-hour general continuing education course at the Cloquet Forestry Center, December 7-8, 2016. Cost: \$265, county car will be used.
- C. Approve County Engineer Mark LeBrun to attend MN Toward Zero Deaths Conference in Duluth, November 16-17, 2016. Registration and hotel costs: \$293.
- D. Approve County Commissioners who wish to attend and County Administrator David Minke to attend the AMC District 1 Fall Meeting, October 13, 2016 in Silver Bay. Registration: \$25 per attendee; Lodging: \$114.95 plus tax.

**8. Applications for Disaster Abatements**

Approve the following 2016 local option disaster property value abatements:

- Mary Lou Johnson, 28502 Wilderness Retreat, Pine City, PID 08.5104.000
- Duane Lund, 74080 Co. Hwy. 61, Willow River, PID 17.0346.000
- Barbara Swan, 77044 Debbie Ridge Rd., Willow River, PID 17.5001.000
- Steven Gennow, 13220 Canalville Ln, Grasston, PID 28.5098.000
- Craig & Susan Curtis, 87193 Kettle Shores Loop, Sturgeon Lake, PID 31.5020.000
- Anthony Rawlings, 87115 Kettle Shores Loop, Sturgeon Lake, PID 31.5022.000
- Gerald & Donna Waldhom, 93150 Twilight Ln, Sturgeon Lake, PID 33.5165.000
- Garfield & Kathy Martichuski, 7144 Co. Hwy. 61, Finlayson, PID 44.0052.003
- James Monroe, 7236 Bald Eagle Ln, Rutledge, PID 44.0052.011
- Barbara Noren, 7126 Bald Eagle Ln, Rutledge, PID 44.0052.013
- Richard & Jolayne McNight, 7242 Bald Eagle Ln, Rutledge, PID 44.0052.019

Steven Buttweiler, 7204 Starlight Dr, Rutledge, PID 44.5084.000  
Howard & Audrey Ridgeway, 7203 Starlight Dr., Rutledge, PID 44.5093.000  
Linda Janes, 301 Jefferson St, Sandstone, PID 45.5123.000  
Kenneth & Sandra Grey, 8779 Cathedral Pines Dr., Sturgeon Lake, PID 46.5177.000  
Todd Carpentier & Angelda Evans, 8099 Willow St., Willow River, PID 47.5001.000

**9. Bradford McConnell Registered Land Survey (Registered Land Survey 4)**

Approve and accept Registered Land Survey No. 4 and authorize Board Chair and County Administrator/Clerk to sign.

**REGULAR AGENDA**

**1. Buffer Law Update**

Board of Water and Soil Resources State Program Administrator Erin Loeffler presented information about the buffer law, which will be enacted in November, 2017. Discussion was held. Commissioners requested Loeffler to follow up with information regarding upon the vacation of a ditch, what happens to the buffer requirement. Loeffler informed the board of the upcoming deadlines:

January, 2017: Soil & Water Conservation District (SWCD) to complete compliance determinations on watercourses within the county

March, 2017: The county board is to make a decision as to whether they will take on the role of compliance to enforce the buffer law. If not, then that responsibility defaults to the Board of Water and Soil Resources.

November 2017 – law is enforced on lands adjacent to public waters as identified on a buffer protection map.

November 2018 – law is enforced on lands adjacent to public ditches on a buffer protection map  
Loeffler also introduced information regarding the One Watershed, One Plan (1W1P). This may replace the current county water plan in the future.

**2. Reappointment to HRA Board of Directors**

**Motion** by Commissioner Ludwig to reappoint Carl Steffen to the Pine County Housing and Redevelopment Authority Board of Directors, term October 5, 2016 to October 4, 2021. Second by Commissioner Chaffee. Motion carried 5-0.

**3. Set Special Meeting – Budget Committee**

A Special Meeting – Committee of the Whole (Budget Committee) was scheduled for October 11, 2016 at 10:30 a.m. in the Board Room at the Pine County Courthouse, Pine City.

**3A. Legislative Agenda Update – Appointment of Auditor-Treasurer**

County Administrator Minke stated special legislation is necessary to make the auditor-treasurer position appointive rather than elected. Most special legislation for the appointment requires a supermajority of the county board, provide for a reverse referendum, and allow the current office holder to remain in office until his/her term expires.

**Motion** by Commissioner Rossow to appoint lead commissioners as follows for the issue of appointing the county auditor-treasurer: Commissioner Hallan—Senator Tony Lourey; Commissioner Ludwig—Representative Mike Sundin; and Commissioner Mohr—Representative Jason Rarick. Second by Commissioner Chaffee. Motion carried 5-0.

**4. Commissioner Updates**

Negotiations Committee: Administrator Minke stated the Correction Officer/Dispatcher and Legal Secretaries units have submitted formal request to meet and negotiate.

NE MN Regional Radio Board: Commissioner Hallan stated no quorum.

Snake River Watershed: No report.

Rush Line Task Force (Forest Lake Meeting): No report.

NLX: Commissioner Chaffee attended. Reduced budget was approved. Discussion of the closing of railroad crossings.

Mille Lacs Band of Ojibwe meeting: Commissioner Hallan stated cost sharing of community coach and truancy were discussed.

MLBO Meeting With Interim Sheriff Sara Rice: County Attorney Frederickson stated very positive meeting.

Central EMS: Commissioner Ludwig stated 372 doses of Narcan have been used by 25 agencies. Discussion of grant approval to replenish Narcan supply. Discussed critical incident stress management team.

Lakes & Pines Annual Board meeting: No report.

**5. Other**

Commissioner Hallan commented about the article in the Initiative Foundation magazine IQ about Lake Superior Laundry which highlighted Pine County Jail Program Coordinator Brent Jahnz. Hallan also commented about an article in Outdoor News which highlighted the need for reforestation of the white pine tree.

**6. Upcoming Meetings**

Upcoming meetings were reviewed.

**7. Adjourn**

With no further business, Chair Rossow adjourned the meeting at 11:13 a.m. The next regular meeting of the county board is scheduled for October 18, 2016 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

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Curtis H. Rossow, Chair  
Board of Commissioners

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David J. Minke, Administrator  
Clerk to County Board

**SUMMARY  
OF  
MINUTES  
OF THE  
PINE COUNTY BOARD OF COMMISSIONERS MEETING  
Regular Meeting  
Tuesday, October 4, 2016 - 10:00 a.m.  
Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota**

Chair Curt 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 were County Attorney Reese Frederickson and County Administrator David Minke.

The Pledge of Allegiance was said.

Chair Rossow called for public comment. Laurie Audette, Askov, stated the first week in October is Mental Illness Awareness Week and spoke of “Allen’s Hope” in support of her son who committed suicide in May, 2016. Audette asked for help from the county in making changes to make it easier for Health & Human Services involvement in mental health/suicide prevention. Veterans Service Officer Ben Wiener also spoke with regard to suicide and suicide prevention among veterans and the need for support.

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

Commissioner Ludwig moved to approve the Minutes of the September 20, 2016 County Board Meeting and Summary for publication. Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County Land Surveyor Monthly Report – August 2016

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

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

Approve Disbursements Journal Report, September 1, 2016 – September 30, 2016.

Approve Application for Abatement for James and Toni McDonald, 73775 Scotch Pine Road, Willow River, PID 17.0364.000, pay 2014 and 2015.

Approve Resolution 2016-60 for Repurchase of Tax Forfeited Land – 10 Year Contract, Gloria Carlson, PID 08.0302.000.

Accept a \$1,200 donation from the Pine County Agricultural Society (\$600 to the K-9 Fund, \$600 to the Reserve Unit).

Approve a contract for media consultation services between Pine County Health & Human Services and Jamie Root-Larsen, Positive Community Norms (PCN). Contract period is September 1, 2016 – June 30, 2017, \$1,400 per month.

Approve the hiring of Child Protection Investigator Alexis Benjamin, effective October 5, 2016, \$20.74 per hour, C42, Step 1.

Approve the hiring of Office Support Specialist Trysten Williamson, effective October 10, 2016, \$13.41 per hour, A13, Step 1.

Approve the hiring of Duane Swanson, effective September 19, 2016, as a temporary employee to assist with the processing of absentee ballots through the General Election, \$17.50 per hour, not to exceed \$2,700. Funds are available in the 2016 Elections budget.

Approve the hiring of Office Support Specialist Ashley Olson, effective October 5, 2016, \$16.00 per hour, A13.

Approve Social Worker Kathy Borowick, Social Worker Marlys Mestemacher, Case Aide Betty Koslowski, and Social Worker Marjanae Zerehi to attend the St. Louis County Health & Human Services Conference. Total Cost: \$296.

Approve Land Services Director Kelly Schroeder to attend a Septic Inspector 12-hour general continuing education course. Cost: \$265, county car will be used.

Approve County Engineer Mark LeBrun to attend MN Toward Zero Deaths Conference. Registration and hotel costs: \$293.

Approve County Commissioners who wish to attend and County Administrator David Minke to attend the AMC District 1 Fall Meeting. Registration: \$25 per attendee; Lodging: \$114.95 plus tax.

Approve the following 2016 local option disaster property value abatements:

Mary Lou Johnson, 28502 Wilderness Retreat, Pine City

Duane Lund, 74080 Co. Hwy. 61, Willow River

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Steven Gennow, 13220 Canalville Ln, Grasston

Craig & Susan Curtis, 87193 Kettle Shores Loop, Sturgeon Lake

Anthony Rawlings, 87115 Kettle Shores Loop, Sturgeon Lake

Gerald & Donna Waldhom, 93150 Twilight Ln, Sturgeon Lake

Garfield & Kathy Martichuski, 7144 Co. Hwy. 61, Finlayson

James Monroe, 7236 Bald Eagle Ln, Rutledge

Barbara Noren, 7126 Bald Eagle Ln, Rutledge

Richard & Jolayne McNight, 7242 Bald Eagle Ln, Rutledge

Steven Buttweiler, 7204 Starlight Dr, Rutledge

Howard & Audrey Ridgeway, 7203 Starlight Dr., Rutledge

Linda Janes, 301 Jefferson St, Sandstone

Kenneth & Sandra Grey, 8779 Cathedral Pines Dr., Sturgeon Lake

Todd Carpentier & Angelda Evans, 8099 Willow St., Willow River

Approve and accept Registered Land Survey No. 4.

**Motion** by Commissioner Ludwig to reappoint Carl Steffen to the Pine County Housing and Redevelopment Authority Board of Directors, term October 5, 2016 to October 4, 2021. Second by Commissioner Chaffee. Motion carried 5-0.

A Special Meeting – Committee of the Whole (Budget Committee) was scheduled for October 11, 2016 at 10:30 a.m. in the Board Room at the Pine County Courthouse, Pine City.

**Motion** by Commissioner Rossow to appoint lead commissioners as follows for the issue of appointing the county auditor-treasurer: Commissioner Hallan—Senator Tony Lourey; Commissioner Ludwig—Representative Mike Sundin; and Commissioner Mohr—Representative Jason Rarick. Second by Commissioner Chaffee. Motion carried 5-0.

With no further business, Chair Rossow adjourned the meeting at 11:13 a.m. The next regular meeting of the county board is scheduled for October 18, 2016 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

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Curtis H. Rossow, Chair  
Board of Commissioners

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David J. Minke, Administrator  
Clerk to County Board

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

**MINUTES  
OF  
PINE COUNTY BOARD MEETING  
SPECIAL MEETING  
and  
COMMITTEE OF THE WHOLE/BUDGET COMMITTEE**

**October 11, 2016 – 10:30 a.m.  
Pine County Courthouse, Pine City Minnesota**

Chair Curt 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 were County Attorney Reese Frederickson, Human Resources Manager Connie Mikrot, Land Resources Director Kelly Schroeder, Auditor-Treasurer Cathy Clemmer, Probation Director Terry Fawcett, Health & Human Services Director Becky Foss, Chief Deputy Paul Widenstrom, and County Administrator David Minke.

The pledge of allegiance was said.

**Motion** by Commissioner Mohr to approve the agenda. Second by Commissioner Ludwig. Motion carried 5-0.

1. Pine County Water Plan and One Watershed One Plan (1W1P)

Land Services Director Kelly Schroeder explained the Pine County Water Plan addresses the water quality for waterways in Pine County. The plan was updated in 2015 and the Soil and Water Conservation District (SWCD) is responsible for much of the implementation. The goals and tasks from the plan were reviewed. After discussion, it was the consensus of the board to request periodic updates from the SWCD on the implementation of the water plan. Commissioners also discussed the buffer law and its impact on the county.

2. 2017 County Budget

County Administrator David Minke reviewed the 2017 preliminary budget stating all funds were balanced except for the General Fund which has a \$100,000 deficit. Discussion of areas of reduction were discussed. It was the consensus of the board that departments heads look in-house to adjust their budgets in order to balance the budget.

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

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Curtis H. Rossow, Chair  
Board of Commissioners

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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 August 24, 2016, at the Sandstone Manor. Commissioners of the HRA present were Board Chair Dorothy Stockamp, Cheri Drilling, Greg Kvasnicka, Carl Steffen, and Jan Oak. Staff member present was Executive Director Janice Gustafson. Resident Managers Shirley Kroschel and Richard Soens were absent and there were no residents present. Guest Tammy Gehrke, Integrity Property Management, arrived at 2:00.

1. The meeting was called to order at 1:30 p.m. by Board Chair D. Stockamp and the Pledge of Allegiance was said.
2. The Board members met early to discuss the proposed management plan e-mailed to them by Tammy Gehrke, Integrity Property Management. They made a list of questions to present to T. Gehrke when she arrives at 2:00.
3. The HRA Board minutes from July 27, 2016, were reviewed by the Board members. A motion was made by C. Steffen and was seconded by C. Drilling to accept the minutes. Motion carried: Yeas 5, Nays 0.
4. Resident Managers' Report. Resident Managers were not present.
5. The monthly financial statements and the investment report were presented by J. Gustafson. A motion was made by G. Kvasnicka and was seconded by Board Chair D. Stockamp to approve the financial statements and the investment report. Motion carried: Yeas 5, Nays 0.
6. Executive Director's Report. The written Executive Director's report was reviewed by Board members.
7. Old Business.
  - a) Vacancies. There are currently three vacancies at the Finlayson Manor and one vacancy at the Sandstone Manor. Paperwork is being processed on two new residents, one for Finlayson and one for Sandstone.

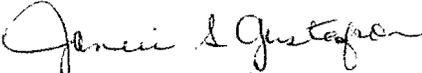
- b) The REAC inspection was completed on August 4, 2016, and the Management Operation Review was completed on August 16, 2016. Both audits went very well for the HRA.
- c) The Board members discussed the draft copy of the proposed management plan with Tammy Gehrke, Integrity Property Management.

8. New Business.

- a) The Board members reviewed and signed a letter addressed to Mary Frances Carter, Sandstone Manor #2, regarding notice for the removal of her cat by September 24, 2016. M. Carter previously received a lease violation letter dated June 8, 2016, citing numerous written and verbal complaints regarding the smell of cat urine from her unit. As of date, the lease violation has not been corrected and more complaints have been received. Failure to remove the cat by September 24, 2016, will result in an eviction notice being sent to M. Carter.
- b) The Board members also reviewed and signed a letter addressed to Duane Flanum, Finlayson Manor #12 regarding housekeeping lease violations.

9. A motion was made by J. Oak and was seconded by C. Steffen to adjourn the meeting at 3:40 p.m. Motion carried: Yeas 5, Nays 0.

  
Dorothy Stockamp  
HRA Board Chair

  
Janice S. Gustafson  
Executive Director

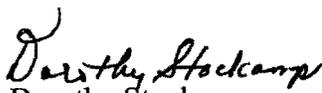
**.PINE COUNTY HRA SENIOR HOUSING**  
**510 Fifth Street Office**  
**Sandstone, MN 55072**  
**(320) 245-5140**  
pinehra@ecenet.com

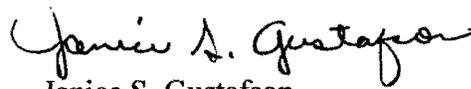
**Sandstone Manor**  
**510 Fifth Street**  
**Sandstone, MN 55072**

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

A special meeting of the Pine County HRA Senior Housing Board of Directors was held on September 21, 2016, at the Sandstone Manor. Commissioners of the HRA present were Board Chair Dorothy Stockamp, Cheri Drilling, Greg Kvasnicka, Carl Steffen, and Jan Oak. Staff member present was Executive Director Janice Gustafson.

1. The meeting was called to order at 2:00 p.m. by Board Chair D. Stockamp and the Pledge of Allegiance was said.
2. The Board members reviewed the final copy of the management contract with Integrity Property Management. A motion was made by C. Steffen and was seconded by Board Chair D. Stockamp to sign a contract with Integrity Property Management. Motion carried: Yeas 5, Nays 0.
3. C. Steffen agreed to stay on the Board of Directors of Pine County HRA for another term.
4. A motion was made by G. Kvasnicka and was seconded by J. Oak to have a transfer of signatures on all Pine County HRA financial instruments and documents. Due to retirement, Janice S. Gustafson will be removed and Tammy Lorraine Gehrke will be added. This change will be effective October 1, 2016, for Northview Bank, Finlayson, MN; Members Cooperative Credit Union, Sandstone, MN; Woodlands National Bank, Hinckley, MN and Sturgeon Lake MN; and TD Ameritrade. Motion carried: Yeas 5, Nays 0.
5. A motion was made by C. Drilling and was seconded by J. Oak to adjourn the meeting at 3:30 p.m. Motion carried: Yeas 5, Nays 0.

  
Dorothy Stockamp  
HRA Board Chair

  
Janice S. Gustafson  
Executive Director

## ECRL Library Board Minutes

**Date:** Monday, September 12, 2016

**Time:** 9:30 am

**Place:** Pine City Library

**Present:** Board Members: Linda Hommes (Aitkin); Rebecca May (Aitkin); Donald Niemi (Aitkin); George McMahon (Chisago); Barbara Kruschel (Isanti); Mike Warring (Isanti); Gene Anderson (Kanabec); Robert Jensen (Kanabec); Rollin Nelson (Kanabec); Wendy Kafka (Mille Lacs County); Charlotte Kramersmeier (Mille Lacs); Genny Reynolds (Mille Lacs); Carol Goddard (Pine); Josh Mohr (Pine – for Steve Chaffee); Judy Scholin (Pine).

Staff: Barbara Misselt (Director); Sandy Buckingham (Human Resources Coordinator); Carla Lydon (Assistant Director); Sarah Hawkins (Resource Librarian); Heidi Anderson-Ferdinand (Librarian, PC).

**Absent:** Richard Byrne (Chisago); William Schlumbohm (Chisago); Karen Lee (Isanti); Steve Chaffee (Pine)

### **Call to Order:**

President Warring called the September, 2016 meeting of the East Central Regional Library to order at 9:30 a.m.

### **Pledge of Allegiance:**

### **Adopt/Amend Agenda:**

Misselt added report on State funding for New Business and authorizing the chair to sign the final report for RLBSS.

*M/S/P: unanimous*

*Jensen/McMahon to adopt agenda as amended*

### **Oath of Office. New Trustee:**

Board Chair Mike Warring conducted the Oath of Office for new Trustee Rebecca May, Aitkin County.

### **Period for Public comment:**

None

### **Approval of Previous Minutes:**

*M/S/P: unanimous*

*Hommes/Kramersmeier to approve minutes as presented.*

### **Bills:**

*M/S/P: unanimous*

*Niemi/Jensen to approve Bills report*

**Financial Reports:**

Board has directed Shelly to negotiate with bank when CDs come up for renewal. Recent CD was at .2% interest for 12 months and it is now .5% interest for 17 months. Some CDs are on a longer term renewal rate.

*M/S/P: unanimous*

*McMahon/Goddard to accept the financial report as presented.*

**ECRL Administrative Reports**

A. Director's Organizational Report

- Discussed incident reports. There were some thefts of DVDs in Pine City. We have been working with police on ways to fix this. There are no cameras in the building - the possibility of installing cameras has been discussed. Additional discussion on the feasibility of putting cameras in all the libraries. Princeton Librarian has been working with the city on this issue. They have also looked into putting cameras in Aitkin, Hinckley and Mora. Hinckley has had problems outside of the building. Jensen made a motion that Misselt present a formal request to the board recommending that security cameras be installed in all libraries that do not currently have them. Motion seconded by Kramersmeier.

B. Branch Highlights

- Lydon stated that the Summer Reading Program has wrapped up. Several of the branches had a final legacy program with a magician. Many of the librarians reported increased numbers for the Summer Reading Program, attributing some of this to better prizes.
- Carla, Marcia Ledin and Sarah Hawkins contributed their efforts on behalf of ECRL at the "Read and Ride Day" at the State fair in August. This is a beneficial event when we get a chance to promote libraries to people throughout the State. They worked a craft table where they assisted children making a historic "library card".
- There have been some heating issues in the Chisago County libraries, particularly Chisago Lakes. Since some recent upgrades were done there have been some problems with the air conditioning not kicking on. We call the county when it's too warm in the building as the staff can't adjust the heating/cooling. We had to actually close the library on a couple of cases because it was too warm and we couldn't get resolution from the county before it got warm enough that it was a hazard to employee and user health.

**Other Reports**

- A. Hawkins introduced and demonstrated the new web portal for MNLink for Interlibrary Loan which will launch on September 19, 2016. We use this to borrow resources across the State. When a patron requests an item they can get it from their preferred library within about a week. Much cleaner format and easier to search than it used to be. Jensen asked if we teach our patrons how to use this site. Hawkins stated that it is generally done in the libraries with the patron at the point of need, but she does teach classes when the library requests it. She also worked at the State table to promote this new program. ECRL makes efforts to promote MNLINK (we've

heard some other libraries don't do as much patron training). We try to equip our branch staff as much as possible.

- B. Hawkins discussed the floating collection and referred to handouts that she had provided. On April 4<sup>th</sup> of this year we started a project of floating media items and it's gone very well. Items in collections designated as floating are shelved in the branch where they are returned, instead of being shipped through delivery to a home location. Floating saves time in processing, delivery and shelving; costs less money; cuts down on delivery and wear/tear of items; and improves the collection. If a hold is cancelled, it will now stay on the shelf of the library where it was being held. Hawkins gets a report every month that shows how many holds have been done on a particular item. If too many, she will order more. She discussed the Floating Charts, which shows increased circulation statistics when items are allowed to be shelved in different branches. Anderson-Ferdinand stated that they are very popular in Pine City, especially DVDs.

### **Old Business**

- A. 2017 ECRL Budget approval update: Niemi (Aitkin) reported that they will be talking about preliminary budget tomorrow but he doesn't foresee any issues. McMahon (Chisago), Anderson (Kanabec) and Reynolds (Mille Lacs) stated that the library funding is done. Pine County will be meeting on their budget tomorrow.

### **New Business**

- A. Misselt requested Board approval to close all branches on October 20, 2016 for an all-staff training day. We have arranged for outreach service to continue that day with a substitute driver. Some of the training agenda items include Customer Service Training; Alzheimer's/Dementia Awareness training put on by the Cambridge ACT on Alzheimers; and Security Training. The training will be at headquarters and lunch will be provided.

*M/S/P: unanimous to close library for the training day*

*Niemi/Goddard to accept*

- B. Report on State Funding: Legislative Update: Misselt reported on and reviewed the handout on FY 2017 State funding. 13.57 million goes to the regional library systems and it's divided among regions by a formula, which is calculated every year. State fiscal year is July 1 – June 30 so it impacts two calendar budget years. ECRL's portion of the formula has been increasing over recent years, but for FY 2017 ECRL's portion will decrease by \$8,000. Because it affects two calendar years, we get two payments in CY 2016 and two payments in CY 2017. It does affect the budget this year. \$4,938 less in 2016 and \$3,929 less in 2017 than expected. Concern is, we already set our 2017 budget. McMahon asked about SELCO's amount increasing – Misselt explained that they had had several years of significant decreases. Regional Library System directors are working on a legislative request to increase state funds and modify the formula by which the funds are divided among the regions. The increase will need to be a minimum of 2 million dollars for all regions to be held harmless. Misselt said that despite the loss of state funding in CY 2016, ECRL should still finish the year in the black since we have several line items that are underspent. McMahon stated that he had met with the Lieutenant Governor last week and stressed library funding with her.

The Board authorized Chairman Warring to sign final report for Regional Library Basic System Support.

*M/S/P: unanimous*

*Niemi/Hommes to accept*

### **Trustee Issues**

- A. Legislative Update: Misselt stated that she has been chair of the State Legislative Committee for the past year. This year we reviewed lobbyist relationship through Minnesota Library Partnership. Capitol Hill Associates is the library lobbyist firm and has reduced their fee from \$70,000 to \$63,000, which is divided among the library partners including about \$6,000 related advocacy expenses. We are developing the 2017 platform to request state library funding and possibly bonding funds for library construction. McMahon stated that he talked to two legislators yesterday and they're still confident that a special session might be called. He said the sticking point is light rail.

### **Future Agenda Items**

- A. Jensen asked about the signage not allowing dogs (except service dogs) in the libraries. Would like it on the agenda for next month.
- B. Kramersmeier stated that she will be attending a CMLE meeting later this month and can report on it next month.
- C. Misselt stated that there is a Legacy Meeting on Wednesday and explained what the Legacy money goes for to the new board members.
- D. McMahon suggested that we talk about the different sub-committees on the board. Possibly certain board members want to change.

**Next meeting** Monday, October 10, 2016, 9:30 am in Cambridge.

*M/S/P: unanimous*

*Jensen/McMahon to adjourn at 11:30 am.*

Barbara Kruschel, Secretary

Sandy Buckingham, Recorder



## AGENDA REQUEST FORM

Date of Meeting: October 18, 2016

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

Agenda Item: September, 2016 Cash Balance

Department: Auditor-Treasurer

*Cathy Clemens*  
Department Head signature

### Background information on Item:

September, 2016 Cash Balance

**Action Requested:**

**Financial Impact:**

CATHYJ  
10/5/16 11:31AM

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

TREASURER'S CASH TRIAL BALANCE

As of 09/2016



<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
1 General Revenue Fund	4,725,259.01			
Receipts		546,326.72	4,821,220.60	
Disbursements		617,243.81-	4,835,929.38-	
Payroll		1,165,820.68-	8,075,630.50-	
Journal Entries		7,588.40-	6,551,939.60	
Fund Total . . . . .		1,244,326.17-	1,538,399.68-	3,186,859.33
12 Health & Human Services	420	H&Hs-Income Maintenance		
	2,204,154.92			
Receipts		61,424.46	1,218,311.04	
Disbursements		64,163.55-	562,074.43-	
Payroll		219,812.63-	1,628,927.86-	
Journal Entries		2,970.03	795,423.18	
Dept Total . . . . .		219,581.69-	177,268.07-	2,026,886.85
12 Health & Human Services	430	H&Hs-Social Services		
	1,766,235.44-			
Receipts		74,198.27	2,007,189.32	
Disbursements		51,728.92-	296,037.24-	
SSIS		206,360.06-	1,686,958.53-	
Payroll		247,518.97-	1,763,974.76-	
Journal Entries		41,005.82	1,624,354.34	
Dept Total . . . . .		390,403.86-	115,426.87-	1,881,662.31-
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		155,594.71	997,519.05	
Disbursements		23,753.93-	497,060.86-	
Payroll		141,095.36-	844,957.57-	
Journal Entries		64.94-	208,540.17	

HHS -  
\$ 263,444.64

CATHYJ  
10/5/16 11:31AM

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

TREASURER'S CASH TRIAL BALANCE

As of 09/2016



Fund	Dept Total	Beginning Balance	This Month	YTD	Current Balance
	<b>Fund Total</b>	673,557.24	619,305.07-	428,654.15-	244,903.09
13	Road & Bridge Fund	1,220,273.91			
	Receipts		443,329.89	7,076,010.62	
	Disbursements		2,817,153.20-	5,583,812.99-	
	Payroll		237,718.28-	1,680,557.83-	
	Journal Entries		1,771.00-	988,892.70	
	<b>Fund Total</b>		2,613,312.59-	800,532.50	2,020,806.41
14	Ditch Maintenance (Sr) Fund	10,770.48			
	<b>Fund Total</b>		0.00	0.00	10,770.48
20	County-Wide Rehab (Sr) Fund	189.37			
	Receipts		0.00	0.01	
	Journal Entries		0.00	0.01	
	<b>Fund Total</b>		0.00	0.02	189.39
22	Land Management Fund	2,723,823.99			
	Receipts		299,014.11	1,229,676.86	
	Disbursements		3,652.33-	15,559.88-	
	Payroll		11,717.47-	84,301.83-	
	Journal Entries		208.26-	1,820,869.70-	
	<b>Fund Total</b>		283,436.05	691,054.55-	2,032,769.44
29	Children's Collab (H&Hs) Agency Fund	440			
	Receipts	11,409.93	0.00	68,846.00	

CATHYJ  
10/5/16 11:31AM

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

TREASURER'S CASH TRIAL BALANCE

As of 09/2016



<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Disbursements		2,551.00-	63,588.99-	
Journal Entries		5.72	32.11	
Dept Total . . . . .		2,545.28-	5,289.12	16,699.05
<b>Fund Total . . . . .</b>	<b>11,409.93</b>	<b>2,545.28-</b>	<b>5,289.12</b>	<b>16,699.05</b>
37 County Railroad Authority	5,791.19			
Disbursements		0.00	27.78-	
Fund Total . . . . .		0.00	27.78-	5,763.41
38 Building Fund	86,750.49			
Disbursements		23,980.00-	37,683.55-	
Journal Entries		0.00	43,807.07	
Fund Total . . . . .		23,980.00-	6,123.52	92,874.01
39 2005A G.O. Jail Bonds	1,079,082.29			
Disbursements		0.00	1,146,405.63-	
Journal Entries		0.00	684,225.62	
Fund Total . . . . .		0.00	462,180.01-	616,902.28
40 2012 G.O. Courthouse Bonds	906,029.37			
Receipts		0.00	5.02	
Disbursements		0.00	943,325.00-	
Journal Entries		0.00	580,185.45	
Fund Total . . . . .		0.00	363,134.53-	542,894.84
43 Equipment Fund	0.00			
Journal Entries		0.00	67,088.53	

CATHYJ  
10/5/16 11:31AM

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

TREASURER'S CASH TRIAL BALANCE

As of 09/2016



<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
<b>Fund Total . . . . .</b>		0.00	67,088.53	67,088.53
<b>76 Group Health Ins Fund 5/1/95 (Gen)</b>	<b>642,284.17-</b>			
Receipts		307,739.51	2,717,874.40	
Disbursements		324,023.07-	2,876,884.93-	
Journal Entries		6,320.15	51,081.35	
<b>Fund Total . . . . .</b>		<b>9,963.41-</b>	<b>107,929.18-</b>	<b>750,213.35-</b>
<b>80 County Collections Agency Fund</b>	<b>21,979.64</b>			
Receipts		23,197.09	596,565.59	
Disbursements		9,860.00-	585,718.80-	
Journal Entries		0.00	160.10	
<b>Fund Total . . . . .</b>		<b>13,337.09</b>	<b>11,006.89</b>	<b>32,986.53</b>
<b>82 Taxes And Penalties Agency Fund</b>	<b>798,918.20</b>			
Receipts		1,276,301.45	23,509,036.65	
Disbursements		444.07-	12,787,511.94-	
Journal Entries		0.00	9,162,378.00-	
<b>Fund Total . . . . .</b>		<b>1,275,857.38</b>	<b>1,559,146.71</b>	<b>2,358,064.91</b>
<b>84 East Central Drug Task Force Agency Fur</b>	<b>98,198.03</b>			
Receipts		1,020.00	104,760.44	
Disbursements		3,300.00-	115,588.23-	
<b>Fund Total . . . . .</b>		<b>2,280.00-</b>	<b>10,827.79-</b>	<b>87,370.24</b>
<b>89 H &amp; Hs Collections Agency Fund</b>	<b>801</b>	<b>Non-Departmental</b>		
	<b>78,568.42</b>			
Receipts		48,409.58	695,926.09	
Disbursements		26,114.00-	172,019.62-	

CATHYJ  
10/5/16 11:31AM

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

TREASURER'S CASH TRIAL BALANCE

As of 09/2016



<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Journal Entries		44,467.72-	600,632.39-	
Dept Total .....		22,172.14-	76,725.92-	1,842.50
<b>Fund Total .....</b>	<b>78,568.42</b>	<b>22,172.14-</b>	<b>76,725.92-</b>	<b>1,842.50</b>
All Funds .....	11,798,317.39			
Receipts		3,236,555.79	45,042,941.69	
Disbursements		3,967,967.88-	30,519,229.25-	
SSIS		206,360.06-	1,686,958.53-	
Payroll		2,023,683.39-	14,078,350.35-	
Journal Entries		3,798.60-	11,850.14	
<b>Total .....</b>		<b>2,965,254.14-</b>	<b>1,229,746.30-</b>	<b>10,568,571.09</b>

TREASURER'S CASH TRIAL BALANCE COMPARISON

FUND	September 30, 2015 BALANCE	September 30, 2016 BALANCE	DIFFERENCE
1 - GENERAL	2,955,545.69	3,186,859.33	231,313.64
12 - H&HS	353,117.72	263,444.64	(89,673.08)
13 - ROAD & BRIDGE	2,000,779.51	2,020,806.41	20,026.90
22 - LAND	2,510,926.31	2,032,769.44	(478,156.87)
TOTAL (incl non-major funds)	\$10,344,885.34	\$10,568,571.09	223,685.75



# AGENDA REQUEST FORM

Date of Meeting: OCTOBER 18, 2016

- County Board**
  - Consent Agenda
  - Regular Agenda
- Personnel Committee
- Other \_\_\_\_\_

5 mins  10 mins  15 mins  Other

Agenda Item: APPROVAL OF TOBACCO LICENSE

Department: AUDITOR

*Cathy Chmura*  
Department Head signature

### Background information on Item:

APPROVAL OF NEW BUSINESS TOBACCO LICENSE:  
 PINE CITY TOBACCO & E-CIG, LLC WHICH WAS FORMERLY STOGIES TOBACCO  
 (Northridge Court)  
 LICENSE FOR OCTOBER 19 THRU DECEMBER 31, 2016  
 SUBJECT TO APPROVAL OF PINE COUNTY SHERIFF

Action Requested:

Financial Impact:



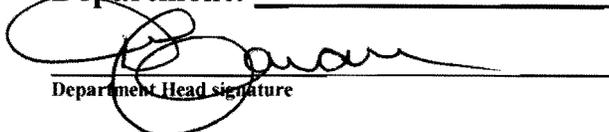
# AGENDA REQUEST FORM

Date of Meeting: October 18, 2016

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

Agenda Item: Donation to Pine County Sheriff's Reserve

Department: Pine County Sheriff's Office

  
 Department Head signature

### Background information on Item:

The Pine County Sheriff's Reserve has received an \$800 donation from the National Multiple Sclerosis Society for their time spent volunteering during the MS 150.

### Action Requested:

The Pine County Sheriff's Office respectfully asks the County Board to acknowledge and accept the donations into the Pine County Sheriff's Reserve Fund.

### Financial Impact:

This donation helps offset the cost for training, uniforms and equipment.



# AGENDA REQUEST FORM

Date of Meeting: October 18, 2016

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

Agenda Item: Donations

Department: Sheriff

*Paul M. ...* *chief deputy*  
Department Head signature

### Background information on Item:

The following donations were received for the K-9 program:

- Cabak Law LLC-\$50.00
- Peaceful Pines Farm (pumpkin patch fundraiser event)-\$545.56

### Action Requested:

Acknowledge donations received for the K-9 program

### Financial Impact:



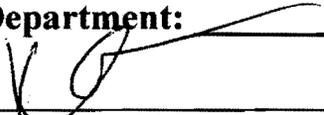
# AGENDA REQUEST FORM

Date of Meeting: October 18, 2016

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

**Agenda Item:** 2016 Waste Hauler License

**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.”

Earlier in 2016, 13 businesses were issued licenses; however a new business has requested a license to do some work in Pine County – Nitti Rolloff Services.

**Action Requested:**

Authorize the County Board chair to sign the additional waste hauler 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 Nitti Rolloff Services 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 18th day of October, 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

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Chairman, Pine County Board

Expires 12/31/2016



# AGENDA REQUEST FORM

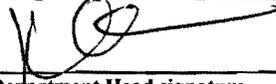
Date of Meeting: October 18, 2016

- County Board**
  - Consent Agenda**
  - Regular Agenda** 5 mins. \_\_\_ 10 mins. \_\_\_ 15 mins. \_\_\_ Other \_\_\_

- Personnel Committee**
- Other** \_\_\_\_\_

**Agenda Item:** James Dobosenski Registered Land Survey (Registered Land Survey 5)

**Department:** Land Services

  
\_\_\_\_\_  
Department Head signature

### Background information on Item:

A Registered Land Survey (RLS #5) has been submitted to the county for review and recording. The land in the survey is on the north side of Island Lake and is the result Torrens land being split and clarifications needed in the legal descriptions of the land. The survey has been reviewed by the County Surveyor, Robin Matthews, who has already signed off on it and has been reviewed by the County Auditor /Treasurer and the Recorder, who will sign off on it when it is recorded (after the county board chair and administrator/clerk sign).

### Action Requested:

Approve and accept the registered land survey and authorize the chair and administrator/clerk to sign the registered land survey.

# REGISTERED LAND SURVEY NO. 5

PART OF GOVERNMENT LOT 2, SECTION 8, TOWNSHIP 45 NORTH, RANGE 19 WEST, PINE COUNTY, MINNESOTA

NE COR  
SECTION 8  
T45N, R19W

I, Benjamin H. Anderson, hereby certify that, in accordance with the provisions of Minnesota Statutes, Section 508.47, Subd. 4, and/or Section 508A.47, Subd. 4, this Registered Land Survey is a correct representation of the following described parcel of unsplit land, to-wit:

The 20 foot strip of land abutting on the East side of Lot One (1), ANDERSON'S ADDITION TO ISLAND LAKE, described as follows: THAT PART of Government Lot Two (2) of Section Eight (8), Township Forty-five (45) North, Range Nineteen (19) West, Pine County, Minnesota, lying Easterly of the East line of Lot One (1), ANDERSON'S ADDITION TO ISLAND LAKE, and Southerly of the right of way of Pine County Highway No. 51.

AND

A parcel of property in Government Lot Two (2), Section Eight (8), Township Forty-five (45) North, Range Nineteen (19) West, Pine County, Minnesota, described as follows: BEGINNING at the point of intersection of the South line of Interstate Highway 35 as it runs in a Southwesterly - Northeasterly direction over and across said Government Lot 2 and the East line of said Government Lot 2 as the point of beginning of the parcel to be herein described; thence South along the East line of said Government Lot 2 a distance of 306 feet, more or less, to County State Aid Highway No. 51; thence Westerly and Southwesterly along the Northerly right of way line of said County State Aid Highway No. 51 to a point which is 543.5 feet West of the East line of said Government Lot 2; thence North along a line parallel to the East line of said Government Lot 2 a distance of 27 feet, more or less, to the Southerly boundary line of said Interstate Highway 35; thence Northerly and Northeasterly along the Southerly boundary line of said Interstate Highway No. 35 to the place of beginning.

Certificate of Title No. 4984. Owner: James P. Doboszewski and Breana L. Doboszewski, husband and wife.

I further certify that this Registered Land Survey was prepared by me or under my direct supervision, that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Benjamin H. Anderson, Land Surveyor  
Minnesota License Number 45498

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

The foregoing Surveyor's Certificate by Benjamin H. Anderson, Minnesota Licensed Surveyor No. 45498, was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Notary Public \_\_\_\_\_ County, Minnesota My Commission Expires \_\_\_\_\_

Township Board of Supervisors

Township of Windom

We hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the Board of Supervisors of the Township of Windom, Pine County, Minnesota, has approved and accepted this Registered Land Survey.

By: \_\_\_\_\_ Chairman of the Board  
By: \_\_\_\_\_ Town Clerk/Treasurer

Pine County Board of Commissioners

We hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the Board of Commissioners of Pine County, Minnesota, has approved and accepted this Registered Land Survey.

By: \_\_\_\_\_ Chairman of the Board  
By: \_\_\_\_\_ Clerk

County Auditor, Pine County, Minnesota

Pursuant to Minnesota Statutes, Section 272.12, I hereby certify that there are no delinquent taxes on this land heretofore described by this Registered Land Survey and transfer entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_, County Auditor By: \_\_\_\_\_, Deputy

County Treasurer, Pine County, Minnesota

Pursuant to Minnesota Statutes, Section 508.47, Subd. 4 and/or Section 508A.47, Subd. 4, I hereby certify that the taxes payable for the year 20\_\_\_\_ on the land heretofore described have been paid on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_, County Treasurer By: \_\_\_\_\_, Deputy

County Surveyor, Pine County, Minnesota

Pursuant to Minnesota Statutes, Section 389.09, Subd. 1, I hereby certify that this Registered Land Survey is approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

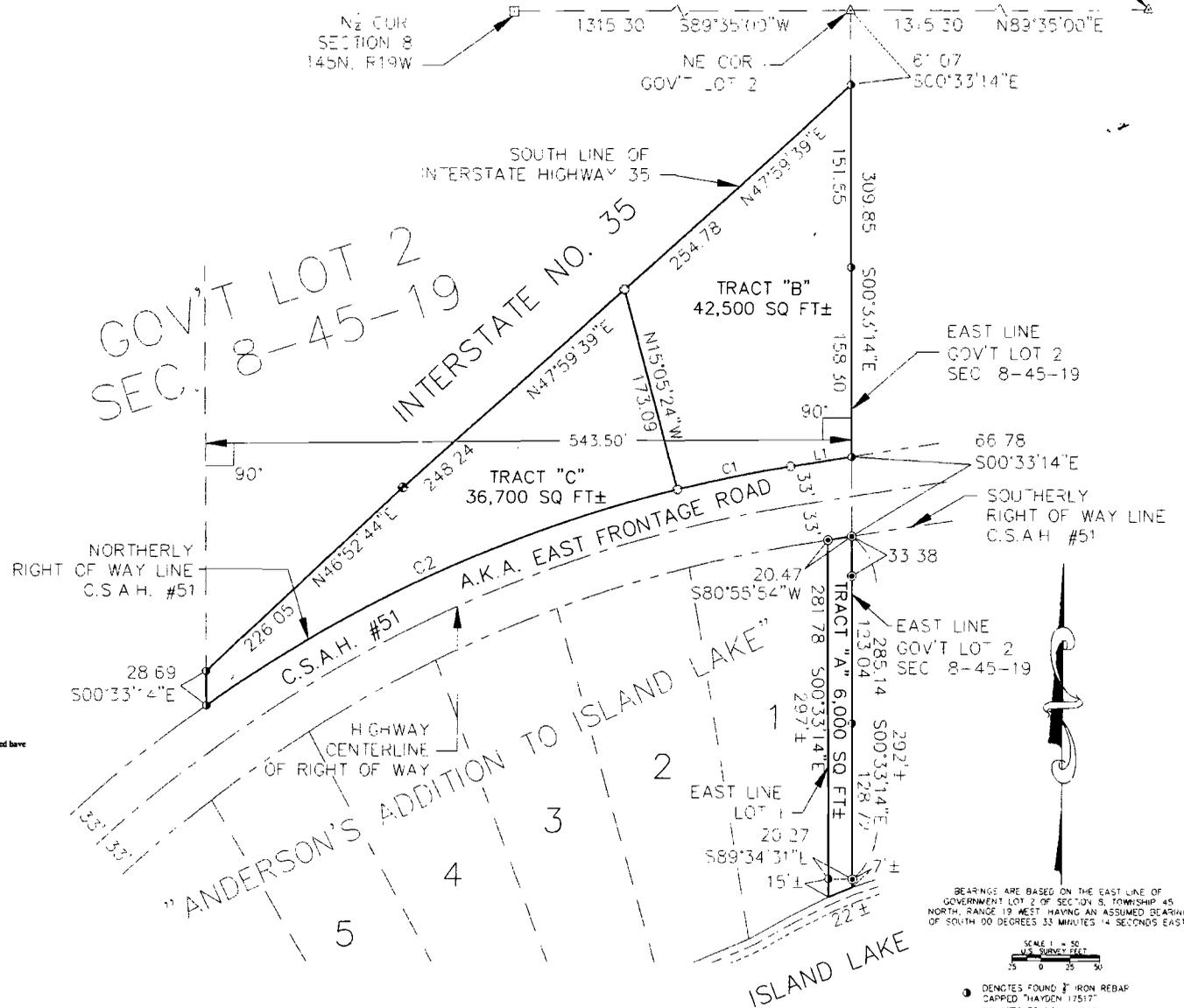
Rubin T. Mathews, Pine County Surveyor

Registrar of Titles, County of Pine, State of Minnesota

I hereby certify that this Registered Land Survey No. 5 was filed by this office this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_ o'clock \_\_\_\_\_ M., as Certificate No. \_\_\_\_\_

Office of the Registrar of Titles - Document Number \_\_\_\_\_

Pine County Registrar of Titles



BEARINGS ARE BASED ON THE EAST LINE OF GOVERNMENT LOT 2 OF SECTION 8, TOWNSHIP 45 NORTH, RANGE 19 WEST HAVING AN ASSUMED BEARING OF SOUTH 00 DEGREES 33 MINUTES 14 SECONDS EAST

SCALE 1" = 50  
U.S. SURVEY FEET

- DENOTES FOUND 2" IRON REBAR CAPPED "HAYDEN 17517"
- ⊙ DENOTES FOUND MN DOT CAST IRON MONUMENT
- △ DENOTES FOUND 1" IRON PIPE
- DENOTES FOUND 2" IRON PIPE
- ⊕ DENOTES FOUND 2" IRON PIPE
- ⊙ DENOTES FOUND 2" IRON PIPE
- ⊕ DENOTES 1" x 18" IRON REBAR MONUMENT SET AND CAPPED "ANDERSON 45498"

LINE TABLE		
LINE	LENGTH	BEARING
C1	543.50	S89°34'31"W
C2	243.24	N46°52'44"E

CURVE TABLE			
CURVE LENGTH	RADIUS	DELTA ANGLE	WARD BEARING
C1	47.85	175.48°	S47°38'11"W
C2	826.80	175.92°	S47°38'11"W



# AGENDA REQUEST FORM

Date of Meeting: October 18, 2016

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

Agenda Item: Annual AMC Conference

Department: Administration

  
Department Head signature

### Background information on Item:

#### AMC Annual Conference – December 5-6, 2016

##### AMC registration:

Early Bird Rate: \$375 per attendee (prior to 11/4/16)

Regular Registration: \$400 per attendee (after 11/4/16)

Lodging (AMC Group Rate): Hyatt Regency Minneapolis/\$128.00 per night plus tax (prior to November 11, 2016)

Commissioner Hallan: 2 nights (December 4 & 5, 2016) -- Attendance at pre-conference meetings on Dec. 4, 2016

Commissioners Mohr, Chaffee, Rossow, Ludwig, Administrator David Minke, Human Resources Manager Connie Mikrot, County Engineer Mark LeBrun, Community Health Services Administrator Kathy Filbert: 1 night (Dec. 5, 2016)

### Action Requested:

Approve attendance and lodging at the AMC Annual Conference, December 5-6, 2016 by the following attendees: Commissioners Steve Hallan, Josh Mohr, Steve Chaffee, Curt Rossow and Matt Ludwig; County Administrator David Minke; Human Resources Manager Connie Mikrot; County Engineer Mark LeBrun; Community Health Services Administrator Kathy Filbert.

### Financial Impact:

AMC registration:  $375 \times 9 = 3,375$

Lodging:  $128 + \text{tax} = 1,280 \text{ plus tax}$

Funds are available in the 2016 Administrator, Commissioner, Public Works and Health & Human Services budgets.



# AGENDA REQUEST FORM

Date of Meeting: October 18, 2016

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

Agenda Item: Public Hearing - County Ditch #7 Partial Abandonment

Department: Auditor-Treasurer

*Cathy Clemons*  
Department Head signature

### Background information on Item:

Reconvene public hearing with regard to the Petition for Partial Abandonment of County Ditch #7.

**Action Requested:**

**Financial Impact:**



October 12, 2016

Cathy Clemmer  
Pine County Auditor - Treasurer  
635 Northridge Dr. NW  
Pine City, MN 55063

Dear Ms. Clemmer,

A Petition for Partial Abandonment of Portions of Pine County Ditch #7 (Petition) was formally submitted by Harley Investment Company, on behalf of Poly Met Mining, Inc. (PolyMet) on August 17, 2016 for purposes of a wetland replacement project. Subsequent to the Petition submittal, a public hearing was convened by the Pine County Ditch Authority on September 20<sup>th</sup>, 2016 regarding this Petition. The Pine County Ditch Authority at the hearing recessed and continued the hearing to October 18, 2016, in order to provide adequate time for collection of necessary information by the County Engineer / Ditch Inspector. PolyMet is requesting the October 18<sup>th</sup> hearing be further recessed and continued for approximately 30 days and that the record remain open for additional written submissions by PolyMet and the public until the hearing is reconvened at a later date.

We feel the Barr Hydrologic Analysis provided with the original Petition adequately demonstrated the portion of County Ditch #7 proposed to be abandoned only provides benefit to the Harley property, that it does not serve a substantial useful purpose as part of the drainage system to any property remaining in the system, and that abandonment could legally proceed. But given some questions asked by the public at the hearing, it appears that limited further hydrologic analysis of the County Ditch #7 segment on the Harley property that would remain, aside from the proposed segment for abandonment, may be helpful to the Ditch Authority, the County Engineer, and the public. We can provide this additional technical information regarding the Harley property, but this analysis would not be available in time for submittal to the appropriate parties by October 18<sup>th</sup> and thus we are requesting the further continuance.

If you should have any questions regarding this request for a further continuance or the Petition please do not hesitate to contact me at 218-471-2162.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Pylka', written over a white background.

Kevin Pylka  
Manager of Environmental Permitting and Compliance

cc: Mark LeBrun, Pine County Engineer

## Cathy J. Clemmer

---

To: Daniel Blake  
Cc: Kevin Hofstad  
Subject: RE: County Ditch 7

Thanks Dan. This will be added to the official record.

Cathy J. Clemmer  
Pine County Auditor-Treasurer  
635 Northridge Dr NW  
Pine City, MN 55063  
320-591-1668 - phone  
320-591-1671 - fax

-----Original Message-----

From: Daniel Blake [mailto:danielblakelaw@outlook.com]  
Sent: Thursday, September 22, 2016 3:37 PM  
To: Cathy J. Clemmer  
Cc: Kevin Hofstad  
Subject: County Ditch 7

Cathy,

In addition to the email I recently sent Mark Lebrun, to which you were copied, I would also like to offer these comments, all of which I would like to be considered to be part of the record for the purposes of the Partial Ditch Abandonment matter.

1. Minn. Stat. 103E.806 Subd 3(b) requires that the County Board make a finding and determination that the part of the ditch to be abandoned does not serve a substantial useful purpose as part of the drainage system to any property remaining in the system. There is no evidence at this time to make such a finding. In fact, there is no evidence at all considering the property remaining in the system. Given that the water flows north to south for miles in County Ditch 7 prior to reaching the area proposed to be abandoned, even a viewing by Mark Lebrun, by itself, would be unlikely to support such a finding.

Perhaps the Petitioner could develop remedial measures that could meet this criteria. However, such measures would need to be scientifically and hydrologically sound and reliable. They would also need to be objectively established. I'm sure that Polymet has hydrologists on staff but they would not, by themselves, be objective. Obviously I am not completely objective myself. I am an interested party. But so is Polymet.

2. if the Petition is granted, there is no going back. Kevin Pylka from Polymet testified at the hearing that they intend to restore wetlands. This is not a criticism of Polymet but they are not doing this out of some benevolent love of swamps. They are seeking a project to mitigate wetland loss elsewhere in the State of Minnesota. In order to mitigate and restore wetland loss elsewhere, they would need to covenant with the State to make these new wetlands permanent, in spite of any intentions or design of County Ditch 7. Obviously, being upstream and already experiencing water backup, I am concerned that my property and Kevin's property would bear the brunt of the wetlands mitigation. The land adjacent to County Ditch 7 is low and flat. But that adjacent land has historically been useful and capable of being walked and traveled by vehicle, at least in places. There is no natural or human made berm that contains County Ditch 7 water to the ditch itself. Any backup of water in County Ditch 7 creates the beaver dam effect and backs up water upstream to flood land not otherwise part of the

intended ditch flowage. Due to the high volume of water already flowing onto our property from miles to the north, this north to south flow would dump all the water onto my property and Kevin's property if anything impedes the flow off our properties via County Ditch 7. Water doesn't know where property boundaries are and Polymet has presented no evidence that it can contain its new wetlands on the Sod Farm, much less do so while continuing the full and proper flow off of everyone else's land.

3. The enjoyment of my property and the financial value of my family's property would be substantially diminished if County Ditch 7 does not properly remove water from my property as it was intended to and historically has done so. My property already contains wetland and other low ground. It also contains a lot of flat, grassy area that is susceptible to flooding but is generally accessible, some of it by vehicle, and these grassy areas lead to higher wooded areas. Historically my family and I have been able to access the upland via these trails that have existed since before I was born. I personally have over 50 years of experience of using and enjoying this property and I have personally witnessed a slow diminution of accessibility.

The County's own flow maps from 2012 show the north-south flow of both arms of County Ditch 7 to the Sod Farm. In fact, regardless of what water has historically filled the illegal impoundment in the lateral piece in question, the massive volume of water flowing from the north will always find its level and will always back up in an over-flow manner, regardless of primary flow. Thus, those of us upstream get more water. Since The Hofstads and the Blakes own nearly 20% of County Ditch 7 and are immediately to the north of the a Sod Farm, our flat, grassy areas get all of this water, most of which is from the land to the north of us, rather than from our own land. We shouldn't be the permanent hosts of this water and shouldn't receive even more because of backup to our south. Much of our upland becomes inaccessible at that point. This obviously effects vehicle travel, foot travel, timber management, wildlife management and timber harvest values by having to be limited to winter cuts.

4. Pine County already assesses my high ground as high ground with little or no consideration to how practically I can gain access to the high ground. I am taxed accordingly and my wife and I pay our taxes. Historically I have been able to make use of most of the high ground via trail access across lower, but dry trails over the grassy areas. Heavy rain events and temporary beaver dams sometimes impede that. However, it's gotten worse over the years. We will lose useful land if it gets any worse.

Therefore, I ask the County to not grant any Petition for any abandonment of County Ditch 7 unless and until the proper and historical flow of water off my property be restored. Ditch 7 has been in existence for about 100 years to make the land around the Brook Park swamp useful for farming, hunting, logging, roads and so forth. If there is a way to accomplish the purposes of County Ditch 7 while accommodating Polymet, I could accept such a solution. However, it would take very convincing evidence to show that ditching a north-south flow for 100 years and then impeding it just south of the Hofstad property can be done in an environmentally and economically sensible manner.

5. Petitions for partial ditch abandonment have only been permitted since 2010 legislation, so far as I can tell. 2010 is shown as the legislative creation of Minn. Stat. 103E.806, which is the statute in question. There is no prior legislative history shown for such a procedure that I can see. 103E.806 didn't even exist under a different heading and still doesn't exist in the hard bound statute book. One has to look in the pocket part or look online to even see the statute. Given the newness of this procedure, I think that it may be a fair guess that the legislature was more interested in allowing restoration of wetlands in locations throughout the State that had lost large portions of their historical wetlands. Pine County is not one of those places as I understand that we still have 85-90% of our pre settlement wetlands. The Brook Park-Henriette area does not lack for duck and muskrat habitat. It never has and never will.

Thank you for considering my comments. I intend for both this email and my earlier email today to Mark Lebrun to be official comment. Also, thank you, Mark and the County Board for your efforts at handling this matter as sensibly as possible and for your helpfulness and transparency which have allowed me to participate and voice my concerns.

Dan Blake

Sent from my iPad

Sent from my iPad

**Pine County**  
**Public Works Department**  
**405 Airport Road NE (320)216-4200**  
**Pine City, MN 55063 (320)629-6736fax**

# Memo

**To:** County Commissioners  
David Minke, County Administrator

**From:** Mark A. LeBrun, Public Works Director/County Engineer 

**Date:** 10/06/2016

**Re:** Co Ditch #7 Partial Abandonment

After reviewing the Co Ditch #7 partial abandonment request and considering the comments at the public hearing, I submit the following information and recommendation on the request:

- 1) County Ditch #7 was established July 21, 1917 with an outlet thru natural waterways (Griffith Creek) to Pokegama Creek which are Public Waters of the state.
- 2) The ditch contains two branches from the north which combine on the north central part of the north property line of Harley Investment Company (HIC). The ditch then continues south to the center of the HIC property and heads due east to the outlet at CR 126. In addition, a branch of the ditch begins in the south westerly portion of the HIC property and connects to the main ditch in the center of the HIC property. This branch of the ditch is petitioned for abandonment by HIC.
- 3) Petition for partial abandonment is governed solely by Statute 103E.806 which requires the drainage authority to abandon if, that part of the drainage system does not serve a substantial useful purpose to any property remaining in the system and is not of a substantial public benefit and utility. Per County Attorney Fredrickson, substantial is a "pretty high" legal threshold.
- 4) Historic research of the HIC property provides that the property was owned by the Howe family in the 30's (probably earlier) and was used for potato farming into the 60's when it switched over to sod. In 1978 it was then purchased by Marv Smith who grew sod on the site into the 90's. The property was purchased in 1997 by HIC and has not been significantly used for agriculture or sod recently. The site contains a system of private canals and ditches to control water coming and going from the site

which contains peat soil. Arial photos and contour maps indicate this system has been in place since at least 1960.

- 5) The partial abandonment portion of ditch lies entirely within the HIC property and has no public outlet. On September 26, 2016 I did a field review of this portion of the ditch and made two main observations:

- 1) The ditch drainage is split, the north-south portion is fairly dry but flows north, the ditch turns due east thru a culvert and has fairly good water flow out to the main ditch. The first 800 feet of the southwest portion drains west as it joins a private ditch. The remaining portion is relatively flat with no obvious flow.

- 2) The ditch most likely was altered at the time the other canals and ditches were created on site and the first 800 feet of the southwest portion originally drained east and north into the main channel out to the outlet at CR 126. Arial photos and contour maps indicate this portion of the ditch has been functioning in this manner since at least 1960. Private ditches and canals have provided a grid system of water control on the site but are not part of the County Ditch system.

Additional information and evidence for my conclusion includes the attached letter from May 27, 1954 indicating the outlet is into Pokegama Creek; and the attached ditch survey for elevation and blockages performed on September 27<sup>th</sup> & 28<sup>th</sup> by the County Surveyor.

- 6) As part of my review and site visit, I observed the main ditch from the north property line of HIC to be functioning poorly. There are several beaver dams, vegetative/sediment blockages, and a wier/pipe system creating the impoundment of water upstream in the ditch system. I would recommend the beaver dams be removed, the ditch be cleaned, and the culvert/wier impoundment be removed. There is no record of installation or authorization of the culvert/wier. Removal will allow for the original function of ditch to be preserved. I will be viewing the remaining ditch to the north this winter and bringing a recommendation and cost estimate for any maintenance needed for the entire ditch.
- 7) It is my conclusion based on this information that this portion of County Ditch #7 meets the threshold for partial abandonment. There is some benefit to the HIC property for drainage, however, I see minimal benefit to the rest of the benefiting properties. I would recommend the petition be approved and this portion of Co Ditch #7 be vacated. The upstream benefitting properties will continue to drain thru the remaining Co Ditch #7 system as water will flow to the south and east to the ditch termini.

## 2015 Minnesota Statutes

Authenticate

### **103E.806 PARTIAL ABANDONMENT OF DRAINAGE SYSTEM.**

Subdivision 1. **Petition.** After construction of a drainage system, an owner of benefited property may petition the drainage authority to abandon any part of the drainage system that is not of public benefit and utility and does not serve a substantial useful purpose to property remaining in the system.

Subd. 2. **Filing.** If the drainage system is under the jurisdiction of a county drainage authority, the petition must be filed with the auditor of the county. If the drainage system is under the jurisdiction of a joint county drainage authority, the petition must be filed with the county having the largest area of property in the drainage system, where the primary drainage system records are kept. If the system is under the jurisdiction of a watershed district, the petition must be filed with the secretary of the district.

Subd. 3. **Hearing.** (a) When the petition is filed, the drainage authority, in consultation with the auditor or the secretary, shall set a time and location for a hearing on the petition and shall give notice of the hearing by mail to the owners of all property benefited by the drainage system, and either in a newspaper of general circulation within the affected drainage area or by publication on a Web site of the drainage authority.

(b) At the hearing, the drainage authority shall make findings and direct, by order, that part of the drainage system be abandoned, if the drainage authority determines that part of the drainage system does not serve a substantial useful purpose as part of the drainage system to any property remaining in the system and is not of a substantial public benefit and utility.

Subd. 4. **Effect of partial abandonment.** After partial abandonment of a drainage system, a repair petition may not be accepted for the abandoned part of the drainage system and the responsibility of the drainage authority for that part of the drainage system ends.

Subd. 5. **Liens and assessments on property involved in partial abandonment.** An order under this section does not release the property from a drainage lien filed on account of the drainage system before the date of the order. An order under this section does not release the property from any assessment or a drainage lien filed on or after the date of the order for costs incurred on account of the drainage system before the date of the order.

**History:** 2010 c 298 s 9

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**BEFORE THE PINE COUNTY BOARD OF  
COMMISSIONERS, ACTING AS DRAINAGE AUTHORITY  
FOR PINE COUNTY DITCH #7**

**Petition for Partial Abandonment of  
Portions of Pine County Ditch #7,  
Pursuant to Minnesota Statutes 103E.806**

**WHEREAS**, Petitioner, Harley Investment Company, a Minnesota Corporation, is an owner of benefitted property within the Pine County Ditch #7 drainage system; and

**WHEREAS**, Petitioner desires to partially abandon portions of Pine County Ditch #7 described as follows:

Ditch System No.	Length (ft)	Pine County Coordinates (ft)			
		X start	Y start	X end	Y end
7	3,325	443975	159740	446017	161096

and

**WHEREAS**, the areas to be partially abandoned are further shown on the attached **Exhibit A**; and

**WHEREAS**, further information and engineering data will be provided to Pine County Board of Commissioners, acting as Drainage Authority for Pine County Ditch #7, prior to any public hearing and will be further provided to meet the statutory requirements of a partial abandonment; and

**WHEREAS**, Petitioner, through this Petition, and additional information, will show that that part of Pine County Ditch #7 to be abandoned does not serve a substantial useful purpose as part of the drainage system to any property remaining in the system and is not of substantial public benefit and utility.

**NOW, THEREFORE**, Petitioner respectfully requests that the Pine County Board of Commissioners, acting as Drainage Authority for Pine County Ditch #7, accept this Petition and schedule the public hearing as outlined in Minnesota Statutes § 103E.806, subd. 3.

Dated this 29~~th~~ day of July, 2016.

HARLEY INVESTMENT COMPANY

By Judy D. Bennett  
vs Officer Co-Owner



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- Public Land Survey Sections
- Property Boundaries
- Pine County Ditch #7
- Abandon
- Maintain

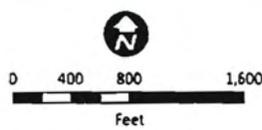
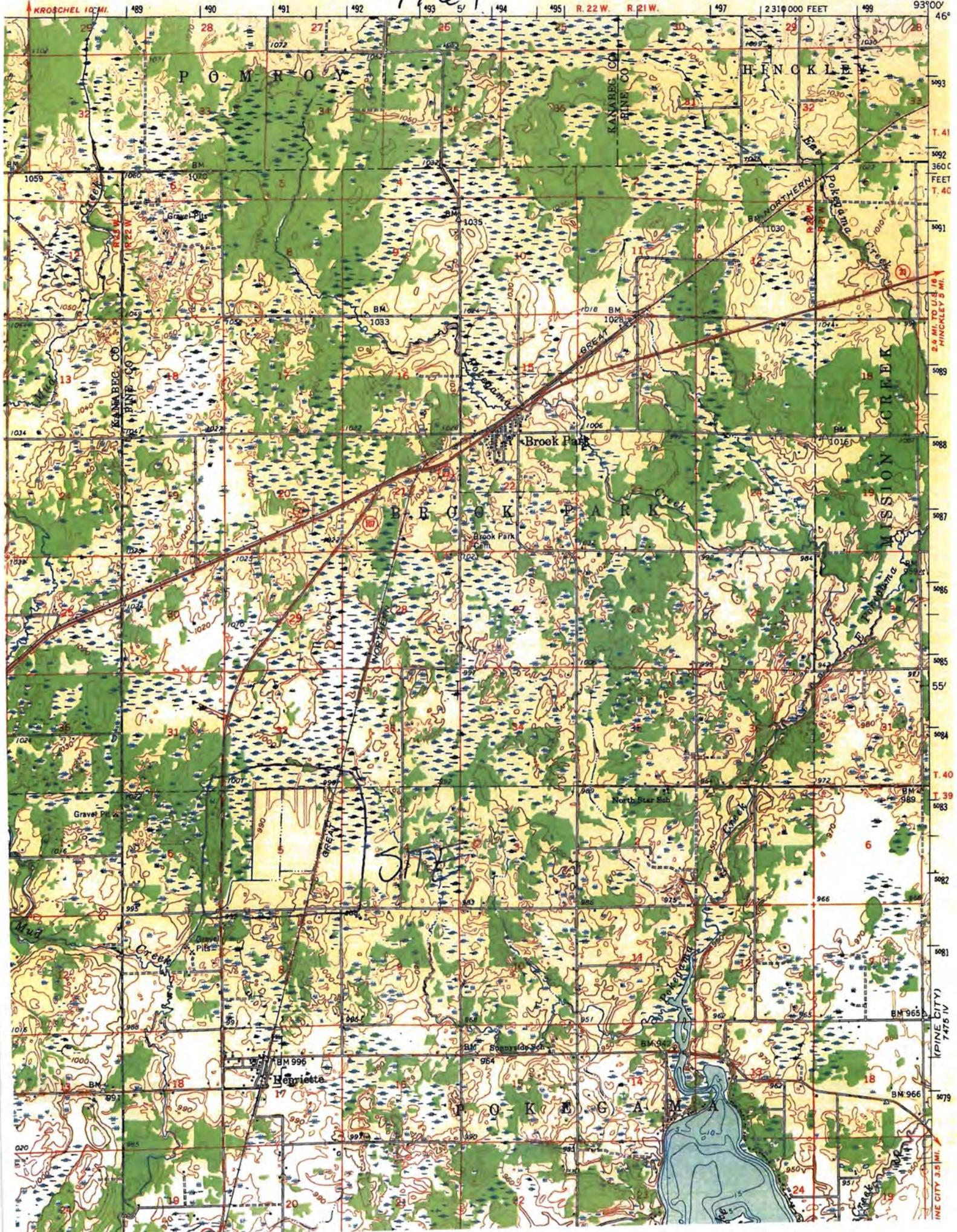


Exhibit A  
 PETITION FOR PARTIAL  
 ABANDONMENT  
 Pine County Ditch #7  
 Pine County, MN

1961

15 MINUTE SERIES (TOPOGRAPHIC)



TO	FUNCTION	SERIAL	TO	FUNCTION	SERIAL
	Clk.			Hydrographer	
	Dir. Insp.			Asst.	
	Admin. Insp.			Genl. Insp.	
	Accounting			Asst.	
	Depts.			Genl. Insp.	
	Permits			Asst.	
	Records				
	Survey				

May 27, 1954

Mr. Oscar W. Anderson, Auditor  
 Pine County  
 Pine City, Minnesota

Re: County Ditch No. 7  
 Pine County

Dear Sir:

This is in further reference to your letter of May 25, 1954 in regard to the above ditch.

The records of this office disclose the following facts:

1. The ditch was established July 21, 1917.
2. It is an open ditch in Sections 17, 18, 19, 20, 29, 31, 32 and 33, Township ~~X40 North~~ <sup>T-40 N</sup> Range 22 West and Sections 4 and 5, Township ~~X39 North~~ <sup>T-39 N</sup> Range 22 West.
3. Its outlet is into a natural water course tributary to Paksgama Creek.

Yours very truly,  
 Sidney A. Freilich

Director

AS:ins

# COUNTY OF PINE

OFFICE OF COUNTY AUDITOR  
PINE CITY, MINNESOTA

May 25, 1954

RECEIVED

MAY 26 1954

DIVISION OF WATERS

Department of Conservation  
Sidney A. Frellsen  
Director Division of Waters  
State Office Building  
St. Paul, Minnesota

ID	FUNCTION	Initial	ID	FUNCTION	INIT.
✓	Director	ll		Hydrologist	
✓	Dir. Secy.	ll		Ass't "	
✓	Adm'n. Engr.	ll		Design. Engr.	
✓	Accounting			Ass't "	
✓	Draughts			Const. Suprv.	
	Permits			P. As. Prof.	
	Records				
	Surveys				

Dear Mr. Frellsen:

A ditch lien record in my office indicates that a County Ditch was constructed in the year 1918 in Township 39, Range 22 and in Township 40, Range 22 known as County Ditch No. 7. This is all the information which I can find concerning this ditch.

One of the owners of the land affected by this ditch has been seeking formation regarding the repair thereof, but I am unable to furnish this.

What records have been filed in your department, which may be of value in determining the establishment and status?

Yours very truly,

  
OSCAR W. ANDERSON  
County Auditor

OWA/mb



Mark,

I am following up on my property tour with Terry Clementson yesterday afternoon. We did not take the Jon-boat/canoe tour, opting instead to just give Terry some ideas about the lay of the land, access points for ditch work, etc. I gave Terry an aerial photo and we plotted some sites on it for reference. I know that you will be visiting the ditch at some point – if you need access over my property through the driveway let me know, we have a locked gate that will impede your access. My cell phone number is [REDACTED]

After looking at the partial abandonment petition and the implications for eliminating one avenue for water to leave the Ditch#7 system it seems to me that it is imperative that any design features for the wetland restoration project and any calculation regarding remaining ditch capacity need to be based on a fully functioning, upstream ditch system. I think I speak for Dan when I say that what we are looking for is a complete restoration/channel clearing of the Ditch as it lays on our properties. We both want to see that all water that can leave our property through the ditch does in fact leave our property. I am working with USFW and NRCS to restore water features on my property – I really don't need any more at this point.

I have no idea how the "upstream" benefitted properties, whose water flows to our property, feel about restoring the ditch, but Dan and I also do not want upstream water impounding on our properties because the ditch system is not adequate to manage that portion of the flow. According to the 2005 Ditch assessment spread sheet I received – Dan and I account for 19.83 % of the assessment and Harley accounts for 8.54%. On that fact alone we have a substantial interest in the functionality of the system.

As you do your inspection for the County Board we are hopeful that you will give an eye toward the steps needed to restore the functionality of Ditch#7 to its designed capacity or at least to a completely functioning capacity. I think that is the only way that there will be sufficient information for the Board to evaluate the abandonment petition and to be able to find that the remaining portion of the ditch on the Harley property is fully adequate to move all upstream water out of the system. Again, I cannot speak for the up or downstream owners on the ditch – but as to Dan and my properties we do not want to be impoundment locations any more.

If there is anything that you need from me with regard to this matter please do not hesitate to contact me.

Kevin

**Kevin A. Hofstad**  
**Attorney**

Mark,

I agree with everything Kevin has said. We are well downstream from the origins of County Ditch 7 and are taking in a tremendous amount of water from other properties. Aside from Polymet's Petition couched as a Harley Sod Farm project, the Blakes and the Hofstads seem to have become the de facto impoundment properties for the flow of County Ditch 7.

As I mentioned at the hearing Tuesday, there is probably no one with more historical knowledge of the flow of that ditch than me, at least as it nears the southern termination of County Ditch status. Aside from all the recent rain, the ditch has more water in it on my property and on Kevin's property than I've ever seen before. Much of the land around the ditch is low, but has been walkable and even drivable with tractors and pickup trucks historically. In fact, some of the flat, grassy land adjacent to the ditch was farmed at one time. Bob Kluk had also testified to this. You may notice the remnants of pilings of a bridge that once crossed the ditch on Kevin's property. It appears to go from "swamp" to "swamp". That's because, in reality, it goes from "flat" to "flat" and was farmed when County Ditch 7 was created. During my young adult lifetime, we once drove a truck into the now flooded grass to retrieve a deer.

Now, I have several long standing trails that are in jeopardy as it is. They access important higher parcels of woods and forest openings. I and my family before me, have always maintained these trails and the woods and forest openings located on my property and on Kevin's property. In fact, we once had 14 "fields" we planted on a yearly basis for decades. Among other things, Kevin and I manage our properties for wildlife and these "fields" or forest openings are an important component of that management. If we can't get to these places, we lose access, hunt ability, overall enjoyment and property value.

The Blakes and Hofstads are also enrolled in the Sustainable Forest Incentive Act and have active Forest Stewardship plans in place. Some of this involves staged timber cuts and require accessibility of equipment. Some of our land is only suitable for a winter cut but some of it is suitable for a summer cut. In fact, we had a summer cut done in the late 1990s. We have a pending winter cut contract in place now. My next anticipated cut should be a summer cut. As you know, contract prices vary considerably depending on when the timber can be harvested. Further, for me to even keep the access trails open, I need to be able to operate at least some equipment over the summer months on an annual basis. Right now, that is becoming increasingly difficult, especially near the ditch.

Beyond that, the entire hydrology of the rest of the property is also effected by the flow of the ditch, regardless of whether it is adjacent. We all understand the "beaver dam effect" where flowing water stopped in one location will back up and spread elsewhere in order to reach its own level. That is happening on our properties where there is water sitting year round that has never before been standing. When seasonally heavy rainfall or snow melt occurs, Kevin and I are both struggling to maintain trails and upland that has been useable for decades.

The illegally blocked lateral portion of County Ditch 7 that Polymet wishes to impound further clearly takes water from the northeast arm of the ditch, as an overflow at a very minimum. It probably also takes water from the smaller northwest arm of County Ditch 7 as well as private ditches in the area. Again, the beaver dam effect always comes into play when a water flow is interrupted and the flat, low adjacent land bears the brunt of that excess water. Much of that flat, low adjacent land has useful and drivable historically. Kevin and I have experienced the brunt of that. When combined with water flow

from the north onto our properties, it is imperative that County Ditch 7 be restored to its intended function or, at least, made as functional as practical.

If this can be accomplished while still allowing a wetland restoration Polymet seeks, I would have no objection. However, at this point, there is no evidence to support their Petition. If you follow the drainage downstream, it does not create Mud Creek or greatly contribute thereto. Mud Creek originates from Mud Lake southwest of Quamba. In other words, the water reaching the Sod Farm is primarily from the Brook Park swamp draining mostly from the northeast and somewhat from the northwest. Any wetland project on the Sod Farm will back up our water worse than it already is. That's how the water flows in that area. Again, I am open to "win-win" ideas. However, the water that enters and sits on the Blake and Hofstad properties needs to leave our properties as it is supposed to via County Ditch 7. Only then can a Polymet project possibly be viable and only if it can reliably account for the continued proper flow off of the County Ditch 7 properties.

If you need any access to my property, you are welcome to it. Please first call me at [REDACTED] I would be happy to suggest the best ways to access the ditch without making it a miserable experience for you. I was serious in suggesting a canoe or jonboat. You will not be able to walk this ditch. Some of the grassy, swampy areas surrounding it were walkable in past years but are not now due to the recent rains and the historic increase of water in the area. Other areas around the ditch are floating bog.

Thanks for taking a look at all of this and for hearing and reading my comments. I know that you have a rather large task ahead of you.

Dan Blake

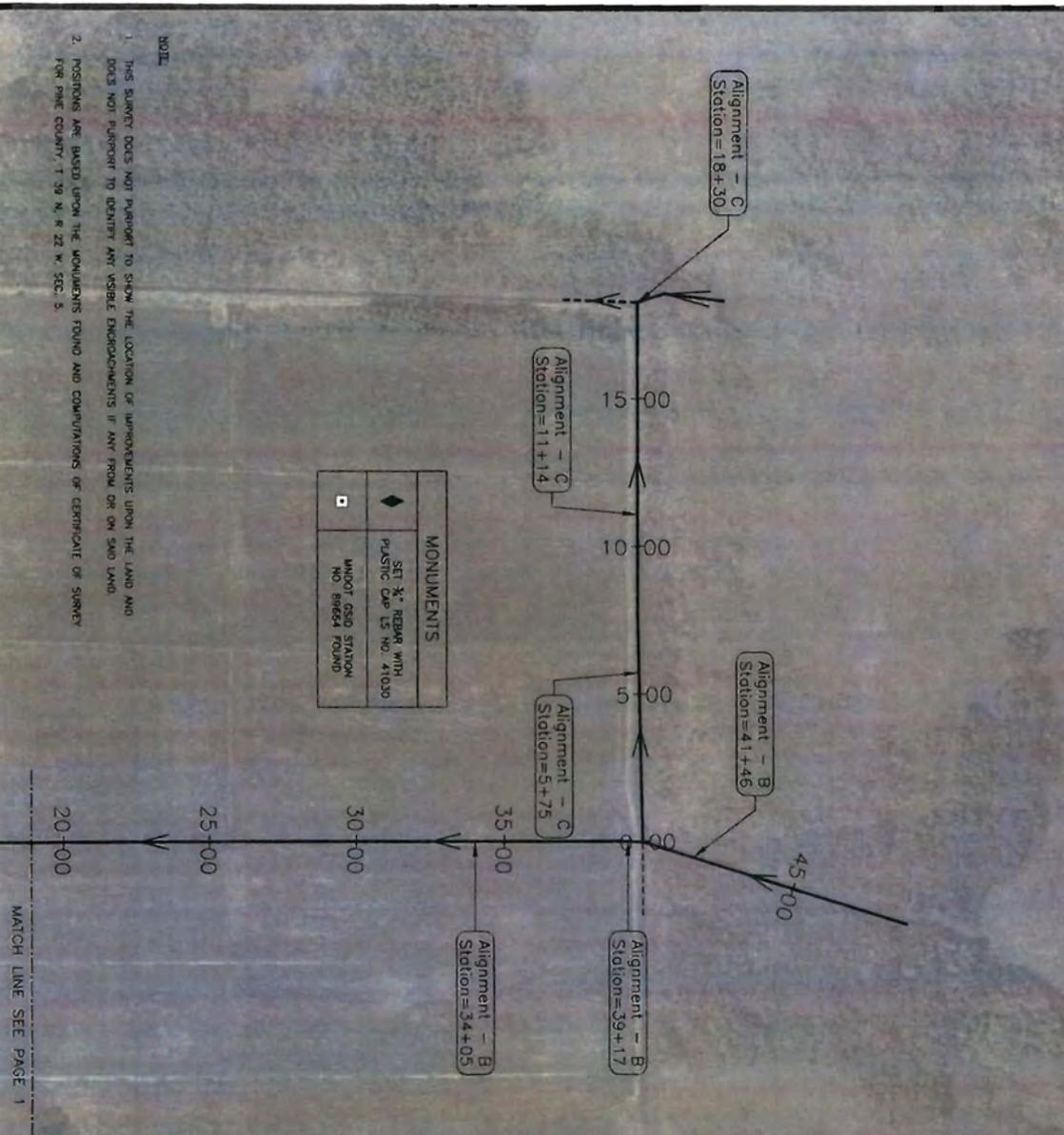


NOT TO SCALE

39-22-05

# CERTIFICATE OF SURVEY FOR PINE COUNTY

TOWNSHIP 39 NORTH, RANGE 22 WEST, SECTION 5,  
 OF THE FOURTH PRINCIPAL MERIDIAN, PINE COUNTY, MINNESOTA.



MONUMENTS	
◆	SET 1/2" REBAR WITH PLASTIC CAP LS NO. 41030
□	MINOT GSD STATION NO. 89664 FOUND

BURLINGTON NORTHERN SANTA FE RAILROAD

BASE OF BEARING FOR THIS DRAWING IS THE  
 MINOT PINE COUNTY COORDINATE SYSTEM  
 WAD 1983, HARN 1996 ADJUSTMENT



**NOTE**

- THIS SURVEY DOES NOT PURPORT TO SHOW THE LOCATION OF IMPROVEMENTS UPON THE LAND AND DOES NOT PURPORT TO IDENTIFY ANY VISIBLE ENCROACHMENTS IF ANY FROM OR ON SAID LAND.
- POSITIONS ARE BASED UPON THE MONUMENTS FOUND AND COMPUTATIONS OF CERTIFICATE OF SURVEY FOR PINE COUNTY, T 39 N., R 22 W., SEC. 5.

I HEREBY CERTIFY THAT THIS SURVEY WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATED THIS 30 DAY OF SEPT 2016

*R. T. Mathews*  
 ROBERT T. MATHEWS, PINE COUNTY SURVEYOR, MN U.S. # 41036

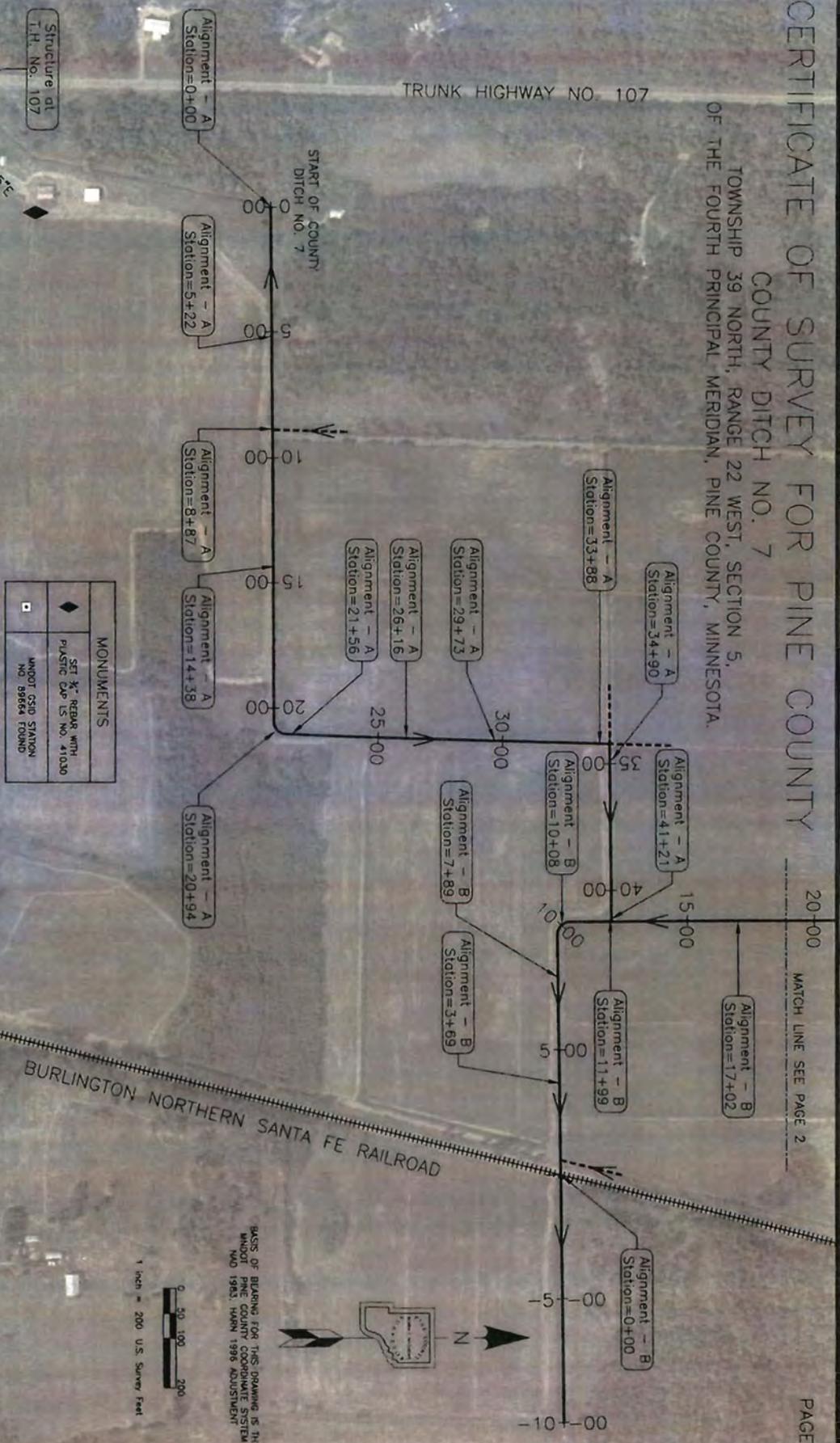
CERTIFICATE OF SURVEY FOR PINE COUNTY  
 COUNTY DITCH NO. 7  
 TOWNSHIP 39 NORTH, RANGE 22 WEST, SECTION 5,  
 OF THE FOURTH PRINCIPAL MERIDIAN, PINE COUNTY, MINNESOTA.

MATCH LINE SEE PAGE 2

PAGE 1 OF 2

TRUNK HIGHWAY NO. 107

START OF COUNTY  
 DITCH NO. 7



MONUMENTS	
◆	SET 1/2" REBAR WITH PLASTIC CAP U.S. NO. 41030
□	WOODEN GROUND STATION NO. 898664 FOUND

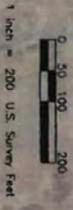
NOTE:

1. THIS SURVEY DOES NOT PURPORT TO SHOW THE LOCATION OF IMPROVEMENTS UPON THE LAND AND DOES NOT PURPORT TO IDENTIFY ANY VERBAL ENCROACHMENTS IF ANY FROM OR ON SAID LAND.
2. POSITIONS ARE BASED UPON THE MONUMENTS FOUND AND COMPUTATIONS OF CERTIFICATE OF SURVEY FOR PINE COUNTY, T. 39 N., R. 22 W., SEC. 5.

SOD ROAD

BURLINGTON NORTHERN SANTA FE RAILROAD

BASES OF BLASING FOR THIS DRAWING IS THE  
 MNDOT PINE COUNTY COORDINATE SYSTEM  
 NO. 1983, MARK 1998 ADJUSTMENT



I HEREBY CERTIFY THAT THIS SURVEY WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.  
 DATED THIS 30 DAY OF SEP 20 16  
 ROBIN T. MATHEWS, PINE COUNTY SURVEYOR, MINN. L.S.# 41038

2016 Ditch Survey		County Ditch # 7		Pine County, Minnesota		
Picture #	Description	Station	Ditch Alignment	File Name	Author	Date Taken
1	CENTERLINE TRUNK HIGHWAY NO. 107 LOOKING NORTH			01	KDO/RTM	9/27/2016
2	CENTERLINE CHANNEL (PRIVATE) LOOKING EAST FROM CL TH NO.107			02	KDO/RTM	9/27/2016
3	STRUCTURE @ TH NO. 107 LOOKING WEST			03	KDO/RTM	9/27/2016
4	CL E&W CHANNEL LOOKING NORTH	00+00	A	04	KDO/RTM	9/27/2016
5	CL E&W CHANNEL LOOKING EAST	00+00	A	05	KDO/RTM	9/27/2016
6	CL CHANNEL LOOKING SOUTH (PRIVATE)	00+00	A	06	KDO/RTM	9/27/2016
7	CL E&W CHANNEL LOOKING NORTH	05+22	A	07	KDO/RTM	9/27/2016
8	CL E&W CHANNEL LOOKING EAST	05+22	A	08	KDO/RTM	9/27/2016
9	CL E&W CHANNEL LOOKING WEST	05+22	A	09	KDO/RTM	9/27/2016
10	36 INCH CMP STRUCTURE UNDER N&S FIELD DRIVE LOOKING EAST	08+87	A	10	KDO/RTM	9/27/2016
11	CL CHANNEL LOOKING NORTH (PRIVATE)	08+87	A	11	KDO/RTM	9/27/2016
12	CL E&W CHANNEL LOOKING WEST FROM TOP OF STRUCTURE	08+87	A	12	KDO/RTM	9/27/2016
13	CL FIELD DRIVE LOOKING NORTH OVER STRUCTURE	08+87	A	13	KDO/RTM	9/27/2016
14	CL E&W CHANNEL LOOKING EAST FROM TOP OF STRUCTURE	08+87	A	14	KDO/RTM	9/27/2016
15	CL E&W CHANNEL LOOKING NORTH	14+38	A	15	KDO/RTM	9/27/2016
16	CL E&W CHANNEL LOOKING EAST	14+38	A	16	KDO/RTM	9/27/2016
17	CL CHANNEL LOOKING WEST	14+38	A	17	KDO/RTM	9/27/2016
18	CL CHANNEL LOOKING NORTH INTO EARTHEN BLOCKAGE	20+94	A	18	KDO/RTM	9/27/2016
19	CL CHANNEL LOOKING WEST	20+94	A	19	KDO/RTM	9/27/2016
20	EARTHEN BLOCKAGE SOUTH EDGE LOOKING NORTH	20+94	A	20	KDO/RTM	9/27/2016
21	CL N&S CHANNEL LOOKING NORTH @ EARTHEN BLOCKAGE NORTH EDGE	21+56	A	21	KDO/RTM	9/27/2016
22	CL N&S CHANNEL (PRIVATE) LOOKING NORTH CL FIELD DRIVE OVER STRUCTURE	33+88	A	22	KDO/RTM	9/27/2016
23	CL E&W FIELD DRIVE LOOKING EAST	33+88	A	23	KDO/RTM	9/27/2016

<u>2016 Ditch Survey</u>		<u>County Ditch # 7</u>		<u>Pine County, Minnesota</u>			
<u>Picture #</u>	<u>Description</u>	<u>Station</u>	<u>Ditch Alignment</u>	<u>File Name</u>	<u>Author</u>	<u>Date Taken</u>	
24	CL E&W FIELD DRIVE LOOKING WEST	33+88	A	24	KDO/RTM	9/27/2016	
25	CL N&S CHANNEL LOOKING SOUTH FROM CL E&W FIELD DRIVE	33+88	A	25	KDO/RTM	9/27/2016	
26	24 INCH CMP STRUCTURE SOUTH FACE	33+88	A	26	KDO/RTM	9/27/2016	
27	CL FIELD DRIVE LOOKING NORTH OVER COLAPSED 24" CMP	34+90	A	27	KDO/RTM	9/27/2016	
28	CL E&W CHANNEL LOOKING EAST FROM TOP OF STRUCTURE	34+90	A	28	KDO/RTM	9/27/2016	
29	CL E&W CHANNEL LOOKING WEST FROM TOP OF STRUCTURE	34+90	A	29	KDO/RTM	9/27/2016	
30	CL CHANNEL @ INTERSECTION OF WEST CHANNEL LOOKING NORTH	41+21	A	30	KDO/RTM	9/28/2016	
31	CL WEST CHANNEL LOOKING WEST	41+21	A	31	KDO/RTM	9/28/2016	
32	CL N&S CHANNEL LOOKING SOUTH	41+21	A	32	KDO/RTM	9/28/2016	
33	48 INCH CMP STRUCTURE ON E&W CHANNEL LOOKING EAST	07+89	B	33	KDO/RTM	9/28/2016	
34	CL OF NORTH CHANNEL LOOKING NORTH @ CURVE	10+08	B	34	KDO/RTM	9/28/2016	
35	CL EAST CHANNEL LOOKING EAST @ CURVE	10+08	B	35	KDO/RTM	9/28/2016	
36	CL FIELD DRIVE LOOKING NORTH OVER STRUCTURE	07+89	B	36	KDO/RTM	9/28/2016	
37	CL E&W CHANNEL LOOKING EAST FROM TOP OF STRUCTURE	07+89	B	37	KDO/RTM	9/28/2016	
38	CL E&W CHANNEL LOOKING WEST FROM TOP OF STRUCTURE	07+89	B	38	KDO/RTM	9/28/2016	
39	48 INCH RCP STRUCTURE ON E&W CHANNEL LOOKING EAST	03+69	B	39	KDO/RTM	9/28/2016	
40	CL FIELD DRIVE LOOKING NORTH OVER STRUCTURE	03+69	B	40	KDO/RTM	9/28/2016	
41	CL E&W CHANNEL LOOKING EAST FROM TOP OF STRUCTURE	03+69	B	41	KDO/RTM	9/28/2016	
42	CL E&W CHANNEL LOOKING WEST FROM TOP OF STRUCTURE	03+69	B	42	KDO/RTM	9/28/2016	
43	CL N&S CHANNEL (PRIVATE) LOOKING NORTH @ E&W CHANNEL & STRUCTURE	00+00	B	43	KDO/RTM	9/28/2016	
44	CL E&W CHANNEL LOOKING WEST FROM TOP OF STRUCTURE	00+00	B	44	KDO/RTM	9/28/2016	
45	CL BNSF RR TRACKS LOOKING NORTH OVER STRUCTURE	00+00	B	45	KDO/RTM	9/28/2016	
46	CL BNSF RR TRACKS LOOKING SOUTH OVER STRUCTURE	00+00	B	46	KDO/RTM	9/28/2016	

<u>2016 Ditch Survey</u>		<u>County Ditch # 7</u>			<u>Pine County, Minnesota</u>		
<u>Picture #</u>	<u>Description</u>	<u>Station</u>	<u>Ditch Alignment</u>	<u>File Name</u>	<u>Author</u>	<u>Date Taken</u>	
47	CL E&W CHANNEL LOOKING EAST FROM TOP OF STRUCTURE	00+00	B	47	KDO/RTM	9/28/2016	
48	CL NORTHWEST CHANNEL LOOKING NORTHWEST	18+30	C	48	KDO/RTM	9/28/2016	
49	CL N&S CHANNEL (PRIVATE) LOOKING SOUTH	18+30	C	49	KDO/RTM	9/28/2016	
50	CL E&W CHANNEL LOOKING EAST	18+30	C	50	KDO/RTM	9/28/2016	
51	BEAVER DAM STRUCTURE ON E&W CHANNEL LOOKING NORTH	11+14	C	51	KDO/RTM	9/28/2016	
52	CL E&W CHANNEL LOOKING EAST	11+14	C	52	KDO/RTM	9/28/2016	
53	CL E&W CHANNEL LOOKING WEST	11+14	C	53	KDO/RTM	9/28/2016	
54	BEAVER DAM STRUCTURE ON E&W CHANNEL LOOKING NORTH	05+75	C	54	KDO/RTM	9/28/2016	
55	CL E&W CHANNEL LOOKING EAST	05+75	C	55	KDO/RTM	9/28/2016	
56	CL E&W CHANNEL LOOKING WEST	05+75	C	56	KDO/RTM	9/28/2016	
57	BEAVER DAM STRUCTURE ON N&S CHANNEL LOOKING NORTH	41+46	B	57	KDO/RTM	9/28/2016	
58	BEAVER DAM STRUCTURE ON N&S CHANNEL 48 INCHES HEAD	41+46	B	58	KDO/RTM	9/28/2016	
59	WEIR INLET WITH ABANDONED TRAPS	39+17	B	59	KDO/RTM	9/28/2016	
60	CL E&W CHANNEL (PRIVATE) LOOKING EAST	39+17	B	60	KDO/RTM	9/28/2016	
61	CL E&W CHANNEL LOOKING WEST	39+17	B	61	KDO/RTM	9/28/2016	
62	WEIR NORTH EDGE	39+17	B	62	KDO/RTM	9/28/2016	
63	CL N&S CHANNEL LOOKING SOUTH FROM TOP OF STRUCTURE	39+17	B	63	KDO/RTM	9/28/2016	



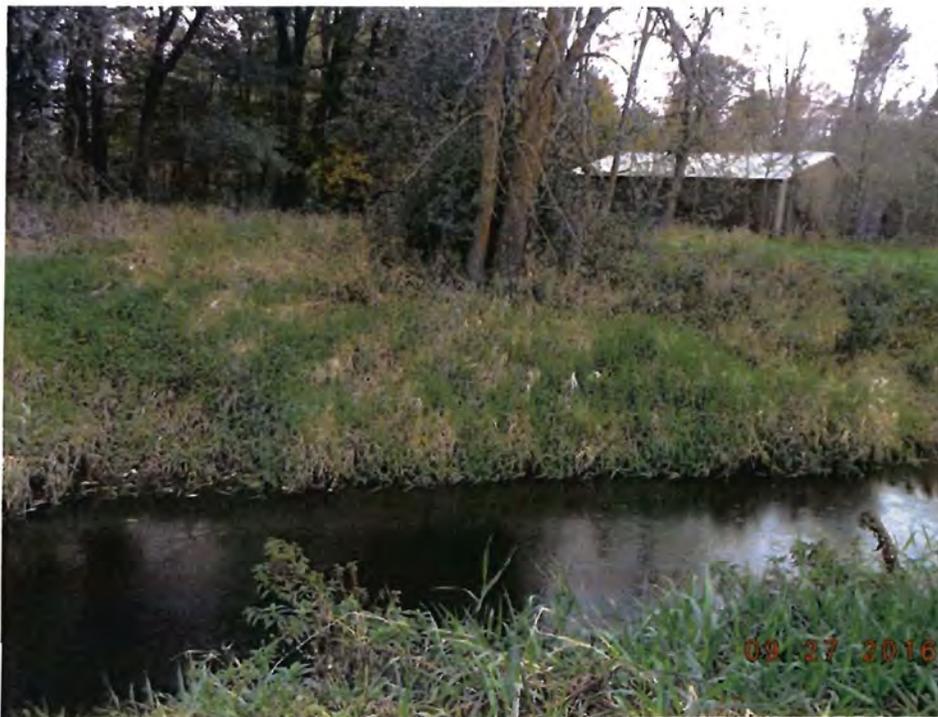
1	CENTERLINE TRUNK HIGHWAY NO. 107 LOOKING NORTH
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2	CENTERLINE CHANNEL (PRIVATE) LOOKING EAST FROM CL TH NO.107
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3	STRUCTURE @ TH NO. 107 LOOKING WEST
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4	CL E&W CHANNEL LOOKING NORTH	00+00	A
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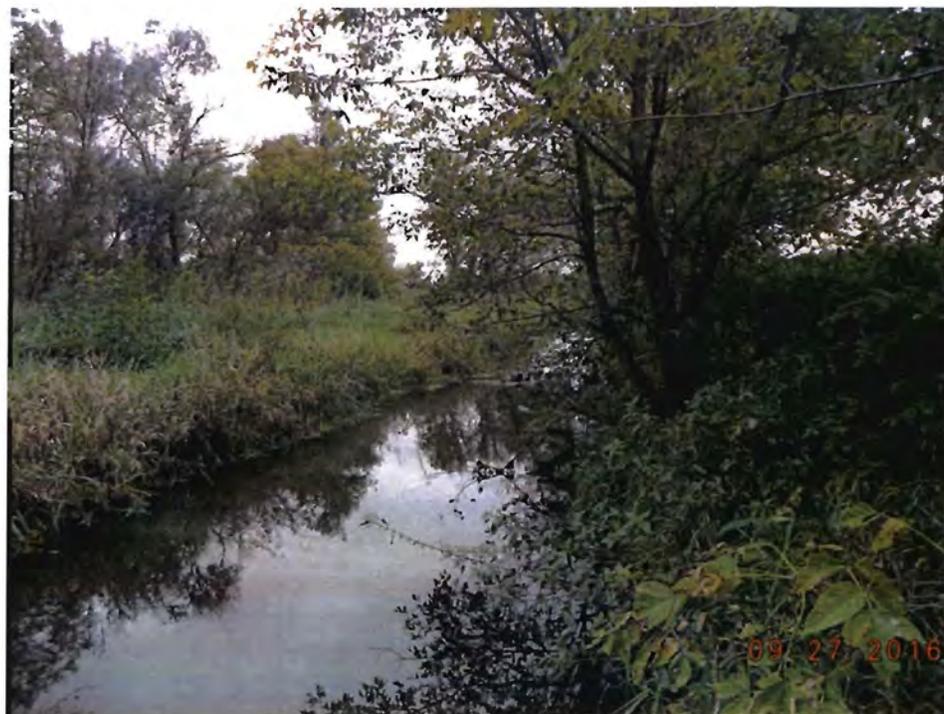
5	CL E&W CHANNEL LOOKING EAST	00+00	A
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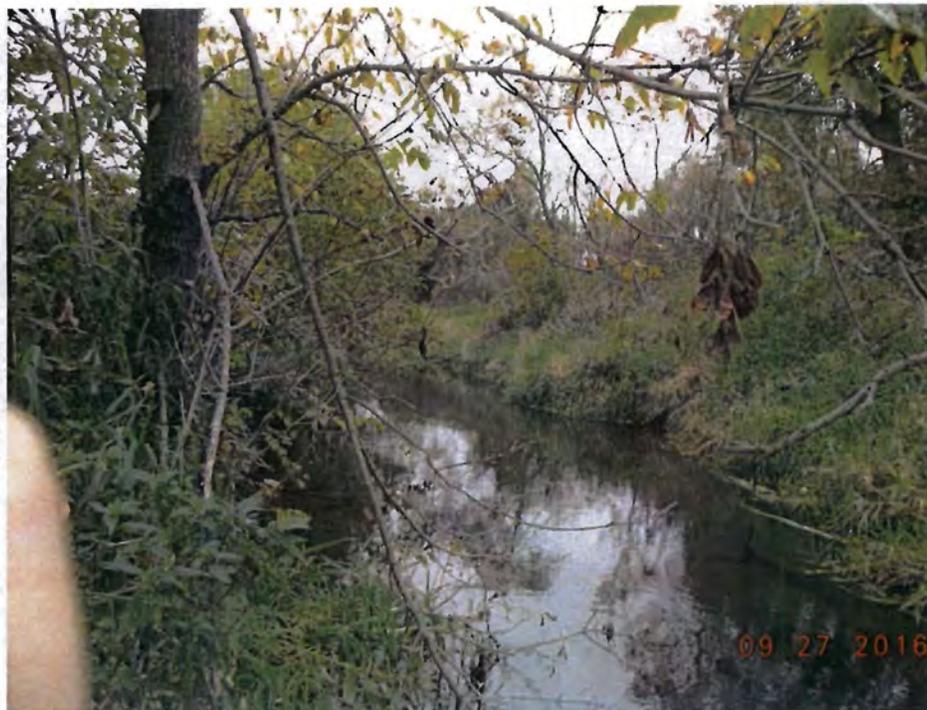
6	CL CHANNEL LOOKING SOUTH (PRIVATE)	00+00	A
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7	CL E&W CHANNEL LOOKING NORTH	05+22	A
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8	CL E&W CHANNEL LOOKING EAST	05+22	A
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9	CL E&W CHANNEL LOOKING WEST	05+22	A
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10	36 INCH CMP STRUCTURE UNDER N&S FIELD DRIVE LOOKING EAST	08+87	A
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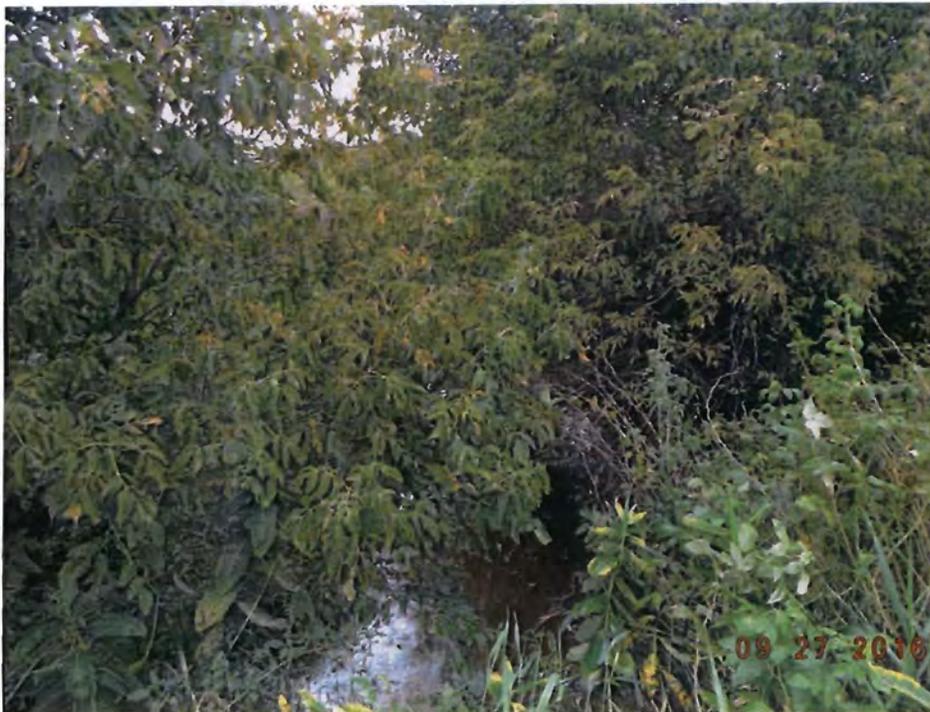
11	CL CHANNEL LOOKING NORTH (PRIVATE)	08+87	A
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12	CL E&W CHANNEL LOOKING WEST FROM TOP OF STRUCTURE	08+87	A
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13	CL FIELD DRIVE LOOKING NORTH OVER STRUCTURE	08+87	A
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14	CL E&W CHANNEL LOOKING EAST FROM TOP OF STRUCTURE	08+87	A
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15	CL E&W CHANNEL LOOKING NORTH	14+38	A
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16	CL E&W CHANNEL LOOKING EAST	14+38	A
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17	CL CHANNEL LOOKING WEST	14+38	A
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18	CL CHANNEL LOOKING NORTH INTO EARTHEN BLOCKAGE	20+94	A
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19	CL CHANNEL LOOKING WEST	20+94	A
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20	EARTHEN BLOCKAGE SOUTH EDGE LOOKING NORTH	20+94	A
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21	CL N&S CHANNEL LOOKING NORTH @ EARTHEN BLOCKAGE NORTH EDGE	21+56	A
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22	CL N&S CHANNEL (PRIVATE) LOOKING NORTH CL FIELD DRIVE OVER STRUCTURE	33+88	A
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23	CL E&W FIELD DRIVE LOOKING EAST	33+88	A
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24	CL E&W FIELD DRIVE LOOKING WEST	33+88	A
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25	CL N&S CHANNEL LOOKING SOUTH FROM CL E&W FIELD DRIVE	33+88	A
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26	24 INCH CMP STRUCTURE SOUTH FACE	33+88	A
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27	CL FIELD DRIVE LOOKING NORTH OVER COLAPSED 24" CMP	34+90	A
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28	CL E&W CHANNEL LOOKING EAST FROM TOP OF STRUCTURE	34+90	A
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29	CL E&W CHANNEL LOOKING WEST FROM TOP OF STRUCTURE	34+90	A
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30	CL CHANNEL @ INTERSECTION OF WEST CHANNEL LOOKING NORTH	41+21	A
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31	CL WEST CHANNEL LOOKING WEST	41+21	A
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32	CL N&S CHANNEL LOOKING SOUTH	41+21	A
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33	48 INCH CMP STRUCTURE ON E&W CHANNEL LOOKING EAST	07+89	B
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34	CL OF NORTH CHANNEL LOOKING NORTH @ CURVE	10+08	B
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35	CL EAST CHANNEL LOOKING EAST @ CURVE	10+08	B
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36	CL FIELD DRIVE LOOKING NORTH OVER STRUCTURE	07+89	B
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37	CL E&W CHANNEL LOOKING EAST FROM TOP OF STRUCTURE	07+89	B
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38	CL E&W CHANNEL LOOKING WEST FROM TOP OF STRUCTURE	07+89	B
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39	48 INCH RCP STRUCTURE ON E&W CHANNEL LOOKING EAST	03+69	B
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40	CL FIELD DRIVE LOOKING NORTH OVER STRUCTURE	03+69	B
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41	CL E&W CHANNEL LOOKING EAST FROM TOP OF STRUCTURE	03+69	B
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42	CL E&W CHANNEL LOOKING WEST FROM TOP OF STRUCTURE	03+69	B
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43	CL N&S CHANNEL (PRIVATE) LOOKING NORTH @ E&W CHANNEL & STRUCTURE	00+00	B
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44	CL E&W CHANNEL LOOKING WEST FROM TOP OF STRUCTURE	00+00	B
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45	CL BNSF RR TRACKS LOOKING NORTH OVER STRUCTURE	00+00	B
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46	CL BNSF RR TRACKS LOOKING SOUTH OVER STRUCTURE	00+00	B
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47	CL E&W CHANNEL LOOKING EAST FROM TOP OF STRUCTURE	00+00	B
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48	CL NORTHWEST CHANNEL LOOKING NORTHWEST	18+30	C
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49	CL N&S CHANNEL (PRIVATE) LOOKING SOUTH	18+30	C
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50	CL E&W CHANNEL LOOKING EAST	18+30	C
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51	BEAVER DAM STRUCTURE ON E&W CHANNEL LOOKING NORTH	11+14	C
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52	CL E&W CHANNEL LOOKING EAST	11+14	C
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53	CL E&W CHANNEL LOOKING WEST	11+14	C
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54	BEAVER DAM STRUCTURE ON E&W CHANNEL LOOKING NORTH	05+75	C
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55	CL E&W CHANNEL LOOKING EAST	05+75	C
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56	CL E&W CHANNEL LOOKING WEST	05+75	C
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57	BEAVER DAM STRUCTURE ON N&S CHANNEL LOOKING NORTH	41+46	B
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58	BEAVER DAM STRUCTURE ON N&S CHANNEL 48 INCHES HEAD	41+46	B
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59	WEIR INLET WITH ABANDONED TRAPS	39+17	B
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60	CL E&W CHANNEL (PRIVATE) LOOKING EAST	39+17	B
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61	CL E&W CHANNEL LOOKING WEST	39+17	B
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62	WEIR NORTH EDGE	39+17	B
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63	CL N&S CHANNEL LOOKING SOUTH FROM TOP OF STRUCTURE	39+17	B
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**MINUTES**  
**of**  
**Pine County Facilities Committee Meeting**  
**Wednesday, October 5, 2016, 9:00 a.m.**  
**Pine County Courthouse**  
**Pine City, Minnesota**

**Members present:** Commissioner Matt Ludwig, Commissioner Josh Mohr

**Others present:** County Engineer Mark LeBrun, Lead Maintenance Worker Pete Umbreit, Sheriff's Office Manager Denise Baran, and County Administrator David Minke.

Commissioner Ludwig called the meeting to order at 9:00 a.m.

**Motion** by Commissioner Mohr to approve the agenda with the addition of lighting at the impound lot in Sandstone. Second by Commissioner Ludwig. Motion carried 2-0.

**Motion** by Commissioner Mohr to approve the Minutes of the September 7, 2016 meeting. Second by Commissioner Ludwig. Motion carried 2-0.

**1. Sheriff's Office Impound Lot Lighting**

Denise presented information on the impound lot lighting. The lighting will enhance the operation of the security cameras.

**Motion** by Commissioner Mohr to approve the price quote from Drilling Electric in the amount of \$5,700 to install a total of 6 lights. Second by Commissioner Ludwig. Motion passed 2-0

**2. Pine Government Center (PGC) Lease Follow Up**

The committee discussed the city of Pine City lease at the PGC. Consensus of the committee was to schedule a meeting with the city for November 2<sup>nd</sup> at 9:00 a.m. at the PGC (or another date if that is not convenient).

**3. Current Maintenance**

Mark and Pete updated that the boiler head will be replaced soon.

**4. 2017 Building Fund**

The 2017 preliminary budget has \$75,000 in the building fund. This is the same amount as 2016. The consensus of the committee was to keep at least \$75,000 in the 2017 budget. It was noted that the courthouse is now 10 years old, therefore, mechanical items will continue to need replacement.

**5. Sandstone Building Project**

Mark will work on the concept plan to expand the footprint of the present HHS building to the east and to the south. He will coordinate with and include space for the sheriff, SWCD, land, public meeting room, etc. The plan will also include space for a server room, serve as an EOC and have back up power. Mark will have general plan for the December committee meeting.

**6. Current Project Update**

The garage at courthouse is almost complete. The final cost will be close to the \$45,000 allocated.

With no further business, the meeting adjourned at 10:20 a.m.

**PINE COUNTY PERSONNEL COMMITTEE**  
**Minutes**  
**October 11, 2016 9:00 am**  
**Commissioners' Conference Room, Pine County Courthouse**  
**Pine City, Minnesota**

**Members Present: Commissioner Chaffee, Commissioner Ludwig**

**Others Present: County Administrator David Minke, Office Manager Denise Baron, Community Health Services (CHS) Manager/Public Health Supervisor Kathy Filbert, Human Resources Manager Connie Mikrot**

- A. Meeting was called to order at 9:00 am.
- B. Motion made by Commissioner Chaffee to approve the Minutes from the September 13, 2016 Personnel Meeting. Second by Commissioner Ludwig. Motion passed 2-0.
- C. County Administrator David Minke requested addition of item 3.b Retiree Health Insurance.

Motion made by Commissioner Ludwig to approve October 11, 2016 agenda as amended.  
Second by Commissioner Chaffee. Motion passed 2-0.

1. PCSO

- a. Motion made by Commissioner Chaffee to acknowledge the resignation of Part-Time Dispatcher Carley Blomberg effective September 25, 2016 and request backfill of the position. Second by Commissioner Ludwig. Motion passed 2-0.
- b. Motion made by Commissioner Ludwig to acknowledge the resignation of Full-Time Dispatcher Jeremiah Mohr effective October 15, 2016 and request backfill of the position. Second by Commissioner Chaffee. Motion passed 2-0.

2. HHS

- a. Motion made by Commissioner Chaffee to acknowledge the resignation of Full-Time Public Health Nurse Sarah Oswald effective October 7, 2016 and request backfill of the position. Second by Commissioner Ludwig. Motion passed 2-0.
- b. Motion made by Commissioner Ludwig to acknowledge the resignation of Full-Time Registered Nurse Joanna Johnson effective October 21, 2016 and request backfill of the position. Second by Commissioner Chaffee. Motion passed 2-0.
- c. Motion made by Commissioner Ludwig to reclassify Public Health Nurse position from grade C42 to grade C43. Second by Commissioner Chaffee. Motion passed 2-0.

3. Administration

- a. Motion made by Commissioner Ludwig to reclassify the Information Technology (IT) Manager from grade C42 to grade C52 at a salary of \$62,912 and reclassify the Human Resources (HR) Manager from grade B31 to C51 at a salary of \$60,320 effective October 16, 2016. Second by Commissioner Chaffee. Motion passed 2-0.

- b. Motion made by Commissioner Ludwig to accept the renewal for the retiree insurance plan with Blue Cross Blue Shield's (BCBS) Group Platinum Blue Plan A with Group Medicare BlueRx for Minnesota residents, and with BCBS's Group Senior Gold with Group Medicare BlueRx for retirees living outside Minnesota. Both plan options will retain the \$1000 cap on Prescription Drugs. Premiums will increase to \$274.50 per month for the Platinum Blue plan, and to \$390.50 for the Gold plan. Second by Commissioner Chaffee. Motion passed 2-0.
4. Other
  - a. None.
5. Meeting was adjourned at 10:25am.



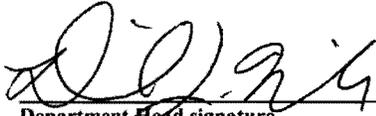
# AGENDA REQUEST FORM

Date of Meeting: October 18, 2016

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

Agenda Item: Central Minnesota Council on Aging

Department: Administration

  
 Department Head signature \_\_\_\_\_

### Background information on Item:

Presentation by Central Minnesota Council on Aging Executive Director Lori Vrolson, Community Development Specialist Mary Bauer and Community Development Specialist Natalie Matthewson, *The Age Wave*, that identifies the impacts of the age wave and the shift of the age population.

**Action Requested:**

**Financial Impact:**

THE MATURING OF  
AMERICA...  
*PREPARING FOR THE AGE WAVE*

Presented by



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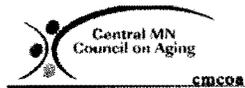
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**The Older Americans Act 1965**

- Nation-wide home and community-based service system that develops and delivers non-medical services to help older adults maintain independence at home.
- Administration on Aging
- Area Agencies on Aging



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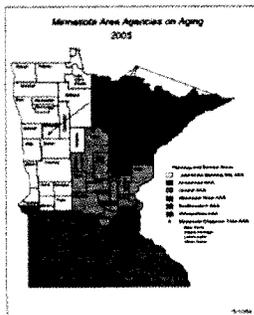
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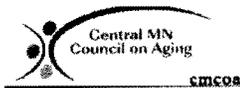
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**Serving Minnesotans 60+**



- Community Services
- Caregiving Support
- Volunteer Support
- Housing Options
- Medicare/Public Benefits
- Vendor Networks
- Partnerships



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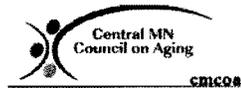
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## Our Mission

The Central Minnesota Council on Aging is committed to maintaining the highest level of **independence** for older people by developing and coordinating **community care**, **reducing isolation** and **improving** access to services.



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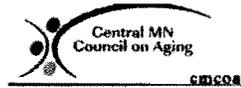
## Our Work



Funding

Senior LinkAge Line®

Elder Program Development



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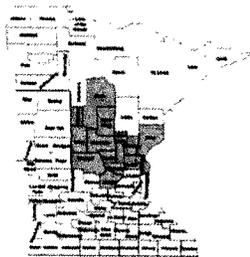
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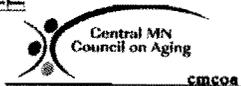
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Central MN Council on Aging  
Planning and Service Area

Cass  
Mille Lacs  
Benton  
Chisago  
Crow Wing  
Isanti  
Kanabec



Morrison  
Pine  
Sherburne  
Stearns  
Wadena  
Wright  
Todd



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**Today's Issue for all Generations**  
**The Maturing of America...**  
*Preparing for the Age Wave*



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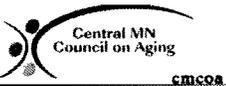
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**The Profile of the Older American**



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**U.S. Demographics**

In 2006, adults 65+= 37 million  
In 2030, adults 65+= 71.5 million  
In 2040, adults 65+= 79.7 million

Source: Older Americans 2008: Key Indicators of Well-Being, Federal Interagency Forum on Aging-Related Statistics



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## MN Demographics

### Regional 65+ Population

2010	94,838
2030	210,170




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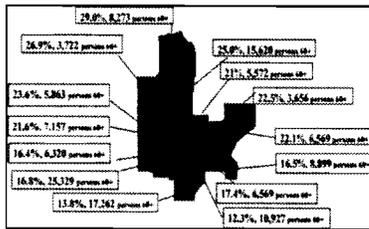
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### Regional 60+ population = 18.1% or 131,738 persons




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### Pine County-Census Data

<http://www.census.gov/quickfacts/table>

Population: (Estimate 2015)	29,069 (-2.3%)
Persons 65 +	5435 (18.7%)
White alone	91.9%
Median value home	\$145,500
Median household income	\$ 44,680
Per capita annual income	\$ 22,129
Building permits (2015)	66

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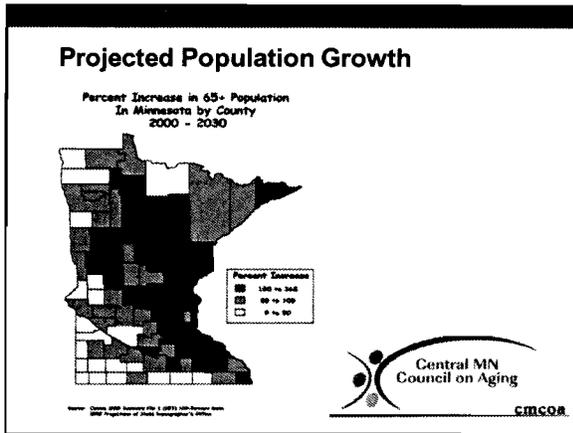
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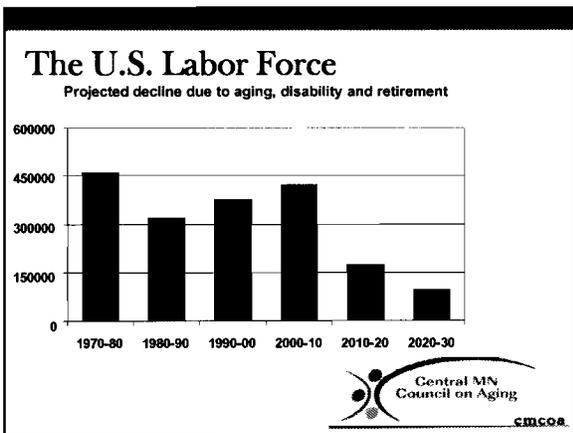
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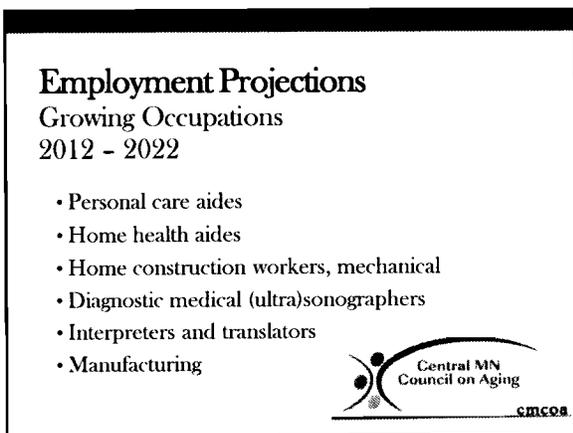
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### The Employment Gaps in Health Care The reasons...

- Wage Expectations
- Education and Technology
- Requirements above Entry-Level
- Lack of interviewing skills
- On-the-job training



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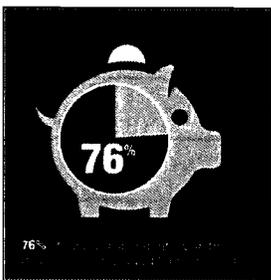
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### Many Minnesotans are not prepared for their non-working years



AARP Minnesota, 3/10/2014  
<http://states.aarp.org/aarp-legislators-working-to-expand-retirement-savings>



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### Families are Changing

- More people living alone
- Fewer adult children
- More blended families
- Long distance care giving
- Increase of “silver divorces”



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### Who Are the Caregivers?

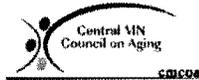
A 49-year-old female, caring for a 69-year-old female relative who needs care because of a long-term physical condition(s)

**She is the primary, unpaid care provider and provides care without the assistance of paid help.**

- 4 years on average
  - 24.4 hours a week (bathing, dressing, running errands, managing finances)
  - Medical or nursing tasks (wound care, injections, or managing medications)
  - Working full time (34.7 hours per week).
  - Married or living with a partner
  - Very good or good health
  - High school graduate/some college courses
- Combined average household income? \$54,700

**THE CARE RECIPIENT**  
Lives with the caregiver or very close; has been hospitalized at least once in the past year.

*National Alliance for Caregiving 2015*



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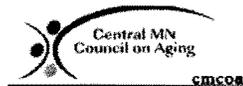
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### The Costs of Caregiving

- \$2,110 per year for employee who is caring for an elderly parent
- 15.9 million caregivers work full-time
- Cost of replacing care giving employees is \$6.58 billion
- Cost of workday interruptions is \$6.3 billion
- Cost of absenteeism is \$5.1 billion

[www.maturemarketinstitute.com](http://www.maturemarketinstitute.com)



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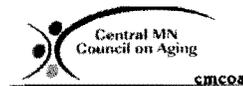
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### New Models for Retirement

- Intergenerational Housing
- Senior Cohousing
- Shared Housing
- Village Networks
- Adjacent "cottages"
- Telehealth



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**“Survey says...”**

- Housing choices
- Access to neighborhood amenities
- Available parking
- Transportation alternatives
- Walking distance to conveniences
- Safety



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**What is a Livable Community?**



- Outdoor spaces and buildings
- Social participation
- Respect and social inclusion
- Civic participation and employment
- Communication and access to information
- Community support and health services

National Association of Area Agencies on Aging  
World Health Organization (WHO) Age-Friendly Cities and Communities

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**Livability...a definition**

- Identifies a framework using design factors
- Creates four essential livability outcomes
- Communities benefit economically

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### The Livability Economy...

AARP 601 E St NW Washington, DC 20040 aarp.org/livable

...is good for people and is good for business

...creates places where Americans increasingly want to live, work, and play

...is a place where we can find a job, expand a family or launch a business, whether we are young or old

...has appealing advantages that enhance the quality of life of residents, the economic prospects of businesses, and the bottom lines of local governments.

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### The Design Factors

#### COMPACTNESS

a community that is walkable, decreases automobile dependence, and supports a socially vibrant public realm

#### INTEGRATION OF LAND USES

older adults live closer to or within walking distance of work, community activities, and the services they need

HOUSING DIVERSITY ensures that appropriate housing is available for each stage of the life span

TRANSPORTATION OPTIONS helps older adults remain independent, mobile, and engaged in their surrounding community

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### What do the 150 million boomers and millennials want in their neighborhoods?

- Trade shorter commute for a smaller home
- Proximity to a mix of shops, restaurants, and offices
- Mix of homes
- Mix of incomes
- Public transportation options

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## Great Places for All Ages

Nearly 78% of people over age 45 want to stay in their home for as long as possible, and 80% believe their current community is where they will always live.

The boomers and millennials represent a combined total of 150 million people, the majority of whom have expressed a preference for Livable Communities

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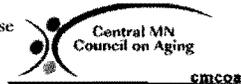
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## Emerging Issues

- Chronic conditions
- Behavioral health
- Poverty
- Homelessness
- Isolation
- Transportation
- Dementia and Alzheimer's Disease



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## ACT on Alzheimer's Preparing Minnesota's Communities

89,000 Minnesotans age 65+ live with Alzheimer's disease and the number is growing

- A volunteer-driven collaboration bringing Minnesotans together to create supportive environments for everyone touched by Alzheimer's disease and prepare Minnesota for its impacts.
- 30+ communities and growing
- ACT Becker



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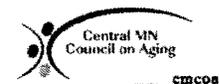
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### The New Aging model...

- Extended years in the workforce
- Encore or legacy careers
- Earlier planning
- Focus on fitness and health



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### Summary

- Aging population is increasing
- We are living longer...and longer
- Labor force is decreasing
- New "family" systems will support aging
- New models for retirement living will develop
- Age-friendly communities are here
- Communities have challenges
- Opportunities to engage citizens are endless

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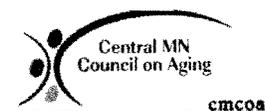
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The process of maturing is an art to  
be learned...  
an effort to be sustained.

*- Marya Mannes, Author*



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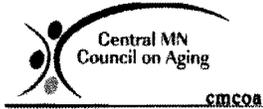
Thank you for your interest in the aging of  
America!

For further information, please contact:

Natalie Matthewson, Community Development Specialist  
Mary Bauer, Community Development Specialist  
320-253-9349

Or visit the Central MN Council on Aging website

[www.cmcoa.org](http://www.cmcoa.org)



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# AGENDA REQUEST FORM

Date of Meeting: October 18, 2016

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

Agenda Item: Central Minnesota Jobs & Training Services

Department: Administration

\_\_\_\_\_  
Department Head signature

### Background information on Item:

Presentation by staff from the Central Minnesota Jobs & Training Services with an update of the 360 curriculum.

**Action Requested:**

**Financial Impact:**



## AGENDA REQUEST FORM

Date of Meeting: October 18, 2016

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

Agenda Item: Award Contract #1604

Department: Pine County Public Works

Department Head signature

### Background information on Item:

Contract #1604

SAP 058-599-043 On Government Road, 1.9 miles Northeast of CR 140 over Deer Creek

### Action Requested:

Award based on lowest tabulation by County Engineer

### Financial Impact:



# AGENDA REQUEST FORM

Date of Meeting: October 18, 2016

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

Agenda Item: Rescheduling of December 6, 2016 Regular Board Meeting

Department: Administration

  
 \_\_\_\_\_  
 Department Head signature

### Background information on Item:

The Association of Minnesota Counties Annual Conference will be held in Minneapolis on December 5-6, 2016. This schedule is in conflict with the December 6, 2016 board meeting. The commissioners should consider rescheduling the regular board meeting for Wednesday, December 7, 2016 at 10:00 a.m. The Facility Committee is scheduled to meet at 9:00 a.m. on December 7th.

### Action Requested:

Reschedule first regular board meeting in December.

### Financial Impact: