



AGENDA
PINE COUNTY BOARD MEETING

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

Tuesday, September 20, 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 September 6, 2016 County Board meeting and Summary for publication.
- F) Approve Minutes of September 14, 2016 Special Meeting-Committee of the Whole (Budget).
- G) Minutes of Boards, Committees and Correspondence
 - Pine County HRA Senior Housing Board of Directors Minutes – Regular Meeting – July 27, 2016
 - East Central Regional Library Minutes – August 8, 2016
 - Pine County Chemical Health Coalition Meeting 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 August, 2016 Cash Balance (attached)

Fund	August 31, 2015	August 31, 2016	Increase(Decrease)
General Fund	3,828,494	4,431,186	602,692
Health and Human Services Fund	544,062	907,467	363,406
Road and Bridge Fund	2,910,941	4,634,119	1,723,178
Land Management Fund	1,727,380	1,749,333	21,953
TOTAL (inc non-major funds)	10,399,531	13,533,825	3,134,294

2. Application for Exempt Permit

Consider Application for Exempt Permit for the Quad River Chapter of the MN Deer Hunters Association to conduct Minnesota lawful gambling on October 15, 2016 at Doc's Sports Bar and Grill, 34427 Majestic Pine Drive, Sturgeon Lake, MN (Windemere Twp).

3. Donation

- A. Consider acceptance of \$1,000 donation from the First Light Health System to the K-9 program on behalf of the Race for the K-9 participants.
- B. Consider acceptance of a \$350 donation from the Hinckley Chamber of Commerce, and a \$300 donation to the Pine County Sheriff's Reserve Fund for volunteering during the Corn and Clover and Sandstone Quarry Days.

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

Consider approval of full-time status for HHS Case Aide Lisa Stoffel, effective September 5, 2016.

5. Training

- A. Consider Social Worker Bonnie Rediske and Youth Alcohol Prevention Coordinator Lynette Forbes-Cardey to attend the Program Sharing Conference in St. Cloud from October 20-21, 2016. Total Registration: \$180, Travel: approx. \$600. Total cost: \$780. All costs will be reimbursed by the Minnesota Department of Human Services via the Planning and Implementation Grant.
- B. Consider Bev Olson, Colleen Nelson, Judith Tengwall, Sandy Larson and Piper Sauter to attend the MN Financial Worker and Case Aide Conference (MFWCAA) in Alexandria from October 12-14, 2016. Total Registration: \$1,190, Travel: county car, Lodging: \$1,102. Total cost: \$2,292. Funds are available in the 2016 Health & Human Services budget.

REGULAR AGENDA

RECESS regular board meeting and convene Ditch Authority meeting.

- 1. Public Hearing to be held at 10:15 a.m. – Partial Ditch Abandonment of Ditch #7 on property owned by Harley Investment Company
 - A. Presentation by staff
 - B. Questions from the Board
 - C. Open Public Hearing/Comments from the public
 - D. Close Public Hearing
 - E. Board -- additional discussion if necessary
 - F. Direct County Ditch Inspector, Mark LeBrun, to review documentation, inspect the property considered for abandonment, and bring back results and recommendations to the October 4, 2016 board meeting. The description of the 3,325 feet of Pine County Ditch #7 under consideration for partial abandonment is described as follows: Pine County Coordinates: X start: 443975; Y start: 159740; X end: 446017; Y end: 161096
 - G. Adjourn Ditch Authority Meeting

RECONVENE county board meeting.

2. Facilities Committee

The Pine County Facilities Committee met on September 7, 2016 and made the following recommendations (Minutes attached):

Lease/Ownership: City of Pine City – Pine Government Center (PGC)

- A. Consensus for county to continue to own the PGC building and work with the city to see if a satisfactory long-term lease is agreeable;
- B. Approve an amendment to the existing lease to reduce the rental cost to \$50,000 for years 2018 and 2019. This amendment results in a \$5,000 reduction for 2018 and \$10,000 reduction for 2019.

Other items are for informational purposes only.

3. Transportation Committee

The Pine County Transportation Committee met September 8, 2016 and made the following recommendations (Minutes attached):

- A. Approve the 2017-2021 Highway Improvement Plan.
- B. The Road Transfer Policy will be presented at a future meeting for consideration.

Other items are for informational purposes only.

4. Personnel Committee

The Pine County Personnel Committee met September 13, 2016 and made the following recommendations (Minutes attached):

A. Land Services

Acknowledge the resignation of temporary part-time Watercraft Inspector Easton Foss, effective August 22, 2016.

B. Probation and Health & Human Services

Approve addition to Pine County Policy 12.11 Travel and Expense Voucher Company-Owned Vehicle Usage as proposed by HHS Director Becky Foss and Probation Director Terry Fawcett.

C. Health & Human Services

- i. Acknowledge the resignation of full-time Social Worker Chandra Clark effective August 26, 2016 and approve backfill.
- ii. Acknowledge the resignation of full-time Case Aide Susan Breska effective September 9, 2016.
- iii. Approve the reclassification of the HHS Fiscal Officer position to Grade C42 and place current Fiscal Officer Michelle Kelash at \$23.21 per hour (Step 3), effective October 2, 2016, with a new pay anniversary date of October 2nd.

D. PCSO

- i. Acknowledge the termination of part-time Deputy Sheriff Brad Peters during his probationary period, effective August 25, 2016, and approve backfill of the position.
- ii. Acknowledge the resignation of full-time Deputy Sheriff Zachary Motyl, effective September 17, 2016, and approve backfill of the position.

E. Administration

Approve addition of Policy 29 – Policy for Donation of Surplus Equipment to a Nonprofit Organization to the Pine County Policies and Procedures Handbook.

Other items are for informational purposes only.

5. Association of Minnesota Counties

Presentation by Association of Minnesota Counties Executive Director Julie Ring.

6. Flood Property Tax Relief Reimbursement

Consider approval of Resolution 2016-55 requesting the reimbursement of the property tax relief for flood affected properties. If reimbursement is received, there will be no financial impact.

7. Access Acquisition – Munch Township

Consider approval to obtain a permanent non-exclusive easement for roadway purposes to access landlocked Pine County Memorial Forest lands, and establish a public parking area on county land.

8. Legislative Request to Sell Tax-Forfeit Lands With Public Waters

Consider approval of Resolution 2016-58 for the Sale of Tax Forfeited Lands with Public Waters: Classification as Non-Conservation, Request Township and DNR Review, and Request Legislation for the Sale Thereof. Authorize Board Chair and County Administrator to sign.

9. Withdrawal of 2016 Land Auction Parcel #30

Consider approval of Resolution 2016-59 for the withdrawal of 2016 Land Auction Parcel #30 (PID 46.0035.000) and request review by MPCA. Authorize Board Chair and County Administrator to sign.

10. Pine County Tax Forfeited Lands Gravel Lease Policy

Consider approval of the Pine County Tax Forfeited Lands Gravel Lease Policy and authorize Board Chair and County Administrator to sign.

11. 2015 Financial Statement

Review and consider formal acceptance of the 2015 Pine County Financial Statement and authorize publication.

12. Finalize Preliminary Budget and Property Tax Levy

The preliminary levy must be certified by September 30th. If the board is unable to finalize the preliminary levy, the board can recess the meeting or call a special meeting prior to the end of September.

13. Commissioner Updates

Central Minnesota Jobs and Trainings
East Central Solid Waste Commission
East Central Regional Library
Pine County Chemical Health Coalition
Extension Committee
AMC Policy Committee
Soil & Water Conservation District
Kanabec-Pine Community Health Board
Pine County Public Health Planning Committee
Lakes & Pines

14. Other

15. Upcoming Meetings –(Subject to Change) – CHANGE THESE

- a. **CANCELLED-Technology Committee, Tuesday, September 20, 2016, 8:30 a.m.,** Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- b. **Pine County Board Meeting, Tuesday, September 20, 2016, 10:00 a.m.,** Board Room, Courthouse, Pine City, Minnesota.
- c. **CANCELLED-Arrowhead Counties Association, Wednesday, September 21, 2016, 6:00 p.m.,** Hampton Inn, Duluth, Minnesota.
- d. **Negotiations Committee, Thursday, September 22, 2016, 9:00 a.m.,** Commissioner Conference Room, Courthouse, Pine City, Minnesota.

- e. **NE Minnesota Regional Radio Board, Thursday, September 22, 2016, 10:00 a.m.,** via Video Conference, Training Room, Courthouse, Pine City, Minnesota.
- f. **Snake River Watershed, Monday, September 26, 2016, 9:00 a.m.,** Long Lake Conservation Center, 28952 438th Lane, Palisade, Minnesota.
- g. **NLX, Wednesday, September 28, 2016 10:00 a.m.,** Board Room, Courthouse, Pine City, Minnesota.
- h. **Mille Lacs Band of Ojibwe meeting, Wednesday, September 28, 2016, 1:30 p.m.,** Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- i. **Central EMS Meeting, Friday, September 30, 2016, 10:00 a.m.,** Stearns County Service Center, Waite Park, Minnesota.
- j. **Lakes & Pines Annual Board Meeting, Monday, October 3, 2016, 5:00 p.m.,** Mora, Minnesota.
- k. **Pine County Board Meeting, Tuesday, October 4, 2016, 10:00 a.m.,** Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota.

16. Adjourn