AGENDA
PINE COUNTY BOARD MEETING

District 1 Commissioner Hallan (Chair)
District 2 Commissioner Pangerl
District 3 Commissioner Chaffee
District 4 Commissioner Rossow
District 5 Commissioner Carlson (Vice-Chair)

Tuesday, February 19, 2013, 10:00 am – Boardroom, 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) Approve Agenda

E) Approve Minutes of February 5, 2013 board meeting and Summary for publication.

F) Approve Consent Agenda

CONSENT AGENDA

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

1. Review January, 2013 Cash Balance (attached)

Fund	January 31, 2012	January 31, 2013	Increase(Decrease)
Revenue Fund	$649,939.37	$1,669,961.41	$1,020,022.04
Health and Human Services Fund	$1,929,458.13	$1,566,122.21	($ 363,335.92)
Road and Bridge Fund	$7,456,774.07	$4,870,595.73	($2,586,178.34)
Land Management Fund	1,317,282.89	$1,485,194.73	$ 167,911.84
TOTAL (inc non-major funds)	$12,370,164.81	$9,373,969.25	($2,996,195.56)

2. **Applications for Abatement**:
   a. Jerry & Jessica Williams, 509 Oak Avenue, Hinckley, PID 40.5427.000, pay 2012
   b. Leo & Shirley Derungs, Scotch Pine Road, Willow River, PID 17.0261.003, pay 2010-2012.

3. **Cancellation of 2010 Outstanding Warrants**
   Approve cancellation of 2010 outstanding warrants.

4. **2012 Gas Tax Distribution to Townships**
   Approve 2012 gas tax distribution to townships.

5. **Training Request**
   Authorize Tamara Tricas to attend MCRA Recording Institute, June 11–14, 2013 in Deerwood, Minnesota. Registration cost $150; 3 nights lodging, $529.03 (meals and sales tax included). Funds for this seminar are in the 2013 budget.

REGULAR AGENDA

1. **Personnel Committee**
   The Personnel Committee met February 12, 2013 and made the following recommendations (Minutes attached):
   A. Accept resignation of full-time Corrections Officer Shanna Draves effective January 14, 2013 and authorize filling of position.
   B. Accept resignation of Children's Mental Health Social Worker Roxanne Anderson, effective February 5, 2013 and authorize filling of position.
   Other items are for information only.

2. **Facilities Committee**
   Pine County Facility Committee met February 6, 2013 (Minutes Attached).
   Items are for information only. No action required.

3. **Arrowhead Transit**
   Approve payment of $50,000 to Arrowhead Transit. This amount is $8,000 less than anticipated due to higher operating revenue.

4. **Appointment to East Central Regional Library Board**
   A. Approve reappointment of Margery Swanson as a citizen trustee on the East Central Regional Library Board for a two-year period, term ending January 1, 2015. Current term expired January 1, 2013.
   B. Approve reappointment of Carol Goddard as a citizen trustee on the East Central Regional Library Board for a three-year period, term ending January 1, 2016. Current term expired January 1, 2013.

5. **Resolution for Cancellation for Tax-Forfeited Lands and Tax-Forfeited Repurchase Contracts**

Approve Resolution 2013-06 allowing for the cancellation of purchased or repurchased contracts with Pine County for the following tax-forfeited land:

David W. & Jennifer M. Beauchane, PID 45.5118.000
Darton & Ronnell Podlewski, PID 34.5093.000
Darton & Ronnell Podlewski, PID 34.0066.000
Linda Ronimer, PID 43.0375.000
Lynn M. Wandersee, PID 09.5048.000

and authorize Board Chair and County Auditor to sign Resolution 2013-06.

6. **Land Committee**

The Land Committee met February 5, 2013 and made the following recommendations:

A. **Withdraw/Retention of 2012 Land Sale Parcels**

Approve Resolution 2013-07 and authorize Board Chair and County Administrator to sign. This will allow Pine County to withdraw select parcels of unsold land previously offered at the September 21, 2012 land auction and to reappraise and offer those parcels at the 2013 land auction.

B. **2012 Tax Forfeit Land Sale Tract Classification and Distribution**

Approve Resolution 2013-08 and authorize Board Chair and County Administrator to sign. This will allow the sale of the attached list of non-conservation lands that have been forfeited to the State for non-payment of taxes.

C. **Repurchase and Contract Re-Instatement Deadline**

Approve Resolution 2013-09 and authorize Board Chair and County Administrator to sign. This will allow at the August 6, 2013 board meeting, the setting of a date for the land sale. Thereafter, no written application or repurchase or contract reinstatement will be considered for those lands to be offered for sale.

D. **2012 Forfeit Land Sale**

Approve list of lands to be offered for sale in 2013, authorize appraisals, re-appraisals and miscellaneous land sale preparation for the attached listing; set date for public land auction to September 20, 2013.

E. **Access Acquisition of Properties Received in the State Land Exchange**

Approve request of land department to pursue purchase of easements for properties received in the state land exchange in Section 16-40-20 and Section 36-43-19 to improve legal access.

F. **Classification of State Land Exchange Properties**

Approve Resolution 2013-10 and authorize Board Chair and County Administrator to sign. This will classify the property contained in this Resolution

as Conservation Land and in addition designate the land classification as memorial forest.

7. **Tax Reform Seminar**
   Slide presentation by Paul Johnson following attendance at Governor Dayton's Tax Reform Seminar in Isanti.

8. **Update on County Strategic Planning**

9. **Commissioner Updates**

10. **Other**

11. **Upcoming Meetings**
    a. **Technology Committee Meeting, Tuesday, February 19, 2013, 8:30 a.m.,** Administrator's Conference Room, Pine County Courthouse, Pine City, Minnesota
    b. **Pine County Board Meeting, Tuesday, February 19, 2013, 10:00 a.m.,** Boardroom, Pine County Courthouse, Pine City, MN
    c. **Pine County Health and Human Services Meetings, Tuesday, February 19, 2013, to commence after Pine County Board Meeting,** Boardroom, Pine County Courthouse, Pine City, MN
    d. **NLX meeting, Wednesday, February 27, 2013, 10:00 a.m.** Boardroom, Pine County Courthouse, Pine City, Minnesota
    e. **East Regional Broadband Summit, February 28, 2013, 8:30 a.m.,** Grand Casino – Hinckley.
    f. **Pine County Board Meeting, March 5, 2013, 7:00 p.m.,** Public Health Building, Sandstone, Minnesota
    g. **Facility Committee Meeting, March 6, 2013, 9:00 a.m.,** Administrator Conference Room, Pine County Courthouse, Pine City, Minnesota.

12. **Adjourn**

MINUTES OF PINE COUNTY BOARD MEETING

Regular Meeting

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

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

The Pledge of Allegiance was said.

Chair Hallan called for public comment. Tom Mestemacher commented on his objection to the Sheriff Cole's personal views and comments made to the media and to the sheriff's procedure at the public sheriff sales.

Chair Hallan requested:

1. Regular Agenda item #6, Minnesota Disaster Relief Grant, moved to Regular Agenda item #1a.
2. Addition to the Regular Agenda – adding a closed meeting to address a personnel issue.

Commissioner Rossow moved to approve the amended agenda. Commissioner Pangerl seconded. Motion carried 5-0.

Commissioner Pangerl moved to approve the Minutes of the January 8, 2013 board and organizational meeting and Summary for publication. Commissioner Chaffee seconded. Motion carried 5-0.

Commissioner Rossow moved to approve the Minutes of the January 15, 2013 board meeting and Summary for publication. Commissioner Carlson seconded. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County HRA Senior Housing Regular Meeting – November 29, 2012
Pine County HRA Annual Meeting – November 29, 2012
Pine County HRA Senior Housing Regular Meeting – December 27, 2012
East Central Regional Library Board Minutes - December 2012
Land Surveyor Monthly Report – January, 2013
Pine County Soil & Water Board Minutes – January 10, 2013
Pine County Methamphetamine Task Force Minutes - January 14, 2013

Commissioner Chaffee moved to approve the Consent Agenda. Commissioner Pangerl seconded. Motion carried 5-0.

CONSENT AGENDA

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

1. **January 2013 Disbursements**
   a. Disbursements Journal Report, January 1, 2013 – January 31, 2013

2. **Applications for Abatement**:
   a. Internal Revenue Service, 21207 Pioneer Road, Pine City, PID 28.0064.000, pay 2012 and 2013
   b. Jamie Pearson, 1390 Sherwood St., Braham, PID 29.0197.001, pay 2012
   c. Steve & Diane Jacobson, 18689 Autumn Cir, Pine City, PID 28.8900.015, pay 2012
   d. Gary Hartl, 42239 Elk Horn Rd, Hinckley, PID 01.0060.000, pay 2012
   e. Matt Gebhart, 39994 Mulling Rd, Askov, PID 25.0161.000, pay 2012
   f. Rachelle Dobosenski, 3268 Aspen Ln, Sturgeon Lake, PID 33.0546.000, pay 2012

3. **Application for Exempt Permit**
   Approve Finlayson Giese Sportsmen Club to conduct Minnesota lawful gambling on May 18, 2013 at the Finlayson Giese Sportsmen Club Building, 70172 Norway Spruce Rd., Finlayson (Pine Lake Twp).

4. **Liquor License – West Beroun Liquor**
   Approve liquor license for West Beroun Liquor under new ownership of Bruce and Lisa Westerman (formerly Double A Liquor owned by Mike Aderman) for the period of April 1, 2013 through August 31, 2013. Subject to approval of the Pine County Sheriff, Pine County Attorney and the township board.

5. **Tobacco License – West Beroun Liquor**
   Approve tobacco license for West Beroun Liquor under new ownership of Bruce and Lisa Westerman (formerly Double A Liquor owned by Mike Aderman) for the period of April 1, 2013 through December 31, 2013. Subject to approval of the Pine County Sheriff, Pine County Attorney and the township board.

6. **Donations**
   a. Joseph Hattenberger
      Accept $100 donation from Joseph Hattenberger and designate to the Pine County Sheriff's Office K-9 division. This donation will be used to help offset the expense of the canine program.
   b. "Tuff Book" Laptop Computers
      Accept the donation from the Minnesota Department of Public Safety of 10 used 'Tuff Book" laptop computers, with mounting accessories. These computers will replace outdated or nonfunctioning computers currently in cars.

7. **Amendment to Pine County Hazard Mitigation Plan**
   Approve the Pine County Hazard Mitigation Plan Amendment and authorize Board Chair to sign. This will allow Pine County to move forward in the property acquisition process for flooded properties.

8. **Contracted Vendor Change - Probation**
   Recognize Ravi Roelfs as the new agent for the Juvenile Diversion – Restorative Justice Contract through the end of fiscal year 2013 (June 30th).

9. **New Employee Hires**
   Approve the hiring of Amber Stumne as Registered Nurse, effective February 11, 2013, C42, Step 2, $20.39 per hour, with grant funds.

REGULAR AGENDA

1. **Special Personnel Committee Report**
   The Personnel Committee met on January 25, 2013 and recommended the following action(s):
   a. Accept the job description of the Human Resources and Payroll Specialist and authorize filling of position.
   b. Setting the wages for the following non-union employees, retroactive to January 1, 2013:
      i. Mark LeBrun, County Engineer (E82), $44.96/hour; $93,517/annual
      ii. Tammy Tricas, County Recorder (C43), $28.99/hourly; $60,300/annual
      iii. Dean Dronen, Veterans Service Officer, (C42), $28.42/hourly; $51,724/annual (based on 1,820 hours/year)

Motion by Commissioner Rossow to accept the recommendations of the Personnel Committee. Seconded by Commissioner Chaffee. Motion carried 5-0.

1a. Minnesota Disaster Relief Grant Agreement

Health and Human Service Supervisor George French provided information regarding the purpose of the Minnesota Disaster Relief Grant, explaining that Pine County would be awarded the grant and services would be provided by Pine County Health & Human Services, Lakes and Pines Community Action Council, Therapeutic Services Agency (TSA) and Riverwood Center. The duration of the grant is one year, at which time money not used is returned. There is no match required by Pine County. Administrator Minke informed the board that this matter would typically be brought before the Health & Human Services Board , however due to the urgency in processing, it is being brought before the county board for immediate consideration.

Motion by Commissioner Chaffee, second by Commissioner Rossow, to approve the $40,000 grant with Minnesota Disaster Relief Grant Agreement and authorize Board Chair and County Administrator to sign.
Motion carried 5-0.

2. Repurchase of Forfeited Land in Full – Rodney Green and Cindy Vogel-Green, Parcel 18.0228.000

County Auditor-Treasurer Cathy Clemmer provided information regarding the repurchase of tax forfeited land to Rodney Green and Cindy Vogel-Green.

Motion by Commissioner Pangerl, seconded by Commissioner Carlson to approve the repurchase of forfeited land in full by Rodney Green and Cindy Vogel-Green and authorize the County Board Chair and County Auditor to sign Resolution 2013-03. Motion carried 5-0.

3. Repurchase of Forfeited Land With 10 Year Contract – Julie Wherley, Parcel 32.0061.000 (Wilma Township).

County Auditor-Treasurer Cathy Clemmer provided information regarding the repurchase of tax forfeited land (with 10 year contract), parcel 32.0061.000 to Julie Wherley. Commissioner Chaffee inquired as to whether interest was paid on this contract. Clemmer indicated interest at the rate of 10% was paid by the purchaser on the unpaid balance. Commissioner Carlson commented that upcoming changes will be made to the procedure relating to repurchasing of tax forfeited lands. Clemmer indicated she was aware of these changes.

Motion by Commissioner Rossow, seconded by Commissioner Carlson to approve the repurchase of forfeited land, with 10-year contract, by Julie Wherley and authorize the County Board Chair and County Auditor to sign Resolution 2013-04. Motion carried 5-0.

4. **Legacy Trail Grant**

County Administrator Minke introduced Terry Peterson with the Northern Pine Riders snowmobile club. Peterson explained the purpose of the grant was for restoration work on the Soo Line Trail including inspection of bridge trestles, surface improvements, culvert replacement, signing, debris removal, trailing widening and improvements to bridge approaches. Total cost is $80,000 with a 10% local match. The $72,000 grant was awarded to the County in December 2012, the local match is being shared equally ($4,000 each) between the Northern Pine Riders and the county. The deadline to use the grant is June 30, 2014. County Attorney Carlson will prepare an agreement between Northern Pine Riders and Pine County. **No board action** is necessary at this time.

5. **Funding of County Probation Positions**

Probation Director Terryl Arola provided background information as to the county's previous involvement, and current request, to provide a resolution to the State Legislature to advocate for 50% funding of county probation positions. Twenty-seven County Probation Officer counties and 28 Department of Corrections contract counties participate in this process. Previously the 56 counties have received an additional $500,000 through this process. Commissioner Rossow questioned if the legislature can deny this request, Arola indicated that was a possibility. Commissioner Carlson also commented that the local Department of Corrections needs to be involved in this as well. Arola informed the board this resolution would also be provided to the Minnesota Association of County Probation Officers (MACPO) as well as possibly to the Association of Minnesota Counties (AMC).
Arola expressed her appreciation to the board for support they have given to the probation department.
Motion by Commissioner Chaffee, second by Commissioner Pangerl, to approve Resolution 2013-02 and authorize Board Chair and County Administrator to sign Resolution 2013-02.

6. **Minnesota Disaster Relief Grant Agreement**

See Regular Agenda item #1a.

7. **Letter of Support for Pine Technical College**

County Administrator Minke recapped the important role Pine Technical College (PTC) provides to Pine County for educational purposes and requested the board to submit a letter in support in their mission to expand the college's mission to include transfer education and the granting of the Associates degree.

Motion by Commissioner Pangerl, seconded by Chair Hallan to provide a letter of support to Pine Technical College. Commissioner Rossow requested the letter indicate unanimous support of the board. Motion carried 5-0.

8. **Strategic Planning Results**

Chair Hallan thanked everyone for their participation in the Strategic Planning meeting and provided an overview, indicating that he has not yet assigned Commissioners to any specific roles as outlined at the meeting. He indicated that progress has already been made on a few of the issues addressed at the meeting and that an economic summit is being planned to be held in the spring.

9. **Commissioner Updates**

Auditor-Treasurer Clemmer provided an update on the status of the general obligation bonds on the jail and that Carolyn Drude suggests to wait after the completion of the 2012 audit.

10. **Other**

Broadband Summit Registration – Chair Hallan and County Administrator Minke explained the broadband concerns for Pine County and informed the board of an upcoming broadband summit to be held on February 28, 2013 at the Grand Casino Hinckley. Any commissioner interested in attending should contact the Administrator's Office for registration prior to February 12, 2013.

11. **Upcoming Meetings**

a. **Facility Committee Meeting, Wednesday, February 6, 2013, 9:00 a.m.,** Administrator's Conference Room, Pine County Courthouse, Pine City, Minnesota

b. **Personnel Committee Meeting, Tuesday, February 12, 2013, 9:00 a.m.,** Administrator's Conference Room, Pine County Courthouse, Pine City, Minnesota

c. **Technology Committee Meeting, Tuesday, February 19, 2013, 8:30 a.m.**, Administrator's Conference Room, Pine County Courthouse, Pine City, Minnesota
d. **Pine County Board Meeting, Tuesday, February 19, 2013, 10:00 a.m.,** Boardroom, Pine County Courthouse, Pine City, MN
e. **Pine County Health and Human Services Meetings, Tuesday, February 19, 2013, to commence after Pine County Board Meeting,** Boardroom, Pine County Courthouse, Pine City, MN
f. **NLX meeting, Wednesday, February 27, 2013, 10:00 a.m.** Boardroom, Pine County Courthouse, Pine City, Minnesota
g. **East Regional Broadband Summit, February 28, 2013, 8:30 a.m. – 2:45 p.m.,** Grand Casino – Hinckley, Hinckley, Minnesota

12. Personnel Issue

At 1:46 p.m. Chair Hallan called for a five minutes recess.
The board reconvened at 2:00 p.m.
Motion by Commissioner Rossow to close the meeting in accordance with Minnesota Statutes §13.D.05, Subd. 2(2) and §13D.05, Subd. 3(b).
Seconded by Commissioner Chaffee. Motion carried 5-0.
Motion by Commissioner Rossow to open the meeting at 2:45 p.m.
Seconded by Commissioner Pangerl. Motion carried 5-0.

13. Adjourn

With no further business, Chair Hallan adjourned the county board meeting at 2:46 p.m. The next regular county board meeting is February 19, 2013 at 10:00 a.m. at the Boardroom, Pine County Courthouse, Pine City, Minnesota.

David J. Minke, Administrator
Clerk to County Board

Stephen M. Hallan, Chair
Board of County Commissioners

SUMMARY
OF
MINUTES OF PINE COUNTY BOARD MEETING
Regular Meeting

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

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

The Pledge of Allegiance was said.

Chair Hallan called for public comment. Tom Mestemacher commented on his objection to the Sheriff Cole's personal views and comments made to the media and to the sheriff's procedure at the public sheriff sales.

Commissioner Rossow moved to approve the amended agenda. Commissioner Pangerl seconded. Motion carried 5-0.

Commissioner Pangerl moved to approve the Minutes of the January 8, 2013 board and organizational meeting and Summary for publication. Commissioner Chaffee seconded. Motion carried 5-0.

Commissioner Rossow moved to approve the Minutes of the January 15, 2013 board meeting and Summary for publication. Commissioner Carlson seconded. Motion carried 5-0.

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- East Central Regional Library Board Minutes - December 2012
- Land Surveyor Monthly Report – January, 2013
- Pine County Soil & Water Board Minutes – January 10, 2013
- Pine County Methamphetamine Task Force Minutes - January 14, 2013

Commissioner Chaffee moved to approve the Consent Agenda. Commissioner Pangerl seconded. Motion carried 5-0.

Approve Disbursements Journal Report, January 1, 2013 – January 31, 2013

Applications for Abatement:

1. Internal Revenue Service, 21207 Pioneer Road, Pine City
2. Jamie Pearson, 1390 Sherwood St., Braham
3. Steve & Diane Jacobson, 18689 Autumn Cir, Pine City
4. Gary Hartl, 42239 Elk Horn Rd, Hinckley
5. Matt Gebhart, 39994 Mulling Rd, Askov
6. Rachelle Dobosenski, 3268 Aspen Ln, Sturgeon Lake

Approve Finlayson Giese Sportsmen Club to conduct Minnesota lawful gambling on May 18, 2013 at the Finlayson Giese Sportsmen Club Building, 70172 Norway Spruce Rd., Finlayson (Pine Lake Twp).

Approve liquor and tobacco licenses for West Beroun Liquor under new ownership of Bruce and Lisa Westerman for the period of April 1, 2013 through August 31, 2013. Subject to approval of the Pine County Sheriff, Pine County Attorney and the township board.

Accept $100 donation from Joseph Hattenberger and designate to the Pine County Sheriff's Office K-9 division.

Accept the donation from the Minnesota Department of Public Safety of 10 used 'Tuff Book" laptop computers, with mounting accessories.

Approve the Pine County Hazard Mitigation Plan Amendment and authorize Board Chair to sign.

Recognize Ravi Roelfs as the new agent for the Juvenile Diversion – Restorative Justice Contract through June 30, 2013.

Approve the hiring of Amber Stumne as Registered Nurse, effective February 11, 2013, C42, Step 2, $20.39 per hour.

REGULAR AGENDA

The Personnel Committee met on January 25, 2013 and recommended the following action(s):

a. Accept the job description of the Human Resources and Payroll Specialist and authorize filling of position.

b. Setting the wages for the following non-union employees, retroactive to January 1, 2013:
   i. Mark LeBrun, County Engineer, $93,517/annual
   ii. Tammy Tricas, County Recorder, $60,300/annual
   iii. Dean Dronen, Veterans Service Officer, $28.42/hourly

Motion by Commissioner Rossow to accept the recommendations of the Personnel Committee. Seconded by Commissioner Chaffee. Motion carried 5-0.

Motion by Commissioner Chaffee, second by Commissioner Rossow, to approve the $40,000 grant with Minnesota Disaster Relief Grant Agreement. Motion carried 5-0.

Motion by Commissioner Pangerl, seconded by Commissioner Carlson to approve the repurchase of forfeited land in full by Rodney Green and Cindy Vogel-Green. Motion carried 5-0.

Motion by Commissioner Rossow, seconded by Commissioner Carlson to approve the repurchase of forfeited land, with 10-year contract, by Julie Wherley. Motion carried 5-0.

Motion by Commissioner Chaffee, second by Commissioner Pangerl, to approve Resolution 2013-02.

Motion by Commissioner Pangerl, seconded by Chair Hallan to provide a letter of support to Pine Technical College. Motion carried 5-0.

Motion by Commissioner Rossow to close the meeting in accordance with Minnesota Statutes §13.D.05, Subd. 2(2) and §13D.05, Subd. 3(b). Seconded by Commissioner Chaffee. Motion carried 5-0.
Motion by Commissioner Rossow to open the meeting at 2:45 p.m. Seconded by Commissioner Pangerl. Motion carried 5-0.

With no further business, Chair Hallan adjourned the county board meeting at 2:46 p.m. The next regular county board meeting is February 19, 2013 at 10:00 a.m. at the Boardroom, Pine County Courthouse, Pine City, Minnesota.

David J. Minke, Administrator
Clerk to County Board

Stephen M. Hallan, Chair
Board of County Commissioners

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:	Consent Agenda *(Please Circle)*
February 19, 2013	Regular Agenda Estimated Time: *(Please Circle)* 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: **Auditor/Treasurer**	Department Head Signature 2-11-13 Date

Item for Discussion:

January 2013 Cash Balance

Board Action Requested: (Attach additional pages if needed)

Supporting Documents: Attached None

TREASURER'S CASH TRIAL BALANCE COMPARISON

FUND	January 31, 2012 BALANCE	January 31, 2013 BALANCE
1 - GENERAL	649,939.37	1,669,961.41
12 - H&HS	1,929,458.13	1,566,122.21
13 - ROAD & BRIDGE	7,456,774.07	4,870,595.73
22 - LAND	1,317,282.89	1,485,194.73
TOTAL (incl non-major funds)	$12,370,164.81	$9,373,969.25

[redacted]

Fund		Beginning Balance		This Month	YTD	Current Balance
1	General Revenue Fund					
		2,477,387.17				
	Receipts			232,954.32	232,954.32	
	Disbursements			623,385.40-	623,385.40-	
	Payroll			732,587.67-	732,587.67-	
	Journal Entries			315,592.99	315,592.99	
	Fund Total			807,425.76-	807,425.76-	1,669,961.41
12	Health & Human Services		420	H&Hs-Income Maintenance		
		2,263,040.10				
	Receipts			48,502.35	48,502.35	
	Disbursements			51,277.65-	51,277.65-	
	Payroll			132,359.26-	132,359.26-	
	Journal Entries			14,706.96	14,706.96	
	Dept Total			120,427.60-	120,427.60-	2,142,612.50
12	Health & Human Services		430	H&Hs-Social Services		
		742,605.35-				
	Receipts			79,804.59	79,804.59	
	Disbursements			33,163.03-	33,163.03-	
	SSIS			181,500.32-	181,500.32-	
	Payroll			123,297.50-	123,297.50-	
	Journal Entries			41,212.20	41,212.20	
	Dept Total			216,944.06-	216,944.06-	959,549.41-
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)		
		294,466.40				
	Receipts			61,692.57	61,692.57	
	Disbursements			37,260.89-	37,260.89-	
	Payroll			76,444.77-	76,444.77-	
	Journal Entries			9,958.45	9,958.45	

$1,566,122.21

Copyright 2010 Integrated Financial Systems

Fund		Beginning Balance	This Month	YTD	Current Balance
	Dept Total		42,054.64-	42,054.64-	252,411.76
	Fund Total		379,426.30-	379,426.30-	1,435,474.85
13	Road & Bridge Fund				
		5,324,159.01			
	Receipts		13,117.92	13,117.92	
	Disbursements		355,803.46-	355,803.46-	
	Payroll		145,412.03-	145,412.03-	
	Journal Entries		34,534.29	34,534.29	
	Fund Total		453,563.28-	453,563.28-	4,870,595.73
14	Ditch Maintenance (Sr) Fund				
		11,846.10			
	Journal Entries		6.40	6.40	
	Fund Total		6.40	6.40	11,852.50
20	County-Wide Rehab (Sr) Fund				
		39,842.08			
	Receipts		0.66	0.66	
	Journal Entries		16,441.49-	16,441.49-	
	Fund Total		16,440.83-	16,440.83-	23,401.25
21	800 MHz Project Fund				
		36,241.83-			
	Disbursements		75,875.20-	75,875.20-	
	Fund Total		75,875.20-	75,875.20-	112,117.03-
22	Land Management Fund				
		1,474,268.53			
	Receipts		100,702.69	100,702.69	
	Disbursements		8,229.46-	8,229.46-	
	Payroll		16,547.03-	16,547.03-	

Copyright 2010 Integrated Financial Systems

Fund		Beginning Balance	This Month	YTD	Current Balance
	Journal Entries		65,000.00-	65,000.00-	
	Fund Total		10,926.20	10,926.20	1,485,194.73
24	Ambulance (Sr) Fund				
		0.00			
	Fund Total		0.00	0.00	0.00
29	Children's Collab (H&Hs) Agency Fund		440 Childrens Collaborative (H&Hs)		
		33,924.76			
	Disbursements		32,278.33-	32,278.33-	
	Journal Entries		11.74	11.74	
	Dept Total		32,266.59-	32,266.59-	1,658.17
	Fund Total		32,266.59-	32,266.59-	1,658.17
32	Ecswc Bond Guarantee (Ds)				
		0.00			
	Fund Total		0.00	0.00	0.00
33	2002 Cap-Equip Bond (Ds) Fund				
		0.00			
	Fund Total		0.00	0.00	0.00
35	2004 Street Reconstruct Bond Fund				
		61,884.57			
	Journal Entries		1,551.23	1,551.23	
	Fund Total		1,551.23	1,551.23	63,435.80
37	County Railroad Authority				
		5,606.76-			
	Disbursements		6,250.00-	6,250.00-	
	Journal Entries		640.11	640.11	

Copyright 2010 Integrated Financial Systems

Fund		Beginning Balance	This Month	YTD	Current Balance
	Fund Total		5,609.89-	5,609.89-	11,216.65-
38	Building Fund				
		165,177.85			
	Fund Total		0.00	0.00	165,177.85
39	2005A G.O. Jail Bonds				
		840,613.35			
	Disbursements		885,930.63-	885,930.63-	
	Journal Entries		31,887.54	31,887.54	
	Fund Total		854,043.09-	854,043.09-	13,429.74-
40	2012 G.O. Courthouse Bonds				
		0.00			
	Disbursements		639,000.00-	639,000.00-	
	Fund Total		639,000.00-	639,000.00-	639,000.00-
41	2005 Hra Bonds				
		627,689.37			
	Journal Entries		24,941.29	24,941.29	
	Fund Total		24,941.29	24,941.29	652,630.66
76	Group Health Ins Fund 5/1/95 (Gen)				
		474,292.53-			
	Receipts		235,130.70	235,130.70	
	Disbursements		390,688.45-	390,688.45-	
	Journal Entries		5,769.28	5,769.28	
	Fund Total		149,788.47-	149,788.47-	624,081.00-
80	County Collections Agency Fund				
		23,909.69			
	Receipts		65,509.21	65,509.21	

Copyright 2010 Integrated Financial Systems

Fund		Beginning Balance	This Month	YTD	Current Balance
	Disbursements		75,083.81-	75,083.81-	
	Journal Entries		1,874.44	1,874.44	
	Fund Total		7,700.16-	7,700.16-	16,209.53
82	Taxes And Penalties Agency Fund				
		959,721.59			
	Receipts		193,988.39	193,988.39	
	Disbursements		516,566.90-	516,566.90-	
	Journal Entries		417,698.85-	417,698.85-	
	Fund Total		740,277.36-	740,277.36-	219,444.23
84	East Central Drug Task Force Agency Fur				
		32,287.77			
	Disbursements		2,500.00-	2,500.00-	
	Fund Total		2,500.00-	2,500.00-	29,787.77
89	H & Hs Collections Agency Fund		801 Non-Departmental		
		4,388.80			
	Receipts		130,981.14	130,981.14	
	Disbursements		6,380.75-	6,380.75-	
	Dept Total		124,600.39	124,600.39	128,989.19
	Fund Total		124,600.39	124,600.39	128,989.19
All Funds		13,375,860.67			
	Receipts		1,162,384.54	1,162,384.54	
	Disbursements		3,739,673.96-	3,739,673.96-	
	SSIS		181,500.32-	181,500.32-	
	Payroll		1,226,648.26-	1,226,648.26-	
	Journal Entries		16,453.42-	16,453.42-	
	Total		4,001,891.42-	4,001,891.42-	9,373,969.25

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PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:	Consent Agenda *(Please Circle)*
February 19, 2013	Regular Agenda Estimated Time: *(Please Circle)* _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: **Auditor/Treasurer**	Department Head Signature 2-11-13 Date

Item for Discussion:

Applications for Abatement -
Jerry & Jessica Williams, 509 Oak Ave, Hinckley, PID 40.5427.000, pay 2012
Leo & Shirley Derungs, Scotch Pine Rd, Willow River, PID 17.0261.003, pay 2010 - 2012

Board Action Requested: (Attach additional pages if needed)

Supporting Documents: Attached None

Form LODA-3

Application for Local-Option Disaster Abatements and Credits

IMPORTANT: Application for property that is NOT located in a declared disaster or emergency area

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

Abatement # ABI2-42

County of: PINE

For Taxes Levied In: 2011

And Payable In: 2012

Applicant Information. Please type or print.

Name	Social Security number		
Jerry & Jessica Williams	on file		
Mailing address (street address)	City	State	Zip
509 Oak Ave	Hinckley	MN	55037
Telephone (work)	Telephone (home)		
( )	( )		
Property I.D. or Parcel number *(found on your property tax statement)*	School District number		
40.5427.000	2165		

Address of damaged property *(if different than mailing address)*

Legal description of property *(found on your property tax statement)*

Lot 5 Blk 2 Pavelka's 1st Add'n

Is the property homesteaded?
☒ Yes ☐ No

Is the property located in a county designated as a disaster or emergency area?
☐ Yes ☒ No

How many months was the property unable to be occupied or used?

Date you left property: 2/22/12

Date you returned to property: 8/1/12

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

House fire - unlivable for 5 months

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

Signature		Date
	Administrative Abatement	1/30/13

Revised 10/10

Commissioner of Revenue Abatement Form 4 (Rev 5/90)

APPLICATION FOR ABATEMENT - GENERAL FORM

(M.S. 375.192)

DATE: 1/29/13

For Taxes Levied In: 2009

And Payable In: 2010

Abatement # AB10-79

Please Print Or Type

Applicants Name: Leo & Shirley Dennys	Applicants Mailing Address:
Applicant's SSN: on file	74227 Scotton Pine Rd
Telephone (Home): 320-761-3733	Willow River, MN 55795
Telephone (Work):	

Description Of Property:

Property ID or Parcel Number: 17.0861.003

Street Address: land only

Township/City: Kettle River Twp

School District: 577

Legal Description:

N/2 SE/4 SW/4 20-44-26

20.0 ac

ASSESSOR'S ESTIMATED MARKET VALUE:

Land: 43,600 Structures: 0 Total: 43,600 Classification: 111-0-099

Applicants Statement of Facts:

property purchased in 2008 - has always been completely farmed. - pasture for cattle.

RECEIVED
FEB - 4 2013

Applicants Request:

correct classification to ag homestead.
(house on 17.0361.000)

Applicant's Signature: Leo Dennys

NOTE: Minnesota Statutes 1988, Section 609.41, "Whoever, in making any statement, oral or written, which is required or authorized by law to be made as a basis of imposing, reducing, or abating any tax or assessment, intentionally makes any statement as to any material matter which the maker of the statement knows is false may be sentenced, unless otherwise provided by law, to imprisonment for not more than one year or to payment of a fine of not more than $3,000, or both."

Commissioner of Revenue Abatement Form 4 (Rev 5/90)

APPLICATION FOR ABATEMENT - GENERAL FORM

(M.S. 375.192)

DATE: 1/29/13

For Taxes Levied In: 2010
And Payable In: 2011

Abatement # ABT-45

Please Print Or Type

Applicants Name: Leo & Shirley Pennings	Applicants Mailing Address: 74227 Scotch Pine Rd Willow River, MN 55795
Applicant's SSN: on file	
Telephone (Home): 320-761-3733	
Telephone (Work):	

Description Of Property:
Property ID or Parcel Number: 17.0861.003
Street Address: land only
Township/City: Pette River Twp
School District: 577

Legal Description:
N/2 SE/4 SW/4 20-44-20
20.0 ac

ASSESSOR'S ESTIMATED MARKET VALUE:

Land: 40,600 Structures: 0 Total: 40,600 Classification: 111-0-099

Applicants Statement of Facts:
property purchased in 2008 - has always been completely farmed. - pasture for cattle.

RECEIVED
FEB - 4 2013

Applicants Request:
correct classification to ag homestead
(house on 17.0361.000)

Applicant's Signature: Leo Pennings

NOTE: Minnesota Statutes 1988, Section 609.41, "Whoever, in making any statement, oral or written, which is required or authorized by law to be made as a basis of imposing, reducing, or abating any tax or assessment, intentionally makes any statement as to any material matter which the maker of the statement knows is false may be sentenced, unless otherwise provided by law, to imprisonment for not more than one year or to payment of a fine of not more than $3,000, or both."

Commissioner of Revenue Abatement Form 4 (Rev 5/90)

APPLICATION FOR ABATEMENT - GENERAL FORM

(M.S. 375.192)

DATE: 1/29/13

For Taxes Levied In: 2011
And Payable In: 2012

Abatement # AB12-41

Please Print Or Type

Applicants Name: Leo & Shirley Dennys
Applicant's SSN: on file
Telephone (Home): 320-261-3733
Telephone (Work):

Applicants Mailing Address:
74227 Scotch Pine Rd
Willow River, MN 55795

Description Of Property:
Property ID or Parcel Number: 17.0861.003
Street Address: land only
Township/City: Pethe River Twp
School District: 577

Legal Description:
N/2 SE/4 SW/4 20-44-20
20.0 ac

ASSESSOR'S ESTIMATED MARKET VALUE:

Land: 37,700 Structures: 0 Total: 37,700 Classification: 111-0-099

Applicants Statement of Facts:
property purchased in 2008 - has always been completely farmed. - pasture for cattle.

RECEIVED
FEB - 4 2013

Applicants Request:
correct classification to ag homestead.
(house on 17.0361.000)

Applicant's Signature: Leo Dennys

NOTE: Minnesota Statutes 1988, Section 609.41, "Whoever, in making any statement, oral or written, which is required or authorized by law to be made as a basis of imposing, reducing, or abating any tax or assessment, intentionally makes any statement as to any material matter which the maker of the statement knows is false may be sentenced, unless otherwise provided by law, to imprisonment for not more than one year or to payment of a fine of not more than $3,000, or both."

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 19, 2013	Consent Agenda *(Please Circle)* Regular Agenda Estimated Time: *(Please Circle)* _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: **Auditor/Treasurer**	Cathy Clemens 2-11-13 Department Head Signature Date

Item for Discussion:

Cancellation of 2010 Outstanding Warrants

Board Action Requested: (Attach additional pages if needed)

Authorize cancellation

Supporting Documents: Attached None

2010 Outstanding Warrants

FRANDEN BANK

Warrant Number	Date	Name/Address	Amount	Fund
49939	11/19/2010	Andrew Offermann 159 7th St NW Hinckley, MN 55037	$24.00	Welfare
81301	2/26/2010	Susan Rochon 40471 Sand Creek Cir Hinckley, MN 55037	$12.12	82.000.2153 T&P
81392	3/5/2010	Bernard Wirth 786 Sherwood Ave St. Paul, MN 55106	$28.00	82.000.2150 T&P
81541	3/12/2010	James & Janet Mattison 87989 Marina Beach Way Sturgeon Lake, MN 55783	$7.81	82.000.2153 T&P
81902	4/16/2010	BCA St. Paul, MN	$15.00	01-072-6263 Revenue
82063	4/23/2010	Lisa Splett 19714 Groningen Rd Sandstone, MN 55072	$1.70	01.201.5514 Revenue
82100	4/23/2010	Allen Nelson 3035 Eagandale Place Apt. 304 Eagan, MN 55121	$4.57	82.000.2153 T&P
82186	4/30/2010	Carol St. Jacque 1721 10 Ave S Anoka, MN 55303	$69.29	82.000.2153 T&P
83471	7/30/2010	Peter & Helen Nichols 9644 Reding Circle Des Plaines, IL 60016	$16.00	82.000.2150 T&P
83607	8/13/2010	Kanabec Cty Sheriff	$347.59	01.251.6275 Rev

83843	9/3/2010	Lake State FCU P.O. Box 659 Sandstone, MN 55072	$1.00	01.201.5514 Revenue
84820	11/12/2010	Robin Mathews 312 2nd St Moose Lake, MN 55757	$21.34	13.230.6501 R&B

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 19, 2013	Consent Agenda *(Please Circle)* Regular Agenda Estimated Time: *(Please Circle)* 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: **Auditor/Treasurer**	Department Head Signature 2-11-13 Date

Item for Discussion:

Approve 2012 Gas Tax Distribution to Townships

Board Action Requested: (Attach additional pages if needed)

Supporting Documents: Attached None

2012 GAS TAX DISTRIBUTION

VENDOR NUMBER	TOWN	POPU-LATION	AMOUNT	ROAD MILES	AMOUNT	TOTAL
6800	ARLONE	358	$3,847.33	17.360	$4,321.58	$8,168.91
6805	ARNA	112	1,203.63	20.050	4,991.23	6,194.86
6810	BARRY	585	6,286.83	17.473	4,349.71	10,636.55
6815	BIRCH CREEK	233	2,503.99	20.100	5,003.67	7,507.66
6820	BREMEN	240	2,579.21	20.628	5,135.11	7,714.33
6825	BROOK PARK	522	5,609.79	16.140	4,017.88	9,627.67
6830	BRUNO	184	1,977.40	5.994	1,492.14	3,469.54
6835	CHENGWATANA	987	10,607.02	36.080	8,981.72	19,588.74
6840	CLOVER	410	4,406.16	11.030	2,745.80	7,151.96
6845	CROSBY	93	999.45	10.290	2,561.58	3,561.03
6850	DANFORTH	78	838.24	11.190	2,785.63	3,623.87
6855	DELL GROVE	697	7,490.47	35.293	8,785.81	16,276.27
6860	FINLAYSON	456	4,900.51	33.040	8,224.95	13,125.45
6865	FLEMING	141	1,515.29	5.450	1,356.72	2,872.01
6870	HINCKLEY	806	8,661.86	36.135	8,995.41	17,657.27
6875	KERRICK	325	3,492.69	11.360	2,827.95	6,320.63
6880	KETTLE RIVER	504	5,416.35	26.360	6,562.03	11,978.38
6885	MISSION CREEK	635	6,824.17	27.258	6,785.58	13,609.75
6890	MUNCH	302	3,245.51	18.350	4,568.03	7,813.54
6895	NEW DOSEY	74	795.26	25.580	6,367.86	7,163.12
6900	NICKERSON	167	1,794.70	12.010	2,989.76	4,784.46
6905	NORMAN	248	2,665.19	30.260	7,532.90	10,198.08
6910	OGEMA	352	3,782.85	9.300	2,315.13	6,097.98
6915	PARK	37	397.63	6.310	1,570.81	1,968.43
6920	PARTRIDGE	639	6,867.16	28.090	6,992.70	13,859.86
6925	PINE CITY	1,394	14,980.94	44.260	11,018.04	25,998.98
6930	PINE LAKE	583	6,265.34	41.999	10,455.19	16,720.53
6935	POKEGAMA	2,743	29,478.27	59.740	14,871.62	44,349.89
6940	ROYALTON	1,163	12,498.44	27.000	6,721.35	19,219.80
6945	SANDSTONE	824	8,855.30	33.345	8,300.87	17,156.17
6950	STURGEON LAKE	508	5,459.34	22.085	5,497.82	10,957.16
6955	WILMA	65	698.54	16.000	3,983.02	4,681.56
6960	WINDEMERE	1,711	18,387.65	49.100	12,222.91	30,610.56
TOTAL:		18,176	$195,332.50	784.660	$195,332.50	$390,665.00

PER CAPITA $10.7467265
PER MILE 248.9390309

Received Check 2-8-13 (Misc Rcpt #72016)
Approved by County Board - 2-19-13
Checks Mailed 3-8-13

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 19, 2013	Consent Agenda *(Please Circle)* Regular Agenda Estimated Time: *(Please Circle)* 10 Min. 15 Min. _____ Time needed 30 Min. 45 Min. 1 hour
Recorder Office	Tamara Tricas 2-14-13

Approve the attendance of Tamara Tricas to attend the MCRA Recording Institute June 11-14, 2013 in Deerwood, Minnesota. The cost for lodging, meals and sales tax is $529.03. Registration for the Recording Institute seminars will be $150.00.
Funds for this seminar were budgeted in my 2013 budget.

Per the Pine County Policies & Procedures 12.4 Travel Request and Approvals
4. All overnight travel or a conference of more than one day (whether or not the County is paying for lodging) requires County Board approval. These items need to appear on the Consent Agenda prior to attendance and payment.

Board Action Requested: (Attach additional pages if needed)

Supporting Documents: Attached None

Ruttger's
Bay Lake Lodge

MCRA

Summer Conference
June 10-14, 2013

GROUP PACKAGE RATE:

$ 413.60 **Double** Occupancy Per Person
(with 2 people per *bedroom*)

$ 529.03 **Single** Occupancy Per Person

Spouse/Children stay free with attendee staying at single rate- meal packages purchased separately for spouse/children

Includes:

- Three nights lodging
- Meals:
  - 6/11 - Dinner
  - 6/12 - Cont. breakfast, lunch, dinner
  - 6/13 - Cont. breakfast, lunch, dinner
  - 6/14 - Cont. breakfast, lunch
- Unlimited golf on the *Alec's Nine*
- Minnesota Sales Tax

Separate Meal Package

Adults- $45 per day
Children- 0-4 complimentary
Ages 5-12 $25/day, **Ages 13-17** $35/day
Includes: Continental Brkfst, lunch & dinner

Check In After 5:00 P.M.
Check Out Before 12:00 P.M.
Rates will be honored 3 days prior and 3 days following the conference

CANCELLATION POLICY:
NO REFUNDS on reservations cancelled less than 30 days prior to arrival. Prior to 30 days before arrival, a $25.00 processing fee will be deducted from your pre-payment.

Ruttger's is a non-smoking property.

PLEASE CALL 800-450-1350 IF YOU DO NOT RECEIVE CONFIRMATION LETTER VIA EMAIL WITHIN 3 DAYS.

SMS/tjs: O9497rf10 -2/13/13

MCRA

Summer Conference
June 10-14, 2013

DEADLINE FOR RESERVATIONS:
May 10, 2013
Note: Reservations will be accepted until the date of arrival based on availability

Prepayment Required

Mr./Mrs./Ms._____

Address _____

Suite / Apt. # _____

City _____ St_____ Zip_____

E-mail _____
Confirmations will be mailed to the above address

Day Phone (_____) _____

County/Vendors_____

Arrival _____ Departure _____

____ Single Occupancy

____ Double Occupancy

Roommates: Each attendee must complete a separate reservation form. List the name(s)/ roommate(s) you have selected.
~ **Couples Please complete one form:** Only one form required if using the same credit card (please list both names on form)

_____

_____
If your designated roommate does not register, you will be registered at a single rate.
For security reasons, Ruttger's will not assign roommates.

Requested Lodging Preference:

_____

Rooms are assigned on a first-come, first-serve basis.

Special Requests:
____ **ROOM ACCESSIBILITY/Special Dietary**

_____

_____

PLEASE FAX OR EMAIL YOUR RESERVATIONS FORMS TO: RENEE LARSON

Questions? Please e-mail: renee@ruttgers.com
OR call at 800-450-1350

Pre-Payment Options.

**** Credit Cards will be required at check-in by all guests for incidentals ****

FAX to (218) 678-2864 (Credit Card / Purchase Order payment only). **Your Credit Card will be charged upon receipt of form.** To avoid duplication, please do not fax **and** mail your form:

____ Credit Cards- Please circle below
Visa / Mastercard / Discover / American Express

□□□□-□□□□-□□□□-□□□□

Expiration date: _____

CVD # _____

Amount $ _____

Signature: _____
In the event of a miscalculation, I authorize Ruttger's to charge to my credit card an amount Ruttger's reasonably deems to be accurate.

____ Check **(Please enclose with form & make payable to Ruttger's Bay Lake Lodge)**

____ Purchase Order - Please make sure to have the following information on your purchase order:

1. "bill to" address
2. "attendee" name
3. Total amount of package

*** Purchase order must be received prior to conference**

Amount $ _____

MAIL to: Ruttger's Bay Lake Lodge
Attn: **Renee Larson**
P.O. Box 400
Deerwood, MN 56444

Our receipt of your reservation form with payment by credit card, check or purchase order signifies that you accept all the terms and conditions on this reservation form.

ACCEPTANCE SIGNATURE

_____

Pine County Personnel Committee
Minutes
February 12, 2013
9:00 a.m., Administrator's Conference Room
Pine County Courthouse

Members: Commissioner Chaffee
Commissioner Rossow
County Administrator David Minke, Office Manager Ilene Haavisto
Administrative Assistant Debbie Gray, Chief of Corrections Rick Boland and Health & Human Services Director Linda Cassman were also present.

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

2. The agenda was approved.

3. Commissioner Rossow moved to approve the Minutes of the January 8, 2013 Personnel Committee, seconded by Commissioner Chaffee.

4. Commissioner Rossow moved to approve the Minutes of the January 25, 2013 Personnel Committee, seconded by Commissioner Chaffee.

5. Jail
   Chief of Corrections Rick Boland reported full-time Corrections Officer Shanna Draves resigned effective January 14, 2013. Boland asked that the committee authorize the filling of the full-time position. Discussion was had regarding the back filling of full-time positions with part-time employees. Boland will post the correction officer position internally. County Administrator Minke recommends the filling of the position. The position is in the 2013 budget.
   The committee recommends approval of the request.

6. Health & Human Services
   Health & Human Services Director Linda Cassman reported that Children's Mental Health Social Worker Roxanne Anderson has been on unpaid leave since December 11, 2012 and will not be returning to employment with Pine County. Cassman asked that the committee authorize the filling of this position.
   The committee questioned the availability of internal candidates; Cassman indicated that due to recent vacancies and the internal filling of these positions she felt external posting would be necessary. Starting wage would be based upon experience and, depending on the experience of the candidate, may be above Step 1. This position will be funded by Targeted Case Management (TCM) payments (payment is received for any month in which there are face-to-face visits with a child).
   The committee recommends approval of the request.

7. Land and Zoning Administrator Application Update
   County Administrator Minke updated the committee on the applications received for the Land and Zoning Administrator position. After discussion, the committee determined that the job description and structure of the Land and Zoning Administrator position be reviewed and consideration given to reorganizing the functions. The county engineer will continue to supervise the daily operation of the land and zoning department.

8. Workers' Compensation/Family and Medical Leave Act (FLMA) Policy
   The County Administrator's Office Manager Ilene Haavisto requested clarification from the committee as to the Workers' Compensation/FLMA policy. Haavisto explained:
   1. Workers' compensation provides income to an employee injured on the job when that injury impairs an employee's work abilities. Compensation is at the rate of 2/3 of the employee's gross wages, and the employee contributes the remaining 1/3 (using PTO, sick or vacation).
   2. FMLA provides 12 weeks of unpaid leave to qualified employees during a 12-month period. The County continues to contribute to the employee's health benefits for the period of time the employee is on FMLA.

   The county's insurance carrier strongly recommends that upon an employee being placed on workers' compensation, they be also immediately placed on FMLA such that FMLA leave will run **concurrently** with the WC leave. The county has not been running the leaves concurrently but is allowed to do so under federal law.

   The committee recommends that leaves that also qualify as FMLA leave (including workers compensation) run current with FMLA leave and that staff draft a policy for consideration.

9. Performance Review – Lisa Blowers
   Non- union employees do not receive step increases, but are eligible for annual increases based upon performance. Section 10.5 of the Personnel Policy allows the Personnel Committee to set wages for non-union employees based upon performance.

   Based upon performance, the committee set the wage for IT Supervisor Lisa Blowers as $24.58 per hour effective January 18, 2013.

10. The meeting was adjourned at 10:22 a.m.

PINE COUNTY FACILITY COMMITTEE
MINUTES
February 6, 2013
9:00 a.m. – Administrator Conference Room
Pine County Courthouse, Pine City, Minnesota

Members Present: Commissioner Carlson
Commissioner Pangerl
Others Present: County Administrator David Minke
Facility Supervisor Kevin Newman
County Assessor Kelly Schroeder
Deputy Auditor Terry Lovgren

1. The meeting was called to order at 9:03 a.m.

2. Sunlight glare in atrium.
Staff reported on the glare created by the sun shining through the east side of the courthouse. The bright sunshine makes it difficult to see customers. Some security concerns were also discussed.

It was thought that several years ago the cost estimate was $15,000 for shades by the auditor's area.

Kevin will check on pricing for shades/tinting and also about the cost of ballistic glass.

3. Fitness walking by employees.
The Wellness Committee was is interested in increasing opportunities employees have for walking. After discussion it was determined that the best solution was to encourage employees to use facilities that are currently set up for this activity such as the local schools.

4. Other.
   - Old Jail: Pine City held a work session on January 30th and may have some interest in considering reuse for the old jail. The county will wait until next fall and if no interest, will pursue demolition of the structure.

   - Tuckpointing: The plan is to prepare for doing the work this spring/summer.

With no further business, the meeting adjourned at 9:50 a.m.

ARROWHEAD TRANSIT

Your ride.

February 12, 2013

David Minke
County Administrator
Pine County Courthouse
635 Northridge Drive NW
Pine City, MN 55063

Dear Mr. Minke:

Thank you for meeting with me last Wednesday regarding our 2012 transportation service contract. We appreciate Pine County's support of our service.

As we discussed, our total operating costs for 2012 were $438,455 and our capital costs were $84,813. Pine County agreed to pay 15% of the operating costs and 20% of the capital costs not to exceed a total of $58,000.

At those percentages, operating costs are at $65,768 and capital costs at $16,963 for a total of $82,731.

Because our system revenue for Pine County was slightly higher than projected, we are requesting $50,000.

As per our conversation, we will not be asking to renew the contract for 2013. Please contact me with questions.

Sincerely,

Jack Larson
Transit Director, AEOA

C Joe Gentile, Assistant Transit Director
Emily Celley, Accountant/Auditor I

ARROWHEAD ECONOMIC OPPORTUNITY AGENCY

702 THIRD AVENUE SOUTH
VIRGINIA, MINNESOTA 55792-2797

PROJECT AGREEMENT

This Agreement made for the period beginning January 1, 2012 through December 31, 2012, by and between the Arrowhead Economic Opportunity Agency, Inc., (hereinafter referred to as "The Agency"), with its main office in Virginia, Minnesota and The Pine County Board (hereinafter referred to as "The County"), a municipal corporation with the County Seat in Pine City, Minnesota.

WHEREAS, there will be four vehicles in Pine County available for transportation services to the citizens of Pine County;

WHEREAS, an Advisory Board representing the consumers of Pine County public transportation services will advise the agency in operation (within the rules and regulations of the Minnesota Department of Transportation and the Arrowhead Economic Opportunity Agency) with mutual agreement of the Agency and the County; and

WHEREAS, the County wishes AEOA to act as their Administrative Agent in all negotiations with Mn/DOT and operate said program;

WHEREAS, the vehicles shall remain the legal property of the Agency;

THEREFORE, in consideration of mutual covenants herein set forth, the Agency and the County agree as follows:

Section 1. Purpose of Agreement. The Agency will provide transportation services for twelve (12) months, renewable in one year.

Section 2. Cost of Project.

1. The Agency will secure funds from the State and Federal transit sources for CY2012.

2. The County agrees to pay 15% of the operating costs and 20% of capital costs not to exceed $58,000.

3. The Agency agrees to maintain accounting records, supported by properly executed invoices, contracts and/or vouchers evidencing in proper detail the nature and property charges in accordance with the rules and regulations of sound auditing procedures.

4. The Agency agrees to provide the County a copy of the annual audit within thirty (30) days of the Agency's receipt of audit.

Section 3. Termination. Either party may, by written notice, terminate the project and cancel this agreement with a thirty (30) day written notice.

Section 4. Equal Opportunity. In connection with the execution of this contract, the Agency shall not discriminate against any employee, applicant for employment because of race, religion, color, sex, national origin or residence. The Agency shall take affirmative action to insure that applicants are employed and that employees are treated during their employment without regard to the above mentioned. Such actions shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or advertising, lay-off or termination, rates of pay or other forms of compensations and selection for training including apprenticeship.

IN WITNESS WHEREOF: This agreement has been executed with knowledge of the Agency, by and through a duly authorized representative and the Pine County Board, by and through a duly authorized representative and has executed the Agreement effective the day and year first above written for a twelve (12) month period.

APPROVED: COUNTY

For: PINE COUNTY BOARD

By: _____
Chairman of the Board

_____
County Administrator

Date: 12/20/11

For: ARROWHEAD ECONOMIC OPPORTUNITY AGENCY, INC.

By: _____
Executive Director

_____
Chairman of the Board

Date: 1-23-12

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: February 19, 2013	Consent Agenda *(Please Circle)* Regular Agenda Estimated Time: *(Please Circle)* _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: County Administrator	_____ Department Head Signature Date

The East Central Regional Library Agreement provides the Pine County Board of Commissioners shall appointment three members to the Joint Library Board. The terms of these members is three years and each shall serve until his/her successor is appointed and qualified. Terms of members shall be staggered with one (1) member appointed each year from each county. No appointment shall be eligible to serve more than three (3) consecutive three year terms.

Citizen trustee, Margery Swanson, current term expired January 1, 2013. She completed another person's term.
Citizen trustee, Carol Goddard, current term expired January 1, 2013. She has completed one full term plus completing another person's term.

To stagger the terms as required in the Agreement, I would request that Margery Swanson be appointed to a two-year term ending January 1, 2015 and Carol Goddard be appointed to a three-year term ending January 1, 2016.

Board Action Requested: (Attach additional pages if needed)
Approve reappointment of Margery Swanson as a citizen trustee on the East Central Regional Library Board for a two-year period, term ending January 1, 2015.
Approve reappointment of Carol Goddard as a citizen trustee on the East Central Regional Library Board for a three-year period, term ending January 1, 2016. Current term expired January 1, 2013.

Supporting Documents: Attached None

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:	Consent Agenda *(Please Circle)*
February 19, 2013	Regular Agenda Estimated Time: *(Please Circle)* 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: **AUDITOR**	Cathy Chmielewski 2-11-13 Department Head Signature Date

Item for Discussion: (one form per item)

Resolution for Cancellation for Tax-Forfeited Lands and Tax-Forfeited Repurchase Contracts

Board Action Requested: (Attach additional pages if needed)

Approve Resolution.

Supporting Documents: **Attached** None

Resolution #2013-06
Cancellation of Tax-Forfeited Lands and
Tax-Forfeited Repurchase Contracts

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

Ch 386 – Land Sale Cancellations

David W. & Jennifer M. Beauchane, 202 W. Douglas St, S. St. Paul, MN 55075
Lots Eight (8), Nine (9), Ten (10) and Eleven (11), all in Block Sixteen (16), Townsite of Sandstone
PID #45.5118.000
Date of Purchase: September 23, 2011
Purchase Amount: $12,500.00; Balance: $11,250.00
Default: 2012 Annual Payment – $2,728.75; 2012 Taxes - $769.62

Ch 832 – Repurchase Cancellations

Darton & Ronnell Podlewski, 3576 Bregnedalgade, Askov, MN 55704
East 500 ft of Block 3, Mosbaeks Addittion to Partridge
PID #34.5093.000
Date of Purchase: November 3, 2009
Repurchase Amount: $1,622.55; Balance: $1,168.23
Default: 2012 Annual Payment - $272.91; 2012 Taxes- $551.68

Darton & Ronnell Podlewski, 3576 Bregnedalgade, Askov, MN 55704
Part of the Northeast Quarter of the Southwest Quarter; Section 20; Township 43; Range 19
PID #34.0066.000
Date of Purchase: July 6, 2010
Repurchase Amount: $1,939.40; Balance: $1,570.91
Default: 2012 Annual Payment - $315.45; 2012 Taxes- $649.04

Linda Ronimer, 735 8th St SW #4, Pine City, MN 55063
Part of the Southeast ¼ of Southwest ¼, Section 21, Township 38, Range 21
PID #43.0375.000
Date of Purchase: July 5, 2011
Repurchase Amount: $3,784.12; Balance: $3,405.71
Default: 2012 Annual Payment - $918.17; 2012 Taxes- $598.04

Lynn M. Wandersee, 2677 Midvale Pl, Maplewood, MN 55119
Lot 48, Block 1, Pathfinder Village, 1st Addition
PID #09.5048.000
Date of Purchase: May 19, 2010
Repurchase Amount: $3,383.37; Balance: $1,456.53
Default: 2012 Annual Payment - $305.35; 2012 Taxes- $301.94

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

February 19, 2013
Date

_____
By: Stephen M. Hallan, Chairman, Pine County Board of Commissioners

_____
Attest: David Minke, Pine County Administrator

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:	Consent Agenda *(Please choose)*
February 19, 2013	Regular Agenda Estimated Time: *(Please Circle)* _____ **5 Min.** 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action: **Land Department**	Department Head Signature 2/13/13 Date

Item for Discussion: (one form per item)

Withdraw/Retention of 2012 Land Sale Parcels

(As reviewed and discussed by the Land Committee on February 5th).

- Withdraw select parcels of unsold parcels of land from the 2012 Land Sale.
- Continue to offer the sale of select unsold parcels from the 2012 Land Sale.

Board Action Requested: (Attach additional pages if needed)

Approval by Resolution

Supporting Documents: **Attached** None

Resolution 2013-07

RESOLUTION TO RETAIN AND WITHDRAW 2012 LAND AUCTION PARCELS

WHEREAS, Pine County wishes to withdraw the sale of select parcels of unsold land that were previously offered at the September 21, 2012 Pine County Land Auction, and to re-appraise and re-offer those parcels at the 2013 Pine County Land Auction.

WHEREAS, Pine County wishes to continue the sale of certain unsold parcels of land that were previously offered at the September 21, 2012 Pine County Land Auction, listed as follows:

13. MUNCH TOWNSHIP (19.0194.000); NE ¼ of SE ¼ of Section 28-40-20 (40 acres)

20. CITY OF SANDSTONE (45.5250.001); Lots 37 thru 40, Block 3, Gunn's First Addition

21. CITY OF SANDSTONE (45.5252.001 & 45.5254.000); Lots 43, 44, & 45, Block 3, Gunn's First Addition

22. CITY OF SANDSTONE (45.5131.000, 45.5132.000, & 45.5133.000); Townsite of Sandstone Lots 4, 5, & 6, Block 19

23. CITY OF SANDSTONE (45.5135.000); Townsite of Sandstone Lot 8, Block 19

61. CITY OF SANDSTONE (45.5120.000); Lot 14, Block 16, Townsite of Sandstone

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

1. Proclaims that the above listed parcels of land, namely tracts 13, 20, 21, 22, 23, and 61 shall remain for sale in accordance with the 2012 Pine County Land Auction terms, conditions, and appraised values until sold or otherwise withdrawn from sale; and
2. Establishes July 12, 2013, as the date that all un-sold parcels of land that were previously offered at the September 21, 2012 Pine County Land Auction, with the exception of tracts 13, 21, 21, 22, 23, and 61, shall be withdrawn from sale, re-appraised, and re-offered at the 2013 Pine County Land Auction.

February 19, 2013
Date

_____

By: Stephen M. Hallan, Chairman Pine County Board of Commissioners

_____

Attest: David Minke, County Administrator and Clerk to the County Board

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:	Consent Agenda *(Please choose)*
February 19, 2013	Regular Agenda Estimated Time: *(Please Circle)* _____ **5 Min.** 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action: **Land Department**	Mark A LeB 2/13/13 Department Head Signature Date

Item for Discussion: (one form per item)

2012 Tax Forfeit Land Sale Tract Classification & Distribution

(As reviewed and discussed by the Land Committee on February 5th)

- Classification of listed lands to Non-Conservation
- Distribution to the DNR and local units of government

Board Action Requested: (Attach additional pages if needed)

Approval by Resolution

Supporting Documents: **Attached** None

Resolution 2013-08

RESOLUTION FOR 2013 PINE COUNTY TAX-FORFEITED LAND CLASSIFICATION (NON CONSERVATION)

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

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

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

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

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

February 19, 2013
Date

_____

By: Stephen M. Hallan, Chairman Pine County Board of Commissioners

_____

Attest: David Minke, County Administrator and Clerk to the County Board

Pine County 2013 Non-Conservation Classified Tax-Forfeited Lands
(Needing City/Township and DNR Approval)

2012 Forfeitures

1. HINCKLEY TOWNSHIP (15.0004.000)
S ½ of NE ¼ lying Westerly of railroad. Subject to highway easement
1-41-21 16.6 acres

2. KETTLE RIVER TOWNSHIP (17.5054.000)
First Lake Estates Lot 14, Block 1& an undivided 1/33rd
Interest in Outlot A, First Lake Estates

3. NEW DOSEY TOWNSHIP (20.5036.000)
Townsite of Cloverton Lot 6, Block 1
36-43-16

4. NEW DOSEY TOWNSHIP (20.5042.000)
Townsite of Cloverton Lot 2, Block 2
36-43-16

5. NORMAN TOWNSHIP (22.0013.000)
Starting from the Northeast corner of the NW1/4 of NW1/4, 660 feet South to a point of beginning, thence 1320 feet west to a point, thence 330 feet South to a point, thence 1320 feet East to a point, thence 330 feet North back to point of beginning.
1-44-19 10.22 acres

6. PARTRIDGE TOWNSHIP (25.5004.000)
Partridge Hills, Lot 4, Block 1; except the South 341.47 feet thereof.
14-43-19

7. POKEGAMA TOWNSHIP (28.5558.000)
Pokegama Meadows Lot 6, Block 2
29-39-22

8. ROYALTON TOWNSHIP (29.0374.002)
The East 1050 feet of the SE ¼ of the SE ¼, except the following described parcel: Beginning at the Southeast corner of said SE ¼ of SE ¼; thence West along South line of said SE ¼ of SE ¼ 750 ft; thence Northeasterly 1320 feet, more or less, to a point on the North line of said SE ¼ of SE ¼ distant 630 feet West from Northeast corner thereof; thence East along said north line 630 ft to said Northeast corner; thence South along the East line of the SE ¼ of the SE ¼ 1317 feet, more or less to the point of beginning
35-38-22 10.9 acres

9. SANDSTONE TOWNSHIP (30.0194.000)
W ½ of SW ¼, fractional. Subject to a 66 foot easement
19-42-19 88.01 acres

10. CITY OF HINCKLEY (40.5031.000)
Original Townsite of Hinckley Lot 6, Block 92
24-41-21 *****Possible Sale to adjoining landowners only*****

11. CITY OF KERRICK (41.5020.000)
Commencing at point 106 feet South of Northeast corner of Block 7, Townsite of Kerrick; thence west 50 feet; thence North 30 feet; thence east 50 feet; thence South 30 feet to point of beginning
35-45-18; **AND**
CITY OF KERRICK (41.5021.000)
Commencing at point 106 feet South of Northeast corner of Block 7, Townsite of Kerrick; thence South 71 feet; thence West at right angles 70 feet; thence North 71 feet; thence East 70 feet to point of beginning.
35-45-18

12. CITY OF PINE CITY (42.5355.000)
Original Townsite of Pine City Lot 13, Block 43
33-39-21 *****Possible Sale to adjoining landowners only*****

13. CITY OF PINE CITY (42.6043.000 thru 42.6047.000)
Fawn Meadows Lots 1-5, Block 2
21-39-21

14. CITY OF PINE CITY (42.6054.000 thru 42.6061.000)
Fawn Meadows Lots 1-8, Block 3
21-39-21

15. CITY OF PINE CITY (42.6068.000 thru 42.6083.000)
Fawn Meadows Lots 7-22, Block 4
21-39-21

16. CITY OF PINE CITY (42.6099.000 thru42.6104.000)
Fawn Meadows 2nd Addition Lots 1-6, Block 3
21-39-21

17. CITY OF ROCK CREEK (43.0567.001)
That part of the SW ¼: described as beginning at the southwest corner of said SW ¼ of Section 32; thence on an assumed bearing of east along the south line of said SW 1/4 a distance of 680.0 feet; thence North 0D39'30" West parallel with the west line of said SW ¼ a distance of 320.0 feet; thence on a bearing of West parallel with
said south line 680.0 feet to the west line of said SW ¼; thence South 0D39'30" East along said west line 320 feet to the point of beginning. Subject to County Highway 23
32-38-21 5 acres

18. CITY OF STURGEON LAKE (46.5080.000)
Cunningham's Addition to Village of Sturgeon Lake Lot 2, Block 6, including that part of vacated part of 1st Avenue described as follows: Beginning at a point on the Northeast Corner of said First Avenue which is the most Northwesterly corner of Block 6 of said Cunningham's Addition, said point being also on the East-West Quarter line of Section 14, Township Forty-Five, Range Twenty, thence West on a quarter line a distance of 33 feet; thence deflecting to the left at an angle of 90D06'39" a distance of 39.82 feet to the Southeasterly line of First Avenue; thence Northeasterly on a Southeasterly line of said First Avenue a distance of 51.67 feet to the point of beginning.
14-45-20

2013 Contract Cancellations of Tax- Forfeited Lands

Ch 832 – Repurchase Cancellations

19. Windemere Township (33.5644.000)
Lot 7, Block 2; Rearrangement of Hogans 28; TORRENS
28-45-19

20. City of Askov (34.5093.000)
East 500 feet of Block 3, Mosbaeks Addition to Partridge
20-43-19

21. City of Askov (34.0066.000)
That part of the NE ¼ of SW ¼ lying easterly of the Right of Way of the Great Northern Railway Company, except the following described tract: Commencing at the Northwest corner of the SE ¼ of SW ¼ of Section 20, running North 179 feet to a point 46 feet South of said Right of Way, said point being the actual point of beginning, thence Northeasterly and parallel with said Right of Way 223.04 feet, thence East 1164 feet to the East line of said NE ¼ of SW 1/4; thence North along said East line 943 feet to the Northeast corner thereof, thence West 348 feet, thence Southwest and parallel with said Right of Way 1411.04 feet, thence South 46 feet to the actual point of beginning.
20-43-19 10 acres

Forfeitures (prior to 2012)

Non-Public Waters

25. ARNA TOWNSHIP (02.0243.001 split)
W ½ of NE ¼ of SE ¼
26-42-16 20 acres

26. BRUNO TOWNSHIP (07.0176.000)
NE ¼ of NE ¼ and S ½ of NE ¼
10-44-18 120 acres

27. BRUNO TOWNSHIP (07.0329.000)
NE ¼ of NE ¼ and S ½ of NE ¼
29-44-18 120 acres

28. DANFORTH TOWNSHIP (11.0054.000)
NE ¼ of NE ¼
10-42-18 40 acres

29. KERRICK TOWNSHIP (41.0036.000)
S ½ of NW ¼ of SE ¼, except North 375 feet of West 350; subject to easement
35-45-18 17 acres

30. KERRICK TOWNSHIP (41.0038.000 split)
SE ¼ of SE ¼
35-45-18 40 acres

31. KERRICK TOWNSHIP (41.0038.000 split
SW ¼ of SE ¼
35-45-18

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:	Consent Agenda *(Please choose)*
February 19, 2013	Regular Agenda Estimated Time: *(Please Circle)* _____ **5 Min.** 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action: **Land Department**	Mark A LeB 2/13/13 Department Head Signature Date

Item for Discussion: (one form per item)

Repurchase and Contract Re-Instatement Deadline

(As reviewed and discussed by the Land Committee on February 5th)

Majority of last year's forfeitures are non-homestead and former owners have 1 year from the date of forfeiture to repurchase (May 15th deadline).

Homesteaded properties have up to the time of sale (no time limit), which is determined by the County Board and may or may not be the actual date of the sale. Last year this deadline was established at 14 days prior to the actual sale.

Recommendation for this date be moved to the day that the land sale is finalized by County Board Resolution (August 6th Board meeting) to allow ample time for advertising, legal notifications, postings, and viewings of the properties. This deadline would also be effective for re-instatement of land sale and repurchase contracts.

All applications for repurchase contracts and land sale contract reinstatements must be accompanied by cash or certified funds. (Not discussed by Advisory Committee).

Board Action Requested: (Attach additional pages if needed)

Approval by Resolution

Supporting Documents: **Attached** None

RESOLUTION FOR
REPURCHASE AND CONTRACT RE-INSTATEMENT DEADLINE
2013-09

WHEREAS, Pine County wishes to sell certain lands that have forfeited to the State of Minnesota for non-payment of taxes and through cancellation of tax-forfeit land sale and repurchase contracts.

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

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

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

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

NOW, THEREFORE BE IT RESOLVED, that the Pine County Board of Commissioners, pursuant to M.S. 282.241 and recommendations by the Minnesota Department of Revenue, hereby establishes the official date of approval of the 2013 Pine County land sale to be August 6, 2013 at which time the County Board by resolution shall approve the annual land sale. Thereafter, no written application for repurchase or contract reinstatement will be considered for those lands to be offered for sale. All applications for repurchase contracts and land sale contract reinstatements must be accompanied by cash or certified funds.

February 19, 2013
Date

_____

By: Stephen M. Hallan, Chairman Pine County Board of Commissioners

_____

Attest: David Minke, County Administrator and Clerk to the County Board

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:	Consent Agenda *(Please choose)*
February 19, 2013	Regular Agenda Estimated Time: *(Please Circle)* _____ **5 Min.** 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action: **Land Department**	Mark A LeB 2/13/13 Department Head Signature Date

Item for Discussion: (one form per item)

2012-Forfeit Landsale

As reviewed and discussed by the Land Committee on February 5th.

- Approve the attached list of lands to be offered for sale in 2013.
- Authorizes appraisals, re-appraisals, and misc. landsale preparations for the attached listing.
- Set date for public land auction to September 20, 2013.

Board Action Requested: (Attach additional pages if needed)

Motion to approve

Supporting Documents: **Attached** None

Proposed 2013 Land Sale Summary

(Tentative September 20, 2013)

Previously Offered Parcels from Last Year
(As of February 1, 2013)
34 parcels (approx. 1,265 acres) remain available for purchase until July 12, 2013. After July 12, 2013 all parcels that have not been sold from the 2012 Land Sale listing will be withdrawn from sale and preparations will be made to re-offer them on the 2013 Land Auction/Sale- EXCEPT for 2012 parcels numbers 13, 20, 21, 22, 23, and 61, which will be retained for immediate sale and not be re-offered on the 2013 Land Auction/Sale.

New Offerings
(Forfeitures prior to 2012-Public Waters Legislative Listings)
12 parcels (487.48 acres)
These parcels have been previously approved for public sale by the County Board, Townships, and the DNR. They also have been Legislatively approved since they contain over 150 feet of public waters.

New Offerings
(Forfeitures prior to 2012-Non-Public Waters)
7 parcels (397 acres)
These parcels need classification/sale approval by the Co. Board, Twps./Cities, and the DNR.
NOTE: tract #1 needs a minor sub. application- to exclude old Markville dump site.

New Offerings
(2012 Forfeitures)
As of February 1, 2013- 18 parcels (approx. 130 acres).
These parcels need classification/sale approval by the Co. Board, Twps./Cities, and the DNR.
Majority are non-homestead and former owners have 1 year from the date of forfeiture to repurchase (May 15th deadline). Homesteaded properties (parcel # 17) have up to the time of sale, which is determined by the County Board and may or may not be the actual date of the sale. Last year this deadline was established at 14 days prior to the actual sale. A Resolution will be offered to recommend that this date be moved to the day that the land sale is finalized by County Board Resolution (first Board meeting in August (August 6th).
Note: Parcel 10 and possibly Parcel 12 will be offered as non-conforming lots, to be offered to adjoining land owners only.

2013 Contract Cancellations
A Resolution will be offered to recommend that those that are not reinstated by August 6th will be added to the 2013 Land Auction/ Sale listing. Unless otherwise noted, these parcels need classification/sale approval by the Co. Board, Twps./Cities, and the DNR.

County Fee Ownership
This parcel is not tax-forfeited and is owned by Pine County. The Highway Department indicated that the gravel reserves are exhausted. This parcel will be advertised and offered for sale at the Land Auction, but may have separate terms for the sale.

2013 LANDSALE LIST

Previously Offered Last Year

TOWNSHIP PROPERTIES

1. ARLONE TOWNSHIP (01.0019.000, 01.0020.000, 01.0022.000)
NE ¼ of NE ¼, NW ¼ of NE ¼, and NE ¼ of NW ¼; fractional; ($11,300 timber value)*
5-41-19 150.72 acres **Appraised Value: $83,900**

2. ARNA TOWNSHIP (02.0110.000 & 02.0112.000)
N ½ of NE ¼ and SW ¼ of NE ¼;
13-42-16 120 acres **Appraised Value: $68,000**

3. **SOLD**

4. CLOVER TOWNSHIP (09.0123.000)
N½ of NE ¼; reserving a 66-foot easement, to the State of Minnesota, from the centerline on each side of Hay Creek for the purpose of riparian protection and angler access. ($16,500 timber value)*
15-41-18 80 acres **Appraised Value: $49,900**

5 . DANFORTH TOWNSHIP (11.0198.000 split)
SE ¼ of SE ¼; ($2,400 timber value)*
32-42-18 40 acres **Appraised Value: $18,400**

6. DELL GROVE TOWNSHIP (12.0428.000)
SW ¼ of NW ¼; ($3,600 timber value)*
28-42-21 40 acres **Appraised Value: $18,300**

7. DELL GROVE TOWNSHIP (12.0452.000)
N ½ of NE ¼
30-42-21 80 acres **Appraised Value: $39,900**

8. FLEMING TOWNSHIP (14.0102.000 split)
E ½ of NE ¼; TORRENS
17-43-18 80 acres **Appraised Value: $49,900**

9. **SOLD**

10. **SOLD**

11. **SOLD**

12. MUNCH TOWNSHIP (19.0186.000 split)
SE ¼ of SW ¼ and SW ¼ of SE ¼
27-40-20 80 acres **Appraised Value: $41,300**

13. MUNCH TOWNSHIP (19.0194.000) ******RETAIN FOR IMMEDIATE SALE
NE ¼ of SE ¼; ($3,000 timber value)*
28-40-20 40 acres **Appraised Value: $7,500**

14. **SOLD**

15. SANDSTONE TOWNSHIP (30.0165.00)
South 132 ft. of NE ¼ of NW ¼
17-42-19 4 acres **Appraised Value: $2,700**

16. **SOLD**

CITY PROPERTIES

17. CITY OF BRUNO (36.0009.001)
All that part of Lot 1, Auditor's Subdivision Lying East of the following described line: Commencing at the Northwest corner of said Lot 1, Auditor's Subdivision of Section 19 Township 44 North, Range 18West; thence East along the North line of said Lot 1, a distance of 265 feet to the actual point of beginning of line to be described; thence South parallel with the West line of said Lot 1 to the South line of said Lot 1, Auditor's Subdivision of Section 19, Township 44 North, Range 18 West, and there terminating.
19-44-18 2.67 acres **Appraised Value: $1,950**

18. **SOLD**

19. **SOLD**

20. CITY OF SANDSTONE (45.5250.001) ******RETAIN FOR IMMEDIATE SALE
Lots 37 thru 40, Block 3, Gunn's First Addition
9-42-20 **Appraised Value: $1,320**

21. CITY OF SANDSTONE (45.5252.001 & 45.5254.000) ******RETAIN FOR IMMEDIATE SALE
Lots 43, 44, & 45, Block 3, Gunn's First Addition
9-42-20 **Appraised Value: $990**

22. CITY OF SANDSTONE (45.5131.000, 45.5132.000, & 45.5133.000) ******RETAIN FOR IMMEDIATE SALE
Townsite of Sandstone Lots 4, 5, & 6, Block 19
15-42-20 **Appraised Value: $1,500**

23. CITY OF SANDSTONE (45.5135.000) ******RETAIN FOR IMMEDIATE SALE
Townsite of Sandstone Lot 8, Block 19
15-42-20 **Appraised Value: $500**

24. **SOLD**

TOWNSHIP PROPERTIES

25. ARNA TOWNSHIP (02.0260.000)
SE¼ of NE ¼ of NW ¼ of SW ¼; TORRENS
26-42-16 2.5 acres **Appraised Value: $2,300**

26. ARNA TOWNSHIP (02.0263.000)
SW¼ of NW ¼ of NW ¼ of SW ¼; subject to road easement. TORRENS
26-42-16 2.5 acres **Appraised Value: $2,300**

27. **SOLD**

28. **SOLD**

29. BREMEN TOWNSHIP (05.0297.000 split)
SE ¼ of SW ¼
35-44-21 40 acres **Appraised Value: $14,800**

30. BREMEN TOWNSHIP (05.0299.000)
NW ¼ of SW ¼; ($6,400 timber value)* TORRENS
35-44-21 40 acres **Appraised Value: $30,900**

31. BRUNO TOWNSHIP (07.0050.000 split)
W ½ of SW ¼ of SW ¼; reserving a public access easement on the north 100 feet thereof; and subject to a 33 foot roadway easement along the west and south sides thereof.
3-44-18 20 acres **Appraised Value: $28,900**

32. **SOLD**

33. **SOLD**

34. DANFORTH TOWNSHIP (11.0118.002)
W½ of SE ¼
19-42-18 80 acres **Appraised Value: $75,900**

35. FLEMING TOWNSHIP (14.0139.000 split)
SE ¼ of SE ¼; TORRENS
20-43-18 40 acres **Appraised Value: $42,750**

36. **SOLD**

37. FLEMING TOWNSHIP (14.0260.000)
E ½ of SW ¼ of SE ¼ of NE ¼ SUBJ TO ROAD EASE
35-43-18 5 acres **Appraised Value: $990**

38. **SOLD**

39. **SOLD**

40. **SOLD**

41. **SOLD**

42. **SOLD**

43. NORMAN TOWNSHIP (22.0353.000)
SW ¼ of NE ¼, less the W ½ of W ½ of SW ¼ of NE ¼ ($3,400 timber value)*
33-44-19 30 acres **Appraised Value: $11,900**

44. NORMAN TOWNSHIP (22.0360.000)
N ½ of S ½ of N ½ of NE ¼ of SE ¼ &
S ½ of N ½ of N ½ of NE ¼ of SE ¼
33-44-19 10 acres **Appraised Value: $1,500**

45. **SOLD**

46. NORMAN TOWNSHIP (22.0371.000)
W ½ of W ½ of E ½ of NW ¼ of SE ¼
33-44-19 5 acres **Appraised Value: $750**

47. NORMAN TOWNSHIP (22.0375.000)
W ½ of W ½ of W ½ of NW ¼ of SE ¼
33-44-19 5 acres **Appraised Value: $750**

48. NORMAN TOWNSHIP (22.0382.000)
NE ¼ of NW ¼
34-44-19 40 acres **Appraised Value: $5,900**

49. NORMAN TOWNSHIP (22.0387.000)
That part of the SW ¼ of NW ¼ described as follows: start at NW corner; then 1320 feet east; then 330 feet south; then 1320 feet west; then 330 feet north to beginning.
34-44-19 10 acres **Appraised Value: $1,500**

50. **SOLD**

51. **SOLD**

52. **SOLD**

53. PINE LAKE TOWNSHIP (27.0447.000 split)
NE ¼ of SW ¼; ($4,700 timber value)*
29-43-21 40 acres **Appraised Value: $22,900**

54. PINE LAKE TOWNSHIP (27.0447.000 split)
SE ¼ of SW ¼ **Appraised Value: $19,800**
29-43-21 40 acres

55. **SOLD**

56. **SOLD**

57. PINE LAKE TOWNSHIP (27.0523.000)
Govt Lot 2; ($4,000 timber value)*
35-43-21 34.26 acres **Appraised Value: $21,800**

58. WINDEMERE TOWNSHIP (33.0557.000)
A Parcel of land in the West ½ of the Northeast ¼ described as follows: Commencing at the Southeast corner of the W ½ of NE ¼; thence West along the South Line of W ½ of NE ¼ 300 feet; thence North along a line parallel to the East line of said W ½ of NE ¼ a distance of 150 feet; thence East along a line parallel to the South line of said W ½ of NE ¼ 300 feet, more or less, to the East line of said W ½ of NE ¼; thence South along the East line of said W ½ of NE ¼ to the point of beginning.
19-45-19 1 acre **Appraised Value: $990**

CITY PROPERTIES

59. CITY OF PINE CITY (42.5582.002)
North 90 ft of South 190 feet of Block 20, Prince's Addition to Pine City,
33-39-21 **Appraised Value: $19,500**

60. **SOLD**

61. CITY OF SANDSTONE (45.5120.000) ******RETAIN FOR IMMEDIATE SALE**
Lot 14, Block 16, Townsite of Sandstone
15-42-20 **Appraised Value: $500**

62. **SOLD**

New Offerings

Forfeitures (prior to 2012)

Public Waters Legislation Listings

(tract numbers from 2011 legislation-Public Waters listing)

12. Kerrick Township (16.0395.000)
NW ¼ of SE ¼
34-45-18 40 acres

(combine #13 & #14 into one parcel #)
13. Kerrick Township (16.0212.000)
That part of SE ¼ of SE ¼ Desc. as Follows: Start from SW Corner of SE ¼ of SE ¼; thence 1320 feet North to a Point; thence 165 feet East to a Point; thence 1320 feet South to a Point; thence 165 feet West to Point of Beginning
20-45-18 5 acres

14. Kerrick Township (16.0217.000)
Part of SE ¼ of SE ¼ Desc. as Follows: Start from SW Corner; thence East 165 feet to Beginning; then North 1320 feet; East 165 feet; South 1320 feet & West 165 feet to Beginning.
20-45-18 5 acres

24. Sandstone Township (30.0132.000)
NW ¼ of SE ¼
13-42-19 40 acres

(split #25 into two '40's)
25. Sandstone Township (30.0229.000)
W ½ of NE ¼
24-42-19 80 acres

26. Sandstone Township (30.0236.000)
SW ¼ of SE ¼
24-42-19 40 acres

(split #27 into three '40's)
27. Sandstone Township (30.0291.000)
W ½ of NW ¼ & NW ¼ of SW ¼
29-42-19 120 acres

(split #28 into two '40's)
28. Sandstone Township (30.0295.000)
E ½ of SE ¼
30-42-19 80 acres

Forfeitures (prior to 2012)

Non-Public Waters

1. ARNA TOWNSHIP (02.0243.001 split)
W ½ of NE ¼ of SE ¼
26-42-16 20 acres

2. BRUNO TOWNSHIP (07.0176.000)
NE ¼ of NE ¼ and S ½ of NE ¼
10-44-18 120 acres

3. BRUNO TOWNSHIP (07.0329.000)
NE ¼ of NE ¼ and S ½ of NE ¼
29-44-18 120 acres

4. DANFORTH TOWNSHIP (11.0054.000)
NE ¼ of NE ¼
10-42-18 40 acres

5. KERRICK TOWNSHIP (41.0036.000)
S ½ of NW ¼ of SE ¼, except North 375 feet of West 350; subject to easement
35-45-18 17 acres

6. KERRICK TOWNSHIP (41.0038.000 split)
SE ¼ of SE ¼
35-45-18 40 acres

7. KERRICK TOWNSHIP (41.0038.000 split)
SW ¼ of SE ¼
35-45-18 40 acres

2012 Forfeitures

1. HINCKLEY TOWNSHIP (15.0004.000)
S ½ of NE ¼ lying Westerly of railroad. Subject to highway easement
1-41-21 16.6 acres

2. KETTLE RIVER TOWNSHIP (17.5054.000)
First Lake Estates Lot 14, Block 1& an undivided 1/33rd
Interest in Outlot A, First Lake Estates

3. NEW DOSEY TOWNSHIP (20.5036.000)
Townsite of Cloverton Lot 6, Block 1
36-43-16

4. NEW DOSEY TOWNSHIP (20.5042.000)
Townsite of Cloverton Lot 2, Block 2
36-43-16

5. NORMAN TOWNSHIP (22.0013.000)
Starting from the Northeast corner of the NW1/4 of NW1/4, 660 feet South to a point of beginning, thence 1320 feet west to a point, thence 330 feet South to a point, thence 1320 feet East to a point, thence 330 feet North back to point of beginning.
1-44-19 10.22 acres

6. PARTRIDGE TOWNSHIP (25.5004.000)
Partridge Hills, Lot 4, Block 1; except the South 341.47 feet thereof.
14-43-19

7. POKEGAMA TOWNSHIP (28.5558.000)
Pokegama Meadows Lot 6, Block 2
29-39-22

8. ROYALTON TOWNSHIP (29.0374.002)
The East 1050 feet of the SE ¼ of the SE ¼, except the following described parcel: Beginning at the Southeast corner of said SE ¼ of SE ¼; thence West along South line of said SE ¼ of SE ¼ 750 ft; thence Northeasterly 1320 feet, more or less, to a point on the North line of said SE ¼ of SE ¼ distant 630 feet West from Northeast corner thereof; thence East along said north line 630 ft to said Northeast corner; thence South along the East line of the SE ¼ of the SE ¼ 1317 feet, more or less to the point of beginning
35-38-22 10.9 acres

9. SANDSTONE TOWNSHIP (30.0194.000)
W ½ of SW ¼, fractional. Subject to a 66 foot easement
19-42-19 88.01 acres

10. CITY OF HINCKLEY (40.5031.000)
Original Townsite of Hinckley Lot 6, Block 92
24-41-21 *****Sale to adjoining landowners only*****

11. CITY OF KERRICK (41.5020.000)
Commencing at point 106 feet South of Northeast corner of Block 7, Townsite of Kerrick; thence west 50 feet; thence North 30 feet; thence east 50 feet; thence South 30 feet to point of beginning
35-45-18; **AND**
CITY OF KERRICK (41.5021.000)
Commencing at point 106 feet South of Northeast corner of Block 7, Townsite of Kerrick; thence South 71 feet; thence West at right angles 70 feet; thence North 71 feet; thence East 70 feet to point of beginning.
35-45-18

12. CITY OF PINE CITY (42.5355.000)
Original Townsite of Pine City Lot 13, Block 43
33-39-21 *****Possible Sale to adjoining landowners only*****

13. CITY OF PINE CITY (42.6043.000 thru 42.6047.000)
Fawn Meadows Lots 1-5, Block 2
21-39-21

14. CITY OF PINE CITY (42.6054.000 thru 42.6061.000)
Fawn Meadows Lots 1-8, Block 3
21-39-21

15. CITY OF PINE CITY (42.6068.000 thru 42.6083.000)
Fawn Meadows Lots 7-22, Block 4
21-39-21

16. CITY OF PINE CITY (42.6099.000 thru42.6104.000)
Fawn Meadows 2nd Addition Lots 1-6, Block 3
21-39-21

17. CITY OF ROCK CREEK (43.0567.001)
That part of the SW ¼: described as beginning at the southwest corner of said SW ¼ of Section 32; thence on an assumed bearing of east along the south line of said SW 1/4 a distance of 680.0 feet; thence North 0D39'30" West parallel with the west line of said SW ¼ a distance of 320.0 feet; thence on a bearing of West parallel with said south line 680.0 feet to the west line of said SW ¼; thence South 0D39'30" East along said west line 320 feet to the point of beginning. Subject to County Highway 23
32-38-21 5 acres

18. CITY OF STURGEON LAKE (46.5080.000)
Cunningham's Addition to Village of Sturgeon Lake Lot 2, Block 6, including that part of vacated part of 1st Avenue described as follows: Beginning at a point on the Northeast Corner of said First Avenue which is the most Northwesterly corner of Block 6 of said Cunningham's Addition, said point being also on the East-West Quarter line of Section 14, Township Forty-Five, Range Twenty, thence West on a quarter line a distance of 33 feet; thence deflecting to the left at an angle of 90D06'39" a distance of 39.82 feet to the Southeasterly line of First Avenue; thence Northeasterly on a Southeasterly line of said First Avenue a distance of 51.67 feet to the point of beginning.
14-45-20

2013 Contract Cancellations

Ch 832 – Repurchase Cancellations

19. Windemere Township (33.5644.000)
Lot 7, Block 2; Rearrangement of Hogans 28; TORRENS
28-45-19

20. City of Askov (34.5093.000)
East 500 feet of Block 3, Mosbaeks Addition to Partridge
20-43-19

21. City of Askov (34.0066.000)
That part of the NE ¼ of SW ¼ lying easterly of the Right of Way of the Great Northern Railway Company, except the following described tract: Commencing at the Northwest corner of the SE ¼ of SW ¼ of Section 20, running North 179 feet to a point 46 feet South of said Right of Way, said point being the actual point of beginning, thence Northeasterly and parallel with said Right of Way 223.04 feet, thence East 1164 feet to the East line of said NE ¼ of SW 1/4; thence North along said East line 943 feet to the Northeast corner thereof, thence West 348 feet, thence Southwest and parallel with said Right of Way 1411.04 feet, thence South 46 feet to the actual point of beginning.
20-43-19 10 acres

22. Clover Township (09.5048.000)
(Classified as non-consevation and approve for sale in 2009 by County, Township, and DNR)
Lot 48, Block 1, Pathfinder Village, 1st Addition
28-41-18

Ch 386 – Land Sale Cancellations

23. CITY OF SANDSTONE (45.5118.00)
(Classified as non-consevation and approve for sale in 2010 by County, Township, and DNR)
Townsite of Sandstone Lots 8 -11, Block 16
15-42-20 **Appraised in 2011 @ $9,900 & sold @$12,500**

24. CITY OF HENRIETTE (39.5061.000, 39.5062.000, & 39.5064.000)
(Classified as non-consevation and approve for sale in 2010 by County, Township, and DNR)
Lots 1, 2, 9, and 10, Block 2 of Treva Avis Huffmans 1st Addition to Cornell
17-39-22 **Appraised and Sold in 2010 @ $9,000**

County Fee Ownership

Clover Township (09.0032.000)
SW ¼ of SW ¼ subject to highway easement, excluding that part described as: beginning at the SW corner of the SW ¼ of SW ¼ ; then east along the south line 704 feet, more or less, to the centerline of County Road 22; then northeasterly along the centerline of County Road 22 400 feet; then west parallel with the south line 830 feet, more or less, to the west line of the SW ¼ of SW ¼; then south along west line 385 feet, more or less, to the point of beginning, subject to County Road 22.
3-41-18 33.33 acres Note: this parcel may (or may not) be split into two separate parcels.

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: **February 19, 2013**	Consent Agenda *(Please choose)* Regular Agenda Estimated Time: *(Please Circle)* _____ **5 Min.** 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action: **Land Department**	Mark LeB 2/13/13 Department Head Signature Date

Item for Discussion: (one form per item)

Access Acquisition of Properties Received in the State Land Exchange

(As reviewed and discussed by the Land Committee on February 5th).

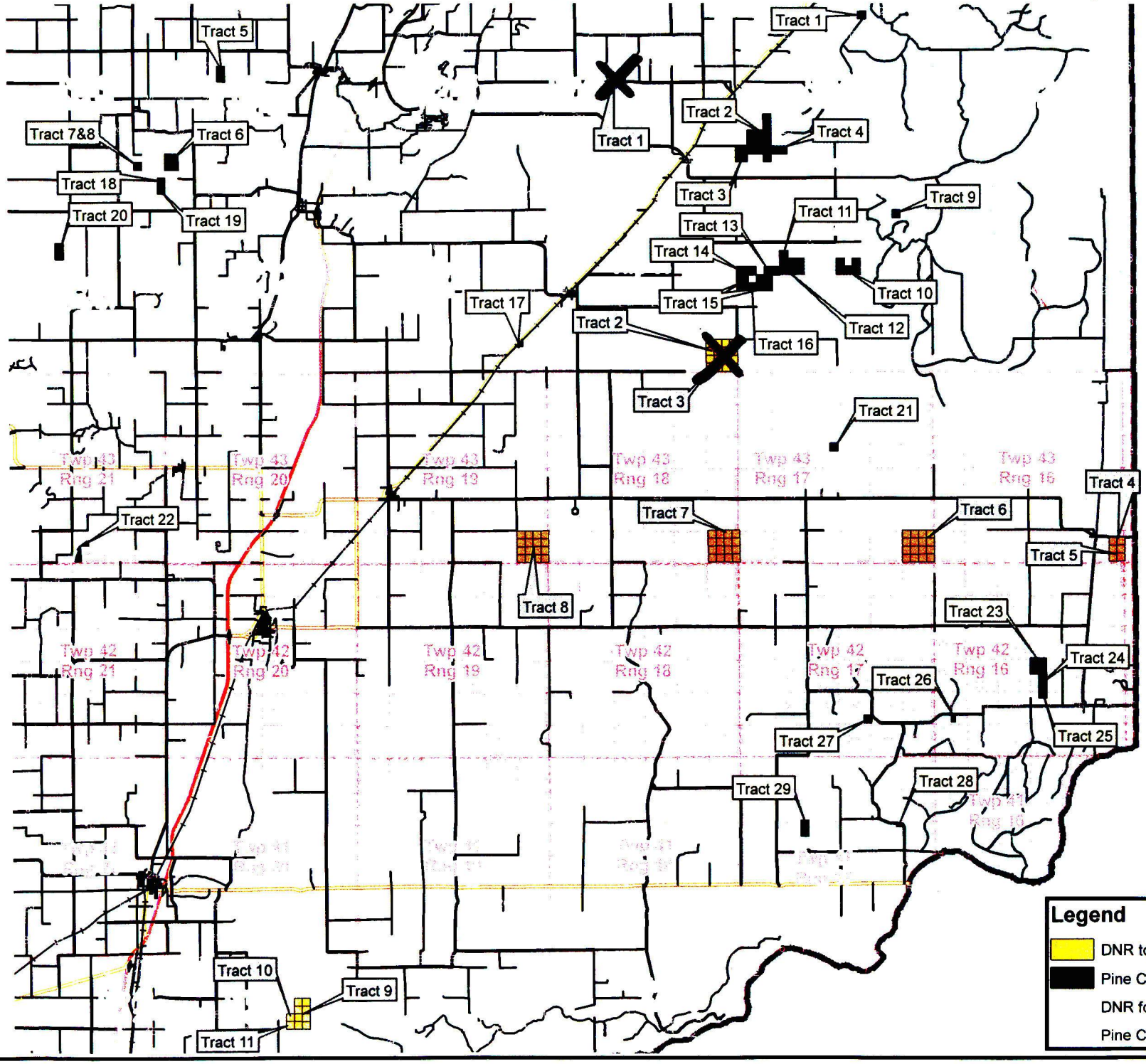
- Those properties received in the State Land Exchange occurring in Section 16-40-20 and Section 36-43-19 need improved legal access.
- Permission requested to pursue purchase of easements and to bring forward to the County Attorney Office for legal advice if opposition in obtaining access is encountered.
- At a later date, the Land Department will bring forward the results, with the County Board having final approval, by County Board Resolution, of the purchase agreements and any needed legal actions that may be needed.

Board Action Requested: (Attach additional pages if needed)

Motion to approve.

Supporting Documents: **Attached** None

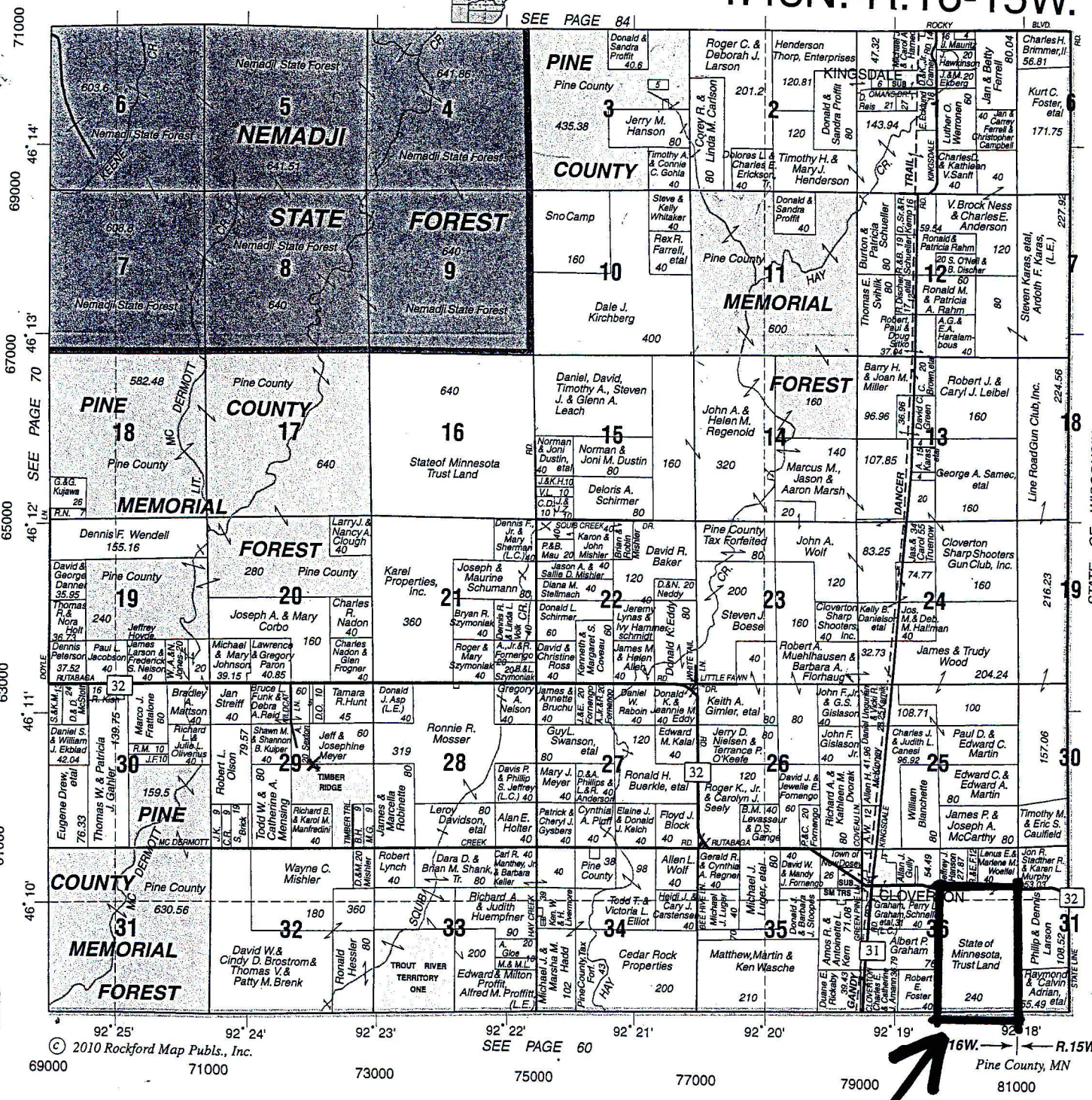
Class A/B Land Exchange-DNR Forestry & Pine County



SOUTHEAST PART

NEW DOSEY

T.43N.-R.16-15W.



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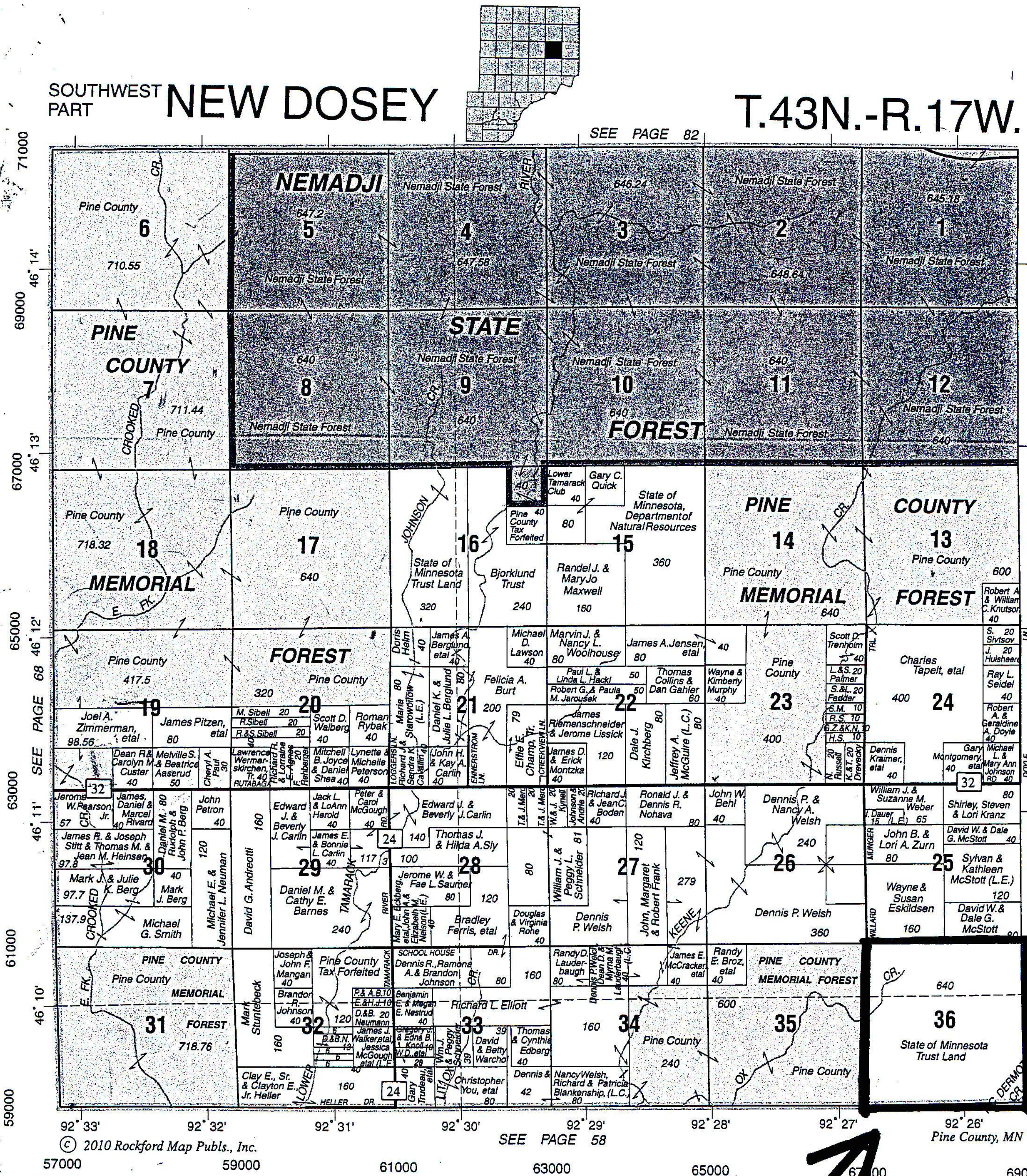
SOUTHWEST PART **NEW DOSEY**

T.43N.-R.17W.



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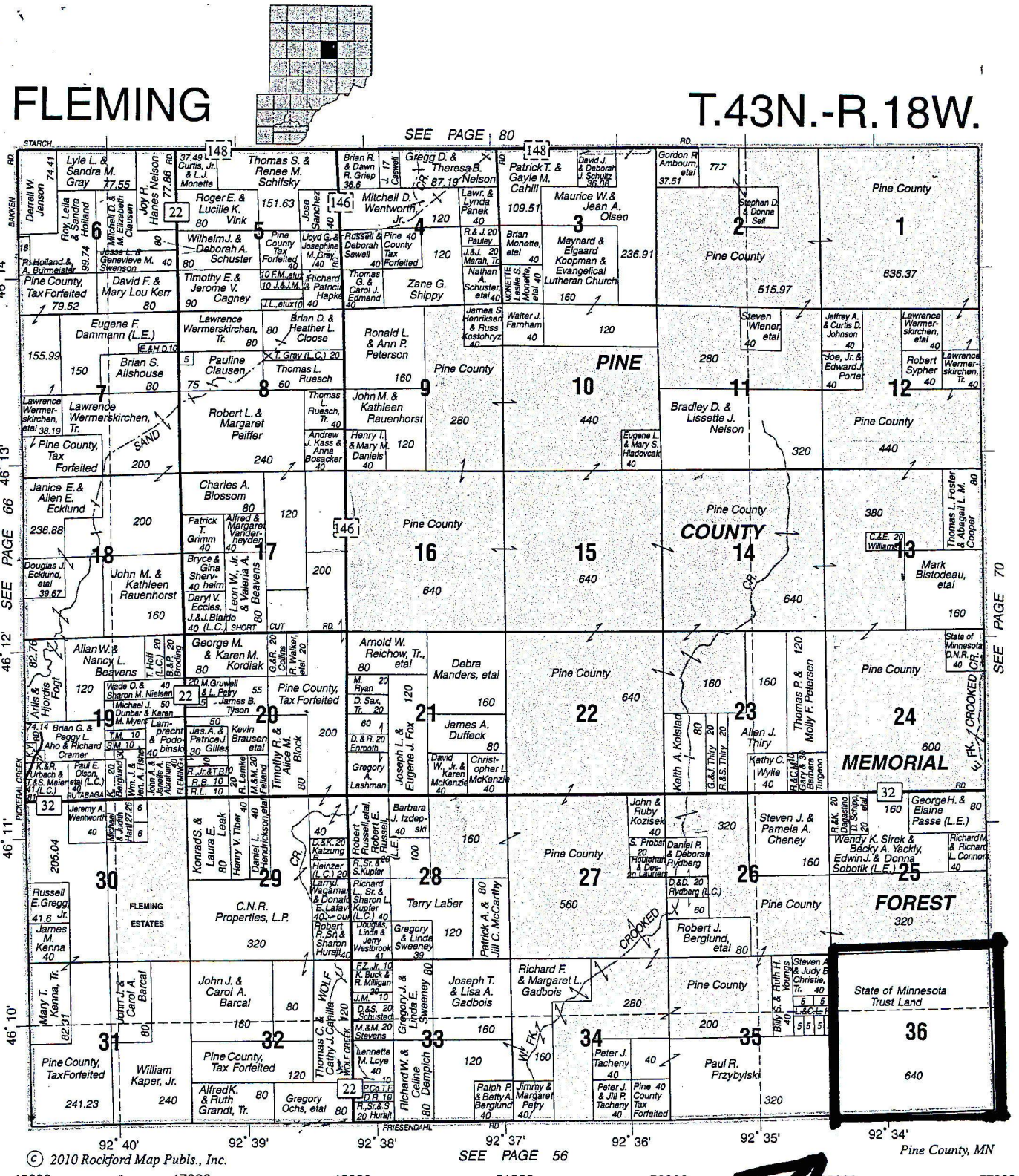
FLEMING
T.43N.-R.18W.
SEE PAGE 80
SEE PAGE 66
SEE PAGE 70
SEE PAGE 56
PINE
COUNTY
MEMORIAL
FOREST
FLEMING ESTATES
C.N.R. Properties, L.P.
Pine County, MN
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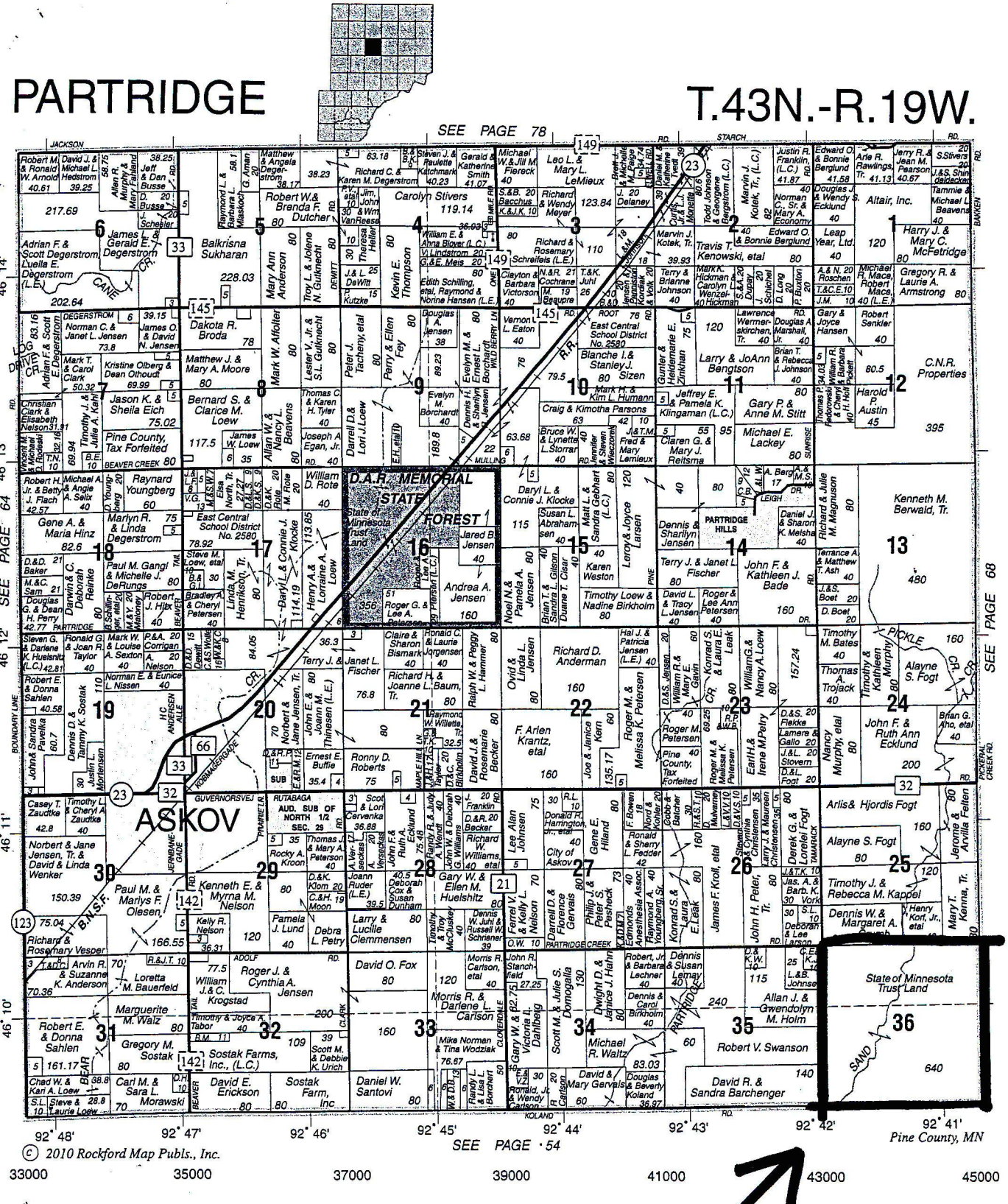
PARTRIDGE
T.43N.-R.19W.
SEE PAGE 78
SEE PAGE 64
SEE PAGE 68
SEE PAGE 54
ASKOV
D.A.R. MEMORIAL STATE FOREST
State of Minnesota Trust Land
PARTRIDGE HILLS
Pine County, Tax Forfeited
C.N.R. Properties
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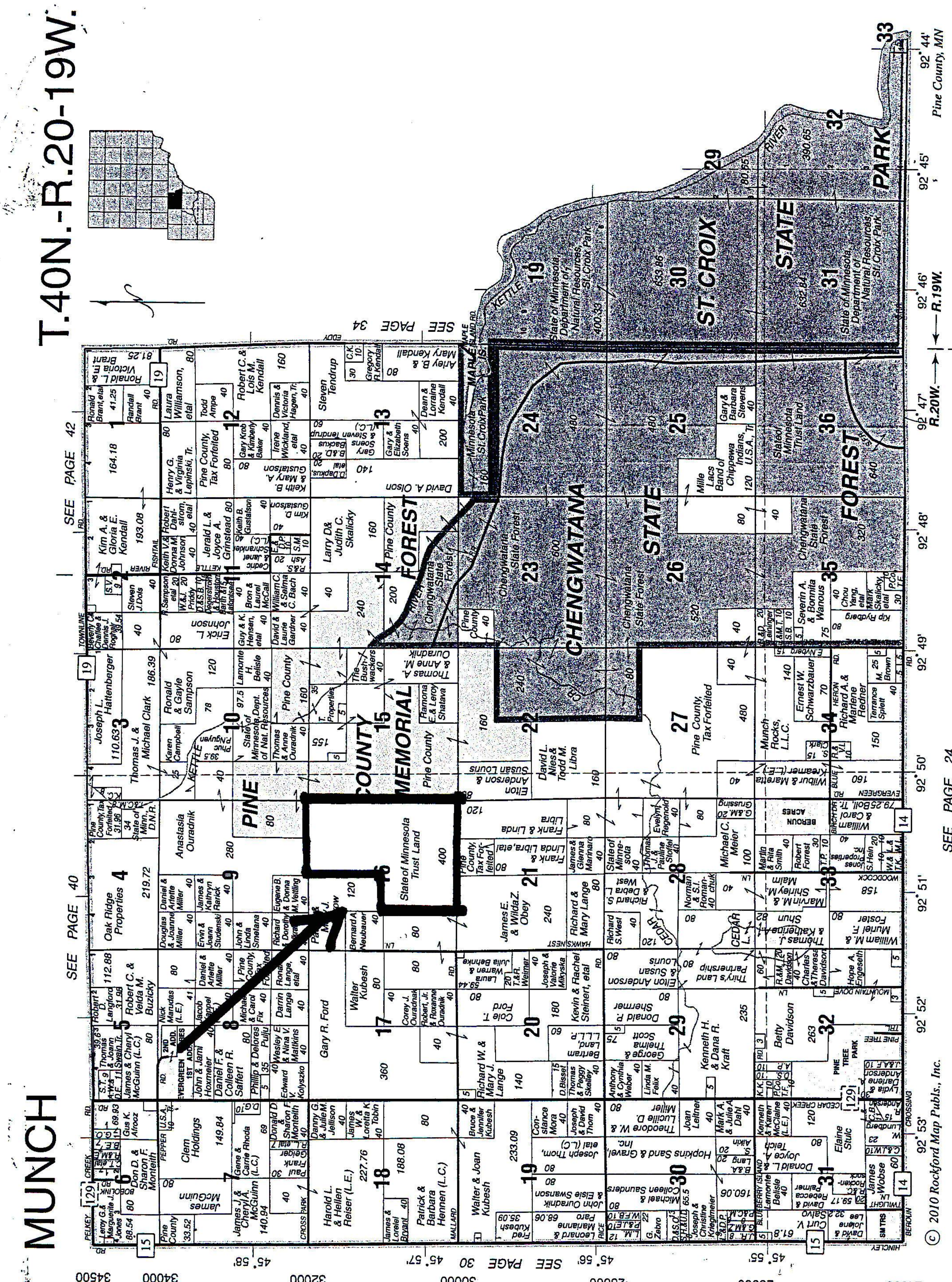

T.40N.-R.20-19W.
MUNCH
PINE COUNTY MEMORIAL FOREST
CHENGWATANA STATE FOREST
ST CROIX STATE PARK
SEE PAGE 42
SEE PAGE 40
SEE PAGE 34
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SEE PAGE 26
R.20W.
R.19W.
Pine County, MN
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PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:	Consent Agenda *(Please choose)*
February 19, 2013	Regular Agenda Estimated Time: *(Please Circle)* _____ **5 Min.** 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action: **Land Department**	Mark A Lee 2/13/13 Department Head Signature Date

Item for Discussion: (one form per item)

Classification of State Land Exchange Properties

(As reviewed and discussed by the Land Committee on February 5th).

- Land exchange between Pine County and the State of Minnesota has been finalized. Pine County received approximately 2,560 acres in exchange for approximately 2,711 acres.
- The majority of these properties will be classified as Conservation/Memorial Forest with the remainder being classified as Conservation.

Board Action Requested: (Attach additional pages if needed)

Approval by Resolution

Supporting Documents: **Attached** None

Resolution 2013-10

RESOLUTION FOR THE CLASSIFICATION OF STATE LAND EXCHANGE PROPERTIES

WHEREAS, Pine County has received the following properties from the State of Minnesota through a land exchange:

S ½ of the NE ¼ and the SE ¼ of Section 36, Township 43, Range 16
All of Section 36, Township 43, Range 17
All of Section 36, Township 43, Range 18
All of Section 36, Township 43, Range 19
The E ½ and the E ½ of the SW ¼ of Section 16, Township 40, Range 20

WHEREAS, being received through the exchange of tax-forfeited lands, these lands have obtained the status of tax-forfeiture.

WHEREAS, Pine County is required by Minnesota Statute 282.01 to classify tax-forfeited land as "Nonconservation" or "Conservation", with those properties being classified as "Conservation" being retained and managed for public benefits; and

WHEREAS, Minnesota Statute 459.06 states any county may by resolution of the county board set aside tax-forfeited lands which are more suited for forest purposes than for any other purpose and dedicate said lands as a memorial forest.

NOW, THEREFORE BE IT RESOLVED, that the Pine County Board of Commissioners, hereby classifies the above stated lands as Conservation, and in addition designates the classification of Memorial Forest to the following:
S ½ of the NE ¼ and the SE ¼ of Section 36, Township 43, Range 16; and
All of Section 36, Township 43, Range 17; and
All of Section 36, Township 43, Range 18; and
The E ½ and the E ½ of the SW ¼ of Section 16, Township 40, Range 20

February 19, 2013
Date

_____

By: Stephen M. Hallan, Chairman Pine County Board of Commissioners

_____

Attest: David Minke, County Administrator and Clerk to the County Board

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date:	Consent Agenda *(Please Circle)*
February 19, 2013	(Regular Agenda) Estimated Time: *(Please Circle)* 10 Min. (15 Min.) Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: **Auditor/Treasurer**	Cathy Clemens 2-12-13 Department Head Signature Date

Item for Discussion:

Slide presentation by Paul Johnson following attendance at Govenors Dayton's Tax Reform Seminar in Isanti

Board Action Requested: (Attach additional pages if needed)

Supporting Documents: Attached None

Pine County Board of Commissioners
January 29, 2013 Strategic Planning Session

1. **Goal:** Examine the organizational structure for both functional and structural changes to improve the customer experience and better align department heads and supervisors with regards to span of control.

   Assigned to: Steve Chaffee, Curt Rossow

2. **Goal:** Improve collaboration with
   a. Townships
   b. Cities
   c. Mille Lacs Band
   d. Counties
   e. Non profits and other quasi-units of government (i.e. soil and water)

   Consideration can be given to improving communication, sharing services, pursuing joint projects, etc.

   Assigned to: Mitch Pangerl

3. **Goal:** Hire consultant to explore options for collaboration and consolidation of some or all functions in Health and Human Services and Public Health. This exploration may involve Kanabec and possibly other counties.

   Assigned to: Steve Hallan, David Minke

4. **Goal:** Legislative Affairs

   Assigned to: Doug Carlson

5. **Goal**: Economic Development. Explore ways to improve economic development in the county including:
   a. Development of memorial forest lands
   b. Coordination with DEED
   c. Coordination with the Mille Lacs Band
   d. Coordination with other units of government

   Assigned to: Doug Carlson, Steve Hallan

6. **Goal:** Improve media relations for Pine County to develop better communication with residents, employees, and constituent groups.

   Assigned to: Steve Hallan, David Minke

7. **Goal:** Improve labor relations

   Assigned to: Negotiations Committee