



AGENDA
PINE COUNTY BOARD MEETING

Tuesday, August 7, 2012 10:00 a.m. Pine County Courthouse, Pine City, MN

- A) Call meeting to order
- B) Pledge of Allegiance
- C) Public Forum
- D) Adopt Agenda Items
- E) Approve Minutes of July 17, 2012 Board Meeting
- F) Approve Minutes of the July 31, 2012 Committee of the Whole
- G) Approve Consent Items

Minutes of Boards, Committees and Board Memos, Newsletter

- 1. Pine County HRA Senior Housing, June 28, 2012
- 2. Pine County Methamphetamine Task Force, July 9, 2012
- 3. Land Committee Notes July 25, 2012
- 4. Land Surveyor Monthly Report

*****CONSENT AGENDA*****

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

- 1. Approve July 2012 Disbursements
- 2. Approve application for abatement: Dobo's Bar and Grill (Rachelle Dobosenski) 34963 Laketown Rd. Sturgeon Lake, PID 33.0546.000, pay 2011.
- 3. Approve Liquor Licenses for the 14 attached applicants. Subject to approval of the Pine County Sheriff, Pine County Attorney, and the Township Board of each applicant.
- 4. Approve the hire of Christina Frey as Support Enforcement Aide effective August 13, 2012. B22 Step 1 \$13.50/hr.

*****REGULAR AGENDA*****

(Times are approximate)

10:10 a.m. Assessor

1. Approve property appraiser Jenny Mansavage to attend the Uniform Standards of Professional Appraisal Practice (USPAP) course October 23 – 24, 2012 in St. Cloud. Course cost is \$165.00, text book \$75.00, hotel room \$84.28. Total cost \$324.28.
2. Approve property appraiser Martha Cote and administrative assistant Kim Kylander to attend CAMA: New User CAMA Overview training August 20, 2012 in Waite Park. Total cost \$150.

10:15 a.m. Public Works

1. Authorize the Chair to sign the lowest responsible bid for SAP 058-640-011 Bridge replacement located on CSAH 40 between CR 150 and CSAH 41 (Contract #1204) as determined by the County Engineer.
2. Approve resolution to use Bridge Bonding funds on SAP 58-598-25 on CR 120 from 1.0 mile south of CSAH 11

Public Hearing for ATV Corridors 10:30 or as soon thereafter as Practicable.

10:45 a.m. Sheriff

1. Acknowledge Partnership Award presented to the Pine County Sheriff's Office Emergency Management team by the Minnesota Department of Natural Resources.
2. Attendance and cost of attendance at the 2012 Jail Administrators Conference 9/11/12 to 9/14/12 at Craguns Resort.
3. ARMER Radio system update.

11:00 a.m. County Auditor

1. Approve Repurchase contract Reinstatement with Gregory D. Davis (attached)
2. Approve repurchase of tax forfeited land as follows (resolutions attached):
 - a. Marcella Miller, PID 03-0343-002
 - b. Kenneth R. Cramer Jr., PID 20.0020.000
 - c. Jerry L & Shirley M. Carter, PID 39.0002.000
3. Approve Fund Balance Policy (attached)

11:15 a.m. Commissioner's Report

Upcoming Meetings

Budget Committee meeting, **Tuesday, August 7, 2012, 1:30 p.m.** Boardroom, Pine County Courthouse, Pine City, MN

Personnel Committee meeting, **Tuesday, August 14, 2012, 9:00 a.m.** Administrator's Conference Room, Pine City, MN

Facilities Committee meeting **Thursday, August 16, 2012, 1:00 p.m.** Administrator's Conference Room, Pine City, MN

Pine County Health and Human Services Board Meeting **Tuesday, August 21, 2012 10:00 a.m.** Public Health Building, Sandstone, MN

Pine County Board Meeting **Tuesday, August 21, 2012 1:00 p.m.** Public Health Building, Sandstone, MN

MINUTES OF PINE COUNTY BOARD MEETING

Regular Meeting

Tuesday, July 17, 2012, 1:00 p.m. Public Health Building, Sandstone, MN

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

The Pledge of Allegiance was said.

Chairman Chaffee called for public comment.

Terry Crop from Arlone Township was present to speak on the proposed tobacco use policy for county facilities.

Commissioner Rossow moved to adopt the amended agenda. Commissioner Hallan seconded. Motion carried/agenda adopted 5-0.

Commissioner Carlson moved to approve the minutes of the June 19, 2012 and June 25, 2012 board meetings. Commissioner Pangerl seconded. Motion carried 5-0.

Commissioner Pangerl moved to approve the consent agenda. Commissioner Hallan seconded. Motion carried 5-0.

Minutes of Boards, Committees and Board Memos, Newsletter

1. Pine County Technology Committee Minutes, July 3, 2012
2. Pine County Personnel Committee Minutes, July 10, 2013

*****CONSENT AGENDA*****

Auditor

1. Cash Balance as of June 30, 2012

Revenue Fund	\$ 2,029,025.95
Health and Human Services Fund	\$ 1,958,216.29
Road and Bridge Fund	\$ 7,270,815.90
Land Management Fund	\$ 605,799.89

2. Application for Abatement –

Jeffrey & Kelly Waldhalm, 34079 Laketown Rd, Sturgeon Lake, PID 46.5207.000, 46.5208.000, 46.5210.000 and 46.5211.000, pay 2012

3. Approval of application for a new tobacco license in Pine County under the jurisdiction of the Auditor....FAMILY DOLLAR, INC. for the period of July 13 – December 31, 2012. Subject to approval of County Board and County Sheriff. No delinquent taxes.
4. Approve Minutes of the June 12, 2012 Pine County Board of Equalization
5. Acknowledge the resignation of Tom Keefe effective July 10, 2012
6. Acknowledge the retirement of Blake Fjosne effective May 6, 2012
7. Acknowledge the resignation of part-time dispatcher Nikkole Summerland effective July 10, 2012.

*****REGULAR AGENDA*****

Land/Zoning

1. Request the adoption of the resolution approving the sale of land to the Minnesota Pollution Control Agency as authorized under Resolution 011712-01. Motion by Commissioner Rossow, second by Commissioner Hallan to approve the resolution. Motion carried 5-0.

Assessor

1. Adopt resolution requesting reimbursement of property tax relief under sections 273.1231-273.1235 due to the flooding in northern Pine County. Motion by Commissioner Rossow to approve the resolution. Second by Commissioner Hallan. Motion passed 5-0

Commissioner's Report

1. Annual Report of the Central Minnesota Emergency Medical Services Board. Marion Larson, Regional EMS Coordinator, Central MN Region presented information to the board.
2. Commissioner Rossow reported that FEMA has scheduled a meeting for July 19, 2012 for the local governments in Pine County that had sustained damage in the recent flooding. The meeting is to start the application for reimbursement.
3. Commissioner Carlson reported that Pine County's contribution to the NLX would decrease a small amount for 2013 and that the Pine County Rail Authority would need to have a meeting to approve the funding.

Donation

1. The Pine County Sheriff's Office Volunteer Posse received a donation of \$400.00 from the Corn and Clover Carnival. Motion by Chairman Chaffee to accept the donation and place into the Posse Donation Fund. Second by Commissioner Rossow. Motion passed 5-0.

County Attorney's Report

1. County Attorney recommended a closed session to discuss pending litigation.

Motion by Commissioner Rossow to close the meeting in accordance with Minnesota Statute §13D.05, subd. 3(b) for the purpose of discussing pending litigation with the county attorney. Second by commissioner Hallan. Motion passed 5-0

Closed session with the County Attorney convened at 1:45 p.m.

Motion by Commissioner Pangrel to adjourn the closed session. Second by Commissioner Hallan. Motion passed 5-0

Meeting was opened at 2:30

Upcoming Meetings

Government Operations Committee, **Wednesday, July 18, 2012, 10:00 a.m.** large conference room, Public Health Building, Sandstone, MN

Management Team meeting, **Tuesday, July 24, 2012, 9:00 a.m.** Jury Assembly room, Pine County Courthouse, Pine City, MN

NLX meeting, **Wednesday, July 25, 2012, 10:00 a.m.** Boardroom, Pine County Courthouse, Pine City, MN

Committee of the Whole meeting **Tuesday, July 31, 2012, 10:00 a.m.** for flood response review. Boardroom, Pine County Courthouse, Pine City, MN

Technology Committee meeting, **Tuesday, August 7, 2012, 8:30 a.m.**
Administrator's conference room

Pine County Board Meeting **Tuesday, August 7, 2012, 10:00 a.m.** Boardroom, Pine County Courthouse, Pine City, MN

Budget Committee meeting, **Tuesday, August 7, 2012, 1:30 p.m.** Boardroom, Pine County Courthouse, Pine City, MN

Personnel Committee meeting **Tuesday, August 14, 2012, 9:00 a.m.**
Administrator's conference room

With no further business, Chairman Chaffee adjourned the County Board meeting at 2:30 p.m. until the next scheduled County Board Meeting on August 7, 2012 at 10:00 a.m. at the Pine County Courthouse.

David J. Minke, Administrator
Clerk to County Board

Steve Chaffee, Chair
Board of County Commissioners.

MINUTES OF THE PINE COUNTY COMMITTEE OF THE WHOLE MEETING

Tuesday July 31, 2012, 10:00 a.m. Pine County Courthouse Boardroom

Chair Chaffee called the meeting to order at 10:00 a.m. Present were Commissioners Doug Carlson, Steve Hallan, Curt Rossow and Mitch Pangerl. Also present were County Attorney John Carlson, County Auditor Cathy Clemmer, County Sheriff Robin Cole, and County Administrator David Minke.

The Pledge of Allegiance was said.

Chair Chaffee modified the agenda order to consider the modification to the Clean Air Policy section 21.2 first and the flood response second.

Consider Modification to Clean Air Policy Section 21.2

The board discussed modifying the Clean Air Policy which regulates smoking by county employees while on the job. It was the consensus of the board to table the item until a survey could be completed that would identify the number of employees who smoke. Pauline Amundson will conduct the survey.

Review County Response to the June Flood

Administrator Minke reviewed a memorandum highlighting some of the flood response activities and summarizing the expenditures made to assist residents.

Sheriff Cole reviewed the flood response and highlighted significant activities.

Some concerns/questions were identified.

Was the county funding equitably distributed? The county funding was intended to meet immediate needs for food and shelter, and to allow residents to reoccupy their homes. The county funds were not means tested and a total of approximately \$5,000 was distributed. Additionally, Human Services distributed approximately \$2,000 of Emergency General Assistance aid which has specific criteria, including income levels.

How were the vendors for the vouchers identified? Locations in Sandstone were chosen so that the recipients, who needed to be in Sandstone to get the vouchers, could use them immediately.

During discussion, the following lessons learned were identified:

1. Ensure staff is trained in the National Incident Management System (NIMS).
2. During a disaster, have periodic regular meetings including the department heads and other leadership to ensure positive communication of information and answer questions.
3. Activate and staff an EOC (staffing and hours dependent upon situation)
4. Communication with staff, elected officials and citizens needs to improve.

During discussion, the following action items were identified:

1. Review the plan at a staff level and ensure staff is trained in the ICS system.
2. Meet with the townships at the fall township officer meeting to discuss the county and township role in a disaster response.
3. Update the commissioners in January 2013 as to any recommended changes/updates to the plan.
4. Conduct a tabletop exercise in 2013.
5. Explore grant funding for Emergency Management

With no further business, Chair Chaffee adjourned the meeting. The next scheduled meeting of the board is August 7, 10:00 a.m. at the Pine County Courthouse.

David J. Minke, Administrator
Clerk to County Board

Steve Chaffee, Chair
Board of County Commissioners

PINE COUNTY HRA SENIOR HOUSING

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

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

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

The regular meeting of the Pine County HRA Senior Housing Board of Directors was held on June 28, 2012, at the Sandstone Manor. Commissioners of the HRA present were Dorothy Stockamp, Arild Frederiksen, Dean Dronen, Cherie Drilling, and Jan Oak. Staff members present were Executive Director Janice Gustafson and Resident Manager Evelyn Yocum. Resident Manager Susan Blake was absent. There were no residents present.

1. The meeting was called to order at 2:00 P.M. by Board Chair D. Stockamp.
2. The minutes from May 24, 2012, were reviewed by the Board members. A motion was made by J. Oak and was seconded by A. Frederiksen to accept the minutes. Motion carried: Yeas 5, Nays 0.
3. The monthly financial statements and the investment report were presented by J. Gustafson. A motion was made by Board Chair D. Stockamp and was seconded by D. Dronen to approve the financial statements and the investment report. Motion carried: Yeas 5, Nays 0.
4. Executive Director's Report. The written Executive Director's report was reviewed by Board members.
5. Old Business:
 - a) Vacancies. As of July 1, 2012, there will be no vacancies at the Sandstone Manor and three vacancies at the Finlayson Manor.
 - b) Bike Rack. The bike rack for the Sandstone Manor has been tabled.

6. Resident Managers' Reports.

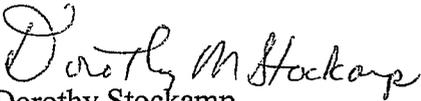
- a) Finlayson Manor. S. Blake was unavailable but in her absence she asked J. Gustafson to report everything was going well at the Finlayson Manor.
- b) Sandstone Manor. E. Yocum reported one of the residents fixed two chicken dishes and served them at the monthly pot luck. She said the residents continue to gather in the community room to eat frequently and to play bingo weekly.

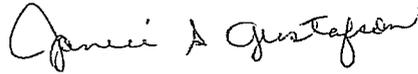
7. Resident Comments/Questions. There were no residents present.

8. New Business: The annual HUD Management and Occupancy Review (MOR) is scheduled for August 7, 2012.

9. A motion was made by C. Drilling and was seconded by D. Dronen to adjourn the meeting at 2:40 P.M. Motion carried: Yeas 5, Nays 0.

10. The next regular scheduled meeting is July 26, 2012, at the Finlayson Manor.


Dorothy Stockamp
HRA Board Chair


Janice S. Gustafson
Executive Director

**Pine County Methamphetamine Task Force
Minutes
July 9, 2012**

Task Force Mission – To reduce methamphetamine and other illegal drug use and manufacture in Pine County.

Attendance: Commissioner Doug Carlson, Don Faulkner, Troy Anderson, Sarah Weikle, Gwen Lewis, and Janet Schumacher

Absent: John Carlson, Lori Carlson, Sheriff Robin Cole, Becky Foss, Ross Degerstrom, Steve Haavisto, Elaine Jensen, Jessica Jurgens, Susan Klapel, Judge Martin, Mike McEachran, Phil Perrine, Commissioner Curt Rossow, Gretchen Skalicky, and Stephanie Youngberg

Excused Absence: Linda Cassman

Others Present: Bonnie Rediske, Christina Blaiser, and JaNet Manning

Meeting commenced at 3:00 pm by Gwen Lewis in the absence of Co-Chairs Linda Cassman/Robin Cole in the Conference Room at the Pine Government Center in Pine City.

1. **Introductions and Welcome** - to Troy Anderson, High School Principal at PCHS replacing George Johnson.
2. **Review Minutes of 4/9/12** – Motion was made by Don Faulkner and seconded by Bonnie Rediske to approve the minutes. Motion carried. Gwen suggested having our own web site or making use of a county department (Sheriff's Dept, HHS, etc.) web site to include MTF minutes, etc. of the Meth Task Force Committee. Discussed again the theatre message – will check into this further to see where this is at.
3. **Updates from last meeting**
 - a) **Gwen Lewis**
 - **Financial Report**

\$6,428.96 - Unrestricted Balance on 3/31/12
\$259.59 - Revenue April, May, June
\$0 - Expenses April, May, June

\$6,688.55 – Unrestricted Balance as of 6/30/12
 - b) **"Death Car" – Request funds to purchase trailer** – tabled until the next meeting due to the absence of Sheriff Cole.
 - c) **Grants** – Chandra Clark, SW Intern compiled the grant proposal requests and Bonnie provided the info to the committee. A majority of the schools in the county submitted a proposal.

The committee is in agreement that the grants provide good drug and alcohol education to the most number of kids in Pine County and agreed to go with what was requested in the proposals.

Motion was made by Gwen Lewis and seconded by Sarah Wiekle to approve all proposals submitted in the total amount of \$5,623.00. Motion carried

Motion was amended by Gwen Lewis and seconded by Sarah Wiekle to approve an additional amount up to \$100 for travel expenses per Hinckley/Finlayson Elementary School proposal. Motion carried

Total amount \$5,723.00

(***However, when double checking the proposals/compiled list – it was discovered that St Mary's School had actually requested \$1,000 – not \$500.00 plus \$100 = \$600.00 which was the amount awarded to them. Contact was made with all members present and the consensus was to award the additional \$400 to St Mary's. Total amount for grant request \$6,122.99).

d) Reports from members

- **Bonnie Rediske** - Two babies were recently born meth positive. She has received high numbers of children services reports and is seeing a high usage of meth as well as cocaine and heroin. Sarah also indicated that the Sheriff's Dept is seeing high numbers of heroin and that local meth is looking different – not sure where it is coming from. Gwen heard that cocaine is more popular than meth – apparently cocaine and heroin are cheaper to purchase than meth.
- **Gwen Lewis** – Chandra will do an activity at the fair centered on Children Services. Public Health will focus on immunizations, etc.
- **Commissioner Carlson** - Maybe we should send a report to the Courts informing them of how the DARE funds are being used. Sarah suggested adding a section to the county web site and putting the minutes, etc. on there as well as summaries of what the schools are doing.

Motion was made by Commissioner Carlson and seconded by Troy Anderson to adjourn the meeting at 4:00 pm. Motion carried.

The next meeting is scheduled for Monday, October 8, 2012 from 3:00 pm – 4:30 at the Pine County Health & Human Services/Public Health Building in Sandstone.

Meeting adjourned at 4:00 pm. Minutes prepared by Janet Schumacher

Directions to the Pine Government Center in Pine City:

FROM NORTH – Take Interstate 35 South to the first Pine City Exit. At top of exit, take a left (Co Rd 11) and continue to Hwy 61 - turn right and continue to the first set of stop lights – the PGC is on the right – across from Frandsen Bank. Come up the north stairway/elevator to the HHS receptionist area.

FROM SOUTH – Take Interstate 35 North to the first Pine City exit. At top of exit, take a right (Hillside Ave) and continue to Hwy 61 - turn left and continue through the four way stop to the next set of stop lights – the PGC is on the left – across from Frandsen Bank. Come up the north stairway/elevator to the HHS receptionist area.

Directions to the Pine County Health & Human Services/Public Health Building in Sandstone:

FROM NORTH – Take Interstate 35 South to Askov/Finlayson exit. At top of exit, take a right and go to the stop sign, take a left (61/23) to Sandstone. As you approach the 61 Motel on the right, the HHS/Public Health Bldg is on the left.

FROM SOUTH – Take Interstate 35 North to Sandstone exit. At top of exit, take a right. Follow road (stay to the left of the BP Amoco Station) to stop sign; take a left (61/23) and go about 3 blocks – 61 Motel on the left, the HHS/Public Health Bldg is on the right.



PINE COUNTY LAND DEPARTMENT
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(320) 216-4225 • (800) 450-7463 x4225 • Fax (320) 216-4202

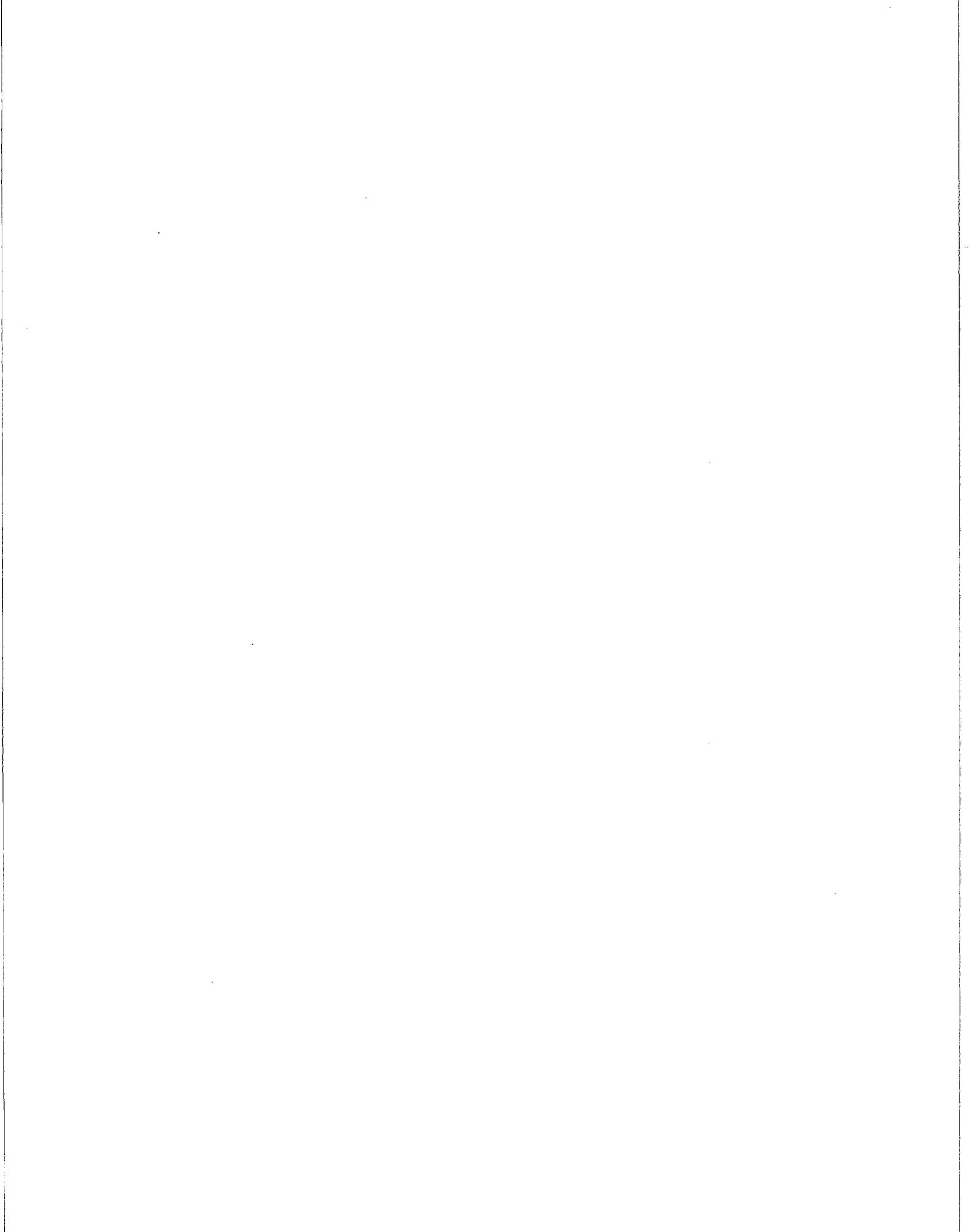
LAND COMMITTEE AGENDA
July 25, 2012

1. Land Sale List
 - a. Valuations
 - b. Terms & Conditions
 - c. "Date of Sale" Determination / Contract Cancellations
 - d. Board Approval Timeline

2. Public Land Access Projects
 - a. Schmedeke Lane
 - b. Sturgeon Lake Twp. Sect. 17/18
 - c. Wilma Twp. Mink Farm Road
 - d. Duquette / Kerrick Twp. Section 24
 - e. New Dosey Munger Trail/Road Contribution 26-43-17
 - f. Future access sites: Bruno Twp. 26-44-18; Wilma Twp. 9-42-17; Ogema 33-41-17.

3. Misc. Discussion
 - a. Wilma Twp. Letter/Road Policy
 - b. Arna Twp. Hazard Notice
 - c. Kerrick OHV concept
 - d. Soo Line Grant / Northern Pine Riders

4. Other





PINE COUNTY LAND DEPARTMENT
1602 Hwy 23 North • Sandstone, MN • 55072
(320) 216-4225 • (800) 450-7463 x4225 • Fax (320) 216-4202

LAND COMMITTEE NOTES
July 25, 2012 – 10:00 A.M.

Pine County Land/Zoning Committee met on July 25, 2012, at 10:00 A.M. at the Land Department Office, 1602 Hwy. 23 N., Sandstone, MN 55056.

Attendance: Commissioner Curt Rossow, Commissioner Doug Carlson, Land/Zoning Administrator Kurt Schneider, and Forester Greg Beck.

The meeting convened at 10:00 A.M. and concluded at noon. Items of discussion followed the attached agenda. Committee recommendations and discussion topics are summarized as follows:

1. Land Sale List

- County Assessor and staff value adjustment recommendations were reviewed using spreadsheet data from 2009 to the present.
- The 2012 land sale auction price (minimum bid price) recommendations were approved for Board consideration.
- Adjusting all whole number prices to the next closest \$900 or \$90 (i.e. \$30,000 adjusted to \$29,900) was endorsed
- Terms and Conditions identical to the 2011 Auction were discussed and recommended for Board consideration.
- Board approval timeline of August 7, 2012, meeting and September 21, 2012, auction date were discussed and recommended.
- Adjustment of technical "Date of Sale" determination for formerly homesteaded and cancellation of contract forfeit property was endorsed. This will establish a date 2 weeks prior to the live auction that prior owners must finalize their re-purchase/re-instatement of contract efforts.

2. Public Land Access Projects

Five (5) tax forfeit lands access projects were discussed as follows:

- Schmedeke Lane
Staff outlined the roadway had recently been graded and is awaiting gravel. The 2012 land sale listing value of \$5400 was identified. The Committee was reminded that 4 of the 8 acres is now roadway; that the road is not officially a township road but is built more substantially than the roadway leading up to it;

and that gravel is scheduled to be placed by Todd Elliot at which time it will be complete. The committee discussed public access signage for this road and other such public easement access points but no direction or determination was made.

- Sturgeon Lake Twp. Sect. 17/18
The history of forfeit access through land ownership and now easement was discussed. Preparation of the site for future sale approval and/or public access and use was discussed, the committee agreed with staff working with the easement land owner to adjust the easement location to avoid tree row removal. Committee agreed with plans to proceed with access construction as it would bring better public access and improved value upon future sale.
- Wilma Twp. Mink Farm Road Access to 17-42-17
Committee was updated that the easement documents have been drafted as approved for purchase by the Board. The easement will be recorded within 2 weeks. Staff noted this easement will provide access to tax forfeit acreage that will become increasingly more valuable due to its immediate proximity with St. Croix State Forest.
- Duquette / Kerrick Twp. Section 24-45-18
Committee was informed of Survey work being completed to confirm Hwy. 23 access status for tax forfeit lands along the northwest side of the highway. Depending on results, construction of access and/or acquisition of small access will be the recommended result.
- New Dosey Munger Trail/Road Contribution 26-43-17
Committee was updated on Board approved contribution of the Townships road designation efforts along the east side of Section 26 (Munger trail). Committee was advised that the Town has successfully designated the entire east and south sides of section 26 as public roadway. Staff advised of intentions to clear and prepare a small parking/timber landing area near the NE corner of Section 35, the committee endorsed the project to proceed. The committee was reminded that Section 36 will be coming to the County in the State land exchange. Discussion of increased public use of the lands in Sections 34, 35, and 36 was discussed.
- Future access sites: Bruno Twp. 26-44-18; Wilma Twp. 9-42-17; Ogema 33-41-17.
Staff outlined future access acquisition and/or formalization of existing access roadways concerning the tax forfeit lands in the above locations. Committee endorsed proceeding in each location. It was noted that the Ogema Twp. site is in this year's auction and has direct private roadway access but the existence of proper easements is not clear. Formalizing the Ogema site access was discussed if the site does not sell.

3. Misc. Discussion

- Wilma Twp. Letter/Road Policy

The Wilma Twp. letter of July 24, 2012, was discussed. Committee consensus was to respond with concerns about road issues; direction to consult town association or other attorneys for legal advice; and highlight the positive economic impact of logging in the area. *(Letter(s) drafted and subsequently attached)*

- Arna Twp. Hazard Notice.
The Arna Twp. letter of July 24, 2012, to Ken Schnapp and the Pine County Land Office was discussed. The Town states that an old mobile home has become a hazard. The complications of the County taking action during the repurchase period was discussed. Staff is going to review the Town Ordinance, post the property regarding trespassing, and evaluate measures such as boarding windows. The Auditor's office will also be contacted concerning the tabulation and assignment of any costs to the repurchase amounts.
- Kerrick OHV concept
The committee was apprised of recent DNR inquires concerning the establishment of a Off Highway Vehicle (specialized trucks/jeeps) trail destination in the Kerrick area. The Committee was also advised of OHV lobbyist efforts to make OHV efforts a priority for DNR Trails. The DNR Commissioner's office has subsequently directed evaluation of OHV opportunities. The tax forfeit site of interest to the DNR and OHV group is Sections 29/31 of Kerrick Twp. Connection to the City of Kerrick area is their objective.

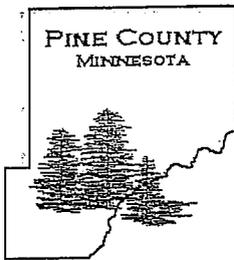
The Committee was generally supportive but also raised a number of questions about impacts to surrounding land owners and the possible problems such a trail system could cause. The Committee reviewed State Land options that are closer to Kerrick and would like to see Nemadji State Forest land options reviewed.

- Soo Line Grant / Northern Pine Riders
Terry Petersons of Northern Pine Riders pending request to administer and get reimbursed for carrying out the recently awarded \$73,000 LCCMR Soo Line Trail grant was discussed. Staff identified that this grant was prepared by Mr. Peterson and he is most in tune with the steps and requirements needed. It was noted that he administered a similar smaller grant for Carlton County and was compensated through a letter of agreement. Staffing constraints and other concerns about completing the grant work without the assistance of Mr. Peterson were identified. The Committee endorsed Mr. Petersons continued involvement and reimbursement as part of the administrative costs of the grant.

4. Other

Committee members briefly discussed recent flood activities in the Rutledge area. Concern about the Willard Munger trail acting as a damn and the eventual breach of the trail was discussed. Members feel the trail should be repaired with spillways or other methods in mind. Staff indicated they would pass those thoughts to DNR personnel.





PINE COUNTY LAND DEPARTMENT
1602 Hwy 23 North • Sandstone, MN • 55072
(320) 216-4225 • (800) 450-7463 x4225 • Fax (320) 216-4202

July 30, 2012

Town of Wilma
C/o Paul Raymond
52938 Tamarack River Rd.
Markville, MN 55072

RE: July 23, 2012, Town Letter / 5-ton Road Ordinance & Enforcement Inquiry

Dear Mr. Raymond,

Thank you for the recent letter notifying us of continued potential road damage issues in Wilma Township. The Land Department does not take an active role in Town escrow administration, ordinance administration, or other regulations that are cause for concern between the Town and a private company. We do, however, have a vested interest in a successful timber industry. Timber industry success positively impacts the County, Town, School District, and all public and private land owners. The success of local loggers provides jobs, reduces taxes, and affords all land owners (public & private) the opportunity to maximize their revenues when the time comes to harvest timber from their properties.

To access timber properties both public and private roadway systems are necessary. Routine use of all roads by residents and local industry does impact their condition, which can be further impacted by the presence of poor or wet soils, quality of construction, or general weather and rainfall. As Town representatives are aware, the Land Dept. monitors tax forfeit timber contracts and contractually addresses road conditions associated with hauling to/from tax forfeit timber harvest sites. Through consistent and careful monitoring of logging activity we have found the logging community to be respectful of roadway issues and responsive to road damage concerns if caused by their use.

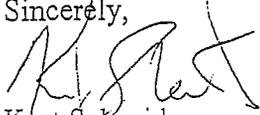
As further road restrictions are considered, please recognize the broad financial and economic impact they could have on all that benefit from the local logging industry. If the concerns of present can be isolated to one site and/or operator we encourage you to work through that operator rather than adopt a broad year round 5-ton restriction or permit/escrow regulations punishable as a criminal offense. The restrictions that have been outlined could negatively impact the entire local logging industry which in turn will impact local land/timber owners.

In the letter of July 23, 2012, questions concerning full time 5-ton weight limits and enforcement options through the Sheriff's office are identified. My Department is not in a position to offer

such legal advice. We encourage you to contact your Town Attorney and/or the MN Association of Townships (1-800-228-0296 or mntownships.org) and the Pine County Sherriff directly, 320-629-8380, to further that discussion.

Should you have any questions, feel free to contact me at 320-216-4220. Please continue to advise us of your progress on this matter and the adoption of such policies. We will do our best to relay any new regulations or permit information to the logging community. We will also continue to closely monitor our own timber sites and transportation routes.

Sincerely,



Kurt Schneider

Land/Zoning Administrator

Cc: County Administrator
Pine County Sherriff

JUL 24 2012

TOWN OF WILMA

52938 Tamarack River Rd., Markville, MN 55072

320/245-2579 pluther@localnet.com

Kurt Schneider, Land Commissioner
Greg Beck, County Forester
PINE CO. LAND DEPT.
1602 Highway 23 N.
Sandstone, MN 55072
July 23, 2012

Dear Mr. Schneider and Mr. Beck,

Tri-State Lumber has started removing wood from their log pile on the North Duncan Road. They never made good on their stopped-payment check for their escrow for potential damages to this road.

The Wilma Township Board of Supervisors would like to enact an ordinance putting a 5-ton weight limit on all our township roads, year around, unless the vehicle owners get a special permit from our board. This permit would include an escrow payment. The board feels that with the rutting and damages we have had to our roads, including crushed culverts and wrecked road signs, they have no choice but to enact an ordinance and post signs on our roads to protect them.

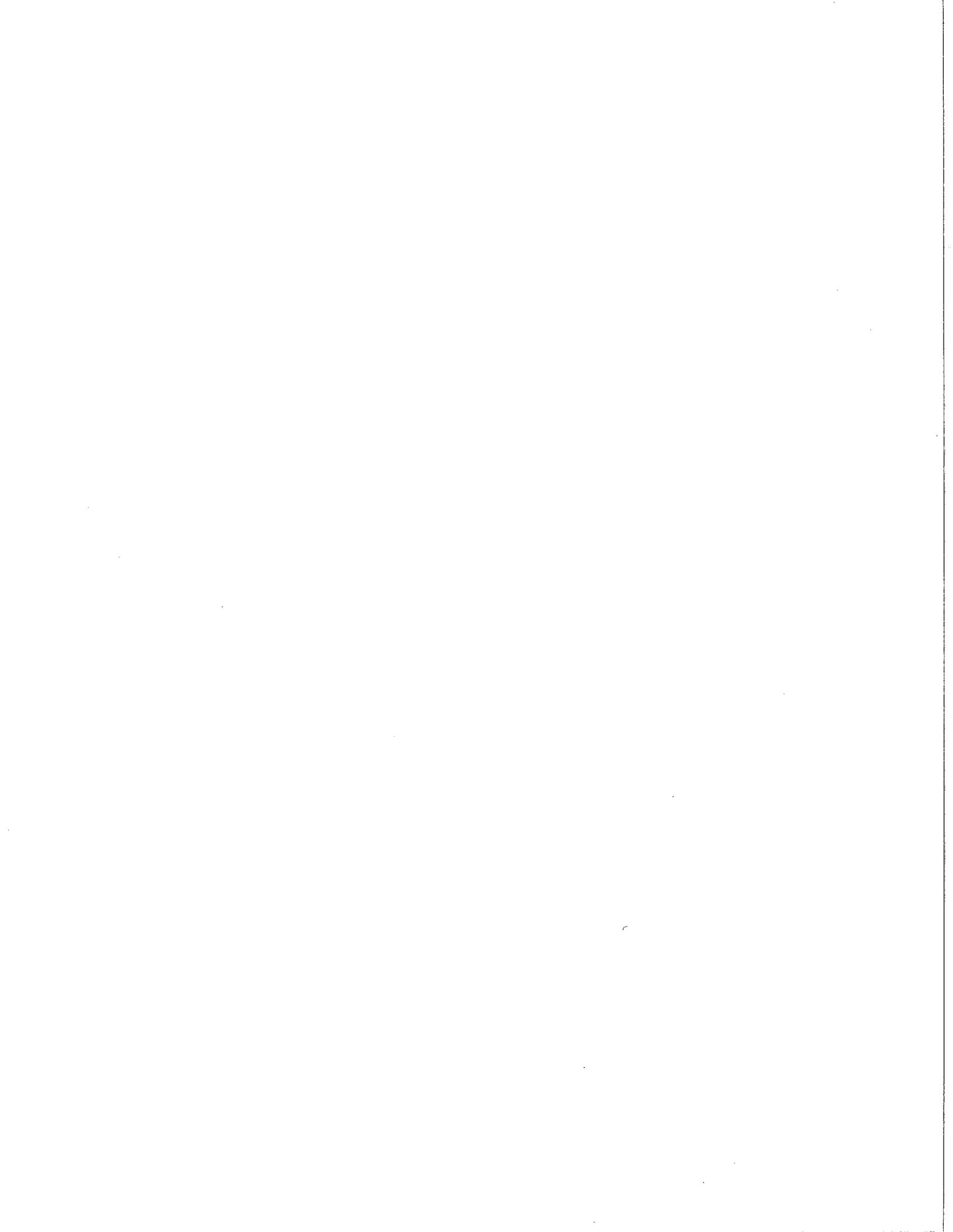
The board would like to have penalties for violations of this ordinance, including \$500 fines and jail time for offenders. They want to know if the Sheriff would enforce our ordinance.

Please give us your feedback on the legality and feasibility of enacting weight limits on our roads, and on enforcement options. Thank you.

Sincerely,



Paul Raymond, Clerk





PINE COUNTY LAND DEPARTMENT
1602 Hwy 23 North • Sandstone, MN • 55072
(320) 216-4225 • (800) 450-7463 x4225 • Fax (320) 216-4202

COPY

March 9, 2012

Town of Wilma
C/O Paul Raymond, Clerk
52938 Tamarack River Rd.
Markville, MN 55072

RE: Logging Permits on Tax Forfeit Lands – Roadway Damage

Dear Town Board Members,

Thank you for your recent letter providing notice of the Town policy concerning logging/hauling work on township roads. We recognize the roadway maintenance concerns that can arise from heavy use of the public road system.

Land Department staff will advise all loggers engaged in county managed tax forfeit land activities accordingly. To further assist in the application of this policy, we respectfully request that the County Forester participate in the pre-logging and post-logging inspection of any impacted town roads. County Forester Greg Beck will contact the Town Clerk prior to the commencement of logging operations to make appropriate arrangements for these joint inspections. To contact Greg Beck directly please call 320-216-4225.

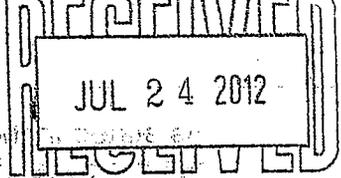
In addition to the town escrow process, all loggers on county lands are contractually obligated to maintain road conditions. We routinely work through road and other site condition issues to ensure a successful harvest and foster fair and equitable relationship with all stakeholders that benefit and/or are impacted through logging operations. The logging industry is the 5th largest manufacturing sector in the State of Minnesota by employment and represents a large share of the local economy (*see attached fact sheet*). In Wilma Twp., apportionments from the tax forfeit land management activities, including logging, has resulted in over \$30,000 of direct payment to the Town and \$60,000 to the School Dist. over the last ten years. I think you can agree that we all have a vested interest in the continued success of this industry.

With a coordinated effort, I am certain we can address any accidental or un-intended roadway impacts through contract terms and/or your escrow policy. We look forward to working more closely with you on these matters. Please contact me direct at 320-216-4220 if you have any questions.

Sincerely,

Kurt Schneider
Land Commissioner

Cc: Wilma Twp. Timber Sales



ARNA TOWNSHIP

SECOND NOTICE OF ZONING VIOLATION

Property Owner: Ken Schwapp
682 - 125th Lane NE
Blaine, MN 55434

Pine Co Land Office
1610 Hwy 23 N
Souderton, MN
55072

Property I. D. Number: Od. 0303.001

A notice was sent to you on 5/4/2012, informing you of a possible violation of Arna Township Ordinance 2011-1, Section(s): Hazard - 3.9.1 on the parcel identified above. You are believed to be the owner of this parcel. A brief description of the situation is:

Old mobile home has become a hazard.

On 7/5/2012, the Arna Planning Commission held its regularly scheduled meeting where it was decided to send a second notification concerning the situation described above, because according to our records, the situation still exists. If your case was one in which a time extension was granted previously, that period of time has now expired. If the situation requires a permit, an application for a permit was sent to you with the first notice. A replacement application will be sent if you request one.

Corrective action must be taken on this matter within fifteen (15) days of your receipt of this notice. This is the last notice you will receive about this case from the Arna Planning Commission. As spelled out in Arna's ordinance, any unresolved cases after two notifications are passed on to the Arna Town Board, with documentation of what has been done so far.

In accordance with Section 8.4 of Arna's Ordinance, the Arna Town Board may elect to pursue a civil action in District Court. It is certainly the desire of the township to settle this matter without litigation, but when the decision is made to take this kind of action, the situation may result in the township seeking public bids to find a qualified contractor to take the necessary action on behalf of the township. Once all costs are known, the recovery of those costs will be made by either a civil action in court, or by the process described in Minnesota Statutes 366.012. All related charges including but not limited to attorney fees, phone calls, postage, the cost of abatement, newspaper publishing, and all other expenses can be assessed. If you do not pay the billing for such charges for 30 days or more, then the fees can be attached to your property taxes, with interest, as determined by Minnesota law.

As stated in the first notice, it is believed you are the owner of this parcel, but if that is not the case, then please excuse our error. We would appreciate it if you notify the Zoning Administrator of this fact at the phone number or address shown below. If you need any assistance or have any questions at all, then also please contact us as indicated below. A full copy of the Arna ordinance is available from the township at a nominal fee, or the ordinance can be reviewed at the township clerk, the zoning administrator, or on the Internet at www.arnatownship.org.

If you feel you need more time in order to come into compliance with the Arna ordinance regulations, then time extensions may be granted, but requests for time extensions must be made in writing, and must contain the reason for the request. Requests for more time shall not to be considered granted until written approval has received by you. Also, only one time extension may be granted (requests for second, third, and more time extensions are not authorized by Arna's ordinance). Time extensions are granted by the Zoning Administrator.

If you wish to dispute the existence of the zoning violation described in this notice, then you may make a written appeal to the Arna Town Board before the fifteen-day period described above. The Town Board meets at 7 PM on the second Wednesday of each month at the Arna Town Hall. Such appeals should be sent to the township clerk as follows:

Cheryl Wickham
49910 First Avenue
Markville, MN 55072

*EXCEPT FOR
August it is on
the 1st*



Bob Brewster - ZONING ADMINISTRATOR
47196 Witt Lane
Markville, MN 55072
320-242-3236

7/18/2012
DATE



PINE COUNTY PUBLIC WORKS

HIGHWAY DEPARTMENT

405 Airport Road NE
Pine City, MN 55063

Telephone 320-216-4200
Fax: 320-629-6736
1-800-450-7463 Ext. 4200

Mark A. LeBrun, P.E.
County Engineer

Pine County Land Surveyor Monthly Report

July 2012

CR 153 T44N R17W and R18W compute search areas, recon and preparation for excavations, excavate in road to search for PLSS corner evidence.

CSAH 19 and Eddy Road T40N R20W sections 1, 2 and 12 excavate in road to search for PLSS corner evidence.

CR 130 T40N R21W section 25 excavate in road to search for PLSS corner evidence.

CR 130 T40N R21W section 25 set and tie out PLSS corners.

Cross Lake Road, Rice Road and Mission Lane T40N R21W section 23 set and tie out PLSS corners.

CSAH 49 T45N R18W sections 17 and 20 set and tie out PLSS corners.

CSAH 47 T45N R18W sections 17 set and tie out PLSS corner.

T45N R20W section 23 set a vertical control bench mark for County Zoning Dept.

Koecher Road, T45N R18W section 24 set and tie out PLSS corners.

Review legal descriptions for ROW Dept. and Land Dept. as needed.

Review Plats and Minor Subdivisions for Zoning Dept. as needed.

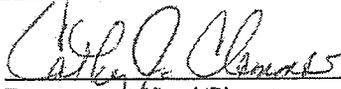
Review and file PLSS corner certificates provided by private surveyors.

Robin T. Mathews, Pine County Surveyor

Monthly Report July 2012.doc

A handwritten signature in black ink, appearing to read "R. T. Mathews", with a long horizontal flourish extending to the right.

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: August 7, 2012.	<p align="center"><u>Consent Agenda</u> <i>(Please Circle)</i></p> Regular Agenda Estimated Time: <i>(Please Circle)</i> ... _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: <u>Auditor/Treasurer</u>	<p align="center"> Cathy J. Daniels 7-30-12 Department Head Signature Date</p>

<p>Item for Discussion:</p> <p><i>July 2012 Disbursements</i></p> <p>Board Action Requested: (Attach additional pages if needed)</p> <p align="center">Supporting Documents: Attached None</p>
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Pine County

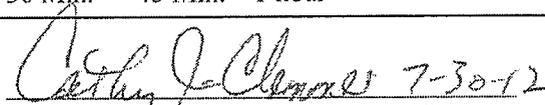
CATHYJ
7/30/12 8:05AM

DISBURSEMENTS JOURNAL REPORT Specific Dates: 07/01/2012 - 07/31/2012

RECAP BY FUND	FUND	AMOUNT	NAME
	1	505,612.51	GENERAL REVENUE FUND
	13	485,847.93	ROAD & BRIDGE FUND
	21	13,453.73	800 MHZ PROJECT FUND
	22	5,261.70	LAND MANAGEMENT FUND
	38	23,234.60	BUILDING FUND
	39	345,480.63	2005A G.O. JAIL BONDS
	41	300,615.63	2005 HRÄ BONDS
	76	229,477.50	GROUP HEALTH INS FUND 5/1/95 (GEN)
	80	25,446.70	COUNTY COLLECTIONS AGENCY FUND
	82	5,090.24	TAXES AND PENALTIES AGENCY FUND
		1,939,521.17	Total Disbursements

RECAP BY TYPE	TYPE	AMOUNT	NAME
	1	2,086,046.87	AUD
	3	146,525.70-	MVC
		1,939,521.17	Total Disbursements

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: August 7, 2012	<u>Consent Agenda</u> <i>(Please Circle)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: <u>Auditor/Treasurer</u>	 Department Head Signature Date 7-30-12

Item for Discussion: <i>Applications for Abatement – Dobo's Bar and Grill, 34963 Laketown Rd, Sturgeon Lake, PID 33.0546.000, pay 2011</i>
Board Action Requested: (Attach additional pages if needed)
Supporting Documents: Attached None

Application for Local-Option Disaster Abatements and Credits

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

County of: PINE

Abatement # AB11-30

For Taxes Levied In: 2010

And Payable In: 2011

Applicant Information. Please type or print. Rachelle Dobosenski

Name <u>Dobo's Bar and Grill LLC</u>	Social Security number <u>1</u>		
Mailing address (street address) <u>3268 Aspen Lane</u>	City <u>Sturgeon Lake</u>	State <u>MN</u>	Zip <u>55783</u>
Telephone (work) <u>(218) 348 7620</u>	Telephone (home) <u>(218) 372 8413</u>		
Property I.D. or Parcel number (found on your property tax statement) <u>33.0546.000</u>	School District number		

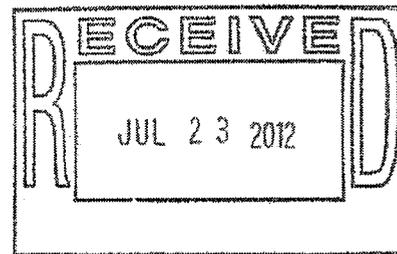
Address of damaged property (if different than mailing address)
34963 Laketown Rd Sturgeon Lake, MN 55783

Legal description of property (found on your property tax statement)
South 300 ft of East 300ft of SE 1/4 of SE 1/4 less East 200 ft of North 100 ft Sect 18 Twp 45 Rng 19

Is the property homesteaded? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	How many months was the property unable to be occupied or used? Date you left property: <u>9-22-11</u>
Is the property located in a county designated as a disaster or emergency area? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Date you returned to property: _____

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

Fire
There is no business/building anymore.



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

Signature <u>Rachelle Dobosenski</u>	Date <u>7-16-12</u>
---	------------------------

Note: Minnesota Statutes, 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 \$3,000.00, or both."

LIQUOR LICENSE APPLICANTS

Wings North 19379 Homestead Rd Pine City, MN 55063	On Sale and Sunday
Tanks Tavern-Cloverdale 39109 State Hwy 48 Hinckley, MN 55037	Off Sale, On Sale & Sunday
Nickerson Bar & Motel 94430 Main ST Nickerson, MN 55749	Off Sale, On Sale & Sunday
Beach Rocks 10762 Lakeview Shore Dr Pine City, MN 55063	Off Sale, On Sale & Sunday (also currently hold a 2 AM closing)
Marathon of Beroun 18648 Beroun Crossing Pine City, MN 55063	Off Sale
Pine City Country Club 10413 Golf Course Rd SW Pine City, MN 55063	On Sale & Sunday
Beroun Saloon 24715 Main St Pine City, MN 55063	On Sale, Sunday
Double A Liquors 18070 Beroun Crossing Rd Pine City, MN 55063	Off Sale
Kurtz' Muffies on the Lake 13646 Muffies Lane Grasston, MN 555030	Off Sale, On Sale & Sunday

Doc's Sports Bar & Grill
34427 Majestic Pine Dr
Sturgeon Lake, MN 55783

Off Sale, On Sale & Sunday

Chengwatana Country Club, Inc.
29410 Beroun Crossing
Pine City, MN 55063

Off Sale, On Sale & Sunday

Moose Lake Golf Club
35311 Parkview Drive
Sturgeon Lake, MN 55783

On Sale & Sunday

Banning Junction
60684 State Hwy 23
Finlayson, MN 55735

Off Sale, On Sale & Sunday

The Tavern in Duquette
88159 State Hwy 23
Kerrick, MN 55756

Off Sale, On Sale & Sunday

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: 8/14/2012	Consent Agenda <i>(Please Circle)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> <u> </u> Min. <u> </u> Min. Time needed <u>5</u> minutes 20 Min. 45 Min. 1 hour
Department requesting action: <u>Health and Human Services</u>	<u>Linda Cassman</u> Department Head Signature Date 8/1/12

<p>Item for Discussion:</p> <p>Approve the hire of Christina Frey for the Support Enforcement Aid position with a start date of August 13, 2012</p> <p>B22 Step 1 \$13.50 per hour</p> <p>Board Action Requested: (Attach additional pages if needed) Approve the hire as described above.</p> <p style="text-align: center;">Supporting Documents: Attached <u>None</u></p>

PINE COUNTY REQUEST FOR BOARD ACTION

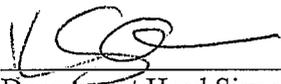
Requested Board Date: August 5, 2012	<u>Consent Agenda (Please Circle)</u> <u>Regular Agenda</u> Estimated Time: (Please Circle) <u>5 min</u> 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: <u>Assessor</u>	 Department Head Signature 7/30/12 Date

Approve property appraiser Jenny Mansavage to attend the Uniform Standards of Professional Appraisal Practice (USPAP) course October 23-24 in St. Cloud. Course cost is \$165.00, text book \$75.00, hotel room \$84.28. Total cost \$324.28

Board Action Requested: (Attach additional pages if needed)

Supporting Documents: Attached None

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: August 7, 2012	<p style="text-align: center;">Consent Agenda <i>(Please Circle)</i></p> <p style="text-align: center;"><u>Regular Agenda</u></p> <p>Estimated Time: <i>(Please Circle)</i> <u>5 min</u> 10 Min. 15 Min.</p> <p>Time needed 30 Min. 45 Min. 1 hour</p>
Department Requesting Action: <u>Assessor</u>	<p style="text-align: center;"> _____ Department Head Signature</p> <p style="text-align: right; vertical-align: bottom;">7/20/12 Date</p>

Approve property appraiser, Martha Cote and administrative assistant, Kim Kylander to attend CAMA: New User CAMA Overview training, August 20th in Waite Park. Total Cost \$150

Board Action Requested: (Attach additional pages if needed)

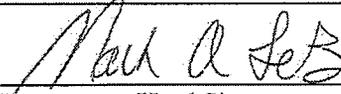
Supporting Documents: Attached None

PINE COUNTY REQUEST FOR BOARD ACTION

<p>Requested Board Date:</p> <p>August 7, 2012 As close to 10:10 a.m. as possible</p>	<p>Consent Agenda <i>(Please Circle)</i></p> <p><u>Regular Agenda</u></p> <p>Estimated Time: <i>(Please Circle)</i> 10 Min. 15 Min.</p> <p>Time needed 30 Min. 45 Min. 1 hour</p>
<p>Department Requesting Action:</p> <p><u>Pine County Public Works</u></p>	<p><i>Matt A. LeB</i> 7/20/12 _____ Department Head Signature Date</p>

<p>Item for Discussion: (one form per item)</p>	
<p>Contract #1204</p>	
<p>SAP 058-640-011</p>	<p>Bridge Replacement; Located on CSAH 40; Between CR 150 and CSAH 41</p>
<p>Board Action Requested: (Attach additional pages if needed) Authorize the Chair to sign the lowest responsible bid as determined by the County Engineer</p>	
<p>Supporting Documents: Attached None</p>	
<p> </p>	

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: August 7, 2012	Consent Agenda <i>(Please Circle)</i> <u>Regular Agenda</u> Estimated Time: <i>(Please Circle)</i> <u>5</u> 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: Pine County Public Works	 Date <u>7/20/12</u> Department Head Signature Date

<p>Item for Discussion: (one form per item)</p> <p><i>Resolution to use Bridge Bonding funds on SAP 58-598-25; On CR 120, from 1.0 mile south of CSAH 11</i></p> <p>Board Action Requested: (Attach additional pages if needed) <i>Approve and Signature</i></p> <p align="center">Supporting Documents: Attached None</p>

STATE OF MINNESOTA) REFERENCE (SAP 058-598-025
) (
COUNTY OF PINE) (New Bridge# 58J28

RESOLUTION

WHEREAS, The County of Pine has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation fund for the construction of County Bridge No. 58J28 over Mud Creek and;

WHEREAS, The Commission of Transportation has given notice that funding for the bridge is available; and

WHEREAS, The amount of the grant has been determined to be \$225,380.00 by reason of the lowest responsible bid.

NOW THEREFORE, BE IT RESOLVED that the Pine County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required.

CERTIFICATION

STATE OF MINNESOTA

COUNTY OF PINE

I do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the County of Pine at a duly authorized meeting thereof held on the 7th day of August 2012.

Mark A. LeBrun, P.E.
Engineer

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: August 7, 2012 10:30 a.m.	Consent Agenda <i>(Please Circle)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> _____ 10 Min. <u>15 Min.</u> Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: <u>Pine County Public Works</u>	 7/20/12 _____ Department Head Signature Date

Item for Discussion: (one form per item) ATV Public Hearing for Trail Corridor Board Action Requested: (Attach additional pages if needed) Comments from the Public <p align="right">Supporting Documents: Attached None</p>

PROPOSAL 1

From the intersection of the Soo Line grade east and Carlton County 11; South on County 11 to the County Line to County 164; East on County 164 to the Nickerson Cemetary Rd; NE to 146; East on 146 to Pickerel Lake Rd; South on Pickerel Lake Rd.

PURPOSE: Link the Soo Line East to Nemadji State Forest.

Advantages: Staging area (parking) presently on grade, shortest distance to connect two areas; low population along road; minimal traffic.

PROPOSAL 2

From the City of Sturgeon Lake on Hwy. 61 travel East on shoulders of County 46 to I-35.

PURPOSE: Connect the town of Sturgeon Lake to North trails of General Andrews. The travel on road shoulders instead of the ditch will eliminate the present ditch damage

PROPOSAL 3

From the town of Duquette NW on the Oak Leaf Rd. to the Oak Lake Rd. S.; south on the Oak Lake Rd. S. C,56 to County 46 (Deerfield Rd); SE on 46 through Kerrick to 154; East on 154 (Ketrick Rd.) to 171 (Trails End Road) to Park Forest Rd.; East on the Park Forest Rd. to the Gandy Dancer.

PURPOSE: Provides a legal access to Namadji Forest from Kerrick; provides a connection between Duquette, Nickerson and Kerrick.

ADVANTAGES: Very little population on County 47 between Duquette and Oak Lake Rd. South. Wide shoulders on Oak Lake Rd. S. could permit traffic on both sides of the road. County 154 East and 171 South have very little permanent housing and most is seasonal. Park Forest Road is already approved for off road use.

PROPOSAL 4

From General Andrews Forest take the Dago Lake Rd. East to Dobosenski Road; NE on Dobosenski Rd. to Rush Blvd; NE on Military Rd. to Deerfield Rd.; NE on Deerfield Rd. to Oak Leaf Rd; East on Oak Leaf Rd. (County 162) to (47) to Duquette.

PURPOSE: Links General Andrews State Forest to Nemadji Forest.

ADVANTAGES: Avoids population areas, even in Rush Lake Hogan Acres area. Very low local population along County 162. If the connection between Duquette and Kerrick is approved, 1/4th of the road on 162 is part of that approval.

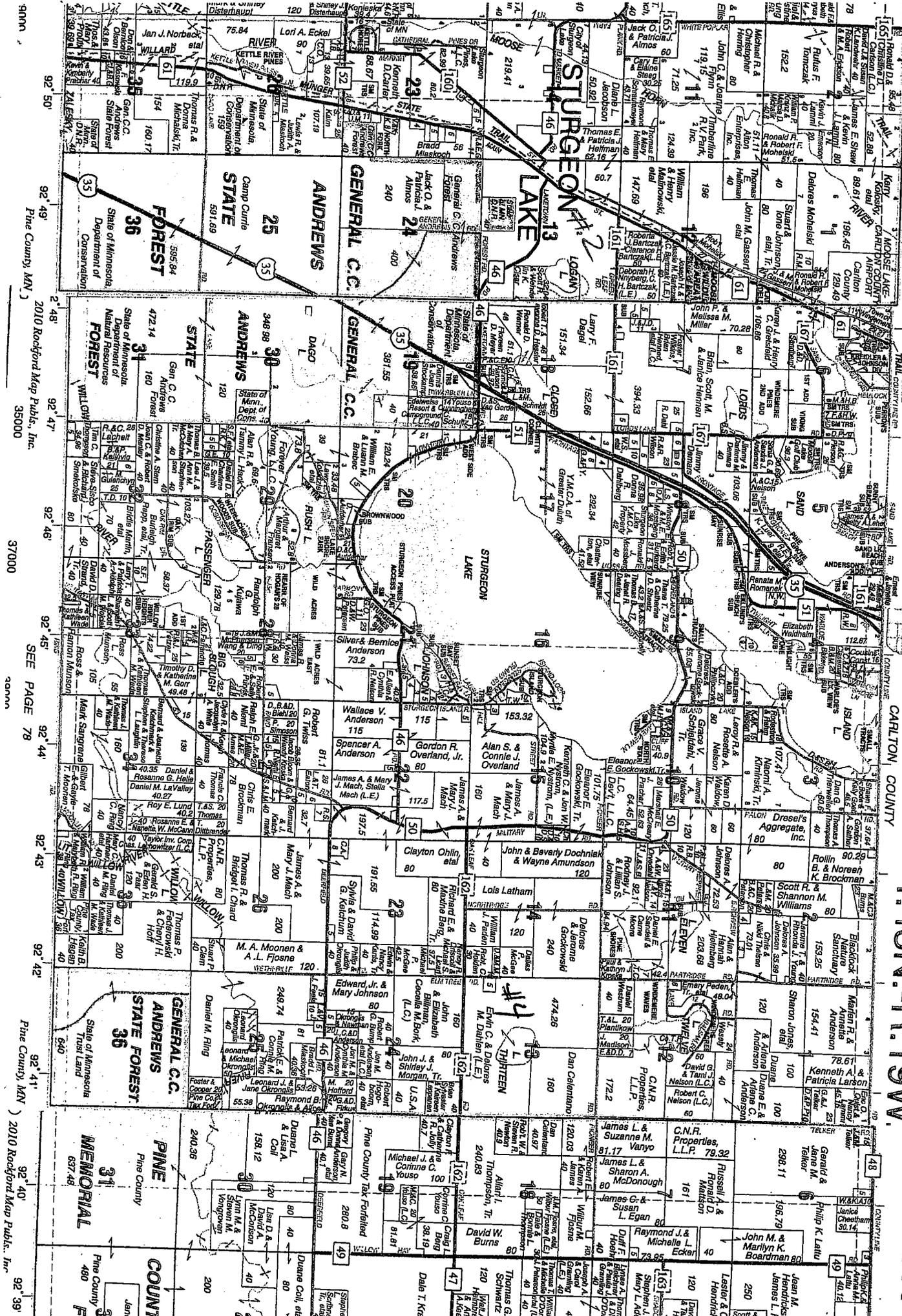
GENERAL RADIIONAL FOR THE TRAIL PROPOSALS BEING PRESENTED:

1. A present the only way to access Nemadji State Forest is to trailer. These proposals link Nemadji to General Andrews, Soo Pits and the many grade trails to the North and West of Nemadji.
2. The changes would provide large loops of trails as opposed to isolated recreation areas.
3. With easy access to towns, better services will be provided for those using our trails. They will be afforded more access to food, fuel, lodging, etc.
4. Local businesses will see more 4-wheeler traffic at their establishments.
5. Local people are also provided an easier legal access to recreation areas without having to trailer.
6. Many of these routes are already being used for the purposes described. Having legal access should give us more control over safety and particularly speed issues.
7. Getting machines on road shoulders should reduce ditch damage and make a more easily repaired surface to maintain.

NOTE: Proposal one and two are top priority at this time. If we resolve these two, we solve a problem we have already discussed with Carlton County on the North end and an existing problem along County 46 at Sturgeon Lake. This is not to say thate three and four should be treated differently. We would also appreciate your consideration and approval on issues three and four as well.

T.45N.-R.20W.WINDEMERE

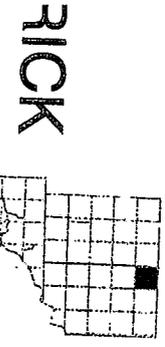
T.45N.-R.19W.KERRICK



92° 50' 92° 49' 92° 48' 92° 47' 92° 46' 92° 45' 92° 44' 92° 43' 92° 42' 92° 41' 92° 40' 92° 39'

COUNTY WILLARD WINDGERS STATE CARLTON COUNTY

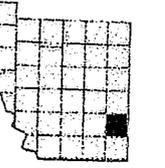
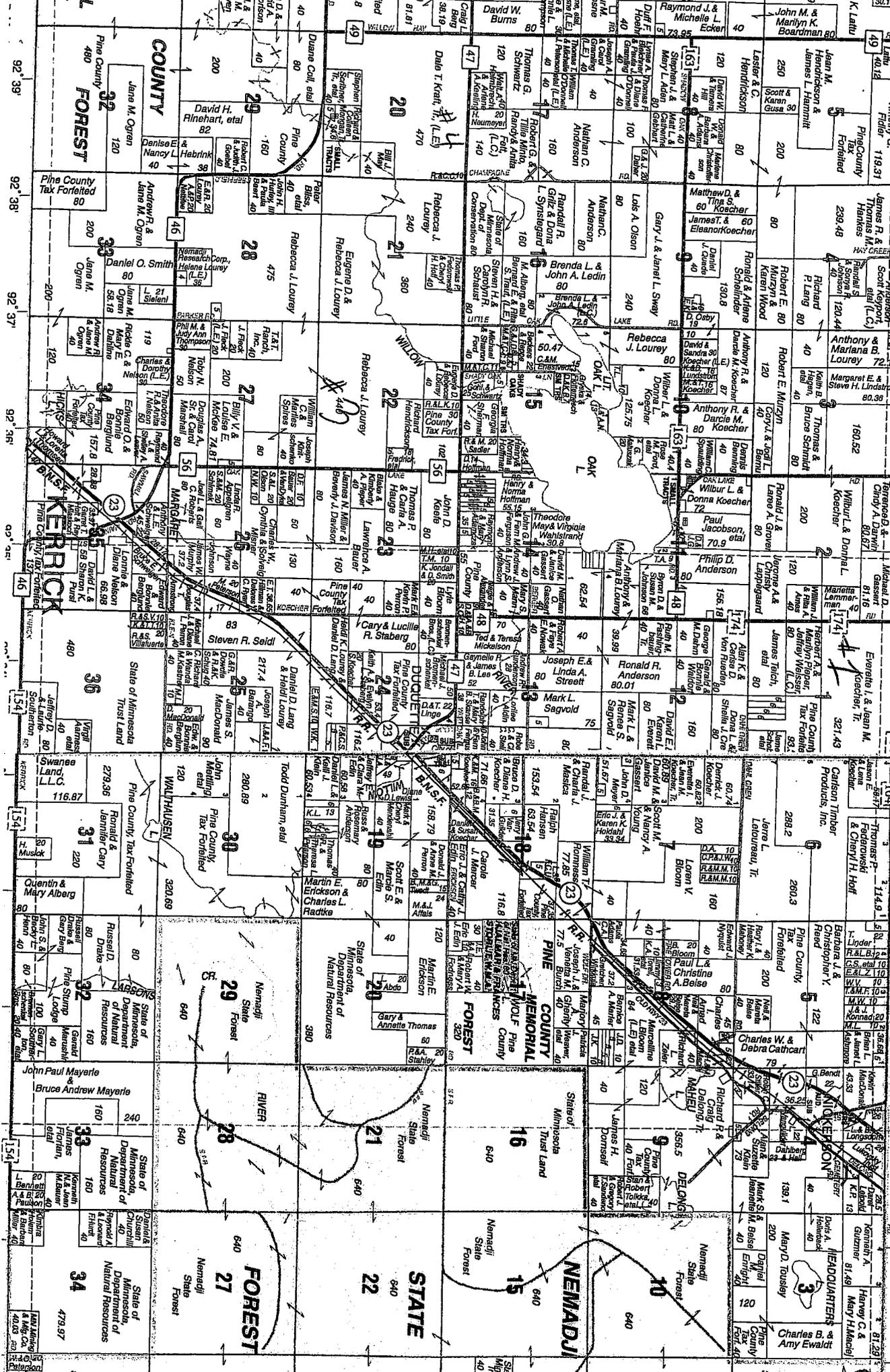
2010 Redford Map Publ., Inc. 35000 37000 SEE PAGE 78 Pine County, MN Pine County, MN 2010 Redford Map Publ., Inc.



CARLTON COUNTY

T.45N.-R.18W. PART NICKERSON

CARLTON COUNTY



Proposal 1 Soo Line East To
Memadji State Forest

EXHIBIT A

PINE COUNTY
ATV CORRIDOR ACCESS TRAIL APPLICATION/PUBLIC ROAD USE PERMIT #

PERMITTEE
Evergreen Pack 4-Wheel Club.
Jim Cassart
Jerry Stone

PERMITTER
PINE COUNTY
405 Airport Road
Pine City, MN 55063

ROADWAY DESCRIPTION:

From the intersection of the Soo Line Grade East and
Carlton County 11; South on 11 to County 164; East on
County 164 to the Mickerson Cemetery Rd to 146; East
on 146 to the Pickerel Lake Rd.

WHEREAS, M.S. § 84.92-84.928 generally regulate the use of all terrain vehicles within the right of way for trunk highways, county state aid highways, and county roads, and

WHEREAS, Minnesota Statutes § 84.928 subd. 1a (h) authorizes counties to establish a permit process to designate corridor access trails on public road right-of-ways for purpose of accessing established all-terrain vehicle trails, and

By signing this permit, the permittee agrees to the following terms and conditions:

1. This permit shall be subject to the terms and conditions of the Pine County Policy for the Permitting of All-Terrain Vehicles in the Public Right of Way on County Roads.
2. Permittee affirms that the section of road permitted in this document is absolutely necessary and no feasible alternative exists to complete connection of designated State, County or Grant-In-Aid ATV trail systems and does not exceed five (5) miles in length.
3. Permittee shall be responsible for the monitoring, maintenance, and immediate replacement of any lost or damaged corridor signs; closure of the corridor in the event immediate replacement of signs is delayed; installation of additional signs as may be determined necessary; and reporting of excessive ATV damage to corridor roadways.
4. Other terms and conditions (see below/attached):

The section of ¹⁶⁴164 into Mickerson and
146 East of Mickerson is in Pine County.
See attachment for purpose

PERMITTEE
On behalf of the Recognized ATV Club, I hereby acknowledge receipt of a copy of this permit and agree to comply with the terms, conditions and regulations thereon.

Jim Cassart
Gerald Stone
By Evergreen Pac 4-Wheel Club.
ATV Club authorized representative

PERMITTER
PINE COUNTY

By _____
Chairperson

By _____
County Engineer

Date: June 20, 2012

Proposal 2. Town of Sturgeon Lake
to General Andrews.

EXHIBIT A

PINE COUNTY
ATV CORRIDOR ACCESS TRAIL APPLICATION/PUBLIC ROAD USE PERMIT # _____

PERMITTEE

Evergreen Bc 4-wheel Club
Jim Gassert
Gerald Stone

PERMITTER

PINE COUNTY
405 Airport Road
Pine City, MN 55063

ROADWAY DESCRIPTION:

From the City of Sturgeon Lake on Hwy 61 East
on County 46 to R 35.

WHEREAS, M.S. § 84.92-84.928 generally regulate the use of all terrain vehicles within the right of way for trunk highways, county state aid highways, and county roads, and

WHEREAS, Minnesota Statutes § 84.928 subd. 1a(h) authorizes counties to establish a permit process to designate corridor access trails on public road right-of-ways for purpose of accessing established all-terrain vehicle trails, and

By signing this permit, the permittee agrees to the following terms and conditions:

1. This permit shall be subject to the terms and conditions of the Pine County Policy for the Permitting of All-Terrain Vehicles in the Public Right of Way on County Roads.
2. Permittee affirms that the section of road permitted in this document is absolutely necessary and no feasible alternative exists to complete connection of designated State, County or Grant-In-Aid ATV trail systems and does not exceed five (5) miles in length.
3. Permittee shall be responsible for the monitoring, maintenance, and immediate replacement of any lost or damaged corridor signs; closure of the corridor in the event immediate replacement of signs is delayed; installation of additional signs as may be determined necessary; and reporting of excessive ATV damage to corridor roadways.
4. Other terms and conditions (see below/attached):

Route connects Sturgeon Lake with the
Northern trails into General Andrews State
Forest Trails (see attachments)

PERMITTEE

On behalf of the Recognized ATV Club, I hereby acknowledge receipt of a copy of this permit and agree to comply with the terms, conditions and regulations thereon.

Gerald Stone
Jim Gassert
By Evergreen Bc 4-wheel Club
ATV Club authorized representative

PERMITTER

PINE COUNTY

By _____
Chairperson

By _____
County Engineer

Date: June 20, 2012

Proposal 3 - Dugnette to Kerrick to Nemadji

EXHIBIT A

PINE COUNTY
ATV CORRIDOR ACCESS TRAIL APPLICATION/PUBLIC ROAD USE PERMIT # _____

PERMITTEE

Evergreen Park 4-wheel Club
Jim Gasser
Jerry Stone

PERMITTER

PINE COUNTY
405 Airport Road
Pine City, MN 55063

ROADWAY DESCRIPTION:

From the town of Dugnette, N.W. on the Oak Leaf Rd to the Oak Lake Rd. S; to County 46; SE on County 46 to County 154; East on 154 to 171; South on 171 to the Park Forest Road.

WHEREAS, M.S. § 84.92-84.928 generally regulate the use of all terrain vehicles within the right of way for trunk highways, county state aid highways, and county roads, and

WHEREAS, Minnesota Statutes § 84.928 subd. 1a (h) authorizes counties to establish a permit process to designate corridor access trails on public road right-of-ways for purpose of accessing established all-terrain vehicle trails, and

By signing this permit, the permittee agrees to the following terms and conditions:

1. This permit shall be subject to the terms and conditions of the Pine County Policy for the Permitting of All-Terrain Vehicles in the Public Right of Way on County Roads.
2. Permittee affirms that the section of road permitted in this document is absolutely necessary and no feasible alternative exists to complete connection of designated State, County or Grant-In-Aid ATV trail systems and does not exceed five (5) miles in length.
3. Permittee shall be responsible for the monitoring, maintenance, and immediate replacement of any lost or damaged corridor signs; closure of the corridor in the event immediate replacement of signs is delayed; installation of additional signs as may be determined necessary; and reporting of excessive ATV damage to corridor roadways.
4. Other terms and conditions (*see below/attached*):

Proposed trail connects Dugnette to Kerrick and provides a legal access to Nemadji Forest from Kerrick.

PERMITTEE

On behalf of the Recognized ATV Club, I hereby acknowledge receipt of a copy of this permit and agree to comply with the terms, conditions and regulations thereon.

Jim Gasser
Gerald Stone
By Evergreen Park 4 wheel Club
ATV Club authorized representative

PERMITTER

PINE COUNTY

By _____
Chairperson

By _____
County Engineer

Date: June 20, 2012

Proposal 4 General Andrews Forest to
Duquette, Kerrick, and Memulji Forest

EXHIBIT A

PINE COUNTY

ATV CORRIDOR ACCESS TRAIL APPLICATION/PUBLIC ROAD USE PERMIT # _____

PERMITTEE

Evergreen Pac. 4-Wheel Club
Jim Cassert
Jerry Stone

PERMITTER

PINE COUNTY
405 Airport Road
Pine City, MN 55063

ROADWAY DESCRIPTION:

Dago Lake Road East to Dobosenski Rd.; Dobosenski Rd
NE to Rush BLVD.; Rush BLVD to military Rd.; military Rd.
NE to Deerfield Rd.; Deerfield Rd N to Oak Leaf Rd.;
Oak Leaf Rd. East to Duquette.

WHEREAS, M.S. § 84.92-84.928 generally regulate the use of all terrain vehicles within the right of way for trunk highways, county state aid highways, and county roads, and

WHEREAS, Minnesota Statutes § 84.928 subd. 1a (h) authorizes counties to establish a permit process to designate corridor access trails on public road right-of-ways for purpose of accessing established all-terrain vehicle trails, and

By signing this permit, the permittee agrees to the following terms and conditions:

1. This permit shall be subject to the terms and conditions of the Pine County Policy for the Permitting of All-Terrain Vehicles in the Public Right of Way on County Roads.
2. Permittee affirms that the section of road permitted in this document is absolutely necessary and no feasible alternative exists to complete connection of designated State, County or Grant-In-Aid ATV trail systems and does not exceed five (5) miles in length.
3. Permittee shall be responsible for the monitoring, maintenance, and immediate replacement of any lost or damaged corridor signs; closure of the corridor in the event immediate replacement of signs is delayed; installation of additional signs as may be determined necessary; and reporting of excessive ATV damage to corridor roadways.
4. Other terms and conditions (*see below/attached*):

PERMITTEE

On behalf of the Recognized ATV Club, I hereby acknowledge receipt of a copy of this permit and agree to comply with the terms, conditions and regulations thereon.

PERMITTER

PINE COUNTY

By _____
ATV Club authorized representative

By _____
Chairperson

By _____
County Engineer

Date: _____

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: August 7, 2012	Consent Agenda <i>(Please choose)</i> <div style="border: 1px solid black; border-radius: 50%; width: fit-content; padding: 2px; display: inline-block; margin-bottom: 5px;">Regular</div> Agenda Estimated Time: <i>(Please Circle)</i> _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action: <u>Sheriff</u>	<div style="text-align: right; margin-bottom: 5px;">  </div> Department Head Signature 7-23-2012 Date

Item for Discussion: (one form per item)

The Pine County Sheriff's Office Emergency Management team received a "Partnership Award" from the Minnesota Department of Natural Resources. The award was presented to Sheriff Robin Cole (Pine County Emergency Manager) and Emergency Management Coordinator Denise Baran on July 19, 2012 at the annual meeting of Forestry District Supervisors.

The award was presented in recognition of the cooperative efforts displayed in response to the July 1st and July 19th 2011 blow down events in Pine County.

The award includes a letter from the Director of Forestry, and a plaque that will be displayed in the common area of the Sheriff's Office.

Board Action Requested: (Attach additional pages if needed)

Request the Pine County Board of Commissioners approve and except this award.

Supporting Documents: Attached None

Minnesota Department of Natural Resources

500 Lafayette Road • St. Paul, MN • 55155-40__



July 19, 2012

Sheriff Robin Cole and Mrs. Denise Baran
Pine County Emergency Management
635 Northridge Drive NW, Suite 100
Pine City, MN 55063

Dear Robin and Denise:

The Division of Forestry is presenting you with its Partnership Award in recognition of the cooperative efforts that Pine County Emergency Management displayed in the response to the July 1st and July 19th, 2011 blowdown events.

Your emergency response efforts began immediately following the windstorm during the State Government Shutdown and later coordinated efforts have allowed the Department and the Division of Forestry to develop and execute fire prevention, suppression, and training plans. Your leadership and activities have benefited all Minnesotans.

Congratulations on your Partnership Award. We look forward to continued coordination with Pine County Emergency Management to enhance our state's forest resources. The Division of Forestry is able to more efficiently accomplish its mission with the type of partnerships you and your organization have provided over the years. Thank you!

Sincerely,

A handwritten signature in black ink that reads "Forrest L. Boe".

Forrest Boe, Director
Division of Forestry



PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: August 7, 2012	Consent Agenda <i>(Please choose)</i> <u>Regular</u> Agenda Estimated Time: <i>(Please Circle)</i> _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action: <u>Sheriff</u>	 _____ Department Head Signature 7-23-2012 Date

Item for Discussion: (one form per item)

Notification of training.

The following employees will attend the 2012 Jail Administrators Conference 9-11 to 9-14 at Cragun's Resort.

Rick Boland
Jeff Randall
Denis Adrian

Estimated total cost \$800.00 this conference is a budgeted training event.

No action information only.

Board Action Requested: (Attach additional pages if needed)

Supporting Documents: Attached None



Pine County Sheriff's Office

ROBIN K. COLE, SHERIFF

*Steven Blackwell, Chief Deputy
Rick Boland, Chief of Corrections*

TO: Sheriff Robin Cole
DATE: 07-17-2012
RE: 2012 Jail Administrator's Conference

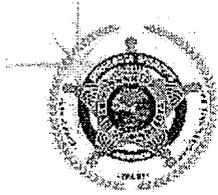
The 2012 Jail Administrator's Conference is scheduled for September 11-14 at Cragun's Resort near Brainerd. I am requesting approval for Lt Randall, Sgt Adrian and myself to attend two days of the conference training, Wednesday September 12 and Thursday Sept 13. Attending only these two dates we will maximize our training opportunities and minimize the total cost of the training as it would only require one nights lodging.

Total estimated cost of the training would be \$800.00. \$375 for room and board and \$405 registration fees. Each participant will receive approximately 13 hours of training, attend a district meeting, meet a variety of correctional vendors, and exchange ideas with staff from surrounding agencies. Training is set up in track format which allowing participants several opportunities to attend various classes. A copy of the training agenda is attached.

Thank you for your consideration in this matter.

A handwritten signature in black ink, appearing to read 'Rick Boland'.

Rick Boland
Chief of Corrections
Pine County Jail



Minnesota Sheriffs' Association

"Faces of the Future - Managing Diversity in the Jail"

2012 Jail Administrator's Conference

Time	Tuesday, September 11, 2012
1300 – 1700	Exhibitor Registration (The Centre)
1500 – 2100	Conference Registration (Hotel Lobby)
1800 – 2100	Exhibitor's Expo(The Centre)
2100 - 2400	MSA Hospitality Room Open (Shoreroom Suite)

Wednesday, September 12, 2012						
Time	Plenary Session	Rooms Lakeshore 2&3	Room Lakeshore 1	Room Paul Bunyan 1	Room Paul Bunyan 2	Room Paul Bunyan 3
0700 – 0800	Breakfast Buffet (Main Dining Room)					
0700 – 1600	Conference Registration (Hotel Lobby)					
0800 – 0830	Conference Opens – Welcoming by Board – Flag presentation – Color Guard (Lakeshore 2 & 3)					
0830 – 1130	<i>Creating Cultural Competence in today's Jails Andre Koen (Lakeshore 2 & 3)</i>					
1130 – 1315	Exhibitors Break (The Centre) State Board Meeting					
1215 – 1315	Luncheon Buffet (The Centre)					
1315 – 1530	Break outs	<i>Deaf Culture and Hard of Hearing Awareness Training</i> Diane Leonard/ Wendy DeVore	<i>Data Practices</i> Rick Hodsdon	<i>Getting to the root: Understanding the motivation of cultures</i> Andre Koen	<i>Social Media Topics</i> Sonya Guggemos	
1545 - 1900	On Your Own					
1600 - 1900	Golf Tourney (Legacy Bobby's Course)					
1630 - 1730	Pontoon Ride (Marina)					
1900 – 2030	Dinner Buffet (Main Dining Room)					
2100 - 2400	MSA Hospitality Room Open (Shoreroom Suite)					

Thursday, September 13, 2012

Time	Plenary Session	Rooms Lakeshore 2&3	Room Lakeshore 1	Room Paul Bunyan 1	Room Paul Bunyan 2	Room Paul Bunyan 3
0700 – 0800	Breakfast Buffet (Main Dining Room)					
0800 – 0815	Morning Announcements (Lake Shore 2 & 3)					
0815 – 0945	Breakouts	<i>Synthetic Cannabinoids & Stimulants</i> <i>Jay Jaffee</i>	<i>FMLA rules</i> <i>Rick Hodsdon</i>	<i>DOC Updates 2911</i> <i>Tim Thompson</i>	<i>Levels of Consciousness</i> <i>Dr. Todd Leonard</i>	
0945 – 1000	Refreshment Break					
1000 – 1200	Breakouts	<i>Key Legal Updates</i> <i>Carrie Hill</i>	<i>FSLA</i> <i>Rick Hodsdon</i>	<i>Jail treatment programs</i> <i>Scott Paul</i>	<i>Roundtable ?</i>	
1200 – 1330	Lunch Buffet (Main Dining Rm) district meetings					
1330 – 1530	Breakouts	<i>Key Legal Updates</i> <i>Carrie Hill</i>	<i>ADA/veterans issues</i> <i>Rick Hodsdon</i>	<i>Religious issues</i> <i>R Joseph Hobson</i>	<i>Sovereign Communities</i> <i>Jarret Brachman</i>	
1530 – 1545	Refreshment Break					
1545 – 1715		"Legal Updates & Liability" Rick Hodsdon		Lakeshore 2&3		
1715 - 1800	On Your Own					
1800 – 2100	Social Hour – Awards Banquet (Main Dining Room)					
2100 - 0100	Karaoke (Bear Trap Lounge)					

Friday, September 14, 2012

Time	
0700 – 0800	Breakfast Buffet (Main Dining Room)
0800 – 0900	Echoes of War: The Veteran In the Criminal Justice System Hector Matascastillo and Brock Hunter (Lakeshore 2 & 3)
0900 – 0915	Break
0915 – 1100	Echoes of War: The Veteran In the Criminal Justice System Hector Matascastillo and Brock Hunter (Lakeshore 2 & 3)
1100 – 1200	Conference Evaluations and Drawings (Lakeshore 2 & 3)
1200	Conference Adjourns

PINE COUNTY REQUEST FOR BOARD ACTION

Requested Board Date: August 7, 2012	Consent Agenda <i>(Please choose)</i> Regular Agenda Estimated Time: <i>(Please Circle)</i> _____ 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department requesting action: <u>Sheriff</u>	 _____ Department Head Signature 7-31-2012 Date

Item for Discussion: (one form per item)

ARMER Radio system up-date

The Pine County Sheriff has signed the final acceptance document with Motorola Radio in regards to the Installation and integration of the Pine County three position MCC7500 console system.

This final acceptance does not include the new paging system, work on that continues.

No action information only.

Board Action Requested: (Attach additional pages if needed)

Supporting Documents: Attached None

CERTIFICATE OF TASK COMPLETION

Final Acceptance (Milestone #5)

PROJECT NAME/SITE: **Pine County, Three Operator Position MCC7500**

Console System and Network Management Terminal.

PROJECT MANAGER: **Jim Asp**

ACCOUNT EXECUTIVE: **Chris Lentz**

PROJECT NUMBER: **SP-11I-T5**

DESCRIPTION OF WORK COMPLETED:

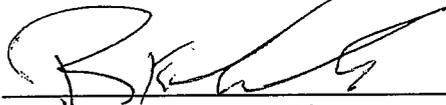
Installation and integration of the Pine County three position MCC7500 console system, and network management terminal has been completed and successfully placed into service. Customer Service has reviewed the warranty contract with the customer. Except for punch list items noted below, the system is complete and accepted by Pine County.

Punch List Items:

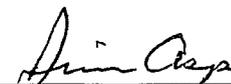
Provide system documentation.

Note: Installation and integration of five site, single channel simulcast paging system is not included as part of this acceptance agreement, and upon completion will be accepted under a separate agreement.

The work above has been reviewed and found to be completed in accordance with the contract.



Authorized Customer Signature


Jim Asp, Project Manager
Motorola Solutions

PINE COUNTY SHERIFF
Title

07/31/12
Date

7-31-2012
Date

CONTRACT REINSTATEMENT

Commissioner _____ offered the following resolution and moved its adoption:

WHEREAS, less than 50% of the original repurchase contract amount between the County of Pine, on behalf of the State of Minnesota, dated September 1, 2009 to Gregory D. Davis, and filed for record September 4, 2009 as Document #482568 in the office of the County Recorder of Pine County, Minnesota, has been paid, and

WHEREAS, payment of the full amount of the default on the repurchase contract together with all costs, interest, penalties and fees is presented for consideration by the County Auditor, and

WHEREAS, the Pine County Auditor recommends acceptance of the offer to reinstate the repurchase contract.

BE IT RESOLVED, pursuant to M.S. 282.341, subd. 1, to approve reinstatement of the repurchase contract with Gregory D. Davis, hereinbefore referenced.

Commissioner _____ seconded the motion for adoption of the resolution which carried by unanimous vote.

STATE OF MINNESOTA)

) ss.

COUNTY OF PINE)

I, Cathy J. Clemmer, County Auditor of Pine County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof in the minutes of the proceedings of said Board at a meeting duly held August 7, 2012, and that the same is a true and correct copy of said original record and that said resolution was duly adopted by said Board at said meeting.

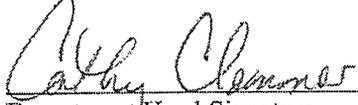
Witness my hand and seal this 12th day of August, 2012.

(seal)

Cathy J. Clemmer, County Auditor
Pine County, Minnesota

THIS INSTRUMENT DRAFTED BY:
Pine County Auditor /tf
315 Main Street South
Pine City, MN 55063

PINE COUNTY REQUEST FOR
BOARD ACTION

Requested Board Date: August 7 th , 2012	Consent Agenda <i>(Please Circle)</i> <u>Regular Agenda</u> Estimated Time: <i>(Please Circle)</i> <u>5</u> 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: AUDITOR	 <u>8-7-12</u> Department/Head Signature Date

<p>Item for Discussion: (one form per item)</p> <p><i>Repurchase of forfeited land in full – Marcella Miller, Parcel 03.0343.002</i></p> <p>Board Action Requested: (Attach additional pages if needed)</p> <p><i>Approve the above repurchase in full.</i></p> <p style="text-align: right;">Supporting Documents: Attached None</p>
--

RESOLUTION

WHEREAS, Marcella Miller, the former owner, has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, as amended, which land is situated in the County of Pine, Minnesota, and described as follows, to-wit:

The West 535 feet of the North 667 feet of the East 1065 ft of the Northeast Quarter (NE1/4) of Section Twenty-nine (29), Township Forty-one (41), Range Twenty (20) as measured at right angles to and parallel with the North and East lines. Subject to highway easement

and WHEREAS, said applicant meets the repurchase requirements

and WHEREAS, this Board is of the opinion that said application should be granted for such reasons,

NOW THEREFORE BE IT RESOLVED, that the application of Marcella Miller, for the repurchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

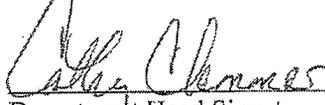
Dated at Pine City, Minnesota, this 7th day of August, 2012.

Attest:

Chairman, Board of County Commissioners
Pine County, Minnesota

County Auditor

**PINE COUNTY REQUEST FOR
BOARD ACTION**

Requested Board Date: August 7 th , 2012	Consent Agenda <i>(Please Circle)</i> <u>Regular Agenda</u> Estimated Time: <i>(Please Circle)</i> <u>5</u> 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: AUDITOR	 Department Head Signature 8-1-12 Date

<p>Item for Discussion: (one form per item)</p> <p><i>Repurchase of forfeited land in full – Kenneth R. Cramer, Jr. Parcel 20.0020.000</i></p> <p>Board Action Requested: (Attach additional pages if needed)</p> <p><i>Approve the above repurchase in full.</i></p> <p align="right">Supporting Documents: Attached None</p>
<hr/>

RESOLUTION

WHEREAS, Kenneth R. Cramer, JR, the former owner, has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, as amended, which land is situated in the County of Pine, Minnesota, and described as follows, to-wit:

East ½ of Northwest ¼ lying East of a line easterly of & 200 feet East from center of main track of Soo Line Railway Company & north of North line of East & West hwy across SE1/4 of NW1/4, less that part described as start 200 feet East of RR on section line; thence Easterly 209 feet, thence South 209 feet, thence West 209 feet; thence North 209 feet more or less to beginning – Parcel #20.0020.000

and WHEREAS, said applicant meets the repurchase requirements

and WHEREAS, this Board is of the opinion that said application should be granted for such reasons,

and WHEREAS, this Board is of the opinion that said application should be granted for such reasons,

NOW THEREFORE BE IT RESOLVED, that the application of Kenneth R. Cramer, JR, for the repurchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

Dated at Pine City, Minnesota, this 7th day of August, 2012.

Attest:

Chairman, Board of County Commissioners
Pine County, Minnesota

County Auditor

**PINE COUNTY REQUEST FOR
BOARD ACTION**

Requested Board Date: August 7 th , 2012	Consent Agenda <i>(Please Circle)</i> <u>Regular Agenda</u> Estimated Time: <i>(Please Circle)</i> 5 10 Min. 15 Min. Time needed 30 Min. 45 Min. 1 hour
Department Requesting Action: AUDITOR	 Cathy J. Chaves 05 7-31-12 Department Head Signature Date

<p>Item for Discussion: (one form per item)</p> <p><i>Repurchase of forfeited land with a 10 year contract, Jerry L Carter & Shirley M. Carter., parcel 39.0002.000</i></p> <p>Board Action Requested: (Attach additional pages if needed)</p> <p><i>Approval of the repurchase</i></p> <p align="right">Supporting Documents: Attached None</p>
--

RESOLUTION

WHEREAS, Jerry L Carter & Shirley M. Carter, the former owner(s), has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, as amended, which land is situated in the County of Pine, Minnesota, and described as follows, to-wit:

That part of the Northwest Quarter of the Northwest Quarter (NW1/4 of NW1/4) of Section Seventeen (17), Township Thirty (30), Range Twenty-two (22) described as follows:
Commencing at a point 241 feet East and 33 feet North of the Southwest corner of the NW1/4 of NW1/4; thence running North and parallel with the West line of the above described forty a distance of 208 feet; thence East and parallel with the South line of the above described forty a distance of 208 feet; thence South and parallel with the West line of the above described forty a distance of 208 feet; thence West and parallel with the South line of the above described forty a distance of 208 feet to the point of commencement and there to terminate.
Parcel #39.0002.000

and WHEREAS, said applicant meets the repurchase requirements

and WHEREAS, this Board is of the opinion that said application should be granted for such reasons,

and WHEREAS, this Board is of the opinion that said application should be granted for such reasons,

NOW THEREFORE BE IT RESOLVED, that the application of Jerry L Carter & Shirley M. Carter, for the repurchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

Dated at Pine City, Minnesota, this 7th day of August, 2012.

Attest:

Chairman, Board of County Commissioners
Pine County, Minnesota

County Auditor

FUND BALANCE POLICY

I. PURPOSE AND NEED FOR POLICY

The Pine County Board of Commissioners (the County) understands it has a responsibility to maintain prudent financial operations to ensure stable county operations for the benefit of county residents and businesses. Fund balance reserves are an important component in ensuring the overall financial health of a community, by giving the County cushion to meet contingency or cash-flow timing needs. The Minnesota Office of the State Auditor recommends that at year-end, local governments maintain an unrestricted fund balance in their general fund and special revenue funds of approximately 35 to 50% of fund operating revenues, or no less than five months of operating expenditures. While the bond rating agencies do not have recommended fund balance levels, the agencies look favorably on larger fund balances, which protect against contingencies and cash flow needs.

II. DEFINITIONS

- Fund Balance: Fund Balance is the difference between assets and liabilities in the governmental funds (i.e. general fund, debt service, and capital projects funds)
- Non-spendable Fund Balance: Describes the amount of fund balance that cannot be spent because it is either in non spendable form or there is a legal or contractual requirement for the funds to remain intact.
- Spendable Fund Balance: Describes the amount of fund balance that is available for appropriation based on the constraints that control how specific amounts can be spent. Typically, a significant portion of a government's spendable resources can be spent only for specific purposes. The following categories define the revenue source and the level of force of the constraint on spending.
 - Restricted Fund Balance: The Restricted Fund Balance category includes the portion of the spendable fund balance that reflects constraints on spending because of legal restrictions stipulated by outside parties (e.g. bond documents, granting agencies, or state statutes at the end of the year).
 - Committed Fund Balance: The Committed Fund Balance classification includes the portion of the spendable fund balance that reflects constraints that the County has imposed on itself by a formal action of the County Board (for example, a resolution passed by the County Board). This constraint must be imposed prior to year end but the amount can be determined at a later date.
 - Assigned Fund Balance: The Assigned Fund Balance is the portion of the spendable fund balance that reflects funds intended to be used by the government for specific purposes assigned by County Board approval prior to the issuance of the financial statements.
 - Unassigned Fund Balance: this is the residual classification for the County's General Fund's fund balance and includes all spendable amounts not contained in the other classifications and, therefore, not subject to any constraints. Unassigned amounts are available for any purpose. These are the current resources available for which there are no self-imposed limitations or set spending plan. Although there is generally no set spending plan for the unassigned portion, there is a need to maintain a certain funding level. Unassigned fund balance is commonly used

for emergency expenditures not previously considered. In addition, the resources classified as unassigned can be used to cover expenditures for revenues not yet received. It should also be noted that unassigned fund balance should only be reported in the general fund, unless a debt service or capital projects fund has negative fund balance, in which they would also report unassigned fund balance equal to the negative portion of the fund balance.

III. POLICY

- The fund balance goal is to provide and maintain an unrestricted General Fund balance range of 20 to 35% of budgeted operating expenditures. Given the current fiscal condition of the County, it is anticipated the goal will take several years to achieve.
- Annual proposed budgets shall include this benchmark policy
- The County Board shall review the amounts in fund balance in conjunction with the annual budget approval, and make adjustments as necessary to meet expected cash-flow needs
- The County Board may consider appropriating (for authorized purposes) fund balance in excess of the policy level. An example of preferred use of excess fund balance would be for one-time expenditures such as capital expenditures
- Spending priority: It is the policy of the County to use fund balance in the following order: restricted fund balance, committed fund balance, assigned fund balance, and finally unassigned fund balance.

IV. PROCEDURES

- County shall maintain necessary funds in accordance with County policy and Minnesota statutes
- Annual financial statements shall be prepared in accordance with generally accepted accounting principles establishing the fund balance at the end of each year
- The Board shall review fund balance and cash-flow needs during the budget process in accordance with this policy
- County Staff and Board should review the policy periodically, especially if the composition or timing of revenue receipts change.

V. RESPONSIBILITY AND AUTHORITY

Administrative implementation of policies is the responsibility of the County Administrator and authorized staff and the Pine County Board of Commissioners.

Approved this _____ day of August, 2012.

Steve Chaffee
Chairman, Pine County Board of Commissioners

Attest: David Minke
County Administrator