

MINUTES OF PINE COUNTY BOARD MEETING
Regular Meeting

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

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

The Pledge of Allegiance was said.

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

Chair Hallan requested the following revisions to the Agenda:

Consent

Training 5B: Correction to AMC Annual Conference Registration and Lodging

Personnel 5C: Hiring of Mickey VanVleet to fill full-time RN position

Other: Veterans Service Officer Ben Wiener update on veteran affairs.

Upcoming Meetings: Truth in Taxation meeting, December 5, 2013 at 7:00 p.m.

Commissioner Rossow inquired as to who would administer the fund referred to in Consent Agenda item 4A (Donations); Administrator Minke responded the Auditor-Treasurer's Office would administer the fund.

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

Commissioner Chaffee moved to approve the Minutes of the October 15, 2013 board meeting and Summary for publication. Second by Commissioner Ludwig. Motion carried 5-0.

Commissioner Pangerl moved to approve the Minutes of the October 30, 2013 Committee of the Whole Meeting/Budget Committee for publication. Second by Commissioner Rossow. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

East Central Library Board Minutes – September 9, 2013

Pine County HRA Senior Housing Board of Directors Minutes – September 25, 2013

Pine County Land Surveyor Monthly Report – October 2013

Pine County Methamphetamine Task Force Minutes – October 14, 2013

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

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

CONSENT AGENDA

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

1. October, 2013 Disbursements

Disbursements Journal Report, October 1, 2013 – October 31, 2013.

2. Temporary Liquor License

Approve temporary liquor license for the City of Pine City for an event to be held November 22, 2013, Northwest Company Fur Post, 12551 Voyageur Lane, Pine City. Subject to approval of the Pine County Sheriff, Pine County Attorney and the corresponding township board.

3. Application for Exempt Permit

Approve Application for Exempt Permit for the Pine County Thunderin' Toms Chapter of National Wild Turkey Federation to conduct Minnesota lawful gambling on December 14, 2013 at Tank's Tavern, 39109 State Hwy 48, Hinckley (Arlone Township).

4. Donations

A. Approve acceptance of \$722.41 in donations from various individuals and groups to a fund for payment of the care of seized animals.

B. Approve acceptance of \$550 from the Hinckley Chamber of Commerce to the Pine County Sheriff's Volunteer Posse; to be used to help offset the expense of the volunteer posse.

5. Training

A. Approve attendance by County Recorder Tamara Tricas to the 2013 Fall Torrens Workshop on November 6, 2013 in St. Cloud. Cost: \$25. Expenses are within the 2013 Recorder budget.

B. Approve attendance by the following attendees at the Association of Minnesota Counties (AMC) Annual Conference, December 9 – 11, 2013 in Minneapolis: Commissioners Steve Hallan, Mitch Pangerl, and Matt Ludwig; AMC Delegates: David Minke, Mark LeBrun and Patrick Bruflat. Registration: 6 x \$350 each (early bird registration): \$2,100; Lodging: Hyatt Regency Minneapolis Hotel & Millennium Hotel: \$1,564 plus tax (early bird reservation).

6. Personnel

A. Police Officer Declaration - PERA

Approve the following Public Employees Retirement Association Police Officer Declaration for the following employees: Resolution 2013-42 Brian Butler; 2013-43 Casey Freund; 2013-44 Leah Schmidt; 2013-45 Thomas Nygard; and 2013-46 Garret Munson. These Resolutions/Declarations indicate that each employee has met all of the requirements of the Police and Fire Plan membership requirements from their dates of hire. Authorize Board Chair to sign Resolutions.

B. Resignation/Back Fill

Approve the resignation of Registered Nurse Deb Lowe, effective October 31, 2013 and approve backfill of position.

C. Hiring Registered Nurse

Approve the hiring of Registered Nurse Mickey VanVleet, \$19.25 per hour, grade C-42, step 1, effective November 21, 2013.

D. Full-Time Status (completion of probationary period)

Approve full-time status for Social Worker Heidi Grissman-Burton, effective November 6, 2013 and Social Services Supervisor Jaci Orr, effective November 8, 2013.

REGULAR AGENDA

1. **Technology Committee**

The Technology Committee met October 15, 2013. Information only, no board action necessary.

2. **Medical Examiner Contract**

Administrator Gary Alberts from the Anoka County Medical Examiner's Office, known as the Midwest Medical Examiner's Office, provided information as to medical examiner services they could provide to Pine County. Currently Pine County contracts on a per autopsy basis with M.B. McGee, PA. Anoka County proposes a fixed rate, two-year contract: \$52,000 for year 2014 and \$55,000 for 2015.

Motion by Commissioner Rossow to (1) appoint Midwest Medical Examiner's Office to provide medical examiner services at a two-year, fixed rate: \$52,000 for 2014 and \$55,000 for 2015 and authorize Board Chair and County Administrator to sign contract; and (2) authorize a Resolution to be presented at the November 19, 2013 board meeting to appoint Dr. A. Quinn Strobl as Medical Examiner for Pine County. Second by Commissioner Hallan. Motion carried 5-0.

3. **East Central Regional Housing Plan**

East Central Regional Housing Development Manager Cherre' Palenius provided information as to the need and benefits of the county's involvement in a joint regional housing study. Palenius requested a financial contribution of \$5,000 - \$10,000 stating an individual housing study may cost \$25,000-\$30,000 whereas a joint regional study (4-6 counties involved) may have an estimated cost \$50,000-\$60,000. This matter was referred to the November 19, 2013 Committee of the Whole/Budget meeting for consideration.

4. **Pine County Housing and Redevelopment Authority**

Jan Oak's term on the Pine County HRA Board of Directors expired October 4, 2013. The HRA requests her reappointment, with Oak's approval, for an additional 5-year term.

Motion by Commissioner Pangerl to reappoint Jan Oak for a 5-year term to the Pine County Housing and Redevelopment Authority Board of Directors, term ending October 4, 2018. Second by Commissioner Ludwig. Motion carried 5-0.

Note: The Pine County Housing and Redevelopment Authority will meet with the county board at a Committee of the Whole meeting scheduled for December 3, 2013 at 11:00 a.m. at the Public Health Building, Sandstone, Minnesota.

5. **Snow Plow Bid Award 2013/2014 & 2014/2015**

On October 28, 2013 bids were opened for snow plowing for the Courthouse (Pine City) and John Wright building (Sandstone) for a two-year term (2013/14 and 2014/15). The following bidders were the lowest responsible bidders: Pine County Courthouse: Premier Outdoor Services in the amount of \$36,000. John Wright Building: MJP Enterprises in the amount of \$14,800. The bid prices represent the two-year total.

Motion by Commissioner Pangerl to award the snow plow contracts for 2013/14 and 2014/15 snow season as follows: Courthouse - Premier Outdoor Services in the amount of \$36,000 (two-year total) and John Wright Building - MJP Enterprises in the amount of \$14,800 (two-year total). Second by Commissioner Ludwig. Motion carried 5-0.

6. Property Record Information System of Minnesota (PRISM)

Land Services Director Kelly Schroeder indicated in the upcoming years the Minnesota Department of Revenue will require the Assessor and Auditor's offices to submit required information through a new Property Record Information System of Minnesota (PRISM). There will be costs associated with software changes. The legislature has authorized a \$300,000 grant to be equally divided among the approved grantees (counties) to help with implementation costs.

Motion by Commissioner Chaffee to approve the PRISM Implementation Grant and authorize Board Chair to sign. Second by Commissioner Rossow. Motion carried 5-0.

7. Pine County Emergency Management

Emergency Management Coordinator Denise Baran updated the board on her HSEM annual duties and provided an overview of activities from 2011 to present. Baran also presented information regarding an Emergency Management Performance Grant from the State of Minnesota in the amount of \$23,288; a matching fund from Pine County in the amount of \$23,288 is required. Baran indicated the county has already paid emergency management salaries in excess of \$23,288 for emergency management personnel who work with emergency management programs but were not paid with EMPG funds, and therefore, a county in-kind match has already been made. No further expenditure of matching funds will be necessary for this grant.

Motion by Commissioner Chaffee to approve the Emergency Management Performance Grant in the amount of \$23,288 and authorize Board Chair and County Administrator to sign. Second by Commissioner Pangerl. Motion carried 5-0.

8. Schmedeke Lane Update

Auditor-Treasurer Cathy Clemmer provided an update regarding Schmedeke Lane. Clemmer received an estimate from County Engineer Mark LeBrun for repair/improvements to the extension of Schmedeke Lane. Estimate #1: \$26,000-improve the road to the requirements of Wilma Township (widening and extension of current road). Estimate #2: \$10,000-improve the existing extension of Schmedeke Lane with gravel (Class 5, culvert repair/riprap and miscellaneous ditch and rock clean up). After discussion, Clemmer was requested to send a letter to Wilma Township and Eldon and Marjorie Schmedeke setting forth the county's decision to expend up to \$10,000 for improvement of Schmedeke Lane, contingent upon (1) acceptance by Wilma Township of the current extension of Schmedeke Lane as a township road, and (2) the purchase by Eldon and Marjorie Schmedeke of the strip of land between the current road and the west line of the Schmedeke property as approved through special legislation. If Wilma Township or Eldon and Marjorie Schmedeke do not accept these conditions, the matter will be considered resolved and closed and no further action will be taken. If Wilma Township and Eldon and Marjorie Schmedeke do accept the terms as stated, the County will perform the repair/improvements during the spring of 2014.

Motion by Commissioner Chaffee to authorize the expending of up to \$10,000 for improvement of the extension of Schmedeke Lane subject to contingencies. Second by Commissioner Pangerl. Motion carried 4-1, Chair Hallan opposed.

9. Commissioner Updates

Commissioner Rossow provided an update from the Arrowhead Counties Association meeting. Commissioners Pangerl and Ludwig provided an update from the AMC district meeting. Chair Hallan provided a Highway 70 update.

10. Other

- A. Veterans Service Officer Ben Wiener updated the board regarding the VSO grant received in September 2013 as to recognition, benefits, and programs available to World War II veterans.
- B. Administrator Minke provided an update to the demolition and debris removal request for bids (June 2012 flood).
- C. Broadband meeting with Senator Matt Schmit, November 13, 2013, 1:00 p.m. – 3:00 p.m., East Central Region, Mora LEC, 160 Valhalla Circle, Mora.

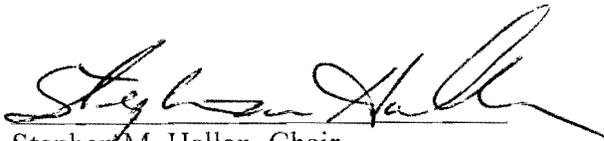
11. Upcoming Meetings (Subject to Change)

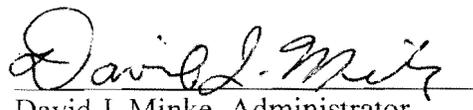
- a. **Committee of the Whole Meeting (SSTS Ordinance), Tuesday, November 5, 2013, 9:30 a.m.**, Public Health Building, Sandstone, Minnesota.
- b. **Pine County Board Meeting, Tuesday, November 5, 2013, 1:00 p.m.**, Public Health Building, Sandstone, Minnesota.
- c. **Committee of the Whole Meeting/Budget Committee Meeting (Highway Dept), Tuesday, November 5, 2013, to commence after Pine County Board Meeting**, Public Health Building, Sandstone, Minnesota.
- d. **Facility Committee Meeting, Wednesday, November 6, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- e. **NLX Stakeholder Workshop, Thursday, November 7, 2013, 2:00 p.m.**, Hinckley Community Center, 102 Dunn Avenue North, Hinckley, Minnesota.
- f. **Soil & Water Conservation Board Meeting, Thursday, November 7, 2013, 4:00 p.m.**, 1602 Hwy 23 North, Sandstone, Minnesota.
- g. **East Central Solid Waste Commission, Monday, November 11, 2013, 9:00 a.m.**, 1756 180th, Mora, Minnesota.
- h. **Personnel Committee Meeting, Tuesday, November 12, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- i. **Transportation Committee Meeting, Wednesday, November 13, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- j. **Broadband Meeting with Senator Schmit, Wednesday, November 13, 2013, 1:00 p.m.**, 160 Valhalla Circle, Mora, Minnesota.
- k. **Lakes & Pines CAC, Monday, November 18, 2013, 10:00 a.m.**, 1700 Maple Avenue E, Mora, Minnesota.
- l. **Technology Meeting, Tuesday, November 19, 2013, 8:30 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- m. **Pine County Board Meeting, Tuesday, November 19, 2013, 10:00 a.m.**, Board Room, Pine County Courthouse, Pine City, Minnesota.
- n. **Pine County Health and Human Services Meetings, Tuesday, November 19, 2013, to commence after Pine County Board Meeting**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- o. **Committee of the Whole Meeting/Budget Committee Meeting (HHS & General Fund), Tuesday, November 19, 2013, to commence after HHS Board Meeting**, Boardroom, Pine County Courthouse, Pine City, Minnesota.

- p. **Arrowhead Counties Association Meeting, Wednesday, November 20, 2013, 6:00 p.m.,** Hampton Inn Conference Room. Duluth. Minnesota.
- q. **Rushline Corridor Task Force, Thursday, November 21, 2013, 3:30 p.m.,** White Bear Lake City Hall, 4701 Hwy. 61 North, White Bear Lake, Minnesota.
- r. **GPS 45:93 Executive Committee, Friday, November 22, 2013, 10:00 a.m.,** City of Hinckley, Hinckley City Hall - 106 1st St. SE, Hinckley, Minnesota
- s. **Snake River Watershed Joint Powers Board, Monday, November 25, 2013,** time and location to yet be determined.
- t. **NLX meeting, Wednesday, November 27, 2013, 9:30 a.m.,** Boardroom, Courthouse, Pine City, Minnesota.
- u. **Committee of the Whole/Pine County Housing and Redevelopment Authority (HRA), Tuesday, December 3, 2013, 11:00 a.m.,** Public Health Building, Sandstone, Minnesota.
- v. **Truth in Taxation Hearing, Thursday, December 5, 2013 at 7:00 p.m.,** Boardroom. Pine County Courthouse, Pine City, Minnesota.
- w. **AMC Annual Conference, December 9-11, 2013,** Hyatt Regency Minneapolis, Minneapolis, Minnesota.

12. Adjourn

With no further business, Chair Hallan adjourned the county board meeting at 2:38 p.m. The next regular meeting of the county board is scheduled for November 19, 2013 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.


 Stephen M. Hallan, Chair
 Board of Commissioners


 David J. Minke, Administrator
 Clerk to County Board