

MINUTES OF PINE COUNTY BOARD MEETING
Regular Meeting

Tuesday, August 6, 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, and Curt Rossow. Also present were County Attorney John Carlson and County Administrator David Minke.

The Pledge of Allegiance was said.

Chair Hallan called for public comment. Dave Ostenson presented the board with a petition with signatures of parties opposed to the NLX, and stated his opposition to the NLX.

Chair Hallan requested the following revisions to the Regular Agenda:

Regular:

- Remove #3: One Heartland, Inc. – Request for Public Hearing
- Add: Closed Session – Notice of Intent of lawsuit

Commissioner Rossow moved to approve the amended Agenda. Second by Commissioner Chaffee. Motion carried 4-0.

Commissioner Pangerl moved to approve the Minutes of the July 16, 2013 board meeting and Summary for publication. Second by Commissioner Rossow. Motion carried 4-0.

Commissioner Chaffee moved to approve the Minutes of the July 16, 2013 Committee of the Whole/Budget Committee meeting for publication. Second by Commissioner Rossow. Motion carried 4-0.

Minutes of Boards, Committees and Correspondence

- Pine County Probation Advisory Committee Unapproved Minutes – May 28, 2013
- Pine County HRA Senior Housing Board of Directors Minutes - June 26, 2013
- Pine County Land Surveyor Monthly Report – July 2013
- Pine County Methamphetamines Task Force Minutes – July 8, 2013

Commissioner Rossow moved to acknowledge the Minutes of Boards, Committees and Correspondence. Second by Commissioner Chaffee. Motion carried 4-0.

Commissioner Chaffee moved to approve the Consent Agenda. Second by Commissioner Rossow. Motion carried 4-0.

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. **July, 2013 Disbursements**

Approve Disbursements Journal Report, July 1, 2013 – July 31, 2013.

2. **Applications for Abatement:**

Approve:

Timothy Nelson & Jennifer Marx, 29174 Anderson Dr., Sandstone, PID 30.0483.002, pay 2012
Robert & Kristen Althoff, 5 1st St. SE, Pine City, PID 42.5021.000, pay 2011
Frandsen Bank & Trust, 340 Main St. So., Pine City, PID 42.5195.000 & 42.5200.000, pay 2013

3. **Resolution for Repurchase of Tax Forfeited Land**

Approve Resolution 2013-30 for Repurchase of Tax Forfeited Land in full, PID 19.0157.000 and PID 19.0153.001, Kevin Steinert one-half interest and Kent and Marla Kvall one-half interest and authorize Board Chair and County Auditor to sign.

4. **Liquor License**

Approve 2013-2014 Liquor Licenses for:

Banning Junction (On/Sunday); Banning Junction (Off Sale); Beach Rocks (On/Off/Sunday); Beroun Saloon (On/Sunday); Chengwatana Country Club (On/Off/Sunday); Countryside Campground (Off Sale); Doc's Sports Bar (On/Off/Sunday); Kurtz' Muffies on the Lake (On/Off/Sunday); Marathon of Beroun (Off Sale); Moose Lake Golf Club (On/Sunday); Nickerson Bar & Motel (On/Off/Sunday); Pine City Country Club (On/Sunday); Tank's Tavern (On/Off/Sunday); Tavern in Duquette (On/Off/Sunday); West Beroun Liquor (Off Sale); Wing's North (On/Sunday).

Subject to approval of the Pine County Sheriff, Pine County Attorney and the township board of each applicant. Authorize signature on licenses by Board Chair and Auditor/Treasurer.

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

- A. Approve appointment of Carl Steffen to the Pine County Housing and Redevelopment Authority Board of Directors to fulfill the remaining term of Arild Frederiksen, term ending October 5, 2016.
- B. Approve appointment of Greg Kvasnicka to the Pine County Housing and Redevelopment Authority Board of Directors to fulfill the remaining term of Dean Dronen, term ending October 5, 2017.

6. **Promotion**

Approve the promotion of part-time Corrections Officer Elliot Johnson to full-time Corrections Officer effective August 11, 2013. No change in wages or classification.

7. **Training**

- A. Approve attendance by Property Appraisers Karen Stumne and Lorri Houtsma to the MCCC hosted Sidwell Legal Description workshop in St. Paul, October 2-3, 2013. The workshop is approved by the State Board of Assessors for 14 hours of continuing education training. Cost per person is \$150; hotel cost \$112.49 (share room), total cost: \$412.49. Funds are available in the 2013 assessor budget.
- B. Approve attendance by Sr. Property Appraiser Jenny Mansavage to the MAAO Assessment Administration course in Plymouth, October 7-10, 2013. The course is a requirement to obtain an accredited Minnesota Assessor license as needed by all appraisers in Minnesota by 2019 after this year's legislation. Thirty hours of continuing education will be awarded for the class. Cost of the course is \$380; hotel cost \$83.60 (per night). Total cost: \$630.80. Funds are available in the 2013 assessor budget.
- C. Approve attendance by Probation Director Terry Arola to the Minnesota Corrections Association (MCA) Training Institute, October 23-24, 2013. Probation agents are required 40 hours of training each calendar year. Registration \$150; one night hotel, \$95 (before taxes); plus travel. Funds are available in the 2013 probation budget.

- D. Approve attendance by Welfare Fraud Investigator Kari Rybak to the United Council on Welfare Fraud National Conference in Des Moines, Iowa September 9–12, 2013. Rybak will attend the conference with scholarships received towards expenses; there will be no other costs other than training and travel hours not to exceed 37.5 hours for the week.
- E. Approve attendance by Veterans Service Officer Ben Wiener to the 2013 MN County Veteran Services Officer Conference in Nisswa, September 8-10, 2013. Total cost \$504 plus mileage. Lodging and meals are included in the cost. Funds are available in the 2013 Veteran Services Office budget.
- F. Approve attendance by Health & Human Services Director Patrick Bruflat to the 2013 regular monthly meetings for the MN Association of County Social Services Administrators (MACSSA). Dates of monthly meeting: August 22, 2013, September 19, 2013, November 7, 2013, and December 5, 2013. Cost: No registration cost; accommodations w/meals, \$99 plus tax; mileage \$79.10. Total monthly cost: \$178.10.

REGULAR AGENDA

1. Minnesota Housing Finance Agency’s Family Homeless Prevention and Assistance Program

County Administrator David Minke explained that Lakes & Pines is required to obtain board approval by resolution to fully execute the contract with the State of Minnesota which will allow Lakes and Pines to distribute funds to grantees New Pathways, A Place for You and Rise, Inc.

Motion by Commissioner Chaffee to approve Resolution 2013-29 Authorizing Administration of Minnesota Housing Finance Agency’s Family Homeless Prevention and Assistance Program and authorize Board Chair and County Administrator to sign. Second by Commissioner Rossow. Motion carried 4-0.

2. Sturgeon Lake Golf Course – Request for Public Hearing

County Auditor-Treasurer Cathy Clemmer explained the need for a public hearing to issue a liquor license to Sturgeon lake Golf Course f/k/a Birch Creek Golf Course due to Birch Creek only having a 3.2 liquor license.

Motion by Commissioner Pangerl to approve September 3, 2013, 1:00 p.m. or as soon thereafter as possible, at the location of the Public Health Building, Conference Room, 1610 Hwy. 23 N, Sandstone, Minnesota, as the date for a public hearing for Sturgeon Lake Golf Course f/k/a Birch Creek Golf Course to obtain an On/Off/Sunday liquor license. Subject to approval of the Pine County Sheriff, Pine County Attorney, and the township board of applicant. Second by Commissioner Rossow. Motion carried 4-0.

3. One Heartland, Inc – Request for Public Hearing

Removed from board agenda.

4. 2013 Land Auctions

County Auditor-Treasurer Cathy Clemmer explained the Land/Zoning Advisory Committee met regarding the 2013 land auctions and made recommendations:

- A. General Public Tax-Forfeit Land Auction – Resolution 2013-32
- B. General Public County Fee Land Auction – Resolution 2013-33
- C. Adjoining Land Owner Tax-Forfeit Land Auction – Resolution 2013-34

Clemmer stated adjoining land owners are required to combine the legal description of

the tax-forfeited land with their existing legal description and that their real estate taxes be current.

Motion by Commissioner Rossow to approve Resolution 2013-32 setting the land auction date (September 20, 2013, 10:00 a.m., Courthouse, Pine City), terms, conditions, appraisals and identification of parcels for the General Public Tax-Forfeit Land Auction. Second by Commissioner Chaffee. Motion carried 4-0.

Motion by Commissioner Pangerl to approve Resolution 2013-33 setting the land auction date (September 20, 2013, 10:00 a.m., Courthouse, Pine City), terms, conditions, appraisals and identification of parcels for the General Public County Fee Land Auction. Second by Commissioner Rossow. Motion carried 4-0.

Motion by Commissioner Chaffee to approve Resolution 2013-34 setting the land auction date (September 20, 2013, 10:00 a.m., Courthouse, Pine City), terms, conditions, appraisals and identification of parcels for the Adjoining Land Owner Tax-Forfeit Land Auction. Second by Commissioner Pangerl. Motion carried 4-0.

5. Final Payment – Robert R. Schroeder Construction, Inc.

County Engineer Mark LeBrun reported to the board regarding the completion of Contract #1102: SAP 58-641-14 – Located on CSAH 41 between CSAH 42 and Willow River, MN. LeBrun stated the project was within one-half percent of the original contract amount.

Motion by Commissioner Rossow for final payment to Robert R. Schroeder Construction, Inc. in the amount of \$19,322.47 and authorize County Administrator to sign the Certificate of Final Contract Acceptance. Second by Commissioner Chaffee. Motion carried 4-0.

6. Easement Agreement

County Engineer Mark LeBrun stated the county owns 80 acres of land within the City of Rock Creek and it is currently accessed by property owned by the City of Rock Creek by easement. The consideration given to the City by the County is that the City be allowed to remove sand and earthen materials without payment to the County for the cost of the material. LeBrun requests approval of the easement agreement (5-year term).

Motion by Commissioner Pangerl to approve the five-year Easement Agreement with City of Rock Creek for ingress and egress to access county-owned land for removal of gravel, sand and earthen materials and authorize Board Chair and County Attorney to sign. Second by Commissioner Chaffee. Motion carried 4-0.

7. Commission Nominations/Appointments

Land Services Director Kelly Schroeder indicated the appointment of Richard Stepan on the Board of Adjustment and Planning Commission expired December 31, 2012. Schroeder recommends his reappointment, Stepan has indicated his agreement. Chair Hallan acknowledged and thanked Mr. Stepan for his service.

Motion by Commissioner Rossow to approve the reappointment of Richard Stepan as the District 4 member on the Board of Adjustment and the At-Large member on the Planning Commission. Both terms are effective January 1, 2013 – December 31, 2014. Second by Commissioner Chaffee. Motion carried 4-0.

8. Award Bid for Phase 1 (DNR buyout properties) Flood Mitigation Demolition

Land Services Director Kelly Schroeder explained the bid process which originally included bid submission for Phase 1 (DNR) and Phase 2 (FEMA) properties. Schroeder explained Phase 2 is not ready to proceed forward at this time and will be re-let for bids in the future. Currently Phase 1 is ready to proceed to demolition and site restoration. Dave Chmielewski of Land Logic commented as to irregularities of the bid and difficulties in locating some of the properties. Comments were made by Chmielewski and by Mike Buetow of Buetow Trucking and Excavating, LLC as to why their respective companies should be awarded the bid.

Motion by Commissioner Rossow to award the bid for Phase 1, demolition and site restoration of the DNR flood mitigation buyout properties, to the low bidder of Phase 1, Buetow Trucking and Excavating, LLC, Moose Lake, for a total bid of \$65,313.12 and authorize entering into a professional services agreement.

9. Probation Advisory 2013 Comprehensive Plan

Probation Director Terryl Arola provided the board with the 2013 Probation Comprehensive Plan approved by the Probation Advisory Committee. Arola provided an overview of the Plan to the board.

10. Commissioner Updates

11. Other

County Administrator provided an update as to the arbitration award with regard to Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320:

- (a) Uniform Allowance: increase of \$25 per year for 2012 and 2013
- (b) Shift Differential: \$.95 per hour (no change from current)
- (c) Stipend for Travel to Assigned Patrol Fleet Locations: denied.

Wages were not arbitrated as an agreement had been previously reached.

12. Upcoming Meetings

- a. **Pine County Budget Committee Meeting, August 6, 2013, 9:30 a.m.**, Public Health Building, Sandstone, Minnesota.
- b. **Pine County Board Meeting, August 6, 2013, 1:00 p.m.**, Public Health Building, Sandstone, Minnesota.
- c. **Personnel Committee Meeting, August 13, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota
- d. **Technology Meeting, Tuesday, August 20, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- e. **Pine County Board Meeting, Tuesday, August 20, 2013, 10:00 a.m.**, Board Room, Pine County Courthouse, Pine City, Minnesota.
- f. **Pine County Health and Human Services Meetings, Tuesday, August 20, 2013, to commence after Pine County Board Meeting**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- g. **NLX meeting, Wednesday, August 28, 2013, 9:30 a.m.**, Boardroom, Courthouse, Pine City, Minnesota.

Recess called at 1:54 p.m.

Reconvened at 2:05 p.m.

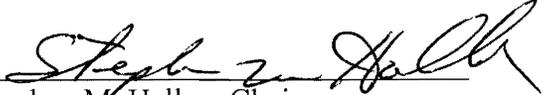
Motion by Commissioner Rossow to close the meeting pursuant to MS §13D.05, Subd. 3(b) to

discuss a notice of claim. Second by Commissioner Chaffee. Motion carried 4-0.
Present at the closed meeting: Chair Hallan; Commissioners Chaffee, Pangerl, Rossow; Attorney Carlson; Sheriff Cole; and Administrator Minke.

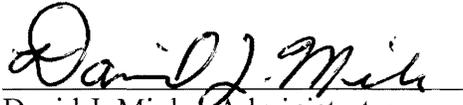
Motion by Commissioner Chaffee to open the meeting. Second by Commissioner Rossow. Motion carried 4-0. The meeting was opened at 2:35 p.m.

13. Adjourn

With no further business, Chair Hallan adjourned the county board meeting at 2:35 p.m. The next regular meeting of the county board is scheduled for August 20, 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