

**MINUTES OF PINE COUNTY BOARD MEETING**  
*Special Meeting*

**Tuesday, March 19, 2013, 10:00 a.m.**  
**Boardroom, Pine County Courthouse, Pine City, Minnesota**

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

The Pledge of Allegiance was said.

Chair Hallan called for public comment. Sheriff Cole presented a letter mailed to Pine County constituents and businesses, without his knowledge, requesting donations for the Minnesota Sheriff's Association. The letter appeared to be written by Cole and supported by the Pine County Sheriff's Office. Cole indicated Minnesota Sheriff's Association has been contacted and they will discontinue this form of fundraising in Pine County. No Pine County funds were expended for the fundraising efforts of the Minnesota Sheriff's Association.

Chair Hallan requested the following revisions to the Consent and Regular Agendas:

Consent Agenda:

Additions to 5. New Hire:

- i. Authorize the hiring of George R. Joyer, Assistant County Attorney, effective March 25, 2013, \$51,639.95 annual salary, D61.
- ii. Insertion of start date of April 4, 2013 for Matthew Christensen, Human Resources and Payroll Specialist.

Addition: Authorize the appointment of Russ Baron as Interim Director of Health & Human Services, effective February 20, 2013, \$68,403 annual salary. Non-union position; PTO accrual rather than sick/vacation.

Regular Agenda:

Removal: Item 5, Final Payment – Midwest Contracting, LLC

Addition to Upcoming Meetings: Arrowhead Legislative Meeting, March 19, 2013, 6:00 p.m., Mancini's, St. Paul, Minnesota

Commissioner Rossow moved to approve the amended agenda. Second by Commissioner Carlson. Motion carried 5-0.

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

**Minutes of Boards, Committees and Correspondence**

- East Central Regional Library Board Minutes – January 14, 2013
- Pine County HRA Senior Housing Board of Directors – January 23, 2013
- Pine County Soil & Water Conservation District – February 7, 2013
- Pine County Probation Advisory Committee – Unapproved Minutes– February 26, 2013
- Pine County Health & Human Services Advisory Committee Minutes- March 6, 2013
- Pine County Historical Museum correspondence

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

Commissioner Chaffee motioned to approve the amended Consent Agenda. Second by Commissioner Pangerl. 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. Review February, 2013 Cash Balance**

<b>Fund</b>	<b>February 1, 2012</b>	<b>February 1, 2013</b>	<b>Increase(Decrease)</b>
Revenue Fund	\$ 254,895.93	\$ 678,952.34	\$ 424,056.41
Health and Human Services Fund	1,978,476.45	1,499,627.66	(\$478,848.79)
Road and Bridge Fund	7,821,320.40	5,867,300.76	(\$1,954,019.64)
Land Management Fund	990,851.61	1,517,880.47	\$527,028.86
TOTAL (inc non-major funds)	\$11,825,496.59	\$9,904,295.65	(\$ 1,921,200.94)

**2. Applications for Abatement:**

- a. Frandsen Bank & Trust, 135 5<sup>th</sup> St. SE, Pine City, PID 42.5046.001, pay 2012
- b. M & M Ventures LLC, 1120 Holstein Dr. NE, Pine City, PID 42.0044.001, pay 2012.

**3. Donation**

Accept \$500 donation from Pine Area Lions Club and designate to the Pine County Sheriff's Office K-9 program to be used to help offset the expense of the canine program.

**4. Promotion**

Acknowledge and approve the promotion of Recreation Director Rodney Williamson to Jail Sergeant effective March 24, 2013 at \$22.63/hr, B31.

**5. New Hire**

Authorize the hiring of Stephanie Klemz, Case Aide, effective April 1, 2013, \$13.70 per hour, B22.

Authorize the hiring of Matthew Christenson, Human Resources and Payroll Specialist, effective April 4, 2013, B31, \$40,000 annual salary, contingent upon background check.

Authorize the hiring of George R. Joyer, Assistant County Attorney, effective March 25, 2013, \$51,639.95 annual salary, D61.

**REGULAR AGENDA**

**1. Personnel Committee**

The Personnel Committee met March 12, 2013 and made the following recommendations:

- A. Accept the resignation of Deputy Tory Bertelson effective March 8, 2013.
- B. Approve the transfer of Investigator Sjodahl from temporary to permanent investigator status.
- C. Accept the resignation of RN Dixie Koch effective April 23, 2013; request to fill position at a later date.
- D. Authorize the appointment of Russ Baron as Interim Director of Health & Human Services, effective February 20, 2013, \$68,403 annual salary. Period of appointment is indefinite at the discretion of the county board; during period of appointment Baron will serve as non-union employee and be eligible for PTO accrual rather than sick and vacation.

Commissioner Carlson inquired if this was a pay increase for Baron. Administrator Minke indicated it was an approximate 12% increase.

**Motion** by Commissioner Chaffee to accept the recommendations of the Personnel Committee. Second by Commissioner Rossow. Motion carried 4-1 with Commissioner Carlson voting no.

**2. Community Wildfire Protection Plan**

Emergency Manager Director Denise Baran presented The Community Wildfire Protection Plan that was previously presented to the board in 2012; revisions to the Plan were requested at that time. These revisions have now been incorporated into the Plan.

**Motion** by Commissioner Chaffee to approve the Community Wildfire Protection Plan and authorize Board Chair to sign. Second by Commissioner Rossow. Motion carried 5-0.

**3. Hazard Mitigation Programs -- Joint Resolutions**

County Assessor Kelly Schroeder provided an update on the progress of the hazard mitigation buy-out program stating approximately 30-36 property owners are interested. Schroeder indicated the buy-out amount offered to the property owner is 110% of the value of the property (property value determined as of January, 2012). Schroeder indicated a property owner may obtain a private appraisal (appraisal is at the program's expense and no expense to Pine County). Schroeder stated Sturgeon Lake Township will be addressing their buy-out Resolution at their April, 2013 meeting.

**Motion** by Commissioner Carlson to approve Resolution 2013-5 (city of Willow River), Resolution 2013-5A (city of Sturgeon Lake), Resolution 2013-5B (city of Rutledge) and Resolution 2013-5C (township of Kettle River) regarding the Hazard Mitigation Programs and authorize Board Chair and County Administrator to sign. Second by Commissioner Rossow. Motion carried 5-0.

**4. Contract for Assessor Services – Kanabec County/Pine County**

County Assessor Kelly Schroeder indicated that Pine County has provided contract assessing services to Kanabec County, March 1, 2012 – February 28, 2013, stating it has worked well and has created revenue for Pine County. Troy Stewart has been providing services to Kanabec County evenings and weekends (6 hours per week) and is agreeable to continuing this during the new contract term.

**Motion** by Commissioner Rossow to approve the contract with Kanabec County for Pine County to provide assessing services from March 1, 2013 to March 1, 2014 and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

**5. Final Payment – Midwest Contracting, LLC**

Removed from Agenda.

**6. Planning and Update from Minnesota Department of Transportation**

Assistant State Engineer Walter Leu from MnDOT explained the usage of federal transportation funds in Northeast Minnesota (including Pine County). Discussion was held regarding the reconditioning versus reconstructing of Highway 70 east to the Wisconsin border. Leu stated funds are not available for reconstruction at this time. However, as part of the current project, adequate right-of-way is being purchased for a future reconstruction of the road (75 feet each side of centerline).

**7. Committee of the Whole**

Chair Hallan requested to schedule a Committee of the Whole meeting to discuss: (1) condition of recycling sheds with PHASE; (2) possible creation of an ordinance for outdoor festivals/party regulations; and (3) Strategic Planning update. A Committee of the Whole meeting is scheduled for April 9, 2013 at 10:00 a.m. at a location to be determined.

**8. Commissioner Updates**

Commissioner Pangerl stated Pine County Extension will be hosting an Economic Futures Workshop, March 28, 2013 at 10:00 a.m. at the Boardroom, Pine County Courthouse, Pine City, Minnesota. A quorum of commissioners may be present.

**9. Other**

**10. Upcoming Meetings**

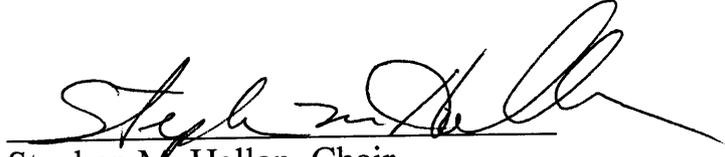
- a. Pine County Health and Human Services Meetings, Tuesday, March 19, 2013, to commence after Pine County Board Meeting, Boardroom, Pine County Courthouse, Pine City, Minnesota.**
- b. Arrowhead Transit Reception, March 19, 2013, 12:00 p.m., Boardroom, Pine County Courthouse, Pine City, Minnesota.**
- c. Arrowhead Association of Counties Dinner, 6:00 p.m., Mancini's, St. Paul, Minnesota.**
- d. Minnesota Cities, Townships & Schools Conference, March 20 & 21, 2013, St. Paul, Minnesota.**
- e. NLX meeting, Wednesday, March 27, 2013, 9:30 a.m. Boardroom, Pine County Courthouse, Pine City, Minnesota.**
- f. Semi-Annual Townships Meeting, March 30, 2013, 9:00 a.m., American Legion, Hinckley, Minnesota.**
- g. Pine County Board Meeting, Tuesday, April 2, 2013 1:00 p.m., Public Health Building, Sandstone, Minnesota.**

- h. Facility Committee Meeting, April 3, 2013, 9:00 a.m.,**  
Commissioner Conference Room, Pine County Courthouse, Pine City,  
Minnesota.
- i. Personnel Committee Meeting, Tuesday, April 9, 9:00 a.m.,**  
Commissioner Conference Room, Pine County Courthouse, Pine City,  
Minnesota.
- j. Technology Committee Meeting, Tuesday, April 16, 2013, 8:30**  
**a.m.,** Commissioner Conference Room, Pine County Courthouse,  
Pine City, Minnesota.
- k. Pine County Board Meeting, Tuesday, April 16, 2013 10:00 a.m.,**  
Boardroom, Pine County Courthouse, Pine City, Minnesota.
- l. Pine County Health and Human Services Meetings, Tuesday,**  
**April 16, 2013, to commence after Pine County Board Meeting,**  
Boardroom, Pine County Courthouse, Pine City, Minnesota.
- m. NLX meeting, Wednesday, April 24, 2013, 9:30 a.m.** Boardroom,  
Pine County Courthouse, Pine City, Minnesota.

**11. Adjourn**

With no further business, Chair Hallan adjourned the county board meeting at 11:00 a.m. The next regular meeting of the county board is scheduled for April 2, 2013 at 1:00 p.m. at the Public Health Building, Sandstone, Minnesota.

  
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David J. Minke, Administrator  
Clerk to County Board

  
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Stephen M. Hallan, Chair  
Board of Commissioners