

MINUTES OF PINE COUNTY BOARD MEETING

Regular Meeting

Tuesday, April 16, 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. Jan and Denny Gertzen, Shirley and Bill Klossner, and Judy and Tom Koch expressed their concern with the progress of the flood mitigation buyout process. Patrice DeGray stated her opposition to the Northern Lights Express.

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

Consent:

Addition #8: Authorize the hiring of Heidi Grissman-Burton, Social Worker (CMH), effective May 6, 2013, \$19.25/ hr, C42, Step 1.

Clarification of #1 – March, 2013 cash balance.

Regular:

Addition #7A: Termination of Temporary Flood Recovery Coordinator Tom Paull

Addition #7B: Hiring of Matt Fulton -- Temporary Flood Recovery Coordinator

Addition #10A: Quarterly Financial Report

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

Commissioner Chaffee moved to approve the Minutes of the April 2, 2013 board meeting and Summary for publication. Second by Commissioner Pangerl. Motion carried 5-0.

Commissioner Rossow moved to approve the Minutes of the April 9, 2013 Special Meeting -- Committee of the Whole. Second by Commissioner Carlson. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Arrowhead Counties Association Meeting Minutes – February 20, 2013

Pine County Soil & Water Conservation District Board Meeting Minutes – March 14, 2013

GPS 45:93 Board of Directors – 2013-2014 Ballot

Pine County Methamphetamine Task Force Minutes – April 8, 2013

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

Commissioner Pangerl moved to approve the amended Consent Agenda. Second by Commissioner Carlson. 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. March 2013 Cash Balance

Fund	March 1, 2012	March 1, 2013	Increase(Decrease)
General Fund	-\$592,027.30	-\$255,796.64	\$336,230.66
Health and Human Services Fund	\$1,717,665.97	\$1,249,302.88	(\$468,363.09)
Road and Bridge Fund	\$7,489,547.41	\$5,765,822.56	(\$1,723,724.85)
Land Management Fund	1,055,066.79	\$1,533,649.83	\$478,583.04
TOTAL (inc non-major funds)	\$10,938,034.59	\$8,570,379.07	(\$2,367,655.52)

2. Applications for Abatement

Danielle Derungs, 76404 Long Lake Road, Willow River, PID 17.0294.000, pay 2013
Charles Hecht, 14079 Cross Park Road, Brook Park, PID 18.0036.002, pay 2012 and 2013.

3. Application for Exempt Permit

Approve the Application for Exempt Permit for Immaculate Conception Church to conduct Minnesota lawful gambling on April 26, 2013 at Wings North Hunting Club, 19379 Homestead Road, Pine City (Pokegama Township).

4. Application for Premises Permit

Approve the Application for Premises Permit for the Pokegama Lake Association to conduct Minnesota lawful gambling at Beach Rocks, 10762 Lakeview Shore Drive, Pine City (Pokegama Township).

5. Temporary Liquor License

Approve 3.2 Temporary Liquor License for Sandstone Bulls and Barrels and two (2) for Finlayson-Giese Sportsman Club. Subject to approval of the Pine County Sheriff, Pine County Attorney and the township board of each applicant.

6. Transfer of Corrections Officers

A. Approve promotion of part-time Corrections Officer Sarah Carlson to full-time Corrections Officer, effective April 21, 2013. Classification to remain as B23 and wage to remain as \$16.04.

B. Approve promotion of part-time Corrections Officer Duane Begay to full-time Corrections Officer, effective April 21, 2013. Classification to remain as B23 and wage to remain as \$16.04.

7. Training

Approve attendance for Human Resources & Payroll Specialist Matt Christenson, Managing the Human Resource Conference, May 29-30, 2013, St. Cloud Holiday Inn, St. Cloud. Registration \$80 (includes materials and lunch for both days); hotel cost \$95.46 (1 night).

8. New Hire

Authorize the hiring of Heidi Grissman-Burton, Social Worker (CMH), effective May 6,

REGULAR AGENDA

1. Recognition of Retirement

The board recognized the retirement of the following and thanked them for their service to Pine County:

- Public Health Nurse Dixie Koch, over 9 years of service;
- Highway Maintenance Worker Greg Museums, over 19 years of service.

2. Personnel Committee

The Personnel Committee met April 9, 2013 and made the following recommendations:

- A. Ratify the termination of part-time Corrections Officer Tamara Wolter, effective March 8, 2013, and authorize filling the vacancy.
- B. Accept the resignation of full-time Corrections Officer Zak Vork, effective March 28, 2013, and authorize filling the position.
- C. Accept the resignation of Social Worker Abby Schaefer, effective April 12, 2013, and authorize the filling of the vacancy.
- D. Authorized filling the full-time correction officer position due to the promotion of Rod Williamson to sergeant. Authorize the filling of a part-time position if a vacancy is created to fill this position.
- E. Ratify the creation of a corrections officers eligibility list for filling the approved vacancies.
- F. Accept the resignation of Deputy Sheriff Tim Johnson effective March 30, 2013.
- G. Authorize filling a temporary summer 4-H assistant position at a cost not to exceed \$4,000.
- H. Approve annual performance pay increase for County Assessor Kelly Schroeder from \$31.72 per hour to \$32.99 per hour effective March 7, 2013.

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

Board Chair Hallan introduced Human Resources and Payroll Specialist, Matt Christenson.

3. Facilities Committee

Pine County Facilities Committee met April 3, 2013.

No board action necessary.

A Special Meeting of the Facilities Committee met April 16, 2013 at 9:00 a.m. The Facility Committee made the recommendation to award Karr Construction the tuckpointing, pressure washing and caulking of the Pine County Government Center. Karr will honor their August 2, 2011 proposal in the amount of \$98,758 for areas 1, 2 and 3, and \$10,740 for area 4. Commissioner Carlson requested the construction contract be reviewed by the county attorney.

Motion by Commissioner Pangerl to award Karr Construction the tuckpointing, pressure washing and caulking of the Pine Government Center according to the August 2, 2011 proposal, subject to approval of the contract by the Pine County Attorney. Said project not to exceed \$100,000. Second by Commissioner Carlson. Motion carried 5-0.

4. Health and Human Services Director

The Health and Human Services Director job description was discussed. Discussion was held as to sharing of services with Kanabec County relating to public health and the timeframe of implementing any shared services. Commissioner Rossow stated that candidate(s) must be aware that the job description may change dependent upon any service-sharing with Kanabec County. Due to the broad salary range for this position, it was recommended that the Personnel Committee be involved with the setting of the salary.

Motion by Commissioner Chaffee to approve the revised job description for the Health and Human Services Director and authorize the filling of the position. Second by Commissioner Pangerl. Motion carried 5-0.

5. Congressman Nolan

Rick Olseen from Congressman Nolan's staff updated the board as to:

(1) Highway 70 reconditioning project (through direct appropriation may be able to receive additional funds); (2) Broadband (expansion); and (3) NLX (Congressman's support). Commissioner Carlson expressed his support of Jim Oberstar consideration as U.S. Secretary of Transportation.

6. Braham Community Center

Terry Lind and Marie Grundberg presented information as to the groundbreaking and use by the counties of Pine, Isanti, Chisago and Kanabec of the new Braham Community Center.

7. Flood Damage Reduction Grant Assistance Program Application

Motion by Commissioner Carlson to approve Resolutions 2013-13 and 2013-13A appointing County Administrator David Minke as the authorized official to act on behalf of Pine County to execute all grant agreements necessary to implement the Flood Damage Reduction project and the Hazard Mitigation Grant Project and authorize Board Chair and County Administrator to sign. Second by Commissioner Rossow. Motion carried 5-0.

7A. Termination of Temporary Flood Recovery Coordinator Tom Paull

Discussion was held regarding the termination of Temporary Flood Recovery Coordinator Tom Paull.

Motion by Commissioner Rossow to ratify the termination of the employment of Temporary Flood Recovery Coordinator Tom Paull. Second by Commissioner Chaffee. Motion carried 5-0.

7B. Hiring of Matt Fulton as Temporary Flood Recovery Coordinator

Discussion was held regarding the hiring of Matt Fulton as Temporary Flood Recovery Coordinator to continue the work on the property buyouts. County Assessor Kelly Schroeder explained the focus of the new coordinator and the timeframe for the mitigation process.

Motion by Commissioner Rossow to hire Matt Fulton as Temporary Flood Recovery Coordinator, effective April 17, 2013, \$26.00 per hour. Motion carried 5-0.

8. Flood Hazard Mitigation Grant Agreement, Pine County, Acquisition of Flood-Damaged Property

County Assessor Kelly Schroeder explained the Flood Hazard Mitigation Grant

Agreement. This grant, in the amount of \$2,250,000, is for the reimbursement of costs associated with the acquisition of real property and disposal of structures impacted by the flooding. The grant represents the costs for seven properties that will be purchased through the DNR flood mitigation program and 25% of the costs associated with the 37 other property that may be proceeding through the Federal HMGP program. Numerous property owners discussed their frustration as to the progress being made. Schroeder commented on two upcoming deadlines: May 27, 2013 – disaster mitigation plan expires; July 1, 2013, deadline to remove affected real property from the tax rolls.

Motion by Commissioner Rossow to approve the Flood Hazard Mitigation Grant Agreement and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

9. Timber Auction

Forester Greg Beck stated the county has 11 parcels on the timber auction with 11,645 cords of timber to be offered for sale. Commissioner Pangerl stated that the timber revenue from the auction will be disbursed 40%/county, 40% /school district, and 10% /township.

Beck also stated that the owner of the private property necessary to access track PA-7-13 desires to sell the county property for permanent access. Beck requests authorization to start the process.

Chair Hallan recognized Beck for his hard work in the Land Department.

Inquiry was made as to the timber clean up from last year's storms. Beck stated 800 acres were affected, with most areas cleaned up.

Motion by Commissioner Pangerl to approve the 2013 Pine County Timber Auction be set for May 16, 2013 at 10:00 a.m., and the county to commence the action to purchase the real property for permanent access to track PA-7-13. Second by Commissioner Rossow. Motion carried 5-0.

10. Change in Accrual Period

County Auditor-Treasurer Clemmer explained the current 90-day accrual period is used to ensure that transactions are attributed to the year where the activity occurred.

Clemmer recommends the accrual period be shortened to 60 days so that the annual audit may be completed 30 days earlier.

Motion by Commissioner Rossow to approve Resolution 2013-14 to set end-of-year accrual period at 60 days rather than 90 days, effective with fiscal year ending December 31, 2013, and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

10A. Quarterly Financial Report

County Administrator David Minke gave an update on the budget for the first quarter of 2013.

11. Commissioner Updates

Auditor-Treasurer Clemmer requested that the Land Committee schedule a meeting. Chair Hallan indicated Clemmer and Forester Beck to schedule a Land Committee meeting within 30 days after the May 16, 2013 timber auction.

12. Other

None.

13. Upcoming Meetings

- a. Special Meeting, Facilities Committee, April 16, 2013, 9:00 a.m.,** Commissioners' Conference Room, Pine County Courthouse, Pine City, Minnesota.
- b. Pine County Board Meeting, Tuesday, April 16, 2013 10:00 a.m.,** Boardroom, Pine County Courthouse, Pine City, Minnesota.
- c. 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.
- d. Technology Committee Meeting, Tuesday, April 16, 2013, 1:00 p.m.,** Commissioner Conference Room, Pine County Courthouse, Pine City, Minnesota.
- e. Arrowhead Counties Association, Wednesday, April 17, 2013, 6:00 p.m.,** Hampton Inn Conference Room, 310 Canal Park Drive, Duluth, Minnesota.
- f. U of M Extension Service Economic Futures Workshop, Tuesday, April 22, 2013, 1:00 p.m.,** Jury Assembly Room, Pine County Courthouse, Pine City, Minnesota.
- g. NLX meeting, Wednesday, April 24, 2013, 9:30 a.m.** Boardroom, Pine County Courthouse, Pine City, Minnesota.
- h. City/County Economic Development Meeting, April 30, 2013, 3:00 p.m.,** Jury Assembly Room, Pine County Courthouse, Pine City, Minnesota.
- i. Facilities Committee Meeting, Wednesday, May 1, 2013, 9:00 a.m.,** Commissioner Conference Room, Pine County Courthouse, Pine City, Minnesota.
- j. Pine County Board Meeting, Tuesday, May 7, 2013, 1:00 p.m.,** Public Health Building, Sandstone, Minnesota.
- k. Personnel Committee Meeting, Tuesday, May 14, 2013, 9:00 a.m.,** Commissioner Conference Room, Pine City, Minnesota.
- l. Technology Committee Meeting, Tuesday, May 21, 2013, 8:30 a.m.,** Commissioner Conference Room, Pine County Courthouse, Pine City, Minnesota.
- m. Pine County Board Meeting, Tuesday, May 21, 2013 10:00 a.m.,** Boardroom, Pine County Courthouse, Pine City, Minnesota.
- n. Pine County Health and Human Services Meetings, Tuesday, May 21, 2013, to commence after Pine County Board Meeting,** Boardroom, Pine County Courthouse, Pine City, Minnesota.
- o. NLX meeting, Wednesday, May 22, 2013, 9:30 a.m.** Boardroom, Pine County Courthouse, Pine City, Minnesota.

14. Adjourn

With no further business, Chair Hallan adjourned the county board meeting at 11:25 a.m. The next regular meeting of the county board is scheduled for May 7, 2013 at 1:00 p.m. at the Public Health Building, Sandstone, Minnesota.

David J. Minke, Administrator
Clerk to Conty Board

Stephen M. Hallan, Chair
Board of Commissioners