

MINUTES OF PINE COUNTY BOARD MEETING
Regular Meeting

Tuesday, June 4, 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. The following expressed their concern with the gravel surface improvement made to County Roads 44 and 45: Greg Kvasnicka, Gary Nelson, Raymond Rath, Floyd Hedman, Derek Florin, Wendy Nelson, Karen Zebrasky, and Daryl Zebrasky. The following expressed their support of the Northern Lights Express: Lowell Johnson and Nubea Johnson.

Chair Hallan requested the following revisions to the Agenda:

Consent:

Add #5: Addition of parcel to 2013 Land Auction and authorization to conduct appraisals and miscellaneous preparations.

Regular:

Amend #1: Motion to approve Resolution 2013-23: Conveyance of Tax Forfeited Property under a Conditional Use Deed from Pine County to the Pine County Historical Society and authorize Board Chair and County Administrator to sign.

Add #4A: Personnel Committee Recommendation from June 4, 2013 Personnel Committee meeting.

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

Commissioner Pangerl moved to approve the Minutes of the May 21, 2013 board meeting and Summary for publication. Second by Commissioner Rossow. Motion carried 4-0.

Minutes of Boards, Committees and Correspondence

Pine County Land Surveyor Monthly Report – May, 2013

Pine County HRA Senior Housing Regular Meeting – April 24, 2013

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

Commissioner Pangerl moved to approve the amended 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. **May, 2013 Disbursements**

Approve Disbursements Journal Report, May 1, 2013 – May 31, 2013

2. **Applications for Abatement:**

Approve:

a. Chad Purull, 77814 Purull Kowitz Road, Willow River, PID 22.0178.000, pay 2012

b. Brian & Debra Hoppe, NE¼ of SE¼, 16-38-20, Rock Creek, PID 43.0037.000, pay 2012 & 2013

3. **Application for Exempt Permit**

Approve Application for Exempt Permit for MN Sokol Camp Association to conduct Minnesota lawful gambling on August 11, 2013 at 19201 Woodland Acres South, Pine City (Chengwatana Twp.).

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

Approve Resolution 2013-22 for Repurchase of Tax Forfeited Land in full, Luann F. Imdieke, PID 03.0035.004, and authorize Board Chair and County Auditor to sign.

5. **Addition to Land Auction**

Approve addition of Arna Township parcel PID 02.0306.001 to the 2013 land auction and conduct appraisal and miscellaneous preparations.

REGULAR AGENDA

1. **Pine County Historical Society**

County Auditor-Treasurer Cathy Clemmer explained the need for approval by the Pine County Historical Society to obtain tax-forfeited property (former Askov School ball field property) via a Conditional Use Deed from the Department of Revenue. The Conditional Use Deed is necessary to correct a title problem from a previously recorded, incorrect conveyancing document. Commissioner Rossow inquired as to whether the property was tax exempt, Clemmer indicated the property is currently tax forfeited.

Motion by Rossow to approve Resolution 2013-23 to approve the Pine County Historical Society to obtain tax-forfeited property via a Conditional Use Deed from the Department of Revenue. Second by Commissioner Chaffee. Motion carried 4-0.

2. Rediscover Old Hwy. 61 Contribution

Board Chair Hallan commented that Mike Robinson had been present at an earlier board meeting to address the use of the Old Hwy. 61 theme to develop a marketing strategy to support local retail and tourism along the Hwy. 61 corridor. County Administrator David Minke indicated this contribution would be towards a grant which requires a 1:1 match -- the request for a contribution of up to \$500 from each Carlton, Pine and Chisago counties and the remaining \$500 would be contributed by other organizations. Commissioner Rossow inquired as to which specific fund this contribution would be taken from, Minke indicated either the economic development or administrator's budget.

Motion by Commissioner Rossow to contribute up to \$500 to the Rediscover Old Hwy. 61 grant, from economic development monies. Second by Board Chair Hallan. Motion carried 4-0.

3. Flood Mitigation Buyout – Title and Closing Services

Land Services Director Kelly Schroeder explained the request for proposals for title and closing services for properties involved in the 2012-2013 flood mitigation buyout program. Two responses were received:

Ledin & Hofstad, Ltd, with title insurance-\$82,785.64, without title insurance-\$63,152.13

Signature Title, with title insurance, \$97,344.25.

Discussion was held as to the necessity of title insurance. Schroeder stated the cost for title and closing services paid by Pine County will be submitted for reimbursement through the Hazard Mitigation Grant Program.

Motion by Commissioner Rossow to award title and closing services, without title insurance, for properties involved in the 2012-2013 Flood Mitigation Buyout Program to Ledin & Hofstad, Ltd., in an amount of \$63,152.13.

4. Electronics Communications Resources (ECR) Policy

County Administrator David Minke provided an overview of changes to the Electronics Communications Resources (ECR) Policy. Generally, the revised policy will now place a size restriction on the email inbox, adds a section pertaining to county-owned cellular phones, and removes a section relating to the reimbursement for employee owned ECR expenses. Chair Hallan indicated the

ECR policy has been discussed at several technology committee meetings. Discussion was held regarding employee use of county-issued cell phones for personal use, county email access and storage of county documents on personal cell phones.

Motion by Commissioner Chaffee to approve revised Section 17 of the Personnel Policy and Procedures—Electronic Communications Resources (ECR) Policy. Second by Board Chair Hallan. Motion carried 4-0.

4A. Special Personnel Committee Meeting

A special meeting of the Personnel Committee was held June 4, 2013, 8:00 a.m., regarding the licensed peace officer staffing level of the Pine County Sheriff's Office. Commissioner Chaffee stated the meeting was productive and expressed his thanks to Sheriff Cole, Auditor-Treasurer Clemmer and Chief Deputy Auditor-Treasurer Paul Johnson. The Personnel Committee made the following recommendations:

Authorize the hiring of one additional sworn peace officer and setting the staffing level at 32.

The licensed peace officer staffing level may be reconsidered by the Personnel Committee in the fall of 2013 when Cole presents the Pine County Sheriff's Office proposed 2014 budget reflecting an increase in officer staffing levels to 33 sworn peace officers.

Motion by Commissioner Chaffee to approve the recommendation of the Personnel Committee for the hiring of one additional sworn peace officer and setting the staffing level at 32. Second by Commissioner Rossow. Motion carried 4-0.

5. Commissioner Updates

None.

6. Other

Chair Hallan requested a special meeting be scheduled for a performance review for County Administrator Minke. This meeting has been scheduled for June 19, 2013, 8:00 a.m., Commissioner's Conference Room.

Addition to upcoming meetings:

A. **Board of Equalization, Monday, June 17, 2013, 5:00 p.m.**, Boardroom, Pine County Courthouse, Pine City, Minnesota. Land Services Director Schroeder indicated one trained member is required to be on the board. Currently Commissioners Pangerl and Chaffee are current with their training. Training will be held for interested commissioners August 22, 2013 at 6:00 p.m. in Rutledge (certification is good for 4 years).

- B. **Transportation Committee, Thursday, June 6, 2013, 9:00 a.m.,**
Commissioner Conference Room, Pine County Courthouse, Pine City,
Minnesota.

7. **Upcoming Meetings**

- a. **Special Personnel Committee Meeting, Tuesday, June 4, 2013, 8:00 a.m.,**
Public Health Building, Sandstone, Minnesota
- b. **Committee of the Whole – Economic Development, June 4, 2013, 10:00 a.m.,** Public Health Building, Sandstone, Minnesota.
- c. **Pine County Board Meeting, Tuesday, June 4, 2013, 1:00 p.m.,** Public Health Building, Sandstone, Minnesota.
- d. **Transportation Committee, Thursday, June 6, 2013, 9:00 a.m.,**
Commissioner Conference Room, Pine County Courthouse, Pine City,
Minnesota.
- e. **Personnel Committee Special Meeting, Tuesday, June 11, 2013, 8:00 a.m.,** Hinckley City Hall, Hinckley, Minnesota.
- f. **Governor’s Broadband Task Force, June 11, 2013, 10:00 a.m. – 2:00 p.m.,** Lake Lena, Sandstone, Minnesota.
- g. **AMC District 1 Spring Meeting, June 14, 2013, 8:00 a.m. – 12:00 p.m.,**
Transportation Building, Carlton, Minnesota.
- h. **Board of Equalization, Monday, June 17, 2013, 5:00 p.m.,** Boardroom,
Pine County Courthouse, Pine City, Minnesota.
- i. **Technology Meeting, Tuesday, June 18, 2013, 8:30 a.m.,** Commissioner
Conference Room, Courthouse, Pine City, Minnesota.
- j. **Pine County Board Meeting, Tuesday, June 18, 2013, 10:00 a.m.,**
Boardroom, Pine County Courthouse, Pine City, Minnesota.
- k. **Pine County Health and Human Services Meetings, Tuesday, June 18, 2013, to commence after Pine County Board Meeting,** Boardroom, Pine County Courthouse, Pine City, Minnesota.
- l. **Facilities Committee Meeting, Tuesday, June 18, 2013, to commence after Pine County Health & Human Services Meeting ,** Commissioner Conference Room, Pine City, Minnesota.
- m. **Special Meeting – Performance Review, Wednesday, June 19, 2013, 8:00 a.m.,** Commissioner’s Conference Room, Pine County Courthouse, Pine City, Minnesota.
- n. **NLX meeting, Wednesday, June 26, 2013, 9:30 a.m.,** Boardroom, Pine County Courthouse, Pine City, Minnesota.

8. Adjourn

With no further business, Chair Hallan adjourned the county board meeting at 1:45 p.m. The next regular meeting of the county board is scheduled for June 18, 2013 at 10:00 a.m. at the Boardroom, Pine County Courthouse, Pine City, Minnesota.



David J. Minke, Administrator
Clerk to County Board



Stephen M. Hallan, Chair
Board of Commissioners