

MINUTES OF PINE COUNTY BOARD MEETING
Regular Meeting

Tuesday, July 2, 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 stated his opposition to the NLX. Eldon Schmedeke requested to be placed on the agenda to discuss Schmedeke Lane in Wilma Township.

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

Consent:

Correction #5B: Sr. Property Appraiser salary correction

Add #6: New Hire: Benjamin Wiener, Veteran Services Officer

Regular:

Add 4B: Eldon Schmedeke – Schmedeke Lane

Upcoming Meetings:

Change in date of Technology Committee Meeting

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

Commissioner Rossow moved to approve the Minutes of the June 18, 2013 board meeting and Summary for publication. Second by Commissioner Pangerl. Motion carried 4-0.

Commissioner Chaffee moved to approve the Minutes of the 2013 Board of Equalization meeting – June 17, 2013. Second by Commissioner Rossow. Motion carried 4-0. Chair Hallan thanked everyone involved with the Board of Equalization hearing for their hard work.

Minutes of Boards, Committees and Correspondence

East Central Regional Library Board Meeting – May 13, 2013

Pine County Health & Human Services Advisory Committee – June 5, 2013

Pine County Land Surveyor Monthly Report – June, 2013

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

Commissioner Chaffee 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. **June, 2013 Disbursements**
Approve Disbursements Journal Report, June 1, 2013 – June 30, 2013.
2. **Temporary Liquor License**
Approve Temporary 3.2 Liquor License for SOKOL Camp; subject to approval of the Pine County Sheriff, Pine County Attorney and the corresponding township board.
3. **Premises Permit and Lease for Lawful Gambling Activity**
Approve Application for Premises Permit and Lease for Lawful Gambling Activity for the Pine City Youth Hockey to conduct Minnesota lawful gambling at the Pine City Country Club, 10413 Golf Course Road SW, Pine City (Pine City Twp).
4. **Training**
Approve IT Supervisor Lisa Blowers to attend the MN County IT Leaders Association annual conference, July 16-18, 2013, Walker. Registration and hotel paid by MNCITLA.
5. **Promotion**
 - A. Approve the promotion of Nikki Wiener from Child Support Officer to Social Worker effective July 10, 2013, \$19.83/hr., C42 pay grade.
 - B. Approve the promotion of Jennifer Mansavage from Property Appraiser to Sr. Property Appraiser, \$23.04/hr., proposed B32 pay grade.
6. **New Hire**
Approve the conditional hiring of Veteran Services Officer Benjamin Wiener, effective July 16, 2013, \$48,776 per year, grade C42, FLSA exempt.

REGULAR AGENDA

1. **Health & Human Services Director**
Chair Hallan introduced and welcomed Health & Human Services Director Patrick Bruflat.
2. **Facilities Committee**
The Facilities Committee met June 18, 2013 and made the following recommendations:
 - A. **Tuck Pointing**
Approve the change in completion date of tuck pointing of the Pine Government Center by KARR Tuck Pointing to no later than July, 2014.

Commissioner Pangerl stated KARR Tuck Pointing could not guarantee tuck pointing of the Government Center in 2013, stating the project will be completed no later than July, 2014.

Motion by Commissioner Pangerl to allow KARR Tuck Pointing an extension for completion of the tuck pointing of the Pine Government Center to no later than July, 2014. Second by Commissioner Rossow. Motion carried 4-0.
 - B. **Hinckley Highway Shop**
Approve the transfer of the Hinckley highway shop property to the City of Hinckley with the stipulation that the property be used for a public purpose and that Hinckley continue to allow the recycling sheds remain on the property.

Commissioner Pangerl stated the highway building in Hinckley is not being used by the county and the space would be used by the City of Hinckley for parking.

Motion by Commissioner Rossow for the transfer of the Hinckley highway building and real property to the City of Hinckley conditioned that the property be used for a public purpose and the recycling sheds remain on the property. Second by Commissioner Pangerl. Motion carried 4-0.

C. Energy Wheel

Approve contract award to Thermotech Enterprises for replacement of Thermowheel, not to exceed \$37,708.

Commissioner Pangerl stated the HVAC energy wheel is the air exchanger at the courthouse and is necessary for heating and cooling. The current energy wheel is not functioning and needs to be replaced. Pangerl stated vendor Thermotech offers a 10-year warranty on the replacement wheel; Commissioner Chaffee questioned if any recovery was possible from the original vendor, Pangerl stated this was being looked into. Commissioner Rossow stated money for this project is available in the county building fund. Pangerl thanked Maintenance Supervisor Kevin Newman for his hard work in ensuring specifications were met from vendors.

Motion by Commissioner Pangerl to award the contract to Thermotech Enterprises for replacement of the Thermowheel, not to exceed \$37,708. Second by Commissioner Rossow. Motion carried 4-0.

3. Pine County Liquor Ordinance

Auditor-Treasurer Cathy Clemmer stated discussion regarding a formal liquor ordinance was held at the Committee of the Whole meeting on June 4, 2013. Clemmer stated she has contacted surrounding counties, and cities, within Pine County, as to current licensing requirements. Policies varied from no formal policy to no delinquent real estate taxes, no late payment of taxes, and no outstanding water or sewer accounts. Chair Hallan inquired as to delinquent taxes which included assessments as part of the delinquency. Clemmer stated that the delinquent special assessments are considered delinquent taxes. Commissioner Pangerl stated he would like a grace period provision within the Ordinance. Clemmer stated she believes applications should be submitted no later than 30 days prior to expiration, with the inclusion of a \$100 late fee provision in the Ordinance. Clemmer stated she would like an effective date of 2014.

MOTION by Commissioner Chaffee to allow the Auditor-Treasurer and County Attorney to (1) proceed with a formal liquor ordinance, (2) provide a draft ordinance to the board for review and discussion and (3) set a date for a public hearing. Second by Commissioner Rossow. Motion carried 4-0.

4. First Aid Training Contract

Pine County Sheriff Robin Cole provided an overview of first aid training necessary for staff of the sheriff's office. Cole stated that most employees are Emergency Medical Responder status, with a few Emergency Medical Technicians. Cole stated his office purchases approximately 10 training manuals every two years and these manuals are kept in-house and circulated throughout employees taking the training.

Motion by Commissioner Pangerl to approve the contract with Pine Technical College to provide first aid training for staff of the Pine County Sheriff's Office from January, 2014 through December, 2019. Cost of instruction: \$500 per EMT–initial student; \$300 per EMR–initial student; \$50 per EMT–refresher student; \$50 per EMR–refresher student. (Increase in cost of textbooks/workbooks may cause prices to increase). Second by Commissioner Rossow. Motion carried 4-0.

4B. **Eldon Schmedeke – Schmedeke Lane**

Eldon Schmedeke addressed the board regarding the maintenance, material used, and completion of Schmedeke Lane in Wilma Township.

5. **Commissioner Updates**

- A. Commissioner Rossow inquired of County Administrator Minke regarding the current open enrollment for long-term and short-term disability.
- B. Performance Appraisals (for Administrator Minke) are to be completed by all Commissioners and provided to Chair Hallan.

6. **Other**

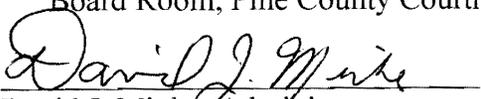
Inquiry was made of Sheriff Cole regarding in-squad defibrillators. Cole stated that pads and batteries are replaced every year.

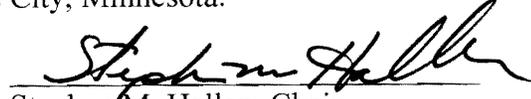
7. **Upcoming Meetings**

- a. **Pine County Board Meeting, Tuesday, July 2, 2013, 1:00 p.m.**, Public Health Building, Sandstone, Minnesota.
- b. **Personnel Committee Meeting, Tuesday, July 9, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- c. **Pine County Board Meeting, Tuesday, July 16, 2013, 10:00 a.m.**, Board Room, Pine County Courthouse, Pine City, Minnesota.
- d. **Pine County Health and Human Services Meetings, Tuesday, July 16, 2013, to commence after Pine County Board Meeting**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- e. **Committee of the Whole – Budget Committee Meeting, Tuesday, July 16, 2013**, commencing after HHS Board Meeting, Courthouse, Pine City, Minnesota.
- f. **Technology Meeting, Tuesday, July 23, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- g. **NLX meeting, Wednesday, July 24, 2013, 9:30 a.m.**, Boardroom, Courthouse, Pine City, Minnesota.
- h. **Budget Committee Meeting w/department heads, Tuesday, July 30, 2013, 9:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.

8. **Adjourn**

With no further business, Chair Hallan adjourned the county board meeting at 1:56 p.m. The next regular meeting of the county board is scheduled for July 16, 2013 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.


David J. Minke, Administrator
Clerk to County Board


Stephen M. Hallan, Chair
Board of Commissioners