

MINUTES OF PINE COUNTY BOARD MEETING
Regular Meeting

Tuesday, July 16, 2013, 10:00 a.m.
Board Room, 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, 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. Michael Kubesh expressed concern regarding how Pine County is handling a variety of issues within the county. Dave Ostenson stated his opposition to the NLX.

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

Consent:

Add #7: New Hire: David Anderson, Property Appraiser

Upcoming Meetings:

Change Technology Committee Meeting to July 23, 2013 at 10:00 a.m.

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

Commissioner Chaffee moved to approve the Minutes of the July 2, 2013 Board Meeting and Summary for publication. Second by Commissioner Rossow. Motion carried 4-0.

Minutes of Boards, Committees and Correspondence

Pine County HRA Senior Housing Regular Meeting – May 22, 2013

Commissioner Pangerl moved to acknowledge the Minutes of Boards, Committees and Correspondence. Second by Commissioner Chaffee. 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. Review June 2013 Cash Balance

Approve:

Fund	June 30, 2012	June 30, 2013	Increase(Decrease)
General Fund	\$2,029,025.95	\$1,944,263.05	(\$84,762.90)
Health and Human Services Fund	\$1,958,216.29	\$1,406,587.17	(\$551,629.12)
Road and Bridge Fund	\$7,270,815.90	\$7,437,294.47	\$166,478.57
Land Management Fund	\$605,799.89	\$1,463,743.39	\$857,943.50
TOTAL (inc non-major funds)	13,671,395.19	13,410,100.54	(\$261,294.65)

2. **Applications for Abatement:**

Approve:

- a. Gary Vink, 61077 Duxbury Road, Sandstone, PID 32.8800.001, pay 2012 & 2013
- b. Robert Armstrong, 225 Lark Street, Sandstone, PID 45.5574.000, pay 2013

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

Approve Resolution 2013-27 for Repurchase of Tax Forfeited Land with a 10-year contract, Bashir Moghul, PID 08.0079.000 and PID 08.0080.000 and authorize Board Chair and County Auditor to sign.

4. **Promotion**

Acknowledge and approve the trial-period promotion of Edward Melzark from Environmental Technician to Sr. Environmental Technician/Zoning Administrator, effective July 16, 2013, \$23.66/hr., proposed B31 pay grade.

5. **New Hires**

Approve the hiring of four (4) full-time deputies, effective July 28, 2013, at the stated pay rate:

Leah Schmidt	\$21.75/hr., step 3	seniority 07/28/2013-A
Brian Butler	\$19.68/hr., step 1	seniority 07/28/13-B
Thomas Nygard	\$19.68/hr., step 1	seniority 07/28/13-C
Casey Freund	\$19.68/hr., step 1	seniority 07/28/13-D

6. **Veteran Service Officer**

Approve the change of start date from July 16, 2013 to July 30, 2013, for Benjamin Wiener, Veteran Service Officer.

7. **Property Appraiser**

Approve the hiring of David Anderson, property appraiser, per Land Services Restructure Plan, effective July 22, 2013, pay \$16.34, grade B24.

REGULAR AGENDA

1. **Recognition of Retirement**

The board recognized the retirement of Ilene Haavisto, office manager in the Administrator's Office, effective July 31, 2013, and thanked her for over 23 years of service to Pine County.

2. **Personnel Committee**

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

Sheriff

- a. Approve a one-half time School Resources Officer contract with East Central School District, contingent upon approval by East Central School Board.
- b. Accept the resignation of Deputy Sheriff Daniel Adams effective July 3, 2013.
- c. Approve the back-fill of vacated deputy sheriff position to maintain authorized strength of 32 sworn peace officers.

Sheriff Cole stated the East Central School Board contract has not been finalized as of yet and that Hinckley Public Schools has expressed interest in a School Resource Officer.

Health & Human Services

- a. Approve the appointment of Russ Baron to previous Fiscal Supervisor position (C43) at previous rate of \$29.05/PfrMx, effective June 24, 2013, contingent upon County Board's public recognition of Russ Baron's service to the county as Interim HHS Director.

b. Approve the back-fill of Child Support Officer position.

Motion by Commissioner Rossow to approve the above recommendations of the Personnel Committee related to the Sheriff's Office and Health and Human Services. Second by Commissioner Chaffee. Motion carried 4-0.

Administration

Approve a 3% performance wage increase for Administrator Minke effective January 1, 2014.

Commissioner Pangerl stated he is not in support of a 3% performance increase for Administrator Minke based on increases given to other employees. Administrator Minke clarified differences in performance and COLA increases.

Motion by Commissioner Chaffee to approve a 3% wage increase for Administrator Minke effective January 1, 2014. Second by Commissioner Rossow. Motion carried 3-1 with Commissioner Pangerl voting nay.

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

County Engineer Mark LeBrun reported to the board regarding the completion of Contract #1203.

Motion by Commissioner Chaffee to approve final payment to Midwest Contracting, LLC in the amount of \$14,103.92 for Contract #1203 related to: SAP 058-598-025, located 1.0 mile south of CSAH 11 on CR 120 over Mud Creek and authorize County Administrator to sign Certificate of Final Contract Acceptance. Second by Commissioner Rossow. Motion carried 4-0.

4. **Award Bid for Contract #1303**

County Engineer Mark LeBrun states Contract #1303 has been awarded to Hardrive. Contract #1303 includes:

CP 058-167-002	Located on CR 167; between CSAH 61 and 1.25 miles East
CP 058-052-002	Located on CSAH 52; between CSAH 40 and 0.25 miles East
CP 058-061-004	Located on East Frontage Road
SAP 058-640-013	Located on CSAH 40; between CSAH 46 and 2.5 miles South
SAP 058-646-026	Located on CSAH 46; between CSAH 61 and I-35
SAP 058-651-005	Located on CSAH 51; between CSAH 46 and CSAH 10
SAP 058-661-022	Located on CSAH 61; between S County Line and S Limits of Pine City

The Hardrive bid came in 13% under the projected cost. LeBrun also commented that he is very satisfied with the new procedure of opening bids prior to the county board meeting. Commissioner Pangerl states that he likes the transparency of opening bids in a public setting. Discussion was held and it was noted that the bid openings are open to the public and contractors regularly attend.

Motion by Commissioner Rossow to award bid for Contract #1303 to Hardrive, in the amount of \$3,928,641.45. Second by Chair Hallan. Motion carried 4-0.

5. **East Central Solid Waste Commission – Household Hazard Waste Programs**

Land Services Director Kelly Schroeder explained the purpose of the contract with East Central Solid Waste. This contract has been reviewed by the county attorney.

Motion by Commissioner Chaffee to approve the contract between Pine County and East Central Solid Waste Commission regarding the Household Hazardous Waste Programs and authorize Board Chair, County Administrator and County Attorney to sign. Second by Commissioner Pangerl. Motion carried 4-0.

6. **Second Quarter Financial Update**

Administrator Minke explained two graphs that were provided to the county board. A comparison chart between 2012 and 2013 was also provided and overall the county is where it should be. Commissioner Chaffee questioned the cost of the upcoming special election; County Auditor-Treasurer Cathy Clemmer stated the election may cost approximately \$10,000 - \$15,000.

7. **Updates**

- A. Commissioner Pangerl thanked County Engineer LeBrun for attending a meeting in Royalton Township regarding the upcoming CR 5 road project.
- B. Chair Hallan stated he would like to provide some answers to Michael Kubesh's questions from the public forum.
 - i. Chair Hallan explained the purpose of a three minute limit per person in the public forum and the public can ask to appear before the Committee of the Whole Members.
 - ii. Chair Hallan also stated there is no further discussion regarding the sale of the landfill in Kanabec County as it is done.
 - iii. Chair Hallan states the joint ventures with Kanabec County Health and Human Services is on hold at this time, there will be more discussion on this in the future.
 - iv. Chair Hallan stated the Economic Development discussion is ongoing.
 - v. Chair Hallan also stated the Transit Tax (Wheelage and ½% Sales Tax) meeting will be held in the future.

8. **Upcoming Meetings**

- a. **Pine County Board Meeting, Tuesday, July 16, 2013, 10:00 a.m.**, Board Room, Pine County Courthouse, Pine City, Minnesota.
- b. **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.
- c. **Committee of the Whole – Budget Committee Meeting, Tuesday, July 16, 2013**, commencing after HHS Board Meeting, Courthouse, Pine City, Minnesota.
- d. **Technology Meeting, Tuesday, July 23, 2013, 10:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- e. **NLX Meeting, Wednesday, July 24, 2013, 9:30 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- f. **RDC Meeting, Thursday, July 25, 2013, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- g. **Budget Committee Meeting w/department heads, Tuesday, July 30, 2013, 9:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- h. **Pine County Board Meeting, Tuesday, August 6, 2013, 1:00 p.m.**, Public Health Building, Sandstone, Minnesota.

9. **Adjourn**

With no further business, Chair Hallan adjourned the county board meeting at 10:48 a.m. The next regular meeting of the county board is scheduled for August 6, 2013 at 1:00 p.m. at the Public Health Building, Sandstone, Minnesota.



David J. Minke, Administrator
Clerk to County Board



Stephen M. Hallan, Chair
Board of Commissioners