

MINUTES OF PINE COUNTY BOARD MEETING
Regular Meeting

Tuesday, March 17, 2015, 10:00 a.m.
Board Room, Pine County Courthouse, Pine City, Minnesota

Chair Steve Hallan called the meeting to order at 10:00 a.m. Present were Commissioners Josh Mohr, Steve Chaffee, Curt Rossow and Matt Ludwig. Also present were County Attorney Reese Frederickson and County Administrator David Minke.

The Pledge of Allegiance was said.

Chair Hallan called for public comment. Terry Nietzel commented regarding an upcoming meeting. Katie Draper, Government Affairs division of the Mille Lacs Band of Ojibwe, described the traveling exhibit which has been placed in the atrium of the courthouse. This exhibit will remain in the courthouse atrium for the next two weeks.

Chair Hallan requested the following additions to the Agenda:

Add Item 6A: Update of budget

Add Other 8A: Closed meeting for discussion of labor negotiations strategy

Move Regular Agenda Item #1 to incorporate with Regular Agenda Item #4

Commissioner Rossow moved to approve the Amended Agenda. Second by Commissioner Ludwig. Motion carried 5-0.

Commissioner Mohr moved to approve the Minutes of the March 3, 2015 county board meeting and Summary for publication. Second by Commissioner Rossow. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County HRA Senior Housing Board of Directors Regular Meeting – January 28, 2015

East Central Regional Library Board Minutes – February 9, 2015

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

Commissioner Rossow moved to approve the Consent Agenda. Second by Commissioner Chaffee. Motion carried 5-0.

CONSENT AGENDA

1. Review February, 2015 Cash Balance

Approve:

Fund	February 28, 2014	February 28, 2015	Increase(Decrease)
General Fund	887,632.54	1,978,567.02	1,090,934.48
Health and Human Services Fund	97,481.57	(140,945.94)	(238,424.51)
Road and Bridge Fund	2,584,490.53	4,563,678.36	1,979,187.83
Land Management Fund	1,915,550.23	2,068,111.20	152,560.97
TOTAL (inc non-major funds)	\$5,541,475.45	\$9,194,852.75	\$3,653,377.30

2. **Tobacco License**
Approve two (2) Little Stores tobacco licenses.
3. **Cancellation of Tax-Forfeited Lands and Tax-Forfeited Repurchase Contracts**
Approve Resolution 2015-10 approving Cancellation of Tax-Forfeited Lands and Tax-Forfeited Repurchase Contracts for nonpayment of annual contract payment and/or real estate taxes and authorize Board Chair and County Administrator to sign.
4. **2015 Waste Hauler License**
Approve 2015 waste hauler license for Donna's Sanitation – Askov and authorize Board Chair to sign.
5. **Adult Mental Health Grant Award for 2015**
Approve Adult Mental Health Grant award for 2015 in the amount of \$270,733 and authorize Board Chair and County Administrator to sign.
6. **Lighthouse Child and Family Services**
Approve the Lighthouse Child and Family Services contract with Pine County Health and Human Services for Community Support Program services and authorize Board Chair, County Administrator and Health & Human Services Director to sign.
7. **Sandstone Prosecution Agreement for Prosecution Services**
Approve Agreement for Prosecution Services with the City of Sandstone in the amount of \$7,500 (April 1, 2015 – December 31, 2015) and authorize Board Chair and County Auditor to sign.
8. **Settlement Agreement**
Approve the Settlement Agreement with Gwen Lewis and authorize County Administrator to sign.
9. **Promotion**
Approve the promotion of Correction Officer Sarah Carlson to Deputy Sheriff effective March 23, 2015, C42, \$20.28 per hour.
10. **Resignation and Backfill**
Acknowledge the resignation of Deputy Sheriff Casey Freund effective March 27, 2015 and approve backfill of position.
11. **Training**
 - A. Approve Human Resources and Payroll Special Matt Christenson to attend the Minnesota Counties Human Resources Management Association (MCHRMA) spring conference, April 9-10, 2015 at the Stearns County Service Center in Waite Park. Registration: \$90; hotel: \$105+ tax, together with meals and mileage. Total cost: \$195 plus meals, mileage and tax.
 - B. Approve Land Services Director Kelly Schroeder to attend the fourth and fifth of five required courses, Soils, May 19-21, 2015, in New Ulm and Inspecting Onsite Systems June 2-3, 2015 in St. Cloud. Course cost is \$730, \$125.56 hotel (for new Ulm), and \$138.00 mileage.
 - C. Approve Veterans Service Officer Ben Wiener to attend the MN Department of Veterans Affairs Spring Training, March 25-26, 2015, Walker, Minnesota. Registration: \$0; Meal reimbursement; Travel Expenses (2 nights), approximately \$140 w/taxes and fees; \$168 mileage reimbursement. Maximum Cost: \$400; and approve to attend the MN Association of County Veteran Services Officers Fall Conference, September 13-15, 2015, Nisswa, Minnesota. Registration, meals and lodging: \$519. Mileage \$112. Cost: \$631.

REGULAR AGENDA

1. Personnel Committee

The Personnel Committee met March 10, 2015 and made the following recommendations:

Probation:

Acknowledge the retirement of Probation Director Terryl Arola effective March 31, 2015.

Land Services:

- A. Approve the hiring of a Planning/Zoning Records Temp with a starting wage of \$10.00, not to exceed the \$13,500 grant amount.
- B. Approve the hiring of five (5) part-time temporary Level II watercraft inspectors for the Aquatic Invasive Species program, \$10.00 per hour. Positions will be 100% funded from AIS grant.
- C. Approve the creation of a Land and Resource Manager position, C43, \$20.98-\$29.42 per hour.
- D. Acknowledge the retirement of Sr. Environmental Technician Ed Melzark effective August 1, 2015, approve usage of vacation for the month of July.
- E. Approve creation of new Environmental/GIS Technician position, B24, \$16.60-\$23.43 per hour.

Jail:

Acknowledge the termination of Court Security Officer Patricia Haines effective February 13, 2015 and approve backfill.

Administrator:

- A. Approve the Pine County Nepotism Policy and insertion with Section 3- Recruitment and Selection in the Pine County Policies and Procedures Manual.
- B. Approve modifying the hiring process, in limited circumstances, to allow staff to initiate the recruitment process prior to formal board action.
- C. Approve a six-month extension to a HHS employee's unpaid leave.

Other

Approve the backfill of the Public Health Supervisor position.

Other items are for informational purposes only.

Commissioner Rossow provided an overview of the Personnel Committee March 10, 2015 meeting. Discussion was held regarding the Land and Resource Manager and Environmental/GIS Technician positions.

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

2. GPS 45:93

Presentation by Tom Willet, staff consultant for the GPS 45:93, and Nathan Johnson, Pine City Planner regarding economic gardening. Willet stated the objective to proceed forward with economic gardening would be to obtain at least one company from each of the five GPS counties. A \$5,000 contribution from each region, including Pine County, would be required for the research portion of the economic gardening program to proceed forward.

3. Recognition of Retirement

The board recognized the retirement of Probation Director Terryl Arola and thanked her for her 19 years of service to Pine County.

4. Probation Placement Report

Probation Director Terry Arola presented information relating to juveniles court-ordered into placement in Pine County through the Probation Department and the budgetary effects from those placements.

5. Federal Funding Update-MN DOT-District 1

John McDonald, the new Assistant District Engineer-State Aid for District 1 was introduced to the board. District Planning Director Bryan Anderson and ARDC Transportation Planner Jarrett Valdez explained, and discussion was held, as to the projects chosen and usage of federal transportation funds in District 1 for years 2015-2018.

6. 2015 Aquatic Invasive Species Program

Land Services Director Kelly Schroeder provided an overview of the 2015 Aquatic Invasive Species Program. Pine County has \$182,313 in aid available for education, enforcement, watercraft inspections and signage relating to AIS. Any funds not expended in 2015 will be rolled over into the budget for the Pine County AIS Program 2016.

Motion by Commissioner Chaffee to adopt the 2015 Aquatic Invasive Species Program and authorize Board Chair and County Administrator to sign. Second by Commissioner Ludwig. Motion carried 5-0.

6A. End of February 2015 Budget Update

County Administrator David Minke provided an overview of the budget reviewing the expenditure and revenue of the major funds through February, 2015. The need for replacement of the 911 system was discussed—IT Supervisor Findell and Sheriff Nelson will present recommendations for replacement to the board within the next 60 days.

7. Commissioner Update

Joint Legislative Conference: Commissioners Hallan, Mohr and Ludwig and Administrator Minke were in attendance.

Soil & Water Conservation District: Commissioner unable to attend.

East Central Solid Waste Commission: Chair Hallan stated planned expansion is moving ahead, bid awarded to contractor; township issues and odor complaints discussed.

East Central Regional Library Board: Commissioner unable to attend.

Central Minnesota Jobs & Training (CMJTS): Chair Hallan stated CMJTS provides training and job placement services to job seekers. These services are at a greater demand during a downturn in the economy.

Lakes & Pines: Commissioner Rossow stated: 1) a group is interested in building a mental health facility; 2) grants were approved; and 3) tax clinic discussion was held.

Chair Hallan called a recess at 11:20 a.m.

8A. Other

The board reconvened at 11:30 a.m.

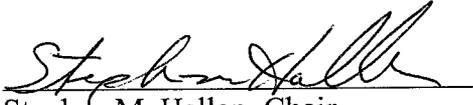
Motion by Commissioner Rossow to close the meeting for the purpose of discussion of labor negotiation strategy in accordance with Minnesota Statutes 13D.03. Second by Commissioner Ludwig. Motion carried 5-0.

The meeting was closed at 11:30 a.m. with the following present: Chair Hallan, Commissioners Mohr, Chaffee, Rossow and Ludwig; County Attorney Reese Frederickson, County Administrator David Minke, and Human Resources and Payroll Specialist Matt Christenson.

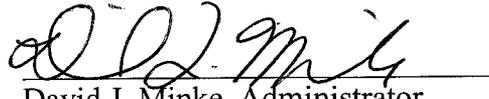
Motion by Commissioner Chaffee to open the meeting at 12:00 p.m. Second by Commissioner Mohr. Motion carried 5-0.

9. **Adjourn**

With no further business, Chair Hallan adjourned the county board meeting at 12:00 p.m. The next regular meeting of the county board is scheduled for April 7, 2015 at 10:00 a.m. at the Public Health Building, Sandstone, Minnesota.



Stephen M. Hallan, Chair
Board of Commissioners



David J. Minke, Administrator
Clerk to County Board