

**MINUTES OF PINE COUNTY BOARD MEETING**  
***Regular Meeting***

**Tuesday, May 6, 2014, 1:00 p.m.**  
**Public Health Building, Sandstone, Minnesota**

Chair Rossow called the meeting to order at 1:00 p.m. Present were Commissioners Steve Hallan, Mitch Pangerl, Steve Chaffee, and Matt Ludwig. Also present were County Attorney John Carlson and County Administrator David Minke.

The Pledge of Allegiance was said.

Chair Rossow called for public comment. Pastor Gary Nelson, Memorial Drive Bible Fellowship, Bruno and Randy Christensen, Sandstone Township, provided information regarding the Treehouse program and upcoming related events.

Chair Rossow requested the following revisions to the Agenda:

Additions to Regular Agenda:

- 10A. Resolution 2014-17 Recognizing National Nurses Week
- 10B. Separation Agreement With Employee
- 10C. Riverwood Center Update

Commissioner Pangerl moved to approve the amended Agenda. Second by Commissioner Hallan. Motion carried 5-0.

Commissioner Hallan moved to approve the Minutes of the April 15, 2014 County Board Meeting and Summary for publication. Second by Commissioner Ludwig. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County HRA Senior Housing Minutes – March 26, 2014

Pine County Land Surveyor Monthly Report, April 2014

Pine County Soil & Water Conservation District Minutes – April 3, 2014

Pine County Methamphetamine Task Force Minutes – April 14, 2014

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

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

**CONSENT AGENDA**

**1. April, 2014 Disbursements**

Disbursements Journal Report, April 1, 2014 – April 30, 2014.

**2. Applications for Abatement:**

Approve:

- a. Arley & Mary Kendall, 37674 Fishtail Road, Hinckley, PID 10.0091.000, pay 2014

- b. David & Peggy Nordrum, 1035 7<sup>th</sup> St. SW, Pine City, PID 42.5752.000, pay 2014
- c. Minnesota Public Radio, 11802 Dahl Road, Hinckley, PID 15.0204.000, pay 2014
- d. Moose Lake Golf Club, Windemere Twp., PID 33.0204.000, pay 2012, 2013 & 2014
- e. Victor Doboszanski, 25782 Denham Crossing Rd., Sturgeon Lake, PID 31.0222.000, pay 2014

**3. 2014 Solid Waste Hauler Licensure**

Approve 2014 waste hauler license for Jones Construction and authorize Board Chair to sign license.

**4. Personnel (Full-Time Status/Completion of Probationary Period)**

- A. Approve full-time status for Office Support Specialist Donna Olsen, effective May 4, 2014.
- B. Approve full-time status for Registered Nurse Beth Lyon, effective May 4, 2014.

**5. Training**

- A. Approve Probation Agents Amber Chase, Laura Stylski, Jeremie Reinhart and Travis Fisher to attend the MACPO (Minnesota Association of County Probation Officers) conference, May 21-22, 2014. Full registration is \$125 per person. Weds/Thursday meal and accommodation package is \$150 per person double occupancy. Total cost: \$1100 plus any applicable taxes and mileage. Probation agents are required to have 40 hours training each year.
- B. Approve County Recorder Tamara Tricas to attend the Minnesota County Recorder's Association Summer Recording Institute, June 9-13, 2014 at Rutgers Bay Lake Lodge in Deerwood. Cost of the conference is \$25, lodging and meal package is \$586.42, mileage \$92.46. Total cost of conference is \$703.88.
- C. Approve HHS Director Patrick Bruflat to attend the MN Association of County Social Service Administrators Spring Conference, May 28-30, 2014, Deerwood. Registration \$125, Accommodations \$331.31, Meals included with lodging, Travel \$89.60. Total cost of conference is \$545.91.
- D. Approve County Engineer Mark LeBrun to attend the MN County Engineers Summer Conference, June 11-12, 2014, Alexandria. Registration and lodging: \$203.91.

**6. New Hire**

Approve the hiring of 4-H Summer Assistant Jessica Torgerson, effective June 2, 2014, \$11.79 per hour, grade A13, step 1 at a cost not to exceed \$4,000.

**REGULAR AGENDA**

**1. HHS Ad Hoc Committee Meeting**

The HHS Ad Hoc Committee met Wednesday, April 30, 2014. The 2014 HHS budget was approved with a \$423,000 deficit, and in 2013, expenses exceed revenue by approximately \$1 million. The county has been working to reduce the 2014 deficit and after review and consideration, recommends the elimination of the HHS fiscal supervisor position. This action will result in an annual savings of approximately \$75,000 in salary and fringe benefits. The board also requested HHS Director Patrick Bruflat, Auditor-Treasurer Cathy Clemmer and County Administrator David Minke to reevaluate the HHS budget mid-year and report back to the board with an update.

**Motion** by Commissioner Chaffee to eliminate the HHS fiscal supervisor position, effective immediately. Second by Commissioner Ludwig. Motion carried 5-0.

**2. Public Hearing – Pine County Liquor License**

Chair Rossow opened the public hearing at 1:14 p.m. for the consideration of issuance of Ordinance 2014-01-Pine County Liquor License. Ordinance 2014-01 would regulate the sale of liquor on Sunday, provide for the payment of property taxes of the licensed premises, and set a fee for the renewal of an existing liquor license. Ordinance 2014-01 would repeal and replace the previous ordinance adopted September 21, 1993. Auditor-Treasurer Clemmer provided an overview of the ordinance, stating she had received two phone calls and both parties agreed to the contents of the proposed ordinance. Chair Rossow called for further public comment. There being no additional public comment, the public hearing was closed at 1:20 p.m.

**Motion** by Commissioner Hallan to approve Pine County Liquor Ordinance 2014-01, effective May 6, 2014, and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

**3. Central Minnesota Jobs and Training Services, Inc. (CMJTS)**

CMJTS CEO Barbara Chaffee and staff presented an update on the financial audit for years ended June 30, 2013 and 2012, with no concerns noted. CMJTS provided information as to programs and services provided. Chaffee stated the Minnesota Workforce Center System Joint Powers Agreement Under the Workforce Investment Act of 1998 is renewable every two years and requested the board's approval.

**Motion** by Commissioner Hallan to approve the Minnesota Workforce Center System Joint Powers Agreement Under the Workforce Investment Act of 1998 and authorize Board Chair and County Administrator to sign. Second by Commissioner Ludwig. Motion carried 4-0, Commissioner Chaffee abstained from voting due to conflict.

**4. Appointment to Board of Adjustment**

Sr. Environmental Tech/Zoning Administrator Ed Melzark explained a vacancy on the Board of Adjustment due to the death of Howard Thomsen from District 5. The Commissioner from the district where a vacancy occurs typically provides a recommendation for the appointment of the member to complete the term. Commissioner Ludwig (District 5) recommended David Koland to fill the vacancy on the Board of Adjustment. Chair Rossow appointed David Koland to the Pine County Board of Adjustment to fulfill the remaining term of Howard Thomsen, term ending December 31, 2015.

**5. Additional Land Auction Properties**

**A. Tax-Forfeited Land Classification (Non Conservation)**

Auditor-Treasurer Cathy Clemmer explained the addition of two additional parcels for sale: PID 03.0341.000 was re-conveyed back to tax-forfeited status from Barry Township as a result of an incomplete conditional use deed application and will be added to the 2014 land auction. PID 20.0235.004 is a non-conforming lot and will be offered via sealed bid auction to adjoining landowners only and the parcel attached to the successful bidder's property.

**Motion** by Commissioner Hallan to approve Resolution 2014-15, authorizing Board Chair and County Administrator to sign, to classify PID 03.0341.000 and 20.0235.004 as non-conservation land, authorize appraisal and preparation for the sale of the land, authorize and direct distribution

of the listing of the land to local units of government for review and request review and approval from the Minnesota DNR for the sale of said lands. Second by Commissioner Chaffee. Motion carried 5-0.

**B. Land Purchase and Addition of Two Parcels to the 2014 Land Auction**

Clemmer explained a request had been made for a land exchange between Lawrence Wermerskirchen and the Land Department involving two properties NW $\frac{1}{4}$  of NE $\frac{1}{4}$ , 12-43-18 (Wermerskirchen property PID 14.084.000) and SE $\frac{1}{4}$  of SW $\frac{1}{4}$ , 7-43-18 (county tax forfeit property PID 14.0055.000 [split]) Both properties are similar in value. The purpose of the land exchange is for the consolidation of the properties, the County property adjoins the Wermerskirchen property and the Wermerskirchen property adjoins County land. The land exchange process is lengthy, therefore Clemmer stated another option is for the sale of the County parcel and the purchase of the Wermerskirchen property. The County property (SE $\frac{1}{4}$  of SW $\frac{1}{4}$  and the SW $\frac{1}{4}$  of SW $\frac{1}{4}$  both of 7-43-18 (PID 14.0055.000 [split] have prior approval for public sale and would both have to be offered at public auction. Wermerskirchen is open to purchase the SE $\frac{1}{4}$  of SW $\frac{1}{4}$  of 7-43-18 as long as the County is willing to purchase the NW $\frac{1}{4}$  of NE $\frac{1}{4}$  of 12-43-18.

Discussion was held as to the county purchase of additional land.

**Motion** by Commissioner Chaffee for the addition to the 2014 land auction of the SE $\frac{1}{4}$  of SW $\frac{1}{4}$  and SW $\frac{1}{4}$  of SW $\frac{1}{4}$  both of section 7-43-18 PID 14.0055.000 (split) and approval to purchase the Wermerskirchen NW $\frac{1}{4}$  of NE $\frac{1}{4}$  of 12-43-18 (PID 14.0084.000), contingent upon the sale of the SE $\frac{1}{4}$  of SW $\frac{1}{4}$  of 7-43-18 and contingent upon the Wermerskirchen property appraisal being of similar value to the SE $\frac{1}{4}$  of SW $\frac{1}{4}$  of 7-43-18. Second by Commissioner Rossow. Motion carried 5-0.

**C. Wilma Township Disapproval of Non-Conservation Classification/Land Sale Parcels**

Clemmer stated Wilma Township Board has submitted a resolution denying the approval of the county's sale of county public lands within Wilma Township. By statute, the county board may accept or override all or part of the resolution through a public meeting.

**Motion** by Commissioner Chaffee to set a public meeting at the July 15, 2014 county board meeting to discuss Wilma Township's Board resolution for a board decision to accept or disapprove all or part of Wilma Townships resolution. Second by Commissioner Ludwig. Motion carried 5-0.

**6. Land Conveyance Requests**

Auditor-Treasurer Clemmer stated:

a) Wilma Township is requesting conveyance from the county of a 20-acre parcel (PID 32.0065.001) for the purpose of adding this property to their park. The original conveyance of the property to Wilma Township was incomplete and the parcel is still in tax-forfeited status. The conveyance would be under a conditional use deed.

b) City of Sturgeon Lake is requesting the conveyance from the county of 2 parcels:  
i) 46.0044.000, adjacent to the city. This would allow adequate space for future utility expansion or road development. Conveyance would be under a conditional use deed or out-right purchase depending on appraised value.

ii) 46.5014.000, blight property. City would like to clean up property and either dedicate it to the city park system or resell to adjoining land owner. Conveyance may be under a conditional use deed or an out-right purchase of the property.

c) City of Pine City is requesting conveyance from the county of .10 acres (PID 42.0268.000) which is a small non-conforming lot between two businesses. This conveyance would be purchased out-right at the appraised value through Pine City's EDA for the purpose of attaching it to an adjoining parcel for the purpose of increasing the economical use of the property.

**Motion** by Commissioner Chaffee to initially approve conveyance of parcel 32.0065.001 to Wilma Township, with final county board resolution at a later date. Second by Chair Rossow. Motion carried 5-0.

**Motion** by Commissioner Hallan to initially approve conveyance of parcels 46.0044.000 and 46.5014.000 to the City of Sturgeon Lake and parcel 42.0268.000 to the City of Pine City, with final county board resolution at a later date. Second by Commissioner Chaffee. Motion carried 5-0.

**7. Renewal of Trail Lease for the DNR Mathew Lourey Trail (formerly Willard Munger Trail)**

Auditor-Treasurer Clemmer stated the State of Minnesota had a 10-year trail lease across county tax-forfeited property in which we received \$825.60 per year. The lease has expired and the State has requested another lease under an annual no-fee agreement, consistent with most other counties.

**Motion** by Commissioner Chaffee to approve the idea of a 10-year trail lease with the State of Minnesota for the Mathew Lourey Trail with an annual no-fee agreement and to request the county auditor bring the final lease back to the board for approval. Second by Commissioner Ludwig. Motion carried 5-0.

**8. Amend East Central Drug and Violent Offender Task Force Grant**

Administrator Minke explained the Grant Agreement for the East Central Drug and Violent Offenders Task Force has changed from \$100,000 to \$110,000 for grant funding. No matching funds are required. Authorize Board Chair and County Administrator to sign.

**Motion** by Commissioner Ludwig to approve the Grant Agreement Amendment for the East Central Drug and Violent Offenders Task Force. Second by Commissioner Pangerl. Motion carried 5-0.

**9. 2014 Annual County Board and Water Safety Grant Agreement**

Administrator Minke explained the 2014 State of Minnesota Annual County Boat and Water Safety Grant Agreement in the amount of \$8,149 and authorize Board Chair, County Administrator and Sheriff to sign. No match required.

**Motion** by Commissioner Hallan to approve the 2014 State of Minnesota Annual County Boat and Water Safety Grant Agreement in the amount of \$8,149. Second by Commissioner Ludwig. Motion carried 5-0.

**10. National Corrections Officers' Week**

**Motion** by Commissioner Hallan to approve Resolution 2014-16 in recognition of Corrections Officers Week. Second by Commissioner Ludwig. Motion carried 5-0.

**10a. National Nurses' Week**

**Motion** by Commissioner Chaffee to approve Resolution 2014-17 in recognition of National Nurses' Week. Second by Commissioner Ludwig. Motion carried 5-0.

**10b. Separation Agreement With Employee**

Administrator Minke reviewed the Separation Agreement for Mary Patterson.

**Motion** by Commissioner Chaffee to approve the Separation Agreement with Mary Patterson. Second by Commissioner Hallan. Motion approved 5-0.

**10c. Riverwood Centers Update**

Administrator Minke stated that Riverwood Centers has filed bankruptcy and a trustee has been appointed. A meeting of creditors is scheduled for June 19, 2014 at 1:00 p.m. in St. Cloud.

**11. Commissioner Updates**

Arrowhead Counties Association – meeting cancelled

Rush Line Corridor's Policy Advisory Committee - nothing new

NLX – Commissioner Ludwig indicated MnDOT affirmed its full commitment; the Hinckley Loop analysis has been reduced to alternatives 2, 4, and 5b;

Pine County Law Library – nothing new

NE Regional Radio Board – mostly informational meetings until next generation equipment discussion necessary.

Extension Committee – nothing new

Snake River Watershed Joint Powers Board – nothing new

East Central Regional Development Commission – economic development specialist Jennifer Russell from Big Lake, MN hired.

**12. Other**

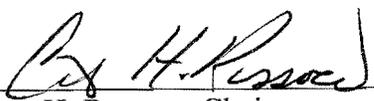
**13. Upcoming Meetings**

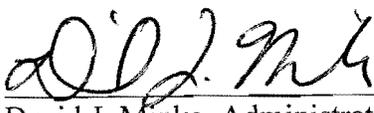
Upcoming meetings were reviewed.

Permanent change in time of the Central Regional EMS Committee meeting – 10 a.m.

**14. Adjourn**

With no further business, Chair Rossow adjourned the county board meeting at 2:41 p.m. The next regular meeting of the county board is scheduled for May 20, 2014 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

  
Curt H. Rossow, Chair  
Board of Commissioners

  
David J. Minke, Administrator  
Clerk to County Board