

MINUTES OF PINE COUNTY BOARD MEETING
Regular Meeting

Tuesday, June 17, 2014, 10:00 a.m.
Board Room, Pine County Courthouse, Pine City, Minnesota

Acting Chair Chaffee called the meeting to order at 10:00 a.m. Present were Commissioners Steve Hallan, Mitch Pangerl, and Matt Ludwig. Also present were County Attorney John Carlson and County Administrator David Minke. Chair Curt Rossow was excused.

The Pledge of Allegiance was said.

Acting Chair Chaffee called for public comment. There was no public comment.

Acting Chair Chaffee requested the following revisions be made to the Agenda:

Additions to Regular Agenda:

Additional information for Item #5: Resolution 2014-26.

Remove Item #6, Award Bid for Contract #1401, and move to the Regular Agenda for July 1, 2014 County Board Meeting. Item requires information from MNDOT which has not been approved yet.

Additions to Consent Agenda:

Remove Item #6 from Consent Agenda and add to Regular Agenda as Item #6A

Add Item #9: New Hire. Authorize the hiring of Christina Marier for the position of full-time Sheriff's Secretary. Effective date, not later than July 2, 2014, 13.08/hr., B21.

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

Commissioner Ludwig moved to approve the Minutes of the June 3, 2014 County Board Meeting and Summary for publication. Second by Commissioner Hallan. Motion carried 4-0.

Minutes of Boards, Committees and Correspondence

Pine County Probation Advisory Committee – February 25, 2014

Pine County HRA Senior Housing Board of Directors – regular meeting – April 23, 2014

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

Commissioner Hallan moved to approve the amended Consent Agenda. Second by Commissioner Ludwig. Motion carried 4-0.

CONSENT AGENDA

1. May 2014 Cash Balance

Approve:

Fund	May 31, 2013	May 31, 2014	Increase(Decrease)
General Fund	(2,136,132.50)	(2,379,289.47)	(243,156.97)
Health and Human Services Fund	332,874.00	(833,726.07)	(1,166,600.07)
Road and Bridge Fund	6,431,447.43	2,336,411.68	(4,095,035.75)
Land Management Fund	1,660,026.98	2,004,604.99	344,578.01
TOTAL (inc non-major funds)	21,045,691.80	14,632,119.85	(6,413,571.95)

2. Applications for Abatement:

- A. Approve Robert Ford, 541 Old Trail Rd., Hinckley, PID 03.0370.000, pay 2014.
- B. Approve Jonathan Samuelson, 32072 Russell Rd., Pine City, PID 26.0098.000, 26.0099.000, 26.0101.000, pay 2014.
- C. Approve Howard & Susan Schultz, 57323 Forest Blvd., Pine City, PID 43.0275.000, pay 2014.
- D. Approver Eric & Antonia Jensen, 6415 HC Anderson Alle, Askov, PID 34.0003.000, pay 2014.

3. Application for Exempt Permit

- A. Approve Application for Exempt Permit for Pine County Thunderin' Toms Chapter of National Wild Turkey Federation to conduct Minnesota lawful gambling on October 25, 2014 at Tank's Tavern, 39109 State Hwy. 48, Hinckley, Minnesota (Arlone Twp.).
- B. Approve Application for Exempt Permit for the Memorial Drive Bible Fellowship d/b/a TreeHouse North to conduct Minnesota lawful gambling on July 26, 2014 at Wings North, 19379 Homestead Rd., Pine City, MN (Pokegama Twp.).

4. Resolution for Repurchase of Tax Forfeited Land

Approve Resolution 2014-25 for Repurchase of Tax Forfeited Land with a 10-year contract for Leonard Bonander, PID 45.5310.000 and authorize Acting Board Chair and County Auditor to sign.

5. Liquor License

Approve 3.2 liquor licenses for Duquette General Stores, Duxbury Store and Ray & Marge's Resort. Subject to approval by the County Board, corresponding Township, Pine County Sheriff and Pine County Attorney.

6. Training

Approve Social Worker Beth Jarvis to attend the 2014-2015 IECMH (Infant & Early Childhood Mental Health) Program – Child Welfare Cohort, September 2014 through April 2015. Training is 1.5 days/month covering a span of 8 months. Registration: \$0 (scholarship), Accommodations: approximately \$800 (8 overnight stays); Meals: approximately \$216 (8 lunches and 8 suppers); Travel: \$609. Total cost \$1,625.00. Funds are available in the HHS staff development budget.

7. **New Hire**

Approve the hiring of part time Dispatcher Jeremiah Mohr, effective June 19, 2014, \$16.04/hr., B23, step 3.

8. **New Hire**

Approve the hiring of Christina Marier for the position of full-time Sheriff's Secretary. Effective date, not later than July 2, 2014, \$13.08/hr., B21.

REGULAR AGENDA

1. **Public Hearing – County Fees**

Land Services Director Kelly Schroeder stated the Government Operations Committee met recently and reviewed fees related to Marriage Licenses and Individual Sewage Treatment System (ISTS) Ordinance administration. The Committee made the following recommendations: 1) To establish a \$50 fee for marriage licenses requiring a supplemental indenture but to waive the fee for those on active military duty; and 2) To establish a \$25 fee for issuance of a certificate of abandonment related to ISTS.

Acting Chair Chaffee opened the public hearing at 10:10 a.m. No public comments were made. Acting Chair Chaffee closed the public hearing at 10:10 a.m.

Motion by Commissioner Ludwig to approve the recommendations of the Government Operations Committee. Second by Commissioner Hallan. Motion carried 4-0.

2. **Technology Committee**

Pine County Technology Committee met May 20, 2014 and discussed recycling 163 surplus computers. The committee recommends the computers be recycled as follows: (2) Pine County Historical Museum, (3) County Agricultural Society, and the remaining to PC's for People. PC's for People is on the state's approved list for recycling vendors and is a non-profit organization that provides computers to those who need them.

Motion by Commissioner Hallan to recycle 163 surplus computers as follows: donate (2) to the Pine County Historical Museum, (3) to the County Agricultural Society, and the remaining computers to PC's for People. Second by Commissioner Pangerl. Motion carried 4-0.

3. **Facilities Committee**

Pine County Facilities Committee met on June 4, 2014. Commissioner Pangerl provided an overview of the facilities committee meeting and stated discussion was held regarding the Pine Government Center. Tuckpointing has been completed. Conversations have been held between Pine County and the City of Pine City regarding leasing space at the Pine Government Center. Administrator David Minke stated the Committee recommends terminating the lease with the city and give a 12-month notice. Rent could then be increased to \$52,500 (approx. \$9.00/sq. ft.) for the first year and \$70,000 (approximately \$12.00/sq. ft.) for the second year. It was noted the termination of the lease is not to remove the city from the Pine Government Center but to follow a process to reach an agreement regarding rental costs.

Motion by Commissioner Pangerl to terminate the contract with the City of Pine City and proceed with increasing the rental rate to \$52,500 (approx. \$9.00/sq. ft.) in 12 months for the first year and \$70,000 (approx. \$12.00/sq. ft.) for the second year. Second by Commissioner Ludwig. Motion carried 3-1, with Commissioner Hallan voting no.

4. Personnel

Commissioner Ludwig states the Personnel Committee met June 10, 2014 and made the following recommendations

Health & Human Services:

- i. Accept the resignation of Eligibility Worker Ann Reding effective June 6, 2014 and approve eligibility worker backfill.
- ii. Approve Social Worker Kathleen Hall-Borowick moving from FT to PT status per employee request.

Jail:

- i. Approve a two-month unpaid leave for Corrections Officer Anne Watrin.
- ii. Approve a \$1.04 performance increase from \$20.87/hr. to \$21.91/hr. for STS Crew Leader Dan Baran (B24) effective April 26, 2014 (anniversary date).

IT:

- i. Approve a \$.67 performance increase from \$16.63/hr. to \$17.30/hr. for IT Support Specialist Kent Bombard (B24) effective July 1, 2014 (anniversary date).

Administrator:

- i. Approve Pine County Policies and Procedures Section 11 and Section 16 to comply with the Women's Economic Security Act.

Commissioner Ludwig also stated discussion was held regarding non-union performance evaluations; this item will be discussed at the Committee of the Whole meeting on June 24, 2014.

Motion by Commissioner Ludwig to approve the recommendations made by the Personnel Committee. Second by Commissioner Chaffee. Motion carried 4-0.

Other items are for informational purposes only.

Veterans/Land and Zoning

County Administrator David Minke states Administrative Assistant Lisa McCorison has resigned from her position effective June 25, 2014. This position provides support for multiple offices so backfilling this position in a timely manner is critical.

Motion by Commissioner Ludwig to accept the resignation of Administrative Assistant Lisa McCorison effective June 25, 2014 and authorize backfill. Second by Commissioner Pangerl. Motion carried 4-0.

5. ECSWC Solid Waste Management Plan Update

Commissioner Hallan gave an overview of the ECSWC landfill expansion. Land Services Director Kelly Schroeder stated the Solid Waste Management Plan must be reviewed every 10 years and was last updated in 2006. MPCA requires a plan update prior to the expansion.

Motion by Commissioner Hallan to approve Resolution 2014-26 requesting review and approval of Solid Waste Management Plan and authorize Acting Chair and County Administrator to sign said resolution. Second by Commissioner Ludwig. Motion carried 4-0.

6. Award Bid for Contract #1401

This topic was removed from the agenda and will be revisited at a later date.

6A. Essentia Health/Pine County Mutual Bill of Sale

County Attorney Carlson commented regarding past practice of disposing of retired squads and the purpose of obtaining an ambulance for use by the Sheriff's Office. Sheriff Cole stated the purpose of obtaining an ambulance from Essentia Health is to replace a similar vehicle used by the Sheriff's Office. County Auditor-Treasurer Cathy Clemmer discussed the trade of vehicles between Pine County and Essentia Health with the State Auditor. The State Auditor recommends this topic be tabled until the next county board meeting so further research can be done regarding the proper process of this transaction.

Acting Chair Chaffee tabled Essentia Health/Pine County Mutual Bill of Sale until further information is available.

7. Commissioner Updates

Soil & Water Conservation District: Commissioner Ludwig states a project will be done this fall to shoreline properties in the Sturgeon Lake area affected by the 2012 flooding.

East Central Solid Waste Commission (ECSWC) – See #5 above.

East Central Regional Library Board: Commissioner Chaffee states he was unable to attend the meeting but he did have discussion with the director and there is nothing new.

AMC District 1 Meeting – Nothing new.

Central MN Jobs and Training: Commissioner Hallan states unemployment rates are starting to get somewhat better, East Central Minnesota is a little higher than the rest of the state.

Board of Equalization: Commissioner Hallan stated owners of five properties attended the meeting; the status was changed for one property. Commissioner Hallan would like to compliment the Assessor's Office for the research they do.

COW – Administrator David Minke states the COW Meeting has been scheduled for June 24, 2014 at 9:00 a.m. The topics thus far include: Veterans' Service Office update, Facilities update, Aquatic Invasive Species, Personnel Committee Non-Union Performance Pay, HHS Update – Joint Powers Agreement, Noise Ordinance.

Other

8. Other

Commissioner Pangerl motioned to close the meeting as allowed by MS §13D.03, Subd. 1(b) for labor negotiation strategy update. Commissioner Hallan seconded. Motion carried 4-0. The meeting was closed at 10:56 a.m.

Commissioner Ludwig motioned to open the meeting. Commissioner Pangerl seconded. Motion carried 4-0. The meeting was opened at 11:28 a.m.

9. Upcoming Meetings

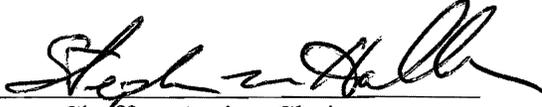
Upcoming meetings were reviewed and two additional meetings were added:

(1) Facilities Committee Meeting, July 1, 2014, 11:00 a.m., Public Health Building, Sandstone, Minnesota

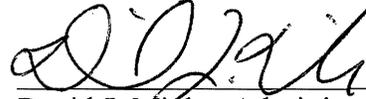
(2) Land Committee Meeting, July 1, 2014, 12:00 p.m., Public Health Building, Sandstone, Minnesota.

10. Adjourn

With no further business, Acting Chair Chaffee adjourned the county board meeting at 12:01 p.m. The next regular meeting of the county board is scheduled for July 1, 2014 at 1:00 p.m. at the Public Health Building, Sandstone, Minnesota.



~~Steve Chaffee, Acting Chair~~
Board of Commissioners



David J. Minke, Administrator
Clerk to County Board

Stephen M. Hallen, Acting Chair