

MINUTES OF PINE COUNTY BOARD MEETING
Regular Meeting

Tuesday, August 19, 2014, 10:00 a.m.
Board Room, Pine County Courthouse, Pine City, Minnesota

Acting Chair Steve 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 Acting County Administrator Mark LeBrun. Chair Curt Rossow and County Administrator David Minke were absent (excused).

The Pledge of Allegiance was said.

Acting Chair Chaffee welcomed Mark LeBrun to the meeting as the Acting County Administrator in the absence of David Minke.

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

Commissioner Pangerl acknowledged District 2 County Commissioner candidate Josh Mohr in attendance at the board meeting.

Acting Chair Chaffee requested the following revision be made to the Agenda:
Addition to Regular Agenda: Discussion of Schmedeke property.

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

Commissioner Ludwig moved to approve the Minutes of the August 5, 2014 County Board Meeting and Summary for publication. Second by Commissioner Hallan. Motion carried 4-0.

Minutes of Boards, Committees and Correspondence

ECRL Library Board Minutes – June 9, 2014

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

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

CONSENT AGENDA

1. Review July, 2014 Cash Balance

Fund	July 31, 2013	July 31, 2014	Increase(Decrease)
General Fund	2,143,061.42	2,703,601.17	560,539.75
Health and Human Services Fund	1,425,549.80	474,496.28	(951,053.52)
Road and Bride Fund	7,901,318.05	8,828,215.57	926,897.52
Land Management Fund	1,524,926.87	1,035,697.27	(489,229.60)
TOTAL (inc non-major funds)	13,882,655.98	14,727,318.49	844,662.51

2. Liquor License

Approve On/Off/Sunday liquor license for Halfway Home Saloon f/k/a Banning Junction. Subject to approval of township, Pine County Sheriff, Pine County Attorney and State of Minnesota; authorize Board Chair to sign.

3. Liquor Licenses for September 1, 2014-August 31, 2015

Approve the following yearly liquor licenses expiring August 31, 2014, subject to Pine County ordinances and all subject to township, Pine County Sheriff, Pine County Attorney, and State of Minnesota approval:

Wings North--On Sale & Sunday; Tanks Tavern-Cloverdale-- Off Sale, On Sale & Sunday; Nickerson Bar & Motel—Off Sale, On Sale & Sunday; Marathon of Beroun—Off Sale; Pine City Country Club—On Sale & Sunday; West Beroun Liquor, LLC—Off Sale; Kurtz' Muffies on the Lake, LLC—Off Sale, On Sale & Sunday; Doc's Sports Bar & Grill—Off Sale, On Sale & Sunday; Chengwatana Country Club, LLC—Off Sale, On Sale & Sunday; Moose Lake Golf Club—On Sale & Sunday; The Tavern in Duquette—Off Sale, On Sale & Sunday; Countryside Campground—On Sale, Off Sale & Sunday; Sturgeon Lake Golf Course—On Sale, Off Sale and Sunday; and Pokegama Liquors—Off Sale.

Authorize Board Chair to sign.

4. Training

- A. Approve Sr. Environmental Tech/Zoning Administrator Edward Melzark to attend the MACPZA Annual Conference September 24-26, 2014 in Rochester. Cost: \$160 (meals and registration) and hotel expenses of \$258+tax (3 nights).
- B. Approve Assessor's Office Clerk III Kim Kylander to attend the Summer MAAP workshop August 21-22, 2014 in Mankato. Cost: workshop/\$75, \$154+tax for 2 nights lodging, and \$165.86 mileage expense.
- C. Approve County Recorder/Registrar Tammy Tricas to attend the 2014 Fall Torrens Workshop October 22, 2014 in St. Cloud. Cost: \$35, no mileage expense as county car will be used.
- D. Approve Probation Director Terryl Arola to attend MCA training October 22-24, 2014 at Grand View Lodge. Cost: conference fee \$255; lodging cost: \$65.57 per night for two nights (double occupancy). Total cost: \$386.14.

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

Approve full-time status for Eligibility Worker Lori Anderson, effective August 18, 2014.

6. Transfer of Corrections Officers

Approve promotion of part-time Corrections Officer Matthew Seamon to full-time Corrections Officer, effective August 24, 2014. Classification to remain as B23 and wage to remain as \$16.04 per hour.

7. Recognition of Retirement for PERA Eligibility

Recognition of retirement (for PERA eligibility) of John Jacobson, Highway Maintenance Worker for the Public Works department with over 27 years of service to Pine County, effective August 28, 2014.

REGULAR AGENDA

A. Schmedeke Property

County Auditor-Treasurer Cathy Clemmer stated that at the August 5, 2014 county board meeting Resolution 2014-32 was approved. That resolution finalized the tax forfeited land sale list for the land sale on September 19, 2014 and included property which the county, through special legislation, had offered for sale to Eldon and Marjorie Schmedeke, with a August 5, 2014 purchase deadline. The Schmedekes did not meet that deadline. Mr. Schmedeke contacted the county auditor's office on August 18, 2014 requesting to purchase this property. Clemmer recommends the rescinding of Resolution 2014-32 and replacing it with Resolution 2014-31, which excludes the land included in the special legislation for sale to Schmedeke. This rescinding/replacement is contingent upon the auditor's office receipt of \$5,650.82 today. County Attorney John Carlson stated if the auditor's office did not receive the funds today, Resolution 2014-32 would be automatically vacated and the sale of the land would proceed.

Motion by Commissioner Chaffee to rescind Resolution 2014-32 and replace it with Resolution 2014-31, contingent upon the auditor's office receipt of \$5,650.82 today. Second by Commissioner Pangerl. Motion carried 4-0.

1. Facilities Committee Meeting

The Facilities Committee met August 6, 2014. Commissioner Pangerl stated the committee has increased the county's building insurance deductible from \$2,000 to \$5,000, saving the county \$15,000 annually in premium reduction. Commissioner Pangerl also stated there is no change in the status of the lease with the City of Pine City--we are still waiting for a response from the City.

2. Transportation Committee

The Transportation Committee met August 7, 2014. The Transportation Committee made the following recommendations:

- A. The County Engineer to present to the full board the 2015-2019 Highway Improvement Plan.
- B. County Engineer to bring to the Personnel Committee for discussion the pending retirements within the Public Works department.
- C. To proceed with the process of the demolition of the old jail.

Highway Engineer Mark LeBrun will present the 2015-2019 Highway Improvement Plan later in today's board meeting. LeBrun stated a supervisor and highway maintenance worker will be retiring this fall. These vacancies will be addressed with the Personnel Committee. Discussion was held regarding the demolition of the old jail. LeBrun indicated the building has deteriorated badly and in its present state is a serious liability to the county. LeBrun also stated the amount of asbestos in the jail is quite extensive and it will be necessary to get a price as to the cost of asbestos abatement.

Motion by Commissioner Ludwig directing Engineer LeBrun to proceed forward in obtaining a price for asbestos abatement and to proceed forward with the demolition of the old jail. Second by Commissioner Chaffee. Motion carried 4-0.

3. Personnel Committee

Personnel Committee met August 12, 2014 and made the following recommendations:

Sheriff

Acknowledge the termination of probationary deputy sheriff Brian Butler and approve backfill of position, effective July 17, 2014.

Jail

- i. Approve the hiring of one (1) sergeant (bringing sergeant count to six) and backfill of position.
- ii. Approve the hiring of one (1) part-time secretary, 20 hours or less per week, B21 with starting wage of \$12.39 per hour.
- iii. Acknowledge resignation of Corrections Officer Dan Maish and approval internal promotion of part-time corrections officer, with backfill.

Highway

Approval internal replacement of vacated highway maintenance supervisor.

Zoning

Approve the move of the Zoning/Solid Waste Office to the Pine County Courthouse.

Administrator:

- i. Approve the addition of Section 5.7 "Acting County Administrator" section to the Pine County Policies and Procedure Manual.
- ii. Approve the classification and compensation study RFP.
- iii. Approve performance wage increase from \$20.43 to \$21.25 per hour for IT Supervisor Ryan Findell, effective August 5, 2014.

Commissioner Ludwig provided an overview of the personnel committee meeting, stating that the potential move of the Zoning/Solid Waste Office was left to the discretion of the Land Services Director and that any move in that office would be for the efficiency of the office.

Commissioner Hallan also stated that the IT Department will be staffing an employee in Sandstone one day per week.

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

4. Sub-Grant Agreement

Land Services Director Kelly Schroeder stated three additional property owners are interested in pursuing the flood buyout program but were not included in the original grant. The original grant cannot be amended to include these properties and a new application was submitted for these three properties. David Minke must be appointed to be the authorized official to sign the sub-grant agreement and any amendments.

Motion by Commissioner Ludwig to approve of Resolution 2014-38 authorizing David J. Minke, County Administrator to execute and sign sub-grant agreements necessary to implement the purchase of additional flood properties and authorize Board Chair and County Administrator to sign. Second by Commissioner Hallan. Motion carried 4-0.

5. Aquatic Invasive Species (AIS) Plan

Land Services Director explained the 2014 Aquatic Invasive Species Plan and outlined the project that will occur over the Labor Day weekend, which include law enforcement officers and trained volunteer educators.

Motion by Hallan to approve Resolution 2014-39 Adopting the 2014 Aquatic Invasive Species Plan. Second by Commissioner Ludwig. Motion carried 4-0.

6. 2015-2019 Highway Improvement Plan

County Engineer Mark LeBrun explained the 2015-2019 Highway Improvement Plan and various county roads and bridges improvements that are included in this \$23 million dollar plan over the next five years. The first wheelage tax project will take place in 2017.

Motion by Commissioner Pangerl to approve the 2015-2019 Highway Improvement Plan. Second by Commissioner Ludwig. Motion carried 4-0.

7. **Commissioner Update**

Soil & Water District 8/7/14 meeting – cancelled.

East Central Solid Waste Commission 8/11/14 meeting: Commissioner Hallan stated the amount of garbage in the landfill is up this year. Discussion was held regarding the MPCA permitting process.

East Central Regional Library Board 8/11/14 meeting: Commissioner Chaffee stated that voting on the budget was to take place, however has been continued to the next meeting due to the request of Chisago County.

Other: Commissioner Hallan commented on County Ditch 2 and a meeting will be scheduled with the landowners along the ditch.

8. **Other**

9. **Upcoming Meetings**

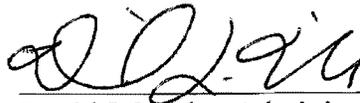
Upcoming meetings were reviewed.

10. **Adjourn**

With no further business, Acting Chair Chaffee adjourned the county board meeting at 11:17 a.m. The next regular meeting of the county board is scheduled for September 2, 2014 at 1:00 p.m. at the Public Health Building, Sandstone, Minnesota.



Steve Chaffee, Acting Chair
Board of Commissioners
Curt Rossow, Chair



David J. Minke, Administrator
Clerk to County Board