

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

**Tuesday, February 16, 2016 - 10:00 a.m.
Board Room, Pine County Courthouse, Pine City, Minnesota**

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

The Pledge of Allegiance was said.

Chair Rossow called for public comment. There was no public comment.

Chair Rossow requested the following revision to the Agenda:

Correction: Consent Item #4 – Cancellation of State Contracts

Bashir Moghul – correct PID #08.0080.000 (states PID 08.0079.000/incorrect)

Joseph Gabrelick – lots to reflect Lot 2, Block 1 and Lot 3, Block 1 (both legals incorrectly stated Lot 2, Block 1)

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

Commissioner Mohr moved to approve the Minutes of the February 2, 2016 board meeting and Summary for publication. Second by Commissioner Ludwig. Motion carried 4-0.

Commissioner Hallan moved to approve the Minutes of the February 9, 2016 Special Meeting – Strategic Planning Public Health. Second by Commissioner Ludwig. Motion carried 4-0.

Minutes of Boards, Committees and Correspondence

Pine County HRA Senior Housing Board of Directors regular meeting – December 16, 2015

East Central Regional Library Board Minutes – January 11, 2016

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

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

CONSENT AGENDA

1. Approve January, 2016 Cash Balance

Fund	January 31, 2015	January 31, 2016	Increase (Decrease)
General Fund	2,614,541	4,072,451	1,457,911
Health and Human Services Fund	(325,651)	331,692	657,343
Road and Bridge Fund	916,849	609,281	(307,568)
Land Management Fund	2,044,017	1,010,728	(1,033,289)
TOTAL (inc non-major funds)	5,147,003	7,207,482	2,060,479

2. Application for Abatement

Approve Application for Abatement for Todd Van Zee, 34447 Lord Drive, Sturgeon Lake, PID 33.6020.000, pay 2015.

3. Pine County Federal Award Procurement Policy

Approve the Pine County Federal Award Procurement Policy, commencing in 2017.

4. Cancellation of State Contracts

Approve Resolution 2016-06 Cancellation of Tax-Forfeited Lands and Tax-Forfeited Repurchase Contracts (with corrected legal description) and authorize Board Chair and County Administrator to sign.

5. 2016 Waste Hauler Licenses

Approve the 2016 Waste Hauler Licenses for the following businesses: Nordstrom's Sanitation, Terry's Disposal, and Tri-Township Disposal District.

6. PHASE Contract

Approve the Contract between Pine County Health and Human Services and Pine Habilitation and Supported Employment (PHASE), January 1, 2016 through December 31, 2016. Rates are as follows:

DT&H – Phase North & Recycling (daily/\$62.83, partial/\$47.13, round trip transportation/\$15.75

DT&H – Phase South (daily/\$103.60, partial/\$77.71, round trip transportation/\$7.96

Supported Employment: 1:1 (15 minute: as negotiated by parties at time of service).

Authorize Board Chair and County Administrator to sign contract.

7. Donations

Approve acceptance of the following donations for the K-9 program: Northview Bank, Finlayson \$200; R&S Hardware, Hinckley \$300; Majestic Pine Realty, Sturgeon Lake \$50; and Gary Tandberg, Dayton \$15.

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

Approve the full-time status for Social Worker Candace Bartheidel, effective February 28, 2016.

9. Training

Approve the following training:

Response to Child Sex Trafficking Training March 14-17, 2016 in Minneapolis

- Probation Department: Approve Corrections Agent Karly Kostich to attend. Training and lodging are fully funded by the National Criminal Justice Training Center. Meals and mileage reimbursement by the Probation Department, if necessary.
- Health & Human Services: Approve Social Workers Beth Jarvis, Kristen Schroeder and Candace Bartheidel to attend. Training and lodging are fully funded by the National Criminal Justice Training Center. Meals: \$408 maximum for all three participants; mileage: county car is preferable.

REGULAR AGENDA

1. Public Hearing – Ordinance Changes and Codified Pine County Shoreland Management Ordinance

Land Services Director Kelly Schroeder provided an overview of the proposed amendments in the Septic and Floodplain Ordinances. Chair Rossow opened the public hearing at 10:04 a.m. for consideration to approve

- Ordinance 2016-01 amending the Pine County Subsurface Sewage Treatment Systems Ordinance;
- Ordinance 2016-02 amending the Pine County, Minnesota Floodplain Management Ordinance;
- establishing a fee schedule for the provisional use permit; and

- establishing a fee schedule for the road, driveway, and parking area permit.

Chair Rossow called for public comment. There was no public comment.

Land Services Director Schroeder then provided an overview of the proposed codifications and amendments of the Pine County Shoreland Management Ordinance. Schroeder stated the Pine County Shoreland Management Ordinance document will not be presented for adoption until the March 1, 2016 board meeting as final clerical corrections were necessary; however, Schroeder wanted to address the proposed codifications and amendments at the public hearing. Discussion was held regarding various amendments.

Chair Rossow called for public comment. Pokegama Lake residents David and Lori Cashman stated they felt it was important to provide education to the property owners within the shoreland area about the provisions of the shoreland ordinance as well as reaching out to lawn service providers as to the application of pesticides. Pokegama Township resident Henry Fischer suggested providing updated shoreland ordinance information to lake associations for discussion at their association meetings.

There being no further public comment, Chair Rossow closed the public hearing at 10:50 a.m.

Motion by Commissioner Hallan to approve Ordinance 2016-01 amending the Pine County Subsurface Sewage Treatment Systems Ordinance. Second by Commissioner Ludwig. Motion carried 4-0.

Motion by Commissioner Mohr to approve Ordinance 2016-02 amending the Pine County, Minnesota Floodplain Management Ordinance. Second by Commissioner Hallan. Motion carried 4-0.

Motion by Commissioner Ludwig to approve the fee schedule for the provisional use permit in the amount of \$50. Second by Commissioner Mohr. Motion carried 4-0.

It was the consensus of the board to address the fee schedule for the road, driveway, and parking area permit at the March 1, 2016 board meeting.

2. Facilities Committee

Commissioner Mohr provided an overview of the February 3, 2016 Facilities Committee meeting. Discussion was held regarding the household hazardous waste building, Sandstone Facility/John Wright building, security improvements to the Public Health Building, and signage in the south parking lot at the courthouse.

3. Personnel Committee

The Pine County Personnel Committee met February 9, 2016 and made the following recommendations:

Jail

A. Acknowledge the retirement of STS Crew Leader Dan Baran, effective approximately April 5, 2016, and approve immediate backfill to allow for recruitment and training time.

B. Approve addition of one part-time corrections officer to the jail department to reduce forced overtime in jail and to help with the high volume of MI transports, bringing the total part-time positions to nine (9).

HHS

Acknowledge the resignation of full-time Office Support Specialist Tara Reibeling, effective February 5, 2016 and authorize backfill.

County Administrator David Minke stated the additional information relating to the class and comp study requested by Springsted has been provided.

Motion by Commissioner Hallan to acknowledge the retirement of STS Crew Leader Dan Baran effective on or about April 5, 2016 and approve immediate backfill. Second by Commissioner Ludwig. Motion carried 4-0.

Motion by Commissioner Ludwig to approve the addition of one part-time corrections officer. Second by Commissioner Mohr. Motion carried 4-0.

Motion by Commissioner Ludwig to acknowledge the resignation of full-time Office Support Specialist Tara Reibeling, effective February 5, 2016 and authorize backfill. Second by Commissioner Hallan. Motion carried 4-0.

4. Introduction of 4-H Coordinator Danielle O'Neill

University of Minnesota Extension Regional Director Susanne Hinrichs introduced Pine County 4-H Coordinator Danielle O'Neill to the board. The board welcomed Danielle to Pine County.

5. Land Committee

A. Withdraw/Retention of 2015 Land Sale Parcels

County Auditor-Treasurer Cathy Clemmer stated Resolution 2016-07 will allow Pine County to withdraw select parcels of unsold land previously offered at the September 18, 2015 land auction and to reappraise and offer those parcels at the 2016 land auction.

Motion by Commissioner Ludwig to approve Resolution 2015-07 and authorize Board Chair and County Auditor to sign. Second by Commissioner Hallan. Motion carried 4-0.

B. 2016 Tax Forfeit Land Sale Tract Classification and Distribution

County Auditor-Treasurer Cathy Clemmer stated Resolution 2016-08 will allow the classification of lands as non-conservation which have been forfeited to the State for non-payment of taxes. The sale of these properties will need DNR and township approval.

Motion by Commissioner Hallan to approve Resolution 2015-08 and authorize Board Chair and County Auditor to sign. Second by Commissioner Ludwig. Motion carried 4-0.

C. Homestead/Repurchase Deadline

County Auditor-Treasurer Cathy Clemmer stated Resolution 2016-09 will allow homestead property owners to repurchase their property prior to the August 16, 2016, at which time the board will set the September 30, 2016 land sale.

Motion by Commissioner Hallan to approve Resolution 2015-09 and authorize Board Chair and County Auditor to sign. Second by Commissioner Mohr. Motion carried 4-0.

D. 2016 Forfeit Land Auction

County Auditor-Treasurer Cathy Clemmer presented a list of forfeited lands to be offered for sale in 2016. Chair Rossow stated the Advisory Committee has reviewed the list of forfeited lands.

Motion by Commissioner Rossow to approve the list of lands to be offered for sale in 2016, authorize appraisals, re-appraisals, and miscellaneous land sale preparation for the attached listing and set the date for public land auction to September 30, 2016. Second by Commissioner Mohr. Motion carried 4-0.

6. 2016 Solid Waste Plan Adoption

Land Services Director Kelly Schroeder provided an overview of the Solid Waste Plan amendments, stating the plan is to be reviewed and updated every 10 years. Schroeder stated the proposed plan was placed on public notice, there were no comments made.

Motion by Commissioner Hallan to approve Resolution 2016-05 adopting the 2016 Solid Waste Plan and submit to the Minnesota Pollution Control Agency and authorize Board Chair and County Administrator to sign. Second by Commissioner Mohr. Motion carried 4-0.

7. Budget Amendment

County Administrator David Minke explained the necessity of a \$10,000 amendment of lines 01-801-000-0000-5001 and 13-801-000-0000-5001. This amendment does not affect the total levy amount or any individual department or fund budget but is a technical correction.

Motion by Commissioner Ludwig to approve amendment of the 2016 budget to reduce line 01-801-000-0000-5001 by \$10,000 and increase line 13-801-000-0000-5001 by \$10,000. Second by Commissioner Mohr. Motion carried 4-0.

Chair Rossow motioned to recess the county board meeting and to open the Regional Railroad Authority meeting at 11:12 a.m.

8. Pine County Regional Railroad Authority

Land Services Director Kelly Schroeder explained that land owners Joel and Jeff Eckstrom own landlocked land adjacent to Railroad Authority property in Brook Park Township. The Eckstroms are requesting an easement over the Regional Railroad Authority property for ingress and egress purposes to their property. Discussion was held regarding limitations this may impose to the Regional Railroad Authority property. It was the consensus of the board to postpone any action and for the county attorney to research other options regarding easement conveyance.

There being no further business, the Regional Railroad Authority meeting was adjourned at 11:20 a.m.

The county board meeting reconvened at 11:20 a.m.

9. Commissioner Updates

East Central Regional Juvenile Center Advisory Board: Commissioner Ludwig provided an update as to the application of excess funds to salaries and the capital fund; the ECRJC is adding additional security cameras.

Soil & Water Conservation District: Commissioner Ludwig stated information was provided in the board packet regarding the SWCD request to capture matching funds available from the State of Minnesota. The formal grant will not be decided until June, 2016.

East Central Solid Waste Commission: Commissioner Hallan commented on the opening of the new cell/closing of the old cell and the costs associated, the methane gas odor, and the purchase of upcoming equipment.

East Central Regional Library: No update.

Comprehensive Plan Steering Committee: Commissioner Hallan stated the steering committee comp survey had a good response--economic development being the top concern/priority. Public meetings are scheduled at 6:00 p.m. as follows: March 3, 2016, Public Health Building, Sandstone; March 7, 2016, Rutledge Community Center, Rutledge; and March 10, 2016 at the Courthouse, Pine City.

Public Health Strategic Plan Update: Commissioner Hallan stated Janelle Schroeder from MDH facilitated the February 9, 2016 meeting. A second meeting has been scheduled for February 23, 2016.

10. Other

A. Commissioner Hallan stated the February 16, 2016 technology committee meeting. A broadband meeting was held in its place. Hallan stated broadband was an important concern indicated in the comprehensive plan survey.

B. Administrator Minke asked the commissioners to consider locations within their districts to hold a Committee of the Whole meeting and topics to be discussed at these meetings.

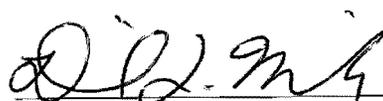
11. Upcoming meetings were reviewed.

12. Adjourn

With no further business, Chair Rossow adjourned the county board meeting at 11:32 a.m. The next regular meeting of the county board is scheduled for March 1, 2016 at 10:00 a.m. at the Public Health Building, Sandstone, Minnesota.



Curtis H. Rossow, Chair
Board of Commissioners



David J. Minke, Administrator
Clerk to County Board