

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

**Tuesday, April 5, 2016 - 10:00 a.m.
Health and Human Services Building, Sandstone, Minnesota**

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

The Pledge of Allegiance was said.

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

Chair Rossow requested the following revisions to the Agenda:

1. Addition to Consent Item #11 – New Hire
Approve the hiring of part-time dispatcher Amber Cessna, effective April 11, 2016, \$17.11 per hour, grade B23.
2. Addition: Regular Agenda #9A – Tribal Sales Tax Distribution
Consider approval of Resolution 2016-16 supporting amendment to MN Statutes 270C.19 (Tribal Sales Tax Distribution).
3. Supplemental Information – Regular Agenda #5
Revised Household Hazardous Waste Staffing Contract.

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

Commissioner Chaffee moved to approve the Minutes of the March 15, 2016 board meeting and Summary for publication. Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

East Central Regional Library Board Minutes – February 8, 2016

Pine County HRA Senior Housing Board of Directors Minutes – regular meeting – February 24, 2016

Pine County HRA Senior Housing Board of Directors Minutes – special meeting – March 1, 2016

Pine County Land Surveyor Monthly Report – March 2016

Minnesota Department of Human Services correspondence dated March 14, 2016 – Chair Rossow

Methamphetamine Task Force Minutes – March 14, 2016

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

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

CONSENT AGENDA

1. **March, 2016 Disbursements**
Approve Disbursements Journal Report, March 1, 2016 – March 31, 2016.

2. Applications for Abatement

Approve:

- a. Larry and Donna Schwarz, Pine City Twp., 26.0402.002, pay 2016
- b. Sheldon Johnson, Willow River City, 47.0011.000, pay 2016
- c. Michelle Steiner, 9575 Rice Road, 06.0190.000, pay 2016
- d. Eleanor Gockowski, Windemere Twp., 33.0482.000, pay 2015 and 2016

3. Premises Permit Application & Lease for Lawful Gambling Activity

Approve Premises Permit Application and Lease for Lawful Gambling Activity for Pokegama Lake Association to conduct Minnesota lawful gambling at Vannelli's Landing, Inc. (formerly Kurtz's Muffies on the Lake), 13646 Muffies Lane, Pine City (Pokegama Twp).

4. 2016 Timber Auction

Approve nine parcels of timber (over 10,000 cords) to be offered at the appraised value of \$308,533 at the Timber Auction on May 11, 2016.

5. Donations

Accept the following donations for the K-9 program: Pine Area Lions Club, \$500; Roofers Local 96, \$100; Finlayson-Giese Lions Club, \$500; St. Patrick's Knights of Columbus, \$250; City of Finlayson, \$300; Janice Hahn, \$100; Mille Lacs Corporate Ventures, \$2,500; Pam and John Ward, \$26.

6. Auto Club Group Grant

Accept a \$400 grant from the Auto Club Group a/k/a AAA. The grant will be used for traffic safety event materials, mock car crashes or child passenger safety events. Grant money cannot be used for officer salary. No matching funds are required.

7. 2016-2017 State Boat and Water Safety Grant

Approve the 2016-2017 State Boat and Water Safety Grant (term January 1, 2016 through June 30, 2017) in the amount of \$5,912 and authorize Board Chair, County Administrator and County Sheriff to sign. The grant will be used for enforcement hours and annual maintenance. No matching funds are required.

8. Health & Human Services and St. Cloud State University Memorandum of Agreement

Authorize HHS Director Becky Foss to sign the Memorandum of Agreement with Minnesota State Colleges and Universities-St. Cloud State University for student training and experience/internship. This Memorandum of Agreement is valid through December 31, 2020.

9. Lighthouse Child and Family Services Contract

Approve the contract between Pine County Health and Human Services and Lighthouse Child and Family Services in the amount of \$4,600 per month, plus mileage (not to exceed \$61,200) for 2016. Pine County receives allocations from the State to cover these costs.

10. Decontamination Unit Service Provider Contract

Approve the Decontamination Services Contracts with Woischke Enterprises and Ray & Marge's Resort and authorize Board Chair and County Administrator to sign. This will be funded out of the Aquatic Invasive Species Prevention Aid and will not be anticipated to be more than the \$10,000 approved in the 2016 AIS Plan for decontamination services.

11. Personnel

A. Promotion

Ratify promotion of Correction Officer Brock Bloomquist to STS Crew Leader, effective March 28, 2016. Classification and pay adjustment change from union status, \$21.47, grade B23, to non-union status, \$23.00, grade B24.

B. New Hire

Ratify the hiring of the following part-time correction officers:

Kelly Swenson, effective March 29, 2016, \$17.11, grade B23, step 3

Leslie Jones, effective March 29, 2016, \$17.11, grade B23, step 3

James Long, effective March 29, 2016, \$17.11, grade B23, step 3

Morgan McConnell, effective March 29, 2016, \$17.11, B23, step 3

Timothy Ottum, effective March 29, 2016, \$17.11, grade B23, step 3

Approve the hiring of part-time dispatcher Amber Cessna, effective April 11, 2016, \$17.11 per hour, grade B23.

C. Completion of Probationary Period

Approve the regular status for Child Support Supervisor Jodi Blesener, effective April 8, 2016.

12. Training

A. Approve the following for Probation Staff:

- i. Corrections Agent Karly Kostich to attend the Thinking for a Change (cognitive skills curriculum) facilitator training, May 23-26, 2016, in Duluth. Registration-no charge; Lodging-\$320; Mileage- Use of county vehicle; if not available, employee will use personal vehicle with reimbursement for mileage; Meals- reimbursement for dinner (lunch provided in training).
- ii. Probation Director Terry Fawcett to attend the MACPO Conference May 25-27, 2016 at Breezy Point; Director Fawcett has been invited to be a presenter at the conference. The conference, lodging and meals are covered by MACPO Board for being a presenter. Mileage: \$114.48.
- iii. Corrections Agents Kris Gross, Amber Chase and Laura Stylski to attend the Minnesota Association of County Probation Officers (MACPO) annual conference, May 25-27, 2016, at Breezy Point. Registration-\$125 per person; Lodging: 2 nights lodging per staff (includes meals)-\$280 per staff; Mileage-Agents will carpool with mileage to be reimbursed to one agent. Total: \$1,215 plus mileage.

B. Approve Social Workers Heidi Burton and Shelly Anderson to attend the MN Association for Children's Mental Health Conference, April 25-26, 2016, in Duluth. Registration-\$340/person, Total Mileage-\$124. Total Cost: \$804.

C. Approve Health & Human Services Staff Beth Jarvis, Bonnie Rediske, Candace Bartheidel and Kristen Schroeder to attend Safe Harbor Tribal Summit training May 24-25, 2016 in Prior Lake. Registration: free; Lodging for three individuals: approximately \$450; Mileage: county car preferred, if not available-\$190. Meals: \$120. Total cost: \$760.

D. Approve Land & Resources Manager Caleb Anderson to attend the Initial Training for new HHW Staff, April 26-28, 2016, in Willmar. Registration: no charge; Lodging (2) nights at \$81 per night plus the cost of dinner of up to \$15 per day. All other meal expenses are included with the course. A county vehicle will be used for transportation. Total cost: \$208.

REGULAR AGENDA

1. Recognition of Retirement

The board recognized the retirement of STS Crew Leader Dan Baran and thanked him for his 13 years of service to Pine County.

2. Technology Committee

Commissioner Mohr provided an overview of the March 15, 2016 Technology Committee meeting, stating discussion was held about the implementation of the Uniflow server for printing. IT Support Specialist Darlene Mallet will be developing a county IT newsletter, and develop technology training sessions for county employees and specific departments.

3. Transportation Committee

Commissioner Hallan provided an overview of the March 29, 2016 Transportation Committee meeting. Commissioner Rossow noted that Commissioner Hallan and himself, along with county engineer LeBrun, will be members of the Area Transportation Partnership (ATP).

Motion by Commissioner Mohr to request the county attorney to draft an ordinance which would allow Class I ATVs on county roads with the state-required minimums. Second by Commissioner Hallan. Motion carried 5-0. A public hearing will be scheduled after the draft ordinance is completed.

4. Recycling Grant Discussion and Resolutions

Land Services Director Kelly Schroeder stated the Minnesota Pollution Control Agency has an available grant to improve residential recycling in greater Minnesota and explained the county's proposed use for the grant money, if received. The grant request is \$111,750, with a \$37,250 county match. The match could be paid out of the 2017 Solid Waste Administration Fee.

Motion by Commissioner Hallan to approve Resolution 2016-13 agreeing to enter into a grant agreement with the Minnesota Pollution Control Agency to carry out the project specified in the grant application and authorize the County Administrator to sign. Second by Commissioner Ludwig. Motion carried 5-0.

Motion by Commissioner Chaffee to approve Resolution 2016-14, if MPCA funding is received, agreeing to provide 25% match funds required of the recycling grant. Second by Commissioner Mohr. Motion carried 5-0.

5. Household Hazardous Waste Staffing Contract

Land Services Director Kelly Schroeder provided information for PHASE to staff the household hazardous waste facility. The proposal is 14 hours of staff time each week with additional hours as necessary at \$20/hour.

Motion by Commissioner Chaffee to approve the Professional Services Contract with PHASE for Household Hazardous Waste Staffing in the amount of \$9,900 for 2016 (with additional hours at \$20 per hour) and authorize Board Chair and County Administrator to sign. Second by Commissioner Ludwig. Motion carried 5-0.

6. 2015 Highway Annual Report

County Engineer Mark LeBrun reported to the board, and discussion was held, regarding the highway department's annual report. LeBrun commented on projects completed in 2015, fund balances and cash flow, and equipment inventory and replacement. The board extended its gratitude for the work done by the highway department.

Motion by Commissioner Hallan to accept the 2015 Highway Annual Report. Second by Commissioner Chaffee. Motion carried 5-0.

7. COW/Special Meeting Schedule

Discussion was held as to the scheduling of Committee of the Whole meetings in each of the Commissioner's districts. Dates and confirmed locations will be brought back to the board for approval.

8. Extension of Lundorff Drive/Sandstone Hospital Road Project

At the March 31, 2016 Committee of the Whole (COW) special meeting, the county board discussed the extension of Lundorff Drive for the Sandstone Hospital project. Subsequently, a Cooperative Agreement with the City of Sandstone and application to the Federal EDA for Pine County to be a co-recipient of a Federal EDA grant of \$2,316,3000 has been prepared for consideration.

Motion by Commissioner Hallan to approve the Cooperative Agreement with the City of Sandstone for public improvements extending Lundorff Drive. Second by Commissioner Ludwig. Motion carried 5-0.

Motion by Commissioner Ludwig to approve the application to the Federal EDA for the county to be a co-recipient with the City of Sandstone. Second by Commissioner Chaffee. Motion carried 5-0.

9. County Auditor/Treasurer Position

At the March 31, 2016 Committee of the Whole (COW) special meeting, the appointment versus election of the county auditor-treasurer position was discussed. The consensus from that meeting was to place on today's county board agenda consideration of a resolution to place the appointment versus election of the county auditor-treasurer position on the November 2016 General Election ballot. After discussion at today's board meeting, the board determined to proceed forward by special legislation to make the position appointed by the county board. Special legislation would give the county general appointment authority with conditions to protect the incumbent elected office holder, provide for a reverse referendum and require a super majority of the county board to act.

Motion by Commissioner Mohr to direct county staff to work with legislators to allow pursuing of special legislation at the 2017 legislative session for the appointment of the county auditor-treasurer position. Second by Commissioner Ludwig. Motion carried 5-0.

9A. Tribal Sales Tax Distribution

County Administrator David Minke stated currently the county receives five percent of the funds the Mille Lacs Band of Ojibwe collects from sales and excise taxes and pays to the state. Resolution 2016-16 is in support of an amendment to Minnesota Statutes 270C.19 to increase the amount shared from the state with the county from 5% to 10%.

Motion by Commissioner Hallan to approve Resolution 2016-16 Supporting Amendment to MN Statutes 270C.19 (tribal sales tax distribution). Second by Commissioner Chaffee. Motion carried 5-0.

10. Commissioner Updates

National Association of Workforce Boards/Forum 2016: Commissioner Hallan attended this conference in Washington, DC. He stated it was an exceptional meeting and had great workforce ideas for partnership, education and businesses.

Rush Line Task Force: Commissioner Mohr stated a Heartland Express update was given, stating that transportation is being provided from North Branch to the Pine Technical and Community College in Pine City. Discussion was also had regarding the possibility of a park and ride location in southern Pine County.

Kanabec-Pine Community Health Board: Commissioners Ludwig and Hallan stated Pine County is attending these meetings; however, the county's focus is on the Pine County Public Health.

Lakes & Pines CAC: Commissioner Rossow stated a number of grants were approved. Discussion was also had on the renting of a building in Cloquet for Head Start as this program has been taken out of the schools.

NLX: Cancelled.

NE Regional Radio Board: Cancelled.

Snake River Watershed: Commissioner Mohr stated the Snake River Watershed, through the Clean Water Legacy Act, was one of the first three watershed monitoring programs. The 10 years is

up (cycle 1) and they are going on cycle 2, the second 10 years. The MPCA attending the meeting and gave an overview of their involvement with cycle 2.

Insurance Committee (health insurance): Commissioner Hallan stated the committee is moving forward.

Law Library: Commissioner Mohr stated contracts were renewed, discussion had on requesting the county to do some print projects for the Law Library.

Annual Township Officers Meeting: Commissioner Hallan and Commissioner Rossow attended the meeting. The County will help to advocate with the townships to get state money.

Other: Sandstone Township Supervisor Dave Koland commented that traffic volume and speed has increased on township roads. Koland requested guidance and training on maintenance of township roads from the county.

11. Other

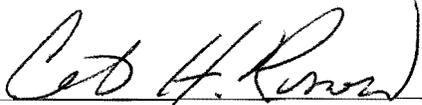
Commissioner Ludwig commented on April being National County Government Month. April 19th the East Central 9th grade will be touring the courthouse and attending the county board meeting. HHS Social Worker Janet Ashmore received a \$2,600 grant from United Way to be used in the county.

12. Upcoming Meetings

Upcoming meetings were reviewed.

13. Adjourn

With no further business, Chair Rossow adjourned the meeting at 11:55 a.m.



Curtis H. Rossow, Chair
Board of Commissioners



David J. Minke, Administrator
Clerk to County Board