

MINUTES OF PINE COUNTY BOARD MEETING
Regular Meeting

Tuesday, April 21, 2015, 10:00 a.m.
Board Room, Pine County Courthouse, Pine City, Minnesota

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

The Pledge of Allegiance was said.

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

Chair Hallan requested the following revisions to the Agenda:

Correction to Regular Agenda Item #2 to reflect part-time deputies hours less than 30 hours per week

Addition of Item 9C to Consent Agenda: Approve hiring of part-time dispatchers Samantha Sauter and Carley Blomberg.

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

Commissioner Chaffee moved to approve the Minutes of the April 7, 2015 county board meeting and Summary for publication. Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County HRA Senior Housing Board of Directors Regular Meeting Minutes – February 25, 2015

East Central Regional Library Board Minutes – March 9, 2015

Department of Health correspondence dated April 6, 2015 – Michelle Kelash

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

Commissioner Mohr moved to approve the amended Consent Agenda. Second by Commissioner Rossow. Commissioner Chaffee abstained from voting due to a conflict of interest. Motion carried 4-0.

CONSENT AGENDA

1. Review March, 2015 Cash Balance

Approve:

Fund	March 31, 2014	March 31, 2015	Increase(Decrease)
General Fund	(182,130)	1,243,199	1,425,329
Health and Human Services Fund	33,513	(502,138)	(535,652)
Road and Bridge Fund	2,242,631	4,321,475	2,078,844
Land Management Fund	1,926,572	2,143,680	217,108
TOTAL (inc non-major funds)	4,737,558	7,665,015	2,927,456

2. Application for Abatement

Approve the following Applications for Abatement: Karl & Peggy Rogalla, Pine City, PID 28.0612.000, pay 2015; Rodney & Julie Bodell, 7507 560th St., Pine City, PID 43.0423.000, pay 2015; David & Debra Green, 17473 Peggy Ln., Grasston, PID 28.5525.000, pay 2015; Mari Ann Olson, 322 1st St. So., Brook Park, PID 35.5073.000, pay 2015; and Robert Hunt, Pine City, PID 42.0009.002, pay 2015.

3. Temporary 3.2 Licenses

Approve two (2) 3.2 Temporary Licenses for Finlayson-Giese Sportsmen Club, May 30 and 31 and September 6 and 7, 2015. Approved by Pine Lake Township, Pine County Sheriff and Pine County Attorney.

4. Donation of Equipment

Acknowledge the donation by the Sheriff's Office of old light bars and control boxes to various fire departments within Pine County.

5. Appointment to Northeast Minnesota Emergency Services Board – Owner & Operators Committee

Approve appointment of Sheriff Jeff Nelson, Chief Deputy Paul Widenstrom, Denise Baran, Marcella Danielson and Ellena Veldhouse as representatives to the Northeast Minnesota Emergency Services Board Owner & Operators Committee.

6. Emergency Management

Approve appointment of Sheriff Jeff Nelson as Director, and Chief Deputy Paul Widenstrom as Deputy Director, of Emergency Management. Authorize Board Chair, Sheriff and Chief Deputy to sign Loyalty Oath cards.

7. Application for Grant

Approve Health & Human Services Director Becky Foss to apply for a \$5,500 grant through the Greater Pine Area Endowment for the purchase of 24 anatomically correct dolls. There is no match requirement by the county.

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

Approve full-time status for Eligibility Worker Brianne Neil, effective April 13, 2015 and Social Services Supervisor Barbara Schmidt, effective April 22, 2015.

9. Hiring

Authorize the hiring of Deputy Sheriff Daniel Adams, effective May 4, 2015, \$20.28 per hour, C42, step 1; Land and Resources Manager Caleb Anderson, effective May 4, 2015, \$23.50 per hour, C43; Dispatchers Samantha Sauter and Carley Blomberg, effective April 27, 2015, \$16.04 per hour, B23.

10. Promotion

Approve the promotion of Peter Umbreit to Building Maintenance Lead Worker, effective April 21, 2015, \$19.09 per hour, B23, step 6.

11. Training

Approve Probation Agents Jeremie Reinhart, Amber Chase, Laura Stylski and Travis Fisher to attend the 58th Annual MACPO Spring Conference, May 20-21, 2015, Brainerd. Registration \$125 (x4); lodging/double occupancy (includes all meals) \$150 (x4); and mileage (3 agents traveling together in one vehicle). Total cost: \$1,100 plus mileage.

REGULAR AGENDA

1. Introduction of Christopher Nippoldt

County Attorney Reese Frederickson introduced Assistant County Attorney Christopher Nippoldt. The board welcomed Mr. Nippoldt to Pine County.

2. Personnel Committee

The Personnel Committee met April 14, 2015 and made the following recommendations:

Sheriff:

- A. Approve the hiring of three (3) part-time (less than 30 hours per week) deputies.
- B. Approve the creation of an eligibility list for a patrol sergeant position. Approve patrol sergeant backfill and any vacancies created through internal promotion.

Health & Human Services:

- A. Approve temporary schedule reduction for one (1) public health position; defer approval of one (1) public health staff to HHS Director Foss after the hiring of a new public health supervisor, with notification to the Personnel Committee.
- B. Approve full-time status to part-time Office Support Specialist (Sandstone) Jennifer Knoll.

Building Maintenance:

Acknowledge resignation of Building Maintenance Lead Worker Dave Mulvaney effective April 3, 2015 and approve backfill for this position together with any vacancies created through internal promotion. There is the expectation this new position will work primarily in the jail and sheriff's office.

Administration:

Approve a \$1.00 per hour market adjustment for Human Resources and Payroll Specialist Matt Christenson and approve title change to Human Resources Manager effective April 3, 2015 (his anniversary date).

Other items are for informational purposes only.

Commissioner Chaffee provided an overview of the April 14, 2015 Personnel Committee meeting. Discussion was held regarding the hiring of the part-time deputies to reduce overtime costs. Commissioner Chaffee stated his spouse is one of the HHS employees who has requested a schedule reduction.

Motion by Commissioner Chaffee to approve the recommendations of the Personnel Committee. Second by Commissioner Rossow. Motion carried 5-0.

3. Midwest Medical Examiner's Office Annual Update

Medical Examiner Dr. A. Quinn Strobl provided a summary of medical examiner involvement for deaths occurring in Pine County during 2014.

4. Family Pathways

Family Pathways Executive Director Rich Smith providing an overview of the services Family Pathways provides to Pine County and the surrounding communities.

5. Pine Technical and Community College

Dwayne Green, Executive Director of Employment and Training through Pine Technical and Community College provided an overview of the 2014 Annual Report together with 2015 programming. A participant in the MFIP program shared the impact that PTCC has made in her life.

6. Tax-Forfeited Property – Sturgeon Lake Access

County Auditor-Treasurer Cathy Clemmer explained in 2007 parcels PID 33.0669.000, 33.0673.000 and 33.0674.000 were forfeited to the State of Minnesota for nonpayment of real estate taxes and approved for sale at public auction. The owners of property within platted subdivisions Sturgeon

Pines and Sturgeon Pines West have requested the land be withheld from sale for the right to use the property for access to Sturgeon Lake. The properties were removed from the sale list and the owners of property in these subdivisions are in the process of creating an owners association in order to purchase the property.

Motion by Commissioner Rossow to approve Pine County make application to the State of Minnesota for a deed for properties identified as PID 33.0669.000, 33.0673.000 and 33.0674.000. Second by Commissioner Chaffee. Motion carried 5-0.

Motion by Commissioner Rossow to approve to sell parcels PID 33.0669.000, 33.0673.000 and 33.0674.000 to the appropriate owners' association and authorize Board Chair and County Administrator to sign the deed. Second by Commissioner Ludwig. Motion carried 5-0.

7. Fund Transfer – Ditch Fund

County Auditor-Treasurer Cathy Clemmer explained the fund balance in abandoned ditches 1, 4 and 5 and requested direction to transfer funds to close out the funds associated with these ditches. Discussion was held. No action taken at this time.

Chair Hallan called for a recess at 10:58 a.m.

Meeting reconvened at 11:02 a.m.

8. Ditch

A discussion was held regarding Ditch 2 located in southern Pine County. Assistant County Attorney Christopher Nippoldt provided a presentation explaining ditch maintenance responsibility, inspection, and repair (procedure and payment responsibility for repair) of the ditch. County Engineer Mark LeBrun stated an inspection of the ditch is done every two years and he will, in the next two months, prepare a report/recommendation for the board's consideration.

9. Final Payment on Contract #1305

County Engineer Mark LeBrun reported to the board regarding the completion of Contract #1305: SAP 058-617-018 Located on CSAH 17 over South Fork Grindstone River; SAP 058-599-040 Located on South Fork Road over South Fork Grindstone River; and SAP 058-599-041 Located on Cross Park Road over East Pokegama Creek.

Motion by Commissioner Rossow for final payment to Midwest Contracting, LLC in the amount of \$27,736.30 and authorize County Administrator to sign the Certificate of Final Contract Acceptance. Second by Commissioner Ludwig. Motion carried 5-0.

10. AFSCME MN Council 65, Local #194, AFL-CIO Non-Licensed Employees of Sheriff's Office

Motion by Commissioner Rossow to approve the AFSCME MN Council 65, Local #1904, AFL-CIO Non-Licensed Employees of Sheriff's Department for contract period January 1, 2014 through December 31, 2016 and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

11. 2015 First Quarter Financial Update

County Administrator David Minke provided an update of the budget through March 31, 2015.

12. Special Meeting/Committee of the Whole

A Special Meeting/Committee of the Whole has been set for July 28, 2015 at 9:00 a.m. at the Duquette Community Hall, 88179 State Highway 23, Kerrick.

13. Commissioner Updates

East Central Solid Waste Commission (ECSWC): Chair Hallan stated work is in progress for the new cell.

East Central Regional Library Board: Commissioner Chaffee stated normal course of business conducted.

Methamphetamine Task Force: Commissioner Ludwig stated discussion was held regarding a drop box for outdated and unused medication; preparation of year-end report.

Kanabec-Pine Community Health Board: Commissioner Hallan stated the Health Board has received a formal request from Mille Lacs County to join the board.

Arrowhead Counties Association: Commissioner Rossow stated discussion was held regarding pending legislation, broadband, and comp studies.

Extension Committee: Commissioner Mohr stated discussion was held as to Extension services provided, Master Gardeners presentation, discussion on bee preservation.

Other: None.

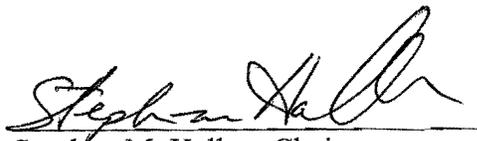
14. Other

None.

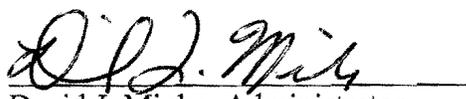
15. Upcoming Meetings were reviewed.

16. Adjourn

With no further business, Chair Hallan adjourned the county board meeting at 11:45 a.m. The next regular meeting of the county board is scheduled for May 5, 2015 at 10:00 a.m. at the Public Health Building, Sandstone, Minnesota.



Stephen M. Hallan, Chair
Board of Commissioners



David J. Minke, Administrator
Clerk to County Board