

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

**Tuesday, May 3, 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: Regular Item #5A Township Meetings
2. Addition: Regular Item #5B National Correctional Officers' Week: Approve Resolution 2016-19.
3. Remove and Replace: Minutes of April 26, 2016 Board Meeting – Committee of the Whole

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

Commissioner Hallan moved to approve the Minutes of the April 19, 2016 board meeting and Summary for publication. Second by Commissioner Mohr. Motion carried 5-0.

Commissioner Mohr moved to approve the Minutes of the April 21, 2016 Special Meeting-Committee of the Whole (City-County Relations). Second by Commissioner Hallan. Motion carried 5-0.

Commissioner Ludwig moved to approve the Minutes of the April 26, 2016 Special Meeting-Committee of the Whole (Economic Development). Second by Commissioner Chaffee. Motion carried 5-0.

**Minutes of Boards, Committees and Correspondence**

Pine County Board of Adjustment Minutes – April 6, 2016

Pine County Planning Commission Minutes – April 12, 2016

Minnesota Department of Commerce – Notice of Availability of Scoping EAW and Draft Scope for Sandpiper Pipeline and Line 3 Replacement Projects and Schedule for EIS Scoping Meetings – April 11, 2016

Pine County Land Surveyor Monthly Report – April 2016

Pine County Chemical Health Coalition Minutes – April 11, 2016

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

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

## CONSENT AGENDA

1. **April, 2016 Disbursements**  
Approve Disbursements Journal Report, April 1, 2016 – April 30, 2016.
2. **Application for Abatement**  
Approve Application for Abatement for Larry and Kristen Highland, Wilma Township, PID 32.8900.048, pay 2015.
3. **Application for Repurchase**  
Approve Resolution 2016-20 for the Repurchase of Tax Forfeited Land on a 10-year contract for Kevin and Mary Koecher and authorize Board Chair and County Auditor to sign.
4. **Police Officer Declaration - PERA**  
Approve Public Employees Retirement Association Police Officer Declaration/Resolution 2016-18 for part-time deputy Bradley Peters. This Resolutions/Declaration indicates Deputy Peters has met all of the requirements of the Police and Fire Plan membership from his date of hire. Authorize Board Chair to sign Resolution.
5. **New Hire**
  - A. Approve the hiring of Sherri Potter as part-time dispatcher, effective May 9, 2016, \$17.11 per hour, grade B23.
  - B. Approve the hiring of Kathy Filbert as the CHS Manager/Family Health Supervisor at Pine County Health and Human Services, effective May 31, 2016, \$81,120 per year, grade D61.
  - C. Approve the hiring of the following watercraft inspectors effective May 4, 2016: James Cherewan-\$11 per hour, Ronald Craig-\$11 per hour, Easton Foss-\$10 per hour, David Russell-\$12 per hour, Robert Sunstrom-\$12 per hour, and Jeremiah White-\$10 per hour.
6. **Training**
  - A. Approve Joe Sanders, GIS/Environmental Technician and Caleb Anderson, Land & Resources Manager to attend the following trainings:  
Soils: May 24-26, 2016, Grand Rapids. Registration: \$310 per person; Lodging: \$120 per person (\$60/night); Meals: up to \$95 per person for the 3-day training. Total cost: \$525 per person.  
Final Certification Course: June 14-15, 2016, Alexandria. Registration: \$265 per person; Lodging: \$64 per person; Meals: up to \$54 per person for the 2-day training. Total cost: \$383 per person.  
A county vehicle will be used for both trainings, no mileage costs incurred.
  - B. Approve Troy Stewart, Deputy Assessor, to attend the Minnesota Association of Assessing Officer's Summary Seminar, May 25-26, 2016 in St. Cloud. Cost of Seminar: \$175, including meals. A county vehicle will be used, no mileage cost incurred.

## REGULAR AGENDA

1. **Emergency Medical Services Week**  
**Motion** by Commissioner Ludwig to approve Resolution 2016-21 Proclaiming May 15-21, 2016 as Emergency Medical Services Week. Second by Commissioner Chaffee. Motion carried 5-0.

**2. Reese Frederickson Award**

The Minnesota Chapter of MADD has awarded Pine County Attorney Reese Frederickson as the Greater Minnesota Outstanding Prosecutor of the Year for 2016. The board extended its appreciation to Attorney Frederickson.

**3. Drainage Inspector and County Engineer Appointment**

**Motion** by Commissioner Hallan to appoint Mark LeBrun as the Pine County Engineer and County Drainage Inspector for a 4-year term effective May 31, 2016 and expiring May 31, 2020. Second by Commissioner Ludwig. Motion carried 5-0.

Commissioner Ludwig stated the Personnel Committee reviewed the engineer and drainage inspector reappointment, and recommends a performance increase above the top of the county engineer scale.

**Motion** by Commissioner Ludwig to set the annual salary for County Engineer Mark LeBrun at \$106,000 effective May 31, 2016, adjust the top of the salary range for the position to the same amount, and to establish May 31 as his pay anniversary date. Second by Commissioner Chaffee. Motion carried 5-0.

**4. Class I ATV Ordinance**

The board reviewed, and discussion was had, as to revisions to the proposed ATV Ordinance. The county attorney will revise the proposed ATV Ordinance with the changes requested and the ordinance will be presented for consideration at the ATV Ordinance public hearing on May 17, 2016. Discussion was also held regarding the current ATV permit policy and if it is necessary to have both ordinances. Commissioner Mohr would like to invite ATV clubs to a Committee of the Whole, after the final ordinance has been adopted, to explain and help promote education of the provisions of the ordinance.

**5. Strategic Plan Update**

The board discussed the progress of the goals established at the January 26, 2016 strategic plan committee of the whole meeting.

**5A. Meeting with Townships**

The board discussed alternatives to achieve better communication between the county board and the townships. County Administrator Minke will reach out to the executive committee of the Township Officers and invite them to a future Committee of the Whole meeting to discuss township issues.

**5B. National Corrections Officers' Week**

**Motion** by Commissioner Chaffee to approve Resolution 2016-19 recognizing correctional officers and correctional employees in Pine County. Second by Commissioner Mohr. Motion carried 5-0.

**6. Commissioner Updates**

Comprehensive Plan Steering Committee: Commissioner Hallan stated the committee is making progress and moving forward.

Arrowhead Counties Association: Chair Rossow stated an update was received on pending legislation, discussion was held regarding actions in the tax conference committee.

Mille Lacs Band of Ojibwe: Commissioner Chaffee stated discussion took place regarding policing in Hinckley, the economic development of the Band, and development of an outline of a Memorandum of Understanding between the county and the Band.

Pine County Extension Committee: Commissioner Chaffee stated discussion of the agriculture educator took place. Carlton County Extension invited the two commissioners on the extension committee to a meeting to discuss Carlton County's ag lime program.

Snake River Watershed: Commissioner Mohr stated this was a normal meeting with bills being paid. Other counties are interested in our household hazardous waste, aquatic invasive species, and recycling programs.

East Central Regional Development Commission: Commissioner Hallan stated the ECRDC hired Jordan Zeller as their economic development coordinator.

NLX: Commissioner Ludwig stated by mid-May NLX will start contacting county engineers as to the crossings. A public report will be provided later.

NE Regional Radio Board: Commissioner Hallan stated bills were paid.

Central EMS: Commissioner Ludwig stated discussion on the first responders and their liability and payment methods. Askov, Kerrick and Willow River Fire and Rescue all received equipment grants. Finlayson, Pine City and Sturgeon Lake Fire all received reimbursement for their training.

7. **Other**

None.

8. **Upcoming Meetings**

Upcoming meetings were reviewed.

9. **Adjourn**

With no further business, Chair Rossow adjourned the meeting at 11:32 a.m.



Curtis H. Rossow, Chair  
Board of Commissioners



David J. Minke, Administrator  
Clerk to County Board