

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

**Tuesday, June 16, 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. Henry Fischer, Pokegama Township Board Member, and Gordy Johnson, Pokegama Township Zoning Administrator, commented regarding a blight issue in Pokegama Township. Terry Nietzel commented. Sheriff Jeff Nelson stated he received information on housing Department of Corrections inmates.

Chair Hallan requested the following additions to the Agenda:

Revise Regular Agenda Item #2 Personnel Committee/HHS b. to:

- i. remove the resignation of Child Support Team Leader Jodi Blesener
- ii. remove the Personnel Committee action for the Child Support Supervisor position from the County Board Agenda and refer the topic to the July Personnel Committee meeting

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

Commissioner Rossow moved to approve the Minutes of the June 2, 2015 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 - May 11, 2015

Initiative Foundation correspondence – June 4, 2015

Pine County HRA Senior Housing Board of Directors Regular Meeting Minutes – April 22, 2015

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

Commissioner Mohr moved to approve the Consent Agenda. Second by Commissioner Rossow. Motion carried 5-0.

**CONSENT AGENDA**

**1. May 2015 Cash Balance**

Approve:

<b>Fund</b>	<b>May 31, 2014</b>	<b>May 31, 2015</b>	<b>Increase(Decrease)</b>
General Fund	(2,379,289.47)	(756,779.51)	1,622,509.96
Health and Human Services Fund	(833,726.07)	(1,115,204.54)	(281,478.47)
Road and Bridge Fund	2,336,411.68	3,711,129.32	1,374,717.33
Land Management Fund	2,004,604.99	2,320,984.29	316,379.30
TOTAL (inc non-major funds)	\$14,632,119.85	\$17,342,409.89	\$2,710,290.04

**2. Application for Exempt Permit**

Approve Application for Exempt Permit for Ruffed Grouse Society-Rum River Chapter to conduct Minnesota lawful gambling on August 8, 2015 at Wings North, 19379 Homestead Road, Pine City (Pokegama Township).

**3. Recommendation for Managing Care Organizations for MinnesotaCare in Pine County**

Approve Resolution 2015-23, recommending UCare and Health Partners as the Managing Care Organizations for MinnesotaCare for Pine County. Authorize Board Chair and Administrator to sign Resolution.

**4. Lateral Transfer of Staff**

Approve lateral transfer of public health nurses Karen Engh and Mickey VanVleet to the open positions in the Adult Health Division of Public Health, effective June 17, 2015, at \$23.01 per hour and to approve the backfill of these positions.

**5. New Hires**

Approve hiring two (2) temporary AIS Watercraft Inspectors, Juanita Decker and David Russell, effective May 30, 2015, \$10 per hour.

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

Approve full-time status for Children's Services Social Worker Shelly Anderson, effective June 10, 2015.

**7. Training**

Approve attendance by Child Protection Social Worker Kristen Schroeder to attend CornerHouse Basic Forensic Interview Training, August 24-28, 2015, Minneapolis. Scholarship covers the cost of training; lodging, \$650, Mileage \$80. Total cost: \$730. Funds available in the 2015 Health & Human Services budget.

**REGULAR AGENDA**

**1. Facilities Committee**

Commissioner Ludwig provided an overview of the June 3, 2015 Facilities Committee Meeting. Ludwig stated discussion was held with RSP Architects regarding best use of space at county buildings. Commissioner Mohr commented the Pine Government Center, Public Health Building, and Courthouse are to be given priority.

**2. Personnel Committee**

Pine County Personnel Committee met June 9, 2015 and made the following recommendations:

HHS:

Approve the hiring of two (2) Child Protection Social Workers. C42, \$19.54 per hour.

Auditor:

Acknowledge the termination of Deputy Auditor-Treasurer Nicole Ollig, effective May 29, 2015 and approve backfill.

Jail:

Acknowledge the resignation of part-time Corrections Officer Rick Maitrejean, effective June 21, 2015, and approve backfill.

Sheriff:

Acknowledge the resignation of full-time Dispatcher Dianne Meier, effective May 30, 2015, and

- approve backfill of the full-time vacancy created by resignation;
- approve backfill of the vacancy created by promotion of part-time internal candidate to the full-time position, if applicable.

Administrator:

- a. Approve the Economic Development Coordinator job description.
- b. Approve the hiring of Dr. Robert Musgrove as a part-time temporary (through December 31, 2015) Economic Development Coordinator, effective July 1, 2015, with a starting wage of \$32.00 per hour.

Other items are for informational purposes only.

Commissioner Chaffee provided an overview of the June 9, 2015 Personnel Committee Meeting. Chair Hallan commented the hiring of an Economic Development Coordinator is a positive step for Pine County.

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

**3. Recognition of Retirement**

The board recognized the retirement of Environmental Technician Ed Melzark and thanked him for his 15 years of service to Pine County.

**4. New Employee Introductions**

Land Services Director Kelly Schroeder provided a formal introduction of Caleb Anderson, Land and Resource Manager, and Joe Sanders, GIS/Environmental Technician, to the board and provided a brief description of the duties they perform.

**5. Public Hearing - Pine Lake Township and City of Brook Park**

Land Services Director Kelly Schroeder stated Pine Lake Township and the City of Brook Park have made written request to have various ordinances repealed.

Chair Hallan opened the public hearing at 10:17 a.m. to consider adoption of an ordinance repealing City of Brook Park Ordinance #9 with all amendments thereof and replacing with Pine County Ordinance 2015-02; and repealing Pine Lake Township Article II, Section 3, Subpart M; Article II, Section 5 and 7, Subpart L; and Article IV of the Pine Lake Township Zoning and Land Use Management Ordinance and replacing with Pine County Ordinance 2015-03. There being no public comment, Chair Hallan closed the meeting at 10:18 a.m.

**Motion** by Commissioner Ludwig to adopt Pine County Ordinance 2015-02 an ordinance on behalf of the City of Brook Park to repeal the City of Brook Park Ordinance #9 which established and regulated individual sewage treatment systems. Second by Commissioner Mohr. Motion carried 5-0.

**Motion** by Commissioner Rossow to adopt Pine County Ordinance 2015-03 an ordinance on behalf of Pine Lake Township to repeal Pine Lake Township Article II, Section 3, Subpart M which established and regulated individual sewage treatment systems, Article II, Sections 5 and 7, Subpart L which established and regulated shorelands, and Article IV which established and regulated subdivisions. Second by Commissioner Chaffee. Motion carried 5-0.

**6. Public Hearing - Amend Liquor Ordinance**

County Auditor-Treasurer Cathy Clemmer stated she has received requests from two entities to allow the seasonal liquor licenses time frame to be more flexible.

Chair Hallan opened the public hearing at 10:19 a.m. to accept comments regarding the proposed amendments to Pine County's Liquor Ordinance and to allow 30 days for public comment. Discussion was had regarding differences in seasonal and temporary liquor licenses, maximum amount of seasonal licenses issued in Pine County, and the term length of a seasonal liquor license. The public hearing was closed at 10:28 a.m. The record will remain open for 30 days to allow for written public comment. The board will consider formal adoption of the proposed amendments at the July 21, 2015 regular board meeting.

**7. 2015 MCIT Member Report**

Presentation was given by Robert Goede, MCIT Risk Management Consultant. Goede gave an overview of various claims handled by MCIT and noted the workers' compensation analysis specific to Pine County. Goede also noted there are number of services MCIT can provide employees; the board requested employees be made aware of these services.

**8. Central Minnesota Jobs and Training Services, Inc. (CMJTS)**

CMJTS CEO Barbara Chaffee thanked Chair Hallan for his involvement on the Joint Powers Board. Chaffee and staff presented an annual update of the financial audit for years ended June 30, 2014 and 2013. CMJTS provided information on services and programs provided. Chair Hallan expressed his appreciation of the training given to Joint Powers Board members to help understand the audit.

**9. Award Contract #1502**

County Engineer Mark LeBrun stated on June 15, 2015 bids were opened for Contract #1502 for the following: CP 058-012-001, located on CSAH 12, between CSAH 11 and 5<sup>th</sup> Street; CP 058-046-001, located on CSAH 46, between TH 23 and 0.25 miles SE; and SAP 058-639-012, located on CSAH 39, between CSAH 34 and CSAH 61. The lowest bid came in approximately three percent over the engineer's estimate due to the cost of project on CSAH 39. LeBrun also provided an update on current road projects.

**Motion** by Commissioner Ludwig to award bid for Contract #1502 to Tri-City Paving, Inc., the lowest responsible bidder, in the amount of \$1,007,262.33. Second by Commissioner Rossow. Motion carried 5-0.

**10. End of May 2015 Financial Update**

County Administrator David Minke provided an end of May financial update. Minke commented the county budget is sound.

**11. Commissioner Updates**

East Central Regional Juvenile Center Advisory Committee: Commissioner Ludwig provided a 2014 annual report for review. It was noted it is beneficial having a Joint Powers Agreement.

Soil & Water Conservation District (SWCD): Commissioner Ludwig stated the wells are sealed.

East Central Solid Waste Commission (ECSWC): Chair Hallan stated he was able to attend a landfill tour to view the new cell currently under construction.

East Central Regional Library Board: Commissioner Chaffee stated business was discussed, next month budgeting for 2016 will start.

AMC District 1 Meeting: Chair Hallan stated this was a good meeting. Commissioner Chaffee stated a good presentation on the legal history of American Indian treaties was given.

Agricultural Extension Education Planning Meeting: Commissioner Mohr stated information will be gathered on the benefits of an Ag Educator in Pine County. Troy Salzer, Ag Educator in Carlton County and a number of producers will attend the July 28, 2015 Committee of the Whole Meeting in Duquette.

Board of Equalization: Chair Hallan reported Land Services Director Kelly Schroeder and staff are doing a great job and there were few people in attendance who had concerns.

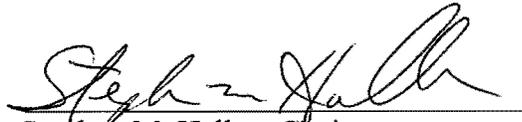
**12. Other**

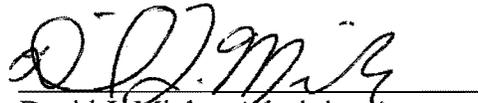
None.

13. Upcoming meetings were reviewed.

14. Adjourn

With no further business, Chair Chaffee adjourned the county board meeting at 11:45 a.m. The next regular meeting of the county board is scheduled for July 7, 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