

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

Tuesday, June 7, 2016 - 10:00 a.m.

Pine County History Museum, 6333 H C Andersen Alle, Askov, 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, County Auditor/Treasurer Cathy Clemmer, County Sheriff Jeff Nelson, and County Administrator David Minke.

The Pledge of Allegiance was said.

Chair Rossow called for public comment. Arla Budd, Executive Director of the Pine County History Museum, and Mike Swiridow, President of the Pine County Historical Society, thanked the county board for holding the board meeting at the Pine County History Museum.

Jim Best, representing Pine County Disabled Veterans - Chapter 4, asked for county board support of the concept of a future nursing home facility for veterans on the current Pine Medical Center site.

Chair Rossow requested the following revisions to the Agenda:

1. Addition: Consent Item #3C Application for Exempt Permit – Ruffed Grouse Society
2. Addition: Regular Item #2A Recognition of Retirement – Rick Boland

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

Commissioner Mohr moved to approve the Minutes of the May 17, 2016 board meeting and Summary for publication. Second by Commissioner Chaffee. Motion carried 5-0.

Commissioner Ludwig moved to approve the Minutes of the May 24, 2016 Special Meeting-Committee of the Whole (Roads, Road Financing and Road Tour). Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

East Central Regional Library Board Minutes – April 11, 2016

Pine County HRA Senior Housing Board Minutes – April 27, 2016

Pine County Land Surveyor Monthly Report – May, 2016

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

Commissioner Chaffee requested to remove Consent Item #10A Promotion of Rodney Williamson and place on the Regular Agenda.

Commissioner Chaffee moved to approve the Amended Consent Agenda excluding Item #10A. Second by Commissioner Ludwig. Motion carried 5-0.

CONSENT AGENDA

1. **May, 2016 Disbursements**

Approve Disbursements Journal Report, May 1, 2016 – May 31, 2016.

2. **Application for Abatement**

Approve Application for Abatement for Changing Gaits, 27274 Monument Road, Brook Park, MN, PID 06.0243.000, pay 2016.

3. **Application for Exempt Permit**

- A. Approve Application for Exempt Permit for the Moose Lake Area Chamber of Commerce to conduct Minnesota lawful gambling on October 15, 2016 at the Moose Lake Golf Course, 35311 Parkview Drive, Sturgeon Lake, MN (Windemere Twp.).
- B. Approve Application for Exempt Permit for The Grand Lodge Ancient Free & Accepted Masons of MN – Helio Lodge #273 to conduct lawful gambling on August 20, 2016 at Wings North Hunt Club, 19379 Homestead Road, Pine City, MN (Pokegama Township).
- C. Approve Application for Exempt Permit for the Ruffed Grouse Society – Rum River Chapter to conduct Minnesota lawful gambling on July 30, 2016 at Wings North, 19379 Homestead Road, Pine City, MN (Pokegama Twp.).

4. **Application for Repurchase**

- A. Approve of Resolution 2016-26 for repurchase of tax forfeited land in full for Robert Jones, former manager of Lebehr Properties, LLC which has been resolved. Authorize Board Chair and County Auditor to sign.
- B. Approve Resolution 2016-28 for repurchase of tax forfeited land on a 10 year contract for Todd Clarke. Authorize Board Chair and County Auditor to sign.

5. **Greater Pine Area Endowment Grant**

Accept \$1500 Greater Pine Area Endowment Grant.

6. **Central Minnesota Housing Partnership**

Approve Resolution 2016-25 for Central Minnesota Housing Partnership to continue as the administrative body for the implementation of the Rental Rehabilitation Deferred Loan Program sponsored by Minnesota Housing (MHFA). Authorize Board Chair and County Administrator to sign.

7. **Joint Powers Agreement (JPA) Between Health & Human Services and Bureau of Criminal Apprehension**

Approve Resolution 2016-24 for the Joint Powers Agreement between Pine County Health and Human Services and Bureau of Criminal Apprehension (BCA) and authorize Board Chair and County Administrator to sign. The JPA will allow the BCA to provide Health and Human Services agency access to the MN Criminal Justice Data Communication Network.

8. **Contract Between Health & Human Services and MN Department of Human Services**

Approve contract between Pine County Health and Human Services and the MN Department of Human Services and authorize Board Chair to sign. The contract will allow the Pine County Health and Human Services Department to move forward with the duties listed in the grant contract.

9. Donations

Accept the following donations for the K-9 program: City of Askov, \$750; VFW Post 4258, Pine City, \$200; Derek T. Florin (Race for the K-9), \$26; Marlys Mestemacher (Race for the K-9), \$30; Pine County Agriculture Society, \$500; Sturgeon Lake Lions Club, \$2500; Rock Creek Pit Stop, \$500; Gerald and Terry Lovgren, \$25.

10. Personnel

- A. Approve the hiring of Timothy Welle, Part-Time Corrections Officer, effective June 8, 2016, \$17.11 per hour, grade B23.
- B. Approve the hiring of Chris Matrious, Highway Maintenance Worker, effective June 13, 2016, \$15.23 per hour, grade B23.

11. Training

Approve County Administrator David Minke and Human Resources Manager Connie Mikrot to attend the Association of County Administrator's Summer Workshop, Bridging the Gap: Employee Recruitment & Retention in the 21st Century, July 14-15, 2016, St. Cloud. Registration: \$100, Hotel: \$200 (est.), Mileage: \$125 (est.), Total Estimate: \$425. Funds are available in the Administrator Budget.

REGULAR AGENDA

1. Public Hearing – Plat Book Fee

Land Services Director Kelly Schroeder has corresponded with Farm and Home Publishers regarding Pine County plat books. Discussion was held regarding plat book fees and styles. Chair Rossow opened the public hearing at 10:04 a.m. to consider plat book fee of \$25 for 2016, black and white print, and \$40 for 2017, color print. There being no public comment, Chair Rossow closed the meeting at 10:08 a.m.

Motion by Commissioner Ludwig to approve the plat book fee of \$25 for 2016 and \$40 for 2017. Second by Commissioner Hallan. Motion carried 5-0.

2. Introduction of Corrections Agent Jami Tuve

Probation Director Terry Fawcett provided a formal introduction of Corrections Agent Jami Tuve to the board. The board welcomed Jami to Pine County.

2A. Recognition of Retirement

The board recognized the retirement of Jail Administrator Rick Boland and thanked him for his 29 years of service to Pine County.

3. Technology Committee Meeting

Commissioner Hallan provided an overview of the May 17, 2016 Technology Committee meeting stating there are a few technology challenges the committee is currently working on, which include human resources software, Microsoft Office Suite, Statewide Monitoring Program and the Telework Agreement. Items will be presented for future board action.

4. Facility Committee Meeting

Commissioner Mohr provided an overview of the June 1, 2016 Facility Committee meeting. Discussion was held regarding the request from Pine City to purchase the Pine Government Center, garage site at the courthouse, sunshades, lighting and security issues at the Sheriff's Office impound lot, and Soil and Water Conservation District door installation request at the Land Services Building.

5. Pathfinder Village Contract

Chief Widenstrom offered information regarding the law enforcement security contract between Pathfinder Village and the Pine County Sheriff's Office stating this is the renewal of a yearly contract. Discussion was held regarding the cost of law enforcement services.

Motion by Commissioner Ludwig to approve the law enforcement security contract between Pathfinder Village and the Pine County Sheriff's Office for the period of May 19, 2016 through December 31, 2016 and authorize Board Chair to sign. Contract rate shall be \$49 per hour. Second by Commissioner Chaffee. Motion carried 5-0.

6. Septic Revolving Loan Fund

Land Services Director Kelly Schroeder explained the Septic Revolving Loan Fund, which is part of the Clean Water Program. Funding will assist with subsurface treatment system compliance by providing loan opportunities for Pine County residents.

Motion by Commissioner Chaffee to approve Resolution 2016-27 authorizing Land Services Director Kelly Schroeder to submit the proposal for the Pine County Subsurface Sewage Treatment Systems Upgrades and represent the county in all matters regarding the proposal and authorize Board Chair and County Administrator to sign. Second by Commissioner Mohr. Motion carried 5-0.

7. Other

Item #10A from Consent Agenda. Consideration of promotion of Rodney Williamson from Jail Sergeant to Jail Administrator. This item is included on the Regular Agenda for further discussion of promotion.

Motion by Commissioner Ludwig to approve the promotion of Rodney Williamson from Jail Sergeant to Jail Administrator, grade C52, effective June 27, 2016 at an annual salary of \$64,000 and to acknowledge that this promotion process is a deviation from section 3 of the personnel policy. Second by Commissioner Chaffee. Motion carried 5-0.

8. Commissioner Updates

Arrowhead Counties Association: No update.

Rush Line Task Force: Commissioner Mohr stated updates were given on new projects.

Snake River Watershed: Commissioner Mohr stated Kanabec County projects were discussed.

Kanabec County also participated in the Pine County Fresh Water Fair.

NLX: Cancelled.

Law Library: Cancelled.

Mille Lacs Band Meeting: Commissioner Hallan stated meetings have been held with the tribal government affairs office, dialogue continues. A formal Memorandum of Understanding is currently being drafted.

NE MN Regional Radio Board: Commissioner Hallan stated he is planning to attend the June meeting in Hibbing.

East Central Regional Juvenile Center Advisory Board: Probation Director Terry Fawcett attended this meeting and provided an annual juvenile report.

Soil & Water Conservation District: County Administrator Minke attended this meeting and stated SWCD recently hired Water Management Technician Kirsten Barta and is in the process of hiring a forester. The No-Till Drill policy was discussed.

Chair Rossow asked for a deviation from the agenda for an update on the Household Hazardous Waste (HHW) collection day. Land Services Director Kelly Schroeder stated the initial HHW collection day was a success. HHW brochures will be made available throughout Pine County to promote this benefit to county residents.

9. Upcoming Meetings

Upcoming meetings were reviewed.

Chair Rossow called for a recess at 10:46 a.m. and the Board will reconvene as a Committee of the Whole.

The Board reconvened at 10:56 a.m.

Committee of the Whole

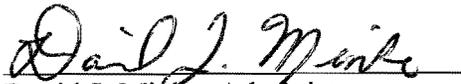
- A. State Senator Tony Lourey and Representative Jason Rarick provided a legislative update and stated the budget is structurally sound. Discussion was held with those present.
- B. Ann Antonsen from Springsted Inc. presented the results of the Comp and Class study that was recently completed in Pine County. Discussion was held. It was the consensus of the board to refer the results to the Personnel Committee to make recommendation to the county board.

10. Adjourn

With no further business, Chair Rossow adjourned the meeting at 1:04 p.m. The next regular meeting of the county board is scheduled for June 21, 2016 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.



Curtis H. Rossow, Chair
Board of Commissioners



David J. Minke, Administrator
Clerk to County Board