

**MINUTES
OF THE
PINE COUNTY BOARD MEETING**

Regular Meeting

Tuesday, August 2, 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 and County Administrator David Minke.

The Pledge of Allegiance was said.

Chair Rossow called for public comment. Betty Berglund requested consideration be given to paving the four miles of county road 22 between county roads 30 and 32.

Chair Rossow requested the following revision to the Agenda:

1. Resolution Declaring a Local Emergency for Pine County
Consent Agenda #6: Substitution of Resolution 2016-38A
2. Transportation Committee Minutes – August 1, 2016
Addition: Regular Agenda Item #7A: Transportation Committee Minutes

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 July 14, 2016 Emergency Board Meeting. Second by Commissioner Chaffee. Motion carried 5-0.

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

Commissioner Chaffee moved to approve the Minutes of the July 26, 2016 Special Meeting-Committee of the Whole. Second by Commissioner Hallan. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County Land Surveyor Monthly Report – July 2016

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

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

CONSENT AGENDA

1. July, 2016 Disbursements

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

2. **Application for Temporary Liquor License**
Approve temporary liquor license for the Audubon Center of the Northwoods, Sandstone, for an event, August 17-20, 2016.
3. **2016 Tax-Forfeit Land Auction**
Approve Resolution 2016-39: 2016 Pine County Tax-Forfeit Land Auction Sales Terms and Conditions; and Resolution 2016-40: 2016 Pine County Tax-Forfeit Land Auction Limited to Adjoining Property Owners Only.
4. **Donations**
Accept \$250 donation from Dan Bina for the K-9 program.
5. **Joint Powers Agreement and Bylaws with Minnesota Counties Computer Cooperative (MnCCC)**
Approve the Amended and Restated Joint Powers Agreement and Minnesota Counties Computer Cooperative Bylaws and authorize Board Chair and County Administrator to sign.
6. **Resolution Declaring a Local Emergency for Pine County**
Approve Resolution 2016-38A Declaring a Local Emergency for Pine County and authorize Board Chair and County Administrator to sign.
7. **Retirement of Jeffrey Randall, Assistant Jail Administrator**
Acknowledge the retirement of Assistant Jail Administrator Jeffrey Randall, effective July 22, 2016.
8. **Personnel (Full-Time Status/Completion of Probationary Period)**
 - A. Approve full-time status for Public Health Nurse Sarah Oswald, effective August 8, 2016.
 - B. Approve full-time status for Social Worker Andrea Wiener, effective July 21, 2016.
9. **Promotion**
 - A. Approve the promotion of Corrections Officer Laurie Brown to Jail Sergeant, effective August 2, 2016, grade B31, step 7, starting wage \$24.14 per hour.
 - B. Approve the promotions of part-time Corrections Officers: Derek Johnson, effective August 2, 2016; Rian Bergstad, effective August 2, 2016; Leslie Jones, effective August 3, 2016; Timothy Ottum, effective August 4, 2016; and James Long, effective August 10, 2016 to full-time Corrections Officers. No change in grade or step.
10. **Training**
 - A. Approve Office Clerk III Kim Kylander to attend the Summer Minnesota Association of Assessment Personnel (MAAP) Conference, August 18-19, 2016 in Elk River. Registration fee \$80; Lodging – approximately \$170; Mileage approximately \$73.12.
 - B. Approve County Engineer Mark LeBrun to attend Minnesota Association of Drainage Inspectors Meeting, August 25, 2016 in Fergus Falls. Registration fee \$20; Lodging - \$123; Mileage: county vehicle will be used, no mileage incurred. Total cost \$143.
 - C. Approve Social Services Supervisor Beth Jarvis to attend the Minnesota Supervisors Fall Conference, September 11-14, 2016 at Breezy Point. Registration fee \$60; Lodging and meals - \$600; Mileage – county vehicle will be used, no mileage incurred. Total cost \$660.

REGULAR AGENDA

1. Deputy Sheriff Mike Morrow Memorial Highway

Sheriff Jeff Nelson stated August 24, 2016 will mark the 25th anniversary of the death of Deputy Sheriff Mike Morrow who was killed in the line of duty. A ceremony will be held August 24, 2016 to honor the memory of Officer Morrow and a portion of County State Aid Highway 61 in Pine City (from First Avenue North to the Everready Road) will be designated as the “Deputy Sheriff Mike Morrow Memorial Highway”.

Motion by Commissioner Chaffee to approve Resolution 2014-44 designating a portion of CSAH 61 as the Mike Morrow Memorial Highway and authorize Board Chair and County Administrator to sign. Second by Commissioner Ludwig. Motion carried 5-0.

2. Memorandum of Understanding – Soil Survey

Administrator Minke stated at the January 26, 2016 county board meeting, Roger Risley and Michael White from the USDA National Resources Conservation Service provided information regarding the benefits to Pine County of the completion of a soil survey. It was determined at that time that a Memorandum of Understanding would be circulated at a later date to commence the soil survey in Pine County. There is no cost to the county.

Motion by Commissioner Ludwig to approve the Memorandum of Understanding with the US Department of Agriculture; Natural Resources Conservation Service to commence a soil survey in Pine County and authorize Board Chair and County Administrator to sign. Second by Commissioner Hallan. Motion carried 5-0.

3. Household Hazardous Waste Facility Operations Update

Land Services Director Kelly Schroeder provided an update on the households served and waste collected at the Household Hazardous Waste Facility in Pine City. The facility has been open Tuesdays and Saturdays for two months; the average participation rate is 17.8 visitors per day.

4. 2017-2019 Assessment Contracts

Land Services Director Kelly Schroeder stated each township/city in the county has the authority to hire their own assessor (private individuals or using the county assessor’s office). Twenty-nine jurisdictions have opted to contract with the assessor’s office--the Assessing Agreements are three year agreements.

Motion by Commissioner Ludwig to approve the assessment agreements for the following jurisdictions: Birch Creek Twp., Bruno Twp., Chengwatana Twp., Clover Twp., Crosby Twp., Danforth Twp., Dell Grove Twp., Fleming Twp., Kerrick Twp., Munch Twp., Nickerson Twp., Ogema Twp., Park Twp., Pine Lake Twp., Pokegama Twp., Sturgeon Lake Twp., Windemere Twp., Askov City, Bruno City, Denham City, Finlayson City, Henriette City, Hinckley City, Kerrick City, Pine City, Rutledge City, Sandstone City, Sturgeon Lake City, and Willow River City and authorize Board Chair and County Administrator to sign. Second by Commissioner Hallan. Motion carried 5-0.

5. Clean Water Partnership Loan Award

Land Services Director Kelly Schroeder stated the county received a loan award from the Minnesota Pollution Control Agency (MPCA), in the amount of up to \$600,000, to be used for updates to non-compliant septic systems.

Motion by Commissioner Chaffee to approve Resolution 2016-43 designating County Land Services Director as the Project Representative for the implementation of the Pine County Subsurface Sewage Treatment Systems Upgrades Clean Water Partnership Loan and execute the Minnesota Clean Water Partnership Project Implementation Loan Agreement; authorize the Board Chair and County Administrator to sign. Second by Commissioner Hallan. Motion carried 5-0.

6. Cooperative Agreement with Barry Township

County Engineer Mark LeBrun stated that the Township of Barry has requested the county to act on its behalf for opening of bids, award of contracts and inspection of construction activities for improvements for State Aid Project 058-599-043 (Deer Creek on Government Road) in Barry Township and enter into a cooperative agreement.

Motion by Commissioner Ludwig to approve the Cooperative Agreement with Barry Township and authorize County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

7. County Veterans Service Office Enhancement Grant

Veterans Service Officer Ben Wiener provided an overview of the utilization of the 2016 Enhancement Grant and stated the 2017 \$10,000 enhancement grant will be used for CVSO training, marketing and outreach, veterans' transportation, software, and other services. No matching funds are required.

Motion by Commissioner Hallan to approve Resolution 2016-41 and County Veterans Service Office Enhancement Grant and authorize Board Chair and County Administrator to sign. Second by Commissioner Mohr. Motion carried 5-0.

7A. Transportation Committee Meeting

Commissioner Hallan provided an overview of the August 1, 2016 Transportation Committee meeting. Hallan stated discussion was held regarding the county's support of the designation of the U.S. Bicycle Route 41; a resolution reflecting the county's support will be brought before the county board on August 16, 2016. Discussion was held comparing the wheelage tax and a 1/2 % local sales tax. County Engineer Mark LeBrun stated the wheelage tax generates approximately \$266,000 per year, the sales tax would generate approximately \$700,000 per year. The sales tax is project orientated and would span a 10 year period. It was the consensus for the board to schedule this matter for public hearing at the August 16, 2016 regular county board meeting.

8. Commissioner Updates

Rush Line Task Force: No Update.

Pine County Extension Committee: Introduced new extension committee member; Ag Educator position was discussed; preparation for the county fair; combined Carlton/Pine forestry meeting rescheduled to September.

Snake River Watershed: Paid bills; discussion on NRCS phase for poles every 8' (instead of 16') for new fence.

NLX: Meeting cancelled.

NE MN Regional Radio Board: No meeting.

Central EMS: Pine County Sheriff's Office has completed Narcan training for officers; fire departments received about \$2,000 reimbursement for training; discussion on seatbelt funding.

Resources Training: Commissioner Hallan attended recent training relating to insurance.

9. Other

None.

10. Upcoming Meetings

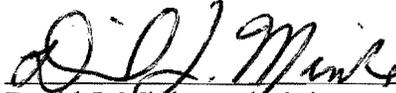
Upcoming meetings were reviewed.

11. Adjourn

With no further business, Chair Rossow adjourned the meeting at 11:11 a.m. The next regular meeting of the county board is scheduled for August 16, 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