

**MINUTES
OF THE
PINE COUNTY BOARD OF COMMISSIONERS MEETING
Regular Meeting
Tuesday, September 6, 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.

- Jerry Peterson, representing the Windemere Lakes Association, expressed the Association's appreciation of the grant received for the treatment of milfoil in Sand and Sturgeon lakes.
- Clair Strandlie, from Windemere Township/Windemere Lakes Association, stated that due to July's rain event, a new channel will be in place in the southwest corner of the lake this fall. Mr. Strandlie asked for any assistance the county board could provide to assure its completion this fall.
- Scott Swanson, Chairman of the Board of Harvest Christian School, stated the school is outgrowing its current facility and expressed an interest in the John Wright building as a new future location for their school.

Chair Rossow requested the following revision to the Agenda:

1. Correction - Consent Agenda Item 11D: Meals to reflect \$137, total to reflect \$1,337.
2. Addition: Regular Agenda Item 8A: Letter from Governor Dayton- public disaster assistance declaration.

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

Commissioner Chaffee moved to approve the Minutes of the August 16, 2016 County Board Meeting and Summary for publication. Second by Commissioner Mohr. Motion carried 5-0.

Commissioner Ludwig moved to approve the Minutes of the August 23, 2016 Special Meeting-Committee of the Whole (Budget). Second by Commissioner Hallan. Motion carried 5-0.

Commissioner Mohr moved to approve the Minutes of the August 30, 2016 Special Meeting-Committee of the Whole (Budget). Second by Commissioner Chaffee. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County Land Surveyor Monthly Report – August 2016

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

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

CONSENT AGENDA

1. August, 2016 Disbursements

Approve the Disbursements Journal Report, August 1, 2016 – August 31, 2016.

2. Application for Exempt Permit

Approve Application for Exempt Permit for the NWTF Chapter, Pine County Thunderin' Toms to conduct lawful Minnesota gambling on November 12, 2016 at Tank's Tavern, 39109 State Hwy. 48, Hinckley (Arlone Twp).

3. Application for Abatement

Approve Application for Abatement for Melissa Rambo, 350 Johnson Avenue SE, C-3, Pine City, PID 42.8900.163, pay 2015 and 2016.

4. Licenses

- A. Approve off-sale liquor license for Pokegama Mid Stop for the period of September 7, 2016 through August 31, 2017.
- B. Approve tobacco license for a new establishment, Family Dollar, in Hinckley, October 1, 2016 through December 31, 2016.
- C. Approve 3.2 temporary license for the Du'Quettes softball team for an event to be held September 17 and 18, 2016.

5. Application for Repurchase

Approve Resolution 2016-53 for the repurchase of tax forfeited land in full for William Paden, PID 33.0476.000, and authorize Board Chair and County Auditor to sign.

6. Reinstatement of Repurchase Contract

Approve Resolution 2016-54 for the reinstatement of repurchase contract where less than 50% of the original repurchase contract amount has been paid for Linda Jampsa.

7. Donations

Accept \$500 donation from the Rock Creek Pit Stop for the K-9 program.

8. 2017-2019 Assessment Agreements

Approve Assessment Agreement with Kettle River Township and revised Assessment Agreement with the City of Pine City and authorize Board Chair and County Administrator to sign.

9. Health and Human Services - Guardianship Services Contract

Approve contract between Health and Human Services and Nancy Pilger for guardianship services. Authorize Board Chair, County Administrator and Health and Human Services Director to sign.

10. New Hire

- A. Authorize the hiring of Kristen Schroeder, Social Worker, effective September 7, 2016, \$23.21 per hour, C42, Step 3.
- B. Authorize the hiring of Noelle McDeid, Social Worker, effective September 12, 2016, \$20.74 per hour, C42, Step 1.
- C. Authorize the hiring of Marjanae Zerehi, Social Worker, effective September 19, 2016, \$20.74 per hour, C42, Step 1.

11. Training

- A. Approve County Commissioners who wish to attend, County Administrator David Minke, and Probation Director Terry Fawcett to attend the AMC Fall Policy Conference, September 15-16, 2016 in Alexandria. Registration: \$150 per attendee; Lodging: \$114 plus tax per night.
- B. Approve Kelly Schroeder, County Assessor, to attend the MAAO's Fall Conference, September 25-28, 2016 at the InterContinental St. Paul Riverfront. Cost of Workshop: \$350, which includes meals. Employee will commute daily for a mileage cost of \$173.88, however no hotel expense will be incurred.
- C. Approve Connie Mikrot, Human Resources Manager, to attend the Minnesota Counties Human Resources Management Association (MCHRMA) Conference, October 5-7, 2016, in Deerwood. Cost of the conference, lodging and mileage is \$598.
- D. Approve Correction Agents Jami Tuve and Laura Stylski to attend Driving with Care Level II Education programming, October 26-27, 2016 in St. Paul. Driving with Care programs are nationally recognized education programs for DUI/DWI offenders or underage offenders. Registration: \$900, Lodging: \$300, Meals: \$137. County vehicle will be used for transportation. Total cost: \$1,337.
- E. Approve Sr. Property Appraiser Jenny Mansavage to attend the Minnesota Income Property Case Study Exam Workshop, September 28-29, 2016, at the Ramada Plymouth Hotel and Conference Center. Registration: \$185, lodging: \$99 plus tax. No mileage expense as a county vehicle will be utilized.
- F. Approve Adult Public Health Supervisor Lori Fore, Health Educator Lynette Forbes-Cardey and Director Becky Foss to attend the Positive Community Norms training, October 4-6, 2016, in Deerwood. Lodging: \$150/night per person (3 nights); total cost \$1,350. Mileage: If a county vehicle is not available, approximate cost would be \$100. Total cost: \$1,450.
- G. Approve Community Health Services Administrator Kathy Filbert to attend the 2016 Community Health Conference, September 28-30, 2016, in Breezy Point. Registration: \$72, Meals and Lodging: \$315, Travel: \$72. Total cost: \$459.

REGULAR AGENDA

1. Public Hearing - Septic System upgrade Loan Application Fee and Interest Rate Schedule

Land Services Director Kelly Schroeder stated the county is ready to make loans for septic system upgrades through the Clean Water Partnership program. Schroeder is requesting consideration of a \$96 application fee and the setting of a three percent (3%) interest rate to recoup ongoing administrative costs associated with the loans placed. Discussion was held.

Chair Rossow opened the public hearing at 10:13 a.m. Chair Rossow called for public comment. There being no public comment, Chair Rossow closed the meeting at 10:14 a.m.

Motion by Commissioner Chaffee to adopt the application fee in the amount of \$96 and to set the interest rate at three percent (3%) for the Septic System Loan Program. Second by Commissioner Mohr. Motion carried 5-0.

2. Technology Committee

A Special Technology Meeting was held on August 25, 2016. Commissioner Hallan stated discussion was held regarding the cost of a new records management system (RMS) for the sheriff's office. As there is \$150,000 in mandatory upgrades for the old RMS system, the Technology Committee suggests the county move forward with looking at a new system – two options are available: purchasing a RMS as a stand alone or purchasing it as a group with other counties. Sheriff Nelson will gather more information and provide this information to the Technology Committee.

3. Budget Committee

The Budget Committee met on August 23 and 30, 2016. The next Budget Committee meeting is scheduled for September 14, 2016 at 9:00 a.m.

4. A Place for You

Nancy Mach and Pam Greden, Board co-chairs from *A Place for You*, a transitional shelter for the homeless in East Central Minnesota, presented the board with information regarding performance and financial standing during its first four years of operation. *A Place for You* is requesting \$15,625 in Pine County funding for 2017.

5. Request to Set Public Hearing – Partial County Ditch #7 Abandonment

County Engineer Mark LeBrun explained the request for petition for partial abandonment of portions of ditch #7 which exist on land currently owned by Harley Investment Company, and requested a public hearing be set.

Motion by Commissioner Hallan to set a public hearing for September 20, 2016 at 10:00, or as soon thereafter is practicable, regarding partial county ditch #7 abandonment. Second by Commissioner Ludwig. Motion carried 5-0.

6. Final Payment Contract #1306

County Engineer Mark LeBrun provided an overview of the project area covered.

Motion by Commissioner Hallan to approve final payment to Dresel Contracting, Inc. in the amount of \$25,777.52 for Contract #1306 related to SP 058-090-002 located on or near CSAH 61 from 0.37 miles south of Hurley Avenue to the junction of Johnson Avenue SE and 4th Street SE and authorize County Administrator to sign Certificate of Final Contract Acceptance. Second by Commissioner Chaffee. Motion carried 5-0.

7. Commissioner Updates

Negotiations Committee: Health insurance savings were discussed, and the need of a Memorandum of Agreement with the unions for insurance contribution amounts.

Snake River Watershed: Commissioner Mohr unable to attend, Commissioner Hallan attended in his absence, stating contracts were approved.

NLX: Meeting cancelled.

Central MN Council on Aging: Commissioner Hallan requested the Director from the Central MN Council on Aging make a presentation to the county board.

NE MN Regional Radio Board: No meeting.

Deputy Mike Morrow Memorial Highway Dedication: Commissioner Mohr was able to attend. Nice ceremony and tribute to Deputy Morrow.

Arrowhead Transit Advisory Committee: Commissioner Hallan stated ridership continues to rise.

NE MN Regional Radio Board: Commissioner Hallan stated the fee was set to belong to the organization; Pine County's share was approximately \$500 less than the current fee paid.

Mille Lacs Band of Ojibwe Meeting: Commissioners Chaffee and Ludwig, Administrator Minke and MLBO representative Tadd Johnson were in attendance. Commissioner Chaffee stated it was a good discussion. Discussion was held regarding a community coach and the creation of a Social Services summit with MLBO and Pine County personnel. Commissioners Ludwig and Chaffee requested the total number of youth in Pine County, with a break out of the total number of native American children in Pine County, those involved in human services programs, and the number of native American who live on, and off, of the reservation.

8. Other

A. Pine County has received notification from the State of Minnesota to warrant the use of the State Public Disaster Assistance fund for the July 9-11, 2016 flood.

B. Pine County History Museum Executive Director Arla Budd provided a tour of the museum to those interested after the conclusion of the board meeting.

9. **Upcoming Meetings**

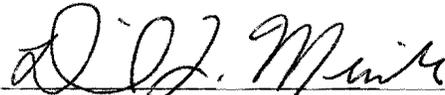
Upcoming meetings were reviewed.

10. **Adjourn**

With no further business, Chair Rossow adjourned the meeting at 11:07 a.m. The next regular meeting of the county board is scheduled for September 20, 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