

**MINUTES
OF THE
PINE COUNTY BOARD MEETING**

Regular Meeting

Tuesday, October 18, 2016 - 10:00 a.m.

Board Room, Pine County Courthouse, Pine City, Minnesota

Chair 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. Revision to Consent Item No. 6: Add Commissioner-Elect to attend AMC Annual Conference.
2. Addition: Consent Agenda - Item 7:
Consider approval of Application for Exempt Permit for the Moose Lake Area Ducks Unlimited to conduct Minnesota lawful gambling on October 29, 2016 at Doc's Sports Bar & Grill, 34427 Majestic Pine Drive, Sturgeon Lake, MN (Windemere Twp).
3. Addition: Regular Agenda – Item 8A: Third Quarter Budget Update
4. Additional Information: Public Health Planning Committee Minutes (Commissioner Update)

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

Commissioner Mohr moved to approve Minutes of October 4, 2016 County Board Meeting and Summary for publication. Second by Commissioner Chaffee. Motion carried 5-0.

Commissioner Hallan moved to approve Minutes of October 11, 2016 Special Meeting-Committee of the Whole (Budget). Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County HRA Senior Housing Minutes – regular meeting August 24, 2016

Pine County HRA Senior Housing Minutes – special meeting September 21, 2016

East Central Regional Library Board Minutes – September 12, 2016

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

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

CONSENT AGENDA

1. Approve September, 2016 Cash Balance

Fund	September 30, 2015	September 30, 2016	Increase(Decrease)
General Fund	2,955,546	3,186,859	231,314
Health and Human Services Fund	353,118	263,445	(89,673)

Road and Bridge Fund	2,000,780	2,020,806	20,027
Land Management Fund	2,510,926	2,032,769	(478,157)
TOTAL (inc non-major funds)	10,344,885	10,568,571	223,686

2. Tobacco License

Approve new business tobacco license for Pine City Tobacco & E-Cig, LLC, formerly known as Stogies Tobacco. License for October 19, 2016 through December 31, 2016. Subject to approval of Pine County Sheriff.

3. Donations

- A. Accept \$800 donation from the National Multiple Sclerosis Society and designate to the Pine County Sheriff's Reserve Fund; to be used to help offset the cost for training, uniforms and equipment.
- B. Accept \$50 donation from Cabak Law LLC, and \$545.56 donation from Peaceful Pines Farm (fundraiser event) for the K-9 program.

4. 2016 Waste Hauler License

Approve license for Solid Waste Collection and Transportation for 2016 for Nitti Rolloff Services and authorize Board Chair to sign.

5. James Dobosenski Registered Land Survey #5

Approve Registered Land Survey No. 5 and authorize Board Chair and County Administrator/ Clerk to sign.

6. Training

Authorize Commissioners Hallan, Mohr, Chaffee, Rossow, Ludwig and Commissioner-Elect for District 4, County Administrator David Minke, County Engineer Mark LeBrun, Human Resources Manager Connie Mikrot and Community Health Services Administrator Kathy Filbert to attend the AMC Annual Conference, December 4-6, 2016, in Minneapolis. Registration: \$375 per attendee (early bird registration before 11/4/16) and Lodging: \$128+ tax per night.

7. Application for Exempt Permit

Approve Application for Exempt Permit for the Moose Lake Area Ducks Unlimited to conduct Minnesota lawful gambling on October 29, 2016 at Doc's Sports Bar & Grill, 34427 Majestic Pine Drive, Sturgeon Lake, MN (Windemere Twp.)

REGULAR AGENDA

At 10:02 a.m. Chair Rossow recessed the county board meeting and opened the Ditch Authority Public Hearing.

1. Public Hearing – Partial Ditch Abandonment of County Ditch #7

A Petition for Partial Ditch Abandonment of County Ditch #7 was submitted by Harley Investment Company. A public hearing was held September 20, 2016; the Pine County Ditch Authority recessed and continued that hearing to October 18, 2016 to allow the ditch inspector to view the property and collect additional information to make a recommendation as to partial abandonment. Polymet submitted a request for a 30-day continuance of the October 18th hearing to allow additional time to submit additional written information.

The public hearing was reconvened at 10:02 a.m. on October 18, 2016.

Ditch Inspector LeBrun stated upon his review of the site that water flowage occurs through County Ditch #7 and other private ditches and canals upon the property. The county ditch is

functioning poorly. LeBrun requested to remove beaver dams, sediment blockages and a wier. Discussion was had by the board, and additional information was requested. Polymet had requested a continuance of the October 18, 2016 hearing to provide additional information to aid the Ditch Authority in their determination.

At 10:30 a.m. the hearing was opened to comments from the public.

Kevin Pylka, Polymet Manager of Environmental Permitting and Compliance, stated Polymet would provide additional information, requesting a 30-day continuance of today's hearing. Pylka stated Polymet supports the removal of the wier.

Property owner Dan Blake stated his understanding was that today's hearing was going to be continued and Polymet would be providing additional information. Blake stated his opposition but would like to see the additional information provided. Blake supported the request for a continuance.

There being no additional public comment, the public hearing was closed at 10:40 a.m.

Motion by Commissioner Hallan to recess the Ditch Authority meeting and continue the public hearing to November 15, 2016 at 10:00 a.m. or as soon thereafter as possible. Second by Commissioner Ludwig.

Chair Rossow directed the continuance of the public hearing to the November 15, 2016 county board meeting, at 10:00 a.m. or as soon thereafter as possible.

Motion by Commissioner Mohr to authorize the property owners to remove the wier, at their own expense, and for the county to remove three concrete pipes from the ditch and proceed with necessary maintenance on the county ditch. Second by Commissioner Chaffee. Motion carried 5-0.

Ditch Inspector LeBrun stated he received a request from Hofstad Properties and Dan and Joann Blake for further inspection and recommendation on repairs to the north. LeBrun stated this will be done upon the weather allowing better access.

At 10:40 a.m. the Ditch Authority meeting was recessed and the regular county board meeting reconvened.

2. Introduction of New Employee

County Administrator David Minke introduced Office Support Specialist Ashley Olson.

3. Facilities Committee

Commissioner Mohr provided an overview of the October 5, 2016 Facilities Committee meeting. Discussion was held as to approval of a quote from Drilling Electric for the installation of lights at the impound lot, the scheduling of a meeting on November 2, 2016 at 9:00 a.m. with the City of Pine City to discuss the Pine Government Center, and that \$75,000 is budgeted for the building fund for 2017.

4. Personnel Committee

Commissioner Chaffee provided an overview of the October 11, 2016 Personnel Committee and made the following recommendations:

Sheriff's Office

- A. Acknowledge the resignation of part-time Dispatcher Carley Blomberg effective September 25, 2016 and request backfill of the position.
- B. Acknowledge the resignation of full-time Dispatcher Jeremiah Mohr effective October 15, 2016 and request backfill of the position.

HHS

- A. Acknowledge the resignation of full-time Public Health Nurse Sarah Oswald effective October 7, 2016 and request backfill of the position.
- B. Acknowledge the resignation of full-time Registered Nurse Joanna Johnson effective October 21, 2016 and request backfill of the position.
- C. Approve the reclassification of the Public Health Nurse position from grade C42 to grade C43.

Administration

- A. Approve the reclassification of the Information Technology (IT) Manager from grade C42 to grade C52 at a salary of \$62,912 and reclassify the Human Resources (HR) Manager from grade B31 to C51 at a salary of \$60,320 effective October 16, 2016.
- B. Accept the renewal for the retiree insurance plan with Blue Cross Blue Shield's (BCBS) Group Platinum Blue Plan A with Group Medicare BlueRx for Minnesota residents, and with BCBS's Group Senior Gold with Group Medicare BlueRx for retirees living outside Minnesota. Both plan options will retain the \$1000 cap on Prescription Drugs. Premiums will increase to \$274.50 per month for the Platinum Blue plan, and to \$390.50 for the Gold plan.

Human Resources Manager Connie Mikrot explained for the retiree insurance BlueCross BlueShield had proposed a different plan which removed the \$1,000 cap for the prescription drugs. The county will remain with the plan currently in place.

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

5. Central Minnesota Council on Aging (CMCOA)

Central Minnesota Council on Aging Community Development Specialists Mary Bauer and Natalie Matthewson gave a presentation on preparing for the shift of the age population and services available, by CMCOA, to the aging.

6. Central Minnesota Jobs & Training Services

Central Minnesota Jobs & Training Services staff provided information regarding the 360 Degree Career Success Skills program offered to inmates in the Pine County jail. Information was also provided as to local services offered and the dislocated worker programs.

7. Award Bid for Contract #1604

County Engineer Mark LeBrun stated bid opening for Contract #1604 occurred October 17, 2016 for SAP 058-599-043 on Government Road, 1.9 miles Northeast of CR 140 over Deer Creek. LeBrun recommended the contract be awarded to the low responsible bidder, RL Larson Excavating. The bid was 17.57% under the engineer's estimate.

Motion by Commissioner Chaffee to award the bid for Contract #1604 to RL Larson Excavating in the amount of \$242,118.77. Second by Commissioner Ludwig. Motion carried 5-0.

8. Rescheduling of First Board Meeting in December

Due to the Association of Minnesota Counties Annual Conference being held on December 5-6, 2016, the first regular board meeting in December will be rescheduled to Wednesday, December 7, 2016 at 10:00 a.m. at the Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota.

8A. Third Quarter Budget Report

County Administrator David Minke provided an update of the budget through September 30, 2016 reviewing the expenditure and revenue of the major funds through September. The jail revenue is tracking lower than budgeted for.

9. Commissioner Updates

East Central Regional Juvenile Center Advisory Committee: Commissioner Ludwig unable to attend. Probation Director Terry Fawcett stated the 2017 per diem was approved at \$245 per day. The non-secure expansion was put on hold.

Soil & Water Conservation District: Commissioner Ludwig stated a new water tech was hired, and the forestry stewardship program has been successful.

East Central Solid Waste Commission: Commissioner Hallan commented it was a routine meeting.

East Central Regional Library: Commissioner Chaffee stated it was a routine meeting, however stated discussion was held with a library employee from Michigan where district libraries have their own levy authority.

Pine County Chemical Health Coalition: Commissioner Ludwig stated the coalition group is growing in number; the East Central and Hinckley-Finlayson Schools are buying in to the program Becky Foss is running; education grants were discussed.

Legislative meeting with Representative Sundin: Commissioner Ludwig stated this was a good meeting with Representative Sundin and Matt Hilgart from AMC. Conversation was held regarding the legislative agenda, the General Andrews Nursery and the Oberstar segment of the Munger bike trail.

AMC District 1 Fall Meeting: Commissioner Ludwig and Mohr stated other counties have the same issues as our county; discussion was had on the need for ICWA funding.

Kanabec-Pine Community Health Board/Public Health Planning Committee: Commissioner Hallan stated the Public Health Planning Committee is moving forward. Discussion held to make sure funds are disbursed appropriately.

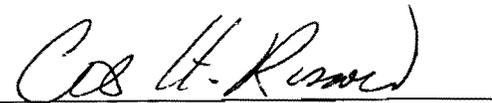
10. Other

None.

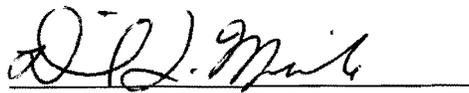
11. Upcoming meetings were reviewed.

12. Adjourn

With no further business, Chair Rossow adjourned the meeting at 11:54 a.m. The next regular meeting of the county board is scheduled for November 1, 2016 at 10:00 a.m. at the Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota.



Curtis H. Rossow, Chair
Board of Commissioners



David J. Minke, Administrator
Clerk to County Board of Commissioners