

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

Tuesday, November 1, 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. Commissioner Mohr stated his appreciation to the Pine County Sheriff's Office and Sentence- to-Serve crew who will be working with the Snake River Conservation Club in the upkeep of the gun range located in Chengwatana State Forest.

Chair Rossow requested the following revision to the Agenda:

1. Addition: Regular Agenda Item No. 6A: Schedule a Special Meeting-Committee of the Whole (Budget Committee) meeting.
2. Revision: Consent Agenda Item No. 5: Change of start date for part-time dispatcher Alexis Reed.

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

Commissioner Chaffee moved to approve the Minutes of the October 18, 2016 County Board Meeting and Summary for publication. Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County Chemical Health Coalition Minutes – October 10, 2016

Pine County Land Surveyor Monthly Report – October 2016

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

Commissioner Hallan inquired of Land Services Director Kelly Schroeder if the list of property owners was now the complete list of local option disaster abatements listed on the Consent Agenda. Schroeder stated there are currently a few more outstanding but are processed as the documentation is returned to her office.

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

CONSENT AGENDA

1. October, 2016 Disbursements

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

2. Applications for Local Option Disaster Abatement

Approve:

- A. Debra Sommers & Matthew Halvorson, 5583 Royal River Rd, Braham, PID 29.5098.000, pay 2016
- B. Dale Schmakel, 56671 Beaver Tail Rd, Askov, PID 30.0059.002, pay 2016
- C. Donald & Virginia Knight, 27829 Twin Ponds Loop, Sturgeon Lake, PID 31.0151.000, pay 2016
- D. Rosalyn Krueger, 7196 Bald Eagle Ln, Rutledge, PID 44.0052.007, pay 2016

- E. Timothy & Lavonne Sullivan, 8875 Cathedral Pines Dr, Sturgeon Lake, PID 46.5165.000, pay 2016
- F. John Nosbusch, 8851 Cathedral Pines Dr, Sturgeon Lake, PID 46.5168.000, pay 2016
- G. Judith Koch, 8801 Cathedral Pines Dr, Sturgeon Lake, PID 46.5173.000, pay 2016
- H. Bruce & JoAnne LaMere, 7218 Bald Eagle Ln, Rutledge, PID 44.0052.009, pay 2016

3. Lease for Lawful Gambling Activity and Premises Permit Application

Approve Lease for Lawful Gambling Activity and Premises Permit Application for Northern Pine Riders to conduct Minnesota lawful gambling at Doc's Bar & Grill, 34427 Majestic Pine Dr, Sturgeon Lake (Windemere Twp).

4. Contract Between State of Minnesota Department of Human Services and Pine County Health & Human Services

Approve contract between MN Department of Human Services and Pine County Health and Human Services (Adult Mental Health Services) for the period of January 1, 2017 through December 31, 2018 and authorize Pine County Board Chair to sign.

5. New Hire

- A. Approve the hiring of Part-time Dispatcher Alexis Reed, effective November 15, 2016, \$17.11 per hour, B23, step 3.
- B. Approve the hiring of Part-time Dispatcher Miranda Miller, effective November 2, 2016, \$17.11 per hour, B23, step 3.
- C. Approve the hiring of Part-time Corrections Officer Scott Arhart, effective November 2, 2016, \$17.11, B23, step 3.
- D. Approve the hiring of Part-time Corrections Officer Zachary Bettschen, effective November 2, 2016, \$17.11, B23, step 3.
- E. Approve the hiring of Part-time Corrections Officer Nicholas Frisch, effective November 2, 2016, \$17.11, B23, step 3.

REGULAR AGENDA

1. Technology Committee

Commissioner Mohr provided an overview of the Technology Committee meeting held October 18, 2016. Mohr stated the Office 365 software, statewide monitoring program, Sheriff's Office Records Management System, Social Media Policy, and Pine County emergency phone numbers were discussed. Informational only. No board action is necessary.

2. Dispatch Staffing

Two part-time dispatcher positions were approved on the Consent Agenda; one full-time dispatcher position remains vacant. Administrator Minke stated that in lieu of hiring the one full-time position, the sheriff's office is requesting to hire two part-time positions, with one part-time position potentially working into a full-time position.

Motion by Commissioner Ludwig to approve the hiring of Part-time Dispatcher Russel Janes, effective November 2, 2016, \$17.11 per hour, B23, step 3; and Part-time Dispatcher Darla Matteson, effective November 2, 2016, \$17.11 per hour, B23, step 3. Second by Commissioner Chaffee. Motion carried 5-0.

3. Contract Between Pine County and Pine County Veterans' Council

Veterans Service Officer Ben Wiener stated the Pine County Veterans' Council operates a van that takes veterans to medical appointments. Wiener requested approval for the purchase of another van through the county fleet department. There would be no cost to the county for the purchase of the van, however the county would insure the vehicle under its fleet insurance coverage.

Motion by Commissioner Hallan to approve the contract between Pine County and the Pine County Veterans' Council, for the fleet purchase of a van. Contract term is for the period of November 2, 2016 through December 31, 2023 and authorize Board Chair and County Administrator to sign. Second by Commissioner Ludwig. Motion carried 5-0.

4. **Association of Minnesota Counties Delegate Appointment**

Motion by Commissioner Chaffee to approve the following as Association of Minnesota Counties voting delegates: Steve Hallan, County Commissioner; Josh Mohr, County Commissioner; Steve Chaffee, County Commissioner; Curt Rossow, County Commissioner; Matt Ludwig, County Commissioner; Mark LeBrun, County Engineer/Public Works Director; Becky Foss, Health and Human Services Director; and David Minke, County Administrator. Second by Commissioner Mohr. Motion carried 5-0.

5. **Waste Cleanup Special Assessment Resolution**

Land Services Director Kelly Schroeder stated in July 2016 Sentence-to-Serve assisted Evergreen Recycling in removing approximately 6,000 tires from a property in Pine County. The total cost of removal was \$18,095. The property owner agreed to a special assessment of \$13,717 and the county agreed to pay \$4,378 out of the solid waste budget.

Motion by Commissioner Hallan to approve Resolution 2016-61 extending a special assessment on Pine County Parcel 43.5282.000 in the amount of \$13,717 and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

6. **Reappointment of County Assessor**

MS §273.061, Subd. 2 requires County Assessors be reappointed every four years. The current term ends December 31, 2016.

Motion by Commissioner Hallan to reappoint Kelly Schroeder as Pine County Assessor, term January 1, 2017 to December 31, 2020. Second by Commissioner Ludwig. Motion carried 5-0.

6A. **Set Budget Committee Meeting**

A Budget Committee meeting will be held as a part of the regular county board meeting November 15, 2016.

7. **Commissioner Updates**

Arrowhead Counties Association: Chair Rossow stated the following topics were discussed: legislative issues and priorities, Minnesota Eligibility Systems, the Blandin Supreme Court case, Payment In Lieu of Taxes (PILT), bonding bill and child protection/allocation.

East Central Regional Development Commission: Commissioner Hallan stated the Commission received their audit report – they had a clean audit. A representative from the Minnesota Film Board was present; Safe Route to School grant discussed.

NLX: Commissioner Ludwig stated Frank Loetterle from MnDOT would like to meet with the board to discuss railroad crossings. Administrator Minke will contact Mr. Loetterle to invite him to a board meeting.

Mille Lacs Band of Ojibwe meeting: Commissioner Hallan stated the Summit is scheduled for November 16, 2016 at 10:00 a.m. A presentation will be given by the sheriff, county attorney, Health & Human Services, and probation offices.

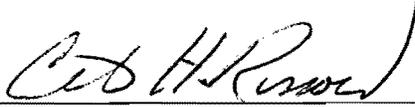
Northeast Regional Radio Board: Commissioner Hallan stated a quorum was not present.

8. **Upcoming Meetings**

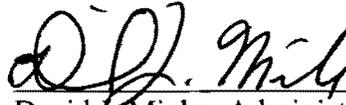
Upcoming meetings were reviewed.

9. **Adjourn**

With no further business, Chair Rossow adjourned the meeting at 10:37 a.m. The next regular meeting of the county board is scheduled for November 15, 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