

**PINE COUNTY BOARD MEETING
 Minutes of Organizational Meeting
 Tuesday, January 7, 2014, 1:00 p.m.
 Public Health Building, Sandstone, Minnesota.**

Administrator David Minke called the meeting to order at 1:00 p.m. Commissioners Steve Hallan, Mitch Pangerl, Steve Chaffee, Curt Rossow and Matt Ludwig were present, along with County Attorney John Carlson.

The Pledge of Allegiance was said.

Administrator Minke called for nominations for Chair.

Commissioner Chaffee nominated Commissioner Rossow for Chair. Second by Commissioner Pangerl. With no further nominations, Commissioner Hallan motioned to cast a unanimous ballot to elect Commissioner Rossow as Chair. Second by Commissioner Chaffee. Commissioner Rossow was unanimously elected as Chair.

Chair Rossow called for nominations for Vice-Chair.

Commissioner Hallan nominated Commissioner Chaffee for Vice-Chair. Second by Commissioner Ludwig. With no further nominations, Commissioner Hallan motioned to cast a unanimous ballot to elect Commissioner Chaffee as Vice-Chair. Second by Commissioner Pangerl. Commissioner Chaffee was unanimously elected as Vice-Chair.

Chair Rossow called for public comment. There was no public comment.

County Administrator Minke requested the following revisions to the Consent Agenda:

1. Change in meeting dates for the Lakes & Pines CAC and Riverwood Center meetings.
2. Discussion of the Health & Human Services Board meeting date/time.

Commissioner Hallan requested to add discussion of a community event sign to be located at the Pine Government Center.

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

Chair Rossow announced the following Committee assignments for 2014:

Outside Boards and Committees	2014 Representative	2014 Alternate
AMC Committee – Environment & Natural Resources	Pangerl	
AMC Committee – General Government	Rossow	
AMC Committee – Health & Human Services	Chaffee	
AMC Committee – Public Safety Policy Committee	Hallan	
AMC Committee – Transportation & Infrastructure	Ludwig	

AMC Committee – Indian Affairs Advisory Council	Rossow	
Arrowhead Counties Association (ACA)	All	
Association of Minnesota Counties (AMC)	All	
Central MN Jobs and Training Service	Chaffee	Ludwig
Central Regional EMS Committee	Ludwig	Rossow
East Central Regional Development Commission (ECRDC)	Hallan	Rossow
East Central Regional Juvenile Center (ECRJIC) Advisory Committee	Pangerl	Rossow
East Central Regional Library	Chaffee	Pangerl
East Central Solid Waste Commission (ECSWC)	Hallan	Ludwig
Extension Committee	Pangerl	Hallan
Fiber-Optic Joint Power Board	Hallan	Pangerl
GPS 45:93 Joint Powers Board	Pangerl	Hallan
Kanabec/Pine Board of Health	Chaffee	Pangerl
Lakes and Pines Community Action Council (CAC)	Rossow	Hallan
Law Library	Pangerl	Chaffee
NE MN Regional Radio Board	Hallan	Rossow
NLX	Ludwig	Chaffee
RC & D Committee	Rossow	Pangerl
Riverwood Center Committee (f/k/a Five Co. Mental Health Committee)	Chaffee	Ludwig
Rushline Corridor Task Force	Ludwig	Chaffee
Snake River Watershed Joint Powers Board	Pangerl	Hallan
Soil & Water Conservation District Liaison	Ludwig	Chaffee

County Established Committees	2014 Appointment	2014 Alternate
Budget Committee	All	
Facilities Committee	Ludwig/Pangerl	
GIS Committee	Hallan/Pangerl	
Government Operations	Ludwig/Rossow	
Investment Committee	Ludwig/Hallan	
Land/Zoning Advisory Committee	Chaffee/Rossow	
Legislative Committee	All	
Methamphetamine Task Force	Ludwig/Rossow	
Negotiations (Labor Relations) Committee	Chaffee/Rossow	
Personnel Committee	Chaffee/Rossow	Ludwig
Technology Committee	Hallan/Pangerl	
Transportation Committee	Hallan/Rossow	

Other Appointments	2014 Appointment	
Equal Employment Opportunity Coordinator required by section 3.2 of the County Policy and Procedure Manual	Matt Christenson	
AMC Delegate Appointments (county is authorized 1 delegate for each commissioner and three additional delegates)	Steve Hallan Mitch Pangerl Steve Chaffee Curt Rossow	Matt Ludwig Mark LeBrun Patrick Bruflat David Minke

After discussion, the 2014 Board of Commissioners regular meetings were set as follows:

- The meetings on the first Tuesday of the month begin at 1:00 p.m. and are held at the Public Health Building in Sandstone.
- The meetings on the third Tuesday of the month begin at 10:00 a.m. and are held at the Board Room, Pine County Courthouse in Pine City.

County Board dates are set as follows:

January 7th and January 21st

February 4th and 18th

March 4th and 18th

April 1st and 15th

May 6th and 20th

June 3rd and 17th

July 1st and 15th

August 5th and 19th

September 2nd and 16th

October 7th and 21st

November 4th and 18th

December 2nd and 16th

Health & Human Services Board Meeting will take place on the third Tuesday of the month, 1:00 p.m., Board Room, Pine County Courthouse, Pine City.

Board of Equalization, June 16, 2014 at 5:00 p.m., Pine County Courthouse, Board Room, Pine City.

Truth in Taxation, December 4, 2014, 7:00 p.m., Pine County Courthouse, Board Room, Pine City.

Committee Meetings. All are in the Pine County Courthouse, Commissioners Conference Room, Pine City, Minnesota.

Personnel 2nd Tuesday at 9:00 a.m.

Facilities 1st Wednesday at 9:00 a.m.

Technology 3rd Tuesday at 8:30 a.m.

All meetings subject to change. Contact the County Administrator's Office for further information.

Commissioner Hallan moved to approve the Summary of Minutes of the November 19, 2013 Committee of the Whole – Subsurface Sewage Treatment System and Budget Meeting for publication. Second by Commissioner Ludwig. Motion carried 5-0.

Commissioner Pangerl moved to approve the Summary and Minutes of the December 17, 2013 board meeting for publication. Commissioner Chaffee seconded. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County HRA Senior Housing Board of Directors regular meeting – November 26, 2013

Pine County HRA Senior Housing Board of Directors special meeting – December 3, 2013

Pine County Soil & Water Conservation District – December 5, 2013

Pine County Land Surveyor Monthly Report – December 2013

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

Commissioner Chaffee moved to approve the Consent Agenda. Commissioner Pangerl seconded. Motion carried 5-0.

CONSENT AGENDA

The consent agenda is voted on without any discussion. Any commissioner may request an item be removed and added to the regular agenda.

1. December, 2013 Disbursements

Disbursements Journal Report, December 1, 2013 – December 31, 2013

2. Resolution for Repurchase of Tax Forfeited Land

Approve Resolution 2014-01 for Repurchase of Tax Forfeited Land in full, John Erickson, PID 02.5086.000 and authorize Board Chair and County Auditor to sign.

3. Year-End Transfer

Approve year-end 2013 transfer of \$313,874.71 from the General Fund-01 to the 800 MHz Fund-21 to eliminate the deficit fund balance.

4. Personnel (Full-Time Status/Completion of Probationary Period)

Approve full-time status for Social Worker Nikki Wiener, effective January 10, 2014.

5. Training

A. Approve Edward Melzark and Robert Fischer to attend the Stearns County Shoreland Training at the College of St. Benedict, January 30, 2014. Cost for the training is \$30 per person. Total cost: \$60.

B. Approve Office Support Specialist Donna Olsen to attend “Case Management and Financial Basics for Child Support” in St. Paul January 7-9, 2014. Registration \$0, Meals \$66, Accommodations \$280, and Travel \$99. Total cost: \$445.

REGULAR AGENDA

1. **Request for Bids for Official Publication for 2014**

County Administrator David Minke presented sealed bids which were opened January 6, 2014 for the publication of the financial statement, proceedings of the County Board and such other notices as required by law. Pine City Pioneer presented a bid of \$7.45 per column inch for the first publication. Askov American presented a bid of \$7.20 per column inch for the second publication.

Motion by Commissioner Hallan to award the first publication to the Pine City Pioneer at \$7.45 per column inch and the second publication to the Askov American at \$7.20 per column inch. Second by Commissioner Chaffee. Motion carried 5-0.

2. **Data Practices Policy for Members of the Public**

County Administrator David Minke indicated the Minnesota Data Practices Act (Minnesota Statute §13) requires the county to have a data access policy for members of the public and to appoint a responsible official and compliance official.

Motion by Commissioner Chaffee to approve the Data Practices Policy for Pine County. Second by Commissioner Hallan. Motion carried 5-0.

3. **Postretirement Option – Rochelle Carlson**

Human Resource and Payroll Specialist Matt Christenson reported to the board, and discussion was held, regarding the request by Rochelle Carlson PHNC for a Postretirement Option through PERA (effective January 8, 2014 – May 31, 2014). Christenson stated Carlson met all of the requirements. The County will not be backfilling this position. Chair Rossow stated this had not been discussed at the Personnel Committee meeting, however Christenson did contact Rossow and Chaffee to discuss the matter to avoid a delay of having it addressed at the January 21, 2014 board meeting .

Motion by Commissioner Ludwig to approve the Postretirement Option for Rochelle Carlson. Second by Commissioner Chaffee. Motion carried 5-0.

4. **East Central Drug and Violent Offender Task Force - Grant**

County Administrator David Minke presented information regarding the 2014 East Central Drug and Violent Offender Task Force state grant in the amount of \$100,000. Grant funds would be used for expenses incurred. No matching funds are required. This is an annual grant.

Motion by Commissioner Ludwig to approve the 2014 East Central Drug and Violent Offender Task Force grant in the amount of \$100,000 and authorize the Sheriff and Board Chair to sign. Second by Commissioner Chaffee. Motion carried 5-0.

At 1:26 p.m. Chair Rossow recessed the Board meeting and to open the Regional Railroad Authority Annual Meeting.

7. Pine County Regional Railroad Authority Annual Meeting

Chair Rossow recommended the following be appointed as Railroad Authority officers: Chair: Steve Hallan; Vice-Chair: Commissioner Steve Chaffee; Secretary: Administrator David Minke (non-voting); and Treasurer: Auditor/Treasurer Cathy Clemmer (non-voting). **Motion** by Commissioner Hallan to approve the Railroad Authority officer appointees as stated. Second by Commissioner Ludwig: Motion carried 5-0.

Discussion was held stating that the Railroad Authority debt from last year has been paid through the budget process. Rushline Corridor will be submitting an invoice for payment of \$2,900 for Pine County's contribution toward the Advanced Alternatives Study.

Commissioner Hallan inquired as to whether the Regional Railroad Authority Meeting can be reconvened at a later date as conversation was held regarding the asset of the railroad tracks available. Discussion was also had regarding the NLX contribution for 2014 and if the attorney for NLX has been in contact regarding our decision to not contribute for 2014.

The Regional Railroad Annual Meeting was adjourned at 1:34 p.m.

The County Board meeting reconvened at 1:34 p.m.

8. Commissioner Updates

Commissioner Hallan stated the Pine City Chamber of Commerce had contacted him regarding placing a community event sign in front of the Pine Government Center. Discussion was held regarding the pros and cons of placing a sign on county owned property. Commissioner Pangerl stated his opposition. County Attorney John Carlson commented on the legalities of content of the sign and county liability.

Motion by Commissioner Pangerl to not allow a sign to be placed on Pine Government Center property. Discussion was held.

Motion by Commissioner Ludwig for the county attorney to investigate leasing of the property for sign placement and remove county exposure to place sign on county property. Second by Commissioner Hallan. Commissioner Pangerl withdrew his original motion. Motion carried 5-0.

9. Upcoming Meetings

- a. **Pine County Law Library, Wednesday, January 8, 2014, 12:00 p.m.**, Pine County Law Library, Courthouse, Pine City, Minnesota.
- b. **East Central Solid Waste Commission Meeting, Monday, January 13, 2014, 9:00 a.m.**, 1756 180th, Mora, Minnesota.
- c. **East Central Regional Library Board Meeting, Monday, January 13, 2014, 9:30 a.m.**, 244 Birch Street, Cambridge, Minnesota.
- d. **Methamphetamine Task Force Meeting, Monday, January 13, 2014, 3:00 p.m.**, South Conference Room, Pine Government Center, Pine City, Minnesota.
- e. **Personnel Committee Meeting, Tuesday, January 14, 2014, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- f. **Committee of the Whole-Strategic Planning, Wednesday, January 15, 2014, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota

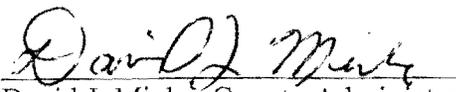
- g. **Arrowhead Counties Association Meeting, Wednesday, January 15, 2014, 6:00 p.m.,** Hampton Inn, Duluth, Minnesota.
- h. **Rush Line Corridor Task Force, Thursday, January 16, 2014, 3:30 p.m.,** White Bear Lake City Hall, White Bear Lake, Minnesota.
- i. **GPS 45:93 Meeting, Friday, January 17, 2014, 10:00 a.m.,** North Branch Library, 6355 379th Street, North Branch, Minnesota
- j. **Pine County Board Meeting, Tuesday, January 21, 2013, 10:00 a.m.,** Board Room, Courthouse, Pine City, Minnesota.
- k. **Subsurface Sewage Treatment System (SSTS) Public Meeting, Tuesday, January 21, 2013, to commence within the Pine County Board Meeting,** Board Room, Courthouse, Pine City, Minnesota.
- l. **Pine County Health and Human Services Meetings, Tuesday, January 21, 2013, to commence after Pine County Board Meeting,** Boardroom, Pine County Courthouse, Pine City, Minnesota.
- m. **NLX, Wednesday, January 22, 2014, 10:00 a.m.,** Board Room, Courthouse, Pine City, Minnesota.
- n. **Extension Committee Meeting, Thursday, January 23, 2014, 3:00 p.m.,** Public Health Building, Sandstone, Minnesota.
- o. **Snake River Watershed Joint Powers Board, Monday, January 27, 2014, 9:00 a.m.,** Kanabec County Courthouse, Mora, Minnesota.
- p. **Riverwood Center Meeting, Tuesday, January 29, 2014, 4:00 p.m.,** Riverwood Center, Braham, Minnesota
- q. **Lakes & Pines CAC, Monday, January 27, 2014, 10:00 a.m.,** Lakes & Pines, Mora, Minnesota.
- r. **Central Regional EMS Committee, Friday, January 31, 2014, 9:00 a.m.,** Stearns County Service Center, Waite Park, Minnesota.

10. **Adjournment**

With no further business, Chair Rossow adjourned the county board meeting at 2:00 p.m. The next county board meeting is scheduled for January 21, 2014 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.



Curt H. Rossow, Chair
Board of Commissioners



David J. Minke, County Administrator
Clerk to County Board