

MINUTES OF PINE COUNTY BOARD MEETING
Regular Meeting

Tuesday, February 4, 2014, 1:00 p.m.
Public Health Building, Sandstone, Minnesota

Chair Rossow called the meeting to order at 1:00 p.m. Present were Commissioners Steve Hallan, Mitch Pangerl, Steve Chaffee, and Matt Ludwig. Also present were County Attorney John Carlson 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:

Regular:

Add 3A: Approve promotion of Ryan Findell to IT Supervisor
Add 3B: Approve backfill of IT Support Specialist position
Add Other: Distribution of the 2014 Budget book

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

Commissioner Hallan moved to approve the Minutes of the January 15, 2014 Committee of the Whole – Strategic Planning Meeting. Second by Commissioner Ludwig. Motion carried 5-0.

Commissioner Hallan moved to approve the Minutes of the January 21, 2014 County Board Meeting and Summary for publication. Second by Commissioner Ludwig. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

East Central Regional Library Board Minutes – December 16, 2013
Pine County Land Surveyor Monthly Report – January, 2014
Pine County Soil & Water Conservation District Board Minutes – January 9, 2014
Pine County Methamphetamine Task Force Minutes – January 13, 2014

Commissioner Pangerl 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. Second by Commissioner Hallan. 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. January, 2014 Disbursements

Disbursements Journal Report, January 1, 2014 – January 31, 2014.

2. **Applications for Abatement**
Approve: Phyllis Mae Wood, 7344 Main St., Rutledge, PID 44.5061.000 and 44.5062.000, pay 2013.
3. **Resolution for Repurchase of Tax Forfeited Land**
Approve Resolution 2014-08 Repurchase of Tax Forfeited Land with a 10-year contract, Linda Jampsa, PID 27.0159.003 and authorize Board Chair and County Auditor to sign.
4. **Personnel**
 - A. **Promotion**
 - i. Approve promotion of Lori Anderson – case aide to eligibility worker, effective February 18, 2014, at \$15.25/hr, B23.
 - ii. Approve promotion of part-time Corrections Officer Alex White to full-time corrections officer, effective February 9, 2014. No change in grade or wage. \$16.04/hr, B23, step 3.
 - B. **Police Officer Declaration - PERA**
Approve Resolution 2014-07, Public Employees Retirement Association Police Officer Declaration, for Deputy Timothy Vaagenes at full funding levels from his hire date of December 29, 2013. Deputy Vaagenes has met all of the requirements of the Police and Fire Plan membership requirements from his date of hire. Authorize Board Chair to sign Resolution.
5. **Veterans Service Officer**
 - A. Approve 30-day extension (to August 30, 2014) for VSO Ben Wiener to become certified.
 - B. Approve Veteran Services Officer Ben Wiener to attend the National CVSO Accreditation Training, August 25-29, 2014, Pierre, South Dakota. Registration: \$150; Meals: \$238; Accommodations: 6 nights (\$65 per night + 7%), \$417; Travel: \$481. Estimated cost of training: \$1,300.
6. **Training**
Approve Child Support Officer Claire Nelson to attend “Collect & Disburse Training for Child Support Officers”, February 5-6, 2014, Brainerd. Registration \$0; Meals \$30; Accommodations: \$76, Travel: \$103.60; total cost: approx. \$209.60.

REGULAR AGENDA

1. **Rush Line Corridor Task Force**
Mike Rogers, Ramsey County Regional Rail Authority and Rush Line project manager, gave an update on the Rush Line Corridor.
2. **Subsurface Sewage Treatment System (SSTS) Ordinance**
Land Services Director Kelly Schroeder provided an overview of revisions made to the Subsurface Sewage Treatment System Ordinance pursuant to discussion held at the January 21, 2014 SSTS Public Hearing and recommendations from MPCA, township officials and the public. Schroeder stated, when necessary, amendments will be made to the Ordinance. The Ordinance is scheduled to take effect April 1, 2014.

Motion by Commissioner Hallan to approve the Subsurface Sewage Treatment System Ordinance, effective April 1, 2014 and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

3. **Human Resources Contract with Pine City, Hinckley, Sandstone**

Discussion was held regarding outsourcing Pine County Human Resource and Payroll Specialist Matt Christenson to the cities of Pine City, Hinckley, and Sandstone, subject to that city's approval, to assist with human resource services. These contracts would expire December 31, 2014. It is anticipated the work would not be more than 10% of Christenson's time and the County's needs would take precedent. Commissioners Pangerl and Hallan stated they feel this is a positive step in creating a strong work relationship with the cities. **Motion** by Hallan to approve the Human Resources Consulting Services Agreements with the cities of Pine City, Hinckley, and Sandstone and authorize Board Chair and County Administrator to sign. Second by Commissioner Pangerl. Motion carried 5-0.

3A. **IT Supervisor**

Administrator Minke stated two internal candidates were interviewed for the supervisory position before a 4-person interview panel. Both candidates did well.

Motion by Commissioner Hallan to promote IT Support Specialist Ryan Findell to IT Supervisor effective February 5, 2014, at \$20.43 (\$42,500 annually), C-42. Second by Commissioner Chaffee. Motion carried 5-0.

3B. **Backfill of IT Support Specialist Position**

Administrator Minke requested a backfill of the IT Support Specialist position created by the promotion of Ryan Findell, pay scale dependent upon qualifications within the B-24 band range.

Motion by Commissioner Chaffee to back fill the IT Support Specialist position. Second by Commissioner Ludwig. Motion carried 5-0.

4. **Web Publication Resolution**

Administrator Minke provided information regarding Resolution 2014-09 which supports the Association of Minnesota County's policy position to potentially use technological tools to disseminate certain data on county websites and/or publication in the official newspaper.

Auditor-Treasurer Cathy Clemmer stated this would give the county the option, if approved by the legislature, to place items on the website versus publishing in the newspaper. Comment was made as to constituents who don't have access to the internet. Clemmer stated any information needing to reach all constituents would be published in the legal newspaper.

Motion by Commissioner Hallan to approve Resolution 2014-09 Supporting Legislation Allowing Counties to Designate Their County Website to Publish Public Notes. Second by Commissioner Chaffee. Motion carried 5-0.

5. **Commissioner Updates**

- a. NLX: Commissioner Ludwig stated this was a general business meeting; election of officers took place; Commissioner Ludwig sat on the board for this meeting to establish a quorum.
- b. Extension Committee Meeting: Commissioner Pangerl stated discussion was held as to the 4-H Farm Family.
- c. Snake River Watershed Joint Powers Board : Meeting Cancelled

- d. Lakes & Pines CAC: Commissioner unable to make meeting
- e. Riverwood Center Meeting: Commissioner Chaffee stated Riverwood Center is experiencing a short-term cash flow situation and has reached its maximum line of credit. The Riverwood Center Board of Directors authorized to extend the line of credit.
- f. Central Regional EMS Committee: Commissioner Ludwig stated financially they are doing well, discussion held regarding providing training, Commissioner Ludwig will be providing EMS information to Essentia in Sandstone.

6. **Other**

- A. Administrator Minke provided the board members with a copy of the 2014 Budget book.
- B. Commissioner Chaffee stated he has a conflict as Pine County's representative on the Central Minnesota Jobs and Training board. Discussion was held. Chair Rossow made the following appointments to the 2014 Boards and Committees:

	<u>2014 Representative</u>	<u>Alternate</u>
Central MN Jobs and Training Service:	Hallan	Ludwig
Extension Committee:	Pangerl/Chaffee	

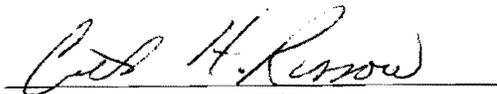
7. **Upcoming Meetings**

Upcoming meetings were reviewed.

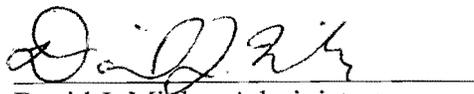
Change in date of Riverwood Center Meeting to Wednesday, February 26, 2014, 4:00 p.m., Riverwood Center, Braham, Minnesota.

8. **Adjourn**

With no further business, Chair Rossow adjourned the county board meeting at 2:37 p.m. The next regular meeting of the county board is scheduled for February 18, 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, Administrator
Clerk to County Board