

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

**Tuesday, May 17, 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. Addition: Consent Item #12
Consider approval of Tobacco License for Czeslaw Knobbe dba Chipmunk Square Market.
2. Addition: Regular Agenda:
 - 6A. Recognition of National Police Week, May 15-21, 2016.
 - 6B. Correctional Officer Social Security Update and consider Contract with Abdo Eick and Meyers (AEM) Financial Solutions
 - 6C. Update on Pine County Land Department Timber Auction Results

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

Commissioner Hallan moved to approve the Minutes of the May 3, 2016 board meeting and Summary for publication. Second by Commissioner Ludwig. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County HRA Senior Housing Board of Director regular meeting – March 23, 2016

Pine County Chemical Health Coalition meeting – May 9, 2016

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

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

CONSENT AGENDA

1. Approve April, 2016 Cash Balance

Fund	April 30, 2015	April 30, 2016	Increase(Decrease)
General Fund	69,072.23	1,282,455.57	1,213,383.34
Health and Human Services Fund	(879,252.03)	(657,625.94)	221,626.09
Road and Bridge Fund	4,233,533.83	2,473,054.25	(1,760,479.58)
Land Management Fund	2,191,429.45	1,203,717.88	(987,711.57)
TOTAL (inc non-major funds)	9,900,010.23	10,075,571.02	175,560.79

2. Applications for Abatement

Approve Application for Abatement for Linda Bergstrom, 1115 4th Avenue SW, Pine City, PID 42.0191.000, payable 2014 and 2015.

3. Application for Exempt Permit

Approve Application for Exempt Permit for Reach for Resources, Inc. to conduct Minnesota lawful gambling on October 12, 2016 at Wings North, 19379 Homestead Road, Pine City, MN (Pokegama Twp.)

4. Temporary Liquor License

Approve a Temporary Liquor License for a Rock Creek Lions event on September 2-5, 2016 at Heidelberger Rodeo.

5. Application for Repurchase

Approve Resolution 2016-22 for the repurchase of tax forfeited land on a 10-year contract for Daniel Johnson. Authorize Board Chair and County Auditor to sign.

6. Application for Repurchase

Approve Resolution 2016-23 for the repurchase of tax forfeited land on a 10-year contract for Gregory Jacobsson. Authorize Board Chair and County Auditor to sign.

7. Greater Pine Area Endowment Grant Application

Approve Economic Development Coordinator Robert Musgrove to apply for a \$1,500 grant from the Greater Pine Area Endowment for a project in partnership with the Pine Area Chamber of Commerce.

8. Federal Supplemental Boating Safety Patrol Grant

Approve 2016 Federal Supplemental Boating Safety Patrol Grant in the amount of \$4,500, for grant period May 13, 2016 – September 5, 2016, and authorize Board Chair and County Administrator to sign. This grant does not require matching funds.

9. Donations

- A. Accept the following donations for the K-9 program: Ronald Nistler (Race for the K-9), \$26; Robert and Cynthia Guss, \$25; Deleanore Hinze, \$20; East Central Energy Operation Round Up grant, \$2,500; City of Rutledge (Race for the K-9), \$26; David and Susan Beckstrand, \$1,000; “We Pay” donations received from the Go-Fund-Me site for the Race for the K-9, \$749.86.
- B. Accept \$700 donation for the Back to School Backpack project.

10. Full-Time Status/Completion of Probationary Period

Approve full-time status for Public Health Case Aide Samantha Ekeroth effective May 30, 2016.

11. New Hire

Approve the hiring of full-time Corrections Agent Jami Tuve, effective May 23, 2016, \$19.48 per hour, per State Grid (MAPE) 14G, Step 1.

12. Tobacco License

Approve Tobacco License for Czeslaw Knobbe dba Chipmunk Square Market, 7326 County Highway 61, Rutledge.

REGULAR AGENDA

1. Public Hearing – Class I ATVs

County Administrator David Minke stated the county is considering an ordinance which would allow Class 1 ATVs to be driven on county roads similar to Class 2 ATVs.

Chair Rossow opened the public hearing at 10:02 a.m. Chair Rossow called for public comment. Don Otwell and Harold Blatz stated their opposition to the ordinance. Charlie Peterson, Jerry Stone, Scott Helfman and Tom Helfman stated their support for the ordinance. Discussion was held regarding environmental and speed limit concerns. With there being no further comment, Chair Rossow closed the meeting at 10:36 a.m. Chair Rossow stated if at some point the Ordinance would need to be amended, requests may be brought back to the board for consideration. This Ordinance will be effective upon publication.

Motion by Commissioner Mohr to approve Pine County Ordinance 2016-03 for the Management of All-Terrain Vehicles in the Public Right-of-Ways of Roads within the County's Jurisdiction. Second by Commissioner Rossow. Motion carried 5-0.

2. Minnesota Department of Transportation Award to Sheriff's Office

NE MN Law Enforcement Liaison Frank Scherf provided an overview of the Towards Zero Deaths program and presented to the Pine County Sheriff's Office an Outstanding Agency Award for the first quarter of the Towards Zero Deaths enforcement grant. As part of the award the sheriff's office received a laser speed enforcement device.

3. Facilities Committee

Commissioner Mohr provided an overview of the May 4, 2016 Facilities Committee meeting.

The Sandstone building project was discussed including the need for more space for HHS, cleaning staff at the Sandstone location, and the use of the large conference room for HHS employee use, with the possibility of moving the location for the regular county board meeting on the first Tuesday of each month. Other items are for informational purposes only.

Motion by Commissioner Mohr to move the regular meeting of the Pine County Board of Commissioners, held on the first Tuesday of the month, to the Pine County History Museum, 6333 H C Andersen Alle, Askov. Second by Commissioner Ludwig. Motion carried 5-0.

4. Personnel Committee

Commissioner Chaffee provided an overview of the May 10, 2016 Personnel Committee meeting. The following recommendations were made:

HHS

- A. Acknowledge the resignation of Social Worker Kristen Schroeder, effective May 12, 2016, and authorize backfill of any subsequent vacancies.
- B. Approve the addition of one full-time Public Health Educator position (C42). This position will be funded from the Planning and Implementation Grant and housed in the Hinckley-Finlayson and East Central School Districts.

Highway

- A. Approve the addition of one full-time Building Maintenance position (B21) to focus on the Pine Government Center (PGC) and Sandstone to comply with security requirements for Federal Tax Information (FTI). This position will also perform maintenance work and provide support county-wide. The county will discontinue the cleaning contract for the PGC and Sandstone buildings.

Other items are for informational purposes only.

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

5. Pine County Public Health Planning Committee

Commissioner Hallan gave an overview of the May 10, 2016 Pine County Public Health Planning Committee meeting stating forward progress was made to establish a stand alone Pine County Community Health Board as of January, 2017. Commissioner Hallan also stated that the City of Pine City has received an ACT on Alzheimers grant.

6. Set a Special Meeting / Committee of the Whole

Discussion was held as to the scheduling of a Committee of the Whole meeting to receive and discuss the results of the Class and Compensation study. It was the consensus of the board to schedule a Committee of the Whole meeting to commence after the regular county board meeting on June 7, 2016 at the Pine County History Museum, 6333 H C Andersen Alle, Askov.

6A. National Police Week

Sheriff Nelson stated May 15-21, 2016 is National Police Week. Sheriff Nelson stated the sheriff's office will be hosting its annual Public Safety Day on May 21, 2016 in the north parking lot of the courthouse in conjunction with National Police Week. Commissioners recognized the work the deputies perform.

6B. Corrections Officer Social Security Update and Contract with Abdo Eick and Meyers (AEM)

County Administrator Minke explained that eligible correctional officers who elected to opt out of Social Security, due to a Social Security determination, had the option to request a refund of their Social Security payments. Administrator Minke requests to enter into a contract with AEM Financial Solutions for assistance to complete the refund and approve a Power of Attorney to allow AEM to represent the county with the IRS.

Motion by Commissioner Ludwig to contract with AEM Financial Solutions to complete the refund of Social Security taxes to the eligible correctional officers, subject to county attorney review. Second by Commissioner Hallan. Motion carried 5-0.

Motion by Commissioner Chaffee to approve a Power of Attorney to allow AEM to represent the county with the IRS. Second by Commissioner Mohr. Motion carried 5-0.

6C. Pine County Land Department Timber Auction Results

County Administrator Minke provided an overview of the results of the May 11, 2016 timber auction—10,007 cords sold, with a total sale value of \$679,535.14.

7. Commissioner Updates

East Central Solid Waste Commission: Commissioner Hallan stated East Central Sanitation has been sold to Waste Management. ECSWC will be scheduling a meeting with Waste Management.

East Central Regional Library: Commissioner Chaffee stated it was business as usual; however a finance meeting was held after the library board meeting--concerns were noted that county budget processes will start prior to start of the library board budget process. The library board will go off of last year's numbers.

Pine County Chemical Health Coalition: Commissioner Ludwig stated HHS has received the grant that will pay for the public health educator position, who will work at the Hinckley-Finlayson and East Central Schools. There will be no Chemical Health Coalition meetings in June or July.

Soil & Water Conservation District (SWCD): Commissioner Ludwig said the no till drill is very busy. SWCD was advised the Health & Human Services building is no longer available for meeting use.

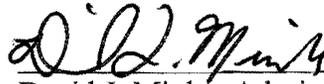
Kanabec-Pine Community Health Board: Commissioner Hallan stated work is progressing to break grants apart. Eventually the Kanabec-Pine Community Health Board meetings will become shorter and Pine County may opt to attend via video conference.

Lakes & Pines CAC: No report.

8. Upcoming meetings were reviewed.
9. With no further business, Chair Rossow adjourned the county board meeting at 11:31 a.m. The next regular meeting of the county board is scheduled for June 7, 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