

# ADDITIONS/REVISIONS/CORRECTIONS

Regular Meeting  
March 7, 2023

## **Addition:**

### A. Consent Agenda Item 6.B - Training

Consider attending the AMC Leadership Summit, March 29-31, 2023 for any commissioner desiring to attend. Registration: \$400 (includes meals); Lodging: \$475.46 total lodging cost. Funds are available in the 2023 Commissioner budget.

### B. Consent Agenda Item 6.C – Training

Consider attending the 2023 National Association of Counties (NACo) annual conference and exposition, July 21-24, 2023 in Travis County (Austin) Texas. Early bird registration \$530. Travel, meals and lodging to be determined. Funds are available in the 2023 Commissioner budget.



# AGENDA REQUEST FORM

Date of Meeting: March 7, 2023

- ☒ **County Board**  
☒ **Consent Agenda**  
☐ **Regular Agenda**      5 mins. \_\_\_\_ 10 mins. \_\_\_\_ 15 mins. \_\_\_\_ Other \_\_\_\_
- ☐ **Personnel Committee**
- ☐ **Other** \_\_\_\_\_

**Agenda Item:** AMC Leadership Summit

**Department:** Administration

Department Head signature

## Background information on Item:

The Association of Minnesota Counties (AMC) Leadership Summit is March 29-31, 2023, at Grand View Lodge, Nisswa. Registration (including meals): \$400 per attendee. Lodging: \$475.46 lodging cost.

## Action Requested:

Approve attendance at the AMC Leadership Summit, March 29-31, 2023 for any commissioner desiring to attend.

## Financial Impact:

Funds are available in the 2023 Commissioner budget.



## COUNTY BOARD AGENDA REQUEST

Date of Meeting: March 7, 2023

☒ Consent Agenda    ☐ Regular Agenda

Item Title: Commissioner Attendance at NACO Annual Conference

Department: Administration

\_\_\_\_\_  
Department Head signature

### Background information on Item:

The 2023 National Association of Counties (NACo) annual conference and exposition is scheduled for July 21-24, 2023 in Travis County (Austin), Texas.

Early bird registration (ends April 17) \$530. Travel, meals, and lodging to be determined.

Commissioner Lovgren is a member of the NACo Technology and Telecommunications Committee and is interested in attending the conference.

### Action Requested:

Approve any commissioner interested to attend the 2023 National Association of Counties (NACo) annual conference and exposition July 21-24, 2023. Registration cost is \$530. Costs for lodging, travel, meals, and actual travel dates to be determined.

### Financial Impact:

Funds available in the 2023 Commissioner budget.



## **AGENDA**

### ***PINE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING***

District 1	Commissioner Hallan
District 2	Commissioner Mohr
District 3	Commissioner Lovgren
District 4	Commissioner Waldhalm
District 5	Commissioner Ludwig

**Tuesday, March 7, 2023, 10:00 a.m.**  
**Board Room, Pine County Courthouse**  
**635 Northridge Drive NW**  
**Pine City, Minnesota**

#### **Notice of Participation via Interactive Technology**

Pine County Commissioner JJ Waldhalm will be attending the Pine County Board of Commissioners Regular Meeting on Tuesday, March 7, 2023 at 10:00 a.m. via interactive technology, pursuant to Minnesota Statute 13D.02. Commissioner Waldhalm will be seen and heard at the meeting via electronic means and will participate from 904 Calle Cruz Roja, Barrio Obrero, Arecibo, PR, a location open and accessible to the public.

*Click the link on the county website ([www.co.pine.mn.us](http://www.co.pine.mn.us)) for more information and to watch a live stream broadcast of the meeting. Click [here](#) prior to the meeting, to request to participate in public forum.*

- A) Call meeting to order.
- B) Pledge of Allegiance
- C) Public Forum. Members of the public are invited to speak. After being recognized by the Chair, each speaker should state his/her name and limit comments to three (3) minutes.
- D) Adopt Agenda
- E) Approve Minutes of February 21, 2023 Regular County Board Meeting and Summary for publication.
- F) Minutes of Boards, Committees and Correspondence
  - Pine County Land Surveyor Monthly Report – January, 2023
  - Pine County Historical Society correspondence – February 13, 2023
- G) Approve Consent Items

## **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. Solid Waste Management Facility License-Recycling Facility License**

Consider approval of 2023 Solid Waste Management Facility License-Recycling Facility License for Jones Construction Services.

**2. Septic Fix-Up Special Assessments**

Consider approval of Resolution 2023-12 extending a special assessment as follows:

Edward L. Egdorf and Sherry A. Egdorf (fka Sherry Feela), PID 28.0522.003, \$1,037.33, beginning in 2024 for one year at 3% interest.

Authorize Board Chair/Vice Chair and County Administrator to sign.

**3. Pine County Commissioners' Expense Claim Form**

Review and consider approval of commissioners' expense claim form.

**4. 2022 Gas Tax Distribution**

Consider approving 2022 gas tax distribution to townships.

**5. New Hire**

Consider the hiring of:

A. Eligibility Worker Jennifer Rowland, effective March 13, 2023, \$20.90 per hour, Grade 6, Step 1.

B. Part-time Corrections Officer Kayla McKinney, effective March 8, 2023, \$23.16 per hour, Grade 7, Step 1.

C. Full-time Corrections Officer Matt Yerke, effective March 8, 2023, \$23.16 per hour, Grade 7, Step 1.

**6. Training**

Consider approval of attendance at the following training:

A. County Veterans Service Officer Mindy Sandell to attend the Minnesota Association of County Veterans Service Officers Conference April 19-20, 2023 in St. Cloud, Minnesota. Lodging: \$125, Travel: \$100. Total cost: \$225. Funds are available in the 2023 Veteran Services Office budget.

**REGULAR AGENDA**

**1. Recognition of Retirement – Jennifer Christensen**

Recognition of Senior Property Appraiser Jennifer Christensen's retirement and her 30+ years of service to Pine County.

**2. Snake River Watershed Update**

A. Snake River Watershed Management Board and One Watershed One Plan Update

B. Consider approval of Resolution 2023-17 adopting the Snake River Comprehensive Manage Plan. Authorize Board Chair and County Administrator to sign.

**3. Commissioner Updates**

Arrowhead Counties Association Legislative Dinner – cancelled

Association of Minnesota Counties Legislative Conference

Association of Minnesota Counties Board of Directors Meeting

NLX - cancelled

Pine County Housing and Redevelopment Authority / Economic Development Authority - cancelled

State Community Health Services Advisory Committee (SCHSAC)

Snake River Watershed Management Board

Snake River Watershed Policy Committee  
East Central Regional Development Commission  
Lakes and Pines Community Action Council Board Training  
Pine City Fiber Network Joint Powers Board  
Other

**4. Other**

**5. Upcoming Meetings (Subject to Change) – Contact the hosting organization to confirm meeting time and location.**

- a. Pine County Board Meeting, Tuesday, March 7, 2023, 10:00 a.m., North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota
- b. Kettle River Policy Committee, Thursday, March 9, 2023, 9:00 a.m.
- c. Chemical Health Coalition, Thursday, March 9, 2023, 4:00 p.m.
- d. Central Minnesota Jobs and Training Service (CMJTS), Friday, March 10, 2023, 12:15 p.m., CareerForce Monticello, 406 East 7<sup>th</sup> St., Monticello, Minnesota
- e. East Central Solid Waste Commission, Monday, March 13, 2023, 9:00 a.m., 1756 180<sup>th</sup> Avenue, Mora, Minnesota
- f. Personnel Committee, Monday, March 13, 2023, 9:00 a.m., Commissioner Conference Room, Courthouse, Pine City, Minnesota
- g. East Central Regional Library Trustees Board, Monday, March 13, 2023, 10:00 a.m., ECRL Headquarters, Cambridge, Minnesota
- h. Special Meeting-Committee of the Whole, Tuesday, March 14, 2023, 9:00 a.m., Board Room, Courthouse, Pine City, Minnesota
- i. Arrowhead Counties Association, Wednesday, March 15, 2023, 6:00 p.m., Hampton Inn, Canal Park, Duluth, Minnesota
- j. Mille Lacs Band of Ojibwe meeting, Thursday, March 16, 2023, 10:30 a.m., Meshakwad Community Center, 38043 Hinckley Road, Hinckley, Minnesota
- k. Lakes & Pines Community Action Council, Monday, March 20, 2023, 10:00 a.m., 1700 Maple Avenue E, Mora, Minnesota
- l. Pine County Board Meeting, Tuesday, March 21, 2023, 10:00 a.m., North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota

**6. Adjourn**

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

**Tuesday, February 21, 2023 - 10:00 a.m.  
North Pine Government Center, 1602 Highway 23 No., Sandstone, Minnesota**

Chair Hallan called the meeting to order at 10:00 a.m.

Present were Commissioners Josh Mohr, Terry Lovgren, and Matt Ludwig. Also present was County Administrator David Minke and County Attorney Reese Frederickson. Due to out-of-town commitments, Commissioners Steve Hallan and J.J. Waldhalm joined the meeting via interactive technology, pursuant to Minnesota Statute 13D.02. Commissioners Hallan and Waldhalm were seen and heard at the meeting via electronic means, at locations open and accessible to the public, and participated from 14511 Perdido Key Drive, Pensacola, Florida, and 904 Calle Cruz Roja, Barrio Obrero, Arecibo PR, respectively.

Department of Natural Resources Assistant State Climatologist Peter Boulay was present via electronic means.

The public was invited to join the meeting remotely by phone, Zoom, or watch via live stream on YouTube.

The Pledge of Allegiance was said.

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

Chair Hallan requested the following revision to the agenda:

Addition: Consent Agenda Item 8.1: Consider new hire of part-time dispatcher Jenell Jacobson, effective February 22, 2023, \$23.16 per hour, Grade 7, Step 1.

Additional Information: Correspondence received from the Department of Natural Resources for Regular Agenda Item #1 - Public Hearing/Naming of Unnamed Lake in Nickerson Township.

**Motion** by Commissioner Lovgren to adopt the amended Agenda. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan: District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye. Motion carried 5-0.

**Motion** by Commissioner Ludwig to approve the Minutes of the February 7, 2023 regular county board meeting and Summary for publication. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan: District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

University of Minnesota-Family and Community Resilience Program Update – February 11, 2023

**Motion** by Commissioner Mohr to approve the Minutes of Boards, Committees and Correspondence. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan:

District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 5-0.

**Motion** by Commissioner Ludwig to approve the amended Consent Agenda. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan: District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan. Motion carried 5-0.

## **CONSENT AGENDA**

### **1. Approve January, 2023 Cash Balance**

<b>Fund</b>	<b>January 31, 2022</b>	<b>January 31, 2023</b>	<b>Increase/Decrease</b>
General Fund	5,880,862	6,083,124	202,262
Health and Human Services Fund	2,157,261	2,920,331	763,070
Road and Bridge Fund	848,141	1,006,479	158,339
Opioid Settlement	--	254,694	254,694
COVID Relief	2,524,583	3,396,399	871,816
Land	2,383,631	2,716,412	332,781
Self Insurance	540,951	436,763	(104,188)
TOTAL (inc non-major funds)	15,771,649	18,638,722	2,867,073

### **2. January 2023 Disbursements/Claims Over \$2,000**

Approve the January 2023 disbursements including the individual listing of claims over \$2,000, and 474 claims under \$2,000 or not needing approval totaling \$800,857.81 as follows: Advanced Correctional Healthcare, Inc, 30,808.18; ALLSTREAM BUSINESS US INC, 15,935.88; AMAZON CAPITAL SERVICES, 7,067.76; Anoka Co Juv Ctr Main Res, 10,519.97; Askov Deep Rock, 14,095.72; Assoc Of Minn Counties, 17,472.33; Beaudry Oil & Propane, 25,601.24; BLUE CROSS & BLUE SHIELD OF MINNESOTA, 4,865.00; BlueCross BlueShield of Minnesota, 29,989.69; Bond Trust Services Corporation, 2,126,976.25; BONKS SAND & GRAVEL, 6,695.00; Cargill, Inc, 37,105.15; CENTRAL PINE LUMBER CO, 5,250.00; Chamberlain Oil Co.,Inc, 6,569.72; Childrens Dental Services, 2,097.60; Cleanitsupply.com-Cardmember Service, 2,409.90; CLOQUET RIVERSIDE RECYCLING, INC, 6,990.70; Commissioner Of Revenue, 3,431.69; COMPASS MINERALS AMERICA, 61,625.23; COMPUTER INTEGRATION TECHNOLOGIES, 3,806.00; Department Of Natural Resources, 14,000.00; DHS State Operated Services, 24,353.60; DIAMOND DRUGS INC, 9,828.30; East Central Reg Juvenile Center, 8,666.00; EAST CENTRAL REGIONAL LIBRARY, 177,850.50; Emergency Automotive Technologies, Inc, 8,443.52; Family Alternatives, 8,180.28; FRANDSEN BANK & TRUST, 61,427.41; GUARDIAN, 19,639.26; HERNESS CONSTRUCTION COMPANY, 7,625.00; HOUSTON ENGINEERING INC, 5,577.00; Impact Mailing of Minnesota, Inc, 15,210.00; JENSEN BACKHOE LLC, 46,200.00; KRONOS SAASHR INC, 5,346.18; Lakes & Pines Comm Act Council, 21,217.50; LHB INC, 6,283.90; Lighthouse Child & Family Services, LLC, 6,308.13; LITTLE FALLS MACHINE INC, 3,525.77; MADISON NATIONAL LIFE INS CO INC,



13,493.83; MEDSURETY, LLC, 81,894.14; MIDWEST MONITORING & SURVEILLANCE, 2,040.00; Mille Lacs Band Family Services, 10,866.34; MINNESOTA ENERGY RESOURCES CORP, 18,266.85; MINNESOTA POWER, 2,047.21; MN COUNTIES COMPUTER COOP, 59,597.01; Mn Counties Intergovernmental Trust, 596,491.00; Mn County Attorneys Assoc, 4,716.00; Mn Depart Of Transportation, 2,200.76; Mn Life Insurance Company, 4,373.85; Nexus-Kindred Family Healing, 8,181.40; North Homes Inc, 11,248.20; NORTHCOUNTRY CHEVROLET BUICK GMC, 37,331.40; Nuss Truck Group Inc, 11,172.91; Pine City Water And Sewer, 2,044.69; Pine Co Historical Society, 30,000.00; Pitney Bowes Global Financial Serv, 2,408.94; PREMIER SEALCOATING & SNOW REMOVAL, 5,312.50; Purchase Power, 8,070.00; REVIZE LLC, 2,075.00; SANDBERG CONSTRUCTION INC, 18,700.00; Slims Texaco Service, 3,516.20; Solid Oak Financial Services, LLC, 4,050.00; Stantec Consulting Services Inc, 65,800.00; Sue's Bus Service Inc, 6,996.60; Summerland Excavating, Inc, 18,750.00; SUMMIT FOOD SERVICE MANAGEMENT LLC, 31,729.09; TEAMSTERS JOINT COUNCIL 32, 61,615.00; TRIMIN SYSTEMS INC, 2,900.00; TYLER TECHNOLOGIES INC, 22,637.00; UNITEDHEALTH GROUP, 147,130.47; Verizon Wireless, 14,460.26; Village Ranch Residential Facility, 6,065.46.

3. **Applications**

Approve the following applications:

- A. Tobacco License: Hinckley Tobacco LLC, 107 Grindstone Court, Hinckley
- B. 2022 Local Option Disaster Abatement: Cliff Thomas, PID 45.5244.000, 210 Lark St., Sandstone, due to fire May 19, 2021. Unable to reoccupy the home December 19, 2022

4. **Pine County Commissioners' Expense Claim Forms**

Approve commissioner expense claim forms.

5. **Donations**

Accept the \$100 donation from Pine Area Lions for the Pine County Operation Community Connect.

6. **Cancellation of 2020 Outstanding Warrants**

Approve the cancellation of 2020 outstanding warrants.

7. **Contracts**

Approve the Arrowhead Economic Opportunity Agency, Inc. (AEOA) contract and authorize Board Chair/Vice Chair and County Administrator to sign. HHS contracts with AEOA for volunteer drivers specific to social services transportation/not medical appointments; this contract allows this service to continue. Contract is for a two-year term, January 1, 2023–December 31, 2024. The cost for the use of their volunteer drivers is the IRS mileage rate plus 38 cents per mile for administrative costs.

8. **Personnel**

Ratify status change for Corrections Officer Gillian Kolling from full-time to part-time effective January 17, 2023. No change in wage.

9. **Training**

Approve attendance at the following training:

- A. Probation Senior Agents Michelle Sellner, Jami Tuve Anderson and Devin Petersen

- to attend the Minnesota Association of County Probation Officers (MACPO) Annual Conference, May 17-19, 2023, Nisswa, Minnesota. Registration: \$200 for Jami Tuve Anderson (free for Michelle Sellner and Devin Petersen as they are on the MACPO Executive Board); Lodging: \$360 double occupancy for Jami/Michelle, \$520 single occupancy for Devin; Meals: included in registration; Mileage: county vehicle will be used. Total cost: \$1,440.
- B. Social Worker Sam Maser and MNChoices Assessor Danielle One to attend the Minnesota Social Services Association (MSSA) Conference, March 15-17, 2023, Minneapolis, Minnesota. Registration: \$264/person (\$528 total), Meals: \$36/person (\$72 total), Mileage: county vehicle will be used. Total cost: \$600.

## **REGULAR AGENDA**

### **1. Petition to Name an Unnamed Lake – Public Hearing**

County Auditor-Treasurer Kelly Schroeder stated the county board had received a petition to name a previously unnamed lake in Nickerson Township “Bloom Lake” after the late Walter L. Bloom. Schroeder explained notice was published in the newspaper, and served upon the Commissioner of Natural Resources (DNR) and chair of Nickerson Township. The Department of Natural Resources submitted its recommendation pursuant to Minnesota Statutes 83A.07, Subd 2 stating Bloom Lake would be an acceptable name for the DNR.

Chair Hallan opened the public hearing at 10:09 a.m. and called for public comment. Rick Bloom, son of Walter Bloom, reviewed the history of this lake and the family land surrounding it. There being no further public comment, Chair Hallan closed the public hearing at 10:11 a.m.

**Motion** by Commissioner Lovgren to approve Resolution 2023-08 naming the requested body of water Bloom Lake and authorize Board Chair/Vice Chair and County Administrator to sign. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan: District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye. Motion carried 5-0.

### **2. Personnel Committee Report**

Commissioner Mohr provided an overview of the February 13, 2023 Personnel Committee meeting. The Personnel Committee made the following recommendations:

#### **A. Health & Human Services**

- i. Acknowledge the resignation of Eligibility Worker Amber Doenz, effective January 27, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

#### **B. Sheriff's Office**

- i. Acknowledge the resignation of Deputy Sheriff Tim Vaagenes, effective January 31, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

#### **C. Auditor-Treasurer**

- i. Ratify the termination of part-time probationary Clerk III Emeri Hagfors, effective January 12, 2023, and approve backfill of the position and subsequent vacancies that may occur due to internal promotion or lateral transfer.

- ii. Acknowledge the retirement of Senior Appraiser Jennifer Christensen, effective February 9, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

D. Administration

- i. Amend Section 12.7.1 of the county policy manual to increase the meal reimbursements to no more than breakfast \$13.00, lunch \$17.00, and dinner \$21.00.
- ii. Amend Section 31, Media Policy by naming all department heads or designee as media contacts.

Commissioner Waldhalm asked what the basis for an increase in the meal reimbursement rate and how this increase would be funded. Commissioner Mohr stated the meal reimbursement rate has not increased since at least 2011. County Administration Minke stated funding would be from existing departmental budgets and there were no budget increases related to this action.

**Motion** by Commissioner Mohr to approve the Personnel Committee Report. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan: District 4-Commissioner Waldhalm/Nay; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye. Motion carried 4-1, Commissioner Waldhalm opposed.

3. **Personnel (Promotion / New Hire)**

County Auditor-Treasurer Kelly Schroeder requested the promotion of Property Appraiser Molly Benoit to the position of Senior Property Appraiser, and the hiring of Sully Lucht as part-time Clerk III.

**Motion** by Commissioner Ludwig to approve the promotion of Property Appraiser Molly Benoit to the position of Senior Property Appraiser, effective February 22, 2023, \$30.23 per hour, Grade 9, Step 6, and the hiring of Sully Lucht as a part-time Clerk III, effective February 21, 2023, \$18.60 per hour, Grade 4, Step 1. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan: District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye. Motion carried 5-0.

4. **Federal Funding Agreement with Minnesota Department of Transportation**

Highway Engineer / Public Works Director Mark LeBrun requested approval of an Updated Agency Agreement and Resolution 2023-10 to allow Pine County to receive federal transportation funding.

**Motion** by Commissioner Ludwig to approve the Updated Agency Agreement and Resolution 2023-10 to allow Pine County to receive federal transportation funding, authorize Board Chair/Vice Chair and County Administrator to sign. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan: District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 5-0.

5. **Resolution to Advance State Aid**

Highway Engineer / Public Works Director Mark LeBrun requested approval of this resolution to advance construction funds, due to inflation, to keep current highway projects on schedule. LeBrun stated he doesn't anticipate having to advance funds in 2024 or 2025.

**Motion** by Commissioner Lovgren to approve Resolution 2023-11 for additional construction funds in the amount of \$2,575,143 to be advanced from the 2024 State Aid Construction Account. Authorize Board Chair/Vice Chair and County Administrator to sign. Second by

Commissioner Mohr. A Roll Call vote was called by Chair Hallan: District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan. Motion carried 5-0.

6. **Savage Communications, Inc. Broadband Project**

Economic Development Coordinator Lezlie Sauter stated Savage Communications, Inc. (SCI Broadband) is applying for a Minnesota Border-to-Border grant to serve portions of six townships in Pine County which are unserved/underserved with high-speed and affordable broadband internet.

**Motion** by Commissioner Mohr to approve Resolution 2023-09 supporting Savage Communications, Inc.'s broadband project to provide fiber broadband internet to its service area and provide \$75,000 towards the project from previously identified American Rescue Plan Act (ARPA) funds. Authorize Board Chair/Vice Chair and County Administrator to sign. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan: District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye. Motion carried 5-0.

7. **Commissioner Updates**

Northeast Minnesota Area Partnership: Chair Hallan stated a \$500,000 award was received by the county for the Rock Creek to Pine City multi-use trail.

Kettle River 1W1P Policy Committee: Commissioner Ludwig stated governance was discussed, but is still undecided.

Law Library: Commissioner Mohr stated the Law Library budget has been set with a slight increase.

Soil & Water Conservation District: Commissioner Waldhalm stated the hiring of an administrative assistant for SWCD was discussed.

Extension Committee: Commissioner Lovgren stated presentations were given by Extension staff, Farm Family of the Year was discussed, and the financial goal for the Discovery Garden in Pine City has been met.

East Central Solid Waste Commission: Chair Hallan stated ECSWC follows the Consumer Price Index for rate increases--on July 1<sup>st</sup> the hauler rates will increase the same as the Consumer Price Index increase.

East Central Regional Library: Commissioner Lovgren stated \$4 million in the governor's budget for libraries. If that budget is passed, it is hoped the county's contribution to the library will decrease.

Arrowhead Counties Association: Commissioner Ludwig stated payment in lieu of taxes is included in the omnibus bill. An update was given on county probation aid and county program aid. Commissioner Ludwig gave an update on the bonding bill.

Other

ECHO Program: Commissioner Lovgren stated this program is focused on decriminalization of simple drugs so that parents are able to be at home rather than in jail and to increase the amount of cells in jail for the mentally ill.

Childcare meeting: Commissioner Lovgren stated a childcare appreciation day will be held in May.

Chair Hallan noted the death of two Northeastern Minnesota commissioners--Koochiching County Commissioner Wayne Skoe and Lake County Commissioner Pete Walsh.

8. **Other**  
None.

9. **Upcoming Meetings**  
Upcoming meetings were reviewed.

10. **Adjourn**  
With no further business, Commissioner Lovgren adjourned the meeting at 10:48 a.m. The next regular meeting of the county board is scheduled for Tuesday, March 7, 2023 at 10:00 a.m., Pine County Courthouse, 635 Northridge Drive NW, Pine City, Minnesota.

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Stephen M. Hallan, Chair  
Terry Lovgren, Vice Chair  
Pine County Board of Commissioners

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

**SUMMARY  
OF  
MINUTES  
OF THE  
PINE COUNTY BOARD MEETING**

**Regular Meeting**

**Tuesday, February 21, 2023 - 10:00 a.m.**

**North Pine Government Center, 1602 Highway 23 No., Sandstone, Minnesota**

Chair Hallan called the meeting to order at 10:00 a.m.

Present were Commissioners Josh Mohr, Terry Lovgren, and Matt Ludwig. Also present was County Administrator David Minke and County Attorney Reese Frederickson. Due to out-of-town commitments, Commissioners Steve Hallan and J.J. Waldhalm joined the meeting via interactive technology, pursuant to Minnesota Statute 13D.02. Commissioners Hallan and Waldhalm were seen and heard at the meeting via electronic means, at locations open and accessible to the public, and participated from 14511 Perdido Key Drive, Pensacola, Florida, and 904 Calle Cruz Roja, Barrio Obrero, Arecibo PR, respectively.

Department of Natural Resources Assistant State Climatologist Peter Boulay was present via electronic means.

The public was invited to join the meeting remotely by phone, Zoom, or watch via live stream on YouTube.

The Pledge of Allegiance was said.

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

**Motion** by Commissioner Lovgren to adopt the amended Agenda. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan. Motion carried 5-0.

**Motion** by Commissioner Ludwig to approve the Minutes of the February 7, 2023 county board meeting and Summary for publication. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan. Motion carried 5-0.

**Motion** by Commissioner Mohr to approve the Minutes of Boards, Committees and Correspondence. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan. Motion carried 5-0.

**Motion** by Commissioner Ludwig to approve the amended Consent Agenda. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan. Motion carried 5-0.

<b>Fund</b>	<b>January 31, 2022</b>	<b>January 31, 2023</b>	<b>Increase/Decrease</b>
General Fund	5,880,862	6,083,124	202,262
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COVID Relief	2,524,583	3,396,399	871,816
Land	2,383,631	2,716,412	332,781
Self Insurance	540,951	436,763	(104,188)
TOTAL (inc non-major funds)	15,771,649	18,638,722	2,867,073

Approve the January 2023 disbursements including the individual listing of claims over \$2,000, and 474 claims under \$2,000 or not needing approval totaling \$800,857.81 as follows: Advanced Correctional Healthcare, Inc, 30,808.18; ALLSTREAM BUSINESS US INC, 15,935.88; AMAZON CAPITAL SERVICES, 7,067.76; Anoka Co Juv Ctr Main Res, 10,519.97; Askov Deep Rock, 14,095.72; Assoc Of Minn Counties, 17,472.33; Beaudry Oil & Propane, 25,601.24; BLUE CROSS & BLUE SHIELD OF MINNESOTA, 4,865.00; BlueCross BlueShield of Minnesota, 29,989.69; Bond Trust Services Corporation, 2,126,976.25; BONKS SAND & GRAVEL, 6,695.00; Cargill, Inc, 37,105.15; CENTRAL PINE LUMBER CO, 5,250.00; Chamberlain Oil Co.,Inc, 6,569.72; Childrens Dental Services, 2,097.60; Cleanitsupply.com-Cardmember Service, 2,409.90; CLOQUET RIVERSIDE RECYCLING, INC, 6,990.70; Commissioner Of Revenue, 3,431.69; COMPASS MINERALS AMERICA, 61,625.23; COMPUTER INTEGRATION TECHNOLOGIES, 3,806.00; Department Of Natural Resources, 14,000.00; DHS State Operated Services, 24,353.60; DIAMOND DRUGS INC, 9,828.30; East Central Reg Juvenile Center, 8,666.00; EAST CENTRAL REGIONAL LIBRARY, 177,850.50; Emergency Automotive Technologies, Inc, 8,443.52; Family Alternatives, 8,180.28; FRANDSEN BANK & TRUST, 61,427.41; GUARDIAN, 19,639.26; HERNESS CONSTRUCTION COMPANY, 7,625.00; HOUSTON ENGINEERING INC, 5,577.00; Impact Mailing of Minnesota, Inc, 15,210.00; JENSEN BACKHOE LLC, 46,200.00; KRONOS SAASHR INC, 5,346.18; Lakes & Pines Comm Act Council, 21,217.50; LHB INC, 6,283.90; Lighthouse Child & Family Services, LLC, 6,308.13; LITTLE FALLS MACHINE INC, 3,525.77; MADISON NATIONAL LIFE INS CO INC, 13,493.83; MEDSURETY, LLC, 81,894.14; MIDWEST MONITORING & SURVEILLANCE, 2,040.00; Mille Lacs Band Family Services, 10,866.34; MINNESOTA ENERGY RESOURCES CORP, 18,266.85; MINNESOTA POWER, 2,047.21; MN COUNTIES COMPUTER COOP, 59,597.01; Mn Counties Intergovernmental Trust, 596,491.00; Mn County Attorneys Assoc, 4,716.00; Mn Depart Of Transportation, 2,200.76; Mn Life Insurance Company, 4,373.85; Nexus-Kindred Family Healing, 8,181.40; North Homes Inc, 11,248.20; NORTHCOUNTRY CHEVROLET BUICK GMC, 37,331.40; Nuss Truck Group Inc, 11,172.91; Pine City Water And Sewer, 2,044.69; Pine Co Historical Society, 30,000.00; Pitney Bowes Global Financial Serv, 2,408.94; PREMIER SEALCOATING & SNOW REMOVAL, 5,312.50; Purchase Power, 8,070.00; REVIZE LLC, 2,075.00; SANDBERG CONSTRUCTION INC, 18,700.00; Slims Texaco Service, 3,516.20; Solid Oak Financial Services, LLC, 4,050.00; Stantec Consulting Services Inc, 65,800.00; Sue's Bus Service Inc, 6,996.60; Summerland Excavating, Inc, 18,750.00; SUMMIT FOOD SERVICE MANAGEMENT LLC, 31,729.09; TEAMSTERS JOINT COUNCIL 32, 61,615.00; TRIMIN SYSTEMS INC, 2,900.00; TYLER TECHNOLOGIES INC, 22,637.00; UNITEDHEALTH GROUP, 147,130.47; Verizon Wireless, 14,460.26; Village Ranch Residential Facility, 6,065.46.

Approve the following applications:

Tobacco License: Hinckley Tobacco LLC, 107 Grindstone Court, Hinckley

2022 Local Option Disaster Abatement: Cliff Thomas, PID 45.5244.000, 210 Lark St., Sandstone, due to fire May 19, 2021. Unable to reoccupy the home December 19, 2022.

Approve commissioner expense claim forms.

Accept the \$100 donation from Pine Area Lions for the Pine County Operation Community Connect.

Approve the cancellation of 2020 outstanding warrants.

Approve the Arrowhead Economic Opportunity Agency, Inc. (AEOA) contract. Contract is for a two-year term, January 1, 2023–December 31, 2024. The cost for the use of their volunteer drivers is the IRS mileage rate plus 38 cents per mile for administrative costs.

Ratify status change for Corrections Officer Gillian Kolling from full-time to part-time effective January 17, 2023. No change in wage.

Approve attendance at the following training:

- A. Probation Senior Agents Michelle Sellner, Jami Tuve Anderson and Devin Petersen to attend the Minnesota Association of County Probation Officers Annual Conference. Total cost: \$1,440.
- B. Social Worker Sam Maser and MNChoices Assessor Danielle One to attend the Minnesota Social Services Association Conference. Total cost: \$600.

Petition to Name an Unnamed Lake – Public Hearing

County Auditor-Treasurer Kelly Schroeder stated the county board had received a petition to name a previously unnamed lake in Nickerson Township “Bloom Lake” after the late Walter L. Bloom. Schroeder explained notice was published in the newspaper, and served upon the Commissioner of Natural Resources (DNR) and chair of Nickerson Township. The Department of Natural Resources submitted its recommendation pursuant to Minnesota Statutes 83A.07, Subd 2 stating Bloom Lake would be an acceptable name for the DNR. Chair Hallan opened the public hearing at 10:09 a.m. and called for public comment. Rick Bloom, son of Walter Bloom, reviewed the history of this lake and the family land surrounding it. There being no further public comment, Chair Hallan closed the public hearing at 10:11 a.m.

**Motion** by Commissioner Lovgren to approve Resolution 2023-08 naming the requested body of water Bloom Lake. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan. Motion carried 5-0.

Commissioner Mohr provided an overview of the February 13, 2023 Personnel Committee meeting. The Personnel Committee made the following recommendations:

A. Health & Human Services

- i. Acknowledge the resignation of Eligibility Worker Amber Doenz, effective January 27, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

B. Sheriff's Office

- i. Acknowledge the resignation of Deputy Sheriff Tim Vaagenes, effective January 31, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.



C. Auditor-Treasurer

- i. Ratify the termination of part-time probationary Clerk III Emeri Hagfors, effective January 12, 2023, and approve backfill of the position and subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Acknowledge the retirement of Senior Appraiser Jennifer Christensen, effective February 9, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

D. Administration

- i. Amend Section 12.7.1 of the county policy manual to increase the meal reimbursements to no more than breakfast \$13.00, lunch \$17.00, and dinner \$21.00.
- ii. Amend Section 31, Media Policy by naming all department heads or designee as media contacts.

**Motion** by Commissioner Mohr to approve the Personnel Committee Report. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan. Motion carried 4-1, Commissioner Waldhalm opposed.

**Motion** by Commissioner Ludwig to approve the promotion of Property Appraiser Molly Benoit to the position of Senior Property Appraiser, effective February 22, 2023, \$30.23 per hour, Grade 9, Step 6, and the hiring of Sully Lucht as a part-time Clerk III, effective February 21, 2023, \$18.60 per hour, Grade 4, Step 1. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan. Motion carried 5-0.

**Motion** by Commissioner Ludwig to approve the Updated Agency Agreement and Resolution 2023-10 to allow Pine County to receive federal transportation funding. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan. Motion carried 5-0.

**Motion** by Commissioner Lovgren to approve Resolution 2023-11 for additional construction funds in the amount of \$2,575,143 to be advanced from the 2024 State Aid Construction Account. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan. Motion carried 5-0.

**Motion** by Commissioner Mohr to approve Resolution 2023-09 supporting Savage Communications, Inc.'s broadband project to provide fiber broadband internet to its service area and provide \$75,000 towards the project from previously identified American Rescue Plan Act funds. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan. Motion carried 5-0.

With no further business, Commissioner Lovgren adjourned the meeting at 10:48 a.m. The next regular meeting of the county board is scheduled for Tuesday, March 7, 2023 at 10:00 a.m., Pine County Courthouse, 635 Northridge Drive NW, Pine City, Minnesota.

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Stephen M. Hallan, Chair  
Terry Lovgren, Vice Chair  
Pine County Board of Commissioners

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

**The full text of the board's Minutes are available at the County Administrator's Office and the county's website ([www.co.pine.mn.us](http://www.co.pine.mn.us)). Copies may also be requested from the administrator's office.**



# PINE COUNTY PUBLIC WORKS

## HIGHWAY DEPARTMENT

405 Airport Road NE  
Pine City, MN 55063

Telephone 320-216-4200

Fax: 320-629-6736

1-800-450-7463 Ext. 4200

Mark A. LeBrun, P.E.  
County Engineer

### Pine County Land Surveyor Monthly Report

January 2023

CSAH 35, T42N R21W, T42N R20W, T43N R21W and T43N R20W, reset and GPS private corners and PLSS corners after 2022 paving project. Update records.

CSAH 3, T38N R20W, reset and GPS private corners and PLSS corners after 2022 paving project. Update records.

MN Society of Professional Surveyors annual conference to acquire continuing education credits for licensure.

Draft and file PLSS corner certificates generated by the Pine County Surveyor Office.

Draft and file Certificates of Survey generated by the Pine County Surveyor Office.

Provide HARN coordinate data for GIS to County Recorder as needed.

Draft and review legal descriptions for County Right of Way Dept. and County Land Dept. as needed.

Review Plats and Minor Subdivisions for County Zoning Dept. as needed.

Review and file PLSS corner certificates provided by private surveyors as needed.

Review, edit and file PLSS corner certificates created by County Surveyor as needed.

Review, edit and file Certificates of Survey created by County Surveyor as needed.

Robin T. Mathews, Pine County Surveyor

Monthly Report February 2023.doc



*Preserving, Protecting and Disseminating  
the History of Pine County*

6333 H C Andersen Alle  
PO Box 123  
Askov, MN 55704

PHONE  
E-MAIL  
WEB SITE  
FACEBOOK

(320) 838-1607  
pchminfo@yahoo.com  
pinecountyhistoricalsociety.org  
Pine County Historical Museum



February 13, 2023

Mr. Dave Minke, Administrator  
Pine Co Courthouse  
35 Northridge Dr. N.W.  
Pine City MN 55063

Dear Pine County Commissioners,

The Pine County Historical Society (PCHS) appreciates your continuing support of our museum and are very grateful for the county's appropriation of \$30,000.00.

We continue to seek ways to make our museum financially independent, as much as possible. Your contribution, which we use to help support the necessary utilities and maintenance, gives us the opportunity to continually improve our wonderful facility!

If you and the board are interested in coming for a tour of the museum, we'd be happy to arrange a tour guide for you!

Thank you again for your continued support.

Larry Helwig  
President, PCHS



## AGENDA REQUEST FORM

Date of Meeting: March 7, 2023

- ☒ **County Board**  
☒ **Consent Agenda**  
☐ **Regular Agenda**      5 mins.\_\_\_\_ 10 mins.\_\_\_\_ 15 mins.\_\_\_\_ Other\_\_\_\_
- ☐ **Personnel Committee**
- ☐ **Other** \_\_\_\_\_

Agenda Item: 2023 Solid Waste Management Facility License

Department: Solid Waste

Caleb Anderson  
Department Head signature

### Background information on Item:

Article VII of the Pine County Solid Waste Ordinance requires Solid Waste Management Facilities, including Recycling Facilities, to secure a license from the County.

The County Solid Waste Department has received an application from Jones Construction Services for said license. County staff have verified that the application meets the requirements of Article VII of the Pine County Solid Waste Ordinance.

### Action Requested:

Authorize the County Board Chair to sign the 2023 Solid Waste Management Facility- Recycling Facility License for Jones Construction Services.

### Financial Impact:

Any expenses relating to the regulation and licensing of the recycling facility are covered by the licensing fee of \$200.



## AGENDA REQUEST FORM

Date of Meeting: March 7, 2023

- ☒ **County Board**  
☒ **Consent Agenda**  
☐ **Regular Agenda**      5 mins.\_\_\_\_ 10 mins.\_\_\_\_ 15 mins.\_\_\_\_ Other\_\_\_\_
- ☐ **Personnel Committee**
- ☐ **Other** \_\_\_\_\_

Agenda Item: Septic Fix-Up Special Assessments

Department: Auditor-Treasurer

  
\_\_\_\_\_  
Department Head signature

### Background information on Item:

Beginning in 2016, Pine County has been extending loans to homeowners to upgrade their non-compliant septic systems through a Cleanwater Partnership Loan from the Minnesota Pollution Control Agency (MPCA). The loans are paid by as a special assessment on the property taxes of the benefiting property over a term that is determined by the amount of the loan (1 year per \$1,000, for example \$12,000 loan is paid by over 12 years.).

However, while the loans are paid as a special assessment, a loan document was recorded against the properties. It was discovered in 2019 that these recorded loan documents become an issue should the property owner refinance their mortgages and were preventing property owners from refinancing. Given this, our process was changed to have the county board pass a resolution to levy the assessment and not record the documents; however, all loans that were done prior to this still have the recorded documents attached to them. If requests come when property owners refinance, we have simply recorded a document satisfying the original loan and began a new assessment through resolution for the remaining term.

### Action Requested:

Consider authorizing the County Board Chair and County Administrator to sign Resolution 2023-12 extending a special assessment as follows:

Edward L. Egdorf & Sherry A. Egdorf (FKA Sherry Feela), PID 28.0522.003, \$1,037.33, beginning in 2024 for 1 year at 3% interest

### Financial Impact:

Grant funds have been utilized to install the systems.

**PINE COUNTY RESOLUTION EXTENDING  
SEPTIC FIX-UP SPECIAL ASSESSMENT  
RESOLUTION No. 2023-12**

WHEREAS, the Pine County Board of Commissioners recognizes the public health and environmental benefits of upgrading non-compliant septic systems in the county;

WHEREAS, Pine County has Cleanwater Partnership Loan from the Minnesota Pollution Control Agency to fix-up non-compliant septic systems;

WHEREAS, the property owners have agreed to the terms of the special assessment for their already installed compliant septic systems; and,

NOW THEREFORE BE IT RESOLVED, that the County of Pine extends a special assessment for a term of 1 years, beginning in 2024, against Pine County Parcel 28.0522.003 in the amount of \$1,037.33 and 3% interest owned by Edward L. Egdorf & Sherry A. Egdorf (FKA Sherry Feela).

Dated this 7<sup>th</sup> day in March, 2023.

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Stephen M. Hallan, Chair  
Pine County Board of Commissioners

ATTEST:

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David J. Minke  
County Administrator

# PINE COUNTY EXPENSE CLAIM FORM

Expenses are to be claimed in accordance with Pine County Personnel Policy on travel and other reimbursements. Original receipts must be attached or the claim will not be reimbursed. There must be the signature of the claimant and the claimant's supervisor or department head indicating the expense was authorized. NO UNAUTHORIZED CLAIM WILL BE REIMBURSED.

**STEPHEN HALLAN**

**MONTH: February 2023**

**Vendor#: 2136 Employee#: 2**

Date	Per Diem	Meals	Lodging	Parking	Other	Purpose and description of expense	Account #
2/7/2023	\$100					County Board Meeting - Pine City	01-005-6111
2/17/2023	\$100					County Board Meeting - Sandstone	01-005-6111
2/2/2023	\$100					Central Mn council on aging	
2/8/2023	\$100					North east transportation partnership	
2/17/2023	\$100					AMC board training	
2/22/2023	\$100					AMC legislative conference	
2/23/2023	\$100					AMC legislative conference	
2/27/2023	\$100					Lakes ans pines board training	

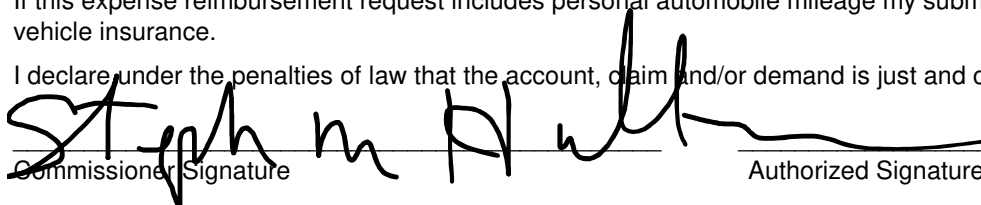
## MILEAGE EXPENSES

Date	Beginning Odometer	Ending Odometer	Total Miles	Mileage Rate	Amount Paid	Destination and purpose of expense	Account #
2/7/2023				\$0.655	\$0.00	County Board Meeting - Pine City	01-005-6334
2/17/2023				\$0.655	\$0.00	County Board Meeting - Sandstone	01-005-6334
				\$0.655	\$0.00		01-005-6334
				\$0.655	\$0.00		01-005-6334
				\$0.655	\$0.00		
				\$0.655	\$0.00		
				\$0.655	\$0.00		
				\$0.655	\$0.00		
				\$0.655	\$0.00		
				\$0.655	\$0.00		
				\$0.655	\$0.00		
				<b>TOTAL</b>	<b>\$0.00</b>		

**YOU MUST FILL IN ODOMETER READINGS. IF ODOMETER READINGS ARE NOT PROVIDED a printout of the start and ending location of each destination and mileage as calculated by such programs as "Map Quest" will be acceptable.**

If this expense reimbursement request includes personal automobile mileage my submission affirms that I possess a current valid driver's license and appropriate motor vehicle insurance.

I declare under the penalties of law that the account, claim and/or demand is just and correct and that no part of it has been paid.



Commissioner Signature

Authorized Signature



## AGENDA REQUEST FORM

Date of Meeting: March 7, 2023

- ☒ **County Board**  
☒ **Consent Agenda**  
☐ **Regular Agenda** 5 mins.\_\_\_\_ 10 mins.\_\_\_\_ 15 mins.\_\_\_\_ Other\_\_\_\_
- ☐ **Personnel Committee**
- ☐ **Other** \_\_\_\_\_

Agenda Item: 2022 Gas Tax Distribution

Department: Auditor-Treasurer

  
\_\_\_\_\_  
Department Head signature

### Background information on Item:

Approval of 2022 Gas Tax Distribution to Townships.

### Action Requested:

Consider approving 2022 Gas Tax Distributions to Townships.

### Financial Impact:

N/A



2022 GAS TAX DISTRIBUTION						
VENDOR #	TOWNSHIP	POPULATION	AMOUNT	ROAD MILES	AMOUNT	TOTAL
6800	ARLONE	342	\$5,076.51	17.110	\$5,746.77	\$10,823.30
6805	ARNA	86	1,276.55	20.550	6,902.18	8,178.72
6810	BARRY	550	8,163.97	18.283	6,140.75	14,304.72
6815	BIRCH CREEK	228	3,384.34	20.100	6,751.03	10,135.37
6820	BREMEN	221	3,280.43	20.625	6,927.37	10,207.80
6825	BROOK PARK	475	7,050.70	15.890	5,337.01	12,387.71
6830	BRUNO	176	2,612.47	4.600	1,545.01	4,157.48
6835	CHENGWATANA	917	13,611.57	36.430	12,235.83	25,847.39
6840	CLOVER	366	5,432.75	11.030	3,704.67	9,137.42
6845	CROSBY	85	1,261.70	10.290	3,456.13	4,717.83
6850	DANFORTH	79	1,172.64	11.010	3,697.95	4,870.60
6855	DELL GROVE	752	11,162.37	35.293	11,853.94	23,016.31
6860	FINLAYSON	473	7,021.02	31.010	10,415.40	17,436.41
6865	FLEMING	130	1,929.67	5.680	1,907.75	3,837.42
6870	HINCKLEY	744	11,043.63	36.161	12,145.48	23,189.10
6875	KERRICK	330	4,898.38	11.360	3,815.51	8,713.89
6880	KETTLE RIVER	479	7,110.08	24.420	8,202.00	15,312.08
6885	MISSION CREEK	539	8,000.69	27.258	9,155.21	17,155.90
6890	MUNCH	368	5,462.44	18.450	6,196.84	11,659.28
6895	NEW DOSEY	86	1,276.55	26.830	9,011.45	10,288.00
6900	NICKERSON	162	2,404.66	12.610	4,235.35	6,640.01
6905	NORMAN	298	4,423.39	30.450	10,227.31	14,650.70
6910	OGEMA	351	5,210.10	9.300	3,123.61	8,333.71
6915	PARK	20	296.87	5.480	1,840.58	2,137.45
6920	PARTRIDGE	554	8,223.35	28.090	9,434.65	17,658.00
6925	PINE CITY	1,381	20,498.99	44.910	15,084.02	35,583.01
6930	PINE LAKE	580	8,609.28	39.845	13,382.83	21,992.11
6935	POKEGAMA	2,825	41,933.12	60.001	20,152.67	62,085.80
6940	ROYALTON	1,034	15,348.27	27.000	9,068.55	24,416.82
6945	SANDSTONE	805	11,949.08	33.720	11,325.61	23,274.70
6950	STURGEON LAKE	534	7,926.47	21.785	7,316.98	15,243.45
6955	WILMA	68	1,009.36	15.750	5,289.99	6,299.35
6960	WINDEMERE	1,620	24,046.61	49.059	16,477.56	40,524.16
<b>TOTAL:</b>		17,658	\$262,108.00	780.380	\$262,108.00	\$524,216.00
<b>PER CAPITA</b>	\$14.8435836					
<b>PER MILE</b>	335.8722674					



## AGENDA REQUEST FORM

Date of Meeting: 03/07/2023



County Board



Consent Agenda



Regular Agenda

5 mins.

☐

10 mins.

☐

15 mins.

☐

Other

☐☐

Personnel Committee

☐

Other \_\_\_\_\_

Agenda Item: Approve New Hire

Department: HHS

*Rebecca Foss*

Department Head signature

### Background information on Item:

Interviews were recently held for an eligibility worker left vacant by a resignation. The position was offered to and accepted by Jennifer Rowland, contingent on Board approval. If approved, Jennifer would begin her employment with Pine County on March 13, at Grade 6, Step 1 (20.90/hour).

### Action Requested:

Approve the hiring of Jennifer Rowland as an Eligibility Worker effective March 13, at Grade 6, Step1 (\$20.90/hour).

### Financial Impact:

The position is contained in the HHS budget.



## AGENDA REQUEST FORM

Date of Meeting: March 7, 2023



County Board



Consent Agenda



Regular Agenda

5 mins.

☐

10 mins.

☐

15 mins.

☐

Other

☐

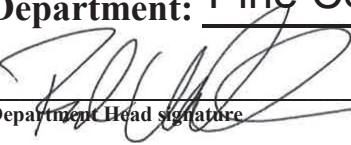
Personnel Committee



Other \_\_\_\_\_

Agenda Item: Approve hiring Corrections Officers, Matthew Yerke and Kayla McKinney

Department: Pine County Sheriff's Office - Jail

  
Department Head signature

### Background information on Item:

Approve hiring Matthew Yerke as full-time Corrections Officer, effective March 8, 2023. Position is Grade 7 - Step one with starting wage of \$23.16 per hour.

Approve hiring Kayla McKinney as part-time Corrections Officer, effective March 8, 2023. Position is Grade 7 - Step one with starting wage of \$23.16 per hour.

### Action Requested:

Acknowledge the hiring of new Corrections Officers as listed above.

### Financial Impact:

None. Position is contained in the 2023 budget and staffing plan.



## AGENDA REQUEST FORM

Date of Meeting: 03/07/2023



County Board



Consent Agenda



Regular Agenda

5 mins.

☐

10 mins.

☐

15 mins.

☐

Other

☐☐

Personnel Committee

☐

Other \_\_\_\_\_

Agenda Item: Approve attendance at conference

Department: VSO

*Rebecca Foss*

Department Head signature

### Background information on Item:

CVSO Mindy Sandell has requested to attend the Spring MACVSO (Minnesota Association of County Veterans Service Officers) Conference from April 19 - 20 in St. Cloud.

### Action Requested:

Approve CVSO Mindy Sandell to attend that Spring MACVSO Conference from April 19 - 20 in St. Cloud.

### Financial Impact:

Accommodations: \$125

Travel: \$100

Total cost: \$225

There are funds in the VSO budget to cover the expenses associated with attendance at the conference.




## AGENDA REQUEST FORM

Date of Meeting: March 7, 2023

- ☒ **County Board**  
☐ **Consent Agenda**  
☒ **Regular Agenda**      5 mins.\_\_\_\_ 10 mins.\_\_\_\_ 15 mins.\_\_\_\_ Other\_\_\_\_
- ☐ **Personnel Committee**
- ☐ **Other** \_\_\_\_\_

**Agenda Item:** Jenny Christensen Retirement Recognition

**Department:** Auditor-Treasurer

  
\_\_\_\_\_  
Department Head signature

### Background information on Item:

Jenny Christensen retired February 9, 2023 from the Pine County Assessor's office. Jenny served Pine County in several different roles over her 30+ year career.

### Action Requested:

Recognize Jenny Christensen for her years of service to Pine County.

### Financial Impact:

None.

Adoption of the Snake River Comprehensive Management Plan does not commit the County to any financial obligation. Adoption of the plan offers increased opportunity for grant funding to do conservation work in the Snake River Watershed.

**Resolution 2023-17**  
**Adopting the Snake River**  
**Comprehensive Watershed Management Plan**

**WHEREAS**, Pine County has been notified by the Minnesota Board of Water and Soil Resources that the Snake River Comprehensive Watershed Management Plan has been approved (1/25/2023) according to Minnesota Statutes §103B.101, Subdivision 14 and Board Resolution #18-14;

**NOW, THEREFORE, BE IT RESOLVED** that Pine County hereby adopts the approved Comprehensive Watershed Management Plan for the area of the county identified within the Plan. The Comprehensive Watershed Management Plan replaces the Pine County Water Plan for SWCD purposes for the area of the county identified within the Plan.

Dated this 7<sup>th</sup> day of March, 2023.

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Stephen M. Hallan  
Board Chair, Pine County Board of Commissioners

ATTEST:

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David J. Minke  
County Administrator