

ADDITIONS/REVISIONS/CORRECTIONS

Regular Meeting

May 2, 2023

Addition:

1. Consent Agenda Item 4.C. – New Hire
Consider approval of hiring part-time Hazardous Waste Recycling Attendant, Scott Pearson, non-union, Grade 1, \$16.10 per hour, effective May 2, 2023, pending successful baseline medical examination for working with hazardous waste and background check.
2. Regular Agenda Item 1.A – Central Minnesota Emergency Medical Services
Consider approval of Resolution 2023-29 Designating the Week of May 21-27, 2023 as *Emergency Medical Services (EMS) Week in Pine County*
3. Regular Agenda Item 3.1 – Jail Programs Volunteer Services - Recognition
Recognize all jail programs volunteers – special recognition given to Jim Hanson, Jack Sowers, David Larson and Jim Koppen.



AGENDA REQUEST FORM

Date of Meeting: May 2, 2023

- County Board**
 - Consent Agenda**
 - Regular Agenda** 5 mins. ___ 10 mins. ___ 15 mins. ___ Other ___
- Personnel Committee**
- Other** _____

Agenda Item: Part-Time Hazardous Waste Recycling Attendant

Department: Solid Waste

Caleb Anderson
Department Head signature

Background information on Item:

The Solid Waste Department is seeking to hire (2) Part-Time Hazardous Waste Recycling Attendants for the North Pine Household Hazardous Waste Facility. These non-union, FSLA non-exempt positions will complete the staffing needs for the household hazardous waste facility.

One of the positions is currently filled and one vacant.

Action Requested:

Authorize hiring Part-Time Hazardous Waste Recycling Attendant, Scott Pearson, as non-union, Grade 1, employees at a wage of \$16.10 per hour, starting May 2nd, 2023, pending successful baseline medical examination for working with hazardous waste and background check..

Financial Impact:

All costs associated with these positions are within the Solid Waste Department budget.



AGENDA REQUEST FORM

Date of Meeting: May 2, 2023

- County Board**
 - Consent Agenda**
 - Regular Agenda** 5 mins. ___ 10 mins. ___ 15 mins. ___ Other ___
- Personnel Committee**
- Other** _____

Agenda Item: Recognition of EMS Week – May 21-27, 2023

Department: Administration

Department Head Signature

Background information on Item:

EMS workers respond to medical emergencies 24 hours a day. They are trained to start administering lifesaving care before a patient even reaches the hospital. The care they give saves lives and creates healthier communities.

National Emergency Medical Services Week brings together local communities, first responder organizations, ambulance services, fire departments, law enforcement agencies and professional organizations to celebrate the dedication of EMS personnel. This year, EMS Week is scheduled for May 21-27, 2023.

Action Requested:

Approve Resolution 2023-29 designating the Week of May 21-27, 2023 as Emergency Medical Services Week in Pine County.

Financial Impact:

RESOLUTION 2023-29

To designate the Week of May 21-27, 2023, as *Emergency Medical Services (EMS) Week in Pine County*

WHEREAS, EMS is a vital public service;

WHEREAS, the members of the EMS teams in Pine County and the region are ready to provide lifesaving care to those in need 24 hours a day, seven days a week;

WHEREAS, access to quality pre-hospital emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury;

WHEREAS, EMS system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, and emergency department personnel;

WHEREAS, the members of EMS teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills;

Whereas, our communities benefit daily from the knowledge and skills of these highly trained and dedicated individuals; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of EMS providers by designating Emergency Medical Services Week.

NOW, THEREFORE, THE PINE COUNTY BOARD OF COMMISSIONERS, PINE COUNTY, MINNESOTA, proclaims the week of May 21-27, 2023 as

EMERGENCY MEDICAL SERVICES WEEK

and encourages the community to observe this week with appropriate programs, ceremonies and activities.

Dated this 2nd day of May, 2023.

Stephen M. Hallan, Chair
Pine County Board of Commissioners

ATTEST:

David J. Minke
Pine County Administrator



AGENDA REQUEST FORM

Date of Meeting: May 2, 2023

- County Board**
 - Consent Agenda
 - Regular Agenda
- Personnel Committee
- Other _____

5 mins. 10 mins. 15 mins. Other

Agenda Item: Jail Programs Volunteer Services - Recognition

Department: Pine County Sheriff's Office - Jail

Department Head signature

Background information on Item:

The Pine County Sheriff’s Office wishes to formally recognize all Jail Program Volunteers for their selfless giving of time, effort, and knowledge, generously serving our community, providing Jail Programming Events and Educational Courses for individuals incarcerated in our facility.

While all our volunteers are very important to us and play a significant role in the success of jail programming, the Sheriff’s Office would like to recognize four selfless volunteers that have generously given their time and talents. Collectively giving over 83 years of volunteer service to our agency and our community.

Action Requested:

Recognize all Jail Programs Volunteers and the important work they do for our Pine County Sheriff’s Office and our community. With special recognition given to Jim Hanson, Jack Sowers, David Larson and Jim Koppen

Financial Impact:

None.



AGENDA

PINE COUNTY BOARD REGULAR MEETING

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

Tuesday, May 2, 2023, 10:00 a.m.

**Courthouse Board Room
635 Northridge Drive NW
Pine City, Minnesota**

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

- 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
 - April 18, 2023 county board Minutes and Summary for publication
 - April 25, 2023 Special Meeting-Committee of the Whole Minutes
- F) Minutes of Boards, Reports and Correspondence
 - Pine County Zoning Board Minutes – January 26, 2023
 - Pine County Land Surveyor Monthly Report – April 2023
 - Notice of Intent to Local Government Units and Workplan (amendment) – Hinckley
 - Wellhead Protection Program – April 11, 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. Donations

- A. Consider acceptance of \$600 donation from the Bruno American Legion Auxiliary for the Veterans Outreach Fund.
- B. Consider acceptance of \$1,000 from the Pine City Lions for the Pine County Operation Community Connection Event, to be held August 23, 2023 at the Hinckley-Finlayson High School.

2. Contracts / Agreements

Consider approval of the following contracts/agreements:

- A. **Surplus Medical Equipment to Pine Technical & Community College**
Contract between Pine County and the State of Minnesota Colleges and Universities for the benefit of Pine Technical and Community College. Authorize Board Chair and County Administrator to sign.
 - B. **Mutual Aid Agreement with St. Louis County Law Enforcement**
Contract between Pine County and the St. Louis County Sheriff's Office for Law Enforcement Mutual Aid. Authorize Board Chair and County Administrator to sign.
3. **2023 Equipment Rental Bids**
Consider award of the 2023 Equipment Rental Bids. Bids were opened April 17, 2023.
4. **New Hires**
Consider approval of the hiring of:
- A. Brenda Danielson, Social Worker, effective May 8, 2023, Grade 10, Step 6, \$32.05 per hour.
 - B. Taylor Gustafson, Senior Corrections Agent, effective May 8, 2023, Grade 10, \$27.18 per hour, contingent upon a negative pre-employment urinalysis.
5. **Training**
Consider approval for:
- A. Probation Director Terry Fawcett to attend the Community-Led Juvenile Diversion: Building a New Paradigm in Youth Justice conference, and participate as a panelist for the Government & Law Enforcement Partners Section, in San Diego, California. Probation Director Fawcett will be gone June 2-5, 2023. Probation Director Fawcett will receive a stipend to attend and will apply it to the cost of transportation, lodging and meals. No county dollars will be spent.

REGULAR

1. **Central Minnesota Emergency Medical Services**
Presentation by Marion Larson, Regional EMS Coordinator.
2. **Solid Waste Certificate of Need Request**
Consider authorization of County Board Chair to submit a letter to the East Central Solid Waste Commission requesting the following landfill tonnage for the next 10 years:
- | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 | 2031 | 2032 |
|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 22,412 | 22,861 | 23,318 | 23,784 | 24,260 | 24,745 | 25,240 | 25,745 | 26,260 | 26,785 |
- The cost of managing the ECSWC landfill is managed by the ECSWC and is not funded by Pine County.
3. **National Corrections Officers Week**
Consider approval of Resolution 2023-28 Recognizing Correctional Officers and Correctional Employees in Pine County. Authorize Board Chair and County Administrator to sign.
4. **National Center for Public Land Counties**
Consider a total contribution of \$1,000 over two years to the National Center for Public Lands Counties to create an enhanced opportunity to demonstrate how prosperous public lands counties create a prosperous America.
5. **Schedule Special Meeting-Committee of the Whole (Strategic Planning)**
Consider scheduling a Special Meeting-Committee of the Whole for strategic planning

discussion. Possible dates are June 13, 2023 or June 27, 2023, commencing at 9:00 a.m., at the Courthouse Board Room, Pine City.

6. Commissioner Updates

Arrowhead Counties Association
Pine County Education Leadership Network
Aligning Zoning Workshop
Cancelled: Snake River Watershed Management Board & 1W1P
Cancelled: Snake River Policy Committee
Lower St. Croix Watershed Partnership
East Central Regional Development Commission
Cancelled: NLX
Housing Redevelopment Authority/Economic Development Authority (HRA/EDA)
Mille Lacs Band of Ojibwe meeting
Opioid Forum
Zoning Board
Other

7. Other

8. Upcoming Meetings (Subject to Change)

- A. Pine County Board Meeting, Tuesday, May 2, 2023, 10:00 a.m., Board Room, Courthouse, 635 Northridge Drive NW, Pine City, Minnesota
- B. East Central Solid Waste Commission, Monday, May 8, 2023, 9:00 a.m., 1756 180th Avenue, Mora, Minnesota
- C. Personnel Committee, Monday, May 8, 2023, 9:00 a.m., Commissioner Conference Room, Courthouse, Pine City, Minnesota
- D. East Central Regional Library Trustees Board, Monday, May 8, 2023, 10:00 a.m., ECRL Headquarters, Cambridge, Minnesota
- E. Special Meeting-Committee of the Whole (Sheriff's Office), Tuesday, May 9, 2023, 9:00 a.m., Courthouse Board Room, Pine City, Minnesota
- F. Soil & Water Conservation District, Wednesday, May 10, 2023, 3:00 p.m., 1602 Hwy 23 No., Sandstone, Minnesota
- G. Kettle River Policy Committee, Thursday, May 11, 2023, 9:00 a.m.
- H. State Community Health Services Advisory Committee (SCHSAC) Executive Committee, Thursday, May 11, 2023, 9:30 a.m. (Virtual)
- I. Chemical Health Coalition, Thursday, May 11, 2023, 4:00 p.m. (Virtual)
- J. Lakes & Pines Full Board (Luncheon to follow), Monday, May 15, 2023, 10:00 a.m., 1700 Maple Avenue E., Mora, Minnesota
- K. Pine County Board Meeting, Tuesday, May 16, 2023, 10:00 a.m., North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota

9. Adjourn

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, April 18, 2023 - 10:00 a.m.
North Pine Government Center
1602 Hwy 23 No., Sandstone, Minnesota**

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

Present were Commissioners Josh Mohr, Terry Lovgren, JJ Waldhalm and Matt Ludwig. Also present was County Administrator David Minke and County Attorney Reese Frederickson.

The meeting was live streamed on YouTube.

The Pledge of Allegiance was said.

Chair Hallan called for public comment. Norman Township Chair Bruce Jensen asked the board to consider not selling tax forfeited land in Norman Township. (Resolution 2023-13 authorized the sale of approximately 120 acres in Norman Township). Jensen stated the potential costs to the township due to the sale of tax forfeited properties, such as the establishment of a cartway to gain access of a landlocked parcel, can be an expensive process to townships.

Chair Hallan requested the following revision to the agenda:

A. Consent Agenda Item 2.1 – Septic Fix-Up Special Assessment

Consider approval of Resolution 2023-26, extending a special assessment as follows: Edwin E. Hiler, Jr. and Jennifer M. Hiler, PID 28.0777.001, \$10,981.69, beginning in 2024 for 10 years at 3% interest. Authorize Board Chair and County Administrator to sign.

B. Regular Agenda Item 4.1 – Flood Update and Resolution 2023-27 Declaring a Local Emergency in Pine County.

Motion by Commissioner Lovgren to adopt the amended Agenda. Second by Commissioner Waldhalm. Motion carried 5-0.

Motion by Commissioner Ludwig to approve the Minutes of the April 4, 2023 regular county board meeting and Summary for publication. Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

None.

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

CONSENT AGENDA

1. **Approve March, 2023 Cash Balance**

Fund	March 31, 2022	March 31, 2023	Increase/Decrease
General Fund	3,642,423	3,246,163	(396,260)

Health and Human Services Fund	2,019,778	2,526,167	506,390
Road and Bridge Fund	2,569,131	2,946,948	377,816
Opioid Settlement	0	254,694	254,694
COVID Relief	2,413,212	3,261,118	847,906
Land	2,485,478	2,685,642	200,164
Self Insurance	412,917	570,802	157,886
TOTAL (inc non-major funds)	15,246,629	17,774,455	2,527,826

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

Approve the March 2023 disbursements including the individual listing of claims over \$2,000 and 584 claims under \$2,000 or not needing approval totaling \$900,944.18 as follows:
Advanced Correctional Healthcare, Inc, 30,808.18; AMAZON CAPITAL SERVICES, 2,562.87; Aml Cleaning Service, Inc, 4,000.00; Anoka Co Juv Ctr Main Res, 10,235.00; ARROWHEAD REGIONAL DEV COMMISSION, 2,750.00; Askov Deep Rock, 18,625.51; Auto Value-Hinckley, 5,801.30; Beaudry Oil & Propane, 45,629.93; Beaudry Oil & Propane, 39,189.63; BLUE CROSS & BLUE SHIELD OF MINNESOTA, 10,147.00; BlueCross BlueShield of Minnesota, 261,844.79; BONKS SAND & GRAVEL, 5,674.50; CALTOPO-Cardmember Service, 2,000.00; Cargill, Inc, 34,974.56; Central Mn Jobs & Training Services, 25,465.53; Chamberlain Oil Co.,Inc, 4,469.60; CLOQUET RIVERSIDE RECYCLING, INC, 10,112.50; Dales Heating & Appliances Llc, 2,809.00; Daves Oil Corporation, 4,873.32; Dhs Maps Mmis Cd Maxis 998, 5,708.79; DHS State Operated Services, 15,883.55; DIAMOND DRUGS INC, 2,522.14; EAST CENTRAL DRUG TASK FORCE, 6,250.00; East Central Energy Of Braham, 24,261.08; East Central Reg Juvenile Center, 17,946.00; Emergency Automotive Technologies, Inc, 10,250.14; ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, 2,714.00; Family Alternatives, 15,568.92; Family Pathways - North Branch, 3,915.00; GUARDIAN, 23,542.07; Hennepin County Dept of Accts Receivable, 2,411.83; HOMETOWN FIBER LLC, 41,816.01; HOUSTON ENGINEERING INC, 3,499.90; Information Systems Corp-ISC, 40,345.00; KRONOS SAASHR INC, 2,531.44; League Of Minnesota Cities, 3,330.00; LHB INC, 14,592.15; LITTLE FALLS MACHINE INC, 22,343.60; Locators & Supplies Inc., 2,344.89; LSQ FUNDING GROUP LC, 37,429.00; LSS, 2,250.00; MADISON NATIONAL LIFE INS CO INC, 4,112.70; MEDICAREBLUE RX, 6,493.50; MEDSURETY, LLC, 4,813.57; METROPOLITAN LIFE INSURANCE COMPANY, 1,194.42; MIDWEST MONITORING & SURVEILLANCE, 2,259.50; Mille Lacs Band Family Services, 6,912.14; MINNESOTA ENERGY RESOURCES CORP, 16,656.01; MINNESOTA POWER, 4,295.32; Mn Counties Intergovernmental Trust, 23,066.00; Mn Life Insurance Company, 5,163.85; Mora Chevrolet Buick, 16,160.00; Nexus-Kindred Family Healing, 8,066.08; North Homes Inc, 18,005.86; Nuss Truck Group Inc, 10,305.78; OFFICE OF MN.IT SERVICES, 5,153.75; Pine Co Soil & Water Cons District, 88,049.00; Pine Technical & Community College, 4,635.00; Pitney Bowes Global Financial Serv, 2,408.94; Polk County Human Services Department, 2,650.00; PREMIER SEALCOATING & SNOW REMOVAL, 6,190.00; Pro-West & Associates Inc, 2,344.07; Purchase Power, 4,035.00; ROYAL TIRE, 2,775.76; SCHNEIDER GEOSPATIAL LLC, 3,078.00; SEH INC, 16,217.61; Solid Oak Financial Services, LLC, 3,905.00; Sue's Bus Service Inc, 4,466.80; SUMMIT FOOD SERVICE MANAGEMENT LLC, 48,578.83;

TEAMSTERS JOINT COUNCIL 32, 118,819.00; Town Of Windemere, 24,808.00; TRITECH SOFTWARE SYSTEMS, 81,134.49; TYLER TECHNOLOGIES INC, 46,825.00; UNITEDHEALTH GROUP, 9,577.37; UTILITY ASSOCIATES INC, 8,712.00; Verizon Wireless, 10,641.75; Village Ranch Residential Facility, 12,162.08; WCMP AM-FM, 2,016.00; WELIA HEALTH, 4,572.00; Ziegler Inc., 16,234.59

2.1. **Septic Fix-Up Special Assessment**

Approve Resolution 2023-26, extending a special assessment to Edwin E. Hiler, Jr. and Jennifer M. Hiler, PID 28.0777.001, \$10,981.69, beginning in 2024 for 10 years at 3% interest. Authorize Board Chair and County Administrator to sign.

3. **Donations**

Accept a \$100 donation from Terry Stepan, designated to the Veterans Outreach Fund.

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

Approve Commissioners' Expense Claim Forms.

5. **Contracts / Agreements**

A. **Remote Electronic Alcohol Monitoring (REAM) Grant for Fiscal Years 2024-2025**

Accept the 2024-2025 Remote Electronic Alcohol Monitoring Grant from the Department of Corrections, in the amount of \$13,000 for the biennium at \$6,500 per year for fiscal years 2024-2025. The program assists indigent offenders with monitoring costs upon release from jail.

B. **Caseload/Workload Reduction Grant**

Accept the \$118,962 for fiscal years 2024-2025 for the Caseload/Workload grant. This will be paid at \$59,481 per year and pays for part of one agent's salary.

6. **Resolution to Cancel State Contracts**

Approve Resolution 2023-25 cancelling state contracts where the 2022 annual payment and/or 2022 taxes have not been paid if the contracts and/or taxes remain unpaid 90 days after the service of notice of cancellation. Authorize Board Chair and County Administrator to sign.

7. **Final Contract Payment – OMG Midwest Inc dba Minnesota Paving & Materials**

Approve the final payment on Contract #1801 in the amount of \$23,394.90 to OMG Midwest Inc. dba Minnesota Paving & Materials, for the following:

SAP 058-647-007 Between CSAH 48 and TH 23 in Duquette

SAP 058-548-013 Between CSAH 47 and CR 164, NW of Duquette

Authorize County Administrator to sign Certificate of Final Contract Acceptance.

8. **North Pine Transfer Station Skid Loader**

Authorize Fleet Services to purchase a used skid loader for the North Pine Transfer Station (Willow River), not to exceed \$50,000, using General Fund reserves.

9. **New Hires**

Approve the hiring of:

A. Jason Knutson as a Property Appraiser, effective April 24, 2023, Grade 8, Step 1, \$23.49 per hour.

B. Joshua Alleman, temporary Watercraft Inspector, effective April 19, 2023, \$15.00 per hour.

- C. Michelle Crandall, temporary Watercraft Inspector, effective April 19, 2023, \$16.00 per hour.
- D. Steven Martin, part-time Hazardous Waste Recycling Attendant, effective April 18, 2023, pending successful baseline medical examination for working with hazardous waste, \$16.10 per hour, non-union, Grade 1.
- E. Jay Kaelberer, temporary Watercraft Inspector, effective April 19, 2023, \$17.00 per hour.
- F. Robert Sunstrom, temporary Watercraft Inspector, effective April 19, 2023, \$17.00 per hour.

10. **Training**

Approve the following training:

- A. Assessor/Recorder Lori Houtsma, Auditor-Treasurer Kelly Schroeder, Deputy Assessor Troy Stewart, and Property Appraiser Karen Stumne to attend the Minnesota Association of Assessing Officer’s Summer Seminars, May 24-25, 2023, St. Cloud. Registration (including meals): \$250 per person. A county vehicle will be used so no mileage will be incurred. Total cost is \$1,000.
- B. Probation Director Terry Fawcett and Career Agent Sherry Johnson to attend a site visit and banquet, May 2-3, 2023, at Boys Town (Nebraska).
- C. Social Workers Esther Sereti, Ashley Gnat and Deanna Williams, Public Health Educators Hailey Freedlund, Krista Jensen, Jenae Hicks and Samantha Burch, Public Health RN Amber Stumne to attend the Wildookadadidaa Chinoojimoyang Conference, April 20-21, 2023, at Grand Casino Hinckley.
- D. Public Health Nurse Dawn Moffett to attend the Children & Youth with Special Health Care Needs Conference, May 4-5, 2023, St. Paul.
- E. Human Resources Manager Jackie Koivisto to attend the Minnesota Counties Human Resources Management Association (MCHRMA) Spring Conference, May 4-5, 2023, at Waite Park. Registration: \$175, Meals: \$34 per day, Lodging: \$198.03 per night, Mileage: \$92.36. Total cost: \$731.42.

REGULAR AGENDA

1. **Facilities Committee Report**

Commissioner Waldhalm provided an overview of the April 5, 2023 Facilities Committee meeting. Discussion included the signage at county facilities and on county vehicles and its relationship to the branding initiative, a review of building capital projects and maintenance items, and a review of proposed jail improvements. The Facilities Committee made the recommendation to enter into a new, 5-year, Contract for Deed with the City of Sandstone for the sale of the property located at 130 Oriole Avenue, Sandstone. Payment terms are \$10,000 per year at 0% interest.

Motion by Commissioner Lovgren to enter into a new, 5-year Contract for Deed, with the City of Sandstone for the sale of property located at 130 Oriole Avenue, Sandstone and authorize Board Chair and County Administrator to sign the contract for deed. Second by Commissioner Waldhalm. Motion carried 5-0.

2. **Personnel Committee Report**

Commissioner Mohr stated the Personnel Committee met on April 10, 2023. The Personnel Committee made the following recommendations:

A. Probation

- i. Acknowledge the resignation of Probation Supervisor Kevin Glass, effective April 14, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Ratify the promotion of Career Agent Sherry Johnson to Probation Supervisor, effective April 17, 2023.

Motion by Commissioner Mohr to approve the resignation of Probation Supervisor Kevin Glass, effective April 14, 2023 and approve the backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer; and ratify the promotion of Career Agent Sherry Johnson to Probation Supervisor, effective April 17, 2023. Second by Commissioner Ludwig. Motion carried 5-0.

B. Health & Human Services

- i. Acknowledge the resignation of Adult Mental Health Social Worker Jennifer Felland, effective April 10, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Acknowledge the resignation of Eligibility Worker Jennifer Rowland, effective April 10, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

C. Veterans Services

- i. Approve the Job Description for Assistant Veterans Service Officer at Grade 9 and authorize recruitment for the part-time position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Approve Changes to the Job Description for the Veterans Service Officer. Position remains a Grad 10.

D. Sheriff's Office – Jail

- i. Acknowledge the resignation of Corrections Officer Kristy Aronoff, effective April 13, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

E. Assessor

- i. Approve updates to the Appraiser job description with no change in grade.

Motion by Commissioner Mohr to approve the Personnel Committee Report items 2B through 2E. Second by Commissioner Ludwig. Motion carried 5-0.

3. Central Minnesota Council on Aging Update – Older American Act

Central MN Council on Aging Executive Director Lori Vrolson provided an update regarding changes with the Interstate Funding Formula with the Older Americans Act. Currently Pine County receives \$321,295 Older Americans Act funding; funding is being reallocated toward the metro area and away from the rural counties. Vrolson stated the Minnesota Board on Aging is taking public comment through May 3, 2023 and requested the county consider submitting a letter to the Minnesota Board on Aging regarding concern for the equitable distribution of funding for aging services in Minnesota.

Motion by Commissioner Mohr to submit a letter to the Minnesota Board on Aging regarding concern for the equitable distribution of funding for aging services in Minnesota. Second by Commissioner Lovgren. Motion carried 5-0.

4. Award Bid for Contract #2301

County Engineer Mark LeBrun stated bid opening for Contract #2301 occurred on April 5, 2023 and recommended the contract be awarded to the low responsible bidder, S & R Reinforcing,

Inc., in the amount of \$647,257.07. Contract #2301 includes:

SAP 058-599-045 Sturgeon Island Bridge

The S & R Reinforcing, Inc. bid came in 27% under the engineer's estimate.

Motion by Commissioner Ludwig to award Contract #2301 to S & R Reinforcing, Inc., in the amount of \$647,257.07. Second by Commissioner Lovgren. Motion carried 5-0.

4.1 **Flood Update / Resolution 2023-27 Declaring a Local Emergency**

County Highway Engineer Mark LeBrun and Sheriff's Office Supervisor Denise Anderson provided a flood update from the April 12, 2023 and continuing flood event. A declaration of a local emergency invokes necessary portions of the response and recovery aspects of applicable local or interjurisdictional disaster plans and may authorize aid and assistance under those plans. Disaster abatements can be pursued through the assessor's office for properties with structure damage.

Motion by Commissioner Lovgren to approve Resolution 2023-27 Declaring a Local Emergency. Second by Commissioner Mohr. Motion carried 5-0.

5. **National County Government Month**

Motion by Commissioner Ludwig to approve Resolution 2023-24 designating April 2023 as National County Government Month in Pine County. Authorize Board Chair and County Administrator to sign. Second by Commissioner Mohr. Motion carried 5-0.

6. **2023 First Quarter Budget Report**

County Administrator David Minke provided an update of the budget for the first three months of 2023 reviewing the expenditure and revenue of the major funds, and reviewed the American Rescue Plan Act funds allocations/spent and unspent funds. The budget is on tract, however there is inflationary pressure to stay within the 2023 budget.

7. **Schedule Special Meeting-Committee of the Whole (Sheriff's Office/Jail Discussion)**

Motion by Commissioner Lovgren to schedule a Special Meeting-Committee of the Whole for sheriff's office/jail discussion, May 9, 2023, 9:00 a.m., at the Courthouse, Pine City, Minnesota. Second by Commissioner Mohr. Motion carried 5-0.

8. **Commissioner Updates**

East Central Schools Student Government Day: Chair Hallan stated there has been interest from other schools in participating in Student Government Day. Will need to consider logistics due to the number of students attending.

East Central Solid Waste Commission: Commissioner Hallan stated ECSWC continues to work on the plan for opening of a new cell at the solid waste landfill in 2024. ECSWC purchased a new semi tractor.

East Central Regional Library Trustees Board: Commissioner Lovgren stated the Sandstone library will be opening soon. Pine City library will be working jointly with the Rush City library. Library aides will be receiving a change in grade which will increase their wage. Naloxone will be available to the public at the libraries.

Northeast Minnesota Area Transportation Partnership: Commissioner Hallan a \$300,000 award was received by the county for parks and trails. Freeway road construction (north of Hinckley) is slated for 2024. Transportation funding is underfunded and not kept up with inflation.

Law Library: Meeting rescheduled to April 19, 2023.

Extension: Commissioner Lovgren stated a presentation on programs was given by 4-H; Farm

Family of the Year has been chosen; Extension is taking applications for Farm Woman of the Year. An update was given on the Discovery Garden in Pine City.

Highway 23 Coalition Annual Meeting: Commissioner Lovgren and Chair Hallan were interviewed as to why they feel a 4-lane road should proceed through Pine County.

Congressman Stauber was the guest speaker.

Other

- A. Commissioner Lovgren participated in a ClearForms webinar, which program could be utilized to handle all of the counties' permitting processes. Commissioner Lovgren stated this is an expensive program.
- B. Commissioner Lovgren and Chair Hallan participated in a Parks and Trails membership meeting.
- C. Commissioner Lovgren was invited to participate in a tribal workgroup to discuss 2024 legislative areas of focus relating to Indian Child Welfare Act (ICWA) and Minnesota Indian Family Preservation Act (MIFPA).
- D. Chair Hallan spoke at the City of Rock Creek Council Meeting on broadband.

9. Other

- A. Commissioner Lovgren was contacted by a constituent who was unhappy with the public's misuse of the recycling facilities.

10. Upcoming Meetings

Upcoming meetings were reviewed.

11. Adjourn

With no further business, Chair Hallan adjourned the meeting at 11:25 a.m. The next regular meeting of the county board is scheduled for Tuesday, May 2, 2023 at 10:00 a.m., Board Room, Courthouse, 635 Northridge Drive NW, Pine City, Minnesota.

Stephen M. Hallan, Chair
Pine County Board of Commissions

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

**SUMMARY
OF
MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, April 18, 2023 - 10:00 a.m.
North Pine Government Center
1602 Hwy 23 No., Sandstone, Minnesota**

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

Present were Commissioners Josh Mohr, Terry Lovgren, JJ Waldhalm and Matt Ludwig. Also present was County Administrator David Minke and County Attorney Reese Frederickson.

The meeting was live streamed on YouTube.

The Pledge of Allegiance was said.

Chair Hallan called for public comment. Norman Township Chair Bruce Jensen asked the board to consider not selling tax forfeited land in Norman Township. (Resolution 2023-13 authorized the sale of approximately 120 acres in Norman Township). Jensen stated the potential costs to the township due to the sale of tax forfeited properties, such as the establishment of a cartway to gain access of a landlocked parcel, can be an expensive process to townships.

Motion by Commissioner Lovgren to adopt the amended Agenda. Second by Commissioner Waldhalm. Motion carried 5-0.

Motion by Commissioner Ludwig to approve the Minutes of the April 4, 2023 regular county board meeting and Summary for publication. Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

None.

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

Fund	March 31, 2022	March 31, 2023	Increase/Decrease
General Fund	3,642,423	3,246,163	(396,260)
Health and Human Services Fund	2,019,778	2,526,167	506,390
Road and Bridge Fund	2,569,131	2,946,948	377,816
Opioid Settlement	0	254,694	254,694
COVID Relief	2,413,212	3,261,118	847,906
Land	2,485,478	2,685,642	200,164

Self Insurance	412,917	570,802	157,886
TOTAL (inc non-major funds)	15,246,629	17,774,455	2,527,826

Approve the March 2023 disbursements including the individual listing of claims over \$2,000 and 584 claims under \$2,000 or not needing approval totaling \$900,944.18 as follows:
 Advanced Correctional Healthcare, Inc, 30,808.18; AMAZON CAPITAL SERVICES, 2,562.87; Aml Cleaning Service, Inc, 4,000.00; Anoka Co Juv Ctr Main Res, 10,235.00; ARROWHEAD REGIONAL DEV COMMISSION, 2,750.00; Askov Deep Rock, 18,625.51; Auto Value-Hinckley, 5,801.30; Beaudry Oil & Propane, 45,629.93; Beaudry Oil & Propane, 39,189.63; BLUE CROSS & BLUE SHIELD OF MINNESOTA, 10,147.00; BlueCross BlueShield of Minnesota, 261,844.79; BONKS SAND & GRAVEL, 5,674.50; CALTOPO-Cardmember Service, 2,000.00; Cargill, Inc, 34,974.56; Central Mn Jobs & Training Services, 25,465.53; Chamberlain Oil Co.,Inc, 4,469.60; CLOQUET RIVERSIDE RECYCLING, INC, 10,112.50; Dales Heating & Appliances Llc, 2,809.00; Daves Oil Corporation, 4,873.32; Dhs Maps Mmis Cd Maxis 998, 5,708.79; DHS State Operated Services, 15,883.55; DIAMOND DRUGS INC, 2,522.14; EAST CENTRAL DRUG TASK FORCE, 6,250.00; East Central Energy Of Braham, 24,261.08; East Central Reg Juvenile Center, 17,946.00; Emergency Automotive Technologies, Inc, 10,250.14; ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, 2,714.00; Family Alternatives, 15,568.92; Family Pathways - North Branch, 3,915.00; GUARDIAN, 23,542.07; Hennepin County Dept of Accts Receivable, 2,411.83; HOMETOWN FIBER LLC, 41,816.01; HOUSTON ENGINEERING INC, 3,499.90; Information Systems Corp-ISC, 40,345.00; KRONOS SAASHR INC, 2,531.44; League Of Minnesota Cities, 3,330.00; LHB INC, 14,592.15; LITTLE FALLS MACHINE INC, 22,343.60; Locators & Supplies Inc., 2,344.89; LSQ FUNDING GROUP LC, 37,429.00; LSS, 2,250.00; MADISON NATIONAL LIFE INS CO INC, 4,112.70; MEDICAREBLUE RX, 6,493.50; MEDSURETY, LLC, 4,813.57; METROPOLITAN LIFE INSURANCE COMPANY, 1,194.42; MIDWEST MONITORING & SURVEILLANCE, 2,259.50; Mille Lacs Band Family Services, 6,912.14; MINNESOTA ENERGY RESOURCES CORP, 16,656.01; MINNESOTA POWER, 4,295.32; Mn Counties Intergovernmental Trust, 23,066.00; Mn Life Insurance Company, 5,163.85; Mora Chevrolet Buick, 16,160.00; Nexus-Kindred Family Healing, 8,066.08; North Homes Inc, 18,005.86; Nuss Truck Group Inc, 10,305.78; OFFICE OF MN.IT SERVICES, 5,153.75; Pine Co Soil & Water Cons District, 88,049.00; Pine Technical & Community College, 4,635.00; Pitney Bowes Global Financial Serv, 2,408.94; Polk County Human Services Department, 2,650.00; PREMIER SEALCOATING & SNOW REMOVAL, 6,190.00; Pro-West & Associates Inc, 2,344.07; Purchase Power, 4,035.00; ROYAL TIRE, 2,775.76; SCHNEIDER GEOSPATIAL LLC, 3,078.00; SEH INC, 16,217.61; Solid Oak Financial Services, LLC, 3,905.00; Sue's Bus Service Inc, 4,466.80; SUMMIT FOOD SERVICE MANAGEMENT LLC, 48,578.83; TEAMSTERS JOINT COUNCIL 32, 118,819.00; Town Of Windemere, 24,808.00; TRITECH SOFTWARE SYSTEMS, 81,134.49; TYLER TECHNOLOGIES INC, 46,825.00; UNITEDHEALTH GROUP, 9,577.37; UTILITY ASSOCIATES INC, 8,712.00; Verizon Wireless, 10,641.75; Village Ranch Residential Facility, 12,162.08; WCMP AM-FM, 2,016.00; WELIA HEALTH, 4,572.00; Ziegler Inc., 16,234.59

Approve Resolution 2023-26, extending a special assessment to Edwin E. Hiler, Jr. and Jennifer M. Hiler, PID 28.0777.001, \$10,981.69, beginning in 2024 for 10 years at 3% interest.

Accept a \$100 donation from Terry Stepan, designated to the Veterans Outreach Fund.

Approve Commissioners' Expense Claim Forms.

Accept the 2024-2025 Remote Electronic Alcohol Monitoring Grant from the Department of Corrections, in the amount of \$13,000 for the biennium at \$6,500 per year for fiscal years 2024-2025. The program assists indigent offenders with monitoring costs upon release from jail.

Accept the \$118,962 for fiscal years 2024-2025 for the Caseload/Workload grant. This will be paid at \$59,481 per year and pays for part of one agent's salary.

Approve Resolution 2023-25 cancelling state contracts where the 2022 annual payment and/or 2022 taxes have not been paid if the contracts and/or taxes remain unpaid 90 days after the service of notice of cancellation.

Approve the final payment on Contract #1801 in the amount of \$23,394.90 to OMG Midwest Inc. dba Minnesota Paving & Materials, for the following:

- SAP 058-647-007 Between CSAH 48 and TH 23 in Duquette
- SAP 058-548-013 Between CSAH 47 and CR 164, NW of Duquette

Authorize Fleet Services to purchase a used skid loader for the North Pine Transfer Station (Willow River), not to exceed \$50,000, using General Fund reserves.

Approve the hiring of:

- A. Jason Knutson as a Property Appraiser, effective April 24, 2023, Grade 8, Step 1, \$23.49 per hour.
- B. Joshua Alleman, temporary Watercraft Inspector, effective April 19, 2023, \$15.00 per hour.
- C. Michelle Crandall, temporary Watercraft Inspector, effective April 19, 2023, \$16.00 per hour.
- D. Steven Martin, part-time Hazardous Waste Recycling Attendant, effective April 18, 2023, pending successful baseline medical examination for working with hazardous waste, \$16.10 per hour, non-union, Grade 1.
- E. Jay Kaelberer, temporary Watercraft Inspector, effective April 19, 2023, \$17.00 per hour.
- F. Robert Sunstrom, temporary Watercraft Inspector, effective April 19, 2023, \$17.00 per hour.

Approve the following training:

- A. Assessor/Recorder Lori Houtsma, Auditor-Treasurer Kelly Schroeder, Deputy Assessor Troy Stewart, and Property Appraiser Karen Stumne to attend the Minnesota Association of Assessing Officer's Summer Seminars. Total cost is \$1,000.
- B. Probation Director Terry Fawcett and Career Agent Sherry Johnson to attend a site visit and banquet at Boys Town (Nebraska).
- C. Social Workers Esther Sereti, Ashley Gnat and Deanna Williams, Public Health Educators Hailey Freedlund, Krista Jensen, Jenae Hicks and Samantha Burch, Public Health RN Amber Stumne to attend the Wildookadadidaa Chinoojimoyang Conferenc, at Grand Casino Hinckley.
- D. Public Health Nurse Dawn Moffett to attend the Children & Youth with Special Health Care Needs Conference, St. Paul.

- E. Human Resources Manager Jackie Koivisto to attend the Minnesota Counties Human Resources Management Association (MCHRMA) Spring Conference, at Waite Park. Total cost: \$731.42.

Facilities Committee Report

Motion by Commissioner Lovgren to enter into a new, 5-year Contract for Deed, with the City of Sandstone for the sale of property located at 130 Oriole Avenue, Sandstone and authorize Board Chair and County Administrator to sign the contract for deed. Second by Commissioner Waldhalm. Motion carried 5-0.

Personnel Committee Report

A. Probation

- i. Acknowledge the resignation of Probation Supervisor Kevin Glass, effective April 14, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Ratify the promotion of Career Agent Sherry Johnson to Probation Supervisor, effective April 17, 2023.

Motion by Commissioner Mohr to approve the resignation of Probation Supervisor Kevin Glass, effective April 14, 2023 and approve the backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer; and ratify the promotion of Career Agent Sherry Johnson to Probation Supervisor, effective April 17, 2023. Second by Commissioner Ludwig. Motion carried 5-0.

B. Health & Human Services

- i. Acknowledge the resignation of Adult Mental Health Social Worker Jennifer Felland, effective April 10, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Acknowledge the resignation of Eligibility Worker Jennifer Rowland, effective April 10, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

C. Veterans Services

- i. Approve the Job Description for Assistant Veterans Service Officer at Grade 9 and authorize recruitment for the part-time position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Approve Changes to the Job Description for the Veterans Service Officer. Position remains a Grad 10.

D. Sheriff's Office – Jail

- i. Acknowledge the resignation of Corrections Officer Kristy Aronoff, effective April 13, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

E. Assessor

- i. Approve updates to the Appraiser job description with no change in grade.

Motion by Commissioner Mohr to approve the Personnel Committee Report items 2B through 2E. Second by Commissioner Ludwig. Motion carried 5-0.

Motion by Commissioner Mohr to submit a letter to the Minnesota Board on Aging regarding concern for the equitable distribution of funding for aging services in Minnesota. Second by Commissioner Lovgren. Motion carried 5-0.

Motion by Commissioner Ludwig to award Contract #2301 to S & R Reinforcing, Inc., in the amount of \$647,257.07. Second by Commissioner Lovgren. Motion carried 5-0.

Motion by Commissioner Lovgren to approve Resolution 2023-27 Declaring a Local Emergency. Second by Commissioner Mohr. Motion carried 5-0.

Motion by Commissioner Ludwig to approve Resolution 2023-24 designating April 2023 as National County Government Month in Pine County. Authorize Board Chair and County Administrator to sign. Second by Commissioner Mohr. Motion carried 5-0.

2023 First Quarter Budget Report

County Administrator David Minke provided an update of the budget for the first three months of 2023 reviewing the expenditure and revenue of the major funds, and reviewed the American Rescue Plan Act funds allocations/spent and unspent funds. The budget is on tract, however there is inflationary pressure to stay within the 2023 budget.

Motion by Commissioner Lovgren to schedule a Special Meeting-Committee of the Whole for sheriff's office/jail discussion, May 9, 2023, 9:00 a.m., at the Courthouse, Pine City, Minnesota. Second by Commissioner Mohr. Motion carried 5-0.

With no further business, Chair Hallan adjourned the meeting at 11:25 a.m. The next regular meeting of the county board is scheduled for Tuesday, May 2, 2023 at 10:00 a.m., Board Room, Courthouse, 635 Northridge Drive NW, Pine City, Minnesota.

Stephen M. Hallan, Chair
Pine County Board of Commissions

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). Copies may also be requested from the administrator's office.

**MINUTES OF PINE COUNTY BOARD OF COMMISSIONERS
SPECIAL MEETING - COMMITTEE OF THE WHOLE
Highway and Road Tour
Tuesday, April 25, 2023, 9:00 a.m.
North Pine Government Center
1602 Hwy. 23 No., Sandstone, Minnesota**

Chair Steve Hallan called the meeting to order at 9:00 a.m. Present were Commissioners Josh Mohr, and Matt Ludwig. Also present were County Engineer Mark LeBrun, Assistant County Engineer Aaron Gunderson, and County Administrator David Minke.

The Pledge of Allegiance was said.

1. Annual Report & 2023-2024 Construction

County Engineer Mark LeBrun reviewed the Highway Department Annual Report. Drainage was discussed and it was noted that sometimes installing a larger culvert will create downstream problems.

LeBrun reviewed the 2022 vehicle purchase and noted the delays in vehicle delivery. Fleet service costs have increased. It was noted that regular maintenance costs as well as major repairs and bodywork have stressed the budget.

The state has indicated its desire to turn back State Highway 123 which runs east and north from Sandstone to State Highway 23. The state would keep the bridge over the Kettle River.

Motion by Commissioner Ludwig to accept the Highway Department Annual Report. Second by Commissioner Mohr. Motion passed 3-0.

At 10:05 a.m. commissioners boarded a bus for the road tour.

2. Road Tour

All present joined the road tour and traveled roads north and east and west of Sandstone.

With no further business, Chair Hallan adjourned the meeting at 12:30 p.m.

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

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



MINUTES
PINE COUNTY ZONING BOARD
January 26, 2023, 6:00 p.m.
North Pine Government Center
1610 Hwy 23 N Sandstone, MN

Members Present: Dirk Nelson, Patrick Schifferdecker Nancy Rys, Les Orvis, Ryan Clark, Susan Grill, Matt Ludwig (ex-officio)

Members Absent: Skip Thomson

Staff Present: Caleb Anderson, Land & Resources Manager; Erin Hoxsie, Office Support Specialist

Others Present: Chris Miller, Kyle Allen, Phillip Jeffrey (Zoom), Danielle Hoffman (Zoom)

CALL TO ORDER

Caleb Anderson called the meeting to order at 6:00p.m.

ELECTION OF OFFICERS

Ryan Clark nominated Les Orvis to serve as Chair. Les accepted the nomination.

Patrick Schifferdecker nominated Susan Grill as Chair. Susan declined the nomination.

Clark/Schifferdecker, 6-0 to elect Les Orvis as Chair.

Les Orvis took over meeting facilitation.

Patrick Schifferdecker nominated Susan Grill as Vice Chair. Susan accepted the nomination. Schifferdecker/Rys, 6-0 to elect Susan Grill as Vice Chair.

Les Orvis nominated Nancy Rys to serve as Secretary. Nancy accepted the nomination. Orvis/Schifferdecker, 6-0 to elect Nancy Rys as Secretary.

APPROVAL OF AGENDA

Motion by Schifferdecker to approve the agenda. Second by Grill. Motion carried, 6-0.

APPROVAL OF 2023 MEETING SCHEDULE

Motion by Schifferdecker to approve the meeting schedule. Second by Clark. Motion carried, 6-0.

LAND USE TRAINING OPPORTUNITY

Anderson informed the board of a land use training opportunity sponsored by the Association of Minnesota Counties, and provided that if members would like to participate the County will reimburse them for tuition, mileage, and per diem.

APPROVAL OF MINUTES- DECEMBER 19, 2022 MONTHLY ZONING MEETING

Motion by Nelson to approve the minutes of the December 19, 2022 monthly zoning meeting. Second by Grill. Motion carried, 6-0.

MINOR SUBDIVISION REPORT

Staff presented the minor subdivision report for 06/01/2022-12/31/2022.

Grill noted that she believed the "Division Summary," for M-22-053, contained an incorrect parcel ID. She stated that 180175000 should be 180175003.

VANG VARIANCE REQUEST: 61848 Hay Creek Rd, Sandstone PID: 20.0215.000
The applicants have requested a variance from section 3.3.1 of the Pine County Zoning Ordinance to create a 3-acre parcel, while the ordinance requires a minimum acreage for new parcels of 20 acres in the Rural Residential 20 District.

Anderson walked through the details provided in the staff report. He stated the neighbors across the road from the Vang property wanted to buy the 3 acres to build a pole shed.

Phillip Jeffrey stated he owns the property with his brother and would like a place to store his personal property and have a place to stay if other family were staying in the cabin across the road. Most of the area on the Jeffrey property is swamp and not suitable to build, particularly there is no spot near the other buildings. Chair Orvis asked if the 3 acre parcel would meet the minimum road frontage requirements, Caleb replied that it would.

Chair Orvis opened the public hearing at 6:26pm. No members of the public spoke. Public hearing closed at 6:26pm.

Clark asked Mr. Jeffrey if the Vangs could split off 20 acres. Mr. Jeffrey stated the Vangs have a camping area and small cabin that would make splitting the parcel east-west difficult. Grill asked if there would be living quarters in the pole shed and if Mr. Jeffrey would be required to install a septic system. Mr. Jeffrey said there would be living quarters and he would install a system that would meet the needs of the building. Orvis asked if soil bores had been completed. Mr. Jeffrey said they had not yet. Anderson stated the minor subdivision would not be approvable without the required soil bores.

In review of the project the Board created the following findings based on MN Statute 394.27.

- 1.) The proposed use is allowed in the zoning district the property lies in.
- 2.) The variance is in harmony with the comprehensive plan and the intent of the Pine County Zoning Ordinance. The remaining 37 acres of the Vang parcel would not be able to be split without variance and no new owners would be occupying the area.
- 3.) The variance is consistent with the character of the locality. If the variance is to be approved, limited tree removal would be preferred to maintain the character of the locality.
- 4.) A practical difficulty unique to the property, not created by the landowner, does not exist that prevents them from complying with the ordinance. The Vang property could be split into two 20-acre parcels. The applicant has asserted that due to the location of the Vang's camping area on the parcel, it cannot be split down the middle (east-west) of the 40 acre parcel, however the Board acknowledges that an irregular shape of the resulting (2) 20 acre parcels is feasible.
- 5.) The proposed residential recreational use is reasonable.

Motion by Schifferdecker to deny the variance to create a 3-acre parcel, while the ordinance requires a minimum acreage for new parcels of 20 acres in the Rural Residential 20 District.

Second by Clark. Variance denied, 6-0.

ALLEN VARIANCE REQUEST: 18465 N Lake Ln, Pine City (PID: 08.0372.000)

The applicants have requested an after-the-fact variance from Section 5.2.1B(1) of the Pine County Shoreland Management Ordinance to construct an attached deck that does not meet the 30' top-of-bluff setback. They have also requested an after-the-fact variance to exceed the 25% impervious surface limit required in Section 5.5.2A of the Pine County Shoreland Management Ordinance.

Anderson stated the details provided in the staff report. Anderson stated there was miscommunication and missteps on both sides about where the house/deck was staked and how large the driveway was going to be. Anderson walked through the bullet points on the issued permit which stated the 30' bluff setback and the 25% impervious surface requirements. Kyle Allen spoke to the miscommunication and missteps on both sides and stated he and his wife checked in with the county many times throughout the process and no red flags were raised until the house and driveway were already built and in place. They were unaware there was an issue but have since started working with Jeremy Williamson in the Planning and Zoning office to work on and implement a mitigation plan to help capture runoff from the roof, stabilize the bluff, and provide natural plant buffers between the house and the road, the top of the bluff, and along the shoreline. Nelson asked what the driveway surface was, Mr. Allen stated it is blacktop. It was previously class 5, which is considered impervious, so there isn't a difference between the class 5 and blacktop as far as the impervious surface calculation goes. Mr. Allen mentioned all the neighbors are built closer to the bluff and that his property slopes away from the lake towards the road. The properties across the road are larger, more agricultural parcels.

Chair Orvis opened the public hearing at 6:59pm. No members of the public spoke. Public hearing closed at 6:59pm.

The Board discussed whether a professional surveyor could provide a more accurate measurement of the impervious surface. Schifferdecker mention there are grassy pavers which could be used as a driveway surface and are considered pervious. Chris Miller from Chengwatana Township stated the Allens are making more of an effort than most landowners to be compliant and mitigate stormwater runoff and erosion. Orvis said he thinks the mitigation plan is outstanding.

In review of the project the Board created the following findings based on MN Statute 394.27.

- 1.) The proposed use is allowed in the zoning district the property lies in.
- 2.) The variance is in harmony with the comprehensive plan and the intent of the Pine County Zoning Ordinance.
- 3.) The variance is consistent with the character of the locality. The mitigation plan improves the character of the property and surrounding areas.
- 4.) A practical difficulty unique to the property, not created by the landowner, exists for the bluff setback because the County verified where the property was staked and permitted it as such. A practical difficulty unique to the property, not created by the landowner, does not exist that prevents them from complying with the 25% impervious surface rule in the ordinance. There are alternatives for blacktop to make the property compliant.
- 5.) The proposed use is reasonable.

Motion by Schifferdecker to approve the variance from Section 5.2.1B(1) of the Pine County Shoreland Management Ordinance to construct an attached deck that does not meet the 30' top-of-bluff setback with the following conditions:

- 1.) The applicant must implement the mitigation plan. County staff will be the final authority on whether the mitigation plan is implemented satisfactorily.

Second by Clark. Variance approved 4-2, with Grill and Rys opposing.

Motion by Schifferdecker to table the variance to exceed the 25% impervious surface limit required in Section 5.5.2A of the Pine County Shoreland Management Ordinance.

Second by Grill.

The Board recommended the applicant to look into a more precise measurement of their actual impervious surface by a licensed surveyor. They also suggested additional strategies to bring the property down to 25% impervious surface.

The board voted 6-0 to table a decision on granting the Allens a variance for the 25% impervious surface limit of Section 5.5.2A of the Pine County Shoreland Management Ordinance.

PINE CITY TOWNSHIP SUBDIVISION AND PLATTING ORDINANCE

Pine City Township submitted a revised draft of their proposed subdivision and platting ordinance. Staff have verified that all of the minimum requirements previously identified have been addressed. The Township intends to amend the ordinance to contain its roads specifications. The Township intends to enter a Memorandum of Agreement delineating responsibilities of the Township and County for approving development proposals.

Grill did not like the wording of the township "intends" to do something with no way for the County to verify those items are in the ordinance before it is adopted. It was pointed out that the Township is only required to be as restrictive at the County, they are not required to enter a Memorandum of Agreement.

Motion by Rys to adopt findings and recommends that the Pine County Board of Commissioners adopt a formal resolution affirming that the Pine City Township Subdivision and Platting Ordinance contains, at a minimum, regulations and requirements at least as restrictive as those contained in the Pine County Subdivision and Platting Ordinance and that County control of subdivision and platting is not necessary in Pine City Township.

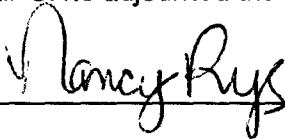
Second by Schifferdecker. Motion carried, 6-0.

SHORELAND ORDINANCE DISCUSSION


Anderson presented a proposed allowed use table which mimics the formatting of MN 6120.3200. Grill would like every term to be defined. Orvis agreed and suggested staff present definitions at the next meeting. Short term rentals should be changed to 'permissible' in all districts where residential dwellings are allowed. Performance standards will be in place to regulate those permits. Rys suggested changing home occupations to permissible as long as there is a strong definition.

ADJOURN

Chair Orvis adjourned the meeting at 8:05pm.



Nancy Rys
Zoning Board Secretary



Les Orvis
Zoning Board Chair



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

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April 2023

County Career Day at the County Court House. Prepare presentation and make presentation to students.

CR 115, T38N R22W, reset damaged PLSS corner monument after 2023 road flooding and frost heaving. Update records.

CR 120, T39N R22W, reset damaged PLSS corner monument after 2023 road flooding and frost heaving. Update records.

CR 151, T44N R20W, reset damaged PLSS corner monument after 2023 road flooding and frost heaving. Update records.

CSAH 61, T39N R21W Section 33, Snake River bridge, research records, calculate road centerline and road right of ways. Set GPS control. Locate and GPS road centerlines and right of way monuments. Update records.

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.

April 2023

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.

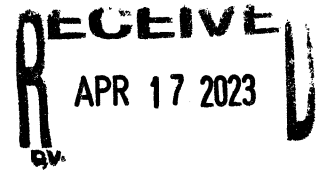
Review, edit and file Certificates of Survey created by County Surveyor as needed.

A handwritten signature in black ink, appearing to read 'R. T. Mathews', with a long horizontal flourish extending to the right.

Robin T. Mathews, Pine County Surveyor

NOTICE OF INTENT TO LGUs AND WORKPLAN (AMENDMENT)

Date: April 11, 2023



To: Steve Hallan, Chairperson, Pine County Board
Lewis McFerran, Chairperson, Barry Township Board
Angela Charchenko, Clerk, Hinckley Township Board
Don Zeman, Mayor, City of Hinckley
Jerry Telker, Chairperson, Pine Soil and Water Conservation District
Bob Voss, Executive Director, East Central Regional Development Commission
Chad Anderson, Planner, Minnesota Department of Health

From: Mark Perry, Planning and Zoning Administrator, City of Hinckley

Re: Hinckley Wellhead Protection Program

The City of Hinckley is notifying neighboring and overlying units of government of its intent to amend our wellhead protection plan. The goal of the plan is to prevent human-caused contaminants from entering our water supply wells and to protect all who use our water supply from adverse health effects associated with groundwater contamination. This notice is required by the Minnesota Wellhead Protection Rule, part 4720.5300, subpart 3.

The entire project will take up to 3 years to complete. Public informational meetings will be held in approximately November 2023 and October 2025 – appropriate notifications will be sent as meeting dates and times are finalized.

In accordance with the wellhead protection rule, the following information must be included in this notice:

1. Wellhead Protection Manager: Mark Perry
City of Hinckley
P.O. Box 366, Hinckley, MN 55037-0366
320-384-7491
2. Unique Well Numbers: 538117 (Well #3), 562973 (Well #4), and 752101 (Well #5).
3. Date Wellhead Protection Plan Amendment Must Be Completed: May 23, 2023
4. General Project Work Plan: See attachment.
5. Missing Data Elements Needed for Wellhead Protection Plan Amendment: None

Also, if available, please submit: 1) any existing water and related land resource plans and official controls; and 2) a description of conflicts, problems, or opportunities that you want examined and addressed in our wellhead protection plan amendment. Thank you for your assistance in our wellhead protection efforts.

cc: Caleb Anderson, Land & Resource Planner, County of Pine
Jerry Williams, Water & Sewer Operator, City of Hinckley
Paul Swanson, Manager, Pine Soil and Water Conservation District
Trudi Witkowski, Minnesota Department of Health

9/30/2015

WELLHEAD PROTECTION (WHP) PLAN AMENDMENT WORK PLAN


STEP	PROJECTED COMPLETION DATE (MONTH/YEAR)
PART I	
*Letter From MDH Initiating Plan Development	September/2022
Send Notice of Plan Development to Local Units of Government (LUGs)	April/2023
Appoint WHP Manager	October/2022
Appoint WHP Team	November/2023
Scoping 1 Meeting Held (MDH led)	November/2022
*MDH Scoping 1 Decision (Letter)	December/2022
Prepare Aquifer Test Plan and Submit to MDH	June/2023
*MDH Approval of Aquifer Test Plan	June/2023
Delineate Wellhead Protection Area (WHPA)	July/2023
Delineate Drinking Water Supply Management Area (DWSMA)	July/2023
Conduct Vulnerability Assessment	July/2023
Submit Part I Plan: WHPA, DWSMA, and Vulnerability Assessment to MDH	September/2023
*MDH Approval of WHPA, DWSMA, and Vulnerability Assessment	October/2023
Submit Part I Plan: WHPA, DWSMA, and Vulnerability Assessment to LUGs	October/2023
Hold Public Informational/LUGs Meeting	November/2023
PART II	
Scoping 2 Meeting Held (MDH led)	November/2023
*MDH Scoping 2 Decision (Letter)	December/2023
Inventory Potential Contaminant Sources (PCSI)	July/2024
Prepare Management Portion of Plan ¹ (Part II Plan)	October/2024
Submit Draft Part II Plan and PCSI Data to MDH/MRWA for Review	January/2025
PCSI Endorsement by MDH	March/2025
Submit Draft Part II Plan to LUGs	June/2025
Consider Comments Received by LUGs ²	August/2025
Hold Public Hearing	October/2025
Submit Final Part II Plan to MDH	November/2025
*MDH Review	January/2026
*MDH Approval	February/2026
Provide Notice to LUGs About Plan Approval	March/2026
Begin Plan Implementation	April/2026

¹ Prepare response to impact of changes on PWS well; issues, problems and opportunities; WHP goals; objectives and plan of action; evaluation program; alternate water supply; contingency strategy.

² Incorporate response to comments in plan.

* These steps are completed by MDH.

Highlighted text denotes deliverables, milestones, and submittal dates for the PWS.

Name of Person Completing This Form Mark Perry 	Date 04/11/2023
---	--------------------



AGENDA REQUEST FORM

Date of Meeting: 05/02/2023

- County Board**
 - Consent Agenda
 - Regular Agenda
- 5 mins. 10 mins. 15 mins. Other
- Personnel Committee**
- Other** _____

Agenda Item: Accept Donation for Veterans Outreach Fund

Department: VSO

Rebecca Foss
Department Head signature

Background information on Item:

The Bruno American Legion Auxiliary recently donated \$600 for the Veterans Outreach Fund.

Action Requested:

Accept the \$600 donation from the Bruno American Legion Auxiliary for the Veterans Outreach Fund.

Financial Impact:



AGENDA REQUEST FORM

Date of Meeting: 05/02/2023

- County Board**
 - Consent Agenda**
 - Regular Agenda**
- 5 mins. 10 mins. 15 mins. Other
- Personnel Committee**
- Other** _____

Agenda Item: Accept donation

Department: HHS

Rebecca Foss

Department Head signature

Background information on Item:

The Pine City Lions have donated \$1,000 to the Pine County Operation Community Connect Event.

Action Requested:

Accept the \$1,000 donation from the Pine City Lions for Operation Community Connect.

Financial Impact:

All donations for the Operation Community Connect (OCC) go toward offsetting the expenses associated with hosting the event. The event this year will be held on Wednesday, August 23rd from 10:00 a.m. to 2:00 p.m. at the Hinckley-Finlayson High School.



COUNTY BOARD AGENDA REQUEST

Date of Meeting: May 2, 2023

Consent Agenda Regular Agenda

Item Title: Contract with PTCC to Transfer Surplus Medical Equipment

Department: Administrator

A handwritten signature in black ink, which appears to read "Darrell Mink". The signature is written in a cursive style and is positioned above a horizontal line.

Department Head / Sponsor signature

Background information on Item:

Pine County has a medication cart with eight drawers / bins and a Welch Allyn ECG machine which are no longer needed due to changes in the county's medical provider. Pine Technical and Community College (PTCC) has an interest in using this equipment in its medical education programs.

Minnesota Statutes Section 471.64, Subdivision 1 allows Pine County and PTCC to enter into a contract for the disposition of the equipment.

Action Requested:

Consider approval of the proposed contract to transfer the equipment.

Financial Impact:

None.

SURPLUS EQUIPMENT DISPOSITION CONTRACT BETWEEN

PINE COUNTY

AND

STATE OF MINNESOTA

MINNESOTA STATE COLLEGES AND UNIVERSITIES

PINE TECHNICAL AND COMMUNITY COLLEGE

THIS CONTRACT is between Pine County, a political subdivision of the State of Minnesota (hereinafter "Pine County") and the State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities for the benefit of Pine Technical and Community College (hereinafter "PTCC");

WHEREAS, because of changes in the Pine County Jail's pharmacy vendor and medical provider, Pine County possesses a surplus mobile medication cart with eight drawers/bins and a surplus Welch Allyn ECG machine (both hereinafter "Surplus Equipment");

WHEREAS, the Surplus Equipment is not suitable for public sale and Pine County wishes to donate the Surplus Equipment to PTCC for use in their medical training and educational programs; and

WHEREAS, Minnesota Statutes section 471.64 subdivision 1 allows Pine County and PTCC to enter a contract for the disposition of the Surplus Equipment without regard to the statutory or charter provisions concerning bidding and sale requirements;

NOW, THEREFORE, the parties agree as follows:

1. DUTIES OF THE PARTIES. Pine County will transfer the Surplus Equipment free and clear to PTCC. The parties understand that once PTCC has accepted the Surplus Equipment, that title to the Surplus Equipment will vest solely in PTCC and that Pine County will have no further responsibility with or claim to the Surplus Equipment. The parties agree that the Surplus Equipment is transferred in an "as is" condition and that Pine County makes no warranties regarding the condition, operability, or any other aspect of the equipment once the Surplus Equipment is accepted by PTCC, and that PTCC waives any liabilities or claims against Pine County concerning the Surplus Equipment. PTCC agrees that it will be solely responsible for the Surplus Equipment once it is accepted, including, but not limited to ensuring the safe operation of the Surplus Equipment; properly assessing the condition of the Surplus Equipment before, during, and after use; and maintaining the Surplus Equipment once it is in PTCC's possession. The Surplus Equipment may not be returned to Pine County once it is accepted by PTCC.

The Representative Parties will arrange a mutually agreeable time, place, and method of delivery for the transfer of the Surplus Equipment.

2. CONSIDERATION. The parties agree that the Surplus Equipment will be transferred without monetary consideration. The parties acknowledge that consideration is in the form of the benefit that PTCC's students, many of them Pine County residents, will receive in training and experience with the Surplus Equipment, and the increased learning options available through the availability of the Surplus Equipment.

3. REPRESENTATIVE PARTIES.

a. PINE COUNTY'S REPRESENTATIVE PARTY:

Name: Rod Williamson
Title: Jail Administrator
Address: 635 Northridge Drive NW, Pine City MN 55063
Telephone: (320) 591-1458
E-Mail:
Fax:

b. PTCC'S REPRESENTATIVE PARTY:

Name: Kristin Madigan MS, RN
Title: Nursing Program Director
Address: 900 4th St, Pine City, MN 55063
Telephone: 320-629-4531
E-Mail: kristin.madigan@pine.edu

4. TERM OF CONTRACT. This Contract is effective upon the date the final required signature is obtained by PTCC. The term of this Contract ends and is fulfilled once the Surplus Equipment is in possession of PTCC. PTCC's waiver of claims and liabilities against Pine County regarding the Surplus Equipment as noted in Paragraph 1 survive the end of this Contract.

5. CANCELLATION. This Contract may be canceled at any time and for any reason prior to the acceptance of the Surplus Equipment by PTCC. The cancellation must be in writing and provided to the other party's representative.

6. ASSIGNMENT. Neither party shall assign or transfer any rights or obligations under this Contract.

7. JURISDICTION AND VENUE. This Contract shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this Contract, or the breach thereof, shall be located only in the state or federal court with competent jurisdiction in Pine County, Minnesota.


8. OTHER PROVISIONS: None

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound thereby.

APPROVED:

1. MINNESOTA STATE COLLEGES AND UNIVERSITIES

PINE TECHNICAL AND COMMUNITY COLLEGE

By (authorized signature) 
Title VP ASA
Date 4/17/23

2. PINE COUNTY

PINE COUNTY certifies that the appropriate person(s) have executed the contract on behalf of PINE COUNTY as required by applicable articles, by-laws, resolutions, or ordinances.

By (authorized signature)
Title
Date

By (authorized signature)
Title
Date

3. AS TO FORM AND EXECUTION:

By (authorized college/university/system office initiating agreement)
Title
Date



AGENDA REQUEST FORM

Date of Meeting: 05-02-23

- County Board**
 - Consent Agenda
 - Regular Agenda
- 5 mins. 10 mins. 15 mins. Other
- Personnel Committee**
- Other** _____

Agenda Item: Update Law enforcement mutual aid agreement with St. Louis County

Department: Sheriff



Department Head signature

Background information on Item:

This is an update to past mutual aid agreement. This agreement allows for equipment, personnel and other resources available to be shared among political subdivisions.

Action Requested:

Approve and sign the agreement

Financial Impact:

None

**ST. LOUIS COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT MUTUAL AID AGREEMENT**

Purpose

This agreement is made and entered into between the County of St. Louis, a body politic and corporate existing under the laws of the State of Minnesota, and the Political Subdivision identified under Paragraph 8, pursuant to: authority granted in St. Louis County Board Resolution 23-151 (February 28, 2023); and Minnesota Statutes § 471.59, which authorizes the joint and cooperative exercise of powers common to contracting parties. The intent of this agreement is to make equipment, personnel, and other resources available between the political subdivisions subject to this Agreement.

Definitions

Party - means a political subdivision.

Requesting Official - means the person designated by a Party who is responsible for requesting assistance from the other Party.

Requesting Party - means the party that requests assistance from other parties.

Responding Official - means the person designated by the party who is responsible to determine whether and to what extent that party should provide assistance to the Requesting Party.

Responding Party - means a party that provides assistance to the Requesting Party.

Assistance Type - Law enforcement personnel and equipment.

1. Procedure

1.1. Request for Assistance: Immediate Response / Short Term

1.1.1 Request for Assistance. Whenever, in the opinion of a Requesting Party there is an immediate need for assistance from the other party, the Requesting Party may call upon the Responding Party for assistance.

1.1.2 Responding to Request. Upon the request for assistance from a Requesting Party, the Responding Party may authorize and direct personnel to provide assistance to the Requesting Party. This decision will be made after considering the needs of the Responding Party and the availability of other law enforcement personnel and equipment to the Responding Party.

- 1.1.3 Method.** Whenever practical the Requesting Party shall request immediate assistance through the 911 Emergency Communications Operations Center and the Responding Party shall indicate its intended response using the same method.
- 1.1.4 Command of Scene.** Except as provided in Section 1.1.4.1, the Requesting Party shall be in command of the mutual aid scene. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official determines to withdraw assistance.
- 1.1.4.1 Specialized Forces.** When a Requesting Party requests the assistance of specialized forces from a Responding Party, such as a Tactical Command, Canine Units, Bomb Squads, Rescue Squad, etc., the personnel and equipment of the Responding Party shall be under the direction of the Responding Party.
- 1.1.5 Recall of Assistance.** The Responding Official may at any time recall assistance provided hereunder to the Requesting Party when in his or her best judgment or by an order from the governing body of the Responding Party, it is considered to be in the best interest of the Responding Party to recall or withdraw the assistance provided by it.
- 1.1.6 Release of Assistance.** The Requesting Party may at any time advise the Responding party that the assistance of the Responding Party is no longer needed. In such event the Responding Party shall withdraw its assistance at the earliest possible time that it is safe for its personnel and equipment to withdraw.
- 1.2 Request for Assistance: Long Term**
- 1.2.1 Request for Assistance.** Whenever, in the opinion of a Requesting Official, there is need for assistance from the other party that will reasonably be expected to continue beyond eight (8) hours, the Requesting Official may call upon the Responding Official of any other party to furnish assistance.
- 1.2.2 Responding to Request.** Upon the request for assistance from a Requesting Official on behalf of the Requesting Party, the Responding Official may authorize and direct his/her party's personnel to provide assistance to the Requesting Party. This decision will be made after considering the needs of the Responding Party and the availability of other law enforcement personnel and equipment to the Responding Party.
- 1.2.3 Method.** A request for Long Term Assistance shall be made to the Responding Official and the Responding Official shall indicate the intended response of the Responding Party to the Requesting Official.

1.2.4 Recall of Assistance. The Responding Official may at any time recall such assistance when in his or her best judgment or by any order from the governing body of the Responding Party, is considered to be in the best interests of the Responding Party to do so.

1.2.5 Command of Scene. The Requesting Party shall be in command of the mutual aid scene. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official determines to withdraw assistance.

2. Worker's Compensation

Each party shall be responsible for injuries or death of its own personnel. Each party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this Agreement. Each party waives the right to sue any other party for any workers' compensation benefits paid to its own employee, volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

3. Damage to Equipment

Each party shall be responsible for damages to or loss of its own equipment. Each party waives the right to sue any other party for any damage to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

4. Liability

4.1 Requesting Party Liable. For the purpose of the Minnesota Municipal Tort Liability Act (Minn. Stat. Ch. 466), the employees and officers of the Responding Party are deemed to be employees (as defined in Minn. Stat. § 466.01, subdivision 6) of the Requesting Party. This is specifically agreed and intended to be applicable to situations covered by Section 1.1.4.1 of this Agreement.

4.2 Indemnification and Defense. The Requesting Party agrees to defend and indemnify the Responding Party against any claims brought or actions filed against the Responding Party or any officer, employee, or volunteer of the Responding Party for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provisions of assistance in responding to a request for assistance by the Requesting Party pursuant to this Agreement.

Under no circumstances, however, shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any

one party. The limits of liability for some or all of the parties may not be added together to determine the maximum amount of liability for any party.

The intent of this subdivision is to impose on each Requesting Party a limited duty to defend and indemnify a Responding Party for claims arising within the Requesting Party's jurisdiction subject to the limits of liability under Minnesota Statute Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims against multiple defendants from a single occurrence to be defended by a single attorney or a single law firm.

- 4.3 No Liability.** No party to this Agreement nor any officer, employee, agent or official of any Party shall be liable to any other Party or to any other person for failure of any Party to furnish assistance to any other Party, or for recalling assistance, both as described in this Agreement.

5. Charges to the Requesting Party

- 5.1** No charges will be levied by a Responding Party to this Agreement for assistance rendered to the Requesting Party under the terms of this Agreement pursuant to Section 1.1 hereof except as provided in Section 4 hereof. If assistance is provided under this Agreement pursuant to Section 1.2 hereof, the Responding Party may submit to the Requesting Party an itemized bill for the actual cost of any assistance provided pursuant to Section 1.2 herein, including salaries, overtime, materials and supplies and other necessary expenses and the Requesting Party will pay the Responding Party providing the assistance that amount.
- 5.2** Such charges are not contingent upon the availability of federal or state government funds.

6. Duration

This Agreement will be in force until terminated by any Party hereto. Any Party may withdraw from this Agreement and terminate this Agreement with respect to it upon thirty- days (30) written notice to the other party or parties to the Agreement.

7. Miscellaneous

- 7.1 Minnesota Law to Govern.** This Agreement will be governed by and construed in accordance with the substantive and procedural laws in the State of Minnesota without giving effect to the principles of conflict of laws. All proceedings related to this Agreement shall be venued in the State of Minnesota District Court for the Sixth Judicial District in Duluth, Minnesota.

7.2 **Execution in Counterparts.** This Agreement may be executed in any number of counterparts, each of which counterparts, when so executed and delivered, shall be deemed to be an original and all of which counterparts, taken together, shall constitute but one and the same Agreement.

8. **Execution**

Each Party hereto has the authority to enter into this Agreement, and has read, agreed to and executed this Mutual Aid Agreement on this date indicated.

This Agreement shall be construed as complementary to and not inconsistent with the provisions of Minnesota Statutes Section 12.331, which authorizes inter-agency disaster assistance. By signature below, the authorized representative of a governmental unit hereby enters into the foregoing agreement, effective upon the date of signature.

POLITICAL SUBDIVISION:

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

Dated: _____


COUNTY OF ST. LOUIS

BY:  _____

GORDON RAMSAY
Sheriff

BY:  _____

PATRICK BOYLE
Chair of County Board

BY:  _____
NANCY NILSEN / *Phil Chapman*
Auditor/Clerk of the Board / *Deputy Auditor*

APPROVED AS TO FORM &
EXECUTION:

KIMBERLY MAKI
St. Louis County Attorney

BY:  _____

THOMAS STANLEY
Assistant County Attorney

Dated: 3-31-23
2023-0187

The governing body resolutions or other authorizations to enter into this Agreement are attached hereto.



*Resolution
of the
Board of County Commissioners
St. Louis County, Minnesota*

Adopted on: February 28, 2023 Resolution No. 23-151

Offered by Commissioner: Harala

Sheriff's Office Law Enforcement Mutual Aid Agreement Update

WHEREAS, On March 22, 2005, the St. Louis County Board approved Resolution No. 05-153, authorizing the Sheriff to enter into law enforcement mutual aid agreements with the Minnesota Sheriffs' Association (MSA) District II Sheriffs' Offices; and

WHEREAS, The St. Louis County Board also approved Resolution No. 08-635 on December 2, 2008, to enter into law enforcement mutual aid agreements with participating police agencies within the MSA District II; and

WHEREAS, Due to the age of these agreements, few if any of those who authorized the previous mutual aid agreements remain in their positions, requiring an update to this agreement; and

WHEREAS, The intent of the agreement is to allow equipment, personnel, and other resources available to be shared among political subdivisions; and

WHEREAS, This agreement will supersede all previous mutual aid agreements with those agencies.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the execution of an updated Mutual Aid Agreement with the participating counties and police agencies which make up the Minnesota Sheriffs' Association District II.

RESOLVED FURTHER, That the appropriate County officials are authorized to sign and execute the agreement.

Commissioner Harala moved the adoption of the Resolution and it was declared adopted upon the following vote:

Yeas – Commissioners Harala, Grimm, McDonald, Musolf, Nelson, Jugovich and Chair Boyle – 7

Nays – None

STATE OF MINNESOTA
Office of County Auditor, ss.
County of St. Louis

I, **NANCY NILSEN**, Auditor of the County of St. Louis, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 28th day of February, A.D. 2023, and that this is a true and correct copy.

WITNESS MY HAND AND SEAL OF OFFICE at Duluth, Minnesota, this 28th day of February, A.D., 2023.

NANCY NILSEN, COUNTY AUDITOR

By:

Clerk of the County Board/Deputy Auditor



AGENDA REQUEST FORM

Date of Meeting: May 2, 2023

- County Board**
 - Consent Agenda**
 - Regular Agenda**
- 5 mins. 10 mins. 15 mins. Other
- Personnel Committee**
- Other** _____

Agenda Item: 2023 Equipment Rental

Department: Pine County Public Works



Department Head signature

Background information on Item:

2023 Equipment Rental Bids

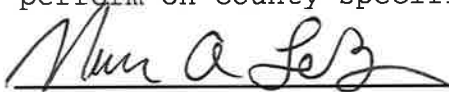
Action Requested:

Accept and Award

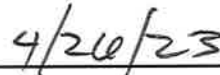
Financial Impact:

PINE COUNTY PUBLIC WORKS
ABSTRACT OF 2023 EQUIPMENT RENTAL BIDS

RECOMMENDATION: Accept all bids. Opportunities to be offered to bidders who provide the bid resulting in least cost to the County and subject to their ability to perform on County specified dates and the available County Funds.



Mark A. LeBrun, P.E.
County Engineer



Date

Equipment Rental Abstract of Bid

		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Advanced Lawncare & Landscaping 3950 North Road PO Box 526 Moose Lake, MN 55767	218-260-9197 juszczak393@gmail.com	B																	
Buetow Trucking, Excavating & Landscaping 4465 Red Hill Road Moose Lake, MN 55767	218-380-0135 mwbuetow@yahoo.com	B																	
Bonk's Sand & Gravel LLC 78865 Cty Road 61 Willow River, MN 55795	218-380-3132																		
C & T Contracting 8062 Willow Street Willow River, MN 55795	218-372-3995 218-340-6951 bubbafjosne@gmail.com	B C		A B															
Deer Valley Rental & Services 14427-580 th Street Pine City, MN 55063	952-873-9699 jcdeervalley@gmail.com																		
Hopkins Sand & Gravel 27760 Highway 35 Webster, WI 54893	715-866-4157 rick@hopkinsgravel.com																		
Louis Leustek & Sons, Inc. 1715 East Sheridan Street Ely, MN 55731	218-365-6161 218-341-3197 Louisleustek.sons@gmail.com																		
Northern Contractors, Inc. 2160 Tower Avenue Finlayson, MN 55735	320-233-7267 320-630-8286 northerncontractors@scicable.com			B															
Premier Asphalt 217 Main Street S Pine City, MN 55063	320-384-8657 newmancole07@gmail.com																		
Rabe Excavating, LLC 20726 King Rail Drive Hinckley, MN 55037	320-384-7805 320-980-4019 tlrabe@hotmail.com	B C		A B							A B								
Rocon Paving 20444-220 th Street McGrath, MN 56350	320-592-3581 218-838-1209 Brianroth99@yahoo.com																		
Rydberg and Sons, Inc PO Box 63 Pine City, MN 55063	320-629-2503 612-390-9042 rydbergandsons@gmail.com	B C		A B							A B								
Wolf Creek Dirt Works 89281 Oak Hill Road Sturgeon Lake, MN 55783	218-820-9653 klint@wceri.com	B		A							B								

EQUIPMENT RENTAL PRICES - ABSTRACT OF BIDS

Contractor	Make	Model	Digging Depth	Bucket Size	RATE Per Hour
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#1A BACKHOE/LOADER-RUBBER TIRED, w/operator

Name	Make	Model	Capacity	Per Hour
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#1B BACKHOE-2 cu.yd. or less, w/operator

Name	Make	Model	Capacity	Per Hour
Advanced Lawn Care	Kubota	U27-4	8' Multiple	\$ 145.00
Buetow Trucking/Excavating	JD	19E	14' 36"	\$ 140.00
Buetow Trucking/Excavating	JD	12C	17' 36"	\$ 150.00
C & T Contracting	CAT	320L	21' 1.75 cy	\$ 100.00
Rabe Excavating, LLC	JD	160G	20' 1.5 cy	\$ 140.00
Rabe Excavating, LLC	CAT	304E	10' 24"	\$ 100.00
Ryberg & Sons, Inc.	Volvo	160	20' 1.25 cy	\$ 119.00
Wolf Creek Dirt Works	CAT	316B1	28' 4'	\$ 175.00
Wolf Creek Dirt Works	CAT	312 BLGP	24' 3'	\$ 150.00
Wolf Creek Dirt Works	CAT	305 E2	12.5' 12" & 30"	\$ 150.00

#1C BACKHOE-2 cu.yd. or larger, w/operator

Name	Make	Model	Capacity	Per Hour
C & T Contracting	Komatsu	220 LC	22' 2 cy	\$150.00
Rabe Excavating, LLC	Cat	330C	28' 3 1/2 cy	\$175.00
Rydberg & Sons, Inc.	JD	350	25'	\$147.00
Rydberg & Sons, Inc.	VOLVO	360	30'	\$187.00

#2 PULL-TYPE SCRAPER & TRACTOR, w/oper

Self-propelled, w/operator (Note what type)

Name	Make	Model	Capacity	Per Hour
C & T Contracting	Steiger	310	14 cy Pull Type	\$ 150.00
Rydberg & Sons, Inc.	Terex	TS24	14 cy Self Propelled	\$ 275.00
Rydberg & Sons, Inc.	Terex	TS24	24 cy Self Propelled	\$ 385.00
Wolf Creek Dirt Works	Ford	9680	4 X 4 8 wheel 20' Brush Disc	\$ 275.00

EQUIPMENT RENTAL PRICES - ABSTRACT OF BIDS

Contractor	Make	Model	Digging Depth	Bucket Size	RATE Per Hour
#3a DOZER,w/oper A.small (e.gD5 or smaller)					
Name	Make	Model	Capacity		Per Hour
C & T Contracting	CAT	D5MLGP	10-6 way		\$ 95.00
C & T Contracting	CAT	D4HLGP	10-6 way		\$ 95.00
Rabe Excavating, LLC	JD	450J LGP			\$ 130.00
Rydberg & Sons, Inc.	JD	650 LGP			\$ 99.00
Rydberg & Sons, Inc.	CAT	D4HLGP			\$ 99.00
Wolf Creek Dirt Works	CAT	D2	10' Blade Grade Asst		\$ 180.00
#3b DOZER,w/oper B.large (e.gD6 or larger)					
Name	Make	Model	Capacity		Per Hour
C & T Contracting	CAT	D6HLGP	13'6"		\$ 150.00
Northern Contractors, Inc	JD	750C	12' 6 way		\$ 160.00
Rabe Excavating, LLC	JD	700JLGP			\$ 165.00
Rydberg & Sons, Inc.	CAT	D6NLPG			\$ 165.00
Rydberg & Sons, Inc.	CAT	D8R			\$ 275.00
#4 DUMP TRUCK w/driver					
Name	Make	Model	Capacity		Per Hour
Buetow Trucking/Excavating	Sterling		14 cy		\$ 125.00
Buetow Trucking/Excavating	Ford		14 cy		\$ 125.00
C & T Contracting	Sterling		12 cy		\$ 85.00
Rabe Excavating, LLC	Sterling		12 cy		\$ 95.00
Rabe Excavating, LLC	Ford		12 cy		\$ 95.00
Rydberg & Sons, Inc.	Ford		12 cy		\$ 95.00
Rydberg & Sons, Inc.	Sterling		14 cy		\$ 95.00
Wolf Creek Dirt Works	Mack	RD6885	12-13 cy		\$ 115.00
Wolf Creek Dirt Works	Mack	CXN613	16-18 cy		\$ 125.00

EQUIPMENT RENTAL PRICES - ABSTRACT OF BIDS

Contractor	Make	Model	Digging Depth	Bucket Size	RATE Per Hour
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#5 TRACTOR/BELLY DUMP w/driver

Name	Make	Model	Capacity	Per Hour
Rydberg & Sons, Inc.	Various		Belly Dump	\$ 114.00
Rydberg & Sons, Inc.	Mack		Side Dump	\$ 114.00

#6 TRACTOR/LOWBOY TRAILER w/driver

Name	Make	Model	Capacity	Per Hour
C & T Contracting	Pete	378	50T	\$ 125.00
Rydberg & Sons, Inc.	Mack	CL713	55T	\$ 135.00

#7 HAY BALE MULCHER w/operator

Name	Make	Model	Capacity	Per Hour
Rydberg & Sons, Inc.	Columbia		Square Bale	\$ 95.00

#8 FRONT END LOADER 4 cy or lgr., w/operator

Name	Make	Model	Capacity	Per Hour
Buetow Trucking/Excavating	Case	821B	4 CY	\$ 135.00
Northern Contractors, Inc.	Komatsu	380-5	4.5 cy	\$ 140.00
Rabe Excavating, LLC	Komatsu	470-6	6 CY	\$ 145.00
Rabe Excavating, LLC	CAT	972G	6 CY	\$ 145.00
Rydberg & Sons, Inc.	Volvo	150	6 CY	\$ 99.00
Rydberg & Sons, Inc.	CAT	980G	8 CY	\$ 135.00

EQUIPMENT RENTAL PRICES - ABSTRACT OF BIDS

Contractor	Make	Model	Digging Depth	Bucket Size	RATE Per Hour
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#9 MOTOR GRADER, w/operator

Name	Make	Model	Capacity	Per Hour
Buetow Trucking/Excavating	JD	570A	12'	\$ 200.00
C & T Contracting	CAT	140G	12'	\$ 125.00
Northern Contractors, Inc.	JD	670B		\$ 140.00
Rydberg & Sons, Inc.	JD	772CH	14'	\$ 145.00

#10a Compactor Tow-Type

Name	Make	Capacity	Per Hour
Rabe Excavating, LLC	IR	54"	\$ 80.00
Rydberg & Sons, Inc.	American	60"	\$ 85.00

#10b Compactor Self-Propelled

Name	Make	Capacity	Per Hour
Rabe Excavating, LLC	IR Smooth & Sheepsfoot	54"	\$ 80.00
Rydberg & Sons, Inc.	BOMAG	72"	\$ 95.00
Wolf Creek Dirt Works	Dynapac	54" Sheepfeet	\$ 80.00

#11 Skid Steer Rotary Cutter or Drum Mulcher

Name	Make	Capacity	Per Hour
Advanced Lawncare	Cat 299D3	Drum 6 + inches	\$ 225.00
Deer Valley Rental	Cat 287D	Rotary up to 8"	\$ 250.00
Rabe Excavating, LLC	Cat 287D	Drum	\$ 140.00
Rydberg & Sons, Inc.	Bobcat 770		\$ 99.00
Wolf Creek Dirt Works	Cat 299 XHP	1.24 cy Rotary	\$ 150.00
Wolf Creek Dirt Works	Cat 277	1 cy Rotary	\$ 120.00
Wolf Creek Dirt Works	Cat 299 XHP	Drum	\$ 225.00

#12 Rubber Track Skid Steer w/operator

Name	Make	Model	Capacity	Per Hour
Buetow Trucking/Excavating	Bobcat	753	72"	\$ 100.00
C & T Contracting	Cat	277C		\$ 100.00
Deer Valley Rental	Cat	287D	3600 #	\$ 200.00
Northern Contractors, Inc.	Bobcat	T770		\$ 100.00
Rabe Excavating, LLC	Cat	287D	84"	\$ 100.00
Rydberg & Sons, Inc.	Bobcat	770		\$ 99.00

#13 Tree Feller/Buncher w/operator

Name	Make	Model	Capacity	Per Hour
Rabe Excavating, LLC	Cat	287D	Rubber Track Shear Head	\$ 140.00

EQUIPMENT RENTAL PRICES - ABSTRACT OF BIDS

#14 BITUMINOUS CRUSHING
Crushing & Loading or Stockpiling Per Cubic Yard

Louis Leustek & Sons, Inc.	\$	8.650 per CY
Rydberg & Sons, Inc.	\$	7.190 per CY

#15 Type SPWEB240B Wear Mixture Per Ton

Rocan Paving	\$	165.000 per T N of TH 48
Rocan Paving	\$	175.000 per T S of TH 48
Premier Outdoors	\$	150.000 per T N of TH 48
Premier Outdoors	\$	150.000 per T S of TH 48

#16 CRUSHING SALVAGED CONCRETE Per Cubic Yard

Louis Leustek & Sons, Inc.	\$	12.050 per CY
Rydberg & Sons, Inc.	\$	10.980 per CY

#17 Gravel Crushing Per Cubic Yard

Louis Leustek & Sons, Inc.	\$	6.60 per CY
Rydberg & Sons, Inc.	\$	4.39 per CY

#18 WINTER MAINTENANCE SAND
Specification for Winter Sand 3126 Mod.

3/8"	100%	#30	10 - 60%
#4	85 - 100%	#50	3 - 60%
#8	50 - 100%	#100	9 - 10%
#16	25 - 85%	#200	0 - 2%

1000 C.Y. more or less F.O.B. Your Pit Location

Bonk's Sand & Gravel	\$	3.25 per CY
Hopkins Sand & Gravel	Clark Pit	\$ 3.71 per CY Loaded
Northern Contractors, Inc.	\$	3.10 per CY



AGENDA REQUEST FORM

Date of Meeting: 05/02/2023

- 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:

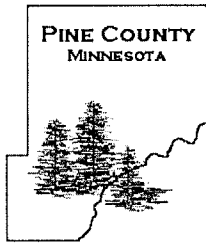
HHS recently held interviews for a vacant adult mental health social worker position. The position was offered to and accepted by Brenda Danielson, contingent on board approval. If approved, Brenda would begin her employment with Pine County on May 8, 2023 at Grade 10, Step 6 (\$32.05/hour). Brenda is a previous employee and has years of experience in social work.

Action Requested:

Approve the hiring of Brenda Danielson as a social worker, effective May 8, 2023 (Grade 10, Step 6 - \$32.05/hour).

Financial Impact:

The position is contained in the HHS budget.



AGENDA REQUEST FORM

Date of Meeting: May 2nd, 2023

- County Board**
 - Consent Agenda
 - Regular Agenda
- 5 mins 10 mins 15 mins Other
- Personnel Committee**
- Other** _____

Agenda Item: Approve New Probation Hire

Department: Probation

Department Head signature

Background information on Item:

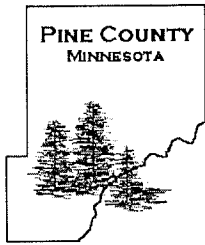
Taylor Gustafson has been recommended for hire as a Senior Corrections Agent in the Probation Department. She is tentatively scheduled to start on May 8th, 2023. This is contingent on the successful passing of a background investigation and a negative pre-employment urinalysis.

Action Requested:

Consider the hire of Taylor Gustafson, Senior Corrections Agent, effective May 8th, 2023, Grade 10, \$27.18 per hour. This is contingent on the successful passing of a background investigation and a negative pre-employment urinalysis.

Financial Impact:

Probation has allocated for this position and is within budget for 2023.



AGENDA REQUEST FORM

Date of Meeting: May 2nd, 2023

- County Board**
 - Consent Agenda
 - Regular Agenda
- Personnel Committee
- Other _____

5 mins 10 mins 15 mins Other

Agenda Item: Request for Overnight Training

Department: Probation

Terry Fawcett
Department Head signature

Background information on Item:

Probation Director Terry Fawcett has been invited to be a panelist at the national conference, "Community-Led Juvenile Diversion: Building a New Paradigm in Youth Justice", as hosted by the Center for Civility, an initiative of UC-San Diego and the National Conflict Resolution Center.

Action Requested:

Consider approval for Probation Director Terry Fawcett to attend the conference and participate as a panelist for the Government & Law Enforcement Partners section. Fawcett will be gone June 2nd-5th.

Financial Impact:

Probation Director Fawcett is receiving a stipend to attend, and will be applied to the cost of transportation, lodging, and meals. No county dollars will be spent.

Central Minnesota Emergency Medical Services Region

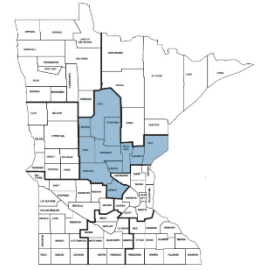
Marion Larson
Regional EMS Coordinator
2/6/23

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➤ Organizational History	3
➤ Programs	5
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➤ Solutions.....	10
➤ Conclusion.....	10

Executive Summary

Minnesota has 8 Emergency Medical Services (EMS) Regions. The Central Minnesota Emergency Medical Services (CMEMS) Region supports pre-hospital EMS agencies across an 11-county member area. We serve first responders, fire departments, law enforcement agencies and ambulance services. Our mission is to, *“Promote and support a coordinated system for local Emergency Medical Services.”*



CMEMS fulfills its mission by supplying equipment grants, training grants, Critical Incident Stress Management (CISM) services and EMS coordination to our stakeholders.

The 8 EMS Regions across Minnesota continually struggle to obtain stable and adequate funding. Over the past 40 years, Federal funds, Trunked Highway appropriations, Minnesota General fund dollars and EMS Relief funding have supported the EMS Regions. Systematically, each funding mechanism was depleted, and the Regions sought out the next funding source. The 8 EMS Regions’ current funding has dwindled to an unsustainable level.

Exacerbating the decline in funding, in November 2022, the Minnesota Office of the Legislative Auditor (OLA) Financial Division released a performance audit of the Emergency Medical Services Regulatory Board (EMSRB). Several of the findings directly impact the EMS Regions. The most pressing finding is the interpretation of Mn Statute 169.686 subd. 3, which limits allowable expenditures to:

- Personnel education and training
- Equipment and vehicle purchases
- Operational expenses of emergency life support transportation (ambulances) services

CMEMS historically has used EMS Relief Fund dollars to support programming, CISM services, EMS Coordination and CMEMS operational expenses. Starting January 1, 2023, CMEMS will be unable to support operations, EMS Coordination with ESMS Relief Fund dollars. This will create a budgetary shortfall starting the next fiscal year, July 1, 2023 (Figure 5). Without additional funding CMEMS will be unable to continue its current operations and will have to drastically reduce services and programs.

Recommendations

The CMEMS Joint Powers Board supports:

- an increase of funding from the State Legislature that will fully fund the operations and programming of CMEMS
- broadening the language of the EMS Relief funds grant (Mn Statute 169.686 subd. 3) to include mental health support as an allowable expense. Ensuring that CISM services remain available and at no-cost to our stakeholders is vital to our EMS workforce [Update 2/6/27: The Emergency Services Regulatory Board has agreed to accept CISM expenditures as an allowable expense for EMS Relief funds, however this declining funding may not be adequate to fund the program.]

➤ Who We Are

The Central Minnesota Emergency Medical Services (CMEMS) Region serves fire departments, first responder groups, law enforcement agencies and ambulance services throughout Benton, Cass, Crow Wing, Kanabec, Mille Lacs, Morrison, Pine, Stearns, Todd, Wright, and Wadena counties. There are over 200 agencies served. We support a systematic, cost-effective EMS system throughout our region. Our 11-county area varies from urban to “super rural.” It is no surprise that the delivery of emergency medicine is as varied as our geography. It is comprised of a mixture of volunteer and paid departments, first responders, fire fighters, law enforcement officers, Emergency Medical Technicians (EMTs) and paramedics. We serve those who answer the call to 911.

➤ Organizational History

The Central Minnesota EMS Region was originally established in 1981 as the Central Minnesota Emergency Services Council, a non-profit, private EMS development corporation. The Council served 14 counties in Central Minnesota. In 2001, the 14 Counties in Central Minnesota submitted a competing grant application and were awarded the grant from the EMS Regulatory Board. The Central EMS Region has operated as a Joint Powers Board ever since. Between 2014-2019, Chisago, Isanti, and Sherburne Counties exited the Joint Powers Agreement to collaborate with the Metro EMS Region. CMEMS currently has 11 member counties.

Funding History

The first funding for the EMS Council was established through Federal Block grants. This was their primary source of funding from 1981-1989. As the Federal funding diminished, in 1989 the State of Minnesota created the EMS Relief fund to support the EMS Regions and provided a Trunked Highway appropriation. The annual amount of the EMS Relief Fund varied, but the Trunked Highway dollars provided \$115,000 to each EMS Region. The EMS Council believed that the Trunked Highway dollars were, “a much more stable, long-term solution for EMS Funding”. However, this funding source would be short lived. In 2000, the Minnesota Legislature amended section 161.20, subd. 3, adding that “[p]ayment of expenses related to sales tax, bureau of criminal apprehension laboratory, office of tourism kiosks, Minnesota safety council, tort claims, driver education programs, **emergency medical services board [EMSRB]**, and Mississippi River parkway commission do not further a highway purpose and do not aid in the construction, improvement, or maintenance of the highway system.” Minn. Laws 2000, ch. 479, art. 2, sec. 4. The Minnesota Legislature converted the source of appropriation for each party from the Trunked Highway Fund to the General Fund. This General Fund appropriation is still the primary source of funding for the EMS Regions.

Funding Today

The Central EMS Region is funded through an annual allocation from the State’s General Fund, which was renamed in 2022 from “*EMS Support grant*” to “*EMS Fund*”, and the funds collected from seatbelt citations, which is the “*EMS Relief Fund*.” These funding mechanisms have largely remained unchanged for over 20 years. Our organization relies on the EMS Fund and the EMS Relief Fund to sustain operational and programmatic expenditures.

EMS Fund (Support Grant)

The revenue from the EMS Fund (Support grant) has decreased since its inception in 1989. The annual EMS Fund allocation has remained stagnant since FY15, at only \$73,125.

In FY22, the State Legislature provided the EMS Regions with a “One-Time” allocation of an additional \$100,000 for each year of the FY22-23 biennium. At this time, that additional funding will expire on June 30, 2023, and CMEMS will revert to receiving \$73,125 annually.

EMS Relief Fund

While the EMS Fund (Support grant) has remained steady, the EMS Relief account has varied significantly. Since the early 2000s, the number of Minnesotans buckling their seatbelt has been steadily increasing. This has saved lives and reduced injuries but has also decreased the seatbelt citation revenue which funds the EMS Relief fund. At the peak in FY11, the EMS Relief fund provided CMEMS with \$226,647.68. Compared to FY21, the EMS Relief fund provided CMEMS with just \$44,817, a decrease of nearly 80%. The dollars from the EMS Relief grant have historically assisted CMEMS in providing training grants, equipment grants, Critical Incident Stress Management (CISM) services, EMS Coordination and supporting the operations of CMEMS.

➤ Programs

CMEMS is a hub for many programs. We are known for four main programs:

1. Equipment Grants
2. Training Grants
3. Critical Incident Stress Management (CISM) services
4. EMS Coordination

Equipment Grants

When funding is available, CMEMS provides opportunities for our stakeholders to apply for equipment grants. Our fire departments, law enforcement agencies, first responder organizations and ambulance services all need equipment to respond to medicals and to communicate with one another. Equipment purchased from funds distributed from CMEMS include, but is not limited to: medical bags, patient care supplies, ARMER radios, and Automated External Defibrillators (AEDs). This equipment directly improves patient care that is provided by our responders. Since 2012, CMEMS has provided over \$100,000 in equipment grants to our stakeholders. Equipment grants are regularly requested by our stakeholders, but as funding has decreased, this program has been paused until additional funding is secured.

	2012	2013	2014	2015	2016	2017	2020	Total per County
Benton	\$1,000.00	\$1,000.00	\$1,994.54	\$0.00	\$1,000.00	\$1,500.00	\$500.00	\$6,994.54
Cass	\$1,000.00	\$2,500.00	\$1,445.26	\$0.00	\$388.03	\$1,500.00	\$0.00	\$6,833.29
Crow Wing	\$2,150.00	\$2,999.00	\$2,475.00	\$0.00	\$1,997.55	\$1,500.00	\$1,500.00	\$12,621.55
Kanabec	\$870.00	\$1,500.00	\$500.00	\$0.00	\$495.00	\$0.00	\$500.00	\$3,865.00
Mille Lacs	\$1,000.00	\$3,000.00	\$911.95	\$0.00	\$1,453.78	\$1,000.00	\$0.00	\$7,365.73
Morrison	\$2,000.00	\$2,000.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$500.00	\$9,000.00
Pine	\$370.00	\$2,500.00	\$500.00	\$0.00	\$1,188.09	\$1,483.00	\$0.00	\$6,041.09
Sherburne	\$2,000.00	\$3,888.95	\$835.95	\$0.00	\$1,000.00	\$500.00	X*	\$8,224.90
Stearns	\$810.00	\$4,839.00	\$2,870.99	\$0.00	\$3,500.00	\$7,487.17	\$2,472.82	\$21,979.98
Todd	\$1,000.00	\$2,240.00	\$925.00	\$0.00	\$500.00	\$805.44	\$500.00	\$5,970.44
Wadena	\$1,000.00	\$729.98	\$500.00	\$0.00	\$500.00	\$500.00	\$497.49	\$3,727.47
Wright	\$1,000.00	\$2,158.00	\$500.00	\$0.00	\$1,000.00	\$1,839.48	\$1,000.00	\$7,497.48
Totals	\$14,200.00	\$29,354.93	\$14,958.69	\$0.00	\$14,522.45	\$19,615.09	\$7,470.31	\$100,121.47
*Sherburne County exited the CMEMS IPB January 1, 2019, and was not eligible for equipment grants								
**Due to lack of funding, there were no equipment grants in 2015								

Training Grants

It is critical that our communities can trust that they have medical responders that are credentialed and receive ongoing training. Historically, CMEMS has provided partial reimbursement to agencies for the initial certification or recertification of their personnel as Emergency Medical Responders (EMR) and Emergency Medical Technicians (EMT). This empowers our agencies to select the education provider of their choice and keep the training local. Table 2 illustrates that between FY10-FY18, CMEMS provided stakeholder agencies nearly \$409,000 in training reimbursement. As funding has diminished, CMEMS was not able to provide training reimbursement in FY2018-2020.

	# of eligible agencies each county	Amount Reimbursed FY10-12	Amount Reimbursed FY10-14	Amount Reimbursed FY14-16	Amount Reimbursed FY16-18	Total
Benton	7	\$3,100.00	\$4,430.00	\$6,054.00	\$9,344.00	\$22,928.00
Cass	29	\$2,615.00	\$5,968.00	\$4,474.00	\$3,218.00	\$16,275.00
Crow Wing	34	\$6,370.00	\$6,920.00	\$13,237.00	\$10,662.00	\$37,189.00
Kanabec	7	\$0.00	\$0.00	\$2,440.00	\$600.00	\$3,040.00
Mille Lacs	15	\$2,645.00	\$10,674.00	\$8,672.00	\$5,802.00	\$27,793.00
Morrison	24	\$7,410.00	\$16,124.00	\$12,392.00	\$3,892.00	\$39,818.00
Pine	15	\$2,565.00	\$1,812.00	\$2,050.00	\$7,617.80	\$14,044.80
Sherburne	11	\$1,610.00	\$7,462.00	\$6,026.00	\$10,370.00	\$25,468.00
Stearns	43	\$18,025.00	\$28,636.00	\$43,664.00	\$37,956.00	\$128,281.00
Todd	18	\$1,870.00	\$11,910.00	\$12,206.00	\$4,370.00	\$30,356.00
Wadena	9	\$2,820.00	\$4,970.00	\$4,498.00	\$100.00	\$12,388.00
Wright	22	\$3,490.00	\$19,483.65	\$15,495.92	\$12,590.00	\$51,059.57
Totals	234	\$52,770.00	\$118,389.65	\$131,208.92	\$106,521.80	\$408,890.37

Minnesota is experiencing a workforce shortage of pre-hospital EMS providers. Our agencies have identified that it can be difficult to get interested staff credentialed due to class inaccessibility and cost. In 2022, CMEMS instituted a pilot program for training EMTs. We contracted with Ridgewater College to host a hybrid EMT course. This course included eight weeks of in-person training and eight weeks of online learning. The pilot program had 19 students who represented local ambulance services, fire departments and law enforcement agencies. CMEMS used grant dollars to pay the tuition for each student and coordinated the class. This class was successful, with many of the students obtaining their National EMT certification. Due to its success, the Region is planning to expand this program in the spring of 2023. We intend to contract with Ridgewater College and NorthPoint Training to expand access to EMT training for our agencies throughout the region. Contracting with both educational programs will alleviate the financial burden and locate classes in areas that need EMTs.

Critical Incident Stress Management

CMEMS plays a vital role in supporting the mental health and resiliency of our pre-hospital EMS workforce. The Central Region supported a Critical Incident Stress Management team (CISM) before becoming a Joint Powers board in 2001. Our CISM team combines peers and mental health providers who volunteer their time and talents to support our stakeholders. CMEMS partners with the Benton County Sheriff's Office to receive incoming requests for CISM services. Their Public Safety Telecommunicators (PST) relay those calls for help to the on-duty team member. The CISM team member works with the requesting agency to set up the services needed.

Critical Incident Management Team Activities (Debriefings, Defusings, Peer Support)

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Call-Outs	24	43	30	33	31	30	36	22	26	9**	25	30*
** Call outs reduced due to COVID lock downs *Final call-out data has not been finalized										Total: 339		

CISM services are available to any of our stakeholder agencies in our 11 counties. Whether the agency is in Federal Dam or Albertville, Wadena or Sandstone, the CISM team provides them with onsite services. While volunteer CISM team members are not compensated for their time, there are costs to ensuring the services are available, such as: team member mileage reimbursement, CISM class costs, team member on-going education and general supplies.

EMS Coordination

All of Minnesota’s EMS Regions play a pivotal role in the coordination and support of our EMS system. CMEMS accomplishes this through our Regional EMS Coordinator, who interfaces with local responders, state agencies and policy makers. CMEMS is the hub for our stakeholders to receive information and subject matter expertise.

Because CMEMS is connected to our pre-hospital EMS providers across 11 counties, external organizations often look for our Regional EMS Coordinator’s assistance to make their programs successful. Some of the external organizations include, the Minnesota Department of Health, the American Heart Association, the Health Systems Preparedness Program, Regional Trauma Advisory Committee, the Emergency Medical Services Regulatory Board (EMSRB) education work group, the EMSRB EMS workforce retention workgroup and many others.

The Regional EMS Coordinator provides support to EMS agencies through:

- Coordination and distribution of Personal Protective Equipment (PPE) to ambulance services during public health emergencies
- Coordination for deployment of the appropriate EMS resources during disasters and mass casualty events
- Provide situational awareness and dissemination of information during civil unrest, pre-planned events, and emergencies
- Purchased and deployed sanitization devices for each ambulance service in the region during COVID-19
- Coordination of Fit Testing for public safety agencies in response to public health emergencies
- Provide naloxone training to public safety agencies across the region and distribute naloxone since 2015
- Provide public safety agencies with templates and support for internal naloxone policies

- Partner with Emergency Departments to provide naloxone to high-risk patients upon discharge
- Coordination of a multidiscipline fatality review committee focusing on opiate overdoses

In addition to the individual support for stakeholders, the Regional EMS Coordinator is also responsible for the daily administration, reporting and execution of the grant requirements.

➤ Critical situation

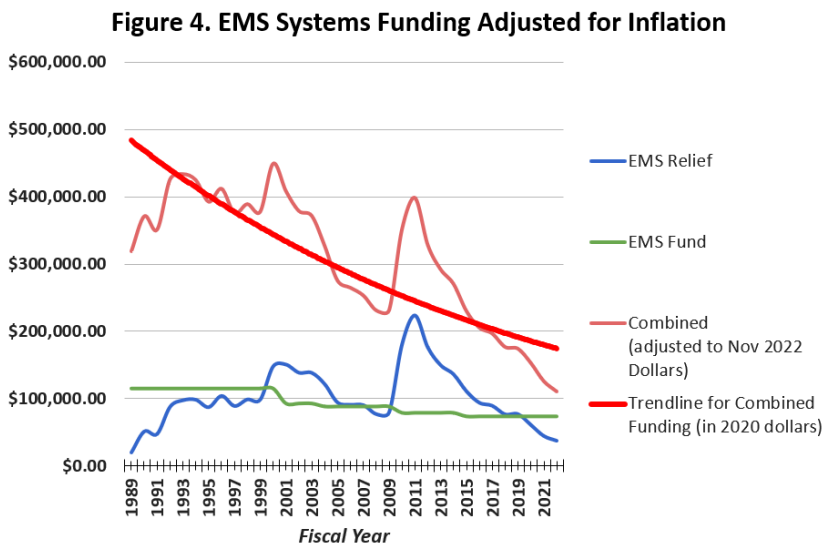
Minnesota’s EMS Regions find themselves in the middle of two funding emergencies that are occurring simultaneously:

- **Decreasing funds**
- **New EMS Relief Fund limitations**

Decreasing funds

The EMS Fund Grant dollars have remained stagnant, and revenue collected from seatbelt citations has decreased to 1/5 of its peak. This means that CMEMS has fewer dollars to operate and conduct programming.

Fig. 4. shows the historical revenue of the EMS System adjusted to 2022 dollars. In FY21, the combined revenue for each EMS Region was \$117,975.97. This is less than the \$135,340.00 each Region received in FY1989. Today, the amount received in 1989 would be nearly \$325,000 when adjusted to 2022 dollars. It’s easy to see that the funding is not only declining, but inflationary increases also add additional stress on an already strained budget.



In response to the decline in funding, CMEMS has suspended programs and declined to fill staff vacancies. At its peak, CMEMS employed 1.6 FTEs, but is currently working with just 1.0 FTE. The role of the 0.6 FTE has historically fulfilled administrative support functions for regional programming, outreach, and office management. In the absence of the administrative support person, the Regional EMS Coordinator fulfills the roles of both the coordinator and administrative support.

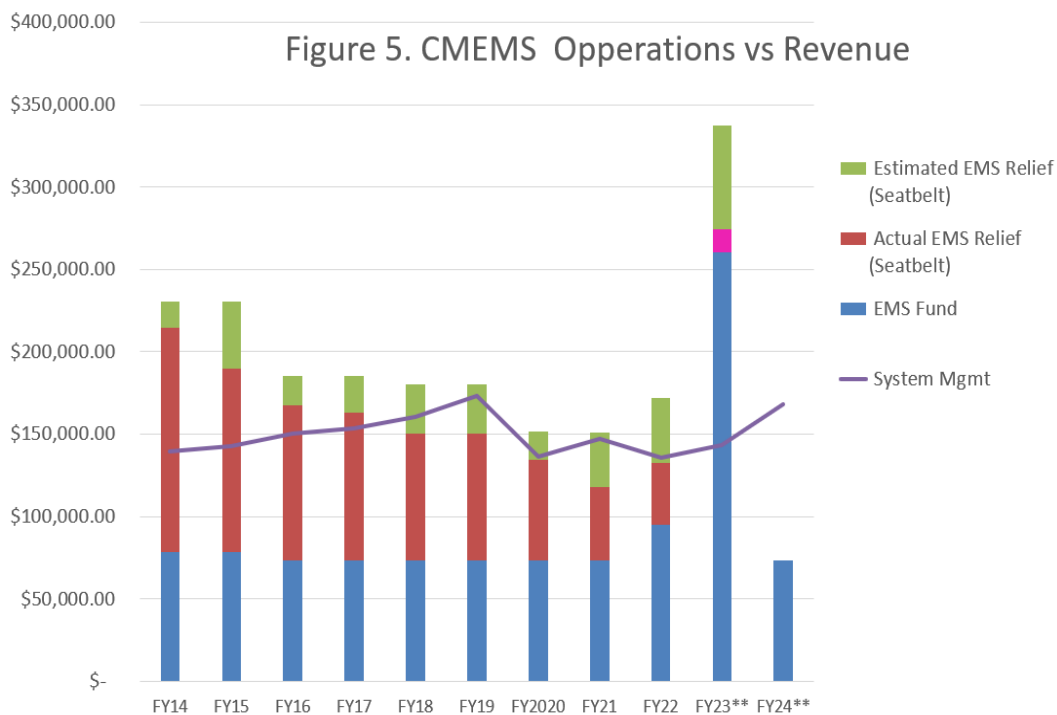
EMS Relief Account Limitations

In 2022, the Emergency Medical Services Regulatory Board (EMSRB) was the subject of two investigations from the Minnesota Office of the Legislative Auditor (OLA). The OLA focused on the EMS system of Minnesota and the financial practices of the EMSRB. While CMEMS was not the focus of either audit, there were several findings or recommendations that do directly reference the 8 EMS Regions.

The most impactful finding is the interpretation of the EMS Relief grant statute (169.686 subd. 3). Starting January 1, 2023, these funds can only be spent on:

- *Personnel education & training*
- *Equipment & vehicle purchases*
- *Operational expenses of emergency life support transportation (ambulance) services*

Historically, CMEMS was permitted to use EMS Relief funds to subsidize our operational expenses, and various programs. The operational expenditures will no longer be an allowed use of EMS Relief funds starting in 2023. Due to the “One-Time” Funding increase for the FY22-FY23 biennium, CMEMS will have the ability to continue operations with limited impacts until June 30, 2023. However, the new limitations on the EMS Relief Fund will cause us to have a shortfall starting July 1, 2023. The EMS Fund (Support Grant) alone will not be enough for CMEMS to maintain current operations. Failure to obtain additional funding will require additional reduction of services.



**System Mgmt is the combined budgeted staff costs and overhead*

➤ Solutions

Utilizing a Regional EMS Coordinator is a cost-effective, systematic way provide services to our stakeholders throughout the 11-county area. The Central Minnesota EMS Region Joint Powers Board (JPB) supports an increase of the EMS Fund (Support dollars) from the State Legislature that will fully fund the operations and programming of CMEMS.

The Board also supports broadening the language of the EMS Relief funds grant (Mn Statute 169.686 subd. 3) to include mental health support as an allowable expense. In January of 2023, the Emergency Medical Services Regulatory Board did agree that CISM services would fit within the scope of appropriate EMS Relief fund expenditures. This is a positive move for CMEMS, but the revenue collected form seatbelt citations is unstable and inadequate. Ensuring that CISM services remain available and at no-cost to our stakeholders is vital to our EMS workforce.

➤ Conclusion

Since September 11, 2001, all of Minnesota's 8 EMS Regions have been tasked with greater planning and coordination activities including partnerships involving Hospital Preparedness Programs, Emergency Management, Homeland Security & Emergency Management (HSEM), State and Local Public Health, Behavioral Health, and the Department of Public Safety. This important work has come largely, with an unfunded expectation that the CMEMS has the capacity and capabilities to support the work.

Not long ago, the Central Minnesota EMS Region had staffing and funding to offer training programs, workshops, equipment grants, regional coordination and public education. The lack of funding has resulted in reductions of staff, programs, regional education and equipment grant projects. The dramatic decrease in funding and the new limited use of EMS Relief dollars, have pushed CMEMS to a critical point. Without additional funding, CMEMS will be unable to provide EMS Coordination and the current programming to our stakeholders starting July 1, 2023. This will leave our fire, first responder, law enforcement agencies and ambulance services without the resources they currently rely on.



AGENDA REQUEST FORM

Date of Meeting: May 2, 2023

- County Board**
 - Consent Agenda
 - Regular Agenda 5 mins. x 10 mins. ___ 15 mins. ___ Other ___

- Personnel Committee**

- Other** _____

Agenda Item: Solid Waste Certificate of Need Request

Department: Solid Waste

Caleb Anderson
 Department Head signature

Background information on Item:

In 2016 the East Central Solid Waste Commission (ECSWC) was granted a Certificate of Need (CON) from the Minnesota Pollution Control Agency (MCPA) for the existing landfill space. Since that time the ECSWC has been filling its permitted landfill at a faster rate than was forecasted in the CON at that time. To open more landfill area, a new CON is needed, with forecasted garbage disposal needs for the next ten years.

The requirements of a CON request are provided in [MN Chapter 9215.0900](#).

County staff have reviewed the past garbage disposal rate, county recycling rate, and projected population change for the next ten years and have recommended a CON request reflective of a 2% annual increase in landfilled tonnage. See reverse of this page for pertinent charts.

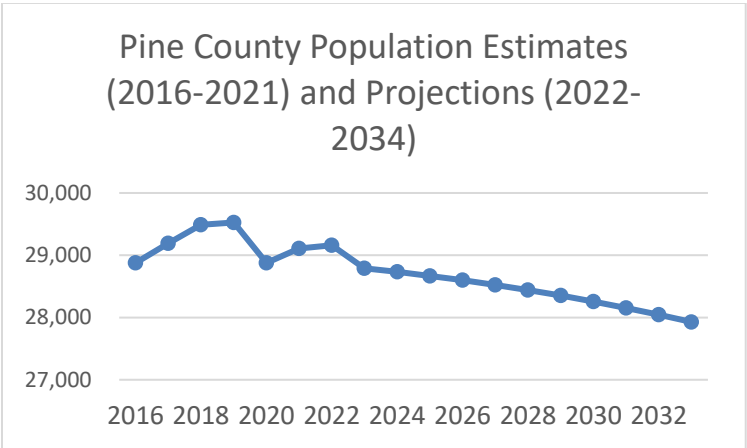
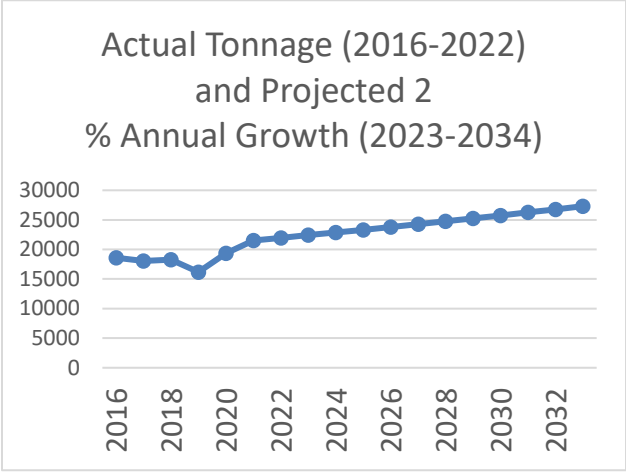
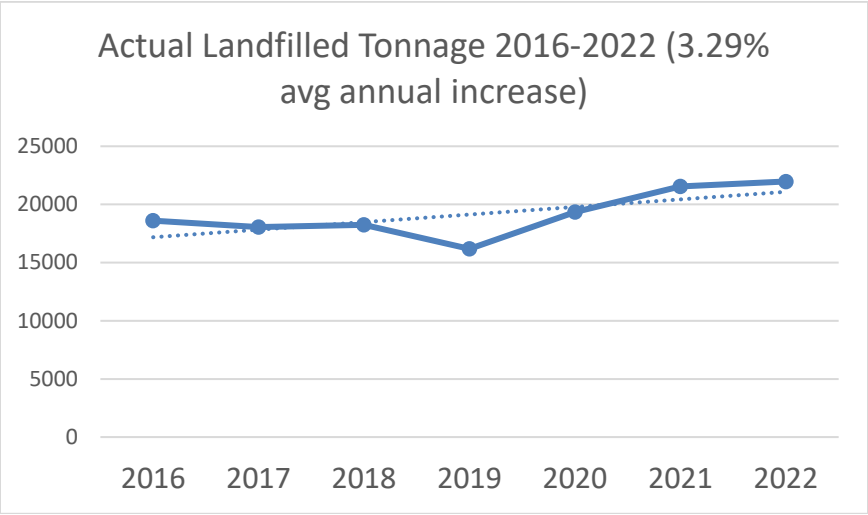
Action Requested:

Authorize County Board Chair a letter to the ECSWC requesting the following landfill tonnage for the next ten years.

2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
22,412	22,861	23,318	23,784	24,260	24,745	25,240	25,745	26,260	26,785

Financial Impact:

The cost of managing the ECSWC landfill is managed by the ECSWC and does not impact the budget of the Pine County Board of Commissioners.





PINE COUNTY

635 Northridge Drive NW
Suite 200
Pine City, MN 55063
1-800-450-7463 Ext. 1620
Fax: 320-591-1628

Commissioners

Steve Hallan – Dist. 1
Josh Mohr – Dist. 2
Terry Lovgren – Dist. 3
J.J. Waldhalm – Dist. 4
Matt Ludwig – Dist. 5

05/03/2023

East Central Solid Waste Commission
C/O Janelle Troupe
1756 180th Ave
Mora, MN 55051

RE: Entity Asking for Certificate of Need

Pine County is sending this letter of estimated tonnages of municipal solid waste (MSW), construction and demolition waste (C&D) and industrial waste that will be sent to the East Central Solid Waste Commission landfill for the years 2023-2032. Our purpose in sending these estimates is for the Certificate of Need (CON) request that is being sent to the Minnesota Pollution Control Agency (MPCA), on behalf of the member counties of the East Central Solid Waste Commission.

Pine County recognizes that the landfill is being used at a higher rate than was forecasted in our 2016 Certificate of Need, and additional capacity is needed. The following waste estimates have been approved by the Pine County Board of Commissioners

2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
22,412	22,861	23,318	23,784	24,260	24,745	25,240	25,745	26,260	26,785

These numbers represent a 2% of additional waste to be produced each year. Pine County forecasted a similar annual increase for the years 2016-2022 and found that to be an accurate estimate.

The County continues to improve its recycling programming in an effort to reduce our need for landfill space. A few activities since 2016 include the opening of three staffed recycling centers (two of which collect bulky recyclables such as tires and electronics), the opening of a household hazardous waste facility in Pine City as well as the recent construction of a second household hazardous waste facility in Willow River. Despite these local investments in recycling, Pine County acknowledges that recycling contractors and markets are very limited and additional landfill space should be reflected on our CON to ensure reliable and safe garbage disposal for our residents.

Thank you for your consideration.

Sincerely,

Stephen M. Hallan
Chair, Pine County Board of Commissioners



AGENDA REQUEST FORM

Date of Meeting: May 2, 2023

- County Board**
 - Consent Agenda
 - Regular Agenda
- 5 mins. 10 mins. 15 mins. Other
- Personnel Committee**
- Other** _____

Agenda Item: National Corrections Officer Week - Resolution

Department: Pine County Sheriff's Office - Jail

Department Head signature

Background information on Item:

"Historically, correctional officers have been viewed as 'guards,' occupying isolated and misunderstood positions in prisons and jails. In recent years, the duties of these officers have become increasingly complex and demanding. They are called upon to fill, simultaneously, custodial, supervisory and counseling roles. The professionalism, dedication and courage exhibited by these officers throughout the performance of these demanding and often conflicting roles deserve our utmost respect. The important work of correctional officers often does not receive the recognition from the public it deserves. It is appropriate that we honor the many contributions and accomplishments of these men and women who are a vital component of the field of corrections."

- President Ronald Reagan, Corrections Week Proclamation 5187, May 5, 1984

Action Requested:

Recognition of Pine County Corrections Officers during National Corrections Officers Week - adopting resolution

Financial Impact:

None.

RESOLUTION 2023-28

**RECOGNIZING CORRECTIONAL OFFICERS AND
CORRECTIONAL EMPLOYEES IN PINE COUNTY**

WHEREAS, the week of May 7, 2023 through May 13, 2023, has been designated as National Correctional Officers' Week;

WHEREAS, the week is devoted to increasing the public awareness of the excellent job performance by the Pine County correctional officers and jail staff;

WHEREAS, the Pine County Board of Commissioners is honored to have a group of men and women who are trained professionals and who serve on a daily basis in the county's jail;

WHEREAS, these professionals serve to provide humane conditions of confinement while ensuring public safety, maintaining facility security, and contributing to offender rehabilitation;

WHEREAS, Corrections Officers require special training, sound judgment, good character and courage;

WHEREAS, the correctional officers, employees, and supervisory staff provide essential services and exemplify the highest professional standards by their commitment to protecting the public and the offenders.

NOW, THEREFORE, BE IT RESOLVED that the Pine County Board of Commissioners honor these dedicated professionals who supervise inmates in the Pine County jail and give special recognition to them during National Correctional Officers' Week.

Dated this 2nd day of May 2023 In Pine County Minnesota

Stephen M. Hallan, Chair
Pine County Board of Commissioners

Attest:

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



COUNTY BOARD AGENDA REQUEST

Date of Meeting: May 2, 2023

Consent Agenda Regular Agenda

Item Title: Consider AMC Request for Contribution to the National Center for Public Lands Counties

Department: Administrator

A handwritten signature in black ink, which appears to read "Dan L. Mink". The signature is written in a cursive style and is positioned above a horizontal line.

Department Head / Sponsor signature

Background information on Item:

The National Association of Counties and the Western Interstate Region (an association of 15 western states) have formed the National Center for Public Lands for the purpose of demonstrating how prosperous public lands counties create a prosperous America. Attached is a letter from the Association of Minnesota Counties and National Center for Public Lands Counties. Pine County has received \$100,000 from the Local Assistance and Tribal Consistency Fund (LATCF). The LATCF can be used for virtually any public purpose and were distributed to 2,086 eligible units of government as part of the American Rescue Plan Act (ARPA).

Action Requested:

Consider the \$1,000 request. AMC is requesting expressions of interest in funding by mid-May.

Financial Impact:

\$1,000



April 14, 2023

David Minke
Pine County
635 Northridge Drive NW
Pine City, MN 55063

Dear David:

We are writing to provide your county some information about an exciting opportunity that has been developed by the Boards of Directors of the National Association of Counties (NACo) and the Western Interstate Region (WIR). NACo and WIR have established the National Center for Public Lands Counties to create an enhanced opportunity to demonstrate how prosperous public lands counties create a prosperous America.

Enclosed you will find a summary of the planned work of the center to use new and traditional media to tell these stories as well as develop detailed, individual research and written county profiles. This document also outlines plans for staffing, governance, and financing of the center.

To finance this endeavor, NACo and WIR are looking for a voluntary investment of \$15 million over the next two years. That amounts to one percent of the recently distributed Local Assistance and Tribal Consistency Fund (LATCF) a flexible, targeted federal investment in public lands counties. We are reaching out to you because Pine County is considered a public lands county for the purposes of distributing LATCF dollars. A contribution equivalent to one percent of the LATCF allocation would amount to a total of \$1,000 for your county over two years.

This new center will be a valuable resource for counties throughout the country. On behalf of AMC, NACo, and WIR we encourage your board to give serious consideration to financial participation in the center. NACo and WIR are hoping to have a sense of how many counties are interested in participating by mid-May. Your board does not need to have acted by then, but please let Ryan Erdmann at AMC know the likelihood of your county's participation (erdmann@mncounties.org or 651-789-4345). If there are questions that are not covered by the enclosed fact sheet, please do not hesitate to reach out to Ryan or to either of us.

Thank you in advance for your consideration.

Sincerely,

Mary Jo McGuire, Ramsey County Commissioner
President, Association of Minnesota Counties
1st Vice President, National Association of Counties

Rich Sve, Lake County Commissioner
Western Interstate Region Board Member

National Center for Public Lands Counties

County governments are a leading voice in the intergovernmental partnership in responsible resource management. Understanding our unique role as co-regulators and conveners, Congress has consistently supported appropriations for critical programs like Payments In-Lieu of Taxes (PILT) and Secure Rural Schools (SRS) and granted new authorities to federal lands agencies to broaden the scope, pace and scale of their on-the-ground resource management work with local governments.

To truly benefit from these unique opportunities and investments, counties must accelerate our evidence-based research, peer information exchanges, and overall understanding of our lessons learned, emerging trends analysis, and priority public policy issues.

The NACo and WIR Boards of Directors therefore established the National Center for Public Lands Counties (The Center) to give public lands counties an enhanced opportunity to demonstrate how prosperous public lands counties create a prosperous America. The Center will utilize traditional and new media—such as podcasts and video interviews—to tell these stories and also develop detailed, individual research and written county profiles focused on:

- County partnerships with federal agencies, states, tribes and other counties to reduce wildfire risk, responsibly develop energy and minerals, improve public access to federal lands, protect watersheds, conserve species and their habitat, and protect our national parks and other natural treasures
- County investments of PILT, SRS and other natural resource revenue payments to benefit residents, visitors and surrounding public lands
- The different economic drivers in rural vs. urban public lands counties
- Development and implementation of county natural resource management plans and baseline socioeconomic data for environmental analyses
- Resource values of federal lands compared to nearby privately owned lands
- Meeting the unique challenges facing public lands counties, such as housing affordability for residents and federal employees, ensuring a stable tax base to deliver critical services, and managing infrastructure on federal lands

For the Center to meet its mission and serve as a long-term tool for public lands counties, a voluntary investment of \$15 million over the next two years is needed to hire the necessary staff to conduct this critical research and keep the Center on a sustainable financial course. Initially, the Center will need 1-2 hard-working, passionate and talented writers who can help tell the county story. The Center will report to the NACo and WIR Board of Directors on its financial health and issue an annual report at the annual WIR Conference.

The Center's governing body, which will :

- WIR Executive Committee (President, 1st VP, 2nd VP, Immediate Past President)
- NACo Public Lands Steering Committee Chair
- NACo Public Lands Steering Committee Subcommittee Chairs
- Federal Lands Gateway County Official appointed by the NACo Public Lands Steering Committee Chair
- NACo West Region Representative
- NACo Executive Director
- Executive Director from WIR Immediate Past President's home state

- NACo Public Lands Legislative Director and WIR Liaison, serving as NACo staff liaison to the governing board

The Center's governing board will also be empowered to develop an annual workplan based on the research priorities selected by the WIR Board of Directors and NACo Public Lands Steering Committee. At the WIR Annual Conference each May, the WIR Board of Directors and the NACo Public Lands Steering Committee will review the activities and performance of the Center, and consider and adopt the proposed workplan for the next year.

In order to leverage the expertise of NACo's public lands membership, the governing board will also have the ability to appoint research subcommittees made up of county officials, based on the research priorities selected by the WIR Board of Directors and NACo Public Lands Steering Committee, to coordinate and oversee the research efforts of the National Center. Research work conducted by the National Center will be non-partisan, aligned with NACo policy and priorities and will not directly conflict with the interests of any county.

NACo staff contact: Jonathan Shuffield, NACo Legislative Director for Public Lands, at 512.965.7268 or jshuffield@naco.org

Local Assistance and Tribal Consistency Fund (LATCF)

Recipient Name	FY22 Allocation	FY23 Allocation
Aitkin County	\$50,000.00	\$50,000.00
Anoka County	\$50,000.00	\$50,000.00
Becker County	\$83,593.59	\$83,593.59
Beltrami County	\$198,956.71	\$198,956.71
Big Stone County	\$50,000.00	\$50,000.00
Blue Earth County	\$50,000.00	\$50,000.00
Brown County	\$50,000.00	\$50,000.00
Carver County	\$50,000.00	\$50,000.00
Cass County	\$689,173.70	\$689,173.70
Chippewa County	\$50,000.00	\$50,000.00
Chisago County	\$50,000.00	\$50,000.00
Clay County	\$50,000.00	\$50,000.00
Cook County	\$1,019,951.31	\$1,019,951.31
Cottonwood County	\$50,000.00	\$50,000.00
Crow Wing County	\$50,000.00	\$50,000.00
Dakota County	\$50,000.00	\$50,000.00
Douglas County	\$50,000.00	\$50,000.00
Faribault County	\$50,000.00	\$50,000.00
Freeborn County	\$50,000.00	\$50,000.00
Goodhue County	\$50,000.00	\$50,000.00
Grant County	\$50,000.00	\$50,000.00
Hennepin County	\$50,000.00	\$50,000.00
Houston County	\$50,000.00	\$50,000.00
Hubbard County	\$50,000.00	\$50,000.00
Itasca County	\$735,435.79	\$735,435.79
Jackson County	\$50,000.00	\$50,000.00
Kandiyohi County	\$50,000.00	\$50,000.00
Kittson County	\$50,000.00	\$50,000.00
Koochiching County	\$50,000.00	\$50,000.00
Lac qui Parle County	\$50,000.00	\$50,000.00
Lake County	\$580,463.07	\$580,463.07
Le Sueur County	\$50,000.00	\$50,000.00
Lincoln County	\$50,000.00	\$50,000.00
Lyon County	\$50,000.00	\$50,000.00
Mahnomen County	\$50,000.00	\$50,000.00
Marshall County	\$98,417.13	\$98,417.13
Martin County	\$50,000.00	\$50,000.00
McLeod County	\$50,000.00	\$50,000.00
Meeker County	\$50,000.00	\$50,000.00
Mille Lacs County	\$50,000.00	\$50,000.00
Morrison County	\$50,000.00	\$50,000.00
Mower County	\$50,000.00	\$50,000.00
Murray County	\$50,000.00	\$50,000.00
Nobles County	\$50,000.00	\$50,000.00
Norman County	\$50,000.00	\$50,000.00
Otter Tail County	\$50,000.00	\$50,000.00

Pine County	\$50,000.00	\$50,000.00
Pipestone County	\$50,000.00	\$50,000.00
Polk County	\$62,293.54	\$62,293.54
Pope County	\$50,000.00	\$50,000.00
Ramsey County	\$50,000.00	\$50,000.00
Renville County	\$50,000.00	\$50,000.00
Rice County	\$50,000.00	\$50,000.00
Rock County	\$50,000.00	\$50,000.00
Scott County	\$50,000.00	\$50,000.00
Sherburne County	\$50,000.00	\$50,000.00
Sibley County	\$50,000.00	\$50,000.00
St. Louis County	\$1,357,171.53	\$1,357,171.53
Stearns County	\$50,000.00	\$50,000.00
Steele County	\$50,000.00	\$50,000.00
Stevens County	\$50,000.00	\$50,000.00
Swift County	\$50,000.00	\$50,000.00
Todd County	\$50,000.00	\$50,000.00
Traverse County	\$50,000.00	\$50,000.00
Wabasha County	\$50,000.00	\$50,000.00
Waseca County	\$50,000.00	\$50,000.00
Washington County	\$50,000.00	\$50,000.00
Watonwan County	\$50,000.00	\$50,000.00
Wilkin County	\$50,000.00	\$50,000.00
Winona County	\$50,000.00	\$50,000.00
Wright County	\$50,000.00	\$50,000.00
Yellow Medicine County	\$50,000.00	\$50,000.00

UNAPPROVED
Pine County Housing & Redevelopment / Economic Development Authority
Meeting Minutes – April 26, 2023 1:00 PM
North Pine Government Center - 1602 Hwy 23 No., Sandstone, Minnesota

Members present: Mary Kay Sloan, Leaha Jackson, Rick Lewis, Traver Gahler, Henry Fischer

Pine County Commissioners present: Matt Ludwig, JJ Waldhalm

Others present: HRA/EDA Executive Director/County Administrator David Minke, Economic Development Coordinator Lezlie Sauter. Attending via video, President of SMR Management, Inc. Joleen Pfau (video), County Auditor/Treasurer Kelly Schroeder (video), Jillpine founder Meghan Elliot, Sandstone City Administrator Kathy George.

1. Chair Sloan called the meeting to order at 1:00 PM.
2. The pledge of allegiance was said.
3. No public comments were received.
4. *Motion by Lewis to approve the agenda, seconded by Gahler. Motion carried 4-0.*
5. *Motion by Lewis, seconded by Jackson to approve minutes of the March 22, 2023 board meeting. Motion carried 4-0.*
6. There was no correspondence.
7. The HRA/EDA Commissioners' expense claims forms were reviewed. *Motion by Jackson, seconded by Lewis to approve expenses as presented. Motion carried 4-0.*
8. Operational Reports (SMR Management)
The management and financial reports for March were presented by Pfau, noting the amount in the operating and reserve accounts as well as the positive cash flow. Pfau also noted the increase in snow removal costs from this past winter. Schroeder presented the first quarter investment report, noting that the investments are performing as expected, noting that a Certificate of Deposit will be maturing soon. Schroeder requested some direction on what to do with these funds, citing any needs for capital improvements or projects. *Motion by Sloan to cash out the CDs and move into a money market account to hold for future projects, seconded by Jackson. Motion carried 3-0 with Gahler abstaining.*
9. Development Project Updates
Meghan Elliot gave a presentation on the Sandstone School Project.
10. North Court Apartments
Minke gave a brief overview of the project status, indicating that it will be little over a year from potential acquisition. Sloan proposed the Facility Committee conduct the due diligence, and report back to the full board. Pfau offered to assist with some of the facility review work, also noting that the use agreement needs to be reviewed. *Motion by Sloan to have the Facility Committee conduct the due diligence, and report back to the full board, seconded by Lewis, motion carried 5-0.*
11. Committee Reports
 - 11.1 Facility Management: None

11.2 Board Policies: None.

11.3 Housing and Development Projects: None.

12. Member Reports/Updates

No updates but a proposal from Fischer to move the HRA/EDA meeting to May 31, 2023 immediately following the training session from 11:30 am – 1:00 pm.

13. Adjourn With no further business, the meeting was adjourned at 2:25 PM

It was the consensus of the board to cancel the regular meeting schedule for May 24 and to call a special meeting for May 31 at 1PM at the North Pine Government Center, Sandstone, Minnesota. This meeting will follow the previously scheduled training.

ATTEST:

David J. Minke
Executive Director

Mary Kay Sloan
Board Chair