

MINUTES OF PINE COUNTY BOARD MEETING
Special Meeting
Committee of the Whole

Tuesday, June 24, 2014, 9:00 a.m.
Pine County Courthouse, Pine City, Minnesota

Acting Chair Chaffee called the meeting to order at 9:00 a.m. Present were Commissioners Steve Hallan, Mitch Pangerl and Matt Ludwig. Chair Rossow was absent (excused). Also present were County Administrator David Minke, Human Resources and Payroll Specialist Matt Christenson, Veterans Service Officer Ben Wiener, Health and Human Services Director Patrick Bruflat and County Engineer Mark LeBrun.

The pledge of allegiance was said.

1. Highway Contract Award

County Engineer Mark LeBrun stated bid opening for Contract #1401 occurred June 2, 2014 and recommended the contract be awarded to the low responsible bidder, Hardrives.

Contract #1401 includes:

SP 058-621-017 CSAH 21 from TH 48 to CSAH 30.

The Hardrives bid came in 17% under the engineer's estimate.

MOTION by Commissioner Hallan to award the bid for Contract #1401 to Hardrives in the amount of \$1,729,733.78. Second by Commissioner Ludwig. Motion carried 4-0.

2. Veterans Services Update

A. Veterans' Camp

Veterans Services Officer Ben Wiener stated the former St. Croix Boys Camp, comprised of 80 acres (with 18 buildings) in Wilma Township, is available on the DNR land sale. Wiener and several veterans will be viewing the site for possible purchase to be used for veteran transitional housing/shelter/recreational camping. This is in the preliminary planning stages and Wiener will keep the board updated.

B. CVSO \$10,000 Enhancement Grant

VSO Wiener provided an overview of the Enhancement Grant expenditures totaling \$10,000. They are as follows: Training, \$1,145.03; Veteran Transportation, \$2,725.69; Automation (computers), \$2,363.34; and Outreach, \$3,764.94. The next grant period begins August 31, 2014.

C. Pine County Veterans Council Van Update

VSO Wiener stated that the Pine County Veterans van provides medical transportation for veterans to the Minneapolis VA on even numbered days of the month. Ridership for the past year has been 382, with 132 trips made. There are currently three volunteer drivers.

D. “Vietnam Combat Veterans Moving Wall”

VSO Wiener stated the half-size replica of the Vietnam War Memorial will be in Pine County July 17-20, 2014 at the Train Park in Sandstone. The Memorial will be open 24 hours a day with an opening ceremony scheduled for 7:00 p.m. July 17, 2014 and a dedication ceremony scheduled for 11:00 a.m. on Saturday, July 19, 2014. Approximately 2,000–5,000 veterans are anticipated to view the memorial.

E. Other

Administrative Assistant Lisa McCorison has tendered her resignation effective June 25, 2014. The position has been post with a closing date of July 1, 2014. To date four applications have been received by Human Resources.

3. Aquatic Invasive Species(AIS) Requirements

Land Services Director Kelly Schroeder stated in 2014 the state allocated a total of \$4.5 Million for counties to help stop the spread of AIS, and in 2015 there is an additional \$10 million already allocated. For 2014 Pine County will be receiving \$130,000, the amount for 2015 has not yet been allocated. All counties are required to develop a plan. Commissioners Hallan, Pangerl and Ludwig, Jill Carlier, Kelly Schroeder and Henry Fischer were appointed as a committee to develop/recommend a plan. The first step is to invite interested persons/ organizations (watershed, lake associations) to a meeting to get their input. The meeting is to be scheduled in July.

4. Facilities Update

Commissioner Pangerl stated the County has provided the City of Pine City with the required one-year written notice to terminate the City’s lease at the Pine Government Center for City Hall for renegotiation of their contract. A city task force meeting is scheduled for June 25, 2014 at 5:00 p.m. Commissioners Hallan and Pangerl will attend. The County will continue to work with the City toward the renegotiation of their lease.

5. Noise Ordinance

County Administrator David Minke stated that County Attorney John Carlson has provided three drafts of ordinances, ranging for minimal, medium, and maximum noise enforcement. The board expressed a preference for the shorter/simpler ordinance, with the addition of some clarity on what is included and excluded (community event, county fair, etc. vs. private parties). Citizen Larry McGuin expressed his concerns with the traffic noise by his residence.

Acting Chair Chaffee called for a 10 minute recess at 10:20 a.m.

The board reconvened at 10:30 a.m.

6. Public Health Joint Powers with Kanabec County

Health & Human Services Director Patrick Bruflat stated since 1991 Pine and Kanabec counties have had a Joint Powers Agreement (JPA). The counties are focused on three goals:

consolidation of the public health budgets, commissioner only Joint Powers Board, and more sharing of resources.

Discussion was held and the board expressed a consensus that the Joint Powers Board governance consisting of two commissioners from each county, and a third commissioner from one county or the other who would rotate on an annual basis. Discussion was held as to the funding of the Joint Powers Board. The property tax levies for public health are as follows: 2014 - Pine County, \$353,435; Kanabec County - \$261,000 (through 2015). Bruflat stated that once the Joint Powers Board determined the budget, both Pine and Kanabec county would bring the budget to their respective county board for approval. The JPA would make one county the fiscal agent. Discussion was also held as to operational issues such as payroll, employee affiliation, technology, advisory boards, etc. The next step is for the Pine County Ad Hoc Committee to meet with Kanabec County counterparts.

Acting Chair Chaffee called for a lunch break at 11:50 a.m.

The board reconvened at 12:40 p.m.

7. Non-Union Pay for Performance Policy

Human Resources and Payroll Specialist Matt Christenson led discussion regarding the creation of a matrix to assist supervisors and department heads in establishing pay increases based on performance for non-union employees not at the top of the scale. This would establish a framework for expectations. Each year, the county board would establish a percent increase based on the budget. The consensus of the board was the formal policy update should go to the Personnel Committee for review and recommendation. Christenson is to develop a system to ensure annual employee reviews are completed by supervisors/department heads.

8. Pine County Classification and Compensation Study

Human Resources and Payroll Specialist Christenson stated a classification and compensation study has not been completed by Pine County for a number of years. The purpose of the study is to provide the county with a current classification and compensation system it can self administer for current and future positions and maintain compliance with the Minnesota Pay Equity Act. Discussion was held and the consensus was to move forward with a formal Request for Proposals (RFP) process for its classification and compensation system, currently Bjorklund Compensation consulting decision band method. The county is required to meet and confer with the unions on the study. Christenson will schedule a meeting with the unions for July.


9. Schedule Budget Committee Meeting

A Budget Committee Meeting has been scheduled for July 22, 2014 at 9:00 a.m. in the Board Room, Courthouse, Pine City, Minnesota.

With no further business, the meeting was adjourned at 2:00 p.m.


~~Steve Chaffee, Acting Board Chair~~
Pine County Board of Commissioners

Stephen M. Hollan, Acting Chair


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