



AGENDA

PINE COUNTY BOARD REGULAR MEETING

District 1	Commissioner Hallan
District 2	Commissioner Mohr
District 3	Commissioner Chaffee
District 4	Commissioner Mikrot
District 5	Commissioner Ludwig

Tuesday, February 6, 2018, 10:00 a.m.
Board Room, Pine County Courthouse
Pine City, Minnesota

- A) Call meeting to order
- B) Pledge of Allegiance
- C) Public Forum. Members of the public are invited to speak. After being recognized by the Chair, each speaker should state his/her name and limit comments to three (3) minutes.
- D) Adopt Agenda
- E) Approve Minutes of January 16, 2018 County Board Meeting and Summary for publication
- F) Approve Minutes of January 23, 2018 Special Meeting-Committee of the Whole (Strategic Planning) meeting
- G) Approve Minutes of January 30, 2018 Special Meeting-Committee of the Whole (Local Government Officials) meeting
- H) Minutes of Boards, Reports and Correspondence
 - Pine County HRA Senior Housing Minutes (regular meeting) – December 27, 2017
 - Pine County Land Surveyor Monthly Report – January 2018
 - Pine County Chemical Health Coalition Minutes – January 8, 2018
- I) 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. **January 2018 Disbursements**
Disbursements Journal Report, January 1, 2018 – January 31, 2018.
2. **Application for Local Option Disaster Abatement**
Consider application for local option disaster abatement for Joey J. Lee, 15413 Henriette Road, Pine City, PID 28.0256.000, pay 2017.

3. **Resolution for Cancellation of State Contracts**
Consider approval of Resolution 2018-04 to begin contract cancellations of tax forfeited lands and tax forfeited repurchase contracts due to unpaid 2017 annual payment and/or unpaid 2017 real estate taxes. Authorize Board Chair and County Administrator to sign.
4. **Cancellation of 2015 Outstanding Warrants**
Consider approval of cancellation of 2015 outstanding warrants.
5. **Set Aside Land Sale/Repurchase Proceeds**
Consider setting aside a percentage of tax forfeited land sale/repurchase proceeds for the purpose of offsetting the costs associated with the clean up/demolition of blight tax forfeited properties. The Land Committee recommends 10 percent of the gross land/repurchase sale proceeds received after administrative costs and special assessments are deducted in 2018. This percentage must be approved on an annual basis.
6. **2017 Assessment Clerical Corrections**
Acknowledge 2017 Assessment Clerical Corrections.
7. **Additional 2018 Waste Hauler Licenses**
Consider approval of the following additional businesses who have met the requirements of the Pine County Solid Waste Ordinance and applied for a Waste Hauler License for 2018: Mike's Sanitation, Nordstrom's Sanitation, Ron's Roll Offs, Shamrock Trucking and Vanderpoel Disposal. Authorize Board Chair to sign licenses.
8. **Department of Public Safety Grant Agreement Amendment**
Consider approval of an amendment to the Department of Public Safety Grant Agreement (East Central Drug and Violent Offender Task Force) to allow for use of funds left over in 2017 be carried over to year 2018. The grant fund for 2018 will then be \$150,407.55. Authorize Board Chair and County Administrator to sign.
9. **Additional Low Income Septic Upgrade Grant**
Consider approval of the Low-Income Septic Upgrade Grant agreement with the Minnesota Board of Water and Soil Resources to receive additional grant funds for low income septic upgrades. No expenses are anticipated, an additional \$8,681 of septic upgrades will be completed. Authorize Board Chair to sign
10. **Septic Fix-Up Special Assessments**
Consider approval of Resolution 2018-05 Extending Septic Fix Up Special Assessment on parcel 28.0460.00, owned by Randy and Mary Kenowski, in the amount of \$14,950. Authorize Board Chair and County Administrator to sign.
11. **Payment Card Industry Compliance**
Consider approval of the Pine County Payment Card Industry Compliance Internal Control Policy and Pine County Security Incident Response Plan.
12. **Donation**
Consider acceptance of a \$3,000 donation from the Askov American Legion to support the Veterans Van Program.

13. **Appointment to Northeast Minnesota Regional Advisory Committee (RAC)**

Consider reappointment of Sheriff Jeff Nelson to the Northeast Regional Advisory Committee for 2018.

14. **Personnel**

- A. Consider approval of the transfer of part-time Deputy Sheriff Zachary Bettschen to full-time deputy sheriff, effective February 18, 2018. No change to pay or grade.
- B. Acknowledge the promotion of Deputy Sheriff Patrick Ellstrom to sergeant, effective February 19, 2018, grade 12, step 7, at \$31.31 per hour.
- C. Consider granting regular employment status (completion of probation) to the following Health & Human Services employees:
 - Yvette Weis, Child Support Officer (internal promotion), effective January 22, 2018
 - Brenda Danielson, Social Worker, effective February 2, 2018
 - Piper Sauter, Case Aide (internal lateral transfer), effective January 12, 2018
 - Danielle Finke Oné, Public Health Nurse, effective January 18, 2018
 - Julie Larson, Office Support Specialist, effective February 2, 2018

15. **Training**

- A. Consider approval for Probation Director Terry Fawcett to attend the Correction's Capitol Day, April 5, 2018 at the State Capitol in St. Paul. Terry serves as the Vice-Chair of the Legislative Committee on the Minnesota Association of County Probation Officers (MACPO) Board of Directors. Lodging and meals: \$139. Funds are available in the 2018 Probation budget.
- B. Consider approval for County Administrator David Minke and Commissioners Steve Hallan and John Mikrot, Jr., and any commissioners who desire, to attend the Association of Minnesota Counties Legislative Conference, February 28-March 1, 2018, at the InterContinental Hotel – St. Paul. Registration per attendee: \$275; Lodging per attendee: \$175.36 per night; \$18.00 per day parking fee. Total cost: \$486.36 per attendee. Funds are available in the 2018 Commissioner and Administrator's budget.
- C. Consider approval for Financial Workers Colleen Nelson and JoDee Simon to attend child care assistance training, February 26-March 1, 2018 in St. Paul. Registration: \$0; lodging and meals: \$459 plus tax. Funds are available in the 2018 Health & Human Services budget.
- D. Consider approval for Public Health Emergency Preparedness Coordinator Wendy Bloom to attend the Roadmap to Ready Training in San Diego, California on March 27-28, 2018 (including travel days of March 26 & 29th). The county has received a travel scholarship to include three nights lodging, airfare, ground transportation, per diem meals and incidentals while in travel status. The cost to Pine County would be approximately \$136 for meals and checked baggage of \$75-\$100. Pine County's cost would be paid by the Public Health Emergency Preparedness Grant.
- E. Consider approval for Maternal Child Health Nurses Christina Schoeberl, Dawn Moffett and Jessica Fehlen to attend the 2018 Mayo Perinatal Nursing Conference, February 22, 2018, at the Mayo Clinic in Rochester. Registration: \$165 per person (x3), \$495; Lodging for one night, \$150; Meals, \$81. Total conference cost: \$726. Conference will be paid by the Evidence Based Home Visiting Grant which is accounted for in the 2018 HHS-Public Health budget.
- F. Consider Child and Teen Check-Up Coordinator Stephanie Larson to attend the 2018 Evergreen Conference: Improving Outcomes for Youth and Families, March 22-23, 2018, in Bemidji. Registration: \$240; Lodging \$220; Meals \$30; and mileage \$210 (unless county car is available). Total cost: approximately \$700. Cost of the conference would be paid by the Child and Teen Check-Up Program Grant.
- G. Consider Veterans Services Officer Ben Wiener to attend the Minnesota Department of Veterans Affairs (MDVA) spring conference, March 20-22, 2018, in Walker. Registration \$0; Lodging \$175;

Mileage: approximately \$177. Total cost: \$352. Funds are available in the 2018 Veterans Service Office budget through the CVSO grant.

REGULAR AGENDA

1. **Introduction of Cultural Community Coach**
Introduction of Cultural Community Coach Lawrence Staples by Probation Director Terry Fawcett.
2. **Land/Zoning Advisory Committee Report**
The Land/Zoning Advisory Committee met January 25, 2018 and makes the following recommendation: to purchase a non-exclusive easement for roadway purposes and establish a public parking area on county memorial forest land. Moffatt Appraisals valued the proposed easement at \$8,000.
3. **Facilities Committee Report**
Update by Architect Richard Fischer of the Sandstone government building.
4. **Youth in Government Model Assembly**
Presentation by 4-H students and 4-H Coordinator Heidi Vanderloop who attended the Youth in Government Model Assembly.
5. **Central MN Council on Aging**
Presentation by Lori Vrolson, Executive Director, Central MN Council on Aging.
6. **Mental Health Bonding Resolution**
Consider approval of Resolution 2018-03 affirming Pine County's support for state capital investments for health crisis program facilities and permanent supportive housing for behavioral health needs. Authorize Board Chair and County Administrator to sign.
7. **IRecord System Replacement**
Consider approval to purchase a replacement IRecord system for the sheriff's office. Total estimated cost is \$32,520.
8. **Interactive Commissioner Presentation**
Presentation by IT Director Ryan Findell explaining the process of video conferencing, which will take place at the February 20th county board meeting.
9. **2018 Pine County Aquatic Invasive Species (AIS) Plan**
Discussion of proposed 2018 AIS activities and consider adopting Resolution 2018-02 adopting the 2018 Aquatic Invasive Species Plan. Authorize Board Chair and County Administrator to sign.
10. **Schedule Special Meeting – Committee of the Whole**
Schedule a Special Meeting-Committee of the Whole for Tuesday, March 13, 2018, 10:15 a.m., Board Room, Pine County Courthouse, for the purpose of discussion of the comprehensive plan implementation.
11. **Commissioner Updates**
Arrowhead Counties Association
Pine County Zoning Board
Snake River Watershed
Lakes & Pines Community Action Council
Joint Boards Meeting (City of Pine City, School District, PTCC and Pine County)

NLX
Arrowhead Transit
Joint RAC/ECB
Aggregate Mining Workshop
Rush Line Task Force
Central Minnesota Emergency Medical Services
Soil & Water Conservation District
Central Minnesota Council on Aging
Mille Lacs Band of Ojibwe meeting
Soil & Water Conservation District
Central MN Council on Aging
East Central Regional Juvenile Center
Legislative Broadband meeting
Other

12. Other

13. Upcoming Meetings (Subject to Change)

- a. **Pine County Board Meeting, Tuesday, February 6, 2018, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- b. **Facilities Committee, Wednesday, February 7, 2018, 9:00 a.m.**, Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- c. **International Economic Development Conference, Thursday, February 8, 2018, 9:00 a.m.**, Grand Event Center-Mora, Mora, Minnesota.
- d. **East Central Solid Waste Commission, Monday, February 12, 2018, 9:00 a.m.**, 1756 180th Street, Mora, Minnesota.
- e. **East Central Regional Library, Monday, February 12, 2018, 10:00 a.m.**, 244 South Birch Street, Cambridge, Minnesota.
- f. **Pine County Chemical Health Coalition, Monday, February 12, 2018, 3:00 p.m.**, East Central High School, Finlayson, Minnesota.
- g. **Personnel Committee, Tuesday, February 13, 2018, 9:00 a.m.**, Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- h. **Northeast Minnesota Area Transportation Partnership (NEMNATP), Wednesday, February 14, 2018, 10:00 a.m.**, 4261 US 53, Eveleth, Minnesota.
- i. **Arrowhead Counties Association, Wednesday, February 14, 2018, 6:00 p.m.**, Hampton Inn, Duluth, Minnesota.
- j. **Extension Committee, Thursday, February 15, 2018, 3:00 p.m.**, Jury Assembly Room, Courthouse, Pine City, Minnesota.
- k. **Pine County Board Meeting, Tuesday, February 20, 2018, 10:00 a.m.** Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota.
- l. **Health & Human Services Advisory Committee, Tuesday, February 27, 2018, 10:00 a.m. (following Technology Committee), CHANGE IN DATE from March 6, 2018,** Commissioner Conference Room, Pine City, Minnesota.

14. Adjourn