

**MINUTES  
OF THE  
PINE COUNTY BOARD MEETING  
Regular Meeting  
Wednesday, December 5, 2018 - 10:00 a.m.  
Board Room, Courthouse, Pine City, Minnesota**

Chair Hallan called the meeting to order at 10:00 a.m. Commissioners Josh Mohr, Steve Chaffee, John Mikrot and Matt Ludwig were present. Also present were County Administrator David Minke and County Attorney Reese Frederickson.

The Pledge of Allegiance was said.

A moment of silent was observed to honor the life of Former President George H. W. Bush who died on November 30, 2018.

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

Chair Hallan requested the following revisions to the Agenda:

Addition: Consent Agenda Item #7:

Consider approval of the Violent Crime Enforcement Teams 2019 Grant in the amount of \$130,000.

Addition: Regular Agenda Item #7A and #7B

7A. Approve Final Contract #1603 to RL Larson Excavating, Inc. in the amount of \$65,506.94

7B. Approve Final Contract #1604 to RL Larson Excavating, Inc. in the amount of \$11,829.24

Commissioner Ludwig moved to adopt the amended Agenda. Second by Commissioner Mohr. Motion carried 5-0.

Commissioner Mohr moved to approve the Minutes of the November 20, 2018 county board meeting and Summary for publication. Second by Commissioner Mikrot. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence

Pine County Chemical Health Coalition Minutes – November 13, 2018

Pine County Land Surveyor Monthly Report – November 2018

Commissioner Mikrot moved to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Chaffee. Motion carried 5-0.

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

**CONSENT AGENDA**

**1. November 2018 Disbursements**

Approve the Disbursements Journal Report, November 1, 2018 – November 30, 2018.

**2. Application for Repurchase**

A. Approve Resolution 2018-65 for Repurchase of Tax Forfeited Land on a 10-year contract for Julie Ziegler, PID 15.0242.000.

- B. Approve Resolution 2018-66 for Repurchase of Tax Forfeited Land in full for DMC Electrical LLC, PID 18.0176.001.
  - C. Approve Resolution 2018-67 for Repurchase of Tax Forfeited Land on a 10-year contract for Kevin and Mary Koecher, PID 21.0252.003.
- Authorize Board Chair and County Auditor-Treasurer to sign.

3. **Agreement Between University of Minnesota and Pine County**

Approve the Memorandum of Agreement with the University of Minnesota for the 4-H program for 2019, 2020, and 2021 in the annual amounts of \$73,780, \$75,256, and \$76,761. Authorize Board Chair and County Administrator to sign.

4. **East Central Regional Library Board of Trustees Reappointment**

Approve the reappointment of Judy Scholin as a citizen trustee on the East Central Regional Library Board for her second term, for a three-year period, January 1, 2019 through December 31, 2021.

5. **Promotion**

Ratify the promotion of part-time Corrections Officer Taylor Peterson to full-time, effective November 25, 2018. No change in grade or wage.

6. **New Hire**

A. Approve the hiring of Social Worker Samantha Ziegler, effective December 10, 2018, at \$25.27 per hour, Grade 10, Step 3.

B. Approve the hiring of part-time Sheriff's Secretary Lori Duskocil, effective December 6, 2018, at \$16.41 per hour, Grade 4, Step 1.

7. **Violent Crime Enforcement Teams 2019 Grant**

Approve the Violent Crime Enforcement Teams 2019 Grant in the amount of \$130,000. The term of the grant is January 1, 2019 through December 31, 2019. This grant helps facilitate the East Central Violent Offenders Drug Task Force. There is no match requirement.

## **REGULAR AGENDA**

1. **Retirement of County Auditor-Treasurer Cathy Clemmer**

The County Board recognized the retirement of County Auditor-Treasurer Cathy Clemmer, effective December 31, 2018, and her 29 years of service to Pine County. In appreciation, Commissioner Mohr made a motion to approve Resolution 2018-64 proclaiming December 5, 2018 as Cathy Clemmer Day in Pine County. Authorize Board Chair and County Administrator to sign. Second by Commissioner Ludwig. Motion carried 5-0.

2. **Bridge Award Presentation to Pine County for Project RISE (Restorative Student Investment for Empowerment)**

Martha Roth, Member Care Coordinator and Jennifer Morrissette-Hesse, Marketing and Communications Coordinator at Resource Training & Solutions presented the Bridge Award to Pine County and the Mille Lacs Band of Ojibwe. The Bridge award was previously presented to collaborative member, East Central School District.

3. **Introduction of New Employee**  
Probation Director Terry Fawcett introduced new employee, Probation Corrections Agent Devin Petersen.
4. **Transportation Committee Report**  
County Engineer Mark LeBrun stated the Transportation Committee met November 20, 2018. LeBrun reviewed the 2019-2023 Highway Improvement Plan, reviewing the projected bridge and road projects and funding sources. The plan is updated every year and projects may change based on funding and current conditions.  
**Motion** by Commissioner Ludwig to approve the 2019-2023 Highway Improvement Plan. Second by Commissioner Mohr. Motion carried 5-0.
5. **Minnesota Sheriff's Association Scholarship (\$600)**  
Sheriff Nelson introduced Nicholas Kenyon, the 2018 Minnesota Sheriff's Association Scholarship recipient.
6. **2018 Hazard Mitigation Plan**  
Pine County Emergency Management Coordinator Denise Baran requested adoption of the Pine County Hazard Mitigation Plan Update, stating the document has been reviewed and approved by the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency.  
**Motion** by Commissioner Ludwig to approve Resolution 2018-62 approving the adoption of the Pine County Hazard Mitigation Plan Update. Authorize Board Chair and County Administrator to sign. Second by Commissioner Mohr. Motion carried 5-0.
7. **Snake River Watershed One Watershed, One Plan Project**  
Commissioner Mohr stated the Snake River Watershed Management Board is interested in pursuing a grant to fund a One Watershed One Plan (1W1P) project for the Snake River Watershed. Resolution 2018-63 supports an application to the Board of Water and Soil Resources for a planning grant to develop a comprehensive watershed management plan.  
**Motion** by Commissioner Mohr to approve Resolution 2018-63 supporting a Snake River Watershed One Water One Plan project. Authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.
- 7A. **Final Payment – RL Larson Excavating, Inc. – Project 1603**  
County Engineer Mark LeBrun reported to the board, and discussion was held, regarding the completion of Contract #1603: SAP 058-614-016 on CSAH 14, 1.5 miles East of CSAH 13 over Pokegama Creek and SAP 058-599-042 on Milburn Road, 0.1 miles South of CSAH 3 over Co. Ditch #2.  
**Motion** by Commissioner Chaffee to approval final payment to RL Larson Excavating, Inc. in the amount of \$65,506.94 and authorize County Administrator to sign the Certificate of Final Acceptance. Second by Commissioner Mikrot. Motion carried 5-0.
- 7B. **Final Payment – RL Larson Excavating, Inc. – Project 1604**  
County Engineer Mark LeBrun reported to the board, and discussion was held, regarding the completion of Contract #1604: SAP 058-599-043 on Government Road, 1.9 miles Northeast of CR 140 over Deer Creek.

**Motion** by Commissioner Ludwig to approval final payment to RL Larson Excavating, Inc. in the amount of \$11,829.24 and authorize County Administrator to sign the Certificate of Final Acceptance. Second by Commissioner Mohr. Motion carried 5-0.

**8. Summary of County Administrator Performance Review**

**Motion** by Commissioner Ludwig to approve the summary of conclusions of the November 20, 2018 performance evaluation of County Administrator David Minke. Second by Commissioner Mohr. Motion carried 5-0.

**9. Commissioner Updates**

Snake River Watershed: Update provided at Regular Agenda Item #7.

Public Health Advisory Committee: Chair Hallan stated an additional meeting is scheduled to discuss their list of priorities; obesity and opioids are main topics of discussion.

Arrowhead Transit: Chair Hallan stated Arrowhead Transit has a new area representative.

Ridership should reach between 100,000-110,000 for 2018.

NLX: Commissioner Ludwig stated outreach and funding discussion continues.

Northeast Emergency Communications Board: Chief Deputy Widenstrom attended.

Rush Line Task Force: Commissioner Mikrot stated the task force is currently in the second phase, environmental analysis, for a two-year period. The task force is proposing to add another stop (in the metro), and the project is anticipated to be operational in 2025-2026.

Zoning Board: Commissioner Ludwig stated the Zoning Board is doing well.

AMC Annual Conference: Commissioners discussed the workshops they attended at the conference.

Other: Commissioner Ludwig attended the Central MN EMS meeting. Dispatch being CPR compliant in 2019 was discussed; Pine County dispatch transfers to Allina when CPR is necessary. 911 texting was also discussed.

**10. Other**

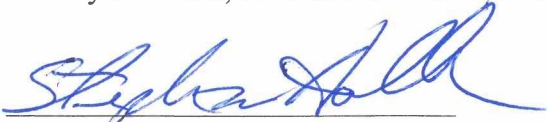
None.

**11. Upcoming Meetings**

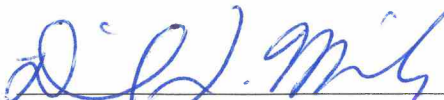
Upcoming meetings were reviewed.

**12. Adjourn**

With no further business, Chair Hallan adjourned the meeting at 11:20 a.m. The next regular meeting of the county board is scheduled for December 18, 2018 at 10:00 a.m. at the Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota.



Stephen M. Hallan, Chair  
Board of Commissioners



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