

**MINUTES  
OF THE  
PINE COUNTY BOARD MEETING  
Regular Meeting  
Tuesday, April 3, 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.

Chair Hallan welcomed the students and staff from the East Central Schools 9<sup>th</sup> grade government class. The class will spend the day at the courthouse learning about county government.

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

Chair Hallan requested the following revisions to the Agenda:

1. Consent Item #1 – March 28, 2018 Disbursements: disbursements report provided.
2. Correction: Consent Item #9C - Correction to reflect total registration amount of \$325.

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

Commissioner Mikrot moved to approve the Minutes of the March 16, 2018 Special Meeting-Committee of the Whole (Comprehensive Plan discussion). Second by Commissioner Mohr. Motion carried 5-0.

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

**Minutes of Boards, Reports and Correspondence**

Wellhead Protection Plan for the City of Askov Part II – March 20, 2018

Notice from Minnesota Emergency Medical Services Regulatory Board of Notice of Completed Application submitted by Children’s Minnesota for a new license to provide statewide

Advanced Life Support Specialized Ambulance Services – March 20, 2018

Pine County Land Surveyor Monthly Report – March 2018

Pine County Chemical Health Coalition Minutes – March 12, 2018

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

Chair Hallan requested additional information regarding the statewide Advanced Life Support Specialized Ambulance Services provided by Children’s Minnesota.

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

## CONSENT AGENDA

1. **March 2018 Disbursements**  
Approve the Disbursements Journal Report, March 1, 2018 – March 31, 2018.
  
2. **Application for Abatement**
  - A. Approve the Application for Abatement for James and Corinne Wentzlaff, 11133 Elm Circle, Pine City, PID 28.0827.000, pay 2017.
  - B. Approve the Application for Abatement for Perry and Velma Fey, 37590 Degerstrom Road, Askov, PID 25.0099.000, pay 2018.
  
3. **2018 Timber Auction**  
Approve parcels to be offered, at an appraised value of \$201,630, at the timber auction on May 16, 2018, 10:00 a.m., Pine County Courthouse, Pine City, Minnesota.
  
4. **2018 Agreement for Prosecution Services – City of Rock Creek**  
Approve the Agreement for Prosecution Services between the County of Pine and the City of Rock Creek in the amount of \$3,500 for 2018. Authorize Board Chair and County Auditor to sign.
  
5. **2018 Household Hazardous Waste Staffing Contract**  
Approve the Professional Services Contract for Household Hazardous Waste Staffing for 2018 and authorize Board Chair and County Administrator to sign. The \$21,000 contract amount is within the Solid Waste budget for staffing; any additional hours paid outside of the contract at the rate of \$20 per hour will not exceed budget for the service.
  
6. **Agreement between Road & Bridge Supervisors and Pine County (2018-2020)**  
Approve the Agreement between the Pine County Road and Bridge Supervisors Unit and the County of Pine, January 1, 2018 through December 31, 2020. Authorize Board Chair and County Administrator to sign.
  
7. **New Hire**
  - A. Approve the hiring of Public Health Nurse Sarah Johnson, effective April 9, 2018, \$27.85 per hour. Grade 11, Step 4.
  - B. Approve the hiring of Registered Nurse Kelsi Ervin, effective May 21, 2018, \$26.27 per hour. Grade 10, Step 4.
  - C. Approve the hiring of part-time Dispatcher Trisha Dunks, effective April 3, 2018, \$18.22 per hour. Grade 6, Step 1.
  - D. Approve the hiring of part-time Sheriff's Secretary Katie Vork, effective April 3, 2018, \$16.41 per hour. Grade 4, Step 1.
  
8. **Promotion**  
Approve the promotion of Christina Frey from support enforcement aide (grade 5) to child support officer (grade 8), effective April 16, 2018, at \$22.28 per hour.

9. **Training**

- A. Approve Human Resources Manager Jackie Koivisto to attend the Minnesota Counties Human Resource Management Association conference, April 19-20, 2018 in St. Cloud. Registration: \$150, Accommodations: \$105, Mileage: \$72. Total cost: \$327.
- B. Approve Probation Director Terry Fawcett to attend the Substance Abuse Prevention Skills Training/Ethics in Prevention training, June 11-15, 2018, in Bemidji. There is no cost to the county as registration, lodging and per diem are covered under the Positive Community Norms grant.
- C. Approve Probation Supervisor Kevin Glass, Senior Agent Amber Chase, and Correction Agents Michelle Sellner and Christopher Stolan to attend the Minnesota Association of County Probation Officer's (MACPO) Annual Conference. Registration: \$125 each (x3/Amber Chase is on the MACPO board, free registration); Lodging: \$1,176; Use of county vehicle. Total cost: \$1,551.

**REGULAR AGENDA**

1. **Introduction of Social Services Supervisor**

Health & Human Services Director Becky Foss introduced Social Services Supervisor Patrick Meacham.

2. **MnDOT Annual Report**

Arrowhead Regional Development Commission Planner Russell Habermann and MnDOT District 1 State Aid Engineer John McDonald reviewed the 2018 District 1 MnDOT road projects and funding.

Chair Hallan called for a recess at 10:30 a.m.

The board meeting reconvened at 10:32 a.m.

3. **Wetland Conservation Act Administration**

Administration of the Wetland Conservation Act (WCA) had been discussed at the March 20, 2018 county board meeting. Additional information had been requested and the discussion was continued to the April 4<sup>th</sup> board meeting. Land Services Director Kelly Schroeder and Soil & Water Conservation District Manager Jill Carlier were present to answer board questions regarding administration and funding for personnel to administer WCA.

**Motion** by Commissioner Mohr to approve Resolution 2018-15 accepting the authority and administrative responsibility to implement Wetlands Conservation Act (WCA) within Pine County and continue under the SWCD's adopted fee schedule until the county board adopts such fee schedule. Second by Commissioner Ludwig. Motion carried 3-2, Commissioners Chaffee and Mikrot opposed.

**Motion** by Commissioner Ludwig to approve Resolution 2018-16 delegating the Land Services Director or his/her designee, including a private contractor, as the decision-making authority for WCA activities. Second by Commissioner Mohr. Motion carried 3-2, Commissioners Chaffee and Mikrot opposed.

**4. Commissioner Updates**

Northeast Emergency Communications Board: Chair Hallan stated all member counties have agreed to contribute funds towards the purchase of an additional tuffbook laptop and software. This laptop would then be available to any county which needed an emergency command center.

Pine City Mill Site Redevelopment: Chair Hallan stated MPCA funding for site contamination clean up and property use identification was discussed.

Snake River Watershed: Commissioner Mohr stated a presentation on the One Watershed One Plan (1W1P) was given.

Economic Development Committee: County Administrator Minke explained in 2017 the North Pine Economic Development Corporation transferred approximately \$18,000 to Pine County which was placed in a revolving loan fund. A project currently in the Pine Innovation Center is looking for start-up funds. With a \$10,000 contribution, the county could purchase a Certificate of Participation from the Initiative Foundation who would administer the loan, and the county would receive a monthly payback amount.

NLX: Commissioner Ludwig stated Minnesota did not receive any for Transportation Investment Generating Economic Recovery (TIGER) grant funds.

We Believe: MN Against Domestic Violence presentation: Chair Hallan stated the presentation was very good; testimonials were given by two Pine County victims of domestic violence.

Insurance Committee: Justin Kroeger from Flexible Benefits Consulting was present to discuss estimated costs for renewal for 2019, plan alternatives, and ancillary coverages.

Central MN EMS: Commissioner Ludwig stated funding for training and the budget was discussed.

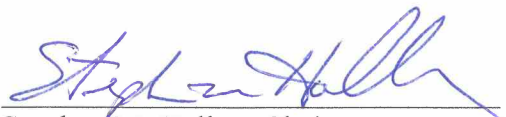
Other: None.

**5. Upcoming Meetings**

Upcoming meetings were reviewed.

**6. Adjourn**

With no further business, Chair Hallan adjourned the meeting at 11:15 a.m. The next regular meeting of the county board is scheduled for April 17, 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