

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, March 20, 2018 - 10:00 a.m.
6333 H C Andersen Alle, Askov, Minnesota**

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

The Pledge of Allegiance was said.

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

Chair Hallan requested the following revisions to the Agenda:

1. Correction to Consent Agenda Item 2: resolution number “2018-14” to the Resolution for Application for Repurchase of Tax Forfeited Property
2. Regular Agenda Item 5a. Cancellation of March 21, 2018 Arrowhead Counties Association meeting

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

Commissioner Ludwig moved to approve the Minutes of the March 6, 2018 board meeting and Summary for publication. Second by Commissioner Chaffee. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence

Department of Human Services correspondence — February 23, 2018

Pine County HRA Senior Housing minutes — January 24, 2018

Motion by Commissioner Chaffee to acknowledge the Boards, Reports and Correspondence. Second by Commissioner Ludwig. Motion carried 5-0.

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

CONSENT AGENDA

1. Review February, 2018 Cash Balance

Fund	February 28, 2017	February 28, 2018	Increase(Decrease)
General Fund	3,088,090	3,318,663	230,573
Health and Human Services Fund	554,102	629,766	75,664
Road and Bridge Fund	1,317,827	3,586,905	2,269,079
Land Management Fund	2,097,214	2,187,775	90,561
TOTAL (inc non-major funds)	8,058,515	11,676,603	3,618,088

2. **Application for Repurchase**
Approve Resolution 2018-14 for repurchase of tax forfeited land on a 10-year contract – Matthew Dennis. Authorize Board Chair and County Auditor to sign.
3. **Application for Exempt Permit**
Approve Application for Exempt Permit from Mission Creek Duck Unlimited to conduct Minnesota lawful gambling on April 15, 2018 at Wings North Hunt Club, 19379 Homestead Road, Pine City, MN.
4. **2018 State Boat and Water Safety Grant**
Approve the 2018-2019 State Boat and Water Safety Grant. Authorize Board Chair and County Administrator to sign.
5. **Training**
 - A. Approve Probation Director Terry Fawcett to present at the University of Wisconsin-Platteville's Biannual Restorative Justice Conference, April 24, 2018 in Platteville. The conference costs are reimbursed up to \$400 for expenses including lodging and mileage.
 - B. Approve Career Agent Sherry Johnson to attend the 2018 Janet Reno Forum at Georgetown University, May 21, 2018 in Washington D.C. Registration: \$50; Lodging: \$478/2 nights; Airfare: \$400. Total cost: \$1,030.
6. **Resolution 2018-13 for Support of ECRDC Transportation Planning**
Approve Resolution 2018-13 supporting East Central Regional Development Commission establishing regional transportation coordinating councils. Authorize Board Chair and County Administrator to sign.

REGULAR AGENDA

1. **Facilities Committee Report**
Commissioner Mohr provided an overview of the March 7, 2018 Facilities Committee meeting. North Pine Government Center topics discussed were builders risk insurance and cost (estimated \$5,632/may vary depending upon actual construction bids), MCIT coverage on building upon occupancy, technology quotes, placement of duress buttons, and reimbursement of furniture costs from Health & Human Services. Storage space in county buildings was also discussed. **Motion** by Commissioner Mohr to approve the proposal for Builders Risk Insurance from Zurich at an estimated amount of \$5,632 and delegate to the County Administrator authority to sign the policy. Second by Commissioner Ludwig. Motion carried 5-0.
2. **Personnel Committee Report**
Commissioner Chaffee provided an overview of the March 13, 2018 Pine County Personnel Committee meeting. The Personnel Committee made the following recommendations:
 - Health & Human Services
 - A. Acknowledge the resignation of full-time Child Support Officer Kellie Gillespie, effective March 6, 2018 and approve backfill of this position and any subsequent vacancies.
 - B. Acknowledge the resignation of full-time Public Health Nurse Gretchen Erickson, effective March 2, 2018 and approve backfill of this position and any subsequent vacancies.
 - Public Works
 - A. Acknowledge the resignation of full-time Highway Maintenance employee James Long, effective February 9, 2018 and approve backfill of this position and any subsequent vacancies.

Auditor / Treasurer

- A. Approve the updated Chief Deputy Auditor / Treasurer job description as presented, with the addition of election and customer service responsibilities. This position is a grade 13.

Administration

- A. Approve the new Auditor / Treasurer (Appointed) position as a grade 18. 2018 salary range \$79,477-\$103,355.

Motion by Commissioner Chaffee to approve the recommendations of the Personnel Committee. Second by Commissioner Ludwig. Motion carried 5-0.

3. **Final Payment Contract #1701**

County Engineer Mark LeBrun provided an overview of completion of Contract #1701, SAP 058-600-013 on Dunn Avenue, from CSAH 18 to Grindstone River Dam. This was a state funded project for the city of Hinckley.

Motion by Commissioner Chaffee to approve final payment in the amount \$18,444.15 to MPJ Enterprises, LLC and authorize County Administrator to sign the Certificate of Final Contract Acceptance. Second by Commissioner Ludwig. Motion carried 5-0.

4. **Commissioner Updates**

Soil & Water Conservation District (SWCD): Commissioner Ludwig stated the wetlands specialist is retiring in April 2018; SWCD has hired a new forester.

Lakes & Pines Community Action Council: Chair Hallan stated due to personnel changes at Lakes & Pines, the audit has not been completed. The deadline for completion is June 1st.

East Central Solid Waste Commission: Chair Hallan stated the replacement of the flare and generator maintenance were discussed.

East Central Regional Library: Meeting cancelled.

Pine County Chemical Health Coalition: Commissioner Mikrot stated the Coalition's bylaws were approved and upcoming summer events were discussed.

Courthouse Security Committee: Commissioner Ludwig stated the committee reviewed the recommendations received from the courthouse security assessment and will make a recommendation to the county board.

Township Annual Meetings: Commissioner Ludwig was appointed to be moderator at his township's meeting. Chair Hallan attended his township meeting where the township voted to raise their levy, mostly for fire protection.

Other: None.

5. **Upcoming Meetings**

Upcoming meetings were reviewed.

Cancelled: March 21, 2018 Arrowhead County Association meeting

Addition: March 29, 2018, 9:00 a.m., Insurance Committee meeting, Board Room, Courthouse.

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

The board reconvened at 10:52 a.m.

6. **Joint Meeting with Soil and Water Conservation Board**

Present: Chair Steve Hallan, Commissioners Josh Mohr, Steve Chaffee, Mikrot and Ludwig, County Administrator Minke, County Attorney Reese Frederickson, Land Services Director Kelly Schroeder.

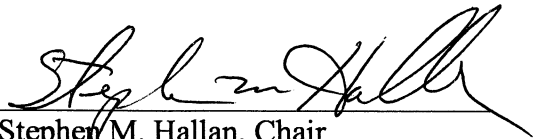
Pine County Soil & Water Conservation District (SWCD) Board members present: Skip Thomson, Chair; Tom Swaim, Vice Chair; Doug Odegard, Secretary; Jerry Telker, Treasurer; and Jill Carlier, District Manager. SWCD member JJ Waldhalm was absent.

The SWCD requested an opportunity to discuss administration of the Wetland Conservation Act (WCA) with the county board. Since 1992 the county has delegated administration of WAC to the district. Commissioners requested information as to the amount of permit activity and that staff contact the Board of Water and Soil Resources for additional information.

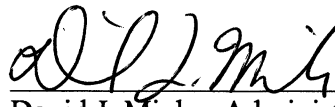
This item will be placed on the April 3, 2018 county board agenda for further discussion and direction.

7. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 11:58 a.m. The next regular meeting of the county board is scheduled for Tuesday, April 3, 2018 at 10:00 a.m. at the Pine County Courthouse, 635 Northridge Drive NW, Pine City, Minnesota.



Stephen M. Hallan, Chair
Board of Commissioners



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