



**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 19, 2019, 10:00 a.m.**  
**Pine County History Museum**  
**6333 H C Andersen Alle, Askov, 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 February 5, 2019 county board meeting and Summary for publication
- F) Minutes of Boards, Reports and Correspondence
  - Pine County Housing and Redevelopment Authority Board Minutes – December 19, 2018
  - Pine County Housing and Redevelopment Authority Annual Meeting Minutes – December 19, 2018
  - Special Primary Election Canvassing Board Minutes – January 23, 2019
  - Special Primary Election Canvassing Board Minutes – February 6, 2019
  - East Central Regional Library Board Minutes – January 14, 2019
- G) 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. Review January, 2019 Cash Balance (attached)**

<b>Fund</b>	<b>January 31, 2018</b>	<b>January 31, 2019</b>	<b>Increase(Decrease)</b>
General Fund	4,315,665	4,507,285	191,620
Health and Human Services Fund	831,905	1,053,948	222,043
Road and Bridge Fund	570,320	(95,298)	(665,618)
Land Management Fund	2,174,250	1,917,480	(256,771)
<b>TOTAL (inc non-major funds)</b>	<b>8,829,522</b>	<b>10,455,612</b>	<b>1,626,090</b>

2. **Application for Abatement**
  - A. Consider Application for Abatement for Minnesota Energy Resource Corp., multiple parcels, payable 2014-2018 – Tax Court Ordered.
  - B. Consider Application for Abatement for Pine Medical Center, PID 40.9910.000, for 2017 and 2018.
3. **Funds Transfer and Restriction**
  - A. Consider transferring \$122,138.17 (balance as of December 31, 2018) from the Drug Task Force Agency Account 84-201-5611 to the Sheriff's Office Account 01-201-5613 and restrict these funds.
  - B. Consider restricting the \$3,204.53 from the 2011 Equitable Sharing Agreement effective December 31, 2018, Account 01-201-5611.
4. **Application for Repurchase**

Consider approval of Resolution 2019-08 for repurchase of tax forfeited land in full for U.S. Bank, NA, as Trustee for Manufactured Housing Contract Senior/Subordinate Pass-Through Certificate Trust 1998-1. Authorize Board Chair and County Auditor to sign.
5. **Donation**
  - A. Accept an anonymous \$50 cash donation and designate to the Pine County Sheriff's Office K-9 program; to be used to help offset expense of canine program.
  - B. Accept a \$100 donation from the Women of the Our Redeemer Lutheran Church of Pine City ELCA and designate to the Pine County Sheriff's Office K-9 program; to be used to help offset expense of canine program.
6. **Contract Between Health & Human Services and Teen Focus**

Consider approval of a contract between Health & Human Services and Teen Focus to allow Teen Focus to deliver chemical health services. There is no change in the cost of services from 2018 to 2019. Authorize Board Chair and County Administrator to sign.
7. **Lakes and Pines Release of Lien**

Consider approval of a lien release for a mortgage between Matthew Nelson and Becky Nelson and Pine County; original loan/\$20,000, outstanding balance/\$6,195.23. This forgivable loan was given through a Small City Grant Fund in 2011. Authorize Board Chair and County Administrator to sign Mortgage Lien Release.
8. **Personnel (Completion of Probationary Status)**
  - A. Consider promotion of part-time Deputy Sheriff Jeremiah Friday to full-time Deputy Sheriff, effective February 3, 2019. No change to grade or wage.
  - B. Consider promotion of Deputy Sheriff Adam Kenow (grade 10) to Investigator (grade 11), effective February 10, 2019, \$31.31 (2018 scale, 2019 not yet approved).
9. **New Hire**
  - A. Consider approval of the hiring of Carla Rigato as a MnChoices Assessor, effective February 25, 2019, Grade 10, Step 1, \$23.98 per hour.
10. **Training**
  - A. Consider Health & Human Services employees Jessica Fehlen, Samantha Burch, Amber Koski, Christina Schoeberl and Dawn Moffett to attend the MN Breastfeeding Collaborative Continuous Quality Improvement meeting on March 5-6, 2019 in Minnetonka. Lodging \$270, Meals \$170.

Total: \$440. All expenses are covered by the Evidence Based Home Visiting Grant. This training is a required meeting to fulfill the requirements of this grant.

- B. Consider Health & Human Services employees Jessica Fehlen and Samantha Lo to attend the ICS-300 Emergency Preparedness training, February 19-21, 2019 at Fort Snelling. Mileage, two nights hotel and meals for two people: Total \$657. All expenses are covered by Public Health Emergency Preparedness Grant funding. This training is required for public health staff who are involved with emergency preparedness.

## **REGULAR AGENDA**

### **1. Facilities Committee Report**

The Facilities Committee met February 5, 2019. (Minutes attached). The Facilities Committee made the following recommendations:

#### **A. Sandstone Sportsman's Club Shooting Range**

Continue to research the issue on the transfer of the Sandstone Sportsman Club property to the Pine County Sheriff's Office.

#### **B. Clean Air Policy/Tobacco Use Policy**

Recommend the clean air/tobacco use policy and add language that the designated smoking areas should be designated on site and be a minimum of 20 feet from the building entrance.

Other items for informational purposes only.

### **2. Personnel Committee Report**

The Personnel Committee met February 12, 2019. (Minutes attached). The Personnel Committee made the following recommendations:

#### **A. Health and Human Services**

- i. Ratify the resignation of Children's Mental Health Social Worker Damien Louis, effective January 25, 2019, and approve backfilling the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Acknowledge the resignation of Child Protection Investigator Candice Bartheidel, effective May 4, 2019, and approve backfilling the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- iii. Ratify the transfer of Child Support Officer Mindy Sandell to the Pine County VSO position, effective February 4, 2019, and requested to backfill the Child Support Officer position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- iv. Acknowledge the resignation of Social Worker Marjanae Zerehi, effective March 1, 2019, and approve backfilling the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

#### **B. Sheriff's Office**

- i. Ratify the resignation of part-time Sheriff's Secretary Lori Duskocil, effective January 28, 2019, and to approve backfilling the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

#### **C. Auditor-Treasurer**

- i. Ratify the transfer of Clerk III Kim Kylander to the Appraiser position, effective February 4, 2019, and approve backfilling the open Clerk III position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

### **3. Tax-Forfeit Land Advisory Committee Report**

The Pine County Tax-Forfeit Land Advisory Committee met January 30, 2019 and made the following recommendations:

A. Forfeit Land Auction

Consider approval of the attached list of lands to be offered for sale in 2019, authorize appraisals, re-appraisals and miscellaneous land sale preparation; set date for public land auction for September 20, 2019.

B. Homestead Repurchase Deadline

Consider approval of Resolution 2019-09 and authorize Board Chair and County Administrator to sign. The resolution sets the deadline for the repurchase of homesteaded properties to be August 6, 2019 at which time the land auction will be finalized to allow ample time for advertising, legal notifications, postings and viewings of the properties.

C. Withdrawal of All Previous Land Sale Parcels

Consider approval of Resolution 2019-10 and authorize Board Chair and County Administrator to sign. This will allow Pine County to withdraw unsold parcels of land from past tax-forfeit public land auctions including the September 21, 2018 Tax-Forfeit Land Auction, effective July 12, 2019.

D. Tax Forfeit Land Sale Tract Classification (Non Conservation) and Distribution

Consider approval of Resolution 2019-11 and authorize Board Chair and County Administrator to sign. This will classify the attached list of lands as non-conservation lands and allow the distribution of the listing to local governments and DNR for review and approval.

4. Extension Committee Appointment

Consider approval of the appointment of Chad Dipman, representing District 5, to the Extension Committee for the term ending December 31, 2019. This appointment will fill the vacancy created by the resignation of Thane Sheetz.

5. 2019 Aquatic Invasive Species (AIS) Program

A. Discussion on proposed activities to be included in the 2019 AIS Plan

B. Consider adoption of Resolution 2019-12 Adopting the 2019 Aquatic Invasive Species Plan

C. Consider Minnesota DNR Delegation Agreement for AIS Prevention Inspections. Authorize Board Chair to sign.

6. Commissioner Updates

Soil & Water Conservation District

Central MN Council on Aging

Law Library

East Central Regional Juvenile Center

Mille Lacs Band of Ojibwe meeting

East Central Solid Waste Commission

East Central Regional Library

Pine County Chemical Health Coalition

AMC Legislative Conference

NE MN Area Transportation Partnership

Other

7. Other

8. Upcoming Meetings (Subject to Change)

a. **Pine County Board Meeting, Tuesday, February 19, 2019, 10:00 a.m.**, Pine County History Museum, 6333 H C Anderson Alle, Askov, Minnesota.

b. **County Zoning Working Meeting, Tuesday, February 19, 2019, 6:30 p.m.**, Pine County History Museum, 6333 H C Anderson Alle, Askov, Minnesota.

- c. **Extension Committee, Thursday, February 21, 2019, 3:00 p.m.,** Jury Assembly Room, Courthouse, Pine City, Minnesota.
- d. **Pine County Joint Boards Meeting, Thursday, February 21, 2019, 6:00 p.m.,** Pine City High School District Board Room, Pine City, Minnesota.
- e. **State Community Health Services Advisory Committee, Friday, February 22, 2019, 10:00 a.m.,** Amherst Wilder Foundation, 451 Lexington Parkway North, St. Paul, Minnesota.
- f. **Snake River Watershed Joint Powers Board, Monday, February 25, 2019, 9:00 a.m.,** Kanabec County Courthouse, 18 North Vine, Rooms 3 & 4, Mora, Minnesota.
- g. **Lakes & Pines Community Action Council (Executive Committee ), Monday, February 25, 2019, 10:00 a.m.,** 1700 Maple Avenue East, Mora, Minnesota.
- h. **Lower St. Croix 1W1P Policy Committee, Monday, February 25, 2019, 4:00 p.m.,** Wyoming Library, 26855 Forest Blvd, Wyoming, Minnesota.
- i. **East Central Regional Development Commission, Monday, February 25, 2019, 7:00 p.m.,** 100 Park St. So., Mora, Minnesota.
- j. **Technology Committee, Tuesday, February 26, 2019, 9:00 a.m.,** Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- k. **Special Meeting-Committee of the Whole (Local Government Officials), Tuesday, February 26, 2019, 6:00 p.m.,** Jury Assembly Room, Courthouse, Pine City, Minnesota.
- l. **NLX, Wednesday, February 27, 2019, 10:00 a.m.,** Board Room, Courthouse, Pine City, Minnesota
- m. **HRA meeting, Wednesday, February 27, 2019, 1:00 p.m.,** Sandstone, Minnesota.
- n. **RAC/NEECB meeting, Thursday, February 28, 2019, 10:00 a.m.,** St. Louis County EOC – Pike Lake, 5735 Old Miller Trunk Highway, Duluth, Minnesota.
- o. **Courthouse Security Committee Meeting, Friday, February 28, 2019, 12:00 p.m.,** Jury Room B, Courthouse, Pine City, Minnesota.
- p. **Nemadji 1W1P Policy Committee meeting, Friday, March 1, 2019, 9:30 a.m.,** Carlton SWCD, Carlton, Minnesota.
- q. **Pine County Board Meeting, Tuesday, March 5, 2019, 10:00 a.m.,** Board Room, Courthouse, Pine City, Minnesota.
- r. **Special Meeting-Committee of the Whole, Tuesday, March 5, 2019, 1:00 p.m.,** Board Room, Courthouse, Pine City, Minnesota.

9. **Adjourn**