

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, September 17, 2019 - 10:00 a.m.
North Pine Government Center
1602 Hwy. 23 North, Sandstone, Minnesota**

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

The Pledge of Allegiance was said.

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

Chair Mohr requested the following revisions to the Agenda:

Addition: Regular Agenda #5A / MnChoices Assessment Update

Correction: Consent Agenda 9C: Internal transfer of Danielle Onè to the MNChoices Assessor position, effective September 18, 2019. Change in grade from Grade 11 to Grade 10.

Commissioner Hallan moved to adopt the amended Agenda. Second by Commissioner Ludwig. Motion carried 4-0.

Commissioner Ludwig moved to approve the Minutes of the September 3, 2019 county board meeting and Summary for publication. Second by Commissioner Mikrot. Motion carried 4-0.

Commissioner Mikrot moved to approve the Minutes of the September 10, 2019 Special Meeting-Committee of the Whole (Budget). Second by Commissioner Hallan. Motion carried 4-0.

Minutes of Boards, Reports and Correspondence

Pine County Chemical Health Coalition Minutes – September 9, 2019

Motion by Commissioner Mikrot to acknowledge the Boards, Reports and Correspondence. Second by Commissioner Hallan. Motion carried 4-0.

Commissioner Ludwig moved to approve the amended Consent Agenda. Second by Commissioner Mikrot. Motion carried 4-0.

CONSENT AGENDA

1. Approve August, 2019 Cash Balance

Fund	August 31, 2018	August 31, 2019	Increase(Decrease)
General Fund	4,630,647	4,870,157	239,509
Health and Human Services Fund	1,728,835	1,420,318	(308,517)
Road and Bridge Fund	3,282,612	4,974,308	1,691,697
Land Management Fund	1,437,542	1,426,270	(11,272)
TOTAL (inc non-major funds)	13,672,792	15,068,741	1,395,949

2. **Applications**

- A. Approve Resolution 2019-42 for the repurchase of tax forfeited land in full for Mille Lacs Band of Chippewa Indians, the former mortgagee. Authorize Board Chair and County Administrator to sign.
- B. Approve the Application for Premises Permit for the Pine City Youth Hockey Association to conduct lawful gambling at Wings North, 19072 Homestead Road, Pine City (Pokegama Township).

3. **School Resource Contracts**

Approve the following 2019-2020 school resource officer contracts between the Pine County Sheriff's Office and the following school districts. The duration of the contracts are for one year, and all contracts reflect a 3% increase in the hourly rate, from \$35.20 per hour to the new rate of \$36.26 per hour.

- A. East Central Schools: (1) school resource officer for 20 hours per week during the school year.
- B. Pine City Schools: (1) school resource officer for 40 hours per week during the school year.
- C. Hinckley-Finlayson Schools: (1) school resource officer for 20 hours per week during the school year.

Authorize Board Chair and County Administrator to sign.

4. **2019/2020 and 2020/2021 Snow Removal Bid**

Award the 2019/2020 and 2020/2021 snowplow contract to Premier Outdoor Services in the two-year total amount of \$36,000. This amount remains unchanged from 2017/2018 and 2018/2019 contract with Premier Outdoor Services. Authorize Board Chair and County Administrator to sign.

5. **Evening Reporting Center Grant**

Authorize the Board Chair and County Administrator to sign the Evening Reporting Center Grant. From October 1, 2019 through September 30, 2021, the ERC will receive \$313,800 to cover contract services for an ERC director and counselor, equipment purchases, office expenses, incentives, presenters, curriculum materials, transportation and supplies. There is no match requirement.

6. **Child Support Cooperative Agreement**

Approve the State of Minnesota – County Child Support Program Interagency Cooperative Agreement for calendar years 2020 and 2021. Health & Human Services pay the sheriff's office and county attorney's office for child support services. These expenses are reimbursed at a rate of approximately 66%. This agreement is necessary so the department can receive reimbursement for child support services expenses. Authorize Board Chair and County Administrator to sign.

7. **Grant Agreement with Delta Dental of Minnesota**

Accept the \$10,000 grant from Delta Dental of Minnesota, which will go to enhance the provision of dental services to community members who qualify. Authorize Board Chair and County Administrator to sign.

8. **Natural Resources Block Grant**

Authorize the Board Chair and County Administrator to sign the fiscal year 2020 and 2021 State of Minnesota Board of Water and Soil Resources Natural Resources Block Grant Agreement; the grant is in the amount of \$162,133. The grant agreement does not require a county match.

9. **Personnel**

- A. Authorize the promotion of Jim Danielson to Lead Building Maintenance Worker, effective August 1, 2019, Grade 5, Step 4, \$19.46 per hour.
- B. Authorize regular employment status to Child Support Officers Tiffanie Anderson and Salena Fox, effective September 26, 2019.
- C. Authorize the internal transfer of Danielle One to the MNChoices Assessor position, effective September 18, 2019, Grade 10, no change in pay.

10. **New Hire**

- A. Authorize the hiring of Probation Case Aide Justine Crocker-Ward, Grade 4, Step 1, \$16.90 per hour, contingent upon a successful background investigation and pre-employment drug screen. Effective October 1, 2019.
- B. Authorize the hiring of Recycling Center Attendant Tena Philipczyk, part-time, Grade 1, non-union, starting wage \$14.62.

11. **Training**

- A. Authorize Probation Director Terry Fawcett to attend the Minnesota Corrections Association Conference, October 23-25, 2019, in Nisswa, Minnesota. Registration is free as Mr. Fawcett receives a complimentary registration as the president of MACPO. Lodging: \$209, Mileage: \$123. Total: \$332.
- B. Authorize the following Health & Human Service employees to attend the St. Louis HHS Conference from October 9-11, 2019 in Duluth: Social Worker Brenda Danielson, Social Worker Nancy Johnson, PHN Danielle One, Social Worker Carrie Reeves, Social Worker Jessica Zirbes, Social Worker Amber Andrews, Social Worker Heidi Burton, Social Worker Cassie Peterson, Social Worker Rona Duvall and Case Aide Lisa Stoffel. Registration per participant: \$60, total \$600; Meals: approx. \$30 per participant, total \$300; Lodging: \$0; Travel: \$200 total. County cars will be used for many of the staff who are at the conference. Total: \$1,100.
- C. Authorize Financial Worker Janessa Berberich and Case Aide Arlene Fjosne to attend the 50th Annual MN Financial Worker and Case Aide Association Conference, October 23-25, 2019, in Mankato. Registration: \$300 per person, total \$600; Lodging: \$357 total; Travel: county car, meals are included in the registration cost. Total: \$957.
- D. Authorize Social Workers Adriane Wimmer, Haeley Newman and Nikki Wiener to attend the Infant and Early Childhood Multidisciplinary Mental Health Conference, October 28-29, 2019 in Coon Rapids. Registration: \$300 per person, total \$900; Travel: county car; Total: \$900.

REGULAR AGENDA

1. **Insurance Committee Report**

Commissioner Hallan provided an overview of the September 9, 2019 Insurance Committee meeting. The consensus of the Insurance Committee is to recommend accepting the proposal from Resources Training and Solutions which adds \$300 to the out-of-pocket costs for single coverage and \$600 to family out-of-pocket costs, and also removes fourth quarter carryover. The 2020 premium increase would be 7.53% (\$236,616) above 2019. The proposal will be brought forward to the October 1, 2019 County Board meeting for consideration.

2. **Personnel Committee Report**

Commissioner Ludwig stated the Personnel Committee met September 10, 2019. The Personnel Committee made the following recommendations:

A. Health & Human Services

- i. authorize the temporary eligibility worker position to become full time and grant regular, full-time employment status to Sabrina Robbins. No change in grade or pay (Grade 6, Step 1, \$18.99 per hour).
- ii. authorize the part-time public health case aide position to become full time effective September 30, 2019 and to grant regular full-time employment status to Karen Jansen effective September 30, 2019. No change in grade or pay (Grade 5, Step 4, \$20.22 per hour).

B. Highway

- i. acknowledge the retirement of Highway Maintenance Worker Tim Duffney and authorize the backfill of the position and any vacancies due to promotion/lateral transfer.

C. Administration

- i. amend Personnel Policies & Procedures Section 7.9 (PTO Cash Out) to allow non-union, non-exempt employees the option to cash out (or move to the HCSP) up to 80 hours of PTO per year.

Motion by Commissioner Ludwig to approve the recommendations of the Personnel Committee. Second by Commissioner Mohr. Motion carried 4-0.

3. Technology Committee Report

Commissioner Hallan provided an overview of the September 11, 2019 Technology Committee meeting. Video conferencing and the purchase of 360 degree cameras which would allow the camera to capture an entire room of participants for meetings was discussed. The committee also reviewed Amendment 6 from the MnCCC relating to the Tax/CAMA system, which allows leaving the current MnCCC contract with no penalty if done by October 16th. The consensus was that Pine County leave the contract with no penalty and wait to see the results of the MnCCC RFP in February 2020. On October 15th a final recommendation on exercising the exit option under Amendment 6 will be presented to the County Board.

4. Noxious Weed and Invasive Plant Grant Program

Land & Resources Manager Caleb Anderson provided an overview of the 2019 noxious weed grant, scheduled to expire December 1, 2019. Caleb reviewed the noxious weed law and provided an overview of an ongoing noxious weed project in the Grindstone Lake area. One-half of the awarded funds have been spent. Approval by the county board to extend the grant expiration date to December 31, 2020 would allow additional time to complete the project.

Motion by Commissioner Hallan to authorize Land & Resources Manager Caleb Anderson to sign the amendment to the noxious weed and invasive plant grant contract extending the grant expiration date to December 31, 2020. Second by Commissioner Mikrot. Motion carried 4-0.

5. Preliminary 2020 Property Tax Levy and Budget

Commissioners discussed the preliminary 2020 budget and property tax levy. A preliminary levy of \$19,354,383 is a 3% increase from 2019, an increase of \$563,719 from the 2019 levy, which includes a contingency in the General Fund of approximately \$56,000.

Motion by Commissioner Mohr to set the 2020 preliminary budget at \$19,354,383. Second by Commissioner Hallan. Motion carried 4-0.

5A. MnChoices Assessment Update

Social Services Supervisor Patrick Meacham provided an overview of waived services and MnChoice assessment procedures.

6. **Commissioner Updates**

Soil & Water Conservation District: Commissioner Ludwig stated it was a normal meeting; discussion of the move to SWCD's new office located at 1610 Hwy. 23 No., Sandstone.

MN Council on Aging (Board of Directors): Commissioner Hallan stated the audit has been completed and the Council on Aging received a clean audit. The 2020 budget was also discussed.

Northwood's ATV Trail Fun Ride: Administrator Minke stated Aitkin County has a lot of data on the trail which is used in the determination of the economic impact of the trail in the area.

East Central Solid Waste Commission: Commissioner Hallan was unable to attend, Commissioner Mikrot attended as his representative. The flares and blowers are working, discussion on the refurbished scale, and a formal resolution was passed to not accept metro waste at the facility.

East Central Regional Library: Chair Mohr stated a general business meeting. Provided update on new Cambridge library with anticipated opening in May 2020.

Pine County Chemical Health Coalition: Commissioner Mikrot stated election of officers took place; everyone held the same position. Upcoming trainings were discussed.

AMC Fall Policy Conference: Commissioner Mikrot and Administrator Minke provided an overview of the sessions they attended at the conference.

Central Minnesota Workforce Development Board: Commissioner Hallan stated the workforce center that has been located, and contracted with, Pine Technical and Community College is going away and those workforce duties will be performed by Central Minnesota Jobs and Training Services.

Lakes & Pines Community Action Council: Commissioner Hallan stated grants for fuel assistance are renewable on October 1st. Congress hasn't authorized that bill yet so Lakes & Pines isn't yet aware of available funding.

House Capital Investment Committee trail meeting: Commissioners Josh Mohr and Steve Hallan, Auditor-Treasurer Kelly Schroeder, County Engineer Mark LeBrun, County Administrator David Minke joined the tour bus with the House Capital Investment Committee and presented information to the committee regarding the segment of the Oberstar Trail which Pine County has requested bonding funds for.

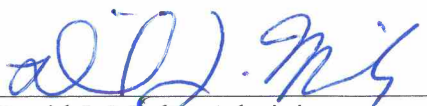
Other: None.

7. **Other**
None.

8. **Upcoming Meetings**
Upcoming meetings were reviewed.

9. **Adjourn**
With no further business, Chair Mohr adjourned the meeting at 11:42 a.m. The next regular meeting of the county board is scheduled for Tuesday, October 1, 2019 at 10:00 a.m. at the Pine County Courthouse, 635 Northridge Drive NW, Pine City, Minnesota.


Joshua Mohr, Chair
Board of Commissioners
Steve Chaffee, Vice Chair


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