

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, October 1, 2019 - 10:00 a.m.
Pine County Courthouse
Pine City, Minnesota**

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

The Pledge of Allegiance was said.

Vice Chair Chaffee called for public comment. There was no public comment.

Vice Chair Chaffee requested the following revisions to the Agenda:

1. Remove Consent Agenda 5(A) - Personnel
 - Remove transfer of part-time deputy sheriff Grant Crider
2. Remove Regular Agenda Item #3 – Pine Technical and Community College Presentation
 - Presentation will be rescheduled to the November 5, 2019 county board meeting
3. Amend Regular Agenda Item #4B – Tax-Forfeit Land Auction
 - Resolution 2019-46 amended to reflect only Tract 17 to be removed from the Tax-Forfeit Land Auction List
4. Add Regular Agenda Item #8A - Update on Pine County Roads After Recent Rain Event

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

Commissioner Hallan moved to approve the Minutes of the September 17, 2019 Board Meeting and Summary for publication. Second by Commissioner Mikrot. Motion carried 4-0.

Commissioner Ludwig moved to approve the Minutes of the September 24, 2019 Special Meeting-Committee of the Whole (Land Tour). Second by Commissioner Mikrot. Motion carried 4-0.

Minutes of Boards, Reports and Correspondence

Pine City Township correspondence (Comprehensive Land Use Plan) – September 18, 2019

City of Sandstone correspondence – City of Sandstone Wellhead Protection Program – August 27, 2019

Motion by Commissioner Mikrot to acknowledge the Minutes of 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. **September 2019 Disbursements and Claims over \$2,000**
Approve Disbursements Journal Report, September 1, 2019 – September 30, 2019 and Claims over \$2,000.

2. **Applications**

Approve:

- A. Tax Court Abatement: Northern Natural Gas, multiple parcels, payable 2016 & 2017, tax court ordered.
- B. Local Option Disaster Abatement: Juli Swanson, 4560 580th Street, Pine City, PID 43.0298.001, pay 2018.
- C. Temporary Liquor License: YMCA Camp Miller, October 24-27, 2019, pending approval from county sheriff and State of Minnesota.
- D. Excluded Bingo: Sturgeon Lake Relief Association on November 22, 2019 at Doc's Sports Bar and Grill Pavilion, 34427 Majestic Pine Drive, Sturgeon Lake, MN (Windemere Township).
- E. Repurchase: Approve Resolution 2019-43 for the repurchase of tax forfeited land in full for Robin Raudabaugh, Personal Representative for the Betty Karas Estate. Authorize Board Chair and County Administrator to sign.

3. **Septic Fix-Up Special Assessment Pay-Off**

Authorize the Board Chair and County Administrator to sign the Mortgage Satisfaction for Mary Louise Kenowski and Randy Kenowski for pay off of a septic fix-up special assessment.

4. **Off Highway Vehicle Enforcement Grant Program**

Approve the 2020-21 Off Highway Vehicle Grant in the amount of \$8,075 for 2020 and \$8,075 for 2021, totaling \$16,150. The grant will be used for the enforcement, equipment and training for the community. This grant does not require matching funds. Authorize Board Chair and County Administrator to sign.

5. **Personnel**

- A. Removed.
- B. Authorize the promotion of Office Support Specialist Samantha J. Robbins to Support Enforcement Aide with the HHS Child Support Unit effective Wednesday, October 2, 2019, Grade 5, Step 1, \$17.92 per hour.

6. **New Hire**

- A. Authorize the hiring of Jeremy Cummings as a part-time Recycling Center Attendant, effective October 2, 2019. Grade 1, non-union, \$14.62 per hour.
- B. Authorize the hiring of Jenae Hicks as a Public Health Educator, effective October 21, 2019. Grade 10, Step 3, \$26.03 per hour, pending successful background check.

7. **Training**

- A. Authorize RN Christina Schoeberl, PHN Dawn Moffett, and RN Amber Koski to attend the Minnesota Breastfeeding Coalition Statewide Workshop and Conference from October 23-25, 2019 in Rochester. All costs associated with attendance are budgeted through the Evidence-Based Home Visiting Grant and the Local Public Health Grant. Registration \$470, Lodging and meals \$484. Total cost: \$954.

REGULAR AGENDA

1. **Retirement**

The board recognized the retirement of Highway Maintenance Worker Tim Duffney and his 15 years of service to Pine County.

2. **Initiative Foundation Presentation**

Carl Newbanks, Initiative Foundation Grants and Development Manager, updated the board on programs offered and impacts on Pine County. The Initiative Foundation 2020 budget request is \$7,450, the same amount as the 2019 appropriation.

3. **Pine Technical and Community College Presentation**

Removed from agenda; rescheduled to November 5, 2019 county board meeting.

4. **Tax-Forfeit Land Auction**

County Auditor-Treasurer Kelly Schroeder provided an overview of the September 20, 2019 land auction. Total monies bid for the sale of tax-forfeited land was \$799,715; 22 tracts out of 33 tracts were sold. Remaining unsold properties remain available for sale over the counter at the Auditor's Office. Schroeder also explained Tract 17, appraised at \$14,900, was bid to \$25,000. The bidders left the auction without making payment and finishing the sales transaction. Minnesota statute states the sale of the parcel must continue until sold or until the county board orders a reappraisal or withdraws the parcel from sale. Schroeder requested Tract 17 be withdrawn from the sale.

Motion by Commissioner Hallan to approve Resolution 2019-46 withdrawing Tract 17 (PID 07.0015.000, Bruno Township), from the 2019 Land Auction Listing. Authorize Board Chair and County Administrator to sign. Second by Commissioner Mikrot. Motion carried 4-0.

5. **2018 Financial Statement (Audit)**

County Auditor-Treasurer Kelly Schroeder stated the 2018 audit was complete and requested authority for publication of the Financial Statement. The county received an unmodified opinion relating to the financial statement and a qualified opinion relating to a Medical Assistance program, corrective measures have been identified and implemented.

Motion by Commissioner Hallan to accept the 2018 audit with an unmodified opinion for the financial statement and authorization publication of the 2018 Pine County Financial Statement. Second by Commissioner Ludwig. Motion carried 4-0.

6. **2019 Out-of-Home Placement Update**

Health & Human Services Director Becky Foss provided an out-of-home placement update for 2019. Foss stated the number of children in out-of-home placements is down, however child protection placement costs are increasing due to the length of placements and level of placements. Costs are projected to be over budget for 2019. An additional \$250,000 has been included in the 2020 preliminary budget for out-of-home placements.

7. **Road Exchange with Sturgeon Lake Township**

County Engineer Mark LeBrun stated Sturgeon Lake Township and the county have agreed to a road exchange. Sturgeon Lake Township has agreed to take possession and maintenance of County Road 166 and the county has agreed to take possession and maintenance of Dago Lake Road. The length of the roads proposed for exchange are nearly equal.

Motion by Commissioner Mikrot to approve Resolution 2019-44 revoking County Road 166 to Sturgeon Lake Township for the following description: Commencing at or near the Northeast corner of Section 18, Township 45 North, Range 20 West, of the 4th Principal Meridian, Pine County, Minnesota, and traveling northerly through and along Sections 5, 6, 7 and 8, all being in Township 45 North, Range 20 West, of the 4th Principal Meridian, Pine County, Minnesota, and terminating at the Carlton County Line. Authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 4-0.

Motion by Commissioner Mikrot to approve Resolution 2019-45 establishing Dago Lake Road as Pine County Road 166.

Description:

Sturgeon Lake Township Road T-634 (Dago Lake Road) described as commencing at or near the intersection of CSAH 61 of Section 26, Township 45 North, Range 20 West, of the 4th Principal Meridian, Pine County, Minnesota, thence traveling easterly through and along Sections 25, 26, 35, 36 terminating at northeast corner of Section 36, Township 45, Range 20 West, of the 4th Principal Meridian, Pine County, Minnesota.

Authorize Board Chair and County Administrator to sign. Second by Commissioner Hallan. Motion carried 4-0.

8. **Award Contract #1906**

County Engineer Mark LeBrun stated bids were open for Contract #1906 on September 16, 2019 and he recommended the contract be awarded to Midwest Contracting, LLC. Contract #1906 includes SAP 058-667-001 located on CSAH 67, between CSAH 9 and 1.25 miles W of CSAH 9. The bid award was 17% higher than the engineer's estimate.

Motion by Commissioner Hallan to award of contract #1906 to Midwest Contracting, LLC, the lowest responsible bidder, in the amount of \$1,900,435.60, and authorize Board Chair and County Administrator to sign. Second by Commissioner Ludwig. Motion carried 4-0.

8A. **Road Condition Updates**

County Engineer Mark LeBrun provided a road update on county roads in the northern part of the county due to recent rain events. Estimated amount of damage is approximately \$15,000-\$20,000.

9. **2020 Health Insurance Renewal**

County Administrator David Minke stated the county's insurance committee has met several times this year to review and discuss rates and plans. The insurance committee recommended 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.

Motion by Commissioner Ludwig to approve the Resources Training Solutions proposal for Health Insurance for 2020 and authorize the County Administrator so sign. Second by Commissioner Hallan. Motion carried 4-0.

10. **Schedule Special Meeting-Committee of the Whole**

Motion by Commissioner Ludwig to schedule a Special Meeting-Committee of the Whole (Local Government Officials) for October 29, 2019 at 6:00 p.m., in Pine City. Second by Commissioner Mikrot. Motion carried 4-0.

11. **County Membership in Minnesota Rural Counties and Greater Minnesota Parks and Trails**

The board discussed membership in Minnesota Rural Counties (annual membership \$2,400) and Greater Minnesota Parks and Trails (annual membership \$300).

Motion by Commissioner Hallan to join membership in both the Minnesota Rural Counties and Greater Minnesota Parks and Trails organizations. Second by Commissioner Mikrot. Motion carried 4-0.

12. **Commissioner Updates**

MN Council on Aging: Commissioner Hallan stated a performance evaluation of the director took place; 2020 budget and requests were discussed.

Arrowhead Counties Association: Commissioner Mikrot reported session will start the second week of February; bonding will be one of the main issues. Discussion took place with other counties as to preliminary levies for 2020—levy increases range from 2.3%/Itasca to 6.5%/St.

Louis county.
Snake River Watershed: Chair Mohr absent at today's county board meeting; no report was given.
NLX: Cancelled
HRA Board meeting: Commissioner Ludwig stated he was unable to attend this meeting.
Pine County Transit: Commissioner Hallan stated he was unable to attend this meeting, however providing clarification that the county did provide start-up funding for Arrowhead Transit, but did not contribute for Dial-A-Ride services in Pine City.
Labor Negotiations: Commissioner Ludwig stated the Labor Negotiation Committee received a proposal from AFSCME Corrections/Dispatch and a counter-proposal by the county was given. A future meeting is scheduled.
Lower St. Croix 1W1P: Commissioner Hallan stated discussion of how the organization is going to be governed is ongoing.
Other: Northeast Emergency Communications Board: Commissioner Hallan stated he attended this meeting via webex. Funding for replacement of equipment and technology was discussed.


13. **Other**
None.

14. **Upcoming Meetings**
Upcoming meetings were reviewed.

15. **Adjourn**
With no further business, Vice Chair Chaffee adjourned the meeting at 12:04 p.m. The next regular meeting of the county board is scheduled for Tuesday, October 15, 2019 at 10:00 a.m. at the North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota.



Joshua Mohr, Chair
Pine County Board of Commissioners



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