

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, October 15, 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, Steve Chaffee, John Mikrot, Jr., and Matt Ludwig. Also present was County Administrator David Minke and County Attorney Reese Frederickson.

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

1. Consent Agenda 4(D) - Personnel
 - Consider approval of the hiring of Sabrina Robbins as a full-time Eligibility Worker, effective October 16, 2019, Grade 6, Step 1, \$18.99 per hour.
2. Consent Agenda 4(E) – Personnel
 - Consider approval of the hiring of Grant Crider as a part-time Corrections Officer, effective October 21, 2019, Grade 7, Step 1, \$19.33 per hour.

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

Commissioner Mohr stated his appreciation to board members who recently attended meetings on his behalf while he was unavailable.

Commissioner Mikrot moved to approve the Minutes of the October 1, 2019 county board meeting and Summary for publication. Second by Commissioner Hallan. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence

Land Surveyor Monthly Report – September 2019

Commissioner Hallan stated his appreciation to the work provided by Land Surveyor Robin Matthews. **Motion** by Commissioner Ludwig to acknowledge the Boards, Reports and Correspondence. Second by Commissioner Mikrot. Motion carried 5-0.

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

CONSENT AGENDA

1. **Approve September, 2019 Cash Balance**

Fund	September 30, 2018	September 30, 2019	Increase(Decrease)
General Fund	3,741,762	3,680,700	(61,062)
Health and Human Services Fund	1,232,488	776,082	(456,406)

Road and Bridge Fund	735,916	4,821,072	4,085,156
Land Management Fund	1,732,180	1,833,909	101,729
TOTAL (inc non-major funds)	12,970,515	14,578,320	1,607,806

2. **Donation**

Accept a \$500 donation from Jonathan and Naomi Koenig and designate to the Pine County Sheriff's Office K-9 program.

3. **Victim Services Coordinator Grant for 2020**

Authorize the Board Chair and County Administrator to sign the Victim Services Coordinator Grant for 2020. For 2020 and 2021 the county will receive a total of \$140,000. There is a matching requirement from the county; much of the match is in-kind and the remaining match expenses are budgeted for in the 2020 preliminary budget.

4. **Personnel**

- A. Authorize regular employment status to Clerk III Dianne Johnson, effective October 9, 2019.
- B. Authorize regular employment status to Social Worker Kelly Diggan, effective October 9, 2019.
- C. Approve the lateral transfer of Andrea Anderson to the open social worker position working in case management programming for individuals 65 and older, effective October 21, 2019. No change in grade or pay.
- D. Approve the hiring of Sabrina Robbins as a full-time Eligibility Worker, effective October 16, 2019, Grade 6, Step 1, \$18.99 per hour.
- E. Approve the hiring of Grant Crider as a part-time Corrections Officer, effective October 21, 2019, Grade 7, Step 1, \$19.33 per hour.

5. **Training**

- A. Approve attendance at the AMC District 1 Fall Meeting (October 16-17, 2019) and the AMC Annual Conference (December 9-11, 2019), for any commissioner desiring to attend and County Administrator David Minke. AMC District 1 meeting: Each attendee: Registration \$35; Lodging \$107. AMC Annual Conference: Each attendee: Registration: \$375, Lodging: \$91 plus tax per night.
- B. Approve Community Health Services Administrator Samantha Lo to attend the Healthy Family America Implementation Training, October 29-31, 2019, in Bloomington. Registration: \$0; Lodging: \$300; Meals: \$80, Mileage: \$87. Total cost: \$467. All costs are budgeted through the Evidenced Based Home Visiting Grant.

REGULAR AGENDA

1. **Introduction of New Employee**

Probation Director Terry Fawcett introduced new Probation Case Aide Justine Ward.

2. **Facilities Committee Report**

Commissioner Ludwig stated the Facilities Committee met October 1, 2019. Items discussed include updates for the North Pine Government Center, 1610 Building employee move in, closing and sale of the John Wright Building, and the rent of office space at the South Pine Government Center.

3. **Personnel Committee Report**

Commissioner Chaffee stated the Personnel Committee met October 8, 2019. The Personnel Committee made the following recommendations:

A. Information Technology

- i. Acknowledge the resignation of IT Support Specialist Darlene Mallet and authorize the backfill of the position and any subsequent vacancies.

B. Sheriff's Office

- i. Acknowledge the resignation of part-time deputy John Clair Kubesh, effective September 30, 2019, and authorize the backfill of this position and any subsequent vacancies.
- ii. Acknowledge the resignation of part-time deputy Grant Crider, effective September 30, 2019, and authorize the back fill of the position and any subsequent vacancies (dependent upon the status of the DWI Grant).
- iii. Authorize the recruitment of two full-time deputy positions, including the additional full-time deputy, in the 2020 budget and the full-time temporary DWI enforcement position.

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

4. Investment Committee Report

Commissioner Hallan stated the Investment Committee met on October 8, 2019. Items discussed included transferring of funds to maximize interest earned; review of the county's unassigned, assigned and restricted fund balances; and the statutory authority for the county to set aside up to 20% of all land and timber sale receipts for the acquisition and maintenance of county parts or recreational areas. The Committee also reviewed the current Investment Policy, minor changes were recommended.

Motion by Commissioner Hallan to approve the Investment Policy as recommended by the Investment Committee. Second by Commissioner Ludwig. Motion carried 5-0.

5. Government Operations Committee Report

Commissioner Ludwig stated the Government Operations Committee met October 18, 2019. The county assessor discussed the county property assessment process. This topic will be added to the October 29, 2019 Special Meeting-Committee of the Whole agenda for full board discussion.

6. Application for Repurchase

County Auditor-Treasurer Kelly Schroeder stated Bashir Moghul has requested to repurchase two parcels of forfeited property, following a contract cancellation on July 15, 2019. Schroeder outlined Mr. Moghul's sporadic payment history on these parcels since 2003. The property has tax forfeited three previous times since then. Additionally Schroeder noted the Sheriff's office reported over 80 law enforcement calls to the property since January, 2011. Schroeder noted that Minnesota Statutes 282.241 requires the county board make a finding that it was in the public interest or there was an undue hardship facing the property owner. Based on this history, Schroeder recommended denying the reinstatement of the contracts.

Chelsie Troth, attorney for Bashir Moghul, addressed the board stating Mr. Moghul should be allowed to repurchase these properties pursuant to M.S. 282.241 as forfeiture would cause undue hardship or an injustice for him, and that the repurchase would best serve the public interest. She stated the certified notices sent to Mr. Moghul were signed for by someone else and not given to Mr. Moghul. Additionally, she stated that the current tenants in the property were not known by Mr. Moghul.

County Attorney Frederickson noted that Mr. Moghul owned other rental properties in the State of Minnesota.

The board discussed the tax forfeit process and payment history of Mr. Moghul and determined there was no public interest to be served by allowing the repurchase and that Mr. Moghul demonstrated no hardship or injustice.

Motion by Commissioner Mohr to approve Resolutions 2019-47 (PID 08.0079.000) and 2019-48 (PID 08.0080.000) Denying the Repurchase of Tax Forfeited Land by Bashir Moghul, and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

7. **Property Tax/CAMA System Opt-Out**

Pine County, as part of the Minnesota Counties Computer Cooperative (MnCCC), has been working since 2013 to acquire a Property Tax and CAMA (Computer Aided Mass Appraisal) system to replace the current one. County Auditor-Treasurer Kelly Schroeder stated the Technology Committee had discussed the lack of progress of the property tax system and CAMA system. Member counties have until October 16, 2019 to opt out and the committee recommended opting out and wait until the MnCCC RFP process is complete in February 2020. At that time the Technology Committee will bring a recommendation to the board to sign with Minnesota Counties Computer Cooperative (MnCCC) or begin our own RFP.

Motion by Commissioner Hallan to authorize County Auditor-Treasurer Kelly Schroeder to notify MnCCC of Pine County's intent to end participation in the Property Tax and CAMA System project. Second by Commissioner Mohr. Motion carried 5-0.

8. **Commissioner Appointments to Greater Minnesota Parks and Trails and Rural Minnesota Counties**

Chair Mohr made the following appointments to the Greater Minnesota Parks and Trails (GMPT) and Rural Minnesota Counties (RMC) organizations:

	<u>Representative</u>	<u>Alternate Representatives</u>
GMPT:	Commissioner Mikrot	All other board members
RMC:	Commissioner Hallan	All other board members

9. **Third Quarter 2019 Budget Report**

County Administrator David Minke provided an update of the budget through September, 2019 reviewing the expenditure and revenue. Revenue and expenditures are as expended at the end of the third quarter. Out-of-home placements for 2019 will most likely be over budget and jail revenue will likely be below budget.

10. **2020 Budget Update**

County Auditor-Treasurer Kelly Schroeder provided an update of the 2020 budget. With the changes previously requested by the county board, the general fund has a contingency of \$65,847 and currently all other funds are balanced.

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

Motion by Commissioner Ludwig to schedule a Special Meeting - Committee of the Whole, October 29, 2019, 1:00 p.m., to discuss topics related to Health and Human Services and the county property assessment process. Second by Commissioner Hallan. Motion carried 5-0.

12. **Commissioner Updates**

Lakes & Pines Community Action Council Annual Board Meeting: Commissioner Hallan stated this was their annual meeting and dinner.

SCRED Legislative Forum (presentation of award to Project RISE Team): Commissioners were unable to attend.

State Community Health Services Advisory Committee (SCHSAC) Quarterly Meeting: Commissioner Chaffee stated the SCHSAC quarterly meeting took place at the annual conference in Brainerd which he was unable to attend. CHS Administrator Sam Lo was able to attend.

MN Council on Aging: Commissioner Hallan stated MN Council on Aging holds local contracts which provide services to Pine County.

East Central Regional Juvenile Center: Commissioner Ludwig was unable to attend; Commissioner Mikrot attended in his absence. PREA (Prison Rape Elimination Act) compliance was discussed, and ECRJC is switching cameras over to digital.

Minnesota Rural Counties Annual Business Meeting & Membership Program: Commissioner Hallan attended. Business meeting and presentations.

Greater Minnesota Parks & Trails Annual Meeting: Commissioner Mikrot attended. Legislative policies and agenda were presented for consideration and adoption at this meeting.

NE MN Area Transportation Partnership meeting: Commissioner Hallan attended. For 2020, St. Louis County will be receiving most of the funding for construction projects from District 1.

SWCD Meeting: Commissioner Ludwig unable to attend.

Law Library: Chair Mohr stated purchasing of replacement material for books removed from the law library and not returned was discussed.

Joint Boards: Chair Mohr stated it was a good meeting. Good feedback from schools as to the topics discussed. 4-H did a very informative presentation.

East Central Solid Waste Commission: Commissioner Hallan stated the cell at ECSWC is filling up faster than was originally projected. A formal resolution was passed to not allow metropolitan waste to be accepted into the facility.

East Central Regional Library: Chair Mohr stated the new library was discussed with an anticipated move in date of May, 2020.

Pine County Chemical Health Coalition: Commissioner Mikrot stated children who are vaping is on the increase.

Real Estate Closing of the John Wright building: County Administrator Minke stated the closing on the John Wright building took place.

13. **Other**

None.

14. **Upcoming Meetings**

Upcoming meetings were reviewed.

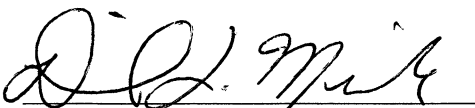
15. **Adjourn**

With no further business, Chair Mohr adjourned the meeting at 11:24 a.m. The next regular meeting of the county board is scheduled for Tuesday, November 5, 2019 at 10:00 a.m. at the Pine County Courthouse, 635 Northridge Drive NW, Pine City, Minnesota.



Joshua Mohr, Chair

Board of Commissioners



David J. Minke, Administrator

Clerk to County Board of Commissioners