



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, November 17, 2020, 10:00 a.m.

North Pine Government Center

1602 Hwy. 23 No.

Sandstone, Minnesota

- **The Meeting Will be In Person and Via WebEx (video / phone conference) and streamed live on the internet.**
- **Not more than two county commissioners will be present in the meeting room.**
- **The public may join the meeting via WebEx, in person at the meeting room, or watch the livestream.**
- **If joining the meeting in person, the total number of persons (including commissioners) cannot exceed 10 and social distancing of at least 6 feet will be in effect.**

The Governor of the State of Minnesota has issued Executive Order 20-01 Declaring a Peacetime Emergency and Coordinating Minnesota's Strategy to Protect Minnesotans from COVID-19. On March 24, 2020 the Pine County Board of Commissioners declared a local emergency for Pine County.

Based on these conditions, the Chair of the Pine County Board of Commissioners has determined that the requirements of Minnesota Statute 13D.021, Subd. (1) have been met and it is not practical or prudent for all members of the county board to meet in person.

The public is invited to join the meeting in person or remotely: by phone call 1-650-215-5226, (access code): 175 744 0412, (password): 2f3dSss3N73. Click the link on the county website (www.co.pine.mn.us) for more information and to watch a live stream broadcast of the meeting.

- 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
November 3, 2020 county board Minutes and Summary for publication
- F) Minutes of Boards, Reports and Correspondence
 - Pine County Zoning Board Minutes – September 24, 2020
 - Pine County Housing and Redevelopment Authority Minutes – September 23, 2020
 - Pine County Chemical Health Coalition Minutes/approved – October 12, 2020
 - Pine County Chemical Health Coalition Minutes/unapproved – November 9, 2020

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 October, 2020 Cash Balance**

Fund	October 31, 2019	October 31, 2020	Increase/Decrease
General Fund	3,015,928	3,290,417	274,489
Health and Human Services Fund	352,105	1,023,356	671,251
Road and Bridge Fund	4,883,973	2,543,952	(2,340,021)
CARES Act	0	1,974,633	1,974,633
Land Management Fund	2,043,829	2,124,543	80,714
TOTAL (inc non-major funds)	14,578,320	23,886,101	9,307,780

2. **October 2020 Disbursements/Claims Over \$2,000**

Consider approval of the October 2020 disbursements and claims over \$2,000.

3. **Tax Forfeit Repurchase Application**

Consider approval of Resolution 2020-77 authorizing James & Jamee Mossengren, former owners, to repurchase the property described as Lot 1, Block 2, Royal River Chase, PID 29.5169.000, in full. Authorize Board Chair and County Administrator to sign.

4. **Donations**

Consider acceptance of an anonymous \$50 donation designated to the Benjamin Neel Gun Range fund.

5. **Law Enforcement Contract with City of Hinckley**

Consider approval of the renewal of the agreement for law enforcement services for the City of Hinckley for years 2021-2023. 2021 rate: \$57.77 per hour; 2022 rate: \$59.50 per hour; and 2023 rate: \$61.29 per hour. This is a three percent increase from the last contract.

6. **Personnel / Promotion**

Acknowledge the promotion of part-time Corrections Officer Tristan Schroeder and part-time Corrections Officer Michelle Pickar to full-time corrections officers effective November 22, 2020. Grade and wage remain unchanged.

REGULAR

1. **Public Hearing – 2021 Fee Updates (to be held at 10:00 a.m. or as soon thereafter as practicable)**

- A. Presentation of the fee schedule changes
- B. County Board questions and discussion
- C. Open Public Hearing and take public testimony
- D. Close Public Hearing
- E. County Board additional discussion, if necessary
- F. Consider adoption of the fee schedule updates

2. Personnel Committee Report

The Personnel Committee met November 10, 2020. (Minutes attached). The Personnel Committee made the following recommendations:

A. Health & Human Services

- i. Acknowledge the resignation of Child Protection Services Social Worker Samantha Ziegler, effective September 29, 2020, and request backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Approve the hiring of Social Worker Brittney Hoglund, effective November 23, 2020, \$24.70 per hour, Grade 10, Step 1.

B. Sheriff's Office

- i. Approve the promotion from part-time to full-time deputy status for Blake Richert, effective October 12, 2020, \$25.44 per hour, Grade 10, Step 1.

C. Land Services

- i. Approve the hiring of a part-time recycling attendant, non-union, \$14.62 per hour, Grade 1, step 1.

D. Auditor-Treasurer

- i. Acknowledge the retirement of Chief Deputy Auditor Terry Lovgren, effective January 3, 2021.
- ii. Add additional election duties to the current Property Records Specialist position and rename the position Property Records & Elections Specialist. Approve the updated job description, and regrade from Grade 5 to Grade 7 with a new minimum hourly starting wage of \$20.74. Adjust the incumbent's pay to align with the new grade. Changes to be effective January 4, 2021.
- iii. Approve hiring a new Clerk III position to backfill duties from the Property Records Specialist along with other departmental duties. Clerk III is Grade 4 with a minimum starting wage of \$17.41/hour.

E. Administration

- i. Consider amendment to section 7 of the Personnel Policy to allow the cash out of up to 80 hours / 2 weeks of PTO per year. This change will align the county policy with recently negotiated CBA language.

3. Health & Human Services Advisory Committee Report

The Health & Human Services Advisory Committee met November 10, 2020. (Minutes attached). The Health & Human Services Advisory Committee made the following recommendation:

- A. Provide notice under Minnesota Statutes 256.012 Subd. 2 (b), to notify the commissioner of the Minnesota Department of Human Services, of Pine County's intent to develop its own personnel system and upon certification, withdraw from the Minnesota Merit System.

4. Essentia Health Fiscal Year 2020 Annual Report

Presentation by Essentia Health-Sandstone EMS Senior Director Joe Newton.

5. Jail Camera System Request

Award contract for Phase 3 jail camera implementation to Life Safety Systems, Inc. in the amount of \$231,865 and approve a professional services contract. Authorize Board Chair and County Administrator to sign.

6. Pine City Compost Site Purchase Agreement

Consider approval of a purchase agreement for the Pine City compost site, at a cost of \$1, to assume ownership of parcels 28.0273.000 and 28.0435.000. Authorize Board Chair and County

Administrator to sign. With this purchase the County would intend to operate the yard waste compost program in conjunction with solid waste programming.

7. Lower St. Croix Watershed Plan Adoption and Joint Powers Agreement

Consider approval of Resolution 2020-76 to adopt the Lower St. Croix Comprehensive Watershed Management Plan and enter into a Joint Powers Agreement for implementation of the plan. Authorize Board Chair and County Administrator to sign.

8. Labor Negotiations Update

Consider approval of the 2021-2023 Collective Bargaining Agreement for the Sheriff Administrative Support Unit and authorize Board Chair and County Administrator to sign.

9. Coronavirus Response Update

- A. Public Health Update
- B. CARES Act Funding Update

10. Commissioner Updates

- Nemadji IWIP Committee
- Central Mn Council on Aging
- East Central Solid Waste Commission
- East Central Regional Library
- Pine County Chemical Health Coalition
- Canvassing Board
- Soil & Water Conservation District
- AMC Policy Committee
 - Environmental & Natural Resource
 - General Government
 - Transportation & Infrastructure
 - Health & Human Services
- Lakes & Pines Community Action Council
- Other

11. Other

12. Upcoming Meetings (Subject to Change)—All meetings to be conducted remotely unless otherwise indicated. Contact the organization hosting the meeting for call-in information.

- a. Pine County Board of Commissioners, Tuesday, November 17, 2020, 10:00 a.m., 1602 Hwy. 23 No., Sandstone, Minnesota
- b. AMC Policy Committee – Public Safety, Tuesday, November 17, 2020, 1:00 p.m.
- c. MLCV Business Incubator & Entrepreneur, Tuesday, November 17, 2020, 1:00 p.m. & 3:00 p.m., 1602 Hwy. 23 No., Sandstone, Minnesota
- d. Pine County Housing and Redevelopment Authority, Wednesday, November 18, 2020, 1:00 p.m.
- e. Arrowhead Counties Association, Wednesday, November 18, 2020, 6:00 p.m.
- f. Extension Committee, Thursday, November 19, 2020, 3:00 p.m.
- g. Cancelled: Rush Line Task Force, Thursday, November 19, 2020, 4:00 p.m.
- h. Negotiations Committee, Monday, November 23, 2020, 9:00 a.m.
- i. Snake River Watershed Board, Monday, November 23, 2020, 9:00 a.m.
- j. Lower St. Croix IWIP Policy Committee, Monday, November 23, 2020, 4:00 p.m.
- k. Technology Committee, Tuesday, November 24, 2020, 9:00 a.m.

- l. Cancelled: NLX, Wednesday, November 25, 2020
- m. Pine County Board Meeting, Tuesday, December 1, 2020, 10:00 a.m., North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota.

13. Adjourn