

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting**

**Tuesday, July 7, 2020 - 10:00 a.m.
North Pine Government Center, Sandstone, Minnesota**

Chair Steve Hallan called the meeting to order at 10:00 a.m.

Chair Hallan stated 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. Members of the county board will join the meeting remotely.

The public was invited to join the meeting remotely by phone, WebEx or watch via live stream on YouTube.

Commissioner John Mikrot was present in the meeting room. Members present via electronic means were Chair Hallan, Commissioner Josh Mohr, Commissioner Steve Chaffee and Commissioner Matt Ludwig. Also present was County Administrator David Minke and present via electronic means was County Attorney Reese Frederickson.

The Pledge of Allegiance was said.

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

Chair Hallan requested the following revisions to the agenda:

1. Addition - Consent Agenda Item #4 / New Hire: Consider the hiring of Human Resources Generalist Jessica Blesener, effective start date no later than July 20, 2020, \$18.65 per hour, grade 5.
2. Additional Information for Regular Agenda Item #7 / Awarding of Highway Contract #2001: Bid information for Contract #2001
3. Additions to Regular Agenda Item #8/Coronavirus Update:
 - 8A. CARES Act Funding Update
 - 8B. CARES Act Funding – Election Specific - Consider authorizing the Board Chair and County Administrator to sign Resolution 2020-45 authorizing the acceptance of \$29,607.74 of CARES Act Grant for elections.

Motion by Commissioner Ludwig to adopt the amended Agenda. Second by Commissioner Mikrot. A Roll Call vote was called by Chair Hallan: District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye. Motion carried 5-0.

Motion by Commissioner Mohr to approve the Minutes of the June 16, 2020 county board meeting and Summary for publication and June 29, 2020 Special Meeting-Committee of the Whole. Second by Commissioner Chaffee. A Roll Call vote was called by Chair Hallan: District 4-Commissioner

Mikrot/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee/Aye. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence

Pine County Surveyor Monthly Report – June 2020

County Board of Appeal & Equalization Minutes – June 15, 2020

Motion by Commissioner Mikrot to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Chaffee. A Roll Call vote was called by Chair Hallan: District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye. Motion carried 5-0.

Motion by Commissioner Ludwig to approve the amended Consent Agenda. Second by Commissioner Mikrot. A Roll Call vote was called by Chair Hallan: District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 5-0.

CONSENT AGENDA

1. **Application to Repurchase**
Approve Resolution 2020-42 authorizing Debra K. Mofle, former owner, to repurchase the property at 6 Pathfinder Village, Lot B20, Hinckley (Parcel ID 09.5263.000), in full.
2. **Law Enforcement Contract Renewal 2021, 2022, 2023 – City of Sandstone**
Approve renewal of a contract for law enforcement services for the City of Sandstone for years 2021, 2022, 2023. The only changes from the previous contract are the rates: \$57.77/hr., \$59.50/hr., and \$61.29 for the respective years (3% each year). The hours and expectations remain the same. Authorize Board Chair and County Administrator to sign.
3. **Personnel (Employment Status)**
Approve regular employment status for Social Worker Samantha Maser effective July 14, 2020.
4. **New Hire**
Approve the hiring of Human Resources Generalist Jessica Blesener, effective start date no later than July 20, 2020, \$18.65 per hour, grade 5.

REGULAR AGENDA

1. **Public Hearing - Ordinance 2020-43 (Concerning Septic Systems) (at 10:00 a.m. or as soon thereafter as practicable)**
County Auditor-Treasurer Kelly Schroeder stated Wilma Township has elected to defer regulation of subsurface sewage treatment systems (SSTS) to Pine County.
Chair Hallan opened the public hearing at 10:08 a.m. and called for public comment. There being no public comment, Chair Hallan closed the public hearing at 10:08 a.m.
Board members had the following questions for Schroeder:
 - Number of jurisdictions (townships and cities) the county oversees the regulation of subsurface sewage treatment systems. Schroeder stated 40 of 47 jurisdictions.
 - Is staffing adequate to manage the additional workload. Schroeder stated staffing is adequate.
 - Is there a financial advantage to a jurisdiction deferring regulation of subsurface sewage

treatment systems to the county? Schroeder stated there has not been a cost to the jurisdictions because the septic inspectors have been paid by the property owner directly and not from the township budget. Schroeder explained there is an administrative portion that accompanies regulating the inspection that generally has not been completed. Jurisdictions realize they either aren't equipped to do this additional work or the jurisdiction will have to incur the expense of paying to have it done.

Motion by Commissioner Ludwig to adopt Pine County Ordinance 2020-43 on behalf of Wilma Township, rescinding all prior ordinances and amendments to ordinances regulating subsurface sewage treatment systems within Wilma Township. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan: District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye. Motion carried 5-0.

2. **Health Insurance Committee Report**

Commissioner Ludwig provided an overview of the June 18, 2020 Health Insurance Committee meeting. Ludwig stated the Health Insurance Committee, at its May, 2020 meeting, directed Insurance Representative Justin Kroeger to research all platforms of health insurance or take out a formal request for proposal to research insurance options and costs, including self-insuring. At the June 18th meeting Kroeger presented the results from the proposals submitted. The next step will be for Kroeger to analyze the bids received. The committee plans to meet twice in August to continue to review quotes and consider options.

3. **Technology Committee Report**

Commissioner Mohr provided an overview of the June 30, 2020 Technology Committee meeting. Topics discussed including the addition of an additional IT Support Specialist position, CARES Act Funding for IT-related projects, and property data accessible to the public on the Beacon website.

4. **Initiative Foundation**

Carl Newbanks, Initiative Foundation Grants and Development Manager, updated the board on programs offered and impacts on Pine County. The Initiative Foundation has contributed a total of \$1,384,745 in grants to support nonprofit organizations and local government projects as well as \$2,257,090 in business loans. In response to the COVID-19 pandemic, the Foundation has provided aid to local economies through emergency grants, loans and other resources. The Initiative Foundation 2021 funding request to the county is \$7,450, the same amount as the 2020 appropriation.

5. **Joint Powers Agreement with Minnesota Department of Corrections**

Jail Administrator Rod Williamson requested approval of a Joint Powers Agreement with the Minnesota Department of Corrections for Work Release Services. The State will pay \$60 per day per state offender participating in the program and \$21.12 per day per offender on Phase 2/electronic monitoring/GPS; not to exceed \$80,000.

Motion by Commissioner Ludwig to approve the Joint Powers Agreement with the Minnesota Department of Corrections for Work Release Services. Second by Commissioner Mohr. Authorize Board Chair and County Administrator to sign. A Roll Call vote was called by Chair Hallan: District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye. Motion carried 5-0.

6. **Nemadji One Watershed One Plan Draft**

Land Resources Manager Caleb Anderson stated Pine County is a signatory to the Nemadji One Watershed One Plan Memorandum of Agreement to collectively develop, adopt and implement a coordinated watershed management plan. On June 16, 2020, Melanie Bomier, Water Resources Technician for the Carlton Soil & Water Conservation District, presented the draft Nemadji One Watershed One Plan to the Pine County Board. The next step of the process is for each jurisdiction to consider approval to submit the draft watershed plan to the MN Board of Water and Soil Resources (BWSR) for a 60-day review.

Motion by Commissioner Chaffee to authorize Commissioner Ludwig to vote affirmatively at the Nemadji One Watershed One Plan meeting to submit the draft water plan to BWSR for a 60-day review. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan: District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee. Motion carried 5-0.

7. **Award Contract #2001**

County Engineer Mark LeBrun stated five bids were opened for Contract #2001 on July 6, 2020 and he recommended the contract be awarded to Midwest Contracting LLC. Contract #2001 includes SAP 058-627-006 located on CSAH 27, West of CSAH 17 over North Fork Grindstone River; SAP 058-630-014 located on CSAH 30, 0.1 miles East of CSAH 22 over Wolf Creek; and CP 058-150-001 located on CR 150, 0.5 miles West of CSAH 40 over Pine River. The low bid was 17.5% lower than the engineer's estimate.

Motion by Commissioner Mohr to award contract #2001 to Midwest Contracting LLC, the lowest responsible bidder, in the amount of \$963,059.50, and authorize Board Chair and County Administrator to sign. Second by Commissioner Mikrot. A Roll Call vote was called by Chair Hallan: District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee; District 4-Commissioner Mikrot/Aye. Motion carried 5-0.

8. **Coronavirus Response Update**

A. **Public Health:** Community Health Services Administrator Sam Lo provided an update on the current public health situation.

B. **CARES Act Funding:** County Administrator David Minke stated Pine County will receive \$4,935,496 from the federal CARES Act, with the allocation of funds as follows: \$3,630,594/Pine County, \$880,477/cities with populations greater than 200; \$424,425/townships with populations greater than 200. A large amount of these funds will be available for business and community relief; the details of how businesses would apply for the funds and the process for reviewing the applications has not yet been established. More information will be released from the Minnesota Department of Revenue soon as to what costs are covered and who is eligible. Unspent township and city funds will roll to the county in November, and the unspent county funds will roll back to the state in December.

C. **CARES Act Funding – Election Specific:** County Auditor-Treasurer Kelly Schroeder stated the county received a separate allocation of CARES Act funds designated for the 2020 federal election cycle. The total funding for Pine County is \$29,607.74 with \$16,363.81 of these funds allocated to the municipalities with local polling places and \$13,243.93 retained by the county.

Motion by Commissioner Mohr authorizing the Board Chair and County Administrator to sign

Resolution 2020-45 authorizing acceptance of \$29,607.74 of CARES Act Grant for elections. Second by Commissioner Ludwig. A Roll Call vote was taken by Chair Hallan: District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Chaffee/Aye; District 4-Commissioner Mikrot/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 5-0.

9. **Commissioner Updates**

Meeting with State Representative Nathan Nelson: Chair Hallan stated this was a good meeting and that the county is fortunate to have Rep. Nelson as an advocate for our needs, making reference to the Health & Human Services waivers extension.

AMC Blue Ribbon Committee on County Government Operations: Chair Hallan stated the Committee took a two-week hiatus after the adjournment of the Special Session. The next meeting will be July 9th.

Snake River Watershed Management Board: Cancelled

State Community Health Services Advisory Council: Commissioner Chaffee was unable to attend due to technology difficulties. Community Services Administrator Sam Lo was able to attend and stated discussion took place around anticipated CARES Act funding (Governor Walz had not approved the distribution of funds at the time of this meeting) and special session frustration.

East Central Regional Development Commission: Commissioner Mikrot stated the ECRDC applied for two non-competitive grants from EDA under the CARES Act (up to \$400,000 for economic response due to COVID, second grant in the amount of \$500,000 is an evolving loan fund to help businesses affected by COVID). Both grants must be used within 24 months. Six board members were reappointed for two-year terms.

NLX: Cancelled

Facilities Committee: Cancelled

1W1P-Nemadji: Cancelled

Other: Lower St. Croix One Watershed One Plan: Due to calendaring mishap Chair Hallan was unable to attend.

10. **Other**

Chair Hallan expressed appreciation to the employees of Pine County for their hard work.

11. **Upcoming Meetings**

Upcoming meetings were reviewed.

12. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 11:37 a.m. The next regular meeting of the county board is scheduled for Tuesday, July 21, 2020 at 10:00 a.m.



Stephen M. Hallan, Chair
Board of Commissioners
Josh Mohr, vice chair



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