

**MINUTES  
OF THE  
PINE COUNTY BOARD MEETING**

**Regular Meeting**

**Tuesday, January 21, 2020 - 10:00 a.m.**

**North Pine Government Center**

**1602 Hwy. 23 No., Sandstone, Minnesota**

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

The Pledge of Allegiance was said.

Chair Hallan called for public comment. County Auditor-Treasurer Kelly Schroeder stated the presidential primary is March 3, 2020. Schroeder stated each participating party will have a separate ballot and the voter is required to declare their party choice to receive the correct ballot. The voter's information, including name, address and which ballot they select, will be provided to the political parties. Schroeder also noted that early voting began on January 17<sup>th</sup>. Minnesota no longer requires a reason to vote early.

Chair Hallan requested the following revisions to the Agenda:

1. Consent Agenda Item #3 – Consider acceptance of a \$500 donation from the Pine County Agriculture Society, *designate to Sheriff's Reserve*.
2. Consent Agenda Item #11 - Consider approval of the 2019 Emergency Management Performance Grant in the amount of \$21,763.

Commissioner Mohr moved to adopt the amended Agenda. Second by Commissioner Chaffee. Motion carried 5-0.

Commissioner Ludwig moved to approve the Minutes of the January 7, 2020 Regular and Organizational county board meeting and Summary for publication. Second by Commissioner Mikrot. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence

Pine County Housing and Redevelopment Authority (HRA) Board of Directors regular meeting Minutes – November 20, 2019

Motion by Commissioner Mikrot to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Mohr. Motion carried 5-0.

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

**CONSENT AGENDA**

**1. Review December, 2019 Cash Balance**

<b>Fund</b>	<b>December 31, 2018</b>	<b>December 31, 2019</b>	<b>Increase(Decrease)</b>
General Fund	6,245,563	6,501,347	255,783
Health and Human Services Fund	1,726,532	1,689,735	(36,797)

Road and Bridge Fund	375,598	2,816,753	2,441,155
Land Management Fund	1,886,423	2,342,444	456,020
TOTAL (inc non-major funds)	15,613,070	16,790,258	1,177,188

2. **December 2019 Disbursements and Claims over \$2,000**  
Approve Disbursements Journal Report, December 1, 2019 – December 31, 2019 and Claims over \$2,000.
3. **Donation**  
Accept a \$500 donation from the Pine County Agriculture Society, designated to the Sheriff’s Reserve.
4. **2020 Waste Hauler Licenses**  
Approve the following 2020 waste hauler licenses: Donna Tourville; Holdt’s Disposal, LLC; Jim’s Mille Lacs Disposal; Jones Construction; LePage & Sons; Matt’s Sanitation; Mike’s Sanitation; Mille Lacs Band of Ojibwe; Nordstrom Sanitation; PHASE; Quality Disposal Systems; Talon Sanitation, LLC; Tri-Township Disposal District; Vanderpoel Disposal; Veit; Waste Management; Curt’s Rolloffs. Authorize Board Chair to sign.
5. **Central MN Council on Aging Memorandum of Agreement**  
Approve the 2020 Central MN Council on Aging Memorandum of Agreement for administration of the Older American’s Act. Pine County’s portion of the cash match for the administrative operation is \$2,534. Authorize Board Chair to sign.
6. **Pine Habilitation and Supported Employment (PHASE) Agreement with HHS**  
Approve the 2020 agreement between PHASE and Pine County HHS. The rates remain unchanged and payment is made only when services are provided. Authorize Board Chair and Administrator to sign.
7. **Establish and Appoint Ballot Board**  
Approve Resolution 2020-06 establishing a Ballot Board for the purposes of accepting or rejecting returned absentee or mail ballots and appointing County Auditor-Treasurer Kelly Schroeder, Deputy Auditor Terry Lovgren, and Elections Assistant Sharon King, to act as members of said board.
8. **Personnel**  
Authorize the regular employment status for Social Worker Amber Andrews, effective January 16, 2020.
9. **New Hire**  
None.
10. **Training**
  - A. Approve County Administrator David Minke and any commissioner who desires, to attend the AMC Legislative Conference, February 25-27, 2020 at the InterContinental Hotel, St. Paul. Per attendee: Registration/\$300; Lodging/\$169+ tax per night. Parking fee/\$24 per day.
  - B. Approve Human Resources Manager Jackie Koivisto to attend the Minnesota Public Employer Labor Relations Association (MPELRA) conference and Union Negotiation

Academy February 12-13, 2020 in Plymouth. Total cost including registration, lodging, and travel is \$743.

11. **2019 Emergency Management Performance Grant**

Approve the 2019 Emergency Management Performance Grant in the amount of \$21,763. The grant is a matching grant; the Director, Deputy Director and Coordinator's salaries are used as a soft match for the matching requirement. The term of the grant is January 1, 2019 through March 31, 2020. Authorize Board Chair and County Administrator to sign.

**REGULAR AGENDA**

1. **Pine County Zoning Ordinance Public Hearing – at 10:00 a.m. or as soon thereafter as practicable**

The county is considering a zoning ordinance to protect the public health, safety and general welfare of the county through land use regulation. Land and Resources Manager Caleb Anderson provided an overview of the ordinance, and stated the ordinance is only in effect in townships and cities of Pine County that have adopted a resolution opting-in, which include Nickerson Township, City of Kerrick, and City of Denham.

Chair Hallan opened the public hearing at 10:35 a.m. Neil Biese from Nickerson Township commented on the large amount of tires to be cleaned up on a parcel in Nickerson Township. There being no further comment, Chair Hallan closed the meeting at 10:37 a.m. Commissioner Chaffee questioned the county's enforcement of a violation in a township/city that has not opted in to the zoning ordinance; the county is not able to provide enforcement in that situation.

Jurisdictions may opt in or out at any time by submitting a resolution adopted by their town board or city council and submitted to the county. This Ordinance will be effective upon publication.

**Motion** by Commissioner Ludwig to adopt Pine County Zoning Ordinance 2020-03 and approve summary for publication. Second by Commissioner Chaffee. Motion carried 5-0.

2. **Subdivision and Platting Ordinance Amendment Public Hearing – at 10:00 a.m. or as soon thereafter as practicable**

Land and Resources Manager Caleb Anderson explained the requested updates and revisions to the Subdivision Ordinance which include (1) amending Section 1.04 for the ordinance to be in effect within municipalities under the jurisdiction of the Pine County Zoning Ordinance, and (2) amending Section 4.01 so that newly created lots comply with the lot size and dimensional requirements of the Pine County Zoning Ordinance, within townships and cities under the jurisdiction of the Pine County Zoning Ordinance.

Chair Hallan opened the public hearing at 10:40 a.m. There being no comment, Chair Hallan closed the meeting at 10:40 a.m.

**Motion** by Commissioner Mohr to adopt Ordinance 2020-05 amending the Pine County Subdivision and Platting Ordinance and approve summary for publication. Second by Commissioner Mikrot. Motion carried 5-0.

3. **Facilities Committee Report**

Commissioner Mohr provided an overview of the January 8, 2020 Facilities Committee meeting. Items discussed were a solar feasibility study for county buildings, sound issues at the North Pine Government Center, and courthouse space planning, including the addition of an annex at the courthouse as an option.

4. **Personnel Committee Report**

Commissioner Ludwig provided an overview of the January 13, 2020 Personnel Committee meeting. The Personnel Committee made the following recommendations:

A. **Auditor-Treasurer**

Authorize the addition of a Clerk III position in the County Assessor's office. Position is represented by the AFSCME Courthouse unit and is grade 4 with a starting pay of \$17.41/hr.

County Auditor-Treasurer Kelly Schroeder stated the position is not included in the 2020 budget however stated the position can be funded by personnel vacancy management and unbudgeted interest revenue.

B. **Administration**

Approve the 2019 Pay Equity Report.

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

5. **Cultural Coach Update**

Probation Supervisor Kevin Glass and Cultural Community Coach Bill Schaaf provided an update on the Community Coach program reviewing recent activities and events.

6. **County Water Plan Extension**

Pine County Soil and Water Conservation District Manager Jill Carlier stated the county's comprehensive water plan will expire June 23, 2020. It is anticipated that the county comprehensive water plan will be replaced by the watershed-based One Watershed One Plan (1W1P) water plans as the 1W1P's are completed over the next several years. The SWCD is requesting the county extend the current plan until December 31, 2025 to allow the 1W1P plans to be completed.

**Motion** by Commissioner Mohr to approve Resolution 2020-04 extending the county comprehensive water plan. Second by Commissioner Chaffee. Motion carried 5-0.

7. **Lower St. Croix One Watershed One Plan (1W1P) Update**

Land and Resources Manager Caleb Anderson and Pine SWCD District Technician Katie Petzel provided an overview of the plan's implementation table for discussion. The Lower St. Croix Watershed Plan Policy Committee will consider approval of the Implementation Table on January 27, 2020.

8. **Snake River One Watershed One Plan (1W1P)**

Land and Resources Manager Caleb Anderson stated in 2019 Kanabec County SWCD was awarded a One Watershed One Plan planning grant for the Snake River Watershed. A Memorandum of Agreement has been drafted for the development of the Snake River Watershed Plan (1W1P).

**Motion** by Commissioner Mohr to approve the Snake River One Watershed One Plan (1W1P) Memorandum of Agreement. Second by Commissioner Chaffee. Motion carried 5-0.

9. **Executive Order 13888 Refugee Resettlement**

Rachele King, State Refugee Coordinator for the State of Minnesota, Department of Human Services provided information relating to the resettlement process of refugees in the state of Minnesota. In September, the President issued Executive Order 13888 requiring state and county consent before refugees can be resettled in the state and county. On January 15, 2020, a federal judge issued a preliminary injunction on the Executive Order. No refugees have been resettled in

Pine County in at least the last five years. The county board took no action in light of the current preliminary injunction.

10. **Commissioner Updates**

Soil & Water Conservation District: Commissioner Ludwig stated the county water plan was discussed.

East Central Solid Waste Commission: Chair Hallan stated a used off-road truck was purchased. The auto-start function for the flare is not working correctly.

East Central Regional Library: Commissioner Mohr was unable to attend.

Pine County Chemical Health Coalition: Commissioner Mikrot stated items discussed included Tobacco 21 (T21), the ban of flavored e-cigarette cartridges, e-cigarette detectors being placed in the bathrooms at East Central Schools, and sticker-shock stickers have been printed for placement at liquor stores.

Mille Lacs Band of Ojibwe State of the Band address: Chair Hallan stated his appreciation to the band for the invitation to the Mille Lacs Band of Ojibwe State of the Band address.

Arrowhead Counties Association: Commissioner Mikrot stated the bonding bills for the session were reviewed – the James L. Oberstar Trail segment of the Willard Munger Trail system is included in the governor’s proposal. Cook County voted in favor of allowing refugee resettlement.

Pine County Coalition of Lakes and AIS stakeholder meeting: Meeting rescheduled to January 24, 2020 at 10:00 a.m.

Other: None.

11. **Other**

None.

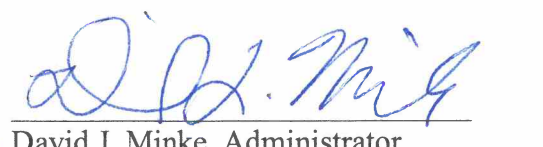
12. **Upcoming Meetings**

Upcoming meetings were reviewed.

13. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 12:18 p.m. The next regular meeting of the county board is scheduled for Tuesday, February 4, 2020 at 10:00 a.m. at the Pine County Courthouse, 635 Northridge Drive NW, Pine City, Minnesota.

  
Stephen M. Hallan, Chair  
Board of Commissioners

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