

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Special Meeting
Tuesday, March 31, 2020 - 10:00 a.m.
Pine County Courthouse
Pine City, Minnesota**

Due to the World Health Organization's determination of a COVID-19 pandemic and the Center for Disease Control's recommendation of no public meetings of greater than 50 people and to practice social distancing, County Board Chair Commissioner Hallan determined the requirements of Minnesota Statute 13D.021, Subd. (1) have been met and it is not practical or prudent for the county board to meet in person and that members of the county board may join the meeting via telephone. Present in the courthouse meeting room was County Administrator David Minke; present via telephone were Chair Hallan, Commissioners Josh Mohr, Steve Chaffee, John Mikrot and Matt Ludwig and State Representative Nathan Nelson.

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

The Pledge of Allegiance was said.

1. **Situation Update Public Health**

Community Health Administrator Samantha Lo provided an update on the current public health situation including a summary of the current cases and spread of the COVID-19 virus. The Public Health COVID-19 hotline for public use will be operational by the end of the week. The county website has resources and information available relating to COVID-19.

2. **Emergency Management (EM) Update**

Emergency Management Coordinator Denise Baran updated the county board on the current emergency management situation. Emergency Management is working with hospitals and first responders for surge planning. Designated hospital beds and personal protection equipment availability and distribution was discussed.

3. **County Service Delivery and Deployment/Status of County Staff**

Pine County department heads provided an update on current service delivery, deployment of staff working remotely, and sustainability of operations. County Auditor-Treasurer Schroeder stated the Local Board of Appeal and Equalization (LBAE) meeting dates and requirements continue. The jurisdictions are required to hold the meeting, which can be done remotely using the provision of MS 13D.021. Schroeder stated county staff will attend virtually. The township may also decide to use an open book meeting, in which case the LBAE would not need to meet.

Given the financial impact of the current pandemic on local property owners and businesses, the question has been asked if the payment date for property taxes can be delayed. The May 15th due date for property tax payments is set in statute and would require legislative action to change. However, the county board had the authority to waive penalty and interest. Representative Nelson stated he felt a state-wide approach for the waiver of

penalties and interest would be best versus a county-by-county approach. Auditor-Treasurer Schroeder reported that the county could likely cashflow the delay in payments until July. It was the **consensus of the board** to consider a delay until July 1, 2020 in the accrual of interest and penalty for property tax payments due May 15 that are made by July 1, 2020. Commissioners support a statewide solution on this issue and if there is a delay in payment authorized, that escrow companies be required to pay on time and that property owners who can pay the first half property taxes by May 15th should do so.

Commissioners also requested Representative Nelson to consider expediting payment of County Program Aid (CPA) to help with county cash flow.

4. **Pine County Interim Policy on Operations During COVID-19 Pandemic**

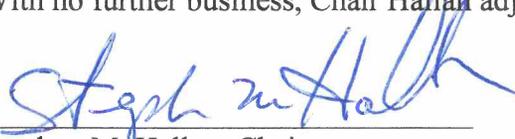
County Administrator David Minke provided an overview of the Pine County Interim Policy on Operations During COVID-19 Pandemic adopted March 26, 2020. The policy sets for guidelines to minimize all unnecessary on-site work during the period of Governor Walz's Executive Order 2020-20 directing Minnesotans to Stay at Home, except to engage in essential activities and critical sector work.

5. **County Board Discussion/Direction on any Other Matter Related to Responding to the Current Public Health Emergency**

Committee attendance by commissioners was discussed.

6. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 11:35 a.m.



Stephen M. Hallan, Chair
Board of Commissioners



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