



AGENDA
PINE COUNTY BOARD REGULAR MEETING

District 1	Commissioner Hallan
District 2	Commissioner Mohr
District 3	Commissioner Lovgren
District 4	Commissioner Waldhalm
District 5	Commissioner Ludwig

Tuesday, February 16, 2021, 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): 181 699 7040, (password): WieM5Smcj74. 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
Approve Minutes of February 2, 2021 County Board Meeting and Summary for publication.
- F) Minutes of Boards, Reports and Correspondence
None.
- 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 January, 2021 Cash Balance (attached)**

Fund	January 31, 2020	January 31, 2021	Increase/Decrease
General Fund	4,457,256	5,571,229	1,113,973
Health and Human Services Fund	824,733	2,114,575	1,289,842
Road and Bridge Fund	2,089,094	225,305	(1,863,789)
COVID Relief	0	582,711	582,711
Land Management Fund	2,473,617	2,346,709	(126,909)
TOTAL (inc non-major funds)	10,728,457	12,130,764	1,402,307

2. **January 2021 Disbursements/Claims Over \$2,000 (attached)**

Consider approval of the January 2021 disbursements and claims over \$2,000.

3. **2020 Gas Tax Distribution**

Consider approval of the 2020 gas tax distributions to townships.

4. **Cancellation of 2018 Warrants**

Consider approving the cancellation of uncashed 2018 warrants.

5. **Cancel State Contracts**

Consider approving Resolution 2021-16 cancelling state contracts where 2020 annual payment and/or 2020 taxes have not been paid if the contracts and/or taxes remain unpaid 90 days after the service of notice of cancellation. Authorize Board Chair and County Administrator to sign.

6. **Final Payment – Contract #1905 – Knife River Corp.**

Consider approval of final payment to Knife River Corp. in the amount of \$51,464.30 for Contract 1905 related to:

SAP 058-607-025, Located on CSAH 7, From I35 to CSAH 61.

Authorize County Administrator to sign Certificate of Final Contract Acceptance.

7. **Amendment to Host County Contract with Therapeutic Services Agency (TSA)**

Consider approval of an amendment to the host county contract with TSA to include two additional services/rates—Professional Therapy, and Group Therapy and Education at \$94.10 and \$78.95/hour respectively. Authorize Board Chair and County Administrator to sign.

8. **New Hire**

Consider approval of the hiring of the following:

- i. Recycling Center Attendant, Peter Joseph, effective February 18, 2021, as part-time, non-union, \$15.28 per hour, grade 1, contingent upon completion of a successful background check.
- ii. Adult Protection Social Worker, Angela Ripley, effective February 24, 2021, \$25.06, grade 10, step 1.

REGULAR

1. **Recognition of Retirement of JoAnn Gray**

Recognition of retirement of Pine County Jail Sergeant JoAnn Gray and her 13+ years of service to Pine County.

2. **Certificate of Appreciation**

Acknowledgement of Mary Ann Lancaster and presentation of Certificate of Appreciation for her recycling efforts of approximately 20,000 pounds of plastic bags, made into outdoor benches.

3. **Land and Zoning Advisory Committee (Minutes attached)**

The Land and Zoning Advisory Committee met on February 1, 2021. An update was provided at the February 2, 2021 county board meeting. The Land and Zoning Advisory Committee made the following recommendations:

I. Land Auction/Sales

A. 2021 proposed list of land auction parcels

- i. Set the 2021 Land Auction for September 17, 2021
- ii. Accept the proposed listing of parcels to be offered for sale
- iii. Approve Resolution 2021-11 and authorize Board Chair and County Administrator to sign. This will classify the attached list of lands as non-conservation lands, allow the distribution of listing to local governments and Minnesota DNR for their review and option to purchase parcels prior to public auction.

B. Withdraw Previously Offered Parcels from the Public Land Sale List

- i. Approve Resolution 2021-12 and authorize Board Chair and County Administrator to sign. This will allow Pine County to withdraw previously offered parcels from the public land sale list on July 9, 2021 and to reappraise and offer those parcels at the 2021 land auction. Statute notes previously offered parcels are for sale until withdrawn.

C. Homestead Repurchase/Contract Reinstatement Deadline

- i. Approve Resolution 2021-13 and authorize Board Chair and County Administrator to sign. The resolution establishes that all application requests for repurchases and contract reinstatements must be submitted to the Auditor's Office by July 27, 2021.

II. Blight/Demolition

- A. Recommend approving the proposed change to the Demolition and Clean-up Policy to include "II.6 Increases salability of property."

III. Improvements/Structure Encroachments and Trespass

- A. Review of proposed Structure-Improvements Trespass Policy and recommendation may be made at county board meeting.

IV. Land Fund

- A. Approve Resolution 2021-15 and authorize Board Chair and County Administrator to sign. The resolution sets aside:
- i. 5% of tax forfeit land sales for blight to ensure continued funds to address blighted tax forfeit properties (unchanged from 2020);
 - ii. 5% of tax forfeit land and timber sales for timber development to ensure necessary improvements to tax forfeited land can be made for the management of timber on said lands (unchanged from 2020);
 - iii. 20% of tax forfeit land and timber sales for acquisition and/or maintenance of county parks and recreational areas. (increased from 10% in 2020)

Other items are for information purposes only.

4. **Facilities Committee Report (Minutes attached)**

The Facilities Committee met on February 3, 2021. Information only, no additional board action is necessary.

5. **Personnel Committee Report (Minutes attached)**

The Personnel Committee met on February 8, 2021. The Personnel Committee made the following recommendations:

A. **Sheriff's Office - Corrections**

- i. Acknowledge the resignation of Jail Systems Coordinator Ryan Thompson, effective February 6, 2021 and approve backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer.

B. **Sheriff's Office**

- i. Acknowledge the resignation of Chief Deputy Sheriff Paul Widenstrom, effective May 21, 2021, and approve backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer.
- ii. Approve the filling of an open part-time deputy position as full-time in anticipation of the upcoming vacancy in the sheriff's deputy group.

C. **Auditor/Treasurer – Recorder's Office**

- i. Approve updating the Recorder Clerk job descriptions with additional recording tasks, retitling the position as Recorder Specialist, reclassifying the position from Grade 4 to Grade 6 based on the SAFE System classification method.

D. **Land Services**

- i. Acknowledge the resignation of part-time Recycling Attendant Brandon Borchardt, effective January 31, 2021, and approve backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer.

Other items are for information purposes only.

6. **Health & Human Services Advisory Committee Report**

The Health & Human Services Advisory Committee met on February 10, 2021. An update will be provided at the county board meeting. Minutes will be provided separately.

7. **Appoint Housing and Redevelopment Authority (HRA) Commissioner**

Consider appointment following the process in Resolution 2020-68, of a representative from county commissioner district 2 to fill the vacancy on the HRA Board, term expiring October 4, 2024, due to the death of HRA commissioner Dorothy Stockamp.

8. **2021 Aquatic Invasive Species (AIS) Plan**

Consider approval of Resolution 2021-14 adopting the 2021 Aquatic Invasive Species Plan.

9. **Mutual Aid Agreement with City of Minneapolis**

Consider approval of a Mutual Aid Agreement with City of Minneapolis and the Pine County Sheriff's Office. This agreement will expire December 31, 2021. Authorize Board Chair and County Administrator to sign.

10. **Support of Local Road Improvement Project (LRIP) Funds**

Consider approval of Local Road Improvement Program resolutions -- Resolution 2021-17/Sandstone Township, Resolution 2021-18/Windemere Township, and Resolution 2021-19/City of Pine City. If these projects are selected for funding, this will allow Pine County to act as a project sponsor and fiscal agent. Authorize Board Chair and County Administrator to sign.

11. **Broadband**

A. **Schedule Special Meeting -- Broadband**

Consider scheduling a Special Meeting-Committee of the Whole (via video conference), February 23, 2021, 9:00 a.m. Bill Coleman, a broadband consultant with the Blandin Foundation, will provide information on broadband and lead a community conversation.

B. Authorize the submission of an application to the Blandin CBR: Accelerate program

12. **Coronavirus Response Update**

A. Public Health Update

B. Pine County Business and Non-Profit Assistance Grant Program Update

- i. Consider approval of the agreement with the Initiative Foundation to administer the business relief grant program with payment not to exceed \$14,212.45. Authorize Board Chair and County Administrator to sign.

13. **Legislative Update**

14. **Commissioner Updates**

Central MN Council on Aging
East Central Regional Juvenile Center
East Central Solid Waste Commission
Minnesota Rural Counties Caucus
East Central Regional Library Trustee Board
Chemical Health Coalition
Mille Lacs Band of Ojibwe
Greater Minnesota Parks and Trails Legislative Day
Northeast Minnesota Area Transportation Partnership
Soil & Water Conservation District
State Community Health Services Advisory Committee (SCHSAC)
Minnesota Coalition for the Homeless
Other

15. **Other**

16. **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, February 16, 2021, 10:00 a.m., 1602 Hwy. 23 No., Sandstone, Minnesota
- b. Newly Elected County Officials Commissioner Training/County Government 101, Wednesday, February 17, 2021, 9:00 a.m.
- c. Arrowhead Counties Association, Wednesday, February 17, 2021, 6:00 p.m.
- d. 2021 AMC Legislative Conference, Thursday, February 18, 2021, 9:00 a.m.
- e. Pine County Law Library, Thursday, February 18, 2021, 12:00 p.m.
- f. Extension Committee, Thursday, February 18, 2021, 3:00 p.m.
- g. Rush Line Task Force, Thursday, February 18, 2021, 4:30 p.m.
- h. Snake River Watershed Management Board, Monday, February 22, 2021, 9:00 a.m.
- i. Lakes & Pines Community Action Council, Monday, February 22, 2021, 10:00 a.m.
- j. Snake River Watershed Policy Committee, Monday, February 22, 2021, 10:30 a.m.
- k. East Central Regional Development Commission, Monday, February 22, 2021, 7:00 p.m.
- l. Special Meeting-Committee of the Whole (Broadband), Tuesday, February 23, 2021, 9:00 a.m.
- m. NLX, Wednesday, February 24, 2021, 10:00 a.m.

- n. Northeast Minnesota Emergency Communications Radio Advisory Committee, Thursday, February 25, 2021, 10:00 a.m.
- o. Pine County Board of Commissioners Regular Meeting, Tuesday, March 2, 2021, 10:00 a.m., 1602 Hwy. 23 No., Sandstone, Minnesota

17. **Adjourn**