

ADDITIONS/REVISIONS/CORRECTIONS

Regular Meeting

June 15, 2021

ADDITIONS:

1. Consent Item 2.1 / Application for Premises Permit

Consider approval of Resolution 2021-45 approving the application for Premises Permit for the Pine City Youth Hockey Association to conduct lawful gambling at Floppie Crappie Lakeside Pub, 10762 Lakeview Shore Drive, Pine City MN (Pokegama Township).

2. Consent Item 7B / Training

7B. Approve any interested commissioner to attend the virtual NACO Annual Conference, July 9-12, 2021. Early bird full conference cost is \$515 per person, and 2-day option is \$350 per person. Funds are available in the 2021 Commissioners' budget.

ADDITIONAL INFORMATION

1. Regular Agenda Item 2: Pine County Economic Development Committee Minutes – June 14, 2021



AGENDA REQUEST FORM

Date of Meeting: _____

- County Board**
 - Consent Agenda
 - Regular Agenda 5 mins. ___ 10 mins. ___ 15 mins. ___ Other ___
- Personnel Committee**
- Other** _____

Agenda Item: _____

Department: _____

Department Head signature

Background information on Item:

Action Requested:

Financial Impact:

Resolution 2021-45
RESOLUTION APPROVING PREMISES PERMIT
FOR PINE CITY YOUTH HOCKEY

WHEREAS, Pine City Youth Hockey has applied for a Gambling Premises Permit; and

WHEREAS, the Gambling Premises will be located at Floppie Crappie Lakeside Pub, Pokegama Township, 10762 Lakeview Shore Drive, Pine City, MN 55063 and another organization is conducting gambling at this site; and

NOW, THEREFORE, BE IT RESOLVED that Pine County Board of Commissioners does hereby approve a Gambling Premises Application for Pine City Youth Hockey at Floppie Crappie, Pokegama Township, 10762 Lakeview Shore Drive, Pine City, MN 55063.

PASS AND APPROVED this 15th day of June, 2021.

Attest:

Stephen M. Hallan, Chair
Pine County Board of Commissioners

David J. Minke, County Administrator
Clerk to the County Board

Pine County Economic Development Committee - Minutes
Monday June 14, 2021 – 9:00 am
Pine County Courthouse Board Room

Committee Members present: Commissioner Mohr, Commissioner Waldhalm

Staff & community members present: David Minke, Lezlie Sauter, Kelly Schroeder, Kathy Reid, Wendy Walburg, Dawn Sandberg & Shawn Reynolds from PTCC, Brenda Malchow & Nicole Klosner – Lakes & Pines CAC, Inc. and Don Hickman (remotely) from the Initiative Foundation.

1. Meeting called to order by Mohr at 9:02 a.m.

2. American Rescue Plan Act Update

A. Overview of Act and Eligibility Guidelines.

Minke reviewed the four general uses of the funds:

1. Respond to the public health emergency or its negative economic impacts
2. Revenue replacement
3. Investments in water, sewer or broadband infrastructure
4. Premium pay for essential workers

Funds must be spent by December 31, 2024. Minke thought that most of the county spending would be focused on #1 above and will need to be targeted at responding to the negative impacts of the pandemic.

B. PTCC presentation regarding education needs and potential partnership and direct assistance for programs. Walburg gave a brief overview of the Work Fast grant program and how it benefited the participants (went from being unemployed to employed or were able to secure a higher paying job).

a. Guiding principles:

- i. Target unemployed or underemployed
- ii. Support local business community workforce needs
- iii. Reduce participants long-term reliance on support resources
- iv. Build sustainable training and partnership capacities in Pine County
- v. Stackable college programs and award college credit
- vi. Minimize barrier to employment
- vii. Build awareness for long term education pathways and opportunities (scholarships, processes, and support resources)

b. Idea #1: WorkFast

- i. Basic manufacturing
- ii. Intro to welding
- iii. CNA – Traveling medical academy
- iv. TMA - Traveling medical academy
- v. EMR/EMT - Traveling medical academy
- vi. Auto Tech
- vii. Carpentry & tool safety
- viii. Business Computer App

- ix. Personal Cyber Security
 - x. Intro to Cyber Security
 - c. Idea #2: Business Development → Might need to do a survey of the local businesses; Minke wondered if the IF might have additional funds to assist with this, in addition to ARPA.
 - i. Leaderships & supervision (HR piece)
 - ii. New hire boot camp (HR piece)
 - iii. Business consulting
 - iv. Mental health first aid
 - v. Incumbent worker training vouchers:
 - 1. Mfg
 - 2. Welding
 - 3. Construction
 - vi. Mobile computer lab
 - d. Idea #3: Pine County College Initiative
 - i. High school seniors in WR, Hinckley & EC could get 2 free years of education at PTCC (plus \$1k for books)
 - ii. Mirrors the Frandsen Foundation scholarship program, and Pine County would be the first county in the state to make sure that all high school seniors can attain 2 years of **technical education** at no cost (does not include the associate of arts degree).
 - iii. Secondary benefit is that the community retains these students within the local workforce.
 - e. Next steps and questions:
 - i. To wrangle the recent graduates, a decision needs to be made soon.
 - ii. WorkFast = 140k (through 2023)
 - iii. BD Courses = 104k (through 2023)
 - iv. College Initiative = 215k (through 2023)
 - v. PTCC puts in 250k
 - vi. Request for the number of students targeted with these dollar amounts.
- C. Discussion with L&P and County staff regarding the three proposed rehabilitation programs:
- a. Owner-Occupied Housing
 - b. Rental Housing
 - c. Commercial Building
 - d. Target people:
 - i. Impacted negatively by COVID
 - ii. Outside Sandstone, Pine City and Hinckley
 - iii. Need to find out if we collect the funds back, what reporting is required
 - iv. Required match?
 - v. Disabled, lower income (50% AMI)
- D. County Priorities:
- a. County direct costs:
 - i. Public Health education & outreach
 - ii. Economic Development Coordinator

- iii. PCSO potentially
- b. Housing Support:
 - i. Owner occupied housing rehabilitation
 - ii. Rental rehabilitation
 - iii. Homelessness
- c. Food Support:
 - i. Second Harvest / food distribution sites
 - ii. Build existing food shelf capacity
- d. Business Assistance
 - i. Technical support through PTCC and SSBC
 - ii. Commercial rehabilitation
- e. Broadband
 - i. Matching grant program (proposals from providers)
 - ii. Hire expert to design program
 - iii. Keep costs down for users
 - iv. 100Mbps down / 100 Mbps up requirement
- f. Water/Sewer/Stormwater infrastructure
 - i. Not likely county need but potential need in cities and townships
 - ii. Projects with cities/townships, outreach meeting Tuesday 6/15
- g. PTCC (see above)
- h. Childcare
- i. Other:
 - i. Mohr commented about the funding that the cities and townships will receive and how to leverage their funds with the county funds.
 - ii. Klosner mentioned how they could go into the communities to help get the money out to the people.
 - iii. Hickman commented about the lack of childcare continues to be the recurring reason people can not get back into the workforce, and the lack of applications from Pine County to the Initiative Foundation's program. Walberg mentioned that she also manages the childcare aware program and knows that they are down 30% in providers, so they are getting (soon) a childcare capacity builder and have 23 graduating with their accelerated childcare provider credential. Minke asked what role the APRA funds could have. Hickman said to wait until the special legislative session is finished, he will know more then. Walburg mentioned that start-up grants could be helpful.

➔ **High priority is to get the PTCC programming designed and approved by the County board ASAP. Stick with the details presented by PTCC staff, and potentially expand if the cities and townships contribute (to non-recent HS graduates).**

- E. Township Communication & Outreach:
 - a. June 15 meeting details (Lovgren to do the welcome)
 - b. Minke to send out an email reminder.

3. HRA update:

Need to do some strategic planning. Potential to expand to Pine City HRA. Potential to expand to North Court Apartments. Eventually create an EDA/HRA that can assist with all areas such as property management, program administration, economic development, workforce development and business assistance.

4. Economic Development Activities:

Broadband funding requests, Chamber outreach, EDA outreach.

5. Next meeting:

Meet monthly for ARPA, specifically. Next meeting is Monday, July 19 at 9 am.

6. Meeting was adjourned at 10:52 am.



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, June 15, 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.**
- **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): 163 148 2205, (password): WSjwEbDt449. 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
Minutes of June 1, 2021 County Board Meeting and Summary for publication.
- F) Minutes of Boards, Reports and Correspondence
Pine County Housing and Redevelopment Authority (HRA) Senior Housing Board of Directors Minutes – April 28, 2021
Pine County Zoning Board Minutes – April 22, 2021
- 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 May, 2021 Cash Balance (attached)**

Fund	May 31, 2020	May 31, 2021	Increase/Decrease
General Fund	(177,625)	1,219,186	1,396,811
Health and Human Services Fund	13,651	1,074,192	1,060,541
Road and Bridge Fund	3,802,922	3,261,877	(541,045)
COVID Relief	N/A	2,872,569	2,872,569
Land Management Fund	2,480,123	2,649,354	169,230
Self Insurance	N/A	602,861	602,861
TOTAL (inc non-major funds)	26,545,738	33,450,509	6,904,772

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

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

3. **State Assessed Tax Abatement**

Consider approval of 2020 Tax Court Abatement: Minnesota Energy Resources Corp, multiple parcels, tax court ordered. The refund is \$24,766.

4. **Septic Fix-Up Special Assessment**

Consider approval of Resolution 2021-44 extending a septic fix-up special assessment against PID 13.0112.000, owned by Scott Carlson. The term of the assessment is 16 years, beginning in 2022, in the amount of \$16,234.88 with equal principal payments and 1% interest. Authorize Board Chair and County Administrator to sign.

5. **Grant Contracts**

A. Consider approval of the Violent Crime Enforcement Teams 2020 Grant Contract

Agreement Amendment. Funding for this grant has increased \$15,833 for the period of July 1, 2020 through December 31, 2021. No matching funds are necessary. Authorize Board Chair and County Administrator to sign.

B. Consider approval of the State of Minnesota Department of Human Services Multi-County Grant Contract to allow Pine County Health & Human Services (HHS) to continue to deliver fraud prevention investigative services to the counties of Aitkin, Carlton, Kanabec and Pine and authorize signature by the Board Chair and County Attorney. The contract is for the period of July 1, 2021 through June 30, 2023. HHS will contract with the Pine County Sheriff's Office to together provide the work that is required of the individual completing the fraud prevention investigation (FPI) duties. The sheriff's office bills HHS for the personnel expenses associated with the FPI and HHS is reimbursed by the state for these expenses. The grant provides reimbursement up to \$91,000 per state fiscal year.

6. **Personnel**

A. Consider approval of the lateral transfer of Martine Root to the child protection investigator position effective June 21, 2021. Current hourly wage would remain the same, \$28.27 per hour (Grade 10, Step 4).

B. Consider approval of the internal promotion of Office Support Specialist Angela Boelman to the case aide position, effective June 21, 2021. Grade 5, Step 1, \$18.73 per hour.

7. **Training**

A. Consider approval of Auditor-Treasurer Kelly Schroeder to attend the Minnesota Association of County Auditor-Treasurer Finance Officer (MACATFO) Summer conference, June 22-25, 2021 at Breezy Point. Registration: \$30; Meals: \$70; Mileage: \$118.72. Total cost \$218.72. No lodging is needed. Funds are available in the 2021 Auditor-Treasurer budget.

REGULAR

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

The Personnel Committee met June 7, 2021. The Personnel Committee made the following recommendations:

A. **Pine County Sheriff's Office – Restructure**

- i. approve the hiring of a full-time Deputy Sheriff
 - approve backfill of any subsequent vacancies that may occur due to internal promotion or lateral transfer
- ii. eliminate two part-time Deputy Sheriff positions
- iii. eliminate the Sentence-To-Service (STS) program and the Sentence-To-Service Crew Leader position, effective August 31, 2021

B. **Administrator's Annual Review**

- i. It was the consensus of the committee to have the county board review the Administrator's performance at the June 15th county board meeting. Administrator Minke's annual performance review is Regular Agenda item #9 below.

2. **Economic Development Committee Report**

The Economic Development Committee will meet June 14, 2021. An update will be provided at the county board meeting; Minutes will be provided separately.

3. **Probation Comprehensive Plan**

Probation Director Terry Fawcett will present the 2021 Probation Comprehensive Plan.

4. **Legislative Update**

5. **Commissioner Updates**

AMC District 1 Spring Meeting
East Central Regional Juvenile Center
CBR: Accelerate Meeting
Soil & Water Conservation District
Pine County Law Library
Central Minnesota Jobs & Training Services
East Central Solid Waste Commission
East Central Regional Library Trustee Board
Pine County Chemical Health Coalition
Pine County Board of Equalization
Other

6. **Other**

7. **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. Public Health Van viewing prior to commencement of Pine County Board Meeting, Tuesday, June 15, 2021, 9:15-10:00 a.m., 1602 Hwy. 23 No., Sandstone, Minnesota
 - b. Pine County Board of Commissioners, Tuesday, June 15, 2021, 10:00 a.m., 1602 Hwy. 23 No., Sandstone, Minnesota
 - c. American Rescue Plan Act (ARPA) Informational Meeting with Cities & Townships, Tuesday, June 15, 2021, 5:00 p.m., 1602 Hwy. 23 No., Sandstone, Minnesota
 - d. CBR Accelerate Meeting, Wednesday, June 16, 2021, 9:00 a.m.
 - e. Rush Line Task Force – cancelled
 - f. CBR Accelerate Meeting, Friday, June 18, 2021, 9:00 a.m.
 - g. Housing and Redevelopment Authority, Wednesday, June 23, 2021, 1:00 p.m.
 - h. Radio Advisory Committee, Thursday, June 24, 2021, 10:00 a.m.
 - i. Snake River Watershed Management Board, Monday, June 28, 2021, 9:00 a.m.
 - j. Snake River Watershed Policy Committee, Monday, June 28, 2021, 10:30 a.m.
 - k. East Central Regional Development Commission Annual Meeting, Monday, June 28, 2021, 5:30 p.m.
 - l. Special Meeting-Committee of the Whole, Tuesday, June 29, 2021, 9:00 a.m.
 - m. Pine County Board of Commissioners, Tuesday, July 6, 2021, 10:00 a.m., 1602 Hwy. 23 No., Sandstone, Minnesota

Procedure for Conducting a Closed Meeting via Electronic Means

During the open meeting, the county board will consider a motion to close the meeting. If passed, the commissioners will leave the public electronic meeting and enter a separate electronic closed meeting. Once the closed meeting business is concluded, the commissioners will rejoin the public electronic meeting. The public will be able to stay on the public electronic meeting until the commissioners reconvene the public meeting.

8. **County of Pine, State of Minnesota vs. James E. and Wilda Z. Obey, TOL Properties and Minnesota Land Trust Update – Closed Session**

This portion of the meeting may be closed pursuant to M.S. §13D.05, Subd. 3(b) (attorney/client privilege). County Attorney Reese Frederickson will be in attendance to update the county board on the case.

9. **County Administrator Annual Performance Review – Closed Session**

This portion of the meeting may be closed pursuant to M.S. §13D.05, Subd. 3, to conduct the annual performance evaluation of County Administrator David Minke. The county board may also consider a performance pay adjustment.

10. **Adjourn**