

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

**Tuesday, February 16, 2021 - 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 Terry Lovgren and Commissioner Matt Ludwig were present in the meeting room. Members present via electronic means were Chair Hallan, Commissioner Josh Mohr, and Commissioner J.J. Waldhalm. Also present in the meeting room 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. Ailene Croup stated opposition to entering into a Mutual Aid Agreement with the City of Minneapolis.

Chair Hallan requested the following revisions to the agenda:

ADDITIONS:

1. Consent Agenda #8iii/New Hire: Full time Deputy Sheriff, Ryan Manley, effective March 1, 2021, \$25.81 per hour, grade 10, step 1.
2. Consent Agenda #9/Applications: Consider approval of Application for Exempt Permit from the Pheasants Forever East Central Spurs to conduct Minnesota lawful gambling on April 10, 2021 at Wings North, 19379 Homestead Rd, Pine City, MN (Pokegama Township).

ADDITIONAL INFORMATION:

1. Regular Agenda #6/Health & Human Services Advisory Committee Report: Minutes from the February 10, 2021 Health & Human Services Advisory Committee which were not part of the county board packet.

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

Motion by Commissioner Ludwig to approve the Minutes of the February 2, 2021 county board meeting and Summary for publication. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan: District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye;

District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence
None.

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

CONSENT AGENDA

1. **Approve January, 2021 Cash Balance**

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**

Approve the January 2021 disbursements and claims over \$2,000.

3. **2020 Gas Tax Distribution**

Approve the 2020 gas tax distributions to townships.

4. **Cancellation of 2018 Warrants**

Approve the cancellation of uncashed 2018 warrants.

5. **Cancel State Contracts**

Approve 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.**

Approve the 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)**
Approve the 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**
Approve 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.
 - iii. Full time Deputy Sheriff, Ryan Manley, effective March 1, 2021, \$25.81 per hour, grade 10, step 1.
9. **Application for Exempt Permit**
Approve the Application for Exempt Permit from the Pheasants Forever East Central Spurs to conduct Minnesota lawful gambling on April 10, 2021 at Wings North, 19379 Homestead Rd, Pine City, MN (Pokegama Township).

REGULAR AGENDA

1. **Recognition of Retirement of JoAnn Gray**
The board recognized the retirement of Pine County Jail Sergeant JoAnn Gray and thanked her for her 13+ years of service to Pine County.
2. **Certificate of Appreciation**
The board acknowledged Mary Ann Lancaster for her recycling efforts, approximately 20,000 pounds of plastic bags, which are made into outdoor benches.
3. **Land and Zoning Advisory Committee Report**
Commissioner Lovgren stated the Land and Zoning Advisory Committee met on February 1, 2021. The Land and Zoning Advisory Committee made the following recommendations:
 - Land Auction/Sales and Land Fund**
 - 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**, to 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.
 - Withdraw Previously Offered Parcels from the Public Land Sale List
Approve **Resolution 2021-12**, to 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.

Homestead Repurchase/Contract Reinstatement Deadline

Approve **Resolution 2021-13**, to establish that all application requests for repurchases and contract reinstatements must be submitted to the Auditor's Office by July 27, 2021.

Set Asides (Land Fund)

Approve **Resolution 2021-15**, which 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).

Motion by Commissioner Lovgren to set the 2021 land auction for September 17, 2021, accept the list of parcels being offered for sale, approve Resolution 2021-11/2021 Land Classification (non-conservation), Resolution 2021-12/Withdraw Previously Offered Land Auction, Resolution 2021-13/Homestead Property Repurchase and Contract Reinstatement Deadline, and Resolution 2021-15/Set Aside of Tax Forfeit/Timber Sale Revenues. Authorize Board Chair and County Administrator to sign. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan: District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye. Motion carried 5-0.

Blight/Demolition

Motion by Commissioner Lovgren to approve the proposed change to the Demolition and Clean-up Policy to include "II.6 Increases salability of property." Second by Commissioner Ludwig. 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 Lovgren/Aye; District 4-Commissioner Waldhalm/Aye. Motion carried 5-0.

Improvements/Structure Encroachments and Trespass

Commissioner Ludwig stated the Improvements/Structure Encroachments and Trespass policy is currently being reviewed by the Land and Zoning Advisory Committee and will be brought to the county board for discussion and recommendations.

4. Facilities Committee Report

Commissioner Waldhalm stated the Facilities Committee met February 3, 2021. The remodeling of the courthouse, boiler system maintenance contract with the City of Pine City, review of COVID-19 improvements, rebid of entrance sign at the North Pine Government Center, and the replacement of the uninterruptable power supply (UPS) at the courthouse were discussed. Commissioner Lovgren stated concern with the location of the proposed conference rooms to be constructed in the courthouse atrium as this space has historically been used for elections usage. Commissioner Waldhalm also commented on the replacement of the uninterruptable power supply stating that contact should be made with the vendor where purchased if the batteries did not last as long as they were projected to.

5. Personnel Committee Report

Commissioner Ludwig stated 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.

Motion by Commissioner Ludwig to approve the recommendations of the Personnel Committee. Second by Commissioner Mohr. A Roll Call Vote was called by Chair Hallan: District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 5-0.

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

Commissioner Ludwig stated the Health & Human Services Advisory Committee met on February 10, 2021. Topics of discussion included an update on the activities of the Region 7E Adult Mental Health Initiative(AMHI), the impact of the pandemic on Health & Human Services operations and staff, and the lack of funds in the governor's budget for the Department of Human Services overbilling. Updates were given on the space planning/courthouse remodel, and Public Health/vaccinations.

7. **Housing and Redevelopment Authority (HRA) Vacancy**

Due to the death of HRA Commissioner Dorothy Stockamp, the appointment of a Housing and Redevelopment Authority Commissioner will be placed on the agenda for the March 2, 2021 county board meeting. The county board recognized HRA Commissioner Dorothy Stockamp for her years of dedicated service to the HRA.

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

Land and Resources Manager Caleb Anderson provided an overview of the 2021 Aquatic Invasive Species Plan with proposed activities. Funding includes AIS control, monitoring, youth, prevention, education and administration. In 2021, the county will receive \$123,319 in AIS funding, with an additional \$203,560.53 left unspent from previous years, leaving a total available for the 2021 AIS Plan of \$326,879.53. The 2021 AIS Plan, compiled from all requests, is budgeted at \$181,975; additionally, \$10,285 of non-county funds are contributed by partnering organizations. Anderson stated since the inception of the AIS Plan, no new infestations have been found in county lakes.

Motion by Commissioner Ludwig to approve Resolution 2021-14 adopting the 2021 Aquatic Invasive Species Plan and budget. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan: District 2-Commissioner Mohr/Aye; District 3-Commissioner

Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye. Motion carried 5-0.

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

The City of Minneapolis has requested a mutual aid agreement with other law enforcement agencies in their enforcement preparation for upcoming, high-profile trials. This mutual aid agreement provides the framework for mutual aid including repayment of expenses and management of liability. The agreement does not commit to any specific amount of mutual aid; the actual aid sent would be determined by Sheriff Nelson based on conditions and the availability of resources.

Discussion was had as to the aid being provided by the State of Minnesota through the state patrol and National Guard, and law enforcement staffing for the city of Minneapolis.

Motion by Commissioner Mohr to approve the Mutual Aid Agreement with the City of Minneapolis. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan: District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Nay; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye. Motion carried 4-0, Commissioner Waldhalm opposed.

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

County Engineer Mark LeBrun stated Sandstone Township (Government Road project), Windemere Township (Palon Road project) and the City of Pine City (8th Street SW project) have applied for Local Road Improvement Project funds. As part of the application process, the County is required to be a sponsor of the project.

Motion by Commissioner Lovgren to approval Local Road Improvement Program resolutions 2021-17/Sandstone Township, Resolution 2021-18/Windemere Township, and Resolution 2021-19/City of Pine City. Authorize Board Chair and County Administrator to sign. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan: District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye. Motion carried 5-0.

11. **Broadband**

County Administrator Minke explained that at the County Board's 2021 Strategic Planning meeting broadband was identified as a priority goal. The Blandin Foundation will provide broadband information and planning efforts at a Special County Board Meeting scheduled for February 23, 2021 at 9:00 a.m. via video conference due to the pandemic. County Administrator Minke provided information on *The Community Broadband Resources (CBR): Accelerate!* Program.

Motion by Commissioner Mohr to submit an application to the Blandin Community Broadband Resources (CBR): Accelerate program. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan: District 5-Commissioner Ludwig; District 1-Chair Hallan; District 2-Commissioner Mohr; District 3-Commissioner Lovgren; District 4-Commissioner Waldhalm. Motion carried 5-0.

12. **Coronavirus Response Update**

A. Community Health Services Administrator Sam Lo provided an update on the current public health situation related to the COVID-19 pandemic and vaccine distributions.

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

County Administrator David Minke stated the list of award recipients will be finalized this week and checks will begin to go out shortly. Based on requests received, only 40% of the requests were able to be funded.

Motion by Commissioner Lovgren to approve 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. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan: District 1-Chair Hallan; District 2-Commissioner Mohr; District 3-Commissioner Lovgren; District 4-Commissioner Waldhalm; District 5-Commissioner Ludwig. Motion carried 5-0.

13. Legislative Updates

County Administrator Minke stated the AMC Legislative Conference is February 18th for commissioners interested in attending. Health & Human Services concerns include Adult Mental Health, the impact of the pandemic on Health & Human Services operations and staff, and the lack of funds in the governor's budget for the Department of Human Services overbilling; an item not introduced yet is the Out of Home Placement Paperwork Reduction Act.

The Governor's budget has proposed cuts in funding to the county probation system. Probation Director Terry Fawcett explained, and discussion took place, of the Department of Corrections, Community Corrections Act, and County Probation Office (CPO) delivery systems and funding. Governor Walz' budget proposes a 2.5% reduction of CPO reimbursement in 2022 and potential for reductions up to 6.61% in 2023.

Motion by Commissioner Ludwig to submit a letter of opposition to the Governor's proposed cuts to the County Probation Office (CPO) delivery system, and to advocate for the State meeting its statutory obligation of 50% funding. Second by Commissioner Lovgren.

During further discussion, it was recommended that the motion be amended to include sending a letter in opposition to reducing funding for adult mental health.

Amended Motion by Commissioner Ludwig to submit a letter of opposition to the Governor's proposed cuts to the County Probation Office (CPO) delivery system, and to advocate for the State meeting its statutory obligation of 50% funding, and a letter in opposition to reduction of funding for adult mental health. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan: District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye. Motion carried 5-0.

14. Commissioner Updates

Central MN Council on Aging: Chair Hallan stated food pop up sites and distribution centers are being added around east central Minnesota help with the demand for food. The additional pandemic struggles of caregivers and the elderly was discussed -- Senior Linkage Line primary source for information.

East Central Regional Juvenile Center: Commissioner Ludwig unable to attend meeting.

Probation Director Terry Fawcett provided an update stating the 2020 budget was reconciled, with a projected surplus of \$94,473.71 to be placed in the operational reserves account. Option A was chosen was the budget reconciliation method for 2022. Also, looking to recruit non-member counties who have been using a consistent number of beds to entering into a Joint Powers Agreement.

East Central Solid Waste Commission: Chair Hallan stated deer carcass disposal and the receipt of carcass from other counties was discussed due to chronic wasting disease.

Minnesota Rural Counties Caucus: Commissioner Waldhalm stated topics of discussion included chronic wasting disease, support of the deer processing law to be able to process deer at home, Payment In Lieu of Taxes (PILT), California car standards/emissions, and broadband.

East Central Regional Library Trustee Board: Commissioner Lovgren stated Sandstone is anticipating a grant to construct a new library. The library has a new program called Brainfuse Ignite-for students who need help (Program HelpNow) with tutoring and working with other

students. Also part of the Brainfuse program is a program that can be used by the public, Brainfuse JobNow, to provide online help and resources to guide you through the tasks to get a job. The library also has a \$4,000 scholarship for low income families to be given to two people; a scholarship committee is being formed which Commissioner Lovgren is a member.

Chemical Health Coalition: Commissioner Lovgren stated in order to be in compliance for grant funds, 50 person-to-person surveys need to be completed, which has been difficult due to the pandemic. Discussion on continuance of grant funds (ends in June).

Mille Lacs Band of Ojibwe: Chair Hallan stated Shena Matrious is the new Mille Lacs liaison with the county. Topics discussed included economic development and broadband. Native American are 35% more risk to get COVID, but elders are remaining at home so their death numbers remain lower.

Greater Minnesota Parks and Trails Legislative Day: Commissioner Lovgren stated annual park pass permits have increased 40% in sales, with \$25 per day per person spent in the community where permits are being used. The Legacy fund balance is health, with money available for use on trails.

Northeast Minnesota Area Transportation Partnership: Chair Hallan unable to attend.

Soil & Water Conservation District: Commissioner Waldhalm stated topics discussed included the high water levels of Sturgeon Lake, and the collaboration between Windemere Township and the county highway on the Island Lake Road stabilization. A levy authority update was given.

State Community Health Services Advisory Committee (SCHSAC): Commissioner Lovgren stated the daily job responsibilities of public health have changed over the past year due to the pandemic. Lack of broadband makes it challenging to provide information to the public. Commissioner Lovgren stated the best role for county commissioners is to be involved, get policies in place, and to support our HHS employees with the additional work. Also, SCHSAC board members were elected – Commissioner Lovgren is an alternate on the Executive Committee for our region.

Minnesota Coalition for the Homeless: Chair Hallan attended this was a kick off meeting.

Other: None.

15. **Other**

None.

16. **Upcoming Meetings**


Upcoming meetings were reviewed.

17. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 12:22 p.m. The next regular meeting of the county board is scheduled for Tuesday, March 2, 2021 at 10:00 a.m., North Pine Government Center, 1602 Hwy 23. No., Sandstone, Minnesota.


Stephen M. Hallan, Chair
Board of Commissioners

Josh Mohr, Vice Chair


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