

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

Tuesday, September 7, 2021 - 10:00 a.m.

Pine County Courthouse, 635 Northridge Drive NW, Pine City, Minnesota

Chair Steve Hallan called the meeting to order at 10:00 a.m. Present were Commissioners Josh Mohr, Terry Lovgren and J.J. Waldhalm. Also present were County Administrator David Minke and County Attorney Reese Frederickson. Due to an out-of-town commitment, Commissioner Matt Ludwig joined the meeting via interactive technology, pursuant to Minnesota Statute 13D.02. Commissioner Ludwig was seen and heard at the meeting via electronic means, at a location open and accessible to the public, and participated from Staybridge Suites, 2350 Commerce Drive NW, Rochester, MN 55901.

The public was invited to join the meeting in person, by phone, by Zoom or watch via live stream on YouTube.

The Pledge of Allegiance was said.

Chair Hallan called for public comment. There was no public comment.

Chair Hallan requested the following revisions to the agenda:

ADDITIONS

1. **Consent Agenda Item 6: New Hire**

Consider approval of the hiring of Child Support Office Specialist Brittney Hemsworth effective September 8, 2021, \$15.92 per hour, Grade 2, Step 1.

2. **Regular Agenda 1A: Recognition of Former County Commissioner Steve Chaffee**

A moment of silence for former County Commissioner Steve Chaffee who passed away on September 3, 2021.

3. **Regular Agenda 8/Other:**

Discussion of location of September 14, 2021 Special Meeting-Committee of the Whole

Motion by Commissioner Lovgren to adopt the amended Agenda. 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.

Motion by Commissioner Lovgren to approve the Minutes of the August 17, 2021 County Board Meeting and Summary for publication, and Minutes of the August 24, 2021 and August 31, 2021 Special Meeting-Committee of the Whole (Budget). Second by Commissioner Waldhalm. 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.

Minutes of Boards, Reports and Correspondence

Pine County Zoning Board Minutes of May 27, 2021 and July 22, 2021

Department of Public Service (DPS) Driver Licenses Exam Stations correspondence – August 24, 2021

Land Surveyor Monthly Report – August 2021

Motion by Commissioner Mohr to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Lovgren. 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 amended Consent Agenda. Second by Commissioner Mohr. 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.

CONSENT AGENDA

1. **Application for Exempt Permit**

Approve the application for exempt permit from the Safari Club International Minnesota to conduct Minnesota lawful gambling on September 11, 2021 at Wings North, 19379 Homestead Rd., Pine City, MN (Pokegama Township).

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

Approve Resolution 2021-63 extending special assessments as follow, and authorize Board Chair and County Administrator to sign:

- A. Gordon L. Eaton, PID 05.0213.000, \$14,961.77
- B. Steven T. Bede, PID 30.0143.000, \$16,703
- C. Zane Swenson and Sheri Swenson, PID 36.5101.000 & 36.5105.000, \$12,800
- D. Jeffrey J. Fitzgerald, PID 15.0005.002, \$16,975
- E. William T. Dukek, PID 08.0050.000, \$13,750

3. **Lakes & Pines Community Action Council**

Approve Resolution 2021-62 authorizing administration of Minnesota Housing Finance Agency's Family Homeless Prevention and Assistance Program for the term of October 1, 2021 through September 30, 2023. Authorize Board Chair and County Administrator to sign.

4. **Wellness in the Woods Agreement**

Approve the agreement between Pine County Health & Human Services and Wellness in the Woods to provide certified peer specialist services. Term of the contract is October 1, 2021 through June 30, 2022; the cost of services will be no more than \$14,725. Authorize Board Chair and County Administrator to sign.

5. **Personnel (Regular Employment Status / Promotion)**

- A. Approve the internal transfer of Social Worker Kelly Becker to the vacant social worker position (MNChoices Assessor), effective September 13, 2021. No change in grade or pay.

B. Approve granting regular employment status to Eligibility Worker Angie Horton effective September 9, 2021.

6. **New Hire**

Approve the hiring of Child Support Office Specialist Brittney Hemsworth effective September 8, 2021, \$15.92 per hour, Grade 2, Step 1.

REGULAR AGENDA

1. **Recognition of Retirement**

The board recognized the retirement of Health & Human Services Office Manager Janet Schumacher and thanked her for her 50 years of service to Pine County.

1A. **Tribute to Former County Commissioner Steve Chaffee**

Chair Hallan called for a moment of silence in tribute to former District 3 Pine County Commissioner Steve Chaffee, who passed away September 3, 2021. Mr. Chaffee served on the Board of Commissioners for 12 years, from 2009-2020.

2. **Pine County District Court Update**

Pine County District Court Judge Krista Martin provided an update on the court operations and use of technology in the courtrooms during the pandemic.

3. **Health Insurance Committee Report**

Commissioner Lovgren stated the Health Insurance Committee met August 25, 2021. Items discussed include health insurance claims and reserves, 2022 health insurance renewal, and no increase in costs for ancillary benefits (vision, group life, supplemental group life, group decreasing life, long-term disability, short-term disability and dental insurance). The projected health insurance rate increase for 2022 is six percent.

4. **Facilities Committee Report**

Commissioner Waldhalm stated the Facilities Committee met September 1, 2021. Items discussed include the completion of the Health & Human Services (HHS) furniture installation and staff transition to the courthouse; roof replacement at the 1610 building, and parking lot improvements at the North Pine Government Center (NPGC)/1610 building parking lots. The county received a grant to construct a building at the North Pine Transfer Station in Willow River for Household Hazardous Waste; and a quote was received for assisted listening devices for the NPGC.

5. **Ordinance 2021-43, Amending the County Land Use Ordinances**

Commissioner Lovgren stated a public hearing was held on August 17, 2021 addressing proposed amendments to the Kettle River Wild and Scenic River Ordinance and the Shoreland Management Ordinance. At that hearing the county board was supportive of the proposed amendments to the ordinances with exception of the mitigation point activities scale/point allotment. The mitigation points allotment has been removed from Ordinance 2021-43 and is being reviewed by the Zoning Board.

Motion by Commissioner Ludwig to approve adoption of Ordinance 2021-43 Amending County Land Use Ordinances to include:

- A. Kettle River Wild and Scenic River Ordinance: include vacation rental by owner (VRBO) usage along the Kettle River through a conditional use permit.
- B. Shoreland Management Ordinance: (i) clarify standards for permitting guest quarters in accessory buildings; (ii) clarify language for when structures may have an altered ordinary high water level (OHWL) setback due to the presence of structures on both adjacent lots; (iii) shoreland map amendments near First Lake, Devils Lake, and Unnamed Basin 58-146; (iv) amend minimum lot widths for recreational and general development lakes with public sewer; (v) additional standards for riprap and beach sand blank installation; and (vi) additional language for nonconforming uses, to align with state requirements.

Second by Commissioner Lovgren. 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.

6. **Appointment of Housing and Redevelopment Authority Commissioner**

Motion by Commissioner Mohr to appoint Henry Fischer as District 2 representative to the Pine County Housing and Redevelopment Authority to fill the remaining term of Claudia Bloom who has resigned. The term expires October 4, 2024. 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.

7. **Commissioner Updates**

State Community Health Advisory Council: Commissioner Lovgren stated discussion of the COVID-19 delta variance, and support Minnesota Department of Health Jan Malcom took place.

Snake River Watershed Management Board: meeting cancelled

Snake River Watershed Policy Committee: meeting cancelled

East Central Regional Development Commission: Commissioner Waldhalm unable to attend.

NLX: Commissioner Lovgren stated NLX is at a standstill.

Housing and Redevelopment Authority: Commissioner Ludwig stated County Administrator Minke has been appointed as the interim executive director to the HRA. A firm has been chosen to perform the two years of past due HRA audits, and appointment to the study committee was discussed. The North Pine Government Center in Sandstone will be the new location for HRA meetings.

Central MN Council on Aging: Chair Hallan stated food support, and confusion with chore service funding for Family Pathways was discussed.

Other: Pine County College Initiative (PCCI): Commissioner Lovgren stated the PCCI Cohort Program was introduced to the public in July, 2021--27 participants are enrolled in the programs. Commissioner Lovgren has been invited to participate in a panel on the American Rescue Plan Act projects at the AMC Fall Policy Conference.

8. **Other**

Special Meeting-Committee of the Whole Meeting/September 14, 2021

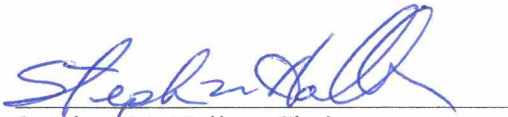
The location of the 10:00 a.m., September 14, 2021 Special Meeting-Committee of the Whole has been changed to the North Pine Government Center, 1602 Hwy. 23 No., Sandstone.

9. **Upcoming Meetings**

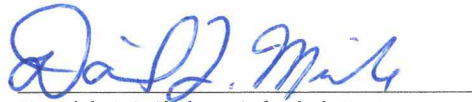
Upcoming meetings were reviewed.

10. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 11:17 a.m. The next regular meeting of the county board is scheduled for Tuesday, September 21, 2021 at 10:00 a.m., North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota.



Stephen M. Hallan, Chair
Board of Commissioners



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