

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

Tuesday, October 19, 2021 - 10:00 a.m.

North Pine Government Center, 1602 Hwy. 23 No., Sandstone, 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 the Staybridge Suites, 2350 Commerce Drive NW, Rochester, MN 55901, a location open and accessible to the public.

The public was invited to join the meeting in person or by electronic means.

The Pledge of Allegiance was said.

Chair Hallan called for public comment. Media representative Ailene Croup inquired if the Disbursements/Claims over \$2,000 noted at Consent Agenda #2 contained American Rescue Plan Act (ARPA) monies; Chair Hallan stated it does.

Chair Hallan requested the following revisions to the agenda:

Additions

1. Regular Agenda Item 4A: Set the 2022 health insurance premiums with United Health Care.
2. Regular Agenda Item 10A: Consider Resolution 2021-69 Creating a Study Committee Under MS 469.1082 to Make a Recommendation Related to the Formation of a Development Authority and Appointing Members.

Additional Information

1. Consent Agenda Item 4: Review and consider expense claim form of Commissioner Waldhalm.
2. Regular Agenda Item 8: Memorandum and Charts

Motion by Commissioner Lovgren to adopt the amended 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.

Motion by Commissioner Ludwig to approve the Minutes of the October 5, 2021 County Board Meeting and Summary for publication. Second by Commissioner Lovgren. 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.

Minutes of Boards, Reports and Correspondence

None.

Motion by Commissioner Lovgren to approve the Consent Agenda with additions. Second by Commissioner Mohr. 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.

CONSENT AGENDA

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

Fund	September 30, 2020	September 30, 2021	Increase/Decrease
General Fund	4,114,759	5,478,856	1,364,097
Health and Human Services Fund	1,516,339	2,668,365	1,152,026
Road and Bridge Fund	5,296,321	1,758,681	(3,537,640)
COVID Relief	2,678,347	2,853,674	175,327
Land Management Fund	2,018,891	2,218,255	199,363
Self Insurance	N/A	633,886	633,886
TOTAL (inc non-major funds)	21,055,391	20,365,773	(689,618)

2. **Approve September 2021 Disbursements/Claims Over \$2,000**

The following vendors with claims of \$2,000 or more, and 414 claims under \$2,000 totaling \$210,865.55, were paid during the period of September 1, 2021-September 30, 2021: 4.0 SCHOOL SERVICES OF EAST CENTRAL, 2,024.04; Aml Cleaning Service, Inc, 4,000.00; Anderson Electric, 6,759.51; Canon Financial Services, Inc, 2,107.26; CLOQUET RIVERSIDE RECYCLING, INC, 6,815.00; DSC Communications, 5,418.40; East Central Energy Of Braham, 26,735.76; East Central Solid Waste Comm, 2,685.36; KRONOS SAASHR INC, 2,518.99; MEND CORRECTIONAL CARE PLLC, 27,310.50; MINNESOTA ENERGY RESOURCES CORP, 4,967.64; MINNESOTA POWER, 2,209.03; Mn Depart Of Revenue, 138,041.36; Mn State Auditor, 2,899.00; OFFICE OF MN.IT SERVICES, 5,323.75; OWENS COMPANIES INC, 2,682.88; Pine Co Highway Department, 12,069.82; Regents Of The U Of Mn, 2,830.59; Reliance Systems, 2,000.00; Streamworks, LLC, 8,700.00; Streicher's Inc, 2,893.93; SUMMIT FOOD SERVICE MANAGEMENT LLC, 20,049.74; Verizon Wireless, 6,297.73; West Group, 2,021.97; WINDEMERE TOWNSHIP LAKES ASSOCIATION, 36,121.14; ZOOM-CARDMEMBER SERVICE, 2,599.00; Central Mn Jobs & Training Services, 112,062.02; Central Mn Mental Health Ctr, 2,500.00; DHS State Operated Services, 4,264.05; East Central Reg Juvenile Center, 8,420.42; Mille Lacs Band Family Services, 12,849.48; Nexus-Gerard Family Healing LLC, 10,115.92; Nexus-Mille Lacs Family Healing, 6,731.65; North Homes Inc, 5,578.24; Northwestern Mn Juvenile Center, 8,215.00; Northwoods Children Home, 10,057.64; Pine/County Of, 18,799.21; Pitney Bowes, 2,408.94; Rolling Hills Hospital LLC, 14,880.00; Solid Oak Financial Services, LLC, 3,270.00; Verizon Wireless, 4,563.24; Village Ranch Residential Facility, 6,065.46; Aaa Striping Service Co, 32,648.67; Cavallin Inc, 2,750.12; DOOLEYS PETROLEUM INC, 39,865.96; Emergency Automotive Technologies, Inc, 57,708.80; ERICKSON ENGINEERING CO LLC, 12,159.68; Knife River Corp, 4,453,028.04; LHB INC, 16,616.00; Mn Depart Of Transportation, 8,937.15; North Pine Aggregate Inc, 4,914.00; Nuss Truck Group Inc, 9,726.75; Pomp's Tire Service, Inc, 8,220.00; ROCON PAVING, 5,822.29; Rydberg & Sons, Inc., 43,530.25; SEH INC, 7,251.89; Widseth Smith Nolting &

Assoc Inc, 18,052.07; WSB AND ASSOCIATES, 18,052.07; MINNESOTA LAND TRUST, 9,660.13; OBEY/JAMES & WILDA, 18,160.13; JONES CONSTRUCTION SERVICES INC, 30,225.00; MPJ ENTERPRISES LLC, 15,300.00; UNITEDHEALTH GROUP, 213,772.68; BLUE CROSS & BLUE SHIELD OF MINNESOTA, 4,636.00; FURTHER, 8,415.44; MADISON NATIONAL LIFE INS CO INC, 3,542.51; MEDICAREBLUE RX, 4,897.80; Mn Life Insurance Company, 4,244.40; Department Of Finance, 12,303.50.

3. **Application for Abatement**

Approve the Application for Abatement for Northern Natural Gas, multiple parcels, payable 2018-2019 – Tax Court Ordered.

4. **Pine County Commissioners' Expense Claim Forms**

Approve Commissioners' Expense Claim Forms.

5. **Donation**

Approve acceptance of a \$100 anonymous donation to be designated to the Pine County Sheriff's Office backpack fund for the school supply drive.

6. **Assessment Agreements Between Local Units and Assessor's Office**

Approve the three-year Assessment Agreements between the Pine County Assessor's Office and the City of Rock Creek, Norman Township, Partridge Township, and Finlayson Township to allow the county assessor's office to conduct assessments in these jurisdictions. The City of Rock Creek and Finlayson township will pay \$8.50 per parcel, Norman and Partridge townships will pay \$8.00 per parcel for assessment year 2022. Authorize Board Chair and County Administrator to sign.

7. **New Hire**

Approve the hiring of the following:

- A. Adult Protection Social Worker Mary Heffner, effective October 26, 2021, \$25.37 per hour, Grade 10, Step 1.
- B. Child Protection Case Management Social Worker Nicole Vork, effective November 1, 2021, \$25.37 per hour, Grade 10, Step 1.
- C. Full-time Deputy Sheriff Andrew Collins, effective October 25, 2021, \$26.13 per hour, Grade 10, Step 1.

8. **Training**

Approve Public Health Emergency Preparedness Coordinator Krista Jensen to attend the National Healthcare Coalition Preparedness Conference, November 30-December 2, 2021 in Orlando, FL. All costs associated with attending, except for meals, will be paid for by the Central Region Healthcare Coalition. Estimated costs of meals are \$100.

REGULAR AGENDA

1. **Recognition of Retirement of Betty Kosloski**

The county board recognized the retirement of Health & Human Services Case Aide Betty Kosloski and thanked her for 42 years of service to Pine County.

2. **Recognition of Officers for Actions**

The county board recognized Deputy Sheriffs Josh Pepin, Aaron Borchardt, Troy Griffith and Conservation Officer Ben Karon for action taken in an October, 2020 incident, in the protection of the public resulting from a domestic involving a gun and motor vehicle pursuit.

3. **Personnel Committee Report**

Commissioner Mohr provided an overview of the Personnel Committee which met October 11, 2021. The Personnel Committee made the following recommendations:

A. **Health and Human Services**

- i. Acknowledge the retirement of Case Aide Betty Kosloski, effective October 29, 2021.
- ii. Acknowledge the resignation of Child Protection Worker Kristen Radzak, effective January 21, 2022, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer. Immediate recruitment is to allow for sufficient training time and transfer of duties.

B. **Public Works**

- i. Acknowledge the retirement of Highway Maintenance Supervisor Todd Booker, effective October 29, 2021.
- ii. Approve the creation of a new position, Highway Maintenance Superintendent, Grade 13, approve the job description, and eliminate one of two Highway Maintenance Supervisor Grade 12 positions.
- iii. Approve the revised job description for Highway Maintenance Supervisor grade 11. The position is currently a Grade 12 and vacant.
- iv. Approve recruitment for the newly created Highway Maintenance Superintendent position, Grade 13, wage \$31.12-\$40.45 per hour, and backfill of any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- v. Approve recruitment for the Highway Maintenance Supervisor Position, Grade 11, wage \$28.52- \$37.08 per hour, and back fill of any subsequent vacancies that may occur due to internal promotion or lateral transfer.

The above actions are at no net increase in staff or personnel expenses.

C. **Sheriff's Office**

- i. Acknowledge the resignation of Deputy Sheriff Colin Waddle, effective October 1, 2021, and request backfill of position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

Motion by Commissioner Mohr to approve the recommendations of the Personnel Committee. Second by Commissioner Ludwig. 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.

4. **Health Insurance Committee Report**

Commissioner Lovgren stated the Health Insurance Committee met October 12, 2021. The Health Insurance Committee recommended a 6% health insurance rate increase for 2022 and a change in prescription drug coverage as follows: Ventolin asthma inhaler and Copaxone will be replaced with FDA approved equivalents, and colorectal cancer screening coverage will be covered beginning at age 45 versus age 50.

Motion by Commissioner Lovgren to recommend a 6% health insurance rate increase for 2022 and set the 2022 health insurance premiums with United Health Care as follows:

Health Insurance Plan	Monthly Premium	County Cost	Employee Cost	Annual HSA/VEBA
CMM-1500/Single	\$ 884.57	\$ 864.82	\$ 19.75	\$0.00
CMM-1500/Family	\$2,211.16	\$1,798.71	\$412.45	\$0.00
VEBA/Single	\$ 952.41	\$ 814.57	\$137.84	\$1,275.00
VEBA/Family	\$2,581.63	\$1,586.21	\$995.42	\$2,550.00
HSA/Single	\$ 826.27	\$ 821.27	\$ 5.00	\$1,194.60
HSA/Family	\$2,013.47	\$1,798.71	\$214.76	\$0.00

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.

Motion by Commissioner Lovgren to accept United Health Care’s plan change recommendations involving prescription drugs and cancer screening. 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.

5. **Sandstone Library Certificate of Support**

Sandstone City Administrator Kathy George explained the City of Sandstone has filed an application for financial assistance to obtain a loan to be used as matching funds for a state library construction grant. This grant will allow the City of Sandstone to purchase the PHASE building at 106 Main Avenue North, Sandstone, and remodel it to be used as the new location for the Sandstone library. A Certificate of Support from the county does not require any county financial support, but reflects county board support of this project.

Motion by Commissioner Ludwig to approve the Certificate of Support and authorize Board Chair and County Administrator to sign. 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. **American Rescue Plan Act (ARPA) Mini-Grant Awardees**

Health & Human Services Director Becky Foss stated approval was previously given by the county board to allocate \$20,000 of ARPA funds to be used for mental health mini-grants. Foss explained eight applications were received, with 6 recommended for board approval. All contracts are effective October 1, 2021 through July 31, 2022.

Motion by Commissioner Lovgren to approve the contracts between Health and Human Services and the following American Rescue Plan Act Mini-Grant Awardees: Wellness in the Woods/\$5,762; Linwood Group Meetings in partnership with the Region 7E Innovation Team/\$5,000; Bethlehem Lutheran Church/\$4,000; Empower Recovery Services/\$2,499.98; Changing Gaits/\$1,400; Anam Cara Therapies, PLLC/\$1,400. Authorize Board Chair and County Administrator to sign the professional services contracts provided, and authorize the Board Chair and County Administrator to sign the pending contract with Anam Cara subject to review by the County Attorney. 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. **Purchasing from Mohr Parts and Supplies Inc.**

Resolution 2021-68 allows the county to purchase from Mohr Parts and Supplies Inc. Commissioner Mohr is the owner of Mohr Parts and Supplies Inc. in Hinckley and Pine City. Authorize Board Chair and County Administrator to sign.

Motion by Commissioner Lovgren to approve Resolution 2021-68 allowing purchasing from Mohr Parts and Supplies Inc. 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/abstain; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye. Motion carried 4-0, Commissioner Mohr abstained from voting.

8. **Third Quarter 2021 Budget Update**

County Administrator David Minke provided an update of the budget through September 30, 2021 by reviewing expenditure and revenue of the major funds. At the end of the third quarter revenue and expenditures are as expected.

9. **Commissioner Updates**

CANCELLED: Facilities Committee

Region 7E Broadband Conference: Commissioner Lovgren stated East Central Electric has stated their support in the expansion of broadband.

Central MN Council on Aging/Board of Directors: Meeting postponed.

East Central Regional Juvenile Center: Commissioner Ludwig stated the 2020 Joint Powers Agreement was reviewed; Chair and Vice Chair have been elected; and the 2022 per diem has increased from \$280 to \$285.

East Central Solid Waste Commission: Chair Hallan stated deer carcass will be accepted at the Mora facility.

East Central Regional Library Trustees Board: Commissioner Lovgren stated a virtual tour of all libraries took place.

Pine County Chemical Health Coalition: Commissioner Lovgren stated Ascertain will be accepting applications for women's housing, mental health mini grant applicants and vaping/chewing use at East Central Schools was discussed.

CANCELLED: Public Safety Committee

Northeast Minnesota Area Transportation Partnership: County Engineer LeBrun attends this meeting.

Association of Minnesota Counties Tribal Relations Forum: Chair Hallan stated the meeting was a good relationship-building event.

RESCHEDULED: Soil & Water Conservation District

District 1 Fall Meeting: Chair Hallan stated Carlton County is building a new jail; PILT calculation formula discussed; legislative priorities determined.

Pine County Law Library: No meeting

State Community Health Advisory Council: meeting rescheduled

MN Rural Counties Annual Business/Membership Meeting Chair Hallan unable to access due to technology difficulties.

CANCELLED: Economic Development Committee

10. **Other**

10A. Development Authority and Appointing Members

On August 17, 2021 the county board approved the establishment of a committee to study the formation of a development agency such as an EDA, or adding EDA powers to an existing HERA, or establishment a Port Authority. Resolution 2021-69 creates the study commission and appoints members as outlined in statute.

Motion by Commissioner Lovgren to approve Resolution 2021-69 Creating a Study Committee Under MS 469.1082 to Make a Recommendation Related to the Formation of a Development Authority and appoint the following to the committee: Aaron Bombard, Bradley Buys, Jon Dorau, Henry Fischer, Kathy George, Josh Mohr, Kyle Morell, Lezlie Sauter, Tim Schmutzer, Mary Kay Sloan, Peter Spartz, Dave Ubl, J.J. Waldhalm, and Don Zeman. 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.

11. **Upcoming Meetings**

Upcoming meetings were reviewed.

County Administrator Minke reviewed the procedure for conducting a closed meeting via electronic means.

12. **Closed Meeting – Labor Negotiations**

Motion by Commissioner Lovgren to close the meeting in accordance with Minnesota Statutes 13D.03 to consider negotiation strategies and develop, discuss and review labor negotiation proposals for negotiations with the Correction Officer/Dispatch Unit represented by AFSCME, conducted pursuant to Minnesota Statutes 179A.01 to 179A.25. Second by Commissioner Waldhalm. 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.

The meeting was closed at 11:15 a.m. Present were Commissioners Hallan, Mohr, Lovgren, Waldhalm and Ludwig, and County Administrator David Minke. All were present in the meeting room except for Commissioner Ludwig who joined via electronic means.

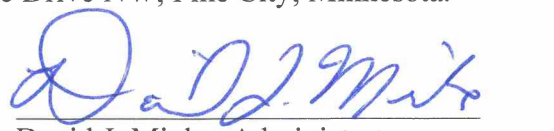
The closed session adjourned at 11:50 a.m.

The open session reconvened at 11:55 a.m.

13. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 11:55 a.m. The next regular meeting of the county board is scheduled for Tuesday, November 2, 2021 at 10:00 a.m., Board Room, Courthouse, 635 Northridge Drive NW, Pine City, Minnesota.


Stephen M. Hallan, Chair
Board of Commissioners


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