

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Thursday, December 9, 2021 - 10:00 a.m.
Pine County Courthouse, 635 Northridge Drive NW, Pine City, Minnesota**

Chair Hallan called the meeting to order at 10:00 a.m. Present were Commissioners Josh Mohr, Terry Lovgren, J.J. Waldhalm and Matt Ludwig. Also present were County Administrator David Minke and County Attorney Reese Frederickson.

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

The Pledge of Allegiance was said.

Chair Hallan called for public comment. Sandstone Township Clerk/election judge Ailene Croup commented on the replacement of election voting equipment and concerns with several brands.

Chair Hallan requested the following revisions to the agenda:

Revision to Regular Agenda Item 1A: The Purchasing Policy in the board packet was removed and replaced with an updated policy for consideration.

Motion by Commissioner Ludwig to adopt the amended Agenda. Second by Commissioner Waldhalm. Motion carried 5-0.

Motion by Commissioner Lovgren to approve the Minutes of the November 16, 2021 County Board Meeting and Summary for publication. Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence

Pine County Zoning Board Minutes – October 28, 2021

Pine County Chemical Health Coalition Minutes – November 8, 2021

Pine County Land Surveyor Report – November 2021

Motion by Commissioner Ludwig to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Lovgren. Motion carried 5-0.

Motion by Commissioner Lovgren to approve the Consent Agenda. Second by Commissioner Ludwig. Motion carried 5-0.

CONSENT AGENDA

1. **Applications**

A. **2022 Tobacco Licenses**

Approve the following 2022 tobacco licenses, pending approval by the County Sheriff, and authorize Board Chair and County Auditor to sign licenses:

BP (formerly Murphy), Banning Junction Lounge, Banning Junction Convenience Store, Banning Junction off sale, Bear Creek Tavern, Bear's Den, Beroun Crossing Country Store, Casey's General Store #3445, Casey's General Store #3520, Chris' Food Center Sandstone, Crossroads Convenience Store, Daggett's Super Valu, Dave's Oil Corp, Denham Run Bar & Grill, Dollar General (Hinckley), Dollar General (Sandstone), Dollar General (Willow River), Duquette General Store, Family Dollar Store (Hinckley), Family Dollar Store (Sandstone), Finlayson Municipal Liquor Store, Floppie Crappie, Froggies (Tadpoles), Hinckley Firehouse Liquor, Holiday Station (Hinckley), Holiday Station (Pine City), Holiday Station (Pine City), Kornerstore #900, Kurt's Station, Kwik Trip, Main Street Grocery, Maverick's, Mini Mart #1, Minit Mart (Hinckley), Minit Mart (Sturgeon Lake), Nickerson Bar & Motel, Inc, Marge's Pub & Grub, Petry's Bait Company, Pine City Tobacco, Red's Liquor Box, Rich's Bar, Sandstone Petro Plus, Side Tracked, Slim's Service, Inc., Squirrel Cage, Super Smokes, Speedway #4500, Tobies Station, Inc, Wal-Mart Supercenter #2367.

2. **Donations**

Approve a \$3,700 donation from Walmart to be used toward the sheriff's office aerial drone program.

3. **Contracts / Agreements**

Approve the following contracts/agreements and authorize Board Chair and County Administrator to sign:

A. **Joint Powers Agreement Between the State of Minnesota and the County of Pine – Criminal Justice Data Communications Network**

Resolution 2021-73 approving the Joint Powers Agreement between the Pine County Health & Human Services Department and the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension for use of the State's Criminal Justice Data Communications Network (CJDN). This is a five-year renewal. Annual cost is \$1,020.

B. **2022-2023 Monarch Counseling Services**

Between Health & Human Services (HHS) and Monarch Counseling Service to provide required clinical and reflective practice supervision. The cost for service is \$100/hour for reflective practice supervision and \$125/hour for clinical supervision. The term of the contract is January 1, 2022 through December 31, 2023.

C. **2022 Rise Up Psychological Services**

Between Rise Up Psychological Services and Pine County Health & Human Services for Rise Up Psychological Services to provide clinical and reflective practice supervision and provide Qualified Individual Assessments for out-of-home placement cases. The term of the contract will be January 1, 2022 through December 31, 2022. Rates for clinical and reflective practice are unchanged from 2021. Qualified Individual Assessments are billed at \$125/hour.

D. **Food Service Agreement – Summit Foods Service LLC**

Food Service Agreement (Amendment #13) between the Pine County Jail and Summit Food Service reflecting a 5.3% price increase for food service in the jail, effective January 15, 2022.

E. Joint Powers Agreement Between the State of Minnesota and the County of Pine - Minnesota Anti-Heroin Task Force Program Joint Powers

Joint Powers Agreement between the Pine County Sheriff's Office and the State of Minnesota, through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension to allow the county to participate in the Minnesota Anti-Heroin Task Force Program and receive overtime reimbursement as allowed under the Community Oriented Policing Services Anti-Heroin Task Force Program.

F. IFS Support & Maintenance Contract Ratification

Ratification of the Professional Services Agreement between TriMin Systems Inc. and the Minnesota Counties Computer Cooperative (MnCCC) for the maintenance and support of IFS for the period January 1, 2022 through December 31, 2024. The maintenance and support cost increase 15% for 2022 from the current and then an additional 5% in 2023 and 2024. Authorize Board Chair and County Administrator to sign Board Ratification Statement.

G. Residential Recycling Contract

Recycling Program Contract between Pine County and Cloquet Riverside Recycling, for the period January 1, 2022 through December 31, 2022. The cost of this contract is \$82,508.40, which is within the Solid Waste Department's 2022 budget. There is an option to extend the contract, upon mutual agreement, for up to three years.

4. New Hire

A. Approve the hiring of part-time Veterans Service Officer Michael Harshman, effective December 13, 2021, non-union position, \$26.13 per hour.

5. Training

Approve County Engineer Mark LeBrun and Assistant County Engineer Aaron Gunderson to attend the Minnesota County Engineers Annual Conference, January 18-21, 2022, in Brainerd, Minnesota. Lodging, meals and registration – total cost \$1,768.

REGULAR AGENDA

1. Finance and Investment Committee Report

Commissioner Ludwig gave an overview of the Finance and Investment Committee meeting which met on Monday, November 29, 2021. The updated Capital Asset and Purchasing policies were reviewed and revisions suggested. Chair Hallan recommended a Committee of the Whole meeting be scheduled to review the Purchasing Policy and Capital Asset policy for a more in depth review. The Housing and Redevelopment Authority appointed County Auditor-Treasurer Kelly Schroeder as their fiscal agent.

Motion by Commissioner Ludwig to approve the revised Purchasing Policy and Capital Asset Policy. Second by Commissioner Lovgren. Motion carried 5-0.

2. University of Minnesota Extension

University of Minnesota Extension Center for Family Development & Center for Youth Development staff Mary Jo Katras, Susan Beaulieu, Jennifer Garbow and Jan Derdowski presented information on a partnership project between the University and Pine County Health & Human Services toward building family and community resiliency, supporting

youth, parents and grandparents' mental wellbeing. The proposed project would incorporate working with county schools, family-serving agencies and community members to provide education and resources to youth and families. The requested \$75,000 budget, available through American Rescue Plan Act funds, would be used to fund curriculum/training costs, food for workshops and community events, supplies, awarding of mini-grants, family retreats, Wellness Leadership Committee expenses, and Extension educator costs.

Motion by Commissioner Lovgren to approve a total of \$75,000 of American Rescue Plan Act funds (ARPA) (\$25,000 per year for 2022, 2023, and 2024) for the University of Minnesota Extension service to implement Family and Community Resilience in Pine County, and authorize the county administrator to execute a sub-recipient agreement and other documents necessary to implement the program. Second by Commissioner Mohr. Motion carried 5-0.

3. **Development Authority Study Committee Report**

County Administrator Minke stated the Development Authority Study Committee met November 22, 2021; the committee is submitting a Final Report to the board pursuant to Minnesota Statutes 469.1082, recommending assigning EDA powers to the existing Housing and Redevelopment Authority (HRA). The board discussed the recommendations of the report and considered the size and composition of the HRA board. **The board called for** a public hearing on January 4, 2022 to consider assigning the EDA powers to the existing HRA.

4. **Zoning Board Appointments**

Motion by Commissioner Mohr to reappoint the following individuals to the Pine County Zoning Board, for a term effective January 1, 2022 through December 31, 2025: District 1: Nancy Rys, District 3: Dirk Nelson, At Large: Patrick Schifferdecker. Second by Commissioner Lovgren. Motion carried 5-0.

5. **Voting Equipment Grant Application**

County Auditor-Treasurer Kelly Schroeder stated the county's election tabulation /assistive vote devices are in need of replacement. The state has a Voting Equipment Grant which provides up to 50% of the total cost of replacement equipment. An ad hoc committee could be formed for the purpose of reviewing and recommending the purchase of tabulating equipment. The county has approximately \$65,000 in the election equipment fund which can be used for this purchase, and election equipment is an eligible expense of ARPA funds and additional grant funds may be available in 2022.

Motion by Commissioner Ludwig to approve Resolution 2021-75 authorizing the application to the Voting Equipment Grant Account. Second by Commissioner Waldhalm. Motion carried 5-0.

Motion by Commissioner Ludwig to form an ad hoc committee for the purpose of reviewing and recommending the purchase of tabulating equipment and assistive voting devices; appoint Commissioners Lovgren and Waldhalm to the committee. Second by Commissioner Waldhalm. Motion carried 5-0.

6. **Approval Final Contract #1903**

Motion by Commissioner Ludwig to approve final payment to S.R. Reinforcing, Inc., in the

amount of \$29,887.05, for Contract #1903 related to:

SAP 058-652-011, located on CSAH 52, 0.5 miles West of CSAH 61 over Kettle River and authorize County Administrator to sign Certificate of Final Contract Acceptance. Second by Commissioner Lovgren. Motion carried 5-0.

7. **2022 Arrowhead Counties Association Legislative Priorities**

The following items were designated as the county's legislative priorities for the Arrowhead Counties Association: (1) Increased County Funding for Corrections and Probation; (2) Out of Home Placement/ICWA Funding; (3) Mental Health Funding; (4) PILT Reform; and (5) Bonding for Justice-Involved Female Program.

8. **Commissioner Updates**

Arrowhead Counties Association – discussed at Regular Agenda item 7 above.

Extension Committee: Commissioner Lovgren stated agriculture education interviews will take place next week; discussion items included the need for volunteers at the county fair and the Cindy Novy garden.

State Community Health Advisory Council: Commissioner Lovgren stated setting in-person meetings for 2022 and ideas for ways of supporting employees were discussed.

Snake River Watershed Management Board - cancelled

Snake River Watershed Policy Committee - cancelled

Blandin Broadband: Commissioner Lovgren stated voting is now open on a variety of projects. Chair Hallan provided an update on the Rock Creek and Northeast Cross Lake area Midco projects, Hinckley Hometown Fiber project, and East Central Electric feasibility/funding of a project to provide internet service to customers.

NLX: Commissioner Lovgren stated there is a possibility of some federal transportation funding available for NLX.

Housing and Redevelopment Authority: Commissioner Ludwig stated a joint strategic planning meeting will be scheduled in January with the county and the HRA.

Mediation: County Administrator stated a tentative agreement has been reached with the Corrections-Dispatchers AFSCME union; the union will vote on it before December 21st and if approved by the union, will be brought before the county board for consideration.

Facilities Committee – cancelled

Mille Lacs Band of Ojibwe: Commissioner Lovgren stated out-of-home placement was discussed; the MLBO Initiative Tribe process continues.

COVID Response Planning meeting: Discussion of how to proceed forward with meetings with the uptick in COVID infections.

Solid Waste Ordinance Committee: Chair Hallan stated the original ordinance was written in 1990 and is being reviewed for updating.

Association of Minnesota Counties Annual Conference: Pine County received three awards at the AMC Conference: County Service Award/Chair Hallan; County Achievement Award/ Evening Reporting Center; and County Conservation Award/presented to the Lower St. Croix Watershed Partnership (Anoka, Chisago, Isanti, Pine, and Washington counties).

Soil & Water Conservation District: SWCD has one vacancy to fill; recent hire of employee is going well; and SWCD will be purchasing new laptops.

Other: The county's insurance carrier, MCIT, stated it becoming difficult to purchase cyber

security coverage. Commissioner Lovgren stated she attended a class on how to start a new business and becoming an entrepreneur.

9. **Other**

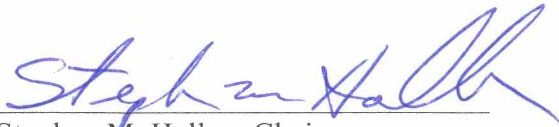
None.

10. **Upcoming Meetings**

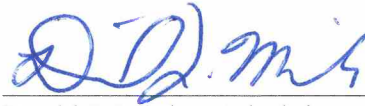
Upcoming meetings were reviewed.

11. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 12:02 p.m. The next regular meeting of the county board is scheduled for Tuesday, December 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