

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

**Tuesday, January 19, 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 JJ 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. There was no public comment.

Chair Hallan asked for revisions to the Agenda. There were no revisions.

Motion by Commissioner Lovgren to adopt the 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 Organizational and Regular Minutes and Summary for publication – January 5, 2021, and the Special Meeting-Committee of the Whole (Strategic Planning) – January 12, 2021. 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

Pine County Housing and Redevelopment Authority (HRA) Board of Directors Minutes: Regular Meeting/November 18, 2020; Annual Meeting/November 18, 2020; Special Meeting/December 22, 2020.

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 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 Consent 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.

CONSENT AGENDA

1. **Approve December, 2020 Cash Balance**

Fund	December 31, 2019	December 31, 2020	Increase/Decrease
General Fund	6,501,347	7,032,144	530,797
Health and Human Services Fund	1,689,735	2,545,198	855,463
Road and Bridge Fund	2,816,753	770,230	(2,046,523)
CARES Act	0	0	0
Land Management Fund	2,342,444	2,417,136	74,693
TOTAL (inc non-major funds)	16,790,258	16,484,318	(305,940)

2. **December 2020 Disbursements/Claims Over \$2,000 (attached)**

Approve the December 2020 disbursements and claims over \$2,000.

3. **Application for Premises Permits**

Approve the following resolutions for premises permits and authorize Board Chair and County Administrator to sign:

- A. Resolution 2021-06 -- Pine City Youth Hockey Association to conduct lawful gambling at Wings North, 19072 Homestead Rd, Pine City (Pokegama Township).
- B. Resolution 2021-07 -- Sturgeon Lake Area Lions to conduct lawful gambling at Doc's Sports Bar & Grill, 34427 Majestic Dr., Sturgeon Lake (Windemere Township).

4. **Bank Depositories**

Acknowledge the banks used by Pine County as its depositories:

- A. primary checking and money market accounts are held at Frandsen Bank & Trust;
- B. secondary checking and money market accounts are held at Stearns Bank; Stearns is the depositor for individuals making their tax and other payments online. Additionally, due to the interest rate, much of the cash holdings are transferred into this money market account.
- C. State and Federal payments are automatically deposited into the Minnesota Association of Governments Investing for Counties (MAGIC) account. These funds are held in this account until transferred to Frandsen for general use or Stearns for interest accumulation.
- D. Due to the 2020 bonding refunding, the county has funds in escrow at Ehlers & Associates until the bond is paid off (January 27, 2021) and the construction funds are utilized.

5. **Hinckley Prosecution Agreement**

Approve the Agreement for Prosecution Services between the City of Hinckley and Pine County for a two-year term, beginning January 1, 2021 through 2022. The city will pay to the county a

total amount of \$32,000 for prosecution services. Authorize Board Chair and County Auditor to sign.

6. **Appointment to Extension Committee**

Approve the following appointments to the Extension Committee:

- A. District 1: Reappointment of Linda Defenbaugh for the term January 1, 2021 through December 31, 2023.
- B. District 2: Reappointment of Donna Cherrier for the term January 1, 2021 through December 31, 2023.
- C. At Large Seat: Appoint Barbara Videen for the term January 1, 2021 through December 31, 2022 as Barbara Fischer, the current At Large representative, is unable to finish the term.

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

Approve Resolution 2021-05 extending a septic fix-up special assessment to Benjamin T. Dahl and Jillian D. Dahl (PID 33.5210.000) in the amount of \$10,800. Authorize Board Chair and County Administrator to sign.

REGULAR AGENDA

1. **Legislative Update by State Representative Nathan Nelson**

State Representative Nathan Nelson stated the Minnesota Legislature convened January 5th. Rep. Nelson reviewed the committees he has been appointed to, and discussed the county's CARES Act funds distribution. Rep. Nelson stated there were some challenges in attending meetings virtually and not meeting in person; Chair Hallan stated in some circumstances attending some meetings virtually has been advantageous and would like to see that continue. Commissioner Ludwig expressed concern with chronic wasting disease and its potential effect on hunting and its impact on the local economy. Rep. Nelson stated due to the pandemic not enough test samples for CWD were provided to the DNR from the wild deer herd Health & Human Services Director Becky Foss expressed gratitude for the health and human services temporary waivers that remain in place and asked that some of the waivers be made permanent. Foss also expressed gratitude for Rep. Nelson's support with the child protection paper work reduction act for out-of-home placements. The Department of Human Services (DHS) has stated in order to fix this, the technology needs to be updated – the county board asked if Rep. Nelson could help DHS to improve the technology. Also discussed was Senate File 60, sponsored by Senator Rarick, which addresses levy authority for SWCD for Pine and Carlton County. This is a three-year pilot study and the county board took a position last session and continues to support this initiative. Also discussed was the quantity of COVID-19 vaccines available from the state and federal governments. Pine County Public Health is on task to distribute vaccines as they become available.

2. **Personnel Committee Report**

Commissioner Mohr provided an overview of the January 11, 2021 Personnel Committee meeting. The Personnel Committee made the following recommendations:

A. **Sheriff's Office – Corrections**

- i. Acknowledge the resignation of part-time Corrections Officer, Ric Rarick, effective December 16, 2020 and approve backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer. The position is a Grade 7 with a minimum starting wage of \$21.34/hour.
- ii. Approve the promotion of Corrections Officer Jennifer MacQuiddy to Jail Sergeant, effective January 11, 2021. Her job grade and pay will change from Corrections Officer Grade 7, \$26.83/hour to Jail Sergeant Grade 10, \$31.94/hour.

B. Sheriff's Office – Administrative Support

- i. Acknowledge the resignation of Sheriff's Secretary Christina Johnson, effective January 22, 2021, and approve backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer. The position is a Grade 4 with a minimum starting wage of \$17.66/hour.

C. Health and Human Services

- i. Acknowledge the resignation of Adult Protection Social Worker Noelle LeVoir, effective December 31, 2020 and authorize backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer. Position is a Grade 10 with a minimum starting wage of \$26.06/hour.
- ii. Acknowledge the resignation of Eligibility Worker JoDee Simon, effective December 31, 2020 and authorize backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer. Position is a Grade 6 with a minimum starting wage of \$19.84/hour.
- iii. Acknowledge the resignation of Eligibility Worker Bev Olson, effective January 8, 2021, and authorize backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer. Position is a Grade 6 with a minimum starting wage of \$19.84/hour.

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 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.

3. 2021 Committee Assignments and Other Appointments

Motion by Commissioner Ludwig to ratify the appointment of commissioners to those boards and committees requiring county board approval. 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.

2021 Board and Committee Appointments		
OUTSIDE BOARDS AND COMMITTEES <i>County Board Appointment</i>	2021 Representative	2021 Alternate
AMC Committee – Environment & Natural Resources	Mohr	
AMC Committee – General Government	Waldhalm	
AMC Committee – Health & Human Services	Lovgren	
AMC Committee – Public Safety Policy Committee	Ludwig	
AMC Committee – Transportation & Infrastructure	Hallan	
AMC Committee – Indian Affairs Advisory Council	Hallan	Lovgren

AMC Delegate Appointments (county is authorized 1 delegate for each commissioner and three additional delegates)	Hallan, Mohr, Lovgren, Waldhalm, Ludwig, LeBrun, Foss, Minke	
1W1P Policy Committee – Lower St. Croix	Hallan	Mohr
1W1P Policy Committee – Nemadji	Ludwig	Waldhalm
1W1P Policy Committee - Snake River	Mohr	Waldhalm
1W1P Technical Committee – Lower St. Croix 1W1P Technical Committee - Nemadji 1W1P Technical Committee - Snake River	Land and Resources Manager	
Arrowhead Counties Association (ACA)	All	Ludwig
Central MN Jobs and Training Service	Hallan	Ludwig
Central Regional EMS Committee	Ludwig	Waldhalm
East Central Regional Development Commission (ECRDC)	Waldhalm	Hallan
East Central Regional Juvenile Center (ECRJC) Advisory Committee	Ludwig	Waldhalm
East Central Regional Library	Lovgren	Mohr
East Central Solid Waste Commission (ECSWC)	Hallan	Ludwig
Extension Committee	Lovgren/Mohr	
Fiber-Optic Joint Power Board	Hallan	Mohr
GPS 45:93 Joint Powers Board	County Administrator	Hallan
Greater Minnesota Parks and Trails (GMPT)	Waldhalm	All
Lakes and Pines Community Action Council (CAC)	Hallan	Waldhalm
Law Library	Mohr	Waldhalm
Minnesota Counties Intergovernmental Trust (MCIT)	Minke/Hallan	
Minnesota Rural Counties (MRC)	Hallan	All
Northeast Minnesota Area Transportation Partnership	Hallan	Waldhalm
Northeast Minnesota Regional Emergency Communications Board	Hallan	Chief Deputy Paul Widenstrom
Northeast Minnesota Regional Advisory Committee (RAC)	Sheriff Nelson	
NLX	Ludwig	Lovgren
Rush Line Corridor Task Force	Waldhalm	Mohr
Snake River Watershed Joint Powers Board	Mohr	Hallan
State Community Health Services Advisory Committee (SCHSAC)	Lovgren	Community Health Services Administrator Samantha Lo
OUTSIDE BOARDS AND COMMITTEES <i>County Board Chair Appointment</i>	2021 Representative	2021 Alternate
Pine County Housing and Redevelopment Authority Liaison	Ludwig	
Soil & Water Conservation District Liaison	Waldhalm	Mohr

OUTSIDE BOARDS AND COMMITTEES County Board Chair Appointment Pine County Housing and Redevelopment Authority Liaison	2021 Appointment Ludwig	2021 Alternate
Soil & Water Conservation District Liaison	Waldhalm	Mohr
COUNTY ESTABLISHED COMMITTEES County Board Chair Appointment	2021 Appointment	2021 Alternate
Canvassing Board	Hallan/Ludwig	Mohr
Economic Development	Waldhalm/Mohr	
Facilities Committee	Ludwig/Waldhalm	
Government Operations	Ludwig/Waldhalm	
Health & Human Services	Hallan/Ludwig	
Insurance Committee	Lovgren/Ludwig	
Finance and Investment Committee	Ludwig/Hallan	
Land/Zoning Advisory Committee	Lovgren/Ludwig*	
*Liaison to Planning Commission		
Mille Lacs Band of Ojibwe Liaison	Hallan/Lovgren	
Negotiations (Labor Relations) Committee	Ludwig/Mohr	
Personnel Committee	Mohr/Ludwig	Hallan
Pine County Chemical Health Coalition	Ludwig/Lovgren	
Public Safety Committee	Waldhalm/Ludwig	
Technology Committee	Hallan/Mohr	
Transportation Committee	Hallan/Waldhalm	
Equal Employment Opportunity Coordinator required by section 3.2 of the County Policy and Procedure Manual	Jackie Koivisto	

4. **Nemadji Watershed Plan Memorandum of Agreement and Budget**

Land and Resources Manager Caleb Anderson stated the Nemadji One Watershed One Plan Policy Committee approved the Memorandum of Agreement for Implementation of the Nemadji One Watershed, One Plan and recommended the participating government boards adopt the Agreement and adopt the budget for the first biennium of plan implementation. Anderson also explained a potential pilot project for Net Lake which is an impaired lake in the Nemadji Watershed.

Motion by Commissioner Ludwig to approve the Memorandum of Cooperative Agreement for implementation of the Nemadji One Watershed One Plan and the implementation budget. 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. **Review/Confirm Strategic Planning Goals/Priorities**

- The board reviewed the 2021 goals/areas of focus from the January 12 Strategic Planning meeting and added two additional goals: (1) fiscally responsible relating to the 2022 levy, and (2) Pandemic Response/Lessons Learned/Organizational & Community Resilience
- The complete list of 2021 goals are as follows: Broadband Access, Wetland Bank Development, Economic Development, County Attorney Office Workload, Sales Tax for Transportation, Sheriff's Office Staffing, Solid Waste/Dumping, Outdoor Recreation/Trails, Re-establish Local Government Officials meetings (when possible), Outdoor Recreation,

fiscally responsible relating to the 2022 levy; and Pandemic Response/Lessons Learned/Organizational & Community Resilience

6. **Coronavirus Response Update**

Public Health Update

Community Services Administrator Sam Lo provided an update on the distribution of COVID-19 vaccines.

Pine County Business and Non-Profit Assistance Grant Program Update

County Administrator Minke reviewed that Pine County has received \$568,598 for grants to eligible business and non-profits for operation expenses incurred during the pandemic. The application process is open now through February 5, 2021.

7. **Commissioner Updates**

Central MN Council on Aging/Board of Directors: meeting moved to February.

East Central Regional Library Trustee Board: Commissioner Lovgren stated the library has initiated a new program where books may be scanned and the reader will have an electronic record of materials read.

Soil & Water Conservation District: Commissioner Waldhalm unable to attend due to calendar conflict with the Strategic Planning meeting.

Wellness Committee: Commissioner Lovgren stated the distribution of wellness funds allocated by UHC will be discussed at the upcoming Health Insurance Committee meeting on January 21st.

Arrowhead County Association: Commissioner Ludwig stated the three legislative priorities were identified: (1) Increase County Probation Officer (CPO) funding / Community Corrections Act (CCA) funding; (2) remove the county share of mistakenly billed federal IMD payments; and (3) protect County Program Aid (CPA) and Payment In Lieu of Taxes (PILT) from reduced funding.

East Central Solid Waste Commission: The tonnage received has leveled off.

State House Property Tax Committee: Chair Hallan testified on Pine County's distribution of its CARES Act funds.

WorkFast graduation: Commissioner Lovgren spoke at the CNA graduation.

Chemical Health Coalition: Commissioner Lovgren stated this was a brief meeting.

8. **Other**

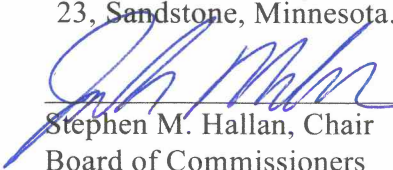
None.

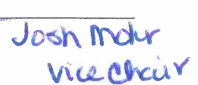
9. **Upcoming Meetings**

Upcoming meetings were reviewed.

10. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 11:25 a.m. The next regular meeting of the county board is scheduled for Tuesday, February 2, 2021 at 10:00 a.m., 1602 Hwy. 23, Sandstone, Minnesota.


Stephen M. Hallan, Chair
Board of Commissioners


Josh Mohr
Vice Chair


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