

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, June 4, 2019 - 10:00 a.m.
Pine County Courthouse
Pine City, Minnesota**

Chair Josh Mohr called the meeting to order at 10:00 a.m. Present were Commissioners Steve Hallan, John Mikrot and Matt Ludwig. Also present were County Administrator David Minke and County Attorney Reese Frederickson. Commissioner Steve Chaffee joined the meeting at 10:28 a.m.

The Pledge of Allegiance was said.

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

Chair Mohr requested the following revisions to the Agenda:

1. Addition to Agenda: Regular Agenda Item #7A - Deficient Bridges
 - Consider approval of Resolution 2019-31 – Deficient Bridges. Authorize Board Chair and County Administrator to sign.
2. Additional Information and Action Item: Regular Agenda Item #1 - Minutes Provided for Health & Human Services meeting
 - Consider approval of the agreement to purchase a veterans van and request that a member of the Pine County Veterans Council who is not a county employee sign the agreement on behalf of the Veterans Council. Authorize Board Chair and County Administrator to sign.
3. Additional Information: Consent Agenda Item #4 – Aerial Map and Close State Highway Access and Open Highway Access information
4. Remove from Agenda: Consent Agenda Item #7B – training Burch/Moffett

Commissioner Ludwig moved to approve the amended Agenda. Second by Commissioner Mikrot. Motion carried 4-0.

Commissioner Hallan moved to approve the Minutes of the May 21, 2019 Board Meeting and Summary for publication. Second by Commissioner Mikrot. Motion carried 4-0.

Commissioner Mikrot moved to approve the Minutes of the May 28, 2019 Special Meeting-Committee of the Whole (Extension/County Investments). Second by Commissioner Hallan. Motion carried 4-0.

Commissioner Mikrot moved to approve the Minutes of the May 28, 2019 Special Meeting-Committee of the Whole (Local Government Officials). Second by Commissioner Hallan. Motion carried 4-0.

Minutes of Boards, Reports and Correspondence

Pine County Chemical Health Coalition Minutes – May 13, 2019
Pine County Land Surveyor Monthly Report – May 2019
Initiative Foundation correspondence – May 14, 2019

Motion by Commissioner Ludwig to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Mikrot. Motion carried 4-0.

Commissioner Hallan moved to approve the amended Consent Agenda. Second by Commissioner Mikrot. Motion carried 4-0.

CONSENT AGENDA

1. **May 2019 Disbursements**

Approve Disbursements Journal Report, May 1, 2019 – May 31, 2019.

2. **PERA Resolutions**

Approve Resolutions 2019-29 and 2019-30 for the Public Employees Retirement Association Police Officer Declarations for JohnClair Kubesh and Grant Crider. These Resolutions/ Declarations indicate the employees have met all of the requirements of the Police and Fire Plan membership requirements from their date of hire. Authorize Board Chair to sign Resolutions.

3. **Gas Tank Removal Bid**

Accept the low bid of Carlson-McCain in the amount of \$13,596 with variable costs of \$5,500 for a total of \$19,100.

4. **New Access at North Pine Government Campus**

Approve MNDOT permit for new access location at North Pine Government Campus on State Highway 23 and approve Extinguishment of Access and authorize Board Chair and County Administrator to sign.

5. **Personnel**

- A. Approve the regular employment status for Social Worker Samantha Ziegler, effective June 11, 2019.
- B. Approve the appointment of Correction Officer JohnClair Kubesh to part-time deputy sheriff, effective June 10, 2019, Grade 10, Step 1, \$24.70 per hour.

6. **New Hire**

- A. Authorize the hiring of Registered Nurse Amber Stumne, effective June 10, 2019, grade 10, step 4, \$27.06 per hour, contingent upon successful background check.
- B. Authorize the hiring of MnChoices Assessor Miranda Auger, effective June 10, 2019, grade 10, step 1, \$23.98 per hour, contingent upon successful background check.
- C. Authorize the hiring of Health Educator Krista Jensen, effective June 24, 2019, grade 10, step 5, \$28.09 per hour, contingent upon successful background check.
- D. Authorize the hiring of part-time Corrections Officer Brandon Janssen, effective June 11, 2019, grade 7, step 1, \$19.33 per hour, pending satisfactory physical.
- E. Authorize the hiring of part-time Corrections Officer Evan Peterson, effective June 11, 2019, grade 7, step 1, \$19.33 per hour, pending satisfactory physical.
- F. Authorize the hiring of part-time Deputy Sheriff Grant Crider, effective June 10, 2019, Grade 10, Step 1, \$24.70 per hour.
- G. Authorize the hiring of part-time Dispatcher Isaac Simpson, effective June 5, 2019, Grade 6, Step 1, \$19.33 per hour.
- H. Authorize the hiring of part-time Dispatcher Nickole Mensen, effective June 5, 2019, Grade 6, Step 1, \$19.33 per hour.

7. **Training**

- A. Approve Child Support Officer Tiffanie Anderson to attend the National Child Support Enforcement Association's Leadership Symposium, August 11-14, 2019, in Minneapolis. Registration: \$499; Meals: approx. \$50; Lodging: \$607; Total cost: \$1,156.

B. Removed from Agenda.

REGULAR AGENDA

1. Health & Human Services (HHS) Committee Meeting Report

The Health & Human Services Committee met June 3, 2019 and made the recommendation to approve the agreement to purchase an additional veterans' van and request that a member of the Pine County Veterans Council, who is not a county employee, sign the agreement on behalf of the Veterans Council.

Motion by Commissioner Hallan to approve the recommendation of the Health & Human Services Committee to approve the agreement to purchase a veteran's van and request that a member of the Pine County Veterans Council, who is not a county employee, sign the agreement on behalf of the Veteran's Council. Second by Commissioner Ludwig. Motion carried 4-0.

Commissioner Hallan stated out-of-home placements were discussed; the county will likely exceed the 2019 budget for out-of-home placements if the current trends continue. Educational neglect was also discussed. The HHS Minutes contained an inaccuracy and will be corrected to read: "The school district is to notify the parents when a child hits three (3) days unexcused absences in a year (continuing truant). At seven (7) days unexcused absence in a year (habitual truant), the school district notifies the parents and the truant officer."

2. Central Minnesota Jobs and Training Services, Inc. (CMJTS)

CMJTS CEO Barbara Chaffee and staff presented the financial audit for the fiscal year that ended June 30, 2018 and the annual report. No inconsistencies or concerns were noted in the audit and the organization received an unmodified opinion.

Commissioner Steve Chaffee joined the meeting at 10:28 a.m.

3. Probation 2019 Comprehensive Plan

Presentation by Probation Director Terry Fawcett of the 2019 Comprehensive Plan. Probation updates and an overview of successes, challenges, goals and funding were outlined.

4. Performance Management Program Participation

County Auditor-Treasurer Kelly Schroeder stated the county's participation in the Local Results and Innovation Performance Management Program will allow annual results to be reviewed and information can be used to help plan, budget, manage and evaluate programs and processes. The county will receive approximately \$4,000 for participating in the program.

Motion by Commissioner Mohr to approve Resolution 2019-28 to Participate in the Council on Local Results and Innovation Performance Measurement Program and approve the 10 identified performance measures. Authorize Board Chair and County Administrator to sign. Second by Commissioner Hallan. Motion carried 5-0.

5. Oberstar Trail 2020 Capital Budget Request

County Auditor-Treasurer Kelly Schroeder stated the DNR completed the master plan for the James L. Oberstar segment of the Munger Trail in 2017; no actual construction for the trail segment has taken place. The county engineer has a proposal that would construct the trail with a proposed road project(s). Schroeder has requested to complete the preliminary request for the trail funding in the State's 2020 Capital Budget.

Motion by Commissioner Hallan to authorize County Auditor-Treasurer Kelly Schroeder to complete the preliminary request for the Oberstar Trail funding in the State's 2020 Capital Budget. Second by Commissioner Mikrot. Motion carried 5-0.

6. Recycle Center Attendant Positions

County Auditor-Treasurer Kelly Schroeder stated the North Pine Recycling Center & Transfer Station near Willow River will open July 1, 2019. Two part-time attendant positions are requested to staff the center.

Motion by Commissioner Chaffee to approve the job description for the Recycle Center Attendant and grade the position grade 1 on the SAFE system and approve filling two (2) part-time Recycle Center Attendant positions (grade 1, \$14.62-\$19.00 per hour, non-union). Second by Commissioner Hallan. Motion carried 5-0.

7. Pine City Canister Transfer Station Memorandum of Agreement

Land and Resources Manager Caleb Anderson stated the Solid Waste Department has explored several options for a transfer station pilot site in the Pine City area. The Pine City compost site appears as the most suitable location. The county and city of Pine City will work to address the needs of both parties for the county to run the pilot program while not negatively impacting the city's existing compost program. A conditional use permit will be need to be procured from Pokegama Township.

Motion by Commissioner Hallan to approve the Memorandum of Agreement between the City of Pine City and Pine County for operation of a pilot project canister transfer station at the Pine City compost site. Authorize Board Chair and County Administrator to sign. Second by Commissioner Mohr. Motion carried 5-0.

7A. Deficient Bridges

County Engineer Mark LeBrun stated Resolution 2019-31 identifies deficient bridges in the county which require replacement or rehabilitation within the next five years. The replacement/rehabilitation will begin as soon as state transportation bond funds are available.

Motion by Commissioner Ludwig to approve Resolution 2019-31 identifying deficient bridges in the county. Authorize Board Chair and County Administrator to sign. Second by Commissioner Hallan. Motion carried 5-0.

8. Commissioner Updates

Meeting with Katie Draper, MLBO: Commissioners Hallan and Chaffee attended this meeting. Continued communication is important between the band and the county. The scheduling a future meeting between the county HHS and the band's commissioner of HHS was discussed.

Snake River Watershed Cycle II Monitoring – Professional Judgment Team: Commissioner Mohr unable to attend. Land and Resources Manager Caleb Anderson attended; preliminary results were discussed.

NLX: Commissioner Ludwig stated NLX is waiting for funding.

HRA meeting: Commissioner Ludwig stated the HRA has acknowledged the need for housing. The HRA is considering housing projects using existing funds and has decided a levy is not required for 2020.

Pine City Mill Site Committee: Commissioner Hallan stated there is movement forward with the Minnesota Housing Partnership involvement.

Lower St. Croix 1W1P Policy Committee Meeting: Commissioner Hallan stated the entire county and all water plans need to be on the same page.

AMC Spring District 1 meeting: Pine County hosted the AMC Spring District 1 meeting.

Event went well.

Central Regional EMS: Commissioner Ludwig stated the funding stream for the first responder group was discussed.

Other: None

9. **Other**

The Grand Opening ceremony for the North Pine Government Center is 9:00 a.m., June 18th, Sandstone.

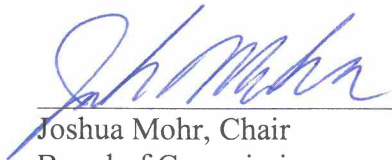
The public forum discussing Vaping, Juuling, E-Cigs and Human Trafficking program will be held at the Pine City High School, June 4th at 6:00 p.m.

10. **Upcoming Meetings**


Upcoming meetings were reviewed.

11. **Adjourn**

With no further business, Chair Mohr adjourned the meeting at 11:43 a.m. The next regular meeting of the county board is scheduled for Tuesday, June 18, 2019 at 10:00 a.m. at the North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota.



Joshua Mohr, Chair
Board of Commissioners



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