



AGENDA
PINE COUNTY BOARD REGULAR MEETING

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|------------|-----------------------|
| District 1 | Commissioner Hallan |
| District 2 | Commissioner Mohr |
| District 3 | Commissioner Lovgren |
| District 4 | Commissioner Waldhalm |
| District 5 | Commissioner Ludwig |

Tuesday, November 15, 2022, 10:00 a.m.

Regular Meeting
North Pine Government Center
1602 Hwy. 23 No.
Sandstone, Minnesota

The public is invited to join the meeting in person or remotely: by phone call 1-312-626-6799, (Meeting ID): 91382461935; (password): 5911400. Click the link on the county website (www.co.pine.mn.us) for more information and to watch a live stream broadcast of the meeting.

- A) Call meeting to order
- B) Pledge of Allegiance
- C) Public Forum. Members of the public are invited to speak. After being recognized by the Chair, each speaker should state his/her name and limit comments to three (3) minutes.
- D) Adopt Agenda
- E) Approve Minutes
 - Minutes of November 1, 2022 County Board Meeting and Summary for publication
 - Minutes of Housing Redevelopment Authority/Economic Development Authority (HRA/EDA) and County Board Joint Meeting – October 26, 2022
 - Minutes of Zoning Board/County Board Joint Meeting - October 27, 2022
- F) Minutes of Boards, Reports and Correspondence
 - Pine Co. Zoning Board Minutes – September 22, 2022
- G) Approve Consent Items

CONSENT AGENDA

The consent agenda is voted on without any discussion. Any commissioner may request an item be removed and added to the regular agenda.

1. Review October 2022 Cash Balance (attached)

Fund	October 31, 2021	October 31, 2022	Increase/Decrease
General Fund	4,583,590	4,345,728	(237,862)
Health and Human Services Fund	1,986,090	2,127,148	141,058
Road and Bridge Fund	1,358,884	2,846,247	1,487,363

COVID Relief	2,599,681	4,465,819	1,866,137
Land Management Fund	2,266,687	2,749,117	482,429
Self Insurance	573,935	44,593	(529,341)
TOTAL (inc non-major funds)	25,781,491	32,192,125	6,410,635

2. **October 2022 Disbursements/Claims Over \$2,000 (attached)**

Consider approval of the October 2022 disbursements including the individual listing of claims over \$2,000, and 500 claims under \$2,000 or not needing approval totaling \$2,631,092.45.

3. **Applications**

A. Tobacco Applications

- i. Due to sale of Rich's Bar, the Rich's Bar tobacco application previously approved at the November 1, 2022 county board meeting should be issued to WBE of Sandstone DBA Woody's Bar and Off Sale. Authorize Board Chair and County Auditor to sign.

4. **Donation**

- A. Consider acceptance of \$500 donation from the Pine County Township Officers Association designated to the Pine County Sheriff's Office K-9 fund.

5. **Contracts/Agreements**

Consider approval of the following and authorize Board Chair and County Administrator to sign:

- A. Consider approval of a renewal of a Memorandum of Understanding (MOU) between the Pine County Sheriff's Office and the State of Minnesota by and through its Board of Trustees of the Minnesota State Colleges and Universities on behalf of Pine Technical and Community College relating to the investigation of crimes. The term of the agreement begins upon the date of the final required signature on the MOU is obtained by the College, through December 31, 2024. Authorize Board Chair and County Administrator to sign.

6. **New Hire / Promotion / Transfer**

- A. Approve the internal transfer of social worker Heidi Burton to a MN Choices Assessor, effective November 28, 2022. No change in grade or pay.
- B. Approve the promotion of Highway Maintenance Worker Tom Lindstrom to Mechanic, Grade 7, Step 1, \$21.73 per hour, effective November 16, 2022.
- C. Approve the hiring of Jayla Schleret as an Eligibility Worker, effective November 16, 2022, Grade 6, Step 1, \$20.49 per hour.

7. **Training**

- A. Consider approval for Probation Director Terry Fawcett to attend the American Probation and Parole Association Winter Regional Institute, February 5-7, 2023, in Omaha, Nebraska. Registration: \$310, 3-nights Lodging: \$460. Total cost: \$770. Funds are available in the 2022 and 2023 Probation budgets.

REGULAR

1. **Public Hearing – 2023 County Fee Updates (at 10:00 a.m. or as soon thereafter as practicable)**

- A. Presentation of the fee schedule changes
- B. County Board questions and discussion

- C. Open Public Hearing and take public testimony
- D. Close Public Hearing
- E. County Board additional discussion, if necessary
- F. Consider adoption of the fee schedule updates

2. **Personnel Committee (Minutes Attached)**

The Personnel Committee met on November 7, 2022. The Personnel Committee made the following recommendations:

A. **Health & Human Services**

- i. Acknowledge the resignation of Eligibility Worker Angie Palmer, effective October 21, 2022, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Acknowledge the retirement of Social Worker Mary Buck Swegle, effective January 6, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- iii. Acknowledge the resignation of Social Worker Jenna Furlong, effective November 18, 2022, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

B. **Pine County Sheriff's Department - Corrections**

- i. Acknowledge the resignation of Corrections Officer Alex White, effective November 18, 2022, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

C. **15-year Performance Pay**

- i. Discussion of expanding the 2% at 15 years pay for performance to non-union employees like the program for correction officers/dispatchers and deputies to allow: *Employees who have reached 15 years of employment and who are at the top of the pay scale are eligible for up to a 2% performance increase on their 15-year anniversary date. The increase shall be awarded following a satisfactory performance review by their supervisor and approval of the department head. Any employee not awarded a 2% performance increase at 15 years will be reconsidered at future anniversary dates.*

D. **2023 Compensation Study Discussion**

- i. Consider periodic comprehensive review of the classification and compensation plan. The current plan was implemented in 2016.

Other items for information only.

3. **2023 Budget Update**

Review of the proposed 2023 budget. The Truth in Taxation meeting is scheduled for December 8, 2022 and final budget and levy adoption is scheduled for December 20, 2022.

4. **2022 Election Update**

2022 election update provided by County Auditor-Treasurer Kelly Schroeder.

5. **Commissioner Updates**

Soil & Water Conservation District
 Central MN Council on Aging
 Broadband Boot Camp – Meetings 1 & 2
 East Central Solid Waste Commission
 East Central Regional Library Board of Trustees
 Chemical Health Coalition
 Other

6. **Other**

7. **Upcoming Meetings (Subject to Change)—Contact the Organization Hosting the Meeting to Confirm Meeting Details.**

- a. Pine County Board of Commissioners, Tuesday, November 15, 2022, 10:00 a.m., North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota
- b. Canvassing Board – General Election, November 16, 2022, 9:00 a.m.,
- c. Greater Minnesota Parks & Trails, Wednesday, November 16, 2022, 10:00 a.m.
- d. Arrowhead Counties Association, Wednesday, November 16, 2022, 6:00 p.m., Hampton Inn, Duluth, Minnesota.
- e. Part 3: Broadband Boot Camp, Thursday, November 17, 2022, 2:00 p.m.
- f. Extension Committee, Thursday, November 17, 2022, 3:00 p.m., Jury Assembly Room, Courthouse, Pine City, Minnesota
- g. Lakes & Pines Community Action Council, Monday, November 21, 2022, 10:00 a.m., 1700 Maple Avenue, Mora, Minnesota.
- h. Greater Minnesota Parks and Trails Forum, Monday, November 21, 2022, 11:00 a.m.
- i. Technology Committee, Tuesday, November 22, 2022, 9:00 a.m.
- j. NLX, Wednesday, November 23, 2022, 10:00 a.m., Board Room, Courthouse, Pine City, Minnesota
- k. Housing Redevelopment Authority/Economic Development Authority (HRA/EDA) and County Board Joint Meeting, Wednesday, November 23, 2022, 1:00 p.m., North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota.
- l. Snake River Watershed Management Board and Snake River 1W1P Policy Committee, Monday, November 28, 2022, 9:00 a.m., Kanabec County Courthouse, Mora, Minnesota.
- m. AMC Annual Conference, December 4-7, 2022, Bloomington, Minnesota.
- n. Pine County Board of Commissioners, Thursday, December 8, 2022, 10:00 a.m., Board Room, 635 Northridge Drive NW, Pine City, Minnesota
- o. Law Library, Thursday, December 8, 2022, 12:00 p.m., Law Library
- p. Truth In Taxation, Thursday, December 8, 2022, 6:00 p.m., Boardroom, Courthouse, Pine City, Minnesota.

8. **Adjourn**