

ADDITIONS/REVISIONS/CORRECTIONS

**Regular Meeting
April 19, 2022**

Additions:

Consent Agenda

Item 2.1 / Applications

- A. Consider approval of Resolution 2022-22 Extending Septic Fix-Up Special Assessments to the following:
 - Hailey Nelson and Bennett Larson, PID 28.0950.000, \$11,000
 - James Kollar, PID 28.5323.000, \$9,100Authorize Board Chair and County Administrator to sign.
- B. Consider approval of Resolution 2022-25 approving the application for Premises Permit for the Moose Lake Area Hockey Association to conduct lawful gambling at the Moose Lake Golf Club, 35311 Parkview Drive, Sturgeon Lake, MN (Windemere Township) and authorize County Auditor-Treasurer Kelly Schroeder to sign application.

Regular Agenda

- A. **Item 5.1 / National Childcare Provider Appreciation Day-May 6, 2022**
- B. **Item 5.2 / National Foster Care Appreciation Month – May**
- C. **Item 9 / Commissioner updates**
Add Insurance Committee

Remove From Agenda:

- A. **Consent Item 4. —Contract with Windemere Townships** to enforce criminal ordinance violations.




AGENDA REQUEST FORM

Date of Meeting: April 19, 2022

- County Board**
- Consent Agenda**
- Regular Agenda** 5 mins. ___ 10 mins. ___ 15 mins. ___ Other ___
- Personnel Committee**
- Other** _____

Agenda Item: Septic Fix-Up Special Assessments

Department: Auditor-Treasurer



 Department Head signature

Background information on Item:

Beginning in 2016, Pine County has been extending loans to homeowners to upgrade their non-compliant septic systems through a Cleanwater Partnership Loan from the Minnesota Pollution Control Agency. A new loan cycle began August 1st with \$900,000 available at 1% interest. The loans are paid by as a special assessment on the property taxes of the benefiting property over a term that is determined by the amount of the loan (1 year per \$1,000, for example \$12,000 loan is paid by over 12 years.)

Beginning in 2013, Pine County has been assisting low and moderate income homeowners to upgrade their non-compliant septic systems through funds received from the Minnesota Pollution Control Agency. This program is facilitated through a partnership with Lakes & Pines. Low income homeowners receive a no-interest, no payment loan which if they live in the home for 10 is forgiven, and moderate income homeowners receive a no-interest, 10-year special assessment.

Action Requested:

Consider authorizing the County Board Chair and County Administrator to sign Resolution 2022-22 extending a special assessment as follows:

Hailey Nelson and Bennett Larson, PID 28.0950.000, \$11,000.00

James Kollar, PID 28.5323.000, \$9,100.00

Financial Impact:

Grant funds have been utilized to install the systems.

**PINE COUNTY RESOLUTION EXTENDING
SEPTIC FIX-UP SPECIAL ASSESSMENT
RESOLUTION No. 2022-22**

WHEREAS, the Pine County Board of Commissioners recognizes the public health and environmental benefits of upgrading non-compliant septic systems in the county;

WHEREAS, Pine County has Cleanwater Partnership Loan from the Minnesota Pollution Control Agency to fix-up non-compliant septic systems;

WHEREAS, the property owners have agreed to the terms of the special assessment for their already installed compliant septic systems; and,

NOW THEREFORE BE IT RESOLVED, that the County of Pine extends a special assessment for a term of 11 years, beginning in 2023, against Pine County Parcel 28.0950.000 in the amount of \$11,000.00 with equal principal payments and 1% interest owned by Hailey Nelson and Bennett Larson.

NOW THEREFORE BE IT RESOLVED, that the County of Pine extends a special assessment for a term of 9 years, beginning in 2023, against Pine County Parcel 28.5323.000 in the amount of \$9,100.00 with equal principal payments and 1% interest owned by James Kollar.

Dated this 19th day in April, 2022.

Stephen M. Hallan, Chair
Pine County Board of Commissioners

ATTEST:

David J. Minke
County Administrator



AGENDA REQUEST FORM

Date of Meeting: April 19, 2022

- County Board**
 - Consent Agenda**
 - Regular Agenda** 5 mins. ___ 10 mins. ___ 15 mins. ___ Other ___
- Personnel Committee**
- Other** _____

Agenda Item: Application for Premises Permit

Department: Auditor-Treasurer

Department Head signature

Background information on Item:

Application for Premises Permit for the Moose Lake Area Hockey Association to conduct lawful gambling at Moose Lake Golf Club, 35311 Parkview Dr, Sturgeon Lake, MN (Windemere Township).

Action Requested:

Consider resolution 2022-25 approving the application for Premises Permit for the Moose Lake Area Hockey Association to conduct lawful gambling at the Moose Lake Golf Club, 35311 Parkview Dr, Sturgeon Lake, MN (Windemere Township) and authorize County Auditor-Treasurer Kelly Schroeder to sign the application.

Financial Impact:

N/A

Resolution 2022-25
RESOLUTION APPROVING PREMISES PERMIT
FOR MOOSE LAKE AREA HOCKEY ASSOCIATION

WHEREAS, Moose Lake Area Hockey Association has applied for a Gambling Premises Permit; and

WHEREAS, the Gambling Premises will be located at Moose Lake Golf Club, Windemere Township, Moose Lake Golf Club, 35311 Parkview Dr, Sturgeon Lake, MN 55783, and no other organization is conducting gambling at this site; and

NOW, THEREFORE, BE IT RESOLVED that Pine County Board of Commissioners does hereby approve a Gambling Premises Application for Moose Lake Area Hockey Association at Moose Lake Golf Club, 35311 Parkview Dr, Sturgeon Lake, MN 55783.

PASS AND APPROVED this 19th day of April, 2022.

Attest:

Stephen M. Hallan, Chair
Pine County Board of Commissioners

David J. Minke, County Administrator
Clerk to the County Board

1st Qtr Budget Report

April 19, 2022



Chart 1
Expenditure and Revenue by Major Fund and County Total as of March 31,
2022

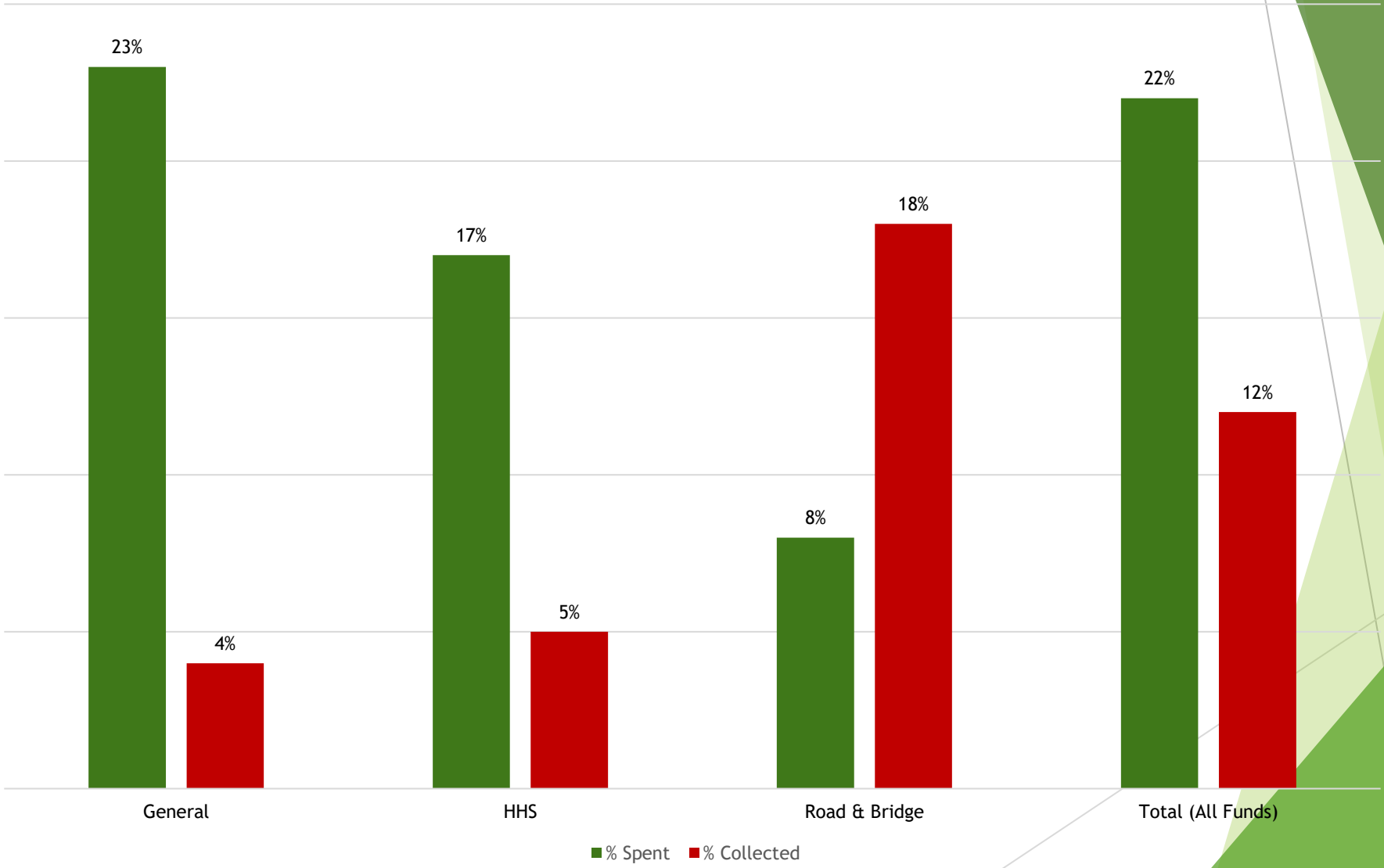


Chart 2
 General Fund Revenue by Department Through March 31 -- 2020, 2021,
 2022

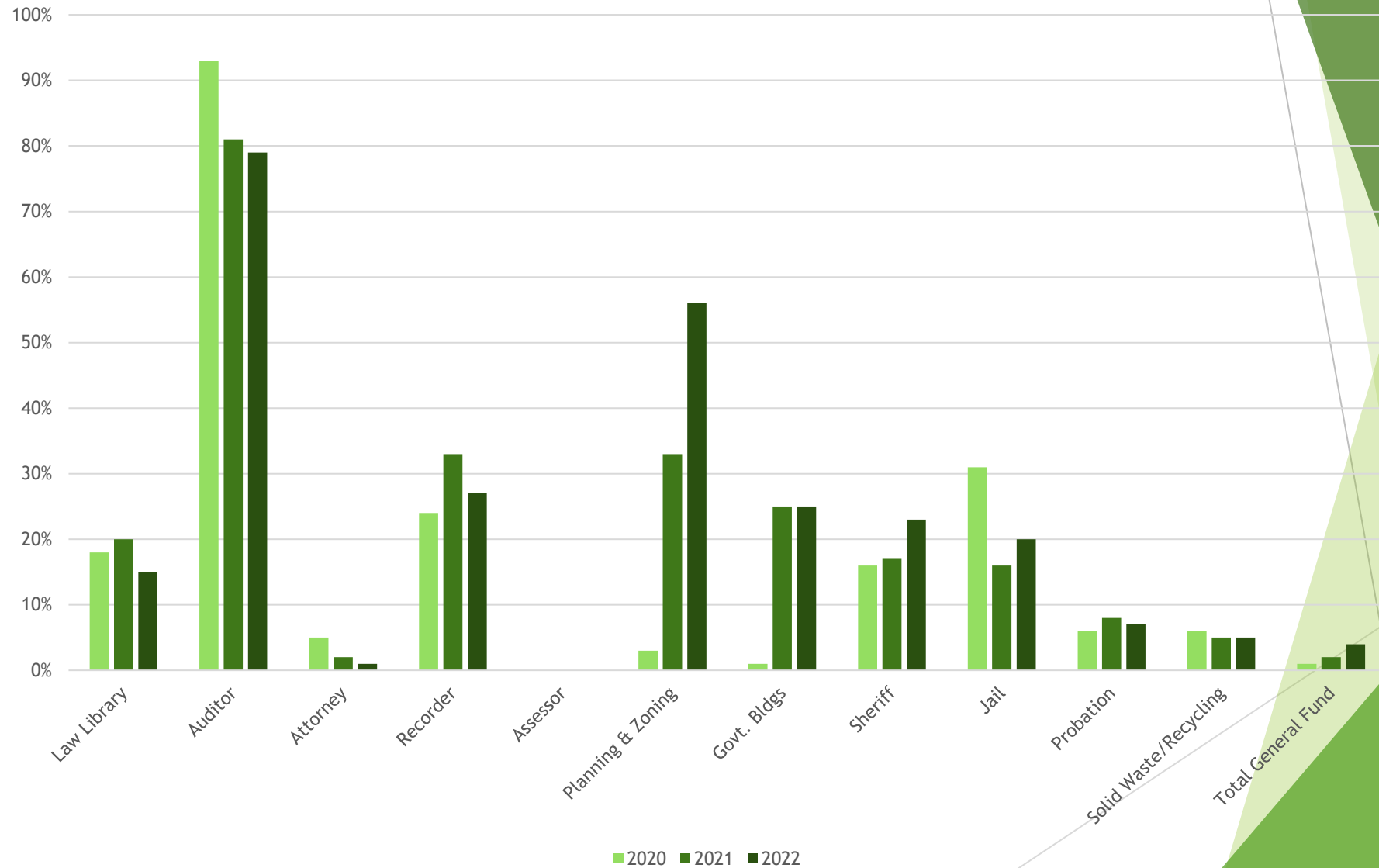


Chart 3A

General Fund Expenditures as Percent by Department March 31, 2022

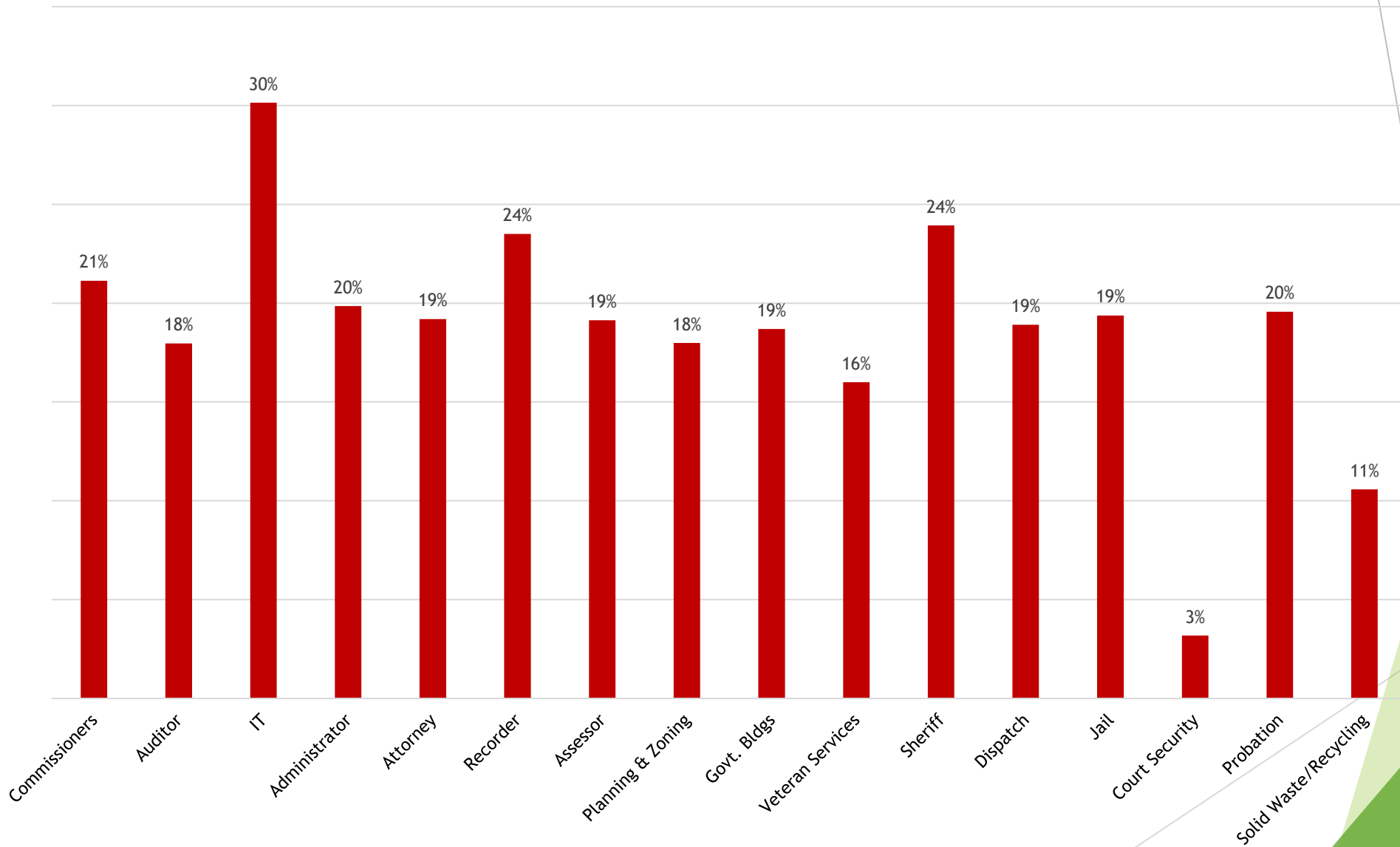


Chart 3B
 General Fund Expenditures as Percent by Department March 31, 2022
 Compared to 3-year Average

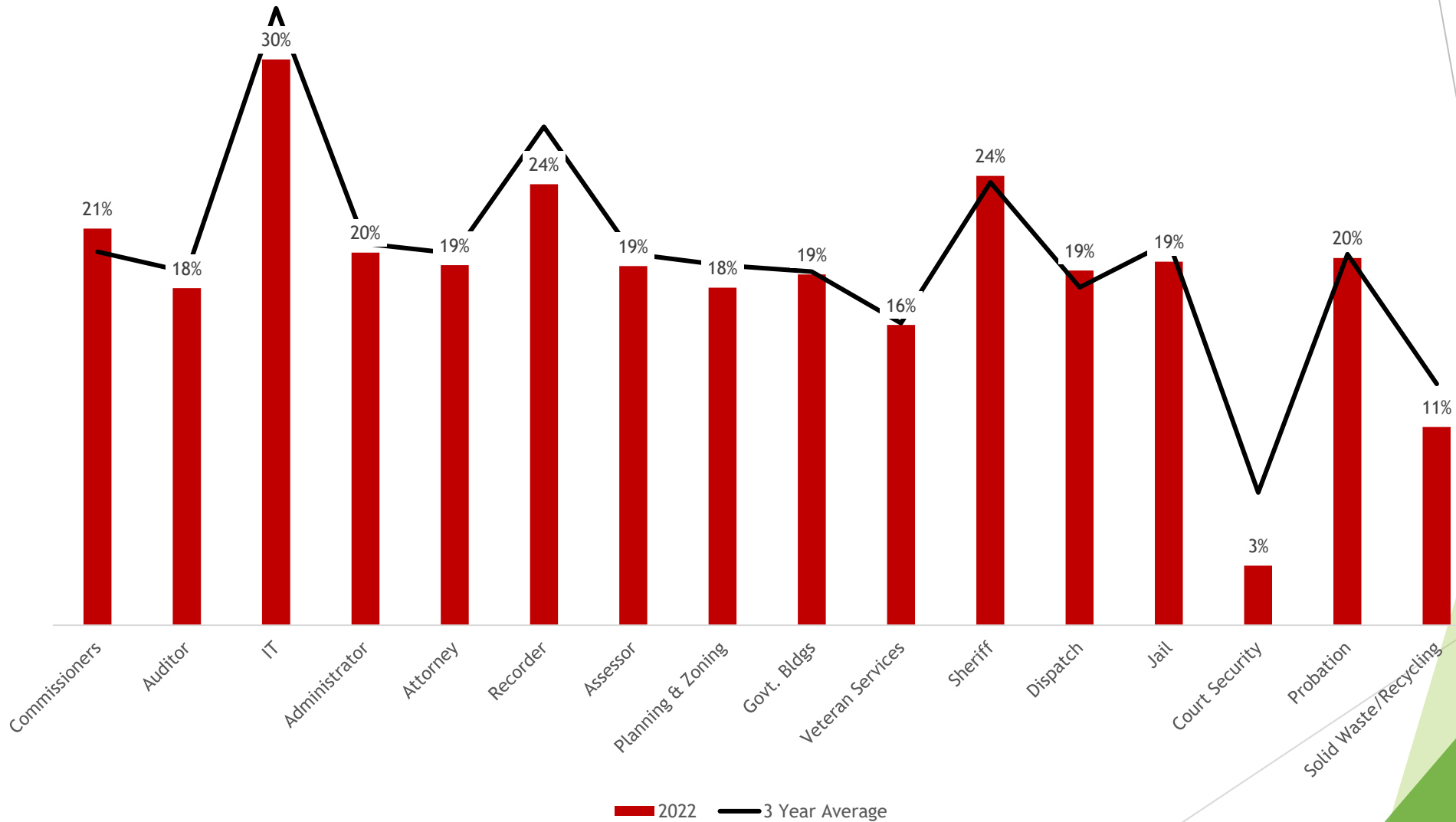
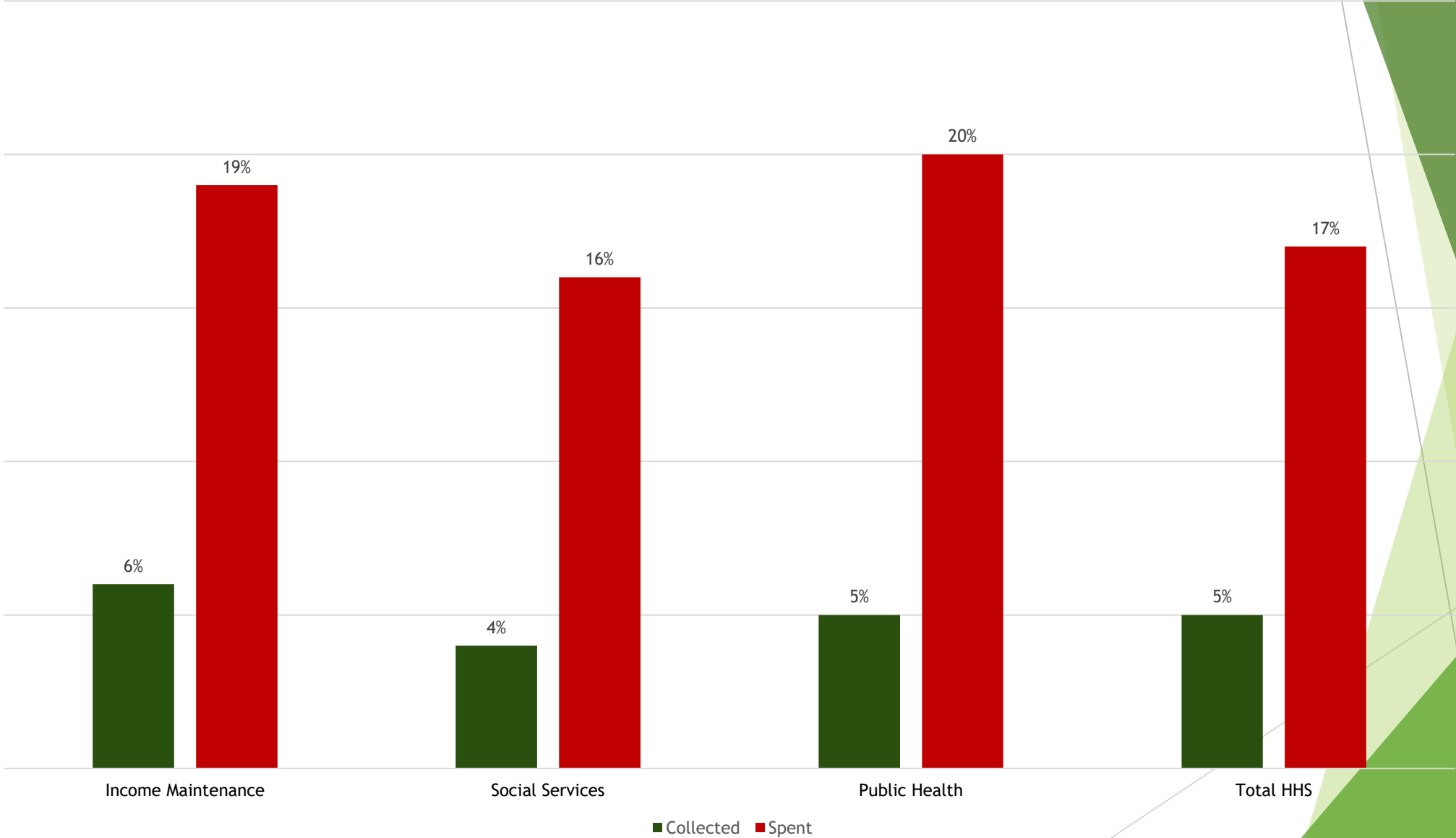


Chart 4
HHS Revenue and Expenditures as Percent through March 31, 2022





AGENDA
PINE COUNTY BOARD REGULAR MEETING

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

Tuesday, April 19, 2022, 10:00 a.m.

North Pine Government Center

1602 Hwy. 23 No.

Sandstone, Minnesota

Notice of Participation via Interactive Technology

Pine County Commissioner JJ Waldhalm will be attending the Pine County Board of Commissioners Regular Meeting on Tuesday, April 19, 2022, at 10:00 a.m. via interactive technology, pursuant to Minnesota Statute 13D.02. Commissioner Waldhalm will be seen and heard at the meeting via electronic means and will participate from the Quality Inn, 1505 Hillview Drive, Hillsboro, Texas, a location open and accessible to the public.

The public is invited to join the meeting in person or remotely: by phone call 1-312-626-6799, (Meeting ID): 913 8246 1935; (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
 - Approve Minutes of April 5, 2022 County Board Meeting and Summary for publication
 - Approve Minutes of April 12, 2022 Special Meeting – Committee of the Whole
- F) Minutes of Boards, Reports and Correspondence
 - None
- 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 March, 2022 Cash Balance (attached)

Fund	March 31, 2021	March 31, 2022	Increase/Decrease
General Fund	3,387,467	3,642,423	254,956
Health and Human Services Fund	1,604,251	2,019,778	415,527

Road and Bridge Fund	1,497,473	2,569,131	1,071,659
COVID Relief	0.00	2,413,212	2,413,212
Land	2,571,571	2,485,478	(86,093)
Self Insurance	511,439	412,917	(98,523)
TOTAL (inc non-major funds)	11,286,696	15,246,629	3,959,933

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

Consider approval of the disbursements paid in March 2022 (\$2,512,399.83) by fund. There were 569 total claims, 88 claims that were over \$2,000 to be approved and are individually detailed on the separate listing, and 481 claims under \$2,000 or not needing approval totaling \$1,118,361.72.

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

Review and consider approval of Commissioners' Expense Claim Forms.

4. **Contracts**

A. Consider approval of a contract between the Pine County Sheriff's Office and Windemere Township to enforce criminal ordinance violations. Contract is an "as needed" contract. Contract term is January 1, 2022 - December 31, 2023. Hourly rate: 2022-\$59.50/hour, 2023-\$61.29/hour. Authorize Board Chair and County Administrator to sign.

REGULAR

1. **County Zoning Ordinance Amendment (2022-16) – Public Hearing**

- A. Presentation of the ordinance
- 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 Pine County Ordinance 2022-16 amending the Pine County Zoning Ordinance

2. **Facilities Committee Report (Minutes Attached)**

The Facilities Committee met April 6, 2022. Minutes are for information only. No board action is necessary.

3. **Personnel Committee Report (Minutes Attached)**

The Personnel Committee met April 11, 2022. The Personnel Committee made the following recommendation:

- A. **Health & Human Services**
 - i. Recommend the hiring of a Child Protection Services Social Worker and request backfill of any subsequent vacancies that may occur due to internal promotion or lateral transfer. This position was been intentionally left open since March 2020 nad has been added to the 2022 HHS budget with a target hire date of July 1, 2022.
- B. **Auditor / Treasurer**
 - i. Recommend the hiring of a Property Appraiser with a target hire date of June 1, 2022 and request backfill of any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- C. **Sheriff's Office – Jail**
 - i. Acknowledge the resignation of Corrections Officers Shaun Mitchell (part-time,

effective March 23, 2022), Joel Long (effective April 30, 2022), and Hunter Greicar (part-time, effective April 1, 2022), and to approve backfill of the positions and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

D. Administrator’s Office

- i. Consider approval of Temporary Personnel Policy 2022-1 Employee Referral Bonus Program.

Other items are for information only.

4. **County Government Appreciation**

Consider approval of Resolution 2022-24 designating April 26, 2022 as County Government Appreciation Day. Authorize Board Chair and County Administrator to sign.

5. **National Correctional Officer Week**

Consider approval of Resolution 2022-23 recognizing correctional officers and correctional employees in Pine County. Authorize Board Chair and County Administrator to sign.

6. **One Watershed, One Plan Updates**

Acknowledge septic assessment program on Net Lake and consider committing accounts as follows:

01-107-004-5302	Kettle River 1W1P Grant	01-107-004-6803	Kettle River 1W1P Expenditure
01-107-005-5302	Lower St. Croix 1W1P Grant	01-107-005-6803	Lower St. Croix 1W1P Expenditure
01-107-006-5302	Nemadji 1W1P Grant	01-107-006-6803	Nemadji 1W1P Expenditure
01-107-007-5302	Snake River 1W1P Grant	01-107-007-6803	Snake River 1W1P Expenditure

All grant activities will be paid by the grant. Staff time under these grants will also be reimbursed.

7. **Kettle/Upper St. Croix Watershed One Watershed One Plan Consultant Contract**

Consider approval of a contract with Houston Engineering, Inc. for professional services to the Kettle/Upper St. Croix Watershed One Watershed One Plan for meeting facilitation, watershed modeling, plan templates, and graphic design. The cost for services shall not exceed \$84,100. Authorize Board Chair and County Administrator to sign.

8. **First Quarter 2022 Budget Report**

9. **Commissioner Updates**

East Central Solid Waste Commission
 East Central Regional Library Trustees Board
 NE MN Area Transportation Partnership
 Soil & Water Conservation District
 Law Library
 Other

10. **Other**

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

- a. Pine County Board of Commissioners, Tuesday, April 19, 2022, 10:00 a.m., North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota

- b. Arrowhead Counties Association, Wednesday, April 20, 2022, 6:00 p.m., Hampton Inn, Duluth, Minnesota
- c. Extension Committee, Thursday, April 21, 2022, 2:30 p.m., Schwyzer Lodge at Osprey Wilds Environmental Learning Center, 54165 Audubon Drive, Sandstone, Minnesota
- d. Cancelled: Rush Line Corridor Task Force, Thursday, April 21, 2022
- e. Snake River Watershed Management Board & Snake River 1W1P Policy, Monday, April 25, 2022, 9:00 a.m., Kanabec County Courthouse, 18 North Vine, Mora, Minnesota
- f. Lower St. Croix Partnership 1W1P, Monday, April 25, 2022, 4:00 p.m.
- g. East Central Regional Development Commission, Monday, April 25, 2022, 7:00 p.m., 100 Park Street So., Mora, Minnesota
- h. NLX, Wednesday, April 27, 2022, 10:00 a.m.
- i. Pine County TAC (Arrowhead Transit), Wednesday, April 27, 2022, 10:00 a.m.
- j. Pine County Housing & Redevelopment Authority/Economic Development Authority (HRA/EDA), Wednesday, April 27, 2022, 1:00 p.m., North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota
- k. Northeast Minnesota Emergency Communications Board/Radio Advisory Committee, Thursday, April 28, 2022, 10:00 a.m., St. Louis County EOC – Pike Lake, 5735 Old Miller Trunk Highway, Duluth, Minnesota
- l. Central Regional EMS, Friday, April 29, 2022, 10:00 a.m., Stearns County Service Center, Waite Park, Minnesota
- m. Pine County Board of Commissioners, Tuesday, May 3, 2022, 10:00 a.m., Board Room, Courthouse, 635 Northridge Drive NW, Pine City, Minnesota

12. **Adjourn**