

# **ADDITIONS/REVISIONS/CORRECTIONS**

**Regular Meeting  
September 6, 2022**

## **Correction – Canvassing Board Minutes**

Corrected Canvassing Board Minutes to reflect August 9, 2022 Primary Election



# ***PINE COUNTY AUDITOR-TREASURER***

**PINE COUNTY COURTHOUSE**

**635 Northridge Dr NW \* Suite 240 \* PINE CITY, MN 55063**

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<b>Main Line</b>	<b>320-591-1670</b>	<b>Alison Hughes</b>	<b>320-591-1666</b>
<b>Melissa Berg</b>	<b>320-591-1669</b>	<b>Pam Lawrence</b>	<b>320-591-1667</b>
<b>Cassandra Johnson</b>	<b>320-591-1624</b>	<b>Kathy Reiser</b>	<b>320-591-1664</b>
<b>Janice Johnston</b>	<b>320-591-1660</b>	<b>Kelly M. Schroeder</b>	<b>320-591-1668</b>
		<b>Fax</b>	<b>320-591-1671</b>

## **2022 Primary Canvassing Board Minutes**

### Members Present:

Matt Ludwig, County Commissioner

Stephen Hallan, County Commissioner

Kelly Schroeder, County Auditor-Treasurer

Billi Larson, designee for Carl Pederson – City of Pine City Mayor

Sarah Spencer, designee for Amy Issacson – Court Administrator

The Canvassing Board convened at 9:00 a.m. on August 11, 2022 in the County Board Room at the Pine County Courthouse to review the results of August 9, 2022 Primary Election.

No changes to the vote totals were required as all vote totals were accurate.

Adjourned at 10:32 a.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Kelly M. Schroeder". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Kelly M. Schroeder

Pine County Auditor-Treasurer



**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, September 6, 2022, 10:00 a.m.**  
**Regular Meeting and Budget Committee**  
**Board Room, Pine County Courthouse**  
**635 Northridge Drive NW**  
**Pine City, Minnesota**

The public is invited to join the meeting in person or remotely: by phone call 1-312-626-6799, (Meeting ID): 989 3723 6982; (password): 5911400. Click the link on the county website ([www.co.pine.mn.us](http://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 August 16, 2022 Regular County Board Meeting and Summary for publication
  - Minutes of August 23, 2022 Special Meeting-Committee of the Whole (Budget)
  - Minutes of August 30, 2022 Special Meeting-Committee of the Whole (Budget)
- F) Minutes of Boards, Reports and Correspondence
  - Pine County Surveyor's Monthly Report – August, 2022
  - Pine County Zoning Board Minutes – June 23, 2022 & July 28, 2022
  - 2022 Primary Canvassing Board Minutes – August 11, 2022
  - Letter from Wadena County - Property Tax Disparity
- 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. **Applications**  
Consider approval of the following and approve Board Chair and County Administrator to sign:

A. Repurchase Application

- i. Resolution 2022-47 authorizing Vanessa Offerdahl, owner at the time of forfeiture, to repurchase the parcel at Lot D13, Pathfinder Village, Hinckley (PID 09.5590.000) in full.

B. Septic Special Assessment

- i. Resolution 2022-48 extending a special assessment for a term of 19 years, beginning in 2023, against Pine County Parcel 28.0258.000 in the amount of \$19,250 with equal principal payments and 1% interest owned by Marc and Rachel Frogner.
- ii. Resolution 2022-46 extending a septic fix-up special assessment as follows:  
Trevor Richards, PID 30.0604.001, \$18,503.22  
David Dufresne, PID 06.0212.000, \$15,925.00  
David & Rebecca Mallory, PID 04.0239.000, \$18,800.00  
Doug Sawatzke, PID 38.0081.000, \$16,000.00  
James Janssen, PID 08.0208.000, \$24,500.00  
Alieta Johnson, PID 28.0951.000, \$11,000.00  
Jolyn Winger, PID 08.0203.000, \$18,000.00  
Amanda Delaney, PID 08.0331.000, \$23,800.00

C. Exempt Permit

- i. Roxie's Hope to conduct Minnesota lawful gambling on January 1, 2023 at Maverick's Saloon, 29410 Beroun Crossing Road, Pine City, MN (Chengwatana Township). Authorize Kelly Schroeder to send a letter of the Minnesota Gambling Control Board approving the date change for the Roxie's Hope Exempt Permit.

2. Contracts/Agreements

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

- A. Law Enforcement Contract between the Pine County Sheriff's Office and Pine City Township to provide law enforcement services for the Township for ordinance violation enforcement. Terms of the contract are October 1, 2022 through December 31, 2023. Hourly rates for this contract are \$59.50/hour for 2022, and \$61.29/hour for 2023.
- B. UCare Amendment between Health & Human Services and UCare to remove special needs basic care services (SNBC). All rates remain the same.
- C. School Resource Officer - East Central Schools: Two-year contract between Pine County Sheriff's Office and East Central Schools for a part-time school resource officer (20 hours per week). Rate: \$39.97 for school year 2022/2023, and \$41.17 for 2023/2024.
- D. School Resource Officer – Pine City Schools: Two-year contract between Pine County Sheriff's Office and Pine City Schools for a full-time school resource officer (8 hours per day/40 hours per week). Rate: \$39.97 for school year 2022/2023, and \$41.17 for 2023/2024.

3. Donations

Consider acceptance of the following donations:

- A. \$50 donation from Richard Hopkins to the Veterans Services Office for outreach expenses.
- B. \$1,500 donation from Minnesota Power Association to the Pine County Sheriff's Office for the drone program.
- C. \$3,000 donation from Walmart to the Pine County Sheriff's Office for the drone program.
- D. \$650 donation from the Pine County Fair Board to the Pine County Sheriff's Office for the K-9 program.

4. **Purchase of Skid Steer**

Consider authorization for Fleet Services to purchase a used skid steer for the North Pine Transfer Station (Willow River) not to exceed \$25,000, using funds from the Solid Waste budget.

5. **New Hire**

Consider authorizing the hiring of the following:

- A. Probation Corrections Agent Shawnesy Smith, effective September 7, 2022, \$26.65 per hour, Grade 10, contingent upon successful urinalysis.
- B. Full-time Dispatcher Tanya Kessler, effective September 7, 2022, \$21.77 per hour, Grade 7, Step 1
- C. Full-time Dispatcher Joshua Gusk, effective September 7, 2022, \$21.77 per hour, Grade 7, Step 1
- D. Part-time Clerk III Emeri Hagfors, effective September 8, 2022, \$18.24 per hour, Grade 4.
- E. Highway Maintenance Worker Andrew Beith, effective September 19, 2022, \$20.49 per hour, Grade 6, Step 1, contingent upon successful pre-employment drug screening and background.

6. **Training**

Consider approval of the following training:

- A. Social Workers Heidi Burton, Ashley Gnat and Rona Duvall to attend the St. Louis Health and Human Services Conference, October 12-14, 2022, in Duluth, Minnesota. Registration: \$75 (total \$225); Meals: \$96 for all; Mileage: \$107.50. Total Cost: \$428.50. Funds are available in the 2022 Health & Human Services budget.
- B. Child Protection Services Social Worker Brittney Hoglund to attend Child First Forensic Interview Training, December 5-9, 2022, in Duluth, Minnesota. Registration: \$1,000 (covered via a scholarship); Lodging/Meals: \$800; Mileage: \$85. Total Cost: \$885. Funds are available in the 2022 Health & Human Services budget.
- C. Financial Worker Scarlet Oquist to attend the Minnesota Financial Worker and Case Aide Association Conference, October 19-21, 2022 in Brainerd, Minnesota. Registration: \$375, Lodging: approx. \$462, county car will be used. Approx Total cost: \$837. Funds are available in the 2022 Health & Human Services budget.
- D. Human Resources Manager Jackie Koivisto to attend the Minnesota Counties Human Resource Management Association Fall Conference, October 5-7, 2022, in Deerwood, Minnesota. Registration/meals: \$175.
- E. Health Educator Samantha Burch to attend the Toward Zero Deaths Conference, October 12-13, 2022, in St. Cloud, Minnesota. Registration: \$125, Lodging: \$130, Meals: \$46. Total: \$301. Funds are available in the 2022 Health & Human Services budget.

**REGULAR**

1. **Retirement Recognition**

Recognize the retirement of Jail Matron Heidi Pogones, 34 years of service, and Corrections Officer/Jail Transport Officer Larry Pogones, 36 years of service to Pine County,

2. **2023 Budget Presentation**

- A. Pine County Extension
- B. Pine County Historical Society / Museum
- C. 2023 budget discussion / direction

3. **Commissioner Updates**

- Law Library
- Snake River Watershed Management Board & Snake River 1W1P Policy
- East Central Regional Development Commission
- NLX (Cancelled)
- Pine County Housing & Redevelopment Authority/Economic Development Authority (HRA/EDA)
- Chaffee Conference Room Dedication
- Mille Lacs Band of Ojibwe meeting
- Pine City/Pine County/Pine City Schools/PTCC
- Central MN Council on Aging
- AMC Community Supervision Workgroup
- Other

4. **Other**

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

- a. Pine County Board of Commissioners, Tuesday, September 6, 2022, 10:00 a.m., Board Room, Courthouse, 635 Northridge Drive NW, Pine City, Minnesota
- b. Pine County Health Insurance Committee, Wednesday, September 7, 2022, 1:00 p.m., Boardroom, Courthouse, Pine City, Minnesota
- c. Central Minnesota Jobs and Training Services, Friday, September 9, 2022, 12:15 p.m., 406 East 7<sup>th</sup> Street, Monticello, Minnesota (virtual and in person meeting)
- d. East Central Solid Waste Commission, Monday, September 12, 2022, 9:00 a.m., 1756 180<sup>th</sup> Avenue, Mora, Minnesota
- e. Personnel Committee, Monday, September 12, 2022, 9:00 a.m.
- f. East Central Regional Library Board of Trustees, Monday, September 12, 2022, 9:30 a.m., 111 Dellwood St. No., Cambridge, Minnesota
- g. Chemical Health Coalition, Monday, September 12, 2022, 4:00 p.m.
- h. Soil & Water Conservation District, Wednesday, September 14, 2022, 3:00 p.m., 1610 Hwy. 23 No., Sandstone, Minnesota
- i. AMC Fall Policy Conference, Thursday-Friday, September 15-16, 2022, Alexandria, Minnesota
- j. Lakes & Pines Community Action Council, Monday, September 19, 2022, 10:00 a.m., 1700 Maple Avenue E., Mora, Minnesota
- k. Pine County Board of Commissioners, Tuesday, September 20, 2022, 10:00 a.m., North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota
- l. Willow River Transfer Station Ribbon Cutting Ceremony, Tuesday, September 20, 2022, 1:00 p.m., 85174 Co Highway 61, Willow River, Minnesota

6. **Adjourn**