

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, March 1, 2022 - 10:00 a.m.
Board Room, Courthouse, Pine City, Minnesota**

Chair Hallan called the meeting to order at 10:00 a.m.

Present were Commissioners Josh Mohr, Terry Lovgren, JJ Waldhalm and Matt Ludwig. Also present was County Administrator David Minke and County Attorney Reese Frederickson. Due to an out-of-town commitment, Chair Steve Hallan joined the meeting via interactive technology, pursuant to Minnesota Statute 13D.02. Chair Hallan was seen and heard at the meeting via electronic means, at Fort Pickens Discovery Center, 1400 Fort Pickens Rd., Pensacola Beach, Florida, a location open and accessible to the public.

The public was invited to join the meeting remotely by phone, Zoom, or watch via live stream on YouTube.

The Pledge of Allegiance was said.

Chair Hallan called for public comment. Lee Greenly asked that his deviation from the county's Encroachment Policy be approved. This item is Regular Agenda, Item 2Ci.

Chair Hallan requested Vice Chair Mohr lead the remainder of the meeting.

Ailene Croup arrived after the public comment portion of the agenda had concluded; however, Vice Chair Mohr invited her to speak if she had any comments. Ms. Croup stated she is a Sandstone Township employee and stated that funds proposed to be set aside to the county decrease the funds available to townships. Croup also commented on election voting equipment.

Vice Chair Mohr inquired of any agenda revisions. County Administrator Minke stated there were no revisions; however, he noted that a Housing and Redevelopment Authority/Economic Development Authority report is scheduled in the Commissioner Updates portion of the agenda. There may be a request for spending of American Rescue Plan Act funds associated with that report.

Motion by Commissioner Ludwig to adopt the Agenda. Second by Commissioner Lovgren. A Roll Call vote was called by Vice Chair Mohr: 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.

Motion by Commissioner Lovgren to approve the Minutes of the February 15, 2022 county board meeting and Summary for publication. Second by Commissioner Waldhalm. A Roll Call vote was called by Vice Chair Mohr: 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.

Minutes of Boards, Reports and Correspondence

Minnesota Power correspondence – Proposed Change in Monthly Electricity Costs

Association of Minnesota Counties correspondence

Motion by Commissioner Ludwig to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Hallan. A Roll Call vote was called by Vice Chair Mohr: 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.

Motion by Commissioner Lovgren to approve the Consent Agenda. Second by Commissioner Hallan. A Roll Call vote was called by Vice Chair Mohr: 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.

CONSENT AGENDA

1. **Applications**

Approve Resolution 2022-14 approving the application for Premises Permit for the Pokegama Lake Association to conduct lawful gambling at Maverick’s Saloon, 29410 Beroun Crossing Road, Pine City, MN (Chengwatana Township) and authorize County Auditor-Treasurer Kelly Schroeder to sign the application.

2. **2021 Gas Tax Distributions**

Approve the 2021 gas tax distributions to townships.

3. **Donations**

Approve a \$300 donation from Jeff’s Outdoor Services to be designated to the Pine County Sheriff’s Office K-9 fund.

4. **Training**

Approve Environment Technician Lukas Olson to attend the Intermediate and Advanced SSTS Design and Inspection courses held April 11-15, 2022 and April 25-29, 2022, in Alexandria, Minnesota. Coursework: \$1,050; Lodging (10 nights): \$1,000; Mileage: \$544. Total cost of training: \$2,594.

REGULAR AGENDA

1. **Facilities Committee Report**

Commissioner Ludwig provided an overview of the February 15, 2022 Facilities Committee meeting, stating Jail Administrator Rod Williamson had presented two proposals for an assessment/study of the county jail--BKV Group and Wold Architects and Engineers. After discussion, it was the consensus of the Committee to recommend proceeding with BKV Group to complete a facility assessment at a cost of \$18,000, and a data assessment and inmate population projection at a cost of \$18,000. The BKV Group proposal also included an additional \$4,500 for travel and reimbursable expenses. Funding source is the American Rescue Plan Act (ARPA) funds.

Motion by Commissioner Ludwig to authorize BKV Group to perform a jail facility assessment, data assessment and inmate population projection, at a cost not to exceed \$40,500. Second by Commissioner Lovgren. A Roll Call vote was called by Vice Chair Mohr: 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.

2. **Land and Zoning Advisory Committee Report**

Commissioner Lovgren provided an overview of the February 17, 2022 Land and Zoning Advisory Committee meeting. The Land and Zoning Advisory Committee made the following recommendations:

A. **Northern Pine Riders Snowmobile Club (NPRSC) Grant Match Request**

- i. *Utilize ARPA funds for the county's \$15,000 contribution for the Northern Pine Riders Snowmobile Club (NPRSC) grant match request and approve the agreement for the project between the NPRSC, the City of Willow River (fiscal agent) and Pine County.*

Commissioner Lovgren explained the total cost of the project is \$120,000; the club has received federal funding for \$90,000 and is requesting \$15,000 of the remaining \$30,000 from the county (the club will pay the other \$15,000).

Motion by Commissioner Lovgren to approve the use of ARPA funds for the county's \$15,000 contribution for the Northern Pine Riders Snowmobile Club (NPRSC) grant match request and approve the agreement for the project between the NPRSC, the City of Willow River, and Pine County. Second by Commissioner Ludwig. A Roll Call vote was called for by Vice Chair Mohr: 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.

B. **Land Auction/Sales**

i. 2022 proposed list of land auction parcels

- a) *Set the 2022 Land Auction for September 16, 2022*
- b) *Accept the proposed listing of parcels to be offered for sale*
- c) *Approve Resolution 2022-10 and authorize Board Chair and County Administrator to sign. The resolution classifies the identified lands as non-conservation lands, allows the distribution of listing to local governments and Minnesota Department of Natural Resources for their review and approval for the sale of said lands.*

ii. Withdraw Previously Offered Parcels from the Public Land Sale List

- a) *Approve Resolution 2022-11 and authorize Board Chair and County Administrator to sign. This resolution directs withdrawal of previously offered parcels from the public land sale list on July 8, 2022.*

iii. Homestead Property Repurchase/Contract Reinstatement Deadline

- a) *Approve Resolution 2022-12 and authorize Board Chair and County Administrator to sign. The resolution establishes that all application requests for repurchases and contract reinstatements must be submitted to the Auditor's Office by July 26, 2022.*

Outlot A of Jackie's 1st Addition

Recommendation that the County offer the tax forfeited 3/16th's interest in this outlot parcel to the other owners in Jackie's 1st Addition, and not uses it for public lake access

Public winter access to Cross Lake was discussed. Jackie's 1st Addition is located on the west side of Cross Lake, and when platted, County Auditor-Treasurer Schroeder stated it was the developer's intent that the outlots were created to allow property owners deeded lake access to Cross Lake. Three outlots have been tax forfeited and discussion as to whether the county should retain ownership for public access to the lake was discussed. Chair Hallan stated public winter access to Cross Lake is an important concern to many lake users.

Commissioner Mohr stated he would like to see an access on the lake. Commissioner

Waldhalm questioned who would construct the access or pay for it. Commissioner Ludwig recommended a winter easement for the public to access the lake.

Motion by Commissioner Ludwig approve

- 1) the 2022 land auction date of September 16, 2022,
- 2) accept the proposed listing of parcels to be offered for sale,
- 3) approve Resolution 2022-10 for 2022 Pine County Tax-Forfeited Land Classification (Non-Conservation)
- 4) approve Resolution 2022-11 to Withdraw Previously Offered Land Auction Parcels
- 5) approve Resolution 2022-12 for Homestead Property Repurchase and Contract Reinstatement Deadline
- 6) allow the county's 3/16 interest in Outlot A of Jackie's 1st Addition to be offered for sale to the other owners in Jackie's 1st Addition.

Second by Commissioner Lovgren. A Roll Call vote was called by Vice Chair Mohr: District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Nay; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye. Motion carried 4-1 with Chair Hallan opposing.

C. County Encroachment Policy Deviation Request

i. Deny Lee Greenly's request for deviation from the County Encroachment Policy.

The Land and Zoning Advisory Committee reviewed that Mr Greenly built a cabin on county memorial forest land. In 2019 the county completed a survey and notified that Mr. Greenly needed to relocate the structure. The Land and Zoning Advisory Committee determined there was no public interest in deviating from the county policy to allow this private structure to remain on county memorial forest land.

Motion by Commissioner Ludwig to deny Lee Greenly's request for a deviation from the county's Encroachment Policy. Second by Commissioner Lovgren. A Roll Call vote was called by Vice Chair Mohr: 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.

D. Land Fund

i. Approve Resolution 2022-13 and authorize Board Chair and County Administrator to sign.

The resolution sets aside:

- a) 5% of tax forfeit land sales for blight clean up to ensure continued funds to address blighted tax forfeit properties;*
- b) 5% of tax forfeit land and timber sale revenues for timber development;*
- c) 20% of tax forfeit land sale and timber sale revenues for purposes of acquisition and maintenance of county parks or recreational areas.*

County Auditor-Treasurer Schroeder stated the percentage for each fund remain unchanged from last year.

Motion by Commissioner Ludwig to approve Resolution 2022-13 for Set Aside of Tax Forfeit/Timber Sale Revenues. Second by Commissioner Lovgren. A Roll Call vote was called by Vice Chair Mohr: 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. Technology Committee Report

Vice Chair Mohr stated the Technology Committee met on February 22, 2022. Cyber and election security was discussed.

4. Voting Equipment Ad Hoc Committee Report

Commissioner Lovgren stated the Voting Equipment Ad Hoc Committee (Lovgren and Waldhalm) met on February 22, 2022 and viewed demonstrations of election tabulation equipment and assistive voting devices from vendors Command Central and ES&S. Election officials from many townships and cities also attended the demonstration. It was determined that due to ease of use, it was the recommendation of the committee to recommend purchase of election tabulation equipment and assistive voting devices from ES&S for a cost of \$337,435. Grant funds of \$163,552, ARPA funds of \$150,000 and election fund balance of \$23,833 will be used.

Motion by Commissioner Lovgren to purchase election equipment from ES&S at a cost of \$337,435. Second by Commissioner Waldhalm. A Roll Call vote was called by Vice Chair Mohr: 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.

5. Commissioner Updates

Arrowhead Counties Association: Commissioner Ludwig unable to attend.

Extension Committee: Commissioner Lovgren stated the 4-H Coordinator position, ag educator hire, Farm Family of the Year, and budget were discussed.

NLX: Commissioner Lovgren stated Sandstone has been eliminated from the proposed maintenance stop location. Commissioner Ludwig stated that he has been asked to vote at meetings, however stated that because Pine County is a non-paying dues member of NLX, he is reluctant to vote. The county attorney took this under advisement and render a legal opinion on voting.

Housing & Redevelopment Authority/Economic Development Authority: Chair Hallan stated the City of Sandstone has applied for a rail and transportation study grant and is requesting assistance with matching the \$75,000 federal EDA award. The project is estimated to cost \$150,000 and a \$75,000 match is required. The Initiative Foundation has committed to provide \$5,000.

Motion by Chair Hallan to designate up to \$35,000 in American Rescue Plan Act (ARPA) funds to the City of Sandstone to support the rail study. Second by Commissioner Waldhalm. A Roll Call vote was called by Vice Chair Mohr: 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.

Snake River Watershed Management Board and Snake River 1W1P Policy Committee:

Commissioner Lovgren stated they are looking to hire a coordinator and are working on updating the job description for the position to determine a salary range.

Other:

Central EMS: Commissioner Ludwig stated an emergency meeting was called February 25, 2022 for discussion of the opioid settlement and to attempt to capture funds from this settlement.

PTCC Graduation: Commissioner Lovgren stated she recently attended the Pine Technical and Community College graduation for 10 graduates of the Emergency Medical Responder program. Most graduates are local volunteer firefighters.

6. **Other**

None.

7. **Upcoming Meetings**

Upcoming meetings were reviewed.

Vice Chair Mohr called for a short recess at 11:54 a.m.; the Board will reconvene as a Committee of the Whole.

Committee of the Whole

The Board reconvened at 12:00 p.m. as a Committee of the Whole.

Present were Chair Hallan (via electronic means), Commissioners Mohr, Lovgren, Waldhalm and Ludwig, County Administrator David Minke, County Attorney Reese Frederickson, HR Manager Jackie Koivisto, Sheriff Jeff Nelson and County Auditor-Treasurer Kelly Schroeder.

American Rescue Plan Update

A. Recruitment Update and Referral Incentive Program

HR Manager Jackie Koivisto provided information on the creation of a Referral Bonus Program. Currently the sheriff's office and jail are experiencing difficulty in hiring positions within their departments. A referral bonus may motivate current employees to help find potential new employees. There are currently no ARPA funds designated to this program.

It was the **Consensus** of the Board that Human Resources develop a draft policy including costs and bring back to the county board for consideration.

B. Update on Current Programs with already approved funding

1. Pine County College Initiative

Summary of Workfast Participation: 48 Student Participants/ fall 2020-fall 2021

Spring 2022 – basic machining :10, CNA 10, with waiting list, EMR: 16, EMR

Initial 10, basic small engine: 14

Business classes for local businesses

2. U of M Extension Mental Health Well Being

Handout contained within board packet outlining current status of program.

3. Residential/Commercial Rehab Program through Lakes & Pines

County Administrator Minke stated \$200,000 remains of funds unspent from this program; suggested that these funds be reallocated.

C. Overview of Final Treasury Rule

County Auditor-Treasurer Kelly Schroeder provided an update on the final treasury rule which was approved in January, 2022. Schroeder stated the major change is jurisdictions can take the loss revenue of up to \$10 million or the total award amount if less than \$10,000,000 .

Below is a status updated of proposed projects:

	Project	Initial Request	Approved Request (March 1, 2022)
1.	County-wide housing/commercial rehab	\$851,200	Rehab program reduced \$200,000;
2.	PTCC / Workfast	\$459,000	
3.	U of M Extension-Mental Health	\$75,000	
4.	PCSO Jail Enhancements	\$1,000,000	Jail Study approved-\$40,500
5.	Broadband Grant Program	\$750,000	
6.	Vehicles/Equipment	\$400,000	Approved at \$350,000
7.	Health Insurance COVID Costs	\$300,000	
8.	Youth Programming/4-H Educator	\$160,000	Susanne Hinrichs and Jan Derdowski to put together proposal & programs and present to the board
9.	Community Health (Blue Zones)	\$150,000	
10.	Election Equipment	\$150,000	Approved
11.	PCSO Staffing	\$120,000	Requested further discussion at Personnel Committee
12.	Child Care/Foster Care Projects/Grants	\$100,000	
13.	PCSO Medical Bags/AED per Squad	\$90,000	Approved
14.	PCSO Jail Body Cameras	\$75,000	
15.	Hinckley Transportation/Economic Impact Study	\$65,800	Approved
	<p>Motion by Commissioner Ludwig to approve \$65,800 of American Rescue Plan Act (ARPA) funds designated for a Hinckley Transportation/Economic Impact Study. Second by Commissioner Mohr. A Roll Call vote was called by Vice Chair Mohr: 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.</p>		
16.	PCSO Radio Amplifier (East Central HS)	\$46,000	
17.	Sandstone Freight Rail and Transportation Study	\$35,000	Approved
18.	County-wide Marketing	\$25,000	
19.	Sandstone Town Hall Septic & Well	\$25,000	Approved

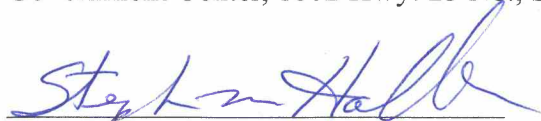
Motion by Commissioner Ludwig to approve up to \$25,000 reimbursement to Sandstone Township from American Rescue Plan Act (ARPA) funds designated for installation of a septic system and well at the Sandstone Town Hall. Second by Commissioner Lovgren. A Roll Call vote was called by Vice Chair Mohr: District 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.

20.	PCSO 40 masks w/CBRN filter	\$24,000	Approved
21.	PCSO Training	\$20,000	
22.	Soo Line Trail Improvements	\$15,000	Approved
23.	PCSO Squad Camera & Router	\$13,000	
24.	Food Shelves	\$10,000	
25.	HHS Directed Aid (assist families in need)	\$10,000	Approved
<p>Motion by Commissioner Lovgren to approve \$10,000 of American Rescue Plan Act (ARPA) funds to Pine County Health & Human Services to assist individual and families. Second by Chair Hallan. A Roll Call Vote was called by Vice Chair Mohr: 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.</p>			
26.	PCSO Mental Health/Wellness Support	\$10,000	
27.	Well Water Testing Program-Match USDA	\$10,000	

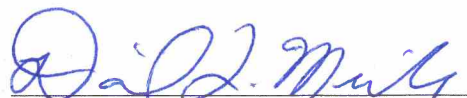
After discussing all projects, it was the **consensus of the board** that staff should continue to review and finalize all identified projects.

8. Adjourn

With no further business, Vice Chair Mohr adjourned the meeting at 1:20 p.m. The next regular meeting of the county board is scheduled for March 15, 2022 at 10:00 a.m. at the North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota.



Stephen Hallan, Chair
Pine County Board of Commissioners



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