

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, April 19, 2022 - 10:00 a.m.
North Pine Government Center
1602 Hwy. 23 North
Sandstone, Minnesota**

Chair Hallan called the meeting to order at 10:00 a.m. Present were Commissioners Josh Mohr, Terry Lovgren, J.J. Waldhalm and Matt Ludwig. Also present was County Administrator David Minke and County Attorney Reese Frederickson.

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. Ailene Croup urged the board to give considerable attention to the amendments requested to the Solid Waste Ordinance at regular agenda item #1.

Chair Hallan requested the following revisions to the Agenda:

- i. Addition: Consent Agenda item 2.1.A: Consider approval of Resolution 2022-22 extending septic fix-up special assessments for Hailey Nelson and Bennett Larson, PID 28.0950.000, \$11,000, and James Kollar, PID 28.5323.000, \$9,100.
- ii. Addition: Consent Agenda item 2.1.B: Consider approval of Resolution 2022-25 approving application for Premises Permit for Moose Lake Area Hockey Association to conduct lawful gambling at Moose Lake Golf Club.
- iii. Remove: Consent Agenda item 4: Law Enforcement Contract with Windemere Townships for enforcement of criminal ordinance violations.
- iv. Addition: Regular Agenda item 5.1: Recognition of National Childcare Provider Appreciation Day – May 6, 2022.
- v. Addition: Regular Agenda item 5.2: Recognition of National Foster Care Appreciation Month.
- vi. Addition: Regular Agenda 9/Commissioner Updates: April 18, 2022 Insurance Committee Meeting Update.
- vii. Addition: Regular Agenda 10/Other: Schedule Special Meeting-Committee of the Whole. Possible date of June 28, 2022 at 10:00 a.m.

Motion by Commissioner Lovgren to adopt the amended Agenda. Second by Commissioner Waldhalm. Motion carried 5-0.

Motion by Commissioner Ludwig to approve the Minutes of the April 5, 2022 County Board Meeting and Summary for publication. Second by Commissioner Mohr. Motion carried 5-0.

Motion by Commissioner Mohr to approve the Minutes of the April 12, 2022 Special Meeting-Committee of the Whole. Second by Commissioner Lovgren. Motion carried 5-0.

Motion by Commissioner Ludwig to approve the amended Consent Agenda. Second by Commissioner Lovgren. Motion carried 5-0.

CONSENT AGENDA

1. Approve March, 2022 Cash Balance

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. Approve March 2022 Disbursements/Claims Over \$2,000

The following vendors with claims of \$2,000 or more, and 481 claims under \$2,000 or not needing approval totaling \$1,118,361.72 were paid during the period of March 1, 2022-March 31, 2022: AMAZON CAPITAL SERVICES, 5,593.61; Aml Cleaning Service, Inc, 4,000.00; Askov Deep Rock, 6,452.04; Auto Value-Hinckley, 2,490.25; BAUER CONSTRUCTION, 5,430.91; BLUE CROSS & BLUE SHIELD OF MINNESOTA, 4,650.50; CalTopo LLC (Cardmember Service), 2,000.00; Central Mn Jobs & Training Services, 11,350.15; CENTRAL ROOFING COMPANY, 103,851.00; COMPASS MINERALS AMERICA, 75,360.40; Dhs Maps Mmis Cd Maxis 998, 3,798.00; DHS State Operated Services, 4,147.10; DOOLEYS PETROLEUM INC, 27,012.74; Duluth Institute Inc, 2,850.00; East Central Energy Of Braham, 12,200.14; East Central Reg Juvenile Center, 8,884.87; Emergency Automotive Technologies, Inc, 7,678.12; ERICKSON ENGINEERING CO LLC, 7,124.50; Family Pathways - North Branch, 4,072.50; FURTHER, 5,463.79; GUARDIAN, 9,300.75; Heartland Girls Ranch, 8,200.64; HERNESSE CONSTRUCTION COMPANY, 7,400.00; HOMETOWN FIBER LLC, 24,389.00; Information Systems Corp-ISC, 16,057.00; JONES CONSTRUCTION SERVICES INC, 5,000.00; Kris Engineering, Inc, 10,554.40; KRONOS SAASHR INC, 2,609.41; LHB INC, 2,458.00; Lighthouse Child & Family Services, LLC, 6,245.07; MADISON NATIONAL LIFE INS CO INC, 4,014.71; MEDICAREBLUE RX, 10,982.00; MEND CORRECTIONAL CARE PLLC, 27,856.71; Mille Lacs Band Family Services, 11,655.22; MINNESOTA ENERGY RESOURCES CORP, 4,533.00; MINNESOTA POWER, 3,957.11; MN COUNTIES COMPUTER COOP, 147,929.15; Mn Life Insurance Company, 4,510.90; Nexus-Gerard Family Healing LLC, 11,200.00; Nexus-Kindred Family Healing, 5,611.20; Nexus-Mille Lacs Family Healing, 13,693.25; North Homes Inc, 30,828.14; NORTHSTAR MEDIA INC, 2,830.20; Northwoods Children Home, 10,447.08; Nuss Truck Group Inc, 7,728.49; OWENS COMPANIES INC, 13,769.86; PDS, 6,585.18; Pitney Bowes, 2,408.94; Prairie Lakes Youth Programs, 8,112.75; PREMIER OUTDOOR SERVICES OF MINNESOTA, 8,500.00; Pro-West & Associates Inc, 11,240.31; Purchase Power, 4,035.00; Reedsburg Hardware Co., 2,249.66; Rolling Hills Hospital LLC, 9,450.00; SCHNEIDER

GEOSPATIAL LLC, 2,898.00; SEH INC, 2,835.02; Solid Oak Financial Services, LLC, 4,250.00; Sue's Bus Service Inc, 6,817.20; SUMMIT FOOD SERVICE MANAGEMENT LLC, 20,768.94; TEAMSTERS JOINT COUNCIL 32, 113,790.00; THRIFTY WHITE PHARMACY, 2,159.88; Town Of Pokegama, 4,100.00; TRITECH SOFTWARE SYSTEMS, 65,372.33; UNITEDHEALTH GROUP – VOID, 391,314.12; UTILITY ASSOCIATES INC, 4,807.50; Verizon Wireless, 7,513.17; Widseth Smith Nolting & Assoc Inc, 3,137.50; Zahl Petroleum, 3,520.70.

2.1. **Applications**

- A. Approve Resolution 2022-22 extending septic fix-up special assessments for Hailey Nelson and Bennett Larson, PID 28.0950.000, \$11,000, and James Kollar, PID 28.5323.000, \$9,100.
- B. Approve Resolution 2022-25 approving application for Premises Permit for Moose Lake Area Hockey Association to conduct lawful gambling at Moose Lake Golf Club.

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

Approve Commissioners' Expense Claim Forms.

4. **Contracts -- Pine County Sheriff's Office Law Enforcement/Windemere Township Criminal Ordinance Violations Enforcement**

Removed from Agenda.

REGULAR AGENDA

1. **Public Hearing - County Zoning Ordinance Amendment 2022-16 to Consider Zoning Amendments for the Township of Pine Lake and Amending the Subsurface Sewage Treatment Systems Ordinance**

Land and Resources Manager Caleb Anderson stated the Pine Lake Township Board passed a resolution opting in to the County Zoning Ordinance and rescinding their Township Land Use Zoning Ordinance. Pine County Ordinance 2022-16 includes Pine Lake Township in the county's zoning ordinance and rescinds all Pine Lake Township ordinances and amendments, governing land use and zoning on behalf of the Pine Lake Township Board of Supervisors. Pine County Ordinance 2022-16 also amends the Pine County Subsurface Sewage Treatment Systems Ordinance to provide that recreational vehicles used as principal dwellings must have facilities for sewage management that comply with the ordinance. The board discussed the definition of "occasional use" for recreational vehicles and the requirements of this amendment.

Chair Hallan opened the public hearing at 10:20 a.m. and called for public comment. Pine Lake Township Chair Dareld Schoenrock was present and stated his concern with seven campers on a 15-acre parcel of river property with no sewer management. Upon discussion, it was determined that this situation is currently being addressed through the county Zoning Department.

Ailene Croup, present via interactive technology, stated she felt that requiring recreational vehicles to have current registration would be the best option for sewage management due to ease in moving the recreational vehicle to a dumping station. There being no further public comment, Chair Hallan closed the public hearing at 10:25 a.m.

Commissioner Waldhalm encouraged Mr. Schoenrock to follow up his concerns with the Planning Zoning and Solid Waste Department.

Motion by Commissioner Ludwig to approve Pine County Ordinance 2022-16 amending the Pine County Zoning Ordinance and rescinding all existing land use and zoning ordinances and

amendments thereto adopted by Pine Lake Township, also amending the Pine County Subsurface Sewage Treatment Systems Ordinance. Second by Commissioner Mohr. Motion carried 5-0.

2. **Facilities Committee Report**

Commissioner Waldhalm stated the Facilities Committee met April 6, 2022. Items discussed included replacement costs for the LED lighting in the jail, progress of construction of the Steve Chaffee Conference Room at the courthouse, and updating on the remodel of the lactation room in Public Health. Commissioner Waldhalm also stated bid opening will take place May 12th for the Willow River household hazardous waste building. A tour of the Sandstone impound lot and the 1610 building took place -- possible upgrades were discussed.

3. **Personnel Committee Report**

Commissioner Mohr provided an overview of the April 11, 2022 Personnel Committee. 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 has been vacant since March 2020 due to work load and budget considerations and is included and is included in the 2022 HHS budget.

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.

Motion by Commissioner Mohr to approve Personnel Items 3Ai/hiring of Child Protection Services Social Worker, 3Bi/hiring of Property Appraiser, and 3Ci/acknowledge resignations of corrections officers Shaun Mitchell, Joel Long and Hunter Greicar and approval of backfill of these positions and any subsequent vacancies due to internal promotion or lateral transfer.

D. **Administrator's Office**

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

The board discussed Temporary Personnel Policy 2022-1 Employee Referral Bonus Program, including purpose and definitions of eligible applicant, eligible referring employee, and eligible positions. Employees eligible to receive the referral bonus were reviewed. Commissioner Waldhalm stated employees should refer good candidates for county employment without the need for additional bonus compensation.

Motion by Commissioner Mohr to approve Personnel Item 3D/Temporary Personnel Policy 2022-1 Employee Referral Bonus Program and designate \$25,000 from American Rescue Plan Act (ARPA) funds to fund the program. Second by Commissioner Lovgren. Motion carried 4-1, with Commissioner Waldhalm opposing.

4. **County Government Appreciation Day**

Motion by Commissioner Mohr to approve Resolution 2022-24 designating April 26, 2022 as County Government Appreciation Day. Second by Commissioner Waldhalm. Motion carried 5-0.

5. **National Correctional Officer Week**

Jail Administrator Rod Williamson stated his appreciation to the professionalism and dedication of Pine County Correctional Officers and Correctional Employees and requested recognition of them during National Corrections Officers’ Week.

Motion by Commissioner Ludwig to approve Resolution 2022-23 recognizing correctional officers and correctional employees in Pine County. Second by Commissioner Waldhalm. Motion carried 5-0.

5.1 **National Childcare Provider Appreciation Day**

Health & Human Services Director Becky Foss stated National Childcare Provider Appreciation Day is May 6, 2022 and thanked all childcare professionals throughout the county. The county is waiving the \$50 re-licensing fees for county-licensed childcare providers May 1, 2022–April 30, 2024, and to encourage more providers, the \$100 initial licensing fee for all new licensees will be waived from May 1, 2022 through December 31, 2022.

5.2 **National Foster Care Appreciation Month**

Health & Human Services Director Becky Foss stated May is National Foster Care Appreciation Month and conveyed her appreciation to the foster care homes in Pine County. Foss stated the county is looking for additional foster-care homes to provide care for non-relative placements.

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

County Auditor-Treasurer Kelly Schroeder stated the county is actively involved in One Watershed, One Plan processes for the four watersheds in the county, and provided an update on the current activities. Funding will be tied to activities in each of the watersheds. Schroeder stated it is necessary to separately track expenses and maintain designated unspent balances for grants/activities.

Motion by Commissioner Ludwig acknowledging septic assessment program on Net Lake under the Nemadji 1W1P grant, and creating the following One Watershed One Plan accounts:

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

Second by Commissioner Lovgren. Motion carried 5-0.

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

Land and Resources Manager Caleb Anderson stated the Kettle River/Upper St. Croix Watersheds have released a Request for Qualifications soliciting professional services for meeting facilitation, watershed modeling, plan templates and graphic design. Houston Engineering submitted the sole response, with the cost for services not to exceed \$84,100.

Motion by Commissioner Ludwig to approve the contract with Houston Engineering, Inc. for professional services to the Kettle/Upper St. Croix Watershed One Watershed One Plan. Second by Commissioner Mohr. Motion carried 5-0.

8. **First Quarter 2022 Budget Report**

County Administrator David Minke provided an update of the budget through March 31, 2022 by reviewing expenditure and revenue of the major funds. At the end of the first quarter revenue and expenditures are as expected.

9. **Commissioner Updates**

East Central Solid Waste Commission: Chair Hallan stated an offer of employment has been extended to a candidate for the assistant director position.

East Central Regional Library Trustees Board: Commissioner Lovgren stated library programs were discussed, and that the open access concept at the Hinckley area library has been placed on hold as the library is looking at other options.

Northeast Minnesota Area Transportation Partnership: Chair Hallan stated the Blatnik bridge in Duluth is being replaced; one of the engineers that designed the bridge is a Pine City native.

Soil & Water Conservation District: Commissioner Mohr stated this was a standard business meeting. An offer of employment was extended to a candidate for the part-time forester position. SWCD is looking at another forester position, possibly sharing the position with a neighboring county.

Law Library: Commissioner Mohr stated financials were reviewed, the Lexis/Nexis contract was approved, and new furniture/bookshelf was purchased.

Other:

1. Kettle River One Watershed One Plan: Commissioner Ludwig stated the watershed One Watershed One Plan will be holding two kickoff events due to the size of the watershed—one each in Pine and Carlton counties.
2. Insurance Committee Update: Commissioner Lovgren stated the Insurance Committee reviewed claims update. First year projection and goals were reviewed and analyzed. Vision network issues/resolution with Pine Eye Associations, however Walmart has declined to provide coverage. Vision insurance proposals were reviewed and prescription drug cost comparisons were discussed. Medical spending account options (VEBA, HSA, FSA) were discussed as the transition to another provider must be completed prior to September.
3. NACo Telecommunications and Technology Steering Committee: Commissioner Lovgren commented on United States' technology innovations being compromised by other countries, cyber policies were reviewed, and the FCC will be opening a comment period for Affordable Connectivity Program.
4. State Community Health Services Advisory Committee (SCHSAC): Commissioner Lovgren stated this meeting was business as usual.

10. **Other**

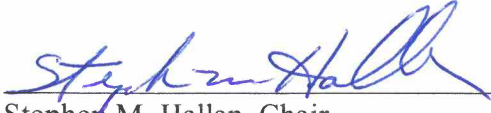
A Special Meeting-Committee of the Whole meeting is scheduled for June 28, 2022 at 10:00 a.m., the location to be determined.

11. **Upcoming Meetings**

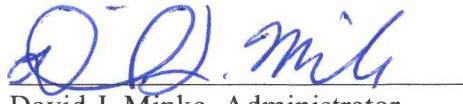
Upcoming meetings were reviewed.

12. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 11:36 a.m. The next regular meeting of the county board is scheduled for Tuesday, May 3, 2022 at 10:00 a.m., Pine County Courthouse, Board Room, 635 Northridge Drive NW, Pine City, Minnesota.



Stephen M. Hallan, Chair
Board of Commissioners



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