

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, May 16, 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. There was no public comment.

Chair Hallan requested the following revisions to the Agenda:

- i. Addition: Regular Agenda Item 6.1: Consider comments to submit to the Public Utility Commission (PUC) Rural Digital Opportunity Fund (RDOF) related to LTD Broadband.
- ii. Remove: Regular Agenda item 6: Household Hazardous Waste Facility Bid
- iii. Changes: Regular Agenda Item 3: Doenz New Hire – remove contingency language
- iv. Change: Regular Agenda Item 9d: Snake River Watershed Management Board & Snake River 1W1P meeting - CANCELLED

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 May 3, 2022 County Board Meeting and Summary for publication, and Minutes of the May 10, 2022 Special Meeting-Committee of the Whole (Road Tour). Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence

- Pine County Zoning Board Minutes – March 24, 2022
- Pine County Extension Committee Minutes – February 17, 2022
- Chemical Health Coalition Minutes – May 9, 2022
- Initiative Foundation Correspondence – May 6, 2022

Motion by Commissioner Lovgren to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Mohr. Motion carried 5-0.

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

CONSENT AGENDA

1. Approve April, 2022 Cash Balance

Fund	April 30, 2021	April 30, 2022	Increase/Decrease
General Fund	2,169,872	2,010,412	(159,460)
Health and Human Services Fund	1,105,007	1,495,309	390,302
Road and Bridge Fund	1,442,986	2,290,932	847,946
COVID Relief	0	2,341,124	2,341,124
Land	2,629,059	2,473,969	(155,090)
Self Insurance	599,858	307,869	(291,989)
TOTAL (inc non-major funds)	16,344,366	18,370,073	2,025,708

2. April 2022 Disbursements/Claims Over \$2,000

The following vendors with claims of \$2,000 or more, and 499 claims under \$2,000 or not needing approval totaling \$614,666.74 were paid during the period of April 1, 2022-April 30, 2022: AMAZON CAPITAL SERVICES, 3,956.69; Aml Cleaning Service, Inc, 4,000.00; Anderson Electric, 2,502.81; ANOKA COUNTY TREASURY OFFICE, 19,046.00; Askov Deep Rock, 6,278.28; Assoc Of Minn Counties, 2,046.00; BLUE CROSS & BLUE SHIELD OF MINNESOTA, 4,390.50; Blue Zones LLC, 10,000.00; Brett Paige Construction LLC, 7,932.50; Cavallin Inc, 4,023.73; Central Mn Jobs & Training Services, 39,158.84; CLOQUET RIVERSIDE RECYCLING, INC, 6,956.20; COMPASS MINERALS AMERICA, 49,633.77; COMPUTER INTEGRATION TECHNOLOGIES, 14,954.00; Cw Technology Group, 6,144.00; DC GARAGE DOORS LLC, 8,150.00; DEUTSCHLANDER FENCING LLC, 3,582.00; DHS Maps Mx58, 4,425.70; DHS State Operated Services, 7,188.90; DOOLEYS PETROLEUM INC, 27,080.11; DSC Communications, 3,546.00; East Central Energy Of Braham, 10,654.52; East Central Reg Juvenile Center, 8,669.00; Election Systems & Software, Inc, 177,725.00; ENVIRONMENTAL TROUBLESHOOTERS INC, 5,086.00; ERICKSON ENGINEERING CO LLC, 9,883.50; EVERGREEN RECYCLING LLC, 2,373.50; Family Pathways - North Branch, 4,620.00; FURTHER, 6,912.27; G&N Enterprises, 3,142.90; GLENS TIRE, 2,936.00; GUARDIAN, 9,234.08; GUARDIAN RFID, 12,945.00; Heartland Girls Ranch, 9,079.28; HOMETOWN FIBER LLC, 5,640.00; Jensen Tractor Sales & Service, 6,665.83; JONES CONSTRUCTION SERVICES INC, 6,900.00; Knife River Corp, 202,644.72; KRONOS SAASHR INC, 2,585.25; Lakes & Pines Comm Act Council, 23,000.00; LHB INC, 13,802.00; Lighthouse Child & Family Services, LLC, 6,724.54; LITTLE FALLS MACHINE INC, 5,859.77; MADISON NATIONAL LIFE INS CO INC, 3,961.30; MARK HAUG CONSTRUCTION INC, 92,800.00; Mattison Contractors, Inc., 3,550.00; MCCOY CONSTRUCTION & FORESTRY INC, 232,484.00; MEDICAREBLUE RX, 5,168.00; MEND CORRECTIONAL CARE PLLC, 27,856.71; MINNESOTA ENERGY RESOURCES CORP, 15,612.73; MINNESOTA POWER, 3,584.02; MN COUNTIES COMPUTER COOP, 14,571.75; Mn Life Insurance Company, 4,536.15; MSA PROFESSIONAL SERVICES INC, 5,449.25; Nexus-Kindred Family Healing, 3,528.73; Nexus-Mille Lacs Family Healing, 23,681.97; North Homes Inc, 22,135.56; NORTHSTAR MEDIA INC, 25,095.36; Nuss Truck Group Inc, 10,508.90; OFFICE OF MN.IT SERVICES, 5,323.75; OWENS COMPANIES INC, 11,770.99; PHASE INC, 13,000.00; Pine Co Soil & Water Cons District, 64,018.00; Prairie Lakes Youth Programs, 8,950.45; Purchase Power,

4,035.00; Regents Of The U Of Mn, 26,985.85; ROYAL TIRE, 2,728.92; SEH INC, 10,329.95; Slims Texaco Service, 2,647.47; Solid Oak Financial Services, LLC, 4,250.00; Sue's Bus Service Inc., 4,722.90; SUMMIT FOOD SERVICE MANAGEMENT LLC, 22,521.23; TEAMSTERS JOINT COUNCIL 32, 4,365.00; TECHNOLOGY SERVICES, 6,305.00; TENVORDE FORD, 172,430.90; Therapeutic Serv Ag Too Inc, 5,296.20; THRIFTY WHITE PHARMACY, 2,865.95; Town Of Pokegama, 4,100.00; TRIMARK MARLINN LLC, 15,245.57; TRITECH SOFTWARE SYSTEMS, 15,000.38; UNITEDHEALTH GROUP – VOID, 406,000.11; Verizon Wireless, 10,262.49; West Central Industries, Inc., 2,426.82; Ziegler Inc., 4,184.31; Ziegler Inc., 17,275.76

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

Approve Commissioners' expense claim forms.

4. **2022 Timber Auction Results**

Acknowledge results of the May 11, 2022 timber auction. Seven timber sales were offered consisting of 5,975 cords with an appraised value of \$152,950. All seven sold with bids totaling \$248,494.70.

5. **Contracts/Grants**

Approve the 2022 Federal Supplemental Boating Safety Patrol Grant in the amount of \$4,000 and authorize Board Chair and County Administrator to sign. This grant will be used for enforcement hours only and does not require matching funds. The grant period is for May 13, 2022-September 5, 2022.

6. **Final Payment of Contracts**

Approve the final payment to the following and authorize County Administrator to sign the Certificates of Final Contract Acceptance:

A. Contract #1902: Midwest Contracting, LLC in the amount of \$55,483.21 related to: SAP 058-652-010, Located on CSAH 52, Between CR 157 and CSAH 42.

B. Contract #1906: Midwest Contracting, LLC in the amount of \$93,607.10 related to: SAP 058-667-001, Located on CSAH 67, Between CSAH 9 and 1.25 miles west of CSAH 9.

7. **Personnel (Promotion/Transfer)**

A. Approve the internal transfer of Social Worker Nicole Vork to the Child Protection Services (CPS) Investigator position, effective May 18, 2022. Grade and wage remain unchanged.

B. Approve the promotion of Assessor's Office Clerk III Jolene Sievert to Property Appraiser, effective May 31, 2022. Grade 8, step 1, \$23.03 per hour.

8. **Training**

Approve the following training requests:

A. Health Educators Hailey Freedlund and Jenae Hicks, Public Health Supervisor Jessica Fehlen, and Community Health Services Administrator Samantha Lo to attend the Global Exchange Conference, November 1-4, 2022, in Orlando, Florida. Costs per person: Registration/\$800, travel/\$800, meals/\$150. Total cost per person: \$1,750.

B. Assessor Lorri Houtsma, Deputy Assessor Troy Stewart, Senior Appraiser Jennifer Christensen, and Property Appraisers Karen Stumne and Molly Benoit to attend the Minnesota Association of Assessing Officer's Summer Seminars May 25-26, 2022 in St.

Cloud. The cost of the seminar is \$250 per person which includes meals. A county vehicle will be used. Total cost is \$1,250.

REGULAR AGENDA

1. Health & Human Services Advisory Committee Report

Commissioner Ludwig stated the Health & Human Services Advisory Committee met May 4, 2022. Ludwig provide an overview of the Blue Zones Initiative and kick off meeting; the employee wellness pilot program in Public Health; Moose Lake allocation; Project Lifesaver; EMS funding; and UCARE's request for the county to provide care coordination for an additional 300 clients.

2. Personnel Committee Report

Commissioner Mohr provided an overview of the May 9, 2022 Personnel Committee meeting. The Personnel Committee made the following recommendation:

A. Health & Human Services

- i. Acknowledge the resignation of Eligibility Worker Danielle Snedeker, effective April 19, 2022, and approved backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Acknowledge the resignation of Social Worker Brenda Danielson, effective May 2, 2022, and approved backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

Motion by Commissioner Mohr to approve Personnel Items 3Ai and 3Aii acknowledging the resignation of Eligibility Worker Danielle Snedeker and Social Worker Brenda Danielson and approve backfill of the position and any subsequent vacancies due to internal promotion or lateral transfer. Second by Commissioner Lovgren. Motion carried 5-0.

B. Auditor / Treasurer

- i. Approve updating of the temporary Election Judge job description to meet MN Statute 203B.121 requirements with a change of lifting requirement from 50 pounds to 25 pounds.
- ii. Approve updating of the temporary Election Assistant job description position with assisting with updates to remove 2020 election language, assisting with absentee and mail ballots including answering questions, and assisting in voter registration in-person and over the telephone.
- iii. Approve updating of the Zoning & Solid Waste Support Specialist job description position with additional GIS projects and reclassifying the position from Grade 4 to Grade 5 based on the SAFE System classification method. The increase in wage from \$19.02/hour to \$20.17/hour is contained in the unbudgeted revenues from the One Watershed One Plan fund.
- iv. Approve updating of the Zoning & Solid Waste Technician job description to include more environmental tasks and reclassifying the position from Grade 7 to Grade 8 based on the SAFE System classification method. The increase in wage from \$22.65/hour to \$24.01/hour is contained in the unbudgeted revenues from the One Watershed One Plan fund.

Motion by Commissioner Mohr to approve 2Bi-change to temporary Election Judge job description; 2Bii-change to temporary Election Assistant job description; 2Biii-change to Zoning & Solid Waste Support Specialist job description; and 2Biv-change to Zoning & Solid Waste Technician job description with the correction to reflect the reclassification is a Grade 8. Second by Commissioner Ludwig. Motion carried 5-0

C. Sheriff's Office - Dispatch

Motion by Commissioner Mohr to ratify the termination of part-time probationary Dispatcher Kevin Stibbe, April 26, 2022, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer. Second by Commissioner Lovgren. Motion carried 5-0

D. Public Works

Motion by Commissioner Mohr to backfill the open Highway Engineer Technician II position and promote Sign Maintenance Worker Greig Roubinek to the Highway Engineer Technician II position, effective June 6, 2022, Grade 9, Step 4, \$27.54 per hour. Approve the backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer. Second by Commissioner Lovgren. Motion carried 5-0.

3. New Hire

Motion by Commissioner Lovgren authorizing the hiring of Amber Doenz as an Eligibility Worker, effective May 23, 2022, Grade 6, Step 1, \$20.49 per hour. Second by Commissioner Mohr. Motion carried 5-0.

4. Midwest Medical Examiner's Office Annual Report

Dr. A. Quinn Strobl, Medical Examiner for Pine County presented the 2021 Medical Examiner's Annual Report.

5. Emergency Medical Services Week

Motion by Commissioner Ludwig to approve Resolution 2022-27 designating the week of May 15-21, 2022 as Emergency Medical Services Week and authorize Board Chair and County Administrator to sign. Second by Commissioner Waldhalm. Motion carried 5-0.

6. Household Hazardous Waste Facility Bids

Removed from Agenda; referred back to the Facilities Committee.

6.1 Comments to Public Utility Commission

County Administrator David Minke stated the Minnesota Telecom Alliance and Minnesota Rural Electric Association have submitted a petition to the Minnesota Public Utility Commission to initiate a proceeding to revoke the eligible carrier designation for LTD Broadband. LTD Broadband had previously won the Rural Digital Opportunity Fund (RDOF) award for Pine County but there is a concern about their capacity to deliver on their commitments. Commissioner Lovgren stated as long as LTD Broadband has this award, it prohibits local contractors who are available to do the work to receive federal funding for working on projects in the county.

Motion by Commissioner Lovgren to submit written comments to the Public Utility Commission to revoke LTD Broadband's award of RDOF funds in Pine County. Second by Commissioner Ludwig. Motion carried 5-0.

7. Commissioner Updates

Audit Entrance meeting: Chair Hallan stated it was a standard meeting. The State has new employees working on the audit, and will try to have the audit completed by August.

Facilities Meeting - cancelled

Central Minnesota Council on Aging: Chair Hallan stated this was a joint meeting with the Advisory Committee.

Pine City–Pine City School District–Pine Technical and Community College–Pine County meeting - Cancelled

Soil & Water Conservation District: Commissioner Waldhalm stated this was a SWCD supervisor field trip to view past and present projects. SWCD is gearing up for their tree sale.

GPS 45:93: Commissioner Lovgren stated collaboration is taking place with technical colleges to give students the educational opportunity using a hands-on learning experience.

AMC Legislative Update: Administrator Minke stated the Legislative session is winding down. A Global Agreement has been reached but specifics are not available yet.

East Central Solid Waste Commission: Chair Hallan stated contractors are using the ECSWC site to get rid of their demo material, which material should be taken to a demo landfill instead.

East Central Regional Library Trustees Board: Commissioner Lovgren stated the Library's audit has been completed with no concerns. A large amount of public attended the last meeting to state their concern with a book entitled "It's Perfectly Normal" meant toward junior high students. The book has sexual content and an ad hoc committee will determine where this book will be placed in the library.

Chemical Health Coalition: Commissioner Ludwig was unable to attend, however Minutes were included in the board packet.

NACo Telecommunications and Technology Steering Committee: Commissioner Lovgren stated the committee is focused on trying to bring manufacturing back to the United States. Also discussed was the Affordable Connectivity Program which is a program to ensure that households can afford broadband in their homes.

State Community Health Services Advisory Committee (SCHSAC): Commissioner Lovgren stated the Committee is working on how to restructure Public Health.

Blue Zones Kick Off meeting: Commissioner Ludwig stated this was a good meeting and a great turnout.

Lakes & Pines Community Action Council: Chair Hallan stated the Executive Director position is currently posted with a deadline to submit applications of June 5th.

Other: None.

8. **Other**

Chair Hallan stated he would like a joint meeting to be scheduled this fall with the Pine County Zoning Board.

9. **Upcoming Meetings**

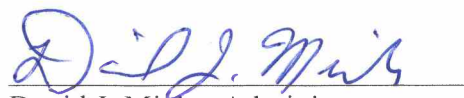
Upcoming meetings were reviewed.

10. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 11:00 a.m. The next regular meeting of the county board is scheduled for Tuesday, June 7, 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