

**MINUTES
OF THE
PINE COUNTY BOARD MEETING
Regular Meeting
Tuesday, September 20, 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. County Administrator David Minke and County Attorney Reese Frederickson were present.

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.

There were no revisions to the agenda; additional information had been provided to commissioners relating to circulation numbers of patrons using the East Central Regional Library system.

Motion by Commissioner Ludwig to adopt the agenda. Second by Commissioner Lovgren. Motion carried 5-0.

Motion by Commissioner Lovgren to approve the Minutes of the September 6, 2022 County Board Meeting and Summary for publication. Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Reports and Correspondence
None.

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

CONSENT AGENDA

1. Approve August, 2022 Cash Balance

Fund	August 31, 2021	August 31, 2022	Increase/Decrease
General Fund	6,583,603	5,890,474	(693,129)
Health and Human Services Fund	3,043,509	2,877,047	(166,462)
Road and Bridge Fund	6,026,608	11,898,639	5,872,031
COVID Relief	2,841,310	4,625,725	1,784,415
Land Management Fund	1,941,870	2,132,325	190,455
Self Insurance	545,363	93,401	(451,963)
TOTAL (inc non-major funds)	23,934,996	31,594,688	7,659,691

2. **August 2022 Disbursements/Claims Over \$2,000**

The following vendors with claims of \$2,000 or more, and 488 claims under \$2,000 or not needing approval totaling \$515,518.14, were paid during the period of August 1, 2022-August 31, 2022: 4.0 SCHOOL SERVICES OF EAST CENTRAL, 3,056.85; AMAZON CAPITAL SERVICES, 17,007.62; Aml Cleaning Service, Inc, 4,000.00; Anoka Co Juv Ctr-Shelter & Dia, 7,840.00; Arlen Krantz Ford Inc, 3,314.44; Askov Deep Rock, 3,384.25; Atlas Outfitters - Cardmember Service, 3,112.00; BLUE CROSS & BLUE SHIELD OF MINNESOTA, 4,290.00; C & T CONTRACTING, 6,800.00; Central Mn Jobs & Training Services, 29,346.18; CLOQUET RIVERSIDE RECYCLING, INC, 6,967.70; Cps Technology Solutions, 4,649.00; D&M EXCAVATING INC, 15,925.00; DEPARTMENT OF CORRECTIONS, 7,701.75; Deutschland Fencing LLC, 8,907.90; DHS State Operated Services, 6,739.40; DOOLEYS PETROLEUM INC, 27,096.54; DSC Communications, 3,628.10; East Central Energy Of Braham, 28,908.54; East Central Reg Juvenile Center, 8,669.00; East Central Solid Waste Comm, 3,382.56; Emergency Automotive Technologies, Inc, 4,806.94; ENVIRONMENTAL TROUBLESHOOTERS INC, 2,100.00; ERICKSON ENGINEERING CO LLC, 5,134.50; EVERGREEN RECYCLING LLC, 3,826.91; Family Pathways - North Branch, 2,950.00; FURTHER, 5,159.08; Heartland Girls Ranch, 9,079.28; Interstate Power Systems Inc, 2,707.24; JONES CONSTRUCTION SERVICES INC, 48,300.00; Kanabec Co Family Serv Dept, 2,701.44; KRONOS SAASHR INC, 2,684.21; L&O INVESTMENTS LLC, 18,203.22; Lakes & Pines Comm Act Council, 29,009.23; Lakes Gas #41, 17,110.04; Lighthouse Child & Family Services, LLC, 5,431.62; Linwood Group Meetings LLC, 3,393.45; LITTLE FALLS MACHINE INC, 4,703.93; MADISON NATIONAL LIFE INS CO INC, 4,052.30; MEDICAREBLUE RX, 5,652.50; MEND CORRECTIONAL CARE PLLC, 26,256.71; MIDWEST CONTRACTING LLC, 47,965.48; Mille Lacs Band Family Services, 13,538.63; MINNESOTA ENERGY RESOURCES CORP, 9,707.45; Minnesota Hoarding, 2,755.00; MINNESOTA POWER, 2,714.55; Mn Life Insurance Company, 9,021.50; Mohr Parts & Supplies, 5,596.91; Mora Psychological Services PLLC, 2,392.50; Nexus-Kindred Family Healing, 4,033.26; North Homes Inc, 22,841.04; North Pine Aggregate Inc, 9,374.40; North Pine Aggregate Inc, 4,586.40; Northwestern Mn Juvenile Center, 8,411.65; NOW MICRO INC, 77,994.00; Nuss Truck Group Inc, 11,381.01; Office Depot - Cardmember Service, 2,147.46; OFFICE OF MN.IT SERVICES, 5,323.75; PDS, 44,777.00; POKEGAMA LAKE ASSOCIATION, 2,000.00; Port Group Home, 8,083.87; Prairie Lakes Youth Programs, 8,866.00; PRECISION GRADE LLC, 18,800.00; Roberts Excavating, 46,430.00; Ron's Roll-Off Service, 2,400.00; Rydberg & Sons, Inc., 16,918.50; Slims Texaco Service, 7,326.22; Solid Oak Financial Services, LLC, 4,050.00; Streicher's Inc, 16,015.00; Sue's Bus Service Inc, 9,687.80; SUMMIT FOOD SERVICE MANAGEMENT LLC, 29,674.59; SUPERIOR AUTOMOTIVE, 2,520.00; TEAMSTERS JOINT COUNCIL 32, 115,605.00; Therapeutic Serv Ag Too Inc, 8,644.04; THRIFTY WHITE PHARMACY, 3,260.27; TYLER TECHNOLOGIES INC, 2,078.00; UNITEDHEALTH GROUP, 333,660.08; UTILITY ASSOCIATES INC, 35,250.00; Verizon Wireless, 10,440.84; WELIA HEALTH, 19,906.78; WELIA HEALTH COMMUNITY PHARMACY, 2,976.53; WSB AND ASSOCIATES, 10,595.05.

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

Approve Commissioners' Expense Claim Forms.

4. **Contracts/Agreements**

Approve the following and authorize Board Chair and County Administrator to sign:

- A. School Resource Officer – Willow River School: One-year contract between Pine County Sheriff’s Office and East Central Schools for a part-time school resource officer (10 hours per week). Rate: \$39.97 for school year 2022/2023.
 - B. School Resource Officer – Hinckley-Finlayson Schools: Two-year contract between Pine County Sheriff’s Office and Hinckley-Finlayson 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.
 - C. Human Trafficking Investigators Task Force Joint Powers Agreement
The Joint Powers Agreement will allow the county to receive funding and support to investigate cases involving suspected human trafficking; this does obligate an investigator to help on out-of-county cases as able.
5. **New Hires**
Approve the hiring of the following:
- A. Property Appraiser Shona Hughes, effective September 26, 2022, \$23.03 per hour, Grade 8, Step 1.
6. **Training**
Approve the following training:
- A. Probation Director Terry Fawcett to attend the Association of Minnesota Counties District 1 Fall Meeting, October 13, 2022, in Grand Portage, Minnesota. Meeting fee: \$35; Lodging: \$119. Total cost: \$154.
 - B. County Administrator and any commissioner desiring to attend the Association of Minnesota Counties District 1 Fall Meeting, October 13, 2022, in Grand Portage, Minnesota. Meeting fee: \$35 per attendee; Lodging: \$119 per attendee.
 - C. Commissioner Terry Lovgren to attend the State Community Health Services Advisory Committee Fall Retreat, October 6-7, 2022 in St. Cloud. Registration: \$0, Lodging: \$108.12 per night; Meals: \$34 per day, Mileage: \$108.

REGULAR AGENDA

1. **Public Hearing – Snake River Comprehensive Watershed Management Plan (to commence at 10:00 a.m. or as soon thereafter as practicable)**

Land and Resources Manager Caleb Anderson provided an overview of the proposed Snake River Comprehensive Watershed Management Plan. Anderson stated no action is necessary by the county board -- this public hearing is to take public input for proposed changes to the Plan. Chair Hallan opened the public hearing at 10:02 a.m. and called for public comment. There being no public comment, Chair Hallan closed the meeting at 10:03 a.m. Discussion took place regarding the notification process for the public hearing, the streambank buffers, and the process to oversee the implementation decisions for the Plan.

2. **Health Insurance Committee Report**

Commissioner Lovgren provided an overview of the September 7, 2022 Health Insurance Committee meeting. Commissioner Lovgren stated a health insurance premium increase of 17% would leave the county fully insulated with no additional financial exposure and allow the county to build its reserve balance. The Health Insurance Committee voted to recommend a 17% premium increase, with the exception of AFSCME representative Sheila Pokorny and IBEW Representative Joshua Laven, who opposed. The committee also recommended changing the dental carrier from The Guardian to Met Life – Justin Kroeger, our insurance

broker, will perform a network analysis to review Met Life providers in our area and report back to the committee so that a final carrier selection may be made.

Motion by Commissioner Lovgren to recommend a 17% health insurance rate increase for 2023 and set the 2023 health insurance premiums with Blue Cross Blue Shield and the county contribution to the HSA and VEBA accounts as follows:

Health Insurance Plan	Monthly Premium	County Cost	Employee Cost	Annual HSA/VEBA
CMM-1500/Single	\$ 1,034.95	\$966.55	\$68.40	\$0.00
CMM-1500/Family	\$2,587.06	\$2,061.84	\$525.22	\$0.00
VEBA/Single	\$ 1,114.32	\$860.30	\$254.02	\$1,275.00
VEBA/Family	\$3,020.51	\$1,849.34	\$1,171.17	\$2,550.00
HSA/Single	\$ 966.74	\$898.33	\$68.40	\$818.53
HSA/Family	\$2,355.76	\$2,061.84	\$293.92	\$0.00

Second by Commissioner Mohr. Motion carried 5-0.

3. Personnel Committee Report

Commissioner Ludwig provided an overview of the September 12, 2022 Personnel Committee meeting. The Personnel Committee made the following recommendation:

A. Health & Human Services

- i. Acknowledge the resignation of Children’s Mental Health Social Worker Cassie Peterson, effective August 26, 2022, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

B. Auditor-Treasurer

- i. Recommend authorization for a temporary increase from six (6) FTE Property Appraisers to seven (7) FTE Property Appraisers and approve 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 Officer Kayla Wolf, effective September 8, 2022, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Acknowledge the resignation of Corrections Officer Joel Long, effective September 12, 2022, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- iii. Move all three components of the Corrections staffing plan, with a maximum of four Corrections Officer 2 positions, to the County Board for consideration. If the concepts are approved by the county board, staff would be directed to negotiate the appropriate memorandum of understanding with the bargaining unit.

Motion by Commissioner Ludwig to approve Personnel items 3A through Cii. Second by Commissioner Lovgren. Motion carried 5-0.

Jail Administrator Rod Williamson stated that the jail is currently operating with 66% staff coverage and significant forced overtime for corrections officers.

Williamson presented three incentives to address corrections staffing, recruitment, retention and compensation including (1) temporary overtime incentive, (2) Adjust the pay scale to eliminate step 1 and rename the remaining steps making step 2 the new step 1 and (3) create a Correction Officer II position (with a maximum of four positions) to create a career path.

Motion by Commissioner Mohr to support the temporary overtime incentive, adjust the pay scale to eliminate step 1, and create a Corrections Officer II position; the job description to be brought before the county board for consideration. The county administrator is directed to

negotiate the appropriate memorandum of understanding with the bargaining unit and take such other actions as may be necessary to implement these changes. Second by Commissioner Lovgren. Motion carried 4-1 with Commissioner Waldhalm opposing.

4. Reappoint Housing and Redevelopment Authority-Economic Development Authority (HRA-EDA) Commissioner

Motion by Commissioner Waldhalm to reappointment Steve Oswald as a commissioner from District 4 to the Housing and Redevelopment Authority-Economic Development Authority Board for the period of October 5, 2022-October 4, 2027. Second by Commissioner Ludwig. Motion carried 5-0.

5. Commissioner Updates

Central Minnesota Jobs and Training Services (CMJTS): Chair Hallan unable to attend;

Commissioner Lovgren attended. DEED has pulled out of all CMJTS locations--they felt they were not able to reach enough people. The Cambridge CMJTS office was burglarized during the time they were moving to another location. CMJTS predicts approximately 69,000 people will use their facility should the country enter a recession.

East Central Solid Waste Commission: Commissioner Hallan stated a Certificate of Need is necessary for the ECSWC to open a new cell/recycling needs to increase. The Mora landfill will accept deer carcass/carcasses will be buried every day.

East Central Regional Library Trustees Board: Commissioner Lovgren stated the libraries will use Aspen Discovery Layer to help give users more access to all materials in one place. The book "It's Perfectly Normal" will be returned to the children's section.

Chemical Health Coalition: Commissioner Lovgren stated Kanabec County has placed a moratorium on the sale of cannabis until the state has determined how they are going to regulate the sale and taxing. Discussion of designating the use of opioid settlement money towards activities that would keep children actively involved in activities and away from experimenting with chemicals. Wellness baskets are being made for people currently in recovery.

DHS/SSIS Site Visit: Chair Hallan stated Department of Human Services and AMC staff were present at this meeting to discuss the SSIS (Social Services Information System) program difficulties. DHS staff had a hands-on opportunity to work with the program.

Soil & Water Conservation District: Commissioner Waldhalm stated it was business as usual. A forester has submitted his resignation.

Extension Committee: Commissioner Mohr was unable to attend; County Administrator did attend. Meeting held at the Joel & Megan Barr farm. Impressive operation. Enough produce is grown to deliver one box per week to 100 families.

AMC Fall Policy Conference: Chair Hallan and Commissioner Lovgren attended. An overview was given of the committees and panels attended.

Lakes & Pines Community Action Council: Chair Hallan stated new Lakes & Pines director Denise Stewart will be attending a November county board meeting.

Other:

A. NACo Telecommunication and Technology Committee: Commissioner Lovgren stated broadband mapping system is being completed. Mental Health facilities are in great demand.

B. NACO Conference: Commissioner Lovgren stated grants are available to help workforce development.

6. Other

None.

7. **Upcoming Meetings**

Upcoming meetings were reviewed.

Chair Hallan called a recess at 11:42 a.m.

Meeting reconvened at 11:47 a.m. in a Committee of the Whole format.

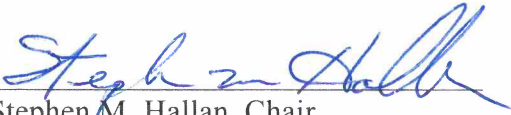
8. **2023 Budget Discussion**

Commissioners discussed the preliminary 2023 budget and property tax levy. A preliminary levy of \$21,272,255 is a 3% increase from 2022. Commissioner Waldhalm stated he would like to see a reduction in the starting preliminary levy amount.

Motion by Commissioner Mohr to set the 2023 preliminary budget at \$21,272,255. Second by Commissioner Lovgren. Motion carried 4-1 with Commissioner Waldhalm opposing.

9. **Adjourn**

With no further business, Chair Hallan adjourned the meeting at 12:20 p.m. The next regular meeting of the county board is scheduled for Tuesday, October 4, 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