



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, August 15, 2023, 10:00 a.m.

North Pine Government Center

1602 Hwy. 23 No.

Sandstone, Minnesota

Notice of Participation via Interactive Technology

Pine County Commissioner Steve Hallan will be attending the Pine County Board of Commissioners Regular Meeting on Tuesday, August 15, 2023, at 10:00 a.m. via interactive technology, pursuant to Minnesota Statute 13D.02.

- **Commissioner Hallan will be seen and heard at the meeting via electronic means and will participate from 21007 St. Croix Road SE, Pine City, MN 55063, a location open and accessible to the public.**

Click the link on the county website (www.co.pine.mn.us) for more information and to watch a live stream broadcast of the meeting. Click [here](#) to request to participate in public forum prior to 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
August 1, 2023 county board Minutes and Summary for publication
- F) Minutes of Boards, Reports and Correspondence
Pine City Annual Disclosure of Tax Increment Districts for the Year Ended December 31, 2022
Sandstone Annual Disclosure of Tax Increment Districts for the Year Ended December 31, 2022
Pine County Zoning Board Minutes – June 23, 2023
- 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. **Review July, 2023 Cash Balance (attached)**

Fund	July 31, 2022	July 31, 2023	Increase/Decrease
General Fund	6,668,937	6,600,242	(68,695)
Health and Human Services Fund	2,780,567	3,900,505	1,119,938
Road and Bridge Fund	8,551,748	8,530,677	(21,071)
Opioid Settlement	0	222,900	222,900
COVID Relief	4,694,479	2,572,692	(2,121,787)
Land	2,109,314	1,970,954	(138,361)
Self Insurance	136,274	1,015,471	879,197
TOTAL (inc non-major funds)	28,540,623	29,160,995	620,372

2. **July Disbursements/Claims Over \$2,000 (attached)**

Consider approval of the July 2023 disbursements including the individual listing of claims over \$2,000 and 508 claims under \$2,000 or not needing approval totaling \$713,099.77.

3. **Applications**

Consider approval of the following applications and authorize Board Chair and County Auditor-Treasurer to sign:

A. **On Sale, Off Sale & Sunday Liquor License**

Wild Horse Tavern – Kerrick Township

B. **Tobacco License**

Bruno Keep Rock, LLC – City of Askov (6335 Kobmagergade St, Askov)

4. **Septic Fix-Up Special Assessment**

Consider approval of Resolution 2023-42, extending a special assessment to Brandon Pankey, PID 28.0450.000, \$21,950, and Samantha Kubesh and Jacob Scherer, PID 43.0518.000, \$19,500. Authorize Board Chair and County Administrator to sign.

5. **Commissioner Claim Forms**

Review and consider approval of commissioners' expense claim forms.

6. **Contracts / Agreements**

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

A. Memorandum of Agreement Between Pine County through its Environmental Services Department and Carlton County through its Zoning and Environmental Services Department for Septic System Review and Design. This MOA will enable Pine County to contract advanced septic system review and permitting through Carlton County Environmental Services Department. Any contracted work will be billed by Carlton County at \$100 per hour and paid by the applicant.

7. **New Hires**

Consider approval of the hiring of the following:

A. Health & Human Services Office Support Specialists Lola Nisley and Roxanne Guthrie, effective August 21, 2023, \$17.98 per hour, Grade 2, Step 3.

B. Health & Human Services Eligibility Worker Amanda Houska, effective August 22, 2023, contingent upon successful background check, \$21.81 per hour, Grade 6, Step 2.

C. Highway Mechanic Dan Slade, effective August 21, 2023, contingent upon successful background check, \$22.16 per hour, Grade 7, Step 1.

8. **Training**

Consider approval for the following:

- A. Social Services Supervisor Patrick Meacham to attend the MN County Supervisors Conference, September 10-13, 2023, at Breezy Point. Registration: \$75, Lodging: \$630, Travel: \$150. Total Cost: \$855. Funds are available in the 2023 Health & Human Services budget.

REGULAR

1. **Personnel Committee Report (Minutes attached)**

The Personnel Committee met Monday, August 7, 2023 and made the following recommendations:

A. **Administration**

- i. Add Section 21.2.6 to the county policy manual to prohibit the use of all forms of cannabis at county facilities including office buildings and grounds, public works buildings and maintenance shops and grounds, recycling/solid waste sites and all similar county operated grounds and buildings.

Other items for information only.

2. **2024 Budget Discussion – Auditor/Treasurer Kelly Schroeder**

- A. County budget overview
B. Auditor/Treasurer department budget presentation

3. **Commissioner Updates**

Facilities Committee – CANCELLED
Labor Negotiations
County Government 201 training
Soil & Water Conservation District
Kettle River Policy Committee
Law Library
East Central Solid Waste Commission
East Central Regional Library
Other

4. **Other**

5. **Upcoming Meetings (Subject to Change)**

- A. Pine County Board of Commissioners, Tuesday, August 15, 2023, 10:00 a.m., North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota
B. Mille Lacs Band of Ojibwe, Wednesday, August 16, 2023, 10:00 a.m. (virtual)
C. AMC Director’s Meeting, Thursday-Friday, August 17-18, 2023
D. Health & Human Services Advisory Committee, Thursday, August 17, 2023, 10:00 a.m., Board Room, Courthouse, Pine City, Minnesota
E. Special Meeting-Committee of the Whole (Budget), Tuesday, August 22, 2023, 9:00 a.m., Board Room, Courthouse, Pine City, Minnesota
F. NLX, Wednesday, August 23, 2023, 10 a.m., Board Room, Courthouse, Pine City, Minnesota

- G. Housing Redevelopment Authority/Economic Development Authority (HRA/EDA), Wednesday, August 23, 2023, 1:00 p.m., North Pine Government Center, 1602 Hwy. 23 No., Sandstone, Minnesota
- H. Labor Negotiations (Deputies), Thursday, August 24, 2023, 9:00 a.m.
- I. Snake River Watershed Management Board & 1W1P, Monday, August 28, 2023, 9:00 a.m., Kanabec County Courthouse, 317 Maple Ave. E, Mora, Minnesota
- J. Snake River Policy Committee, Monday, August 28, 2023, 9:30 a.m., Kanabec County Courthouse, 317 Maple Ave. E, Mora, Minnesota
- K. Special Meeting-Committee of the Whole (Budget), Tuesday, August 29, 2023, 9:00 a.m., Board Room, Courthouse, Pine City, Minnesota
- L. Health Insurance Committee, Wednesday, August 30, 2023, 1:00 p.m., Board Room, Courthouse, Pine City, Minnesota
- M. Pine County Board of Commissioners, Tuesday, September 5, 2023, 10:00 a.m., Board Room, Courthouse, Pine City, Minnesota

6. Adjourn