

**SUMMARY OF
MINUTES OF THE
PINE COUNTY BOARD MEETING**
Regular Meeting – Tuesday, May 7, 2019 - 10:00 a.m.
Pine County Courthouse – Pine City, Minnesota

Chair Josh Mohr called the meeting to order at 10:00 a.m. Present were Commissioners Steve Hallan, Steve Chaffee, John Mikrot and Matt Ludwig. Also present were County Administrator David Minke and County Attorney Reese Frederickson.

The Pledge of Allegiance was said.

Chair Mohr called for public comment. There was no public comment.

Commissioner Hallan moved to approve the amended Agenda. Second by Commissioner Chaffee. Motion carried 5-0.

Commissioner Ludwig moved to approve the Minutes of the April 16, 2019 Board Meeting and Summary for publication. Second by Commissioner Mikrot. Motion carried 4-0.

Commissioner Hallan left the meeting room.

Commissioner Mikrot moved to approve the Minutes of the April 23, 2019 Special Meeting-Committee of the Whole (body/squad cameras) for publication. Second by Commissioner Chaffee. Motion carried 4-0.

Commissioner Chaffee moved to approve the Minutes of the April 30, 2019 Special Meeting-Committee of the Whole (DNR) for publication. Second by Commissioner Mikrot Motion carried 4-0.

Minutes of Boards, Reports and Correspondence

Pine County Chemical Health Coalition Minutes – April 8, 2019

Pine County HRA Regular Meeting – February 27, 2019

Pine County Land Surveyor Monthly Report – April 2019

Senator Rarick letter Recognizing Project RISE – April 2019

Motion by Commissioner Ludwig to acknowledge the Minutes of Boards, Reports and Correspondence. Second by Commissioner Mikrot. Motion carried 4-0.

Commissioner Hallan returned to the meeting.

Commissioner Chaffee moved to approve the amended Consent Agenda. Second by Commissioner Hallan. Motion carried 5-0.

Approve Disbursements Journal Report, April 1, 2019 – April 30, 2019.

Approve Application for Premises Permit for Pokegama Lake Association to conduct lawful gambling at Bear Creek Tavern, 39109 State Hwy. 48, Hinckley, MN beginning June 1, 2019.

Application for Exempt Permit: Moved from Consent Agenda to Regular Agenda #4C.

Transfer of Missing Heir Assets: Moved from Consent Agenda to Regular Agenda #4A.

Approve DOC Caseload/Workload Subsidy for fiscal years 2020 and 2021 in the amount of \$59,481 per fiscal year. There are no county dollars utilized for this program.

Approve DOC REAM (Remote Electronic Alcohol Monitor) grant funds in the amount of \$6,500 for each of the next two fiscal years. There are no county dollars utilized for this program.

Approve the Joint Powers Agreement between the State of Minnesota, through its Commissioner of Corrections, Department of Corrections, Work Release Unit. The term of the agreement is July 1, 2019 through June 30, 2020. The State to pay \$55 per day, per state offender, not to exceed \$50,000.

2020-2022 Assessment Contracts: Moved from Consent Agenda to Regular Agenda #4B.

Authorize the promotion of Eligibility Worker Michelle Morgan to Financial Assistance Supervisor II, effective May 13, 2019, \$31.18 per hour (Grade 14), contingent upon background check.

Approve the hiring of Carrie Reeves, social worker, effective May 8, 2019, \$23.98 per hour. Grade 10, Step 1.

Approve the hiring of five (5) temporary Watercraft Inspectors, effective May 9, 2019 as identified below:

- i. Jay Kaelberer, \$14 per hour
- ii. Brian Rippey, \$14 per hour
- iii. Kelly Saumer, \$12 per hour
- iv. Robert Sunstrom, \$15 per hour
- v. Kellie Theisen, \$13 per hour

Approve the hiring of Alena Wallin as an Aquatic Invasive Species (AIS) and Land Use Intern, effective May 9, 2019, \$13 per hour.

Approve Deputy Assessor Troy Stewart, Property Appraiser Karen Stumne, and Senior Property Appraiser Jenny Christensen to attend the Minnesota Association of Assessing Officer's Summer Seminars. Total Cost: \$600.

Approve Senior Agent Amber Chase to attend the 2019 Montana Summer Institute. No financial impact to the county as lodging, airfare, registration and meals are covered by the Coalition's P & I Grant.

Approve County Assessor-Recorder Lorri Houtsma to attend the Minnesota Association of County Officers (MACO) Summer Conference. Total Cost: \$320.

Approve Child Support Supervisor Jodi Blesener to attend the National Child Support Enforcement Association's (NCSEA) Annual Leadership Symposium and the NCSEA's U Class of 2019. Total cost: \$1,544.

Approve Fiscal Supervisor Michelle Kelash to attend the Minnesota Counties Health and Human Services Accountants (MCHSA) Conference. Total cost: \$942.

Facilities Committee Report

Commissioner Ludwig provided an overview of the May 1, 2019 Facilities Committee meeting and made the following recommendation:

A. Approve entering into a Purchase Agreement with the City of Sandstone for the sale of the John Wright Building, including the following

terms:

Sale Price: \$125,000

Payment Terms: \$1,000 with the Purchase Agreement, \$24,000 at closing, and \$10,000/year starting July 1, 2020 and continuing July 1st of each year for a total of five annual payments and a \$50,000 balloon payment at the end of the 5th year.

Closing Date: September 16, 2019 or as otherwise agreed by the parties.

Inspection: The City has the right to inspect the building to satisfy itself as to the building condition. The inspection shall be completed within 45 days of acceptance of the purchase agreement and the city shall share a copy of any inspection report with the county upon request.

Survey: The county shall survey and split the lot to the north and east of the building (PID 45.558.7000) and convey the south portion of the lot to the city along with the building.

The county attorney to draft a Purchase Agreement and include such other terms and provisions as necessary.

Motion by Commissioner Ludwig to approve the recommendation of the Facilities Committee. Second by Commissioner Hallan. Motion carried 5-0.

Motion by Commissioner Hallan to approve the transfer of the \$14,361.22 of Missing Heir Assets and designate them as undesignated in the General Fund. Second by Commissioner Chaffee. Motion carried 5-0.

2020-2022 Assessment Contracts

The consensus from the county board was to review these charges and ensure they are fully capturing the county's costs.

Motion by Commissioner Hallan to approve Assessment Agreements with Birch Creek Township, Bruno Township, Chengwatana Township, Clover Township, Crosby Township, Danforth Township, Dell Grove Township, Fleming Township, Kerrick Township, Kettle River Township, Munch Township, Nickerson Township, Ogema Township, Park Township, Pine Lake Township, Pokegama Township, Sturgeon Lake Township, Windemere Township, City of Askov, City of Bruno, City of Denham, City of Finlayson, City of Henriette, City of Hinckley, City of Kerrick, City of Pine City, City of Rutledge, City of Sandstone, City of Sturgeon Lake and City of Willow River. Second by Commissioner Chaffee. Motion carried 5-0.

Approve the Applications for Exempt Permit for the Minnesota Sokol Camp Association to conduct Minnesota lawful gambling on August 11, 2019 at Minnesota Sokol Camp, 19201 Woodland Acres So., Pine City, MN AND for the Pine County Thunderin' Toms Chapter of National Wild Turkey Federation to conduct Minnesota lawful gambling on June 2, 2019 at Wings North, 19379 Homestead Road, Pine City, MN.

Commissioner Mohr disclosed that he is the treasurer of the raffle and would abstain from voting.

Motion by Commissioner Hallan to approve applications. Second by Commissioner Mikrot, Motion carried 4-0, Mohr abstaining.

Motion by Commissioner Chaffee to approve of Resolution 2019-23 designating the week of May 19-25, 2019 as Emergency Medical Services Week. Second by Commissioner Mikrot. Motion carried 5-0.

Motion by Commissioner Ludwig to schedule a Special Meeting-Committee of the Whole (Road Tour) for May 14, 2019, 10:30 a.m. Second by Commissioner Hallan. Motion carried 5-0.

With no further business, Chair Mohr adjourned the meeting at 11:38 a.m. The next regular meeting of the county board is scheduled for Tuesday, May 21, 2019 at 10:00 a.m. at the Pine County History Museum, 6333 H C Andersen Alle, Askov, Minnesota.

Joshua Mohr, Chair
Board of Commissioners
David J. Minke, Administrator

Clerk to County Board of Commissioners

The full text of the board's Minutes are available at the County Administrator's Office and the county's website (www.co.pine.mn.us). Copies may also be requested from the administrator's office.

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