

**MINUTES  
OF THE  
PINE COUNTY BOARD MEETING  
Regular Meeting**

**Tuesday, January 17, 2023 - 10:00 a.m.**

**North Pine Government Center, 1602 Highway 23 No., Sandstone, Minnesota**

Vice Chair Lovgren called the meeting to order at 10:00 a.m.

Present were Commissioners Josh Mohr and Matt Ludwig. Also present was County Administrator David Minke and County Attorney Reese Frederickson. Due to an out-of-town commitment, Commissioner J.J. Waldhalm joined the meeting via interactive technology, pursuant to Minnesota Statute 13D.02. Commissioner Waldhalm was seen and heard at the meeting via electronic means, at a location open and accessible to the public, and participated from 904 Calle Cruz Roja, Barrio Obrerro, Arecibo PR. Chair Steve Hallan was absent (excused).

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.

Vice Chair Lovgren called for public comment. Bruno City Mayor Doug Blechinger and Bruno City Clerk Jeanette Swenson indicated their concern with the possibility of losing the Bruno recycling site. Commissioner Waldhalm inquired as to whether Bruno city and township officials had been notified of the potential change of recycling services for that area; further discussion will be held at Regular Agenda Item 4.

Vice Chair Lovgren requested the following revision to the agenda:

Additional Information provided for Regular Agenda Item #2/Pay Equity Report, and Regular Agenda Item #7/End-of-Year 2022 Budget Report.

**Motion** by Commissioner Ludwig to adopt the Agenda. Second by Commissioner Mohr. A Roll Call vote was called by Vice Chair Lovgren: District 2-Commissioner Mohr/Aye; District 3-Vice Chair Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 4-0.

**Motion** by Commissioner Mohr to approve the Minutes of the January 3, 2023 Organizational and Regular County Board Meeting and Summary for publication. Second by Commissioner Waldhalm. A Roll Call vote was called by Vice Chair Lovgren: District 3-Vice Chair Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 2-Commissioner Mohr/Aye. Motion carried 4-0.

**Motion** by Commissioner Ludwig to approve the Consent Agenda. Second by Commissioner Waldhalm. A Roll Call vote was called by Vice Chair Lovgren: District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 2-Commissioner Mohr/Aye; District 3-Vice Chair Lovgren/Aye. Motion carried 4-0.

## CONSENT AGENDA

### 1. Approve December, 2022 Cash Balance

<b>Fund</b>	<b>December 31, 2021</b>	<b>December 31, 2022</b>	<b>Increase/Decrease</b>
General Fund	7,845,483	7,156,271	(689,212)
Health and Human Services Fund	2,746,208	3,345,604	599,396
Road and Bridge Fund	1,177,957	1,475,063	297,106
Opioid Settlement	--	246,252	246,252
COVID Relief	2,550,242	4,111,075	1,560,832
Land	2,414,449	2,802,078	387,629
Self Insurance	554,150	243,715	(310,435)
<b>TOTAL (inc non-major funds)</b>	<b>21,070,995</b>	<b>23,465,873</b>	<b>2,394,878</b>

### 2. December 2022 Disbursements/Claims Over \$2,000 (attached)

The following vendors with claims of \$2,000 or more, and 552 claims under \$2,000 or not needing approval totaling \$590,749.70, were paid December 1-December 31, 2022: 4.0 SCHOOL SERVICES OF EAST CENTRAL, 2,438.89; 4imprint, Inc., 6,219.86; Advanced Correctional Healthcare, Inc, 30,808.18; AFSCME Council 65, 3,556.88; AMAZON CAPITAL SERVICES, 12,001.62; American Solutions For Business, 12,743.04; Aml Cleaning Service, Inc, 8,000.00; Anoka Co Juv Ctr Main Res, 7,849.97; Arlen Krantz Ford Inc, 7,222.83; Askov Deep Rock, 2,193.16; Assoc Of Minn Counties, 2,450.00; Beaudry Oil & Propane, 45,644.49; BLUE CROSS & BLUE SHIELD OF MINNESOTA, 5,485.50; BOARMAN KROOS VOGEL GROUP INC, 20,322.84; BONKS SAND & GRAVEL, 4,582.50; Central Mn Jobs & Training Services, 19,164.10; Childrens Dental Services, 2,097.60; CivicBrand, 12,500.00; CLOQUET RIVERSIDE RECYCLING, INC, 6,990.70; CROSS LAKE ASSOCIATION OF PINE COUNTY, 20,000.00; Dhs Maps Cdtdf, 4,177.11; DHS State Operated Services, 47,921.60; DJG, 42,700.00; DOOLEYS PETROLEUM INC, 22,492.67; East Central Energy Of Braham, 26,919.08; East Central Reg Juvenile Center, 8,669.00; East Central Solid Waste Comm, 2,626.79; Election Systems & Software, Inc, 6,452.53; Emergency Automotive Technologies, Inc, 9,033.80; Express Window Cleaning, 3,500.00; Family Alternatives, 8,572.40; Family Pathways - North Branch, 4,845.00; Information Systems Corp-ISC, 5,095.00; J A SMITH & COMPANY, 6,435.00; Knife River Corp, 189,127.27; Knox Professional Cleaning Services LLC, 2,406.40; Kris Engineering, Inc, 22,915.50; KRONOS SAASHR INC, 2,761.42; Kroschel Land Surveyors Inc, 3,000.00; Lakes & Pines Comm Act Council, 11,160.00; LHB INC, 2,206.25; Lighthouse Child & Family Services, LLC, 6,181.25; LSS, 25,000.00; MEDICAREBLUE RX, 12,136.00; MEDSURETY, LLC, 9,575.88; Mille Lacs Band Family Services, 21,166.02; MINNESOTA ENERGY RESOURCES CORP, 30,253.62; MINNESOTA POWER, 4,304.06; MN COUNTIES COMPUTER COOP, 5,044.00; Mn Life Insurance Company, 4,439.25; MN State College-Cardmember Service, 5,125.00; North Homes Inc, 11,623.14; Nuss Truck Group Inc, 24,980.19; OFFICE OF MN.IT SERVICES, 5,153.75; Pine City Water And Sewer, 2,790.49; Pine County Sheriff FPI Contract, 8,053.68; PRECISION GRADE LLC, 3,000.00; PREMIER OUTDOOR SERVICES OF MINNESOTA, 4,750.00; RAMBERG EXCAVATING, 23,132.00; Regents Of The U Of Mn, 31,881.78; Roberts Excavating, 19,650.00; Ron's Roll-

Off Service, 2,000.00; S & R REINFORCING INC, 110,455.55; SANDBERG CONSTRUCTION INC, 20,000.00; SCHNEIDER GEOSPATIAL LLC, 5,878.00; Slims Texaco Service, 3,605.18; Solid Oak Financial Services, LLC, 4,050.00; STAR QUALITY GLASS, 3,468.44; Sue's Bus Service Inc, 5,561.40; SUMMIT FOOD SERVICE MANAGEMENT LLC, 21,369.45; TEAMSTERS JOINT COUNCIL 32, 55,620.00; Therapeutic Services Agency, Inc., 2,945.55; THRIFTY WHITE PHARMACY, 7,666.61; TYLER TECHNOLOGIES INC, 37,026.00; UNITEDHEALTH GROUP, 355,651.85; Verizon Wireless, 10,680.35; Village Ranch Residential Facility, 5,869.80; WELIA HEALTH, 4,328.88; WILD RIVERS CONSERVANCY, 19,177.00; WoodsTalk LLC, 3,200.00; WSB AND ASSOCIATES, 14,080.00; Ziegler Inc., 16,882.19.

3. **Applications**

Approve the application for 2023 Waste Hauler License: Waste Management of Minnesota Incorporated.

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

Approve commissioner expense claim forms.

5. **Donations**

Accept the following donations:

- A. \$200 donation from Three Twenty Brewing Co. designated to Pine County's Project Lifesaver Program.
- B. \$80 donation from Three Twenty Brewing Co. designated to the PCSO Toy Drive.
- C. \$280 donations from anonymous sources designated to the PCSO Toy Drive.
- D. Two \$1,250 donations, totaling \$2,500, from the Thorvig Family designated to the Pine County Sheriff's Office Chaplain Program.

6. **Contracts**

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

- A. Wellness in the Woods: Provides contracted peer support specialist services. Contract is for a one-year term, January 1 – December 31, 2023. Services will cost no more than \$24,000 in 2023. HHS will receive reimbursement for these services from the Region 7E Adult Mental Health Initiative as part of the region's Moose Lake Allocation.
- B. Joint Powers Agreement Between Pine County Sheriff and Attorney and the Bureau of Criminal Apprehension / Criminal Justice Data Communications Network (CJDN)  
Approve Resolution 2023-02 approving the Joint Powers Agreement between the Pine County Sheriff and Pine County Attorney with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension for use of the State's Criminal Justice Data Communications Network (CJDN). The JPA will allow the BCA to provide access to the Minnesota Criminal Justice Data Communication Network. This is a five year renewal.

7. **Technical Representative to the Kettle and Upper St. Croix 1W1P**

Appoint Land and Resources Manager Caleb Anderson as Pine County's technical representative to the Kettle and Upper St. Croix One Watershed One Plan (1W1P).

8. **New Hire**

Approve the hiring of the following:

- A. Full-time Deputy Sheriff Samuel McGregor, effective January 30, 2023, \$27.19 per hour, Grade 10, Step 1.
- B. Full-time Clerk III Brenda Belland, effective January 30, 2023, \$18.60 per hour, Grade 4, Step 1.

## **REGULAR AGENDA**

### **1. Personnel Committee Report**

Commissioner Ludwig provided an overview of the January 9, 2023 Personnel Committee meeting. The Personnel Committee made the following recommendations:

#### **A. Health & Human Services**

- i. Acknowledge the resignation of Eligibility Worker Andrea Norberg, effective December 16, 2022, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

#### **B. Sheriff's Office**

- i. Acknowledge the resignation of Deputy Sheriff Troy Griffith, effective January 14, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

#### **C. Sheriff's Office-Dispatch**

- i. Acknowledge the resignation of part-time probationary Dispatcher Joshua Gusk, effective December 15, 2022, and request backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.
- ii. Acknowledge the resignation of full-time probationary Dispatcher Tanya Kessler, effective January 3, 2023, and request backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

#### **D. Sheriff's Office – Jail**

- i. Ratify the termination of part-time, probationary Corrections Officer Tyler Kehn, effective November 9, 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 Kyle Miller, effective January 12, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

**Motion** by Commissioner Ludwig to approve the Personnel Committee Report. Second by Commissioner Mohr. A Roll Call vote was called by Vice Chair Lovgren: District 5-Commissioner Ludwig/Aye; District 2-Commissioner Mohr/Aye; District 3-Vice Chair Lovgren/Aye; District 4-Commissioner Waldhalm/Aye. Motion carried 4-0.

### **2. Pay Equity Report**

Human Resources Manager Jackie Koivisto explained that Minnesota Statute 471.991-471.9981 requires the county to eliminate any gender-based wage inequities in compensation and to submit a report to the Minnesota Management and Budget every three years. The results of the 2022 reporting reflect the county is in compliance.

**Motion** by Commissioner Mohr to approve the 2022 Pay Equity Report. Second by Commissioner Ludwig. A Roll Call vote was called by Vice Chair Lovgren: District 2-Commissioner Mohr/Aye; District 3-Vice Chair Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 4-0.

3. **County Veterans Service Officer**

**Motion** by Commissioner Ludwig to appoint Mindy Sandell as County Veterans Services Officer for a second four-year term, effective February 5, 2023. Second by Commissioner Waldhalm. A Roll Call vote was called by Vice Chair Lovgren: District 3-Vice Chair Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 2-Commissioner Mohr/Aye. Motion carried 4-0.

4. **Pine County Residential Recycling Contract**

County Auditor-Treasurer Kelly Schroeder stated recycling contractor, Cloquet Riverside Recycling, did not wish to renew the county's recycling contract for 2023 at the rate specified in the contract. County solid waste haulers were invited to submit quotes for service; Cloquet Riverside Recycling submitted the single response. The proposal from Cloquet Riverside Recycling was \$10,000/month, which is an increase of \$2,656.75 per month over the former contract. Because of the cost increase, the quote provided an option to eliminate the collection site in Bruno, reducing the contract by \$2,800 per month. The county board expressed its desire to continue providing recycling services to the Bruno area, but wished to continue to explore options and requested a Committee of the Whole meeting be scheduled to further discuss recycling. The Cloquet Riverside Recycling contract has a 90-day termination provision should the county desire to terminate the contract.

**Motion** by Commissioner Ludwig to approve the recycling contract with Cloquet Riverside Recycling, with the inclusion of the Bruno recycling site, for the period February 1, 2023 through December 31, 2027. Second by Commissioner Waldhalm. A Roll Call vote was called by Vice Chair Lovgren: District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 2-Commissioner Mohr/Aye; District 3-Vice Chair Lovgren/Aye. Motion carried 4-0.

5. **Hometown Fiber – Professional Services Proposal**

Economic Development Coordinator Lezlie Sauter provided a review of the Community Development Block Grant–Coronavirus broadband award. It is necessary for the county to certify to the State of Minnesota DEED that the project is completed in accordance with the grant requirements and meets the technical standards. Hometown Fiber will provide field oversight of the broadband infrastructure installation. The fee for construction administration is 5% of the total project cost estimated at \$139,386.70 based on a project cost of \$2,787,734.

**Motion** by Commissioner Mohr to authorize County Administrator David Minke to execute a service agreement with Hometown Fiber for construction administration services for the Small Cities Development Program-Corona Virus (SCDP-CV) funded project. Second by Commissioner Ludwig. A Roll Call vote was called by Vice Chair Lovgren: District 5-Commissioner Ludwig/Aye; District 2-Commissioner Mohr/Aye; District 3-Vice Chair Lovgren/Aye; District 4-Commissioner Waldhalm/Aye. Motion carried 4-0.

6. **Letter of Support - 4-Lane Feasibility Study/Trunk Highway 23 Foley to Mora**

**Motion** by Commissioner Ludwig to submit a letter of support to MnDOT District 3 in support for a 4-Lane Feasibility Study of Trunk Highway 23 from Foley to Mora. Second by Commissioner Mohr. A Roll Call vote was called by Vice Chair Lovgren: District 2-Commissioner Mohr/Aye; District 3-Vice Chair Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 4-0.

7. **End-of-Year 2022 Budget Report**

County Administrator David Minke provided an initial end-of-year 2022 budget update

reviewing the expenditure and revenue and major funds. The county appears to have ended the year in a positive position; the numbers, however, will adjust during the accrual period and during the audit.

8. **Commissioner Updates**

East Central Solid Waste Commission: Chair Hallan attended this meeting.

East Central Regional Library: Vice Chair Lovgren stated discussion took place as to whether the libraries are the appropriate distribution location for Narcan.

State of the Band Address – Mille Lacs Band of Ojibwe: Chair Hallan and Vice Chair Lovgren attended. The Band received a national award for excellence and outstanding service.

Blue Zone Meeting: Chair Hallan and Vice Chair Lovgren attended. The Blue Zones team will conduct a focus group on January 27<sup>th</sup> specific to food policy.

Soil & Water Conservation District: Commissioner Waldhalm stated officers were elected.

State Community Health Services Advisory Committee: Vice Chair Lovgren stated the cost of technology system upgrades were discussed.

Chemical Health Coalition: Vice Chair Lovgren stated opioid settlement funds were received.

Other: Commissioner Ludwig gave an update on the Probation Work Group meeting. More beds are necessary to meet the mental health crisis.

Commissioner Lovgren stated the Snake River Watershed presented to the Board of Water and Soil Resources.

9. **Other**

None.

10. **Upcoming Meetings**

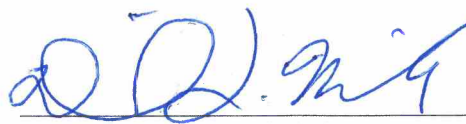
Upcoming meetings were reviewed.

11. **Adjourn**

With no further business, Vice Chair Lovgren adjourned the meeting at 10:57 a.m. The next regular meeting of the county board is scheduled for Tuesday, February 7, 2023 at 10:00 a.m., Pine County Courthouse, 635 Northridge Drive NW, Pine City, Minnesota.



Stephen M. Hallan, Chair  
Terry Lovgren, Vice Chair  
Board of Commissioners



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