

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

**Tuesday, February 21, 2023 - 10:00 a.m.**

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

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

Present were Commissioners Josh Mohr, Terry Lovgren, and Matt Ludwig. Also present was County Administrator David Minke and County Attorney Reese Frederickson. Due to out-of-town commitments, Commissioners Steve Hallan and J.J. Waldhalm joined the meeting via interactive technology, pursuant to Minnesota Statute 13D.02. Commissioners Hallan and Waldhalm were seen and heard at the meeting via electronic means, at locations open and accessible to the public, and participated from 14511 Perdido Key Drive, Pensacola, Florida, and 904 Calle Cruz Roja, Barrio Obrero, Arecibo PR, respectively.

Department of Natural Resources Assistant State Climatologist Peter Boulay was present via electronic means.

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 revision to the agenda:

Addition: Consent Agenda Item 8.1: Consider new hire of part-time dispatcher Jenell Jacobson, effective February 22, 2023, \$23.16 per hour, Grade 7, Step 1.

Additional Information: Correspondence received from the Department of Natural Resources for Regular Agenda Item #1 - Public Hearing/Naming of Unnamed Lake in Nickerson Township.

**Motion** by Commissioner Lovgren to adopt the amended Agenda. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan: District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye. Motion carried 5-0.

**Motion** by Commissioner Ludwig to approve the Minutes of the February 7, 2023 regular county board meeting and Summary for publication. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan: District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

University of Minnesota-Family and Community Resilience Program Update – February 11, 2023

**Motion** by Commissioner Mohr to approve the Minutes of Boards, Committees and Correspondence. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan:

District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 5-0.

**Motion** by Commissioner Ludwig to approve the amended Consent Agenda. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan: District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan. Motion carried 5-0.

## CONSENT AGENDA

1. **Approve January, 2023 Cash Balance**

<b>Fund</b>	<b>January 31, 2022</b>	<b>January 31, 2023</b>	<b>Increase/Decrease</b>
General Fund	5,880,862	6,083,124	202,262
Health and Human Services Fund	2,157,261	2,920,331	763,070
Road and Bridge Fund	848,141	1,006,479	158,339
Opioid Settlement	--	254,694	254,694
COVID Relief	2,524,583	3,396,399	871,816
Land	2,383,631	2,716,412	332,781
Self Insurance	540,951	436,763	(104,188)
TOTAL (inc non-major funds)	15,771,649	18,638,722	2,867,073

2. **January 2023 Disbursements/Claims Over \$2,000**

Approve the January 2023 disbursements including the individual listing of claims over \$2,000, and 474 claims under \$2,000 or not needing approval totaling \$800,857.81 as follows: Advanced Correctional Healthcare, Inc, 30,808.18; ALLSTREAM BUSINESS US INC, 15,935.88; AMAZON CAPITAL SERVICES, 7,067.76; Anoka Co Juv Ctr Main Res, 10,519.97; Askov Deep Rock, 14,095.72; Assoc Of Minn Counties, 17,472.33; Beaudry Oil & Propane, 25,601.24; BLUE CROSS & BLUE SHIELD OF MINNESOTA, 4,865.00; BlueCross BlueShield of Minnesota, 29,989.69; Bond Trust Services Corporation, 2,126,976.25; BONKS SAND & GRAVEL, 6,695.00; Cargill, Inc, 37,105.15; CENTRAL PINE LUMBER CO, 5,250.00; Chamberlain Oil Co.,Inc, 6,569.72; Childrens Dental Services, 2,097.60; Cleanitsupply.com-Cardmember Service, 2,409.90; CLOQUET RIVERSIDE RECYCLING, INC, 6,990.70; Commissioner Of Revenue, 3,431.69; COMPASS MINERALS AMERICA, 61,625.23; COMPUTER INTEGRATION TECHNOLOGIES, 3,806.00; Department Of Natural Resources, 14,000.00; DHS State Operated Services, 24,353.60; DIAMOND DRUGS INC, 9,828.30; East Central Reg Juvenile Center, 8,666.00; EAST CENTRAL REGIONAL LIBRARY, 177,850.50; Emergency Automotive Technologies, Inc, 8,443.52; Family Alternatives, 8,180.28; FRANSEN BANK & TRUST, 61,427.41; GUARDIAN, 19,639.26; HERNESSE CONSTRUCTION COMPANY, 7,625.00; HOUSTON ENGINEERING INC, 5,577.00; Impact Mailing of Minnesota, Inc, 15,210.00; JENSEN BACKHOE LLC, 46,200.00; KRONOS SAASHR INC, 5,346.18; Lakes & Pines Comm Act Council, 21,217.50; LHB INC, 6,283.90; Lighthouse Child & Family Services, LLC, 6,308.13; LITTLE FALLS MACHINE INC, 3,525.77; MADISON NATIONAL LIFE INS CO INC,

13,493.83; MEDSURETY, LLC, 81,894.14; MIDWEST MONITORING & SURVEILLANCE, 2,040.00; Mille Lacs Band Family Services, 10,866.34; MINNESOTA ENERGY RESOURCES CORP, 18,266.85; MINNESOTA POWER, 2,047.21; MN COUNTIES COMPUTER COOP, 59,597.01; Mn Counties Intergovernmental Trust, 596,491.00; Mn County Attorneys Assoc, 4,716.00; Mn Depart Of Transportation, 2,200.76; Mn Life Insurance Company, 4,373.85; Nexus-Kindred Family Healing, 8,181.40; North Homes Inc, 11,248.20; NORTHCOUNTRY CHEVROLET BUICK GMC, 37,331.40; Nuss Truck Group Inc, 11,172.91; Pine City Water And Sewer, 2,044.69; Pine Co Historical Society, 30,000.00; Pitney Bowes Global Financial Serv, 2,408.94; PREMIER SEALCOATING & SNOW REMOVAL, 5,312.50; Purchase Power, 8,070.00; REVIZE LLC, 2,075.00; SANDBERG CONSTRUCTION INC, 18,700.00; Slims Texaco Service, 3,516.20; Solid Oak Financial Services, LLC, 4,050.00; Stantec Consulting Services Inc, 65,800.00; Sue's Bus Service Inc, 6,996.60; Summerland Excavating, Inc, 18,750.00; SUMMIT FOOD SERVICE MANAGEMENT LLC, 31,729.09; TEAMSTERS JOINT COUNCIL 32, 61,615.00; TRIMIN SYSTEMS INC, 2,900.00; TYLER TECHNOLOGIES INC, 22,637.00; UNITEDHEALTH GROUP, 147,130.47; Verizon Wireless, 14,460.26; Village Ranch Residential Facility, 6,065.46.

3. **Applications**

Approve the following applications:

- A. Tobacco License: Hinckley Tobacco LLC, 107 Grindstone Court, Hinckley
- B. 2022 Local Option Disaster Abatement: Cliff Thomas, PID 45.5244.000, 210 Lark St., Sandstone, due to fire May 19, 2021. Unable to reoccupy the home December 19, 2022

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

Approve commissioner expense claim forms.

5. **Donations**

Accept the \$100 donation from Pine Area Lions for the Pine County Operation Community Connect.

6. **Cancellation of 2020 Outstanding Warrants**

Approve the cancellation of 2020 outstanding warrants.

7. **Contracts**

Approve the Arrowhead Economic Opportunity Agency, Inc. (AEOA) contract and authorize Board Chair/Vice Chair and County Administrator to sign. HHS contracts with AEOA for volunteer drivers specific to social services transportation/not medical appointments; this contract allows this service to continue. Contract is for a two-year term, January 1, 2023– December 31, 2024. The cost for the use of their volunteer drivers is the IRS mileage rate plus 38 cents per mile for administrative costs.

8. **Personnel**

Ratify status change for Corrections Officer Gillian Kolling from full-time to part-time effective January 17, 2023. No change in wage.

9. **Training**

Approve attendance at the following training:

- A. Probation Senior Agents Michelle Sellner, Jami Tuve Anderson and Devin Petersen

- to attend the Minnesota Association of County Probation Officers (MACPO) Annual Conference, May 17-19, 2023, Nisswa, Minnesota. Registration: \$200 for Jami Tuve Anderson (free for Michelle Sellner and Devin Petersen as they are on the MACPO Executive Board); Lodging: \$360 double occupancy for Jami/Michelle, \$520 single occupancy for Devin; Meals: included in registration; Mileage: county vehicle will be used. Total cost: \$1,440.
- B. Social Worker Sam Maser and MNChoices Assessor Danielle One to attend the Minnesota Social Services Association (MSSA) Conference, March 15-17, 2023, Minneapolis, Minnesota. Registration: \$264/person (\$528 total), Meals: \$36/person (\$72 total), Mileage: county vehicle will be used. Total cost: \$600.

## **REGULAR AGENDA**

### **1. Petition to Name an Unnamed Lake – Public Hearing**

County Auditor-Treasurer Kelly Schroeder stated the county board had received a petition to name a previously unnamed lake in Nickerson Township “Bloom Lake” after the late Walter L. Bloom. Schroeder explained notice was published in the newspaper, and served upon the Commissioner of Natural Resources (DNR) and chair of Nickerson Township. The Department of Natural Resources submitted its recommendation pursuant to Minnesota Statutes 83A.07, Subd 2 stating Bloom Lake would be an acceptable name for the DNR.

Chair Hallan opened the public hearing at 10:09 a.m. and called for public comment. Rick Bloom, son of Walter Bloom, reviewed the history of this lake and the family land surrounding it. There being no further public comment, Chair Hallan closed the public hearing at 10:11 a.m.

**Motion** by Commissioner Lovgren to approve Resolution 2023-08 naming the requested body of water Bloom Lake and authorize Board Chair/Vice Chair and County Administrator to sign. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan: District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye. Motion carried 5-0.

### **2. Personnel Committee Report**

Commissioner Mohr provided an overview of the February 13, 2023 Personnel Committee meeting. The Personnel Committee made the following recommendations:

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

- i. Acknowledge the resignation of Eligibility Worker Amber Doenz, effective January 27, 2023, 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 Tim Vaagenes, effective January 31, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

#### **C. Auditor-Treasurer**

- i. Ratify the termination of part-time probationary Clerk III Emeri Hagfors, effective January 12, 2023, and approve backfill of the position and subsequent vacancies that may occur due to internal promotion or lateral transfer.

- ii. Acknowledge the retirement of Senior Appraiser Jennifer Christensen, effective February 9, 2023, and approve backfill of the position and any subsequent vacancies that may occur due to internal promotion or lateral transfer.

D. Administration

- i. Amend Section 12.7.1 of the county policy manual to increase the meal reimbursements to no more than breakfast \$13.00, lunch \$17.00, and dinner \$21.00.
- ii. Amend Section 31, Media Policy by naming all department heads or designee as media contacts.

Commissioner Waldhalm asked what the basis for an increase in the meal reimbursement rate and how this increase would be funded. Commissioner Mohr stated the meal reimbursement rate has not increased since at least 2011. County Administration Minke stated funding would be from existing departmental budgets and there were no budget increases related to this action.

**Motion** by Commissioner Mohr to approve the Personnel Committee Report. Second by Commissioner Ludwig. A Roll Call vote was called by Chair Hallan: District 4-Commissioner Waldhalm/Nay; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye. Motion carried 4-1, Commissioner Waldhalm opposed.

3. Personnel (Promotion / New Hire)

County Auditor-Treasurer Kelly Schroeder requested the promotion of Property Appraiser Molly Benoit to the position of Senior Property Appraiser, and the hiring of Sully Lucht as part-time Clerk III.

**Motion** by Commissioner Ludwig to approve the promotion of Property Appraiser Molly Benoit to the position of Senior Property Appraiser, effective February 22, 2023, \$30.23 per hour, Grade 9, Step 6, and the hiring of Sully Lucht as a part-time Clerk III, effective February 21, 2023, \$18.60 per hour, Grade 4, Step 1. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan: District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye. Motion carried 5-0.

4. Federal Funding Agreement with Minnesota Department of Transportation

Highway Engineer / Public Works Director Mark LeBrun requested approval of an Updated Agency Agreement and Resolution 2023-10 to allow Pine County to receive federal transportation funding.

**Motion** by Commissioner Ludwig to approve the Updated Agency Agreement and Resolution 2023-10 to allow Pine County to receive federal transportation funding, authorize Board Chair/Vice Chair and County Administrator to sign. Second by Commissioner Mohr. A Roll Call vote was called by Chair Hallan: District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye. Motion carried 5-0.

5. Resolution to Advance State Aid

Highway Engineer / Public Works Director Mark LeBrun requested approval of this resolution to advance construction funds, due to inflation, to keep current highway projects on schedule. LeBrun stated he doesn't anticipate having to advance funds in 2024 or 2025.

**Motion** by Commissioner Lovgren to approve Resolution 2023-11 for additional construction funds in the amount of \$2,575,143 to be advanced from the 2024 State Aid Construction Account. Authorize Board Chair/Vice Chair and County Administrator to sign. Second by

Commissioner Mohr. A Roll Call vote was called by Chair Hallan: District 2-Commissioner Mohr/Aye; District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan. Motion carried 5-0.

6. **Savage Communications, Inc. Broadband Project**

Economic Development Coordinator Lezlie Sauter stated Savage Communications, Inc. (SCI Broadband) is applying for a Minnesota Border-to-Border grant to serve portions of six townships in Pine County which are unserved/underserved with high-speed and affordable broadband internet.

**Motion** by Commissioner Mohr to approve Resolution 2023-09 supporting Savage Communications, Inc.'s broadband project to provide fiber broadband internet to its service area and provide \$75,000 towards the project from previously identified American Rescue Plan Act (ARPA) funds. Authorize Board Chair/Vice Chair and County Administrator to sign. Second by Commissioner Lovgren. A Roll Call vote was called by Chair Hallan: District 3-Commissioner Lovgren/Aye; District 4-Commissioner Waldhalm/Aye; District 5-Commissioner Ludwig/Aye; District 1-Chair Hallan/Aye; District 2-Commissioner Mohr/Aye. Motion carried 5-0.

7. **Commissioner Updates**

Northeast Minnesota Area Partnership: Chair Hallan stated a \$500,000 award was received by the county for the Rock Creek to Pine City multi-use trail.

Kettle River 1W1P Policy Committee: Commissioner Ludwig stated governance was discussed, but is still undecided.

Law Library: Commissioner Mohr stated the Law Library budget has been set with a slight increase.

Soil & Water Conservation District: Commissioner Waldhalm stated the hiring of an administrative assistant for SWCD was discussed.

Extension Committee: Commissioner Lovgren stated presentations were given by Extension staff, Farm Family of the Year was discussed, and the financial goal for the Discovery Garden in Pine City has been met.

East Central Solid Waste Commission: Chair Hallan stated ECSWC follows the Consumer Price Index for rate increases--on July 1<sup>st</sup> the hauler rates will increase the same as the Consumer Price Index increase.

East Central Regional Library: Commissioner Lovgren stated \$4 million in the governor's budget for libraries. If that budget is passed, it is hoped the county's contribution to the library will decrease.

Arrowhead Counties Association: Commissioner Ludwig stated payment in lieu of taxes is included in the omnibus bill. An update was given on county probation aid and county program aid. Commissioner Ludwig gave an update on the bonding bill.

Other

ECHO Program: Commissioner Lovgren stated this program is focused on decriminalization of simple drugs so that parents are able to be at home rather than in jail and to increase the amount of cells in jail for the mentally ill.

Childcare meeting: Commissioner Lovgren stated a childcare appreciation day will be held in May.

Chair Hallan noted the death of two Northeastern Minnesota commissioners--Koochiching County Commissioner Wayne Skoe and Lake County Commissioner Pete Walsh.

8. **Other**

None.

9. **Upcoming Meetings**

Upcoming meetings were reviewed.

10. **Adjourn**

With no further business, Commissioner Lovgren adjourned the meeting at 10:48 a.m. The next regular meeting of the county board is scheduled for Tuesday, March 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  
Pine County Board of Commissioners



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