

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS

DRAFT

DATE: Tuesday, January 08, 2002 at 7:00 a.m. City/County/School Meeting
8:30 a.m. Board Meeting

LOCATION: Board Room, Courthouse All Present Commissioner Murray left early to attend a meeting.

City/County/School Meeting was held with the Board as host at the Becker County Courthouse.
Organizational Meeting for 2002

1. The meeting was brought to order by Keith Brekken, County Auditor. Nominations were open for selection of Board Chair for 2002: Commissioner Murray was nominated by Commissioner Seal; Commissioner Engebretson was nominated by Commissioner Johannsen. Nominations were ceased. A vote of the Board of 3-2 appointed Commissioner Engebretson as the Board Chair for 2002. Commissioner Engebretson opened nominations for the Board Vice-Chair: Commissioner Murray was nominated by Commissioner Johannsen, As there were no other nominations, nominations ceased. Commissioner Murray will serve as Board Vice-Chair for 2002 by unanimous vote.
2. The State of the County address was given by Commissioner Engebretson.
3. It was moved and seconded to approve the Agenda as amended (Johannsen, Murray), carried.

Open Forum - There were no items for the Forum

Finance

1. It was moved and seconded to concur with the Finance Committee to raise the Cash Flow Designated Reserve from \$1.0 million to \$1.8 million for Human Services (Murray, Johannsen), carried.
2. It was moved and seconded to concur with the Finance Committee and the County Auditor's recommendation, after following the bidding process, to choose The D.L. Tribune as Becker County's first publication and the Frazee Forum as the second publication (Johannsen, Murray), carried.
3. It was moved and seconded to approve the Claims with the addition of the Credit Card Claims as presented (Murray, Seal), carried.

Human Resources

1. Information on the Family Medical Leave Act (FMLA) was given to the Board by Nancy Grabanski, Director, Human Resources. Questions were asked by Commissioner Johannsen about the starting point of using FMLA for employees qualified. Commissioner Murray asked about use of sick leave. It was decided to have Nancy get an opinion from the County Attorney on the use of FMLA.
2. It was moved and seconded to approve two requests for carryover of vacation time to 2001 (Murray, Seal), carried.
 - a. Tom Muench - 16 hours
 - b. JoAnn Kunz - 24 hours
3. Information was given concerning overtime pay for attending non-mandatory meetings, such as LMC.
4. Information was given on the Pay Equity Report and the use of a consultant, Bob Bjorklund, to keep the county in compliance.

Highway

1. It was moved and seconded to approve the Agenda as presented (Winter, Johannsen), carried.

2. Maintenance Materials Bid Letting Advertisements and Maintenance Materials Quote Advertisements were approved on the Consent Agenda (Johannsen, Murray), carried.
3. It was moved and seconded to remove the Tandem Truck Bid Award from the table (Winter, Seal), carried.
4. It was moved and seconded to pass Resolution No. DOH 12-01-62, authorizing and directing the County Engineer to award to North Star, State Bid, the contract for delivery of one (1) Diesel tandem Axle Truck Cab & Chassis and authorizing the County Engineer to execute and enter into said contract on behalf of Becker County (Winter, Seal), carried.

Human Services

1. It was moved and seconded to approve the Agenda as amended (Johannsen, Seal), carried.
2. It was moved and seconded to approve the Transit Claims on the Consent Agenda (Johannsen, Murray), carried.
3. Designated Reserves were done under Finance.
4. It was moved and seconded to approve the following Purchase of Services Contracts (Johannsen, Seal), carried.

Lakes Homes & Program Development, Inc. Lakes Counseling Center, Inc., Becker County
Development Achievement Center, Inc., for Semi-Independent Living Services, for Waivered Services and for
Day Training & Habilitation
5. It was moved and seconded to approve the Human Services claims (Seal, Johannsen), carried.
6. It was moved and seconded to accept the Family Services Report (Winter, Seal), carried.
7. It was moved and seconded to accept the Adult Services & Probation Placement Report (Johannsen, Seal), carried.

NRM

1. It was moved and seconded to approve Resolution NRM 01-02-01 on the Consent Agenda approving the Timber Auction dates for 2002: Friday, February 22; Friday, July 19; Friday, October 25 (Johannsen, Murray), carried.
2. It was moved and seconded to approve Resolution NRM 01-02-02, resolving that the Board sets aside 30% of the net proceeds of the Tax-Forfeited Sales Fund for the year 2002 to be used for timber development on Tax-Forfeited lands and memorial forests and 20% to be used for acquisition and maintenance of county parks and/or recreational areas (Winter, Johannsen), carried.
3. It was moved and seconded to approve to hire Larsen-Peterson & Associates to produce Project Memorandum for project SP 03-090-02 - Phase II Fish Hatchery Recreation Trail (Seal, Johannsen), carried.

Commissioners

1. Reports & Correspondence
 - a. Applicants for the Finance Officer Position, Al Roder
 - b. Treasurer's Position, Commissioner Winter
2. It was moved and seconded to postpone hiring a Finance Officer for 6-months (Winter, Johannsen). Commissioner Murray would like a committee formed to review the candidates and their qualifications before he could support the motion. It was then moved and seconded, with the support of the original motion makers, to form a committee to study the position and the applicants before postponing for 6-months. Commissioners

Engebretson and Winter, County Administrator, Al Roder and up to 7 others could serve on this committee. The recommendations of this committee will come back to the Board in 30-days - February 12, 2002 (Murray, Seal), carried.

3. Performance Pay Review. It was moved and seconded to table any action on Performance Pay Review for 30-days. Commissioner Winter requests a copy of amounts paid in 2001 for Performance Pay (Murray, Winter), carried.
4. It was moved and seconded to approve a lease with the Lincoln Professional Center and Becker County to house the County Attorney's Office. Lease is for a term of one (1) year commencing on January 1, 2002, terminating on December 31, 2002 for the sum of 23,407.68, payable at \$1,950.64 each month (Winter, Seal), carried.
5. Committee Assignments were discussed. The Chair requested Board members to fill out their Committee choices form so appointments could proceed.
6. It was moved and seconded to pass Resolution No. 01-02-1A, adopting Roberts Rules of Order for conducting County Board Meetings or business (Murray, Seal), carried.
7. The Commissioners signed a Conflict of Interest Form for 2002.
8. It was moved and seconded to pass Resolutions establishing minimum salary for elected officials: 01-02-1B, County Auditor; 01-02-1C, County Sheriff; 01-02-1D, County Attorney; 01-02-1E, County Treasurer and 01-02-1F, County Recorder (Murray, Seal), carried.
9. It was moved and seconded to approve a request for joint Sunnyside/County Commissioner Meetings. The first meeting will take place on February 12, 2002 at 2:00 p.m. Other meetings will be held on March 12 and April 3, 2002 (Seal, Murray), carried.
10. It was moved and seconded to approve Commissioner Murray's attendance at a meeting called by Governor Ventura in St. Paul and any expenses involved to be paid (Johannsen, Seal), carried.
11. It was moved and seconded to approve any Commissioner's attendance at the NACO Conference in Washington, DC, March 1 - 5, 2002 (Johannsen, Seal), carried.

Environmental Services

1. It was moved and seconded to approve the Agenda with additions (Seal, Engebretson), carried.
2. It was moved and seconded to approve to accept the valid petition requesting an EAW be prepared for the Marshall Oaks Development on Marshall Lake (Winter, Seal), carried.
3. It was moved and seconded to reaffirm that the EAW order is still in effect, according to the EQB Office, on Big Sugar Bush Lake, Rolling Oaks Development, Taylor Investments (Seal, Winter), carried.
4. It was moved and seconded to approve the following Waste Hauling Licenses for 2002 as they have completed all the necessary requirements (Seal, Johannsen), carried.

MINNKOTA Recycling	Waste Management
Ballard Sanitation	Jon & Sons Sanitation
Aune Sanitation	C & J Lake Service

5. It was moved and seconded to approve the Waste Haulers License for White Earth Sanitation upon completion of all the necessary requirements (Johannsen, Seal), carried.

Sheriff

1. It was moved and seconded to approve moving forward with getting vehicle bids for new squads for 2002 for the Sheriff's Department (Johannsen, Murray), carried.
2. It was moved and seconded to pass Resolution P 01-02-1G, to replace two permanent, part-time Correctional Officer positions in the Becker County Sheriff's Department due to promotion of two individuals to full-time positions (Johannsen, Winter), carried.
3. It was moved and seconded to pass Resolution P 01-02-1H, to hire one permanent, part-time Communications Officer in the Becker County Sheriff's Department from the current pool list, or if necessary, advertise, test, interview and hire for the position (Seal, Johannsen), carried.
4. An update was given on the White Earth Dispatch request.

There being no further business, the meeting was adjourned.

/s/ Al Roder
Al Roder
County Administrator

/s/ Carolyn Engebretson
Carolyn Engebretson
Board Chair