

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: December 23, 2002 at 8:30 a.m. LOCATION: Board Room, Courthouse All Present

Finance Committee met at 7:30 a.m.

Agenda

1. It was moved and seconded to approve the Consent Agenda with additions (Seal, Johannsen), carried.
2. It was moved to approve the Minutes of December 17, 2002 with corrections on the Consent Agenda.

Open Forum

Tim Gordon will not be able to attend the time set on the Agenda for discussion of Elected Officials Salaries. He spoke to acceptance of the results of his meeting with the appointed Committee to study elected officials salaries. He was questioned about his plans for 2003, and responded that he would be following the Statutes set up for law enforcement. He will be attending Sheriff Administration School January 2 – 7, 2003.

Bob Bristlin and Harry Salminen thanked the outgoing Commissioners for the hard work and good job they did while serving on the Board. Commissioner Murray reminded the new Commissioners to keep in touch with their Legislators and told them you will be surprised at the time it takes to be a Commissioner. Commissioner Engebretson told them to e-mail or FAX their Legislators besides phoning.

Multi-County Nursing

Nancy Bauer, Director, Multi-County Nursing, gave a presentation to the Board explaining the Services they perform and discussed the 2003 Budget. It was moved and seconded to approve the Multi-County Nursing Line Items in the Becker County Budget and approved the overall 2003 Budget (Engebretson, stepping down as Chair, Seal), carried. Commissioner Murray asked if Multi-County worked with Human Services on some programs?

Highway

1. The County Engineer discussed the information passed out to the Board on the Highway Five-Year Plan. It was moved and seconded to pass Resolution No. DOH 12-02-65, adopting the Becker County Highway Department 2003-2007 Five-Year Construction Improvement Plan as presented to the public (Winter, Johannsen), carried.

Finance

1. It was moved and seconded to concur with the Finance Committee to carry-over \$1,455.31 Equipment Funds from the 2002 Budget as requested by the EDA Office to purchase (1) computer at \$974 and (1) monitor at \$165 (Johannsen, Murray), carried.
2. It was moved and seconded to concur with the Finance Committee to set up a Petty Cash Fund as requested by Human Services (Seal, Murray). The motion was withdrawn to be postponed until Human Services time on the Agenda.
3. It was moved and seconded to concur with the Finance Committee to pass Resolution No. 12-02-2B, adopting the 2003 Budget, Revenues By Fund, Expenditures By Fund, the Tax Levy as certified to the County Auditor, and authorizing the Becker County Economic Development District to levy a tax in the maximum amount allowed by law (Winter, Murray), carried.

4. It was moved and seconded to concur with the Finance Committee to approve the special tax levy as certified to the County Auditor for collection for the Year 2003 as .0144% of taxable market value, estimated to be \$261,740 (Winter, Murray), carried.
5. It was moved and seconded to concur with the Finance Committee to approve the Budget Amendment to move funds from the Administrator and Sheriff's Budgets to cover over-runs in the Emergency Management Budget (Murray, Winter), carried.
6. It was moved and seconded to concur with the Finance Committee to approve to pay the Ag Inspector's claim for mileage. This was a late submission and a letter will be sent reminding that bills should be reported on a timely basis (Murray, Seal), carried.
7. It was moved and seconded to concur with the Finance Committee to approve the Claims as presented (Murray, Johannsen), carried.
8. The request from the IT Department for a computer for Extension is postponed until sometime after January 29, 2003 when Al Rasmussen can attend.
9. Timeliness of Deposits was discussed, and it was stressed that timelines be followed.
10. Keith Brekken presented a copy of the Open Meeting Law for the Board and discussion followed about classification of e-mail.

Assessor

1. The following abatements were approved on the Consent Agenda:

2002 Tax Payable

<u>Parcel #</u>	<u>Twn/City</u>	<u>Amount</u>	<u>Reason</u>
20.0286.000	Maple Grove	\$292	Homestead
49.2542.219	Detroit Lakes	120	Homestead
51.8203.000	Lake Park City	270	Homestead

Commissioners

1. Reports & Correspondence:
 - a. W.E Law Enforcement Meeting, Joe Evans, County Attorney.
2. Appointments: None at this time.
3. It was moved and seconded to pass Resolution No. 12-02-2D, authorizing the Mayor and the City Administrator of the City of Detroit Lakes to act as the authorized representatives of Becker County, State of Minnesota and the Detroit Lakes/Becker County Airport Commission for requesting state and federal grants and signing agreements on behalf of the owners and the same are hereby authorized and directed to execute and affix their signatures to any and all required documents pertinent thereto, and all amendments thereof (Murray, Seal), carried.
4. It was moved and seconded to pass Resolution No. 12-02-2B, approving the schedule of board meetings for 2003, and any deviation or addition to this schedule will be advertised and posted by the County Administrator as required by MN Statute (Murray, Winter), carried.
5. Personnel. The meeting was Closed at 10.42 a.m. to discuss a Grievance. The Meeting was Opened at 11:00 a.m. It was moved and seconded to authorize Nancy Grabanski, Director, Human Resources, to process the Settlement Agreement with Teamster's Local No. 320 and to authorize the Board Chair to sign the Settlement Agreement (Seal, Johannsen), carried.

6. It was moved and seconded to approve to hire a part-time employee in the Recorder's Office for 6-months at 32 hours a week, benefits to be pro-rated at 80%. At the end of the 6 months, this employee would go to full-time status. Commissioner Murray commended Darlene Maneval for doing a good job on the presentation (Winter, Johannsen), carried.
7. It was moved and seconded to pass Resolution No. P 12-02-2 ratifying the County Auditor, Treasurer, Sheriff and Recorder's salaries upon review and discussion with each of the elected officials regarding their duties, education, qualifications and experience. The base salary of the elected officials for 2003 are as follows: County Auditor \$58,000; County Sheriff \$57,000; County Treasurer \$53,500; County Recorder \$43,800. Additionally, the County Auditor has agreed to forego annual salary determinations for the years 2004, 2005 and 2006. The Auditor will receive a 3% increase in 2004, and will receive the same general increase as negotiated with the bargaining units for 2005 and 2006 (Murray, Winter), carried. The Board commends those working on the salary review.
8. It was moved and seconded to approve Resolution No. P 12-02-2, ratifying the Commissioner's salary for 2003 (Murray, Seal). The new Commissioner's elect Bob Bristlin, Harry Salminen, and Dave Seaberg were not comfortable with taking the raise for 2003. The motion was withdrawn. It was moved and seconded to have the Commissioner's salaries remain the same for 2003 (Seal, Winter), carried.

Planning & Zoning

1. It was moved and seconded to approve the Agenda as presented (Winter, Seal), carried.
2. It was moved and seconded to rescind the motion of January 9, 2001 ordering a Discretionary EAW for the proposed Rolling Oaks Subdivision on Big Sugar Bush Lake as Taylor Investment Corporation has withdrawn their request to rezone and for a preliminary plat application that was submitted to Planning & Zoning on October 3, 2000 (Winter, Murray), carried.
3. Planning Commission Minutes (PC) of December 17, 2002:
 - 1) **FIRST ORDER OF OLD BUSINESS:** It was moved and seconded to concur with the findings of the PC to approve the Final Plat of Little Floyd Lake Estates because it does meet the criteria of the Zoning & Subdivision Ordinance (Murray, Seal), carried.
 - 2) **SECOND ORDER OF OLD BUSINESS:** It was moved and seconded to concur with the findings of the PC to approve the Preliminary Plat of Vizsla Beach for 16 lots and change of zone from agricultural to residential because it does meet the criteria of the Zoning Ordinance and Subdivision Ordinance (Seal, Murray), carried.
 - 3) **FIRST ORDER OF NEW BUSINESS:** Randy and Shelia Blanford. Sugar Bush Twp. It was moved and seconded to concur with the findings of the PC to approve a conditional use permit (Johannsen, Murray). Motion failed. It was moved and seconded to approve a conditional use permit to allow (6) full hookups in Tier #1; (7) additional RV sites in Tier #2; to make full hookups on the existing (3) primitive sites north of the tennis courts; to develop (24) full hookups sites in Tier #3; and to remove the stipulation of "no storage on campsite property from December 1, to March 31 on the Conditional Use Permit Document #416910, based on the findings that the Conditional Use Permit will not harm the use and enjoyment of other property and will not impede the normal development of other areas. The Board also finds that granting the conditional Use Permit will not promote pollution of the lake; that the visibility of structures will be limited, that the site is adequate for on-site sewage treatment and that any watercraft issues have been addressed (Winter, Murray), carried. Johannsen voting nay, Engbretson voting nay, 3-2 vote.
 - 4) **SECOND ORDER OF NEW BUSINESS:** Joe & Dawn Hanson, Shell Lake Twp. It was moved and seconded to concur with the findings of the conditional use permit to allow a commercial activity consisting of a photography studio in an agricultural zone based on the fact that the use is permitted with a conditional use and is not detrimental to the surrounding area (Murray, Seal), carried.

- 5) THIRD ORDER OF NEW BUSINESS: Glacier Resources. Detroit Twp. It was moved and seconded to concur with the findings of the PC to ask for an Environmental Assessment Worksheet to be completed by the applicant (Winter, Seal), carried.
- 6) FOURTH ORDER OF NEW BUSINESS: Robert Larson. Cormorant Twp. It was moved and seconded to approve a Conditional Use Permit to allow a mechanical repair facility as outlined in the business plan submitted with the application based on the fact that the use is allowed by a Conditional Use Permit with the stipulation that there be no outside storage of vehicles. An amendment was proposed by Commissioner Johannsen that outside storage was approved with proper screening. This amendment failed for lack of second. (Winter, Johannsen), carried.
- 7) FIFTH ORDER OF NEW BUSINESS: Marc Muscatell, Erie Twp. It was moved and seconded to concur with the findings of the PC to amend Conditional Use Permit Document #436082 to include boat, trailer and dock distribution; boat storage and winterizing, as well as the current permitted uses in Document #436082 based on the fact that the uses as permitted with a Conditional Use Permit (Seal, Murray), carried.
- 8) SIXTH ORDER OF NEW BUSINESS: Tentative date for the next informational meeting is Thursday, January 16, 2003 at 8:30 a.m., Zoning Office.

Human Services

1. It was moved and seconded to approve the Agenda with additions (Murray, Johannsen), carried.
2. The Human Services and Transit Claims were approve on the Consent Agenda
3. It was moved and seconded to approve the Purchase of Services Contracts for Lakes Homes & Program Development that cover the operation of the West Home, Hidden Hills and their Waivered Services Agreements which cover Lakes Homes in Mahanomen, Becker and Otter Tail counties; the DAC 2003 Contracts for Day Training, Waivered, and Semi-Independent Living Skills Services for Becker County clients (Johannsen, Seal), carried.
4. Public Assistance Applications were discussed.
5. It was moved and seconded to increase the Transit Storage Lease increase from \$430 to \$450 (Seal, Murray), carried.
6. The Petty Cash Fund was reviewed and no action was taken.
7. There was discussion of donations made from area businesses for presents to be distributed to needy children for Christmas.

Environmental Services

1. It was moved and seconded to approve the Agenda as amended (Seal, Murray), carried.
2. It was moved and seconded to approve the Solid Waste Haulers Contracts for 2003 annual licensing (Johannsen, Seal), carried.

Waste Management	Aune Sanitation	C & J Lake Service	Metro Disposal
Fuchs Sanitation	Hough Inc.	White Earth Sanitation	Ballard Sanitation
3. Dan Holm reported on the success of receiving the Composting Grant from the Earth Machine Company. Sandy Gunderson was instrumental in this grant application to allow Becker County to invite Earth Machine Company to the area to sell composters and support a strong educational component for the composting project and \$6,160 will be available to the Environmental Services Department for educational activities including salary for Sandy Gunderson when working with schools and special events having a composting element.

The Meeting was recessed until 3:00 p.m. when plaques were presented to Jack Murray, Vern Seal, Richard Johannsen, Marlene Martinson, and Warren Rethwisch for years of services to Becker County. The meeting was then turned over to the “Christmas Tea” for county employees. After the tea, the meeting was adjourned.

There being no further business, the meeting was adjourned.

/s/ Brian C. Berg
Brian C. Berg
County Administrator

/s/ Carolyn Engebretson
Carolyn Engebretson
Board Chair