

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: Tuesday, September 23, 2003 at 8:30 a.m.  
LOCATION: Board Room, Courthouse All Present

Agenda

1. It was moved and seconded to approve the Agenda with additions (Seaberg, Bristlin), carried.
2. It was moved and seconded to approve the Minutes of August 26, 2003 as presented (Salminen, Engebretson), carried.

Chamber of Commerce

Cleone Stewart, Tourism Director, D.L. Chamber of Commerce, gave an update on the on-going survey of Resorts & Lodging. A copy will be presented to the Board upon completion.

Finance

1. It was moved and seconded to concur with the Finance Committee to approve the Claims as recommended (Bristlin, Seaberg), carried.
2. The Budget to Actual was reviewed and it was noted that nearly all departments are within the budget limits to date.
3. It was moved and seconded to concur with the Finance Committee to provide a monthly reimbursement of \$30 for cell phone use for Becker County to the Coroner (Bristlin, Seaberg), carried.
4. It was moved and seconded to pay the cell phone bill charged to the Coroner's Office in the amount of \$69.07(Salminen, Bristlin), carried.
5. It was moved and seconded to approve to have the Administrator's Office send a letter to Nancy Bauer, Multi-County Nursing, to clarify an outstanding balance of \$41,132.66 payable to Human Services for delivery of waiver services (Bristlin, Salminen), carried.
6. It was moved and seconded to concur with the Finance Committee to remove the phrase from the Employee Credit card Agreement that states, "and grants the authority for company to withhold any personal charges placed on the card from the cardholder's paycheck have Ryan work with the Department Heads to trim the amount of credit cards issued to the departments" and approve the revised version of the policy (Bristlin, Salminen), carried. Commissioner Bristlin would like to have

Ryan Tangen, Administrator of the Elan Credit Cards work with the departments to reduce the number of cards issued per department.

7. It was moved and seconded to concur with the Finance Committee to renew the parking lot lease with First Lutheran Church. The terms of the lease are for (2) years, beginning on October 1, 2003 and terminating on September 30, 2005 at 12:00 midnight, 30 parking spaces at \$240 per month, totaling \$1,440 semi-annually on October 1, 2003 and March 1, 2004. In addition, the Lessee will pay 30% of all maintenance to the entire First Lutheran Church parking lot including, but not limited to, snow removal, resurfacing and striping (Bristlin, Salminen), carried.
8. It was moved and seconded to concur with the Finance Committee to approve the License Renewal for the Computer Security System (Bristlin, Engebretson), carried.
9. The August Cash & Investment Summary was presented.

#### Auditor

There were no Licenses or Permits and the meeting was turned over to Nancy Grabanski, Human Resources. Nancy brought this request from the Becker County Labor Management Committee (LMC) where a Sub-Committee had met and studied going to a Payroll Lag-time System. It was the Consensus of the LMC that a Lag-time System, where employees would be paid Bi-Monthly, would be the best plan to implement for Becker County, and it was decided to present this request to the County Board. After discussion and comments, it was moved and seconded to move to table approval for (2) weeks from this Board Meeting. This motion was amended to table for 30-days to the October 28, 2003 Board Meeting (Engebretson, Bristlin), carried.

#### Sheriff

1. It was moved and seconded to renew the Sunnyside Care Center Contract with the Becker County Jail. An Amendment to the original contract reduces the contract price from \$16,535.59 to \$12,850.00. Terms of the contract run from September 1, 2003 through February 28, 2004 (Bristlin, Seaberg), carried.
2. It was moved and seconded to approve the Capital Purchase Request to purchase equipment to update new squad cars to standard, and Digital Voice Recorders (8) and Digital Cameras (6), totaling \$22,514 (Bristlin, Seaberg), carried.
3. The 2002-2003 Becker County Jail Inspection Comparison was reviewed.
4. It was moved and seconded to pass Resolution No. 09-03-1B, to hire a part-time Correctional secretary due to a plan of action and an organizational restructuring (Bristlin, Salminen), carried.

5. Tim Gordon updated the Board on prisoner counts and cost analysis. Tim thanked the Board for allowing him to go in a different direction on boarding prisoners and the Board in turn commended the Sheriff and Staff for finding solutions. It was moved to proceed with the lease (Bristlin), Motion was withdrawn. It was moved and seconded to pass Resolution No. 09-03-2H, approving to move forward and enter into a lease with FHYVE, LLC, a Minnesota limited liability company (“Landlord”) for the to-be-built 48-bed minimum security detention facility of approximately 8726 square feet located on land in the City of Detroit Lakes, and authorizes the signatures of the Board Chair and the County Administrator (Bristlin, Seaberg), carried.

The Humane Society Report was presented to the Board. A Leash Law for Becker County was discussed. The Humane Society is looking for a suitable site for a building to house the Humane Society and provide facilities for residents to utilize services.

#### Natural Resources

1. It was moved and seconded to concur with the Natural Resources Management Committee to approve Dan Niemi’s request to purchase 4,000 cu. yds. of gravel material located in Forest Township (Bristlin Salminen), carried.

#### Human Services

1. It was moved and seconded to approve the Transit Claims (Engebretson, Salminen), carried.
2. It was moved and seconded to approve the Child Care Research Grant Extension through 2004 (Engebretson, Salminen), carried.
3. It was moved and seconded to approve the following Purchase of Service Contracts (Salminen, Bristlin), carried.

Frazer Care Center (Meals on Wheels, Assisted Living, Day Care Multi-County (Long Term care Consultation/CADI, CAC/TBI Case Management/Level II Consultation) Medical Assistance and Alternative Care reimburse these contracts.

Stellher Human Services, Waubun School, Mahnomon County

4. It was moved and seconded to approve the Human Services Claims (Bristlin, Salminen), carried.
5. It was moved and seconded to accept the Public Assistance Applications (Engebretson Bristlin), carried.

## Highway

1. Lake Country Scenic Byway was removed from the Agenda
2. The date of the Becker County Road Tour will be established after the Highway Committee Meeting.
3. It was moved and seconded to pass Resolution No. DOH 09-03-2D, approving entering into an Engineering Service Agreement with Larson-Peterson of Detroit Lakes, MN for the storm sewer and storm water pumping facilities on CSAH 6-CSAH22 to TH 59 and authorizes the County Engineer to enter into the agreement on behalf of Becker County (Engebretson, Bristlin), carried.
4. The Construction Update was presented to the Board.

## Planning & Zoning – Gretchen Thilmony

1. It was moved and seconded to pass Resolution No. 09-03-2G, resolving that Respondent Becker County's Proposed Amendments to Relator's (Saylor's) Statement of the Proceedings is approved (Engebretson, Salminen), carried

## Planning & Zoning

1. Results of the Planning Commission (PC) Meeting of September 16, 2003:
  - 1) **FIRST ORDER OF BUSINESS:** Gordon Grabow, Detroit Twp. It was moved and seconded to concur with the recommendations and findings of the PC to approve the Certificate of Survey and change of zone from Agricultural to Residential based on the fact that it is compatible with the surrounding area (Bristlin, Salminen), carried.
  - 2) **SECOND ORDER OF BUSINESS:** Pam Horstmann, Burlington Twp. It was moved and seconded to concur with the recommendations and findings of the PC to approve a Conditional Use Permit for a jewelry store within the farmstead in an Agricultural zone based on the fact that it is a reasonable use of the property (Bristlin, Salminen), carried.
  - 3) **THIRD ORDER OF BUSINESS:** Richard Hamlin, Lakeview Twp. It was moved and seconded to concur with the recommendations and findings of the PC to approve the Certificate of Survey and Change of Zone from Agricultural to Residential based on the fact that the density on the lake would decrease and be compatible with the surrounding area (Bristlin, Salminen), carried.
  - 4) **FOURTH ORDER OF BUSINESS:** Frank & Beverly Holzer, Burlington Twp. It was moved and seconded to concur with the recommendations and findings of the PC to approve the Certificate of Survey and Change of Zone from Agricultural to Residential based on the fact that the use is compatible with the surrounding area (Engebretson, Salminen), carried.
  - 5) **FIFTH ORDER OF BUSINESS:** David & Leslie Hegge, Burlington Twp. It was moved and seconded to concur with the recommendations and findings of the PC

to approve the Certificate of Survey and Change of Zone from Agricultural to Residential based on the fact that it does meet the criteria of the Subdivision Ordinance (Engebretson, Salminen), carried.

- 6) SIXTH ORDER OF BUSINESS: Don & Sandra Tollefson, Audubon Twp. It was moved and seconded to concur with the recommendations and findings of the PC to approve a Preliminary Plat consisting of (7) lots based on the fact that it is compatible with the surrounding area (Bristlin, Salminen), carried.
- 7) SEVENTH ORDER OF BUSINESS: Scott & Marlys Ailie, Lake Eunice Twp. It was moved and seconded to concur with the recommendations and findings of the PC to approve a Certificate of Survey based on the fact that it does meet the criteria of the ordinance (Bristlin, Salminen), carried. Seaberg abstaining.
- 8) EIGHTH ORDER OF BUSINESS: Kim Sundlee, Cormorant Twp. It was moved and seconded to concur with the recommendations and findings of the PC to approve a Certificate of Survey consisting of (2) parcels in the shoreland district. The recommendations of the PC stated that any future changes would be dealt with at the proper time by the proper agencies based on the fact that the subdivision meets the criteria of the Subdivision Ordinance (Bristlin, Seaberg), motion failed. Engebretson, Salminen, Winter voting nay. A second motion was made, seconded to have this item taken back to the PC (Salminen, Engebretson). Motion withdrawn.
- 9) NINTH ORDER OF BUSINESS: Final Plat of Meadows of Becker County. It was moved and seconded to approve the Final Plat of Meadows of Becker County based on the fact that it meets the criteria of the Subdivision Ordinance (Bristlin, Salminen), carried.
- 10) TENTH ORDER OF BUSINESS: Tentative Date for the Informational Meeting is Thursday, October 16, 2003 at 8:30 a.m.

Assessor

1. It was moved and seconded to remove Parcel # 19.8477.000, and to approve the following Abatements (Engebretson, Salminen), carried.

2003 Tax Payable

Parcel	Twn/Cty	Amount	Reason
17.1049.109	Lake Eunice	\$406	Homestead
25.0073.000	Round Lake	0	Correction
25.0101.000	Round Lake	+10	Correction
25.0101.000	Round Lake	26	Correction

Environmental Services

1. Dan Holm updated the Board on the recent damage to the Landfill loader by lightning. He is presently working with the Auditor's Office to see if this is covered under the Becker County Insurance Policy.

2. It was moved and seconded to pass Resolution No. EM 09-03-2F, supporting the City of Detroit Lakes Resolution stating that the Becker County Emergency Manager will function as the Emergency Manager of the City of Detroit Lakes until such a time that the City would adopt their own Emergency Operations Plan and appoint a city staff person to administer their plan (Engebretson, Salminen), carried.
3. Jim Kaiser, Realtor, and Scott Walz, Surveyor, asked the Chair to re-consider a previous action of this Board Meeting under Planning & Zoning, An application requesting approval of just the Certificate of Survey for Kim Sundlee, property located in Cormorant Twp., Lot 2, Block 1, Lakeside Pines Section 17, Twp. 138, Range 43. This property has an easement for access. If a land alteration permit were to be considered to improve the access road, an engineering study would have to be completed. It was moved and seconded to approve a Certificate of Survey only (Salminen, Engebretson), carried.
4. Commissioner Engebretson suggested that a Lake Ordinance Committee be re-instated. Patty Johnson, Planning & Zoning will bring this to the next Board Meeting on October 28, 2003.
5. It was moved and seconded to approve the attendance of any Commissioner at the District IV AMC Meeting on October 03, 2003, Fergus Falls, MN (Engebretson, Salminen), carried.
6. Mahube Community Council, Inc. received a letter announcing notification from the Minnesota Housing Finance Agency that they will receive a grant of \$201,263 for 2003-2005 for the Family Homeless Prevention and Assistance Program. The letter was read and a special thank you given to Commissioner Engebretson for her part in receiving this grant.
7. It was moved and seconded to authorize the signatures of the Board Chair and the County Administrator approving the WesMin RC&D Project Proposal for the Eagle Lake Beach repair (Bristlin, Salminen), carried.
8. Extension Space Needs. It was moved and seconded to approve the County Administrator's recommendations to house the Extension Office at the Becker County Courthouse. Space will be provided for the 4-H Coordinator, Nutrition Program, Master Gardener, and the secretary (County employee). Nancy Grabanski, Human Resource Director, will be the direct supervisor of the County employee (Salminen, Bristlin), carried.
9. It was moved and seconded to approve to sign the Water Supply Agreement between the City of Lake Park and Becker County for supplying water to Sunnyside Care Center for a period of not less than 20-years from and after the date of this agreement. Rate charged to Becker County for Sunnyside shall not be more than the rate charged by Lake Park to other commercial users supplied by Lake Park located outside the City of Lake Park (Salminen, Seaberg), carried.

10. It was moved and seconded to approve a Revision to Resolution No. 07-02-1A, acknowledging that the approved tax abatement to Med-Pac, Inc. for the purpose of constructing a manufacturing facility. Med-Pac, Inc. created a holding company called South Ten Investments, LLC that will actually own the land and be entitled to the tax abatement and are hereby identified as the recipient of the tax abatement (Bristlin, Salminen), carried.
11. The Board received a letter from Senator Mark Dayton concerning eligible funding IFS. 1453 and the need to send a response to him. It was moved and seconded to send a copy to Dan Holm advising him of this request (Engebretson, Bristlin), carried.
12. It was moved and seconded to send a letter to Rural Life Outreach of NW Minnesota concerning our decision to not fund them for 2004 (Bristlin, Salminen), carried.

There being no further business, the meeting was adjourned.

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

/s/ Roger Winter  
Roger Winter  
Board Chair