

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, April 13, 2004 at 8:15 and City, County, School Quarterly Meeting at 7:00 a.m. All Present

The City, County, School Quarterly Meeting was hosted by Becker County.
Open Meeting.

1. It was moved and seconded to approve the Agenda as amended (Bristlin, Salminen), carried.
2. It was moved and seconded to approve the Minutes of March 23, 2004 as presented (Bristlin, Salminen), carried. Engebretson voting nay as she asked for an addition to the minutes.

Open Forum

Sharon Josephson, Becker county Resident, addressed the Board concerning the Human Services Agenda (9) Community Health Services Supervisor Position. Are we opening this position and has it been reviewed by the County Attorney? Have the qualifications been studied, and can we meet the standards in the regulations? The position calls for a BA Degree along with other qualifications. Has the MN Department of Health been contacted for proceedings? I urge caution.

Curt Eidenschink and David G. Green presented pictures to the Board and went on to describe Valley View road, Burlington Twp. as being in need of cleanup and gave an update as to what has happened so far. They were concerned that the County should have an ordinance for property cleanup. Commissioner Engebretson stated that they were right about needing an ordinance. Commissioner Salminen asked if there was a health risk. Commissioner Bristlin stated that we have a committee to look at the need for ordinances. Commissioner Winter asked what the Townships said and Curt and David stated the Townships felt they could not act without an ordinance. Commissioner Engebretson said the landfill is presently looking at a way to take in older trailer homes but right now there would be a charge for demolition. David asked if he could receive a list of the committee members and when they meet.

Terry Kalil, presented handouts concerning the Board carrying out public business and the time limits for the public to speak. She brought a gift of an egg timer and Roberts Rules of Order for the Board. She also stressed concerns of the Open Meeting Law.

Finance Committee

1. It was moved and second to concur with the Finance Committee to pay the Claims with qualifications (Salminen, Bristlin), carried.

2. It was moved and seconded to concur with the Finance Committee to approve the following Capital Purchases: Sheriff's Department request for tire replacements at the estimated cost of \$1,940 to \$2,134 (Bristlin, Engebretson), carried; (2) Chairs for the Jail Control at the estimated cost of \$620 (Bristlin, Salminen), carried; Computer Equipment for the Recorder's Office at the estimated cost of \$1,684 (Equipment Fund) (Bristlin, Salminen), carried.
3. The Human Services Building Project was discussed. It is the recommendation of the Finance Committee that if the project is approved by the Board, it should be funded through the General Fund Reserves and up to \$300,000 from the Environmental Fund in lieu of annual rent.
4. The Finance Committee recommends the following Personnel Requests: Human Services - Family Services Social Worker; Family Services Office Support Specialist; Adult Services Worker; Community Health Services Supervisor Position; Sheriff's Department - (2) vacancies due to retirement, along with a reorganization of employees to eliminate a Lieutenant position and replace with a Sergeant position; and the recommendation to continue the process to fill the IT Director vacancy.
5. GIS. Brad Wentz gave a presentation of items to consider for the GIS Program. It was moved and seconded to concur with the Finance Committee to approve upgrades for a total cost of \$2,400, which is \$400 in excess of the 2004 Budget. It was recommended to approve with the additional funds coming from Other Items in the non-departmental expenditures (Engebretson, Bristlin), carried.
6. Phone Audit. It was moved and seconded to move forward with the phone audit using ERS Audits. This is a not cost item to the county. They receive 50% of what they save us for 12 months (Bristlin, Salminen), carried.
7. Point of Information. The Committee is working on a Policy of Cash Reserves, with a targeted completion date of December 31, 2004.

Auditor

1. It was moved and seconded to approve the following Gambling Permits: The National Multiple Sclerosis Society, MN Chapter, for operations at Curleys on Cotton Lake in Erie Township; The Cormorant Lakes Sportsman's Club, for operations at The Conservation Center in Lake Eunice Township; T.I.P., Inc., for operations at Forest Hills Golf & R.V. Resort in Audubon Township; T.I.P., Inc., for operations at Steve and Tammy's Toad Lake Store in Toad Lake Twp. (Engebretson, Bristlin), carried.
2. It was moved and seconded to approve the following Tubing Business Licenses Renewals: James and Cathleen Pihlaja, Charlie's Otter Tail Tubing, Otter Tail River, Erie Twp.; Eddie H. Enger, Ed's River Run, Otter Tail River, Erie Twp. (Engebretson, Salminen), carried.

3. It was moved and seconded to approve the following Seasonal tobacco License Renewals: Peter E. Bortnem, Fair Hills, Inc./Wildflower at Fair Hills, Lake Eunice Twp.; Violet Stearns, Cotton Lake Store, Erie Twp.; Michael R. Levin, Green Valley Golf Course, Cormorant Twp.; Jeffrey A. Krueger, Horseshoe, Inc./Soo Pass Ranch, Lake View Twp.; Daniel J. Tigges, Detroit Country Club Dining, Lake Veiw Twp. Rodney Ulrich, Bayview Bar & Grill, Lake View Twp. (Salminen, Bristlin), carried.
4. It was moved and seconded to approve the following On/Sale (including Sunday) Intoxicating Liquor License Renewals: Margaret A. Hanson-Sturdevant, corner Cantina, Lake View Twp.; Matthew L. Anderson, Tri-Lakes Roadhouse Bar & Grill, Inc., Cormorant Twp.; Jeffrey A. Krueger, Horseshoe, Inc./Soo Pass Ranch, Lake View Twp.; Daniel Tigges, Detroit Country Club Dining, Lake View Twp., Rodney R. Ulrich, Bayview Bar & Grill, Lake View Twp. (Salminen, Bristlin), carried.
5. It was moved and seconded to approve the following Off/Sale Intoxicating Liquor Renewal: John & Paula Johnson, Richwood Off/Sale Inc., Richwood Twp. (name change of business separate from his General Store.) (Salminen Bristlin), carried.
6. It was moved and seconded to approve the following Combination On/Off Sale Liquor License Renewals: Steven and Tammy Quade, Steve & Tammy's Toad Lake Store, Toad Lake Twp.; Richard D. Curley, Curley's on Cotton Lake, Inc, Erie Twp. (Engebretson, Bristlin), carried.
7. It was moved and seconded to approve the following Temporary On/Sale Liquor Licenses: Detroit Lakes Lions Club, July 2-4, 2004, Soo Pass Ranch, Lake View Twp.; Detroit Lakes Lions Club, August 5-7, 2004, Soo Pass Ranch, Lake View Twp. (Bristlin, Salminen), carried.
8. It was moved and seconded to approve the following On/Off Sale 3.2 Beer License Renewals: John P. Johnson, Richwood General Store, Richwood Twp.; Matthew L. Anderson, Tri-Lakes Roadhouse Bar & Grill, Inc., Cormorant Twp.; Margaret A. Hanson-Sturdevant, Corner Cantina, Lake View Twp.; Rodney R. Ulrich, Bayview Bar & Grill, Lake View Twp. (Engebretson, Salminen), carried.
9. It was moved and seconded to approve the following Off/Sale 3.2 Beer License renewals: John P. Johnson, Richwood General Store, Richwood Twp.; Matthew L. Anderson, Tri-Lakes roadhouse Bar & Grill, Inc., Cormorant Twp.; Margaret A. Hanson-Sturdevant, Corner Cantina, Lake View Twp. (Engebretson, Bristlin), carried.
10. It was moved and seconded to approve a 2:00 a.m. On/Sale License for Rodney R. Ulrich, Bayview Bar & Grill, Lake View Twp. (Engebretson, Bristlin), carried.

Human Resources

1. It was moved and seconded to pass Resolution No. 04-04-1A, approving the implementation of HIPPA Policy and Procedure Manual inclusive of all pertinent policies (Salminen, Bristlin), carried.
2. It was moved and seconded to pass Resolution No. 04-04-1C, authorizing to advertise, interview and hire a full-time IT Director (Seaberg, Bristlin), carried.

Sheriff

1. It was moved and seconded to pass Resolution No. 04-04-1G, authorizing to hire (2) Full-time deputies, this entails to create and hire (1) full-time night sergeant and create and hire (1) full-time general investigator due to (2) retirements and the elimination of the Lt Deputy Position. Hiring will be from the Deputy Pool list (2) full-time deputies and to internally post and promote from within a full-time Sergeant and a full-time General Investigator (Bristlin, Salminen), carried.
2. It was moved and seconded to approve the request for bids to replace (5) patrol cars (Engebretson, Bristlin), carried.

DNR

It was moved and seconded to approve the acquisition of a parcel of land in Cormorant Township near Upper Cormorant Lake as requested by the DNR Section of Fisheries. The lands to be acquired are described as follows: Government Lot 3, section 5, Township 138N, Range 43 W. (Bristlin, Salminen), carried.

Human Services

1. It was moved and seconded to approve the Human Services Agenda as amended (Salminen, Bristlin), carried.
2. It was moved and seconded to approve the Transit Claims (Salminen, Seaberg), carried.
3. It was moved and seconded to pass Resolution No. 04-04-1H, authorizing to fill, from the Merit System Pool, a full-time Family Services Social Worker position in the Human Service Department due to a resignation (Salminen, Bristlin), carried.
4. It was moved and seconded to pass Resolution No. 04-04-1I, authorizing to fill, from the Merit System Pool, a full-time Office Support Specialist position in the Human Service Department (Engebretson, Bristlin), carried.
5. It was moved and seconded to pass Resolution No. 04-04-1K, authorizing to fill, from the Merit System Pool List, a full-time Family Services Social Worker Position in the Human Service Department due to a resignation (Salminen, Bristlin), carried.

6. It was moved and seconded to pass Resolution No. 04-04-1J, authorizing to fill, from the Merit System Pool, a full-time Community Health Services Supervisor due to the structuring of the Becker County Community Health Program (Salminen, Bristlin), carried. Commissioner Engebretson voting nay.
7. It was moved and seconded to approve to re-new the Purchase of Service Contract with Sheila Ojala, Supervisor, of the Becker County Workshop for 2004 (Engebretson, Salminen), carried.
8. It was moved and seconded to approve the Human Services Claims (Bristlin, Seaberg), carried.
9. It was moved and seconded to accept the Family Services, Adult Services & Probation Placement Reports (Seaberg, Salminen), carried.
10. It was moved and seconded to direct Matt Casey, Human Services, and Nancy Grabanski, Human Resources, to send letters to the employees of Multi-County Nursing explaining the Merit System hiring process and qualifying position openings at Human Services (Salminen, Bristlin), carried.
11. It was moved and seconded to have Matt Casey provide a copy of the letter from the Health Department describing the process to become a Community Health Board (Bristlin, Seaberg), carried.
12. Commissioner Engebretson asked if there was anything the county could do to help Multi-County Nursing during this time when they were broken into and computer equipment taken.

Highway

It was moved and seconded to pass Resolution No. 04-04-1L, authorizing to award the bid award for Project SAP 03-626-18; 03-639-10; 03-646-05; 03-646-06; CP 204-129-01; 204-156-01 to Central Specialties, Inc. in the amount of \$1,428,947.04 (Bristlin, Seaberg), carried.

Commissioners

1. Reports & Correspondence:
 - a. Boards of Review in District I, Commissioner Engebretson
 - b. U and Your Economy Extension W/Shop, Commissioner Winter, Brian C. Berg, County Administrator

2. Appointments:
 - a. It was moved and seconded to appoint Rauha Hillukka to the Multi-County Nursing Committee (Engebretson, Salminen), carried.
 - b. It was moved and seconded to appoint Donna Sauvageau to fill the 3-year term vacated by Tom McCauley (Bristlin, Engebretson), carried.
 - c. It was moved and seconded to appoint the following persons to the Tru-County Assessment Committee: John Tigges, Justin Clementson, Kathleen Frohlich, Harry Salminen, Steve Skoog, Shelly Dillon, Dave Schiller, Lester Ristinen, Commissioners Engebretson and Salminen will appoint someone from their District (Bristlin, Salminen), carried.
3. It was moved and seconded to send a letter of congratulations to Grant Remmen for his accomplishments (Salminen, Bristlin), carried.
4. It was moved and seconded to approve the request to attend a one day Construction Training on May 19, 2004, St. Cloud, MN by Brian C. Berg and Steve Skoog. Cost to attend is \$279 each to be paid from the Construction Fund (Bristlin, Salminen), carried.
5. It was moved and seconded to approve any Commissioner's attendance at Human Services to visit with Kevin Goodno on Friday, April 30, 2004 at 2:00 p.m. (Salminen, Bristlin), carried
6. Brian C. Berg, County Administrator, gave an update on the Architect Proposals for the Human Services Project. The Space Needs Committee has been reviewing the Proposals and interviewed the Architects. The recommendation by the Space Needs Committee is to continue with Lightowler Johnson & Assoc. Discussion followed: Commissioner Engebretson was concerned about the advertising for Requests for Proposals. Commissioner Bristlin stated it was not uncommon to search for Architects in local papers. Commissioner Winter said there was a call from as far away as Florida. Terry Kalil questioned why Lightowler Johnson was hired to do the preliminary? Brian C. Berg said that although the bidding procedure was not required, out of the (3) applicants, Lightowler Johnson & Assoc. was the least expensive.
7. It was moved and seconded to move forward with the Human Services Project using Lightowler Johnson & Assoc. (Bristlin, Seaberg), carried. Commissioner Engebretson voting nay.
8. Brian C. Berg said his office will send thank you letters to the architectural firms that responded to the Requests for Proposals advertisement. He also reviewed recent memos sent to the Board.

9. Commissioner Engebretson shared her thoughts concerning Public Health and Tax-Forfeit Lands in a letter to the Board.

There being no further business, the meeting was adjourned after lunch at 1:00 p.m.

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

/s/ Roger Winter
Roger Winter
Board Chair