

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, January 25, 2005 at 8:15 a.m.
LOCATION: Board Room, Courthouse All Present

Agenda

1. It was moved and seconded to approve the Agenda as amended (Bristlin, Nelson), carried.
2. It was moved and seconded to approve the Minutes of January 04 and 11, 2005 as presented (Bristlin, Mulari), carried.

Veteran's Services

Dennis Warling, Veteran's Services Officer, presented his 2004 Annual Report and an informational booklet. He thanked the County Board for their support. Dennis will draft a letter to the White Earth Tribal Offices thanking them for providing an office for him to use when working with White Earth Veteran's. It was moved and seconded to accept the 2004 Annual Report (Nelson, Bristlin), carried.

Commissioners

1. Open Forum. Jim Navara, Little Toad Lake, discussed his concerns of the development on the Little Toad Lake and brought information to the Board.
2. Commissioner Bristlin read a letter of resignation from Tim Middendorf, Administrator, at Sunnyside Care Center effective March 3, 2005. It was approved by consensus to recognize Tim Middendorf for the fine job he has done at Sunnyside.
3. It was moved and seconded to approve any Commissioner's attendance at the Becker County Tax Payers Association Meeting scheduled for January 27, 2005 (Bristlin, Nelson), carried.
4. It was moved and seconded to approve any Commissioner's attendance at the MCIT & Safety Training on Wednesday, February 09, 2005 from 9:00 to 11:00 a.m. (Bristlin, Nelson), carried.

Reports & Correspondence:

- a. RTC/MN/DOT Meeting: Commissioner Mulari, Commissioner Nelson
- b. New Commissioner Training January 19-21: Commissioner Mulari, Commissioner Nelson, Commissioner Knutson

Appointments:

- a. Marj Johnson, re-appointed to the Lakeland Mental Health Board for the term 2005 – 2008. (Board Chair appointment)
- b. Commissioner Mulari, appointed by the Board Chair to the Lakeland Mental Health Board for the term 2005- 2008 filling out the unexpired term of Carolyn Engebretson.
- c. Steve Skoog, County Assessor and Patty Johnson, Planning & Zoning, were appointed co-chairs by the Board Chair to work on the County Comprehensive Plan.

Finance

1. It was moved and seconded to approve the claims with exceptions (Bristlin, Knutson), carried.
2. It was moved and seconded to concur with the Finance Committee to approve the MN Counties Computer Cooperative Ratification Statement for the following Agreements (Bristlin, Mulari), carried. MN Property Tax License Agreement, MN Property Tax Maintenance & Support Agreement and MN Property Tax Stabilization Plan.
3. It was moved and seconded to approve the Construction Change Orders totaling \$2,526.56 for the Human Services Building Project (Bristlin, Nelson), carried.
4. Capital Purchase/Maintenance. It was moved and seconded to approve to purchase a truck to replace the 1993 Ford Pickup for use of Courthouse Maintenance, but to check with other departments to see if they have a vehicle to rotate (Nelson, Bristlin), carried.
5. It was moved and seconded to amend the previous motion by striking, but to check with other departments to see if they have a vehicle to rotate, and add: It is recommended to do more research on the truck purchase. Dan Johnson and Brian C. Berg are authorized to do the research. Things to consider:
 1. More Value on Purchase for the County
 2. Cost – More Choices for the Dollars
 3. Research New v.s. Used
 4. Dan is approved to purchase the best truck for the money, as approved by the County Administrator, to include exceeding the \$7,000 Budgeted amount (Bristlin, Nelson), the amendment carried.
6. It was moved and seconded to approve the request from West Central Agency on Aging for a 3.7 increase in the amount the counties are assessed to provide cash match to the West Central Area Agency on Aging to administer Title 3 projects and other projects as required by the state. The amount requested for 2005 is \$3,920 (Bristlin, Nelson), carried.

7. It was moved and seconded to approve the request from Planning & Zoning to approve to lease a copier (Kyocera Mita 3035) from Liberty Business Systems (Mulari, Nelson), carried.
8. It was moved and seconded to accept the December Investment Summary as provided by Ryan Tangen, County Treasurer (Bristlin, Mulari), carried.
9. It was moved and seconded to follow the changes in the 2005 Legislation Agenda concerning Election Law changes, and authorize the County Auditor to form an Election Committee comprised of thirteen individuals from various townships, schools and cities and to pay them mileage from the Election Fund (Knutson, Bristlin), carried.
10. It was moved and seconded to approve payment of the post board fee in the amount of \$262.50, to be paid on an Auditor's Warrant (Mulari, Nelson), carried.

Auditor

1. It was moved and seconded to approve the Agenda as amended (Bristlin, Nelson), carried.
2. It was moved and seconded to approve a temporary Construction Easement for the City of Ogema, a Municipal Corporation, on Lots (4) and (5), Original Townsite of Ogema. (Tax Parcel No. E520020200 (Bristlin, Nelson), carried.
3. It was moved and seconded to appoint the following alternate Delegates to Minnesota Counties Computer Cooperative: Rick Kelsven, Ryan Tangen and Steve Skoog (Bristlin, Knutson), carried.
4. It was moved and seconded to table the request to pass Resolution 01-05-2K, approving an application for repurchase of Forfeited Lands for more information and a legal opinion (Mulari, Nelson), carried.
5. It was moved and seconded to approve on Resolution No. 01-05-2M, a Gambling Permit for the Height of Land Sportman's Club for operations at: Height-of-Land Sportsmen's Club effective May 7, 2005(Bristlin, Nelson), carried.

Environmental Services

1. Dan Holm presented information on quotes for the purchase of a Loader/Backhoe. It was the consensus of the County Board not to change the motion to lease a Loader/Backhoe for up to 1-year (motioned on 12-14-04), and to discuss with the Solid Waste Advisory Committee before bringing back to the County Board.

2. It was moved and seconded to approve the 2005 Solid Waste Hauling Licenses for the following companies that have met all the requirements of the Becker County Solid Waste Ordinance (Bristlin, Nelson), carried.

Aune Sanitation	Ballard Sanitation
Jon & Sons Disposal Service	Minnkota Recycling
White Earth Sanitation	Fuch Sanitation Service
Metro Disposal	

Sheriff

1. It was moved and seconded to pass Resolution No. 01-05-2A, to fill a full-time Correctional Officer Position in the County Sheriff's Department from the Correctional Officer Pool List, and if filling of the full-time position results in a part-time vacancy, to hire a permanent, part-time Correctional Offices from the Correctional Officer applicant pool list (Nelson, Bristlin), carried.
2. Tim Gordon presented a plan to update the Becker County Sheriff Dispatch in 2005. It was moved and seconded to accept the submitted plan and approve to proceed with the renovation as funding is now available (Mulari, Bristlin), carried.

Becker County Township Officers, Justin Klementson, Walworth Twp. and Arthur Yliniemi, Osage Twp., met with the Board to discuss legislative issues as well as county government issues. Commissioner Bristlin thanked the Township Officers for all the work they do, and asked if they would keep the Board informed about any legislative issues affecting Townships.

Human Services

1. It was moved and seconded to approve the Agenda as amended (Nelson, Bristlin), carried.
2. Lakeland Mental Health Annual Meeting. It was moved and seconded to authorize any Commissioner's attendance at the Annual Meeting on Friday, February 28, 2005 (Bristlin, Knutson), carried. Matt Casey will make the reservations for Commissioner Mulari, Commissioner Nelson and Commissioner Knutson. Commissioner Salminen made a recommendation that the appointment to the Lakeland Mental Health Board be for more than one year, as it takes a year to adjust to the Board.
3. It was moved and seconded to approve the Emergency Services Policy as submitted by Human Services for the Minnesota Family Investment Program (Bristlin, Nelson), carried.
4. It was moved and seconded to approve the following Purchase of Services Contracts (Bristlin, Nelson), carried.

Glenmore Recovery Center and Becker County
Lakes Counseling Center and Becker County
Lakeland Mental Health Center, Becker County and Detroit Lakes District #22
Lakeland Mental Health Center w/ Becker County for residents of Becker County
Lakeland Mental Health Center w/ Becker County for Serious Mentally Ill
Frazee District #23 and Becker County
Detroit Lakes District #22 and Becker County
White Earth Mental Health and Becker County
Stellher Human Services, Becker County, and Frazee District #23
Stellher Human Services, Becker County, and Frazee District #22

5. It was moved and seconded to pass Resolution No. 01-05-2J, to form a Community Health Board, but with a request for clarification of responsibilities (Mulari) (Bristlin, Nelson), carried. Roll Call Vote: Commissioner Salminen voting aye; Commissioner Mulari voting aye; Commissioner Knutson voting aye; Commissioner Nelson voting aye; Commissioner Bristlin voting aye.
6. It was moved and seconded to approve John Hovdenes, Transit Supervisor, applying for a \$1500 scholarship to cover expenses for out of state attendance of the National Transit Conference (Bristlin, Mulari), carried.
7. It was moved and seconded to authorize Commissioner Salminen to attend the State-wide Advisory Committee as a delegate; Commissioner Mulari was appointed as alternate (Bristlin, Knutson), carried.
8. It was moved and seconded to approve the Transit Bus Garage Lease, starting January 1, to December 31, 2005 with D.D. Investment of Detroit Lakes, Inc. (Bristlin, Knutson), carried.
9. It was moved and seconded to approve the Human Services Claims (Bristlin, Nelson), carried.
10. It was moved and seconded to approve the Community Health Claims (Bristlin, Nelson), carried.
11. It was moved and seconded to approve the Transit Claims (Bristlin, Mulari), carried.

Highway

1. It was moved and seconded to approve the Agenda as amended (Bristlin, Nelson), carried.
2. It was moved and seconded to approve the request for an emergency full-time temporary replacement (Nelson, Knutson), carried.

3. It was moved and seconded to pass Resolution No. 01-05-2L, authorizing to fill the position of Accounting Technician (Mulari, Bristlin), carried.
4. It was moved and seconded to pass Resolution No 01-05-2B, Maintenance Materials Annual Requirements Quotes for the following annual maintenance material requirements: Bituminous Mix, Aggregate Material, Maintenance Overlays; Equipment Rental; Traffic Control Signs & Devices; and Steel Sign Posts (Bristlin, Knutson), carried.
5. It was moved and seconded to pass Resolution No. 01-05-2C, Maintenance Materials Annual Requirements Bid Letting, authorizing the County Engineer to prepare proposals and bidding documents and advertise for bids for the following annual maintenance materials: Bituminous Materials and Asphalt Crackfiller, Corrugated Steel Pipe Culvert and Metal End Section, Dust Control – Calcium Chloride (Bristlin, Nelson), carried.
6. It was moved and seconded to concur with the Highway Committee and the Finance Committee to pass Resolution No. DOH 01-05-2D, authorizing the purchase of a Used Striper Truck Chassis in the amount of \$22,000 (Bristlin, Nelson), carried.
7. It was moved and seconded to concur with the Highway Committee and the Finance Committee to pass Resolution No. DOH 01-05-2E, authorizing the purchase of (3) used Pup Trailers in the amount of \$35,000 (Bristlin, Nelson), carried.
8. It was moved and seconded to approve the Cooperative Construction Agreement No. 2005-01 with Clearwater County and authorize the Board Chair to sign on behalf of Becker County (Mulari, Nelson), carried.

Planning & Zoning

1. It was moved and seconded to pass Resolution No. PZ 01-05-2H, Top Brass Estates, Common Interest Community Gov't Lots 3 & 4, Sec. 23, Height of Land Twp. stating that based on the EAW Review Committee recommendation, the Board of Commissioners make a Negative Declaration for an EIS on Top Brass Estates, Common Interest Community, Sec. 23, Height of Land Twp. (Bristlin, Nelson), carried.
2. It was moved and seconded to pass Resolution No. PZ 01-05-2G, resolving that the Board of Commissioners make this a Positive Declaration that Sauer Lake Highlands, Common Interest Community, Part NW1/4, SW1/4, Sec. 33, Lake View Twp., may have the potential for significant environmental effects and that the impacts from the project cannot be reasonably anticipated or mitigated (Knutson, Nelson), carried.
3. The Planning & Zoning 2004 Year-End Report was presented for consideration by the Board.

Human Resources

Motion Requested: To approve the following change in contract language for the Sheriff Confidential Unit. Article XVII: Add the following language:

Employees shall be eligible for holiday pay provided they are on compensated status on the last work day before and the first work day after the holiday. When a listed holiday falls on a Sunday, the following Monday shall be a non-work day, when a listed holiday falls on Saturday, the preceding Friday shall be a non-work day. It was moved and seconded to approve the change in contract language (Bristlin, Knutson), carried.

The Board Meeting was Recessed for Lunch, to convene at 1:00 p.m.

1:00 p.m. to 3:15 p.m. Presentation of the Courthouse Space Project by Brian C. Berg, County Administrator.

A Power Point Presentation was given to the Board and audience present. This report was as a result of the Space Committee and Sub-Committee Members Meetings. The report centered on:

- Review Space Needs Information
- Review Space Needs Progress
- Obtain Direction
- Currently Leased Space
- Current Leased Space and Efficiency
- Existing Structure not Supporting Current and Future Government Services
- Financial Foresight
- Centralization of Government Units
- Future Stability
- Purchase of Existing Building within Becker County
- Leasing a Building
- Expansion of Existing Buildings
- Maintaining the Current Structure

A Recap of Current Property Structure Analysis was done to discuss Strengths and Weaknesses. A Chronological Review of the Space Needs Progress was reviewed. Questions were addressed during the time of this presentation. The Courthouse Expansion Preliminary Design Study was also presented and reviewed.

1. It was moved and seconded to move forward with Public Informational Meetings to be held in February and March to inform the public and ask for their input.

There being no further business, the meeting was Adjourned (Knutson, Nelson), carried.

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

/s/ Harry Salminen
Harry Salminen
Board Chair