

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, December 14, 2010 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda:

1. Meeting presided over by Chair Bellefeuille. Commissioners in attendance; also Acting Administrator, Nancy Grabanski and, Minute Taker, Kathy Ohman.
2. It was moved and seconded to amend the agenda to remove Licenses & Permits under Auditor-Treasurer; remove Abatements under Assessor and Add Soil & Water as a Department with Block Grant and Annual Ag Inspectors Report under it. (Knutson, Schram), carried.
3. It was moved and seconded to approve the Minutes of November 23, 2010 with the following changes: under Reports and Correspondence for Commissioner Nelson change the reading of the sentence in iv to read: This board elects representation to be on the Red Board which helps decide where those funds will be distributed. (Knutson, Nelson), carried.

Commissioners:

1. Open Forum:
 - a) No one was present to speak in the open forum.
2. Reports and Correspondence:
 - a) Commissioner Schram
 - i) Attended the Heartland Multi-Purpose Recreational Trails Meeting. They are going to start having their meetings in Detroit Lakes. They have been trying to develop an Easement Agreement for trails. DNR has an existing form for easements but seemed reluctant to allow the Heartland Trail to utilize their form.
 - ii) Discussed the Becker County Senior Coordinator and the programs available to seniors. The program is designed to provide resources, referrals and direct services to elderly and disabled individuals and family members in Becker County. The Coordinator is qualified to provide information and service at no charge.
 - iii) Attended the Highway meeting in Fergus Falls. Their Engineer talked about safe highway construction and discussed law enforcement and the different causes of accidents. Commissioner Schram felt it was a well-presented meeting.
 - iv) Met with the Assessor and discussed the various reasons for abatements. T reasons are: clerical error, Manatron and a change to a different assessor for a particular township. Also discussed how many years to go back for an abatement. The Commissioners would like this to be discussed at a future time.
 - v) Commissioner Schram has been asked to be on the Transportation Committee for West Central and wanted the other commissioners input on whether they felt he should accept. It was the consensus the more we get involved the better for the county. They also felt it would be better to wait for Committee Appointments at the first of the year.
 - b) Commissioner Nelson
 - i) Attended AMC meeting in which he is a voting delegate for MCIT. They elected Don Ditterick from Polk County. He felt it was a well-presented meeting.
 - ii) Attended the US Fish and Wildlife meeting where they discussed Hamden Slough. They are looking for more partnership with farmers to do haying on part of the land instead of burning. Hamden Slough is recognized as a unique refuge. Felt there was good input from Government staff.
 - iii) Attended the Highway Committee Meeting where the five-year plan was discussed.

- iv) Attended an Ag Forum meeting. It was good discussion, but no legislators were present. A spokesperson from Collin Peterson's office was present and discussed some ag issues.
- v) Attended a meeting where they discussed the aquatic invasive species.
- c) Commissioner Bellefeuille
 - i) Attended the Indian Affairs Advisory Council meeting. He felt Becker County had a better working relationship with the White Earth Reservation than other counties.
- d) Commissioner Salminen
 - i) Discussed the State Community Health Services Advisory Committee (SCHSAC). This is a policy committee concerning public health. If any of the Commissioners wish to attend they will get the same per diem as Harry. Rhonda Stock from Community Health will be attending so please coordinate this with Nancy or Harry if you wish to attend as well.
 - ii) The other meetings that Commissioner Salminen attended are all represented during this board meeting so he had nothing more to report.
- e) Commissioner Knutson
 - i) Attended the Environmental Meeting. The magnet that was purchased for use at the landfill has probably already paid for itself.
 - ii) The Eastern Transfer Station/Highway building is tentatively scheduled to be open the first Saturday in January. The Highway Department is already occupying their part of the building.
 - iii) Attended the Safety Committee Meeting. There were 36 injuries as of the first of December, which is down from prior years. The first aid supplies need to be restocked which will cost about \$300. They discussed using a daily log sheet when supplies were used because of that cost.
 - iv) Attended the Natural Resources Committee meeting where they discussed easement issues. In the past the County had sold tax forfeited property and thought they had land locked themselves. However after examining records, found they had maintained an easement on some of the properties.
 - v) Attended the Recreational Board meeting where they discussed a proposed trail from the Woods & Trails Snowmobile Club. Discussed the Vermont tool kit, which is a tool in which Pro West would take the information and data we already have available and put it into a form compatible with our programs. This would give us a better idea as to topography, soil types, elevations and finding the best place for routes.
- 3. Commissioners Appointments:
 - a) It was moved and seconded to pass Resolution 12-10-1L that the office of Becker County Coroner shall be an appointment of up to, but not exceed, four (4) years. (Salminen, Schram), carried.
 - b) It was moved and seconded to pass Resolution 12-10-1M to appoint Dr. Knute Thorsgard as Becker County Coroner for a one-year term beginning on January 1, 2011 and expiring December 31, 2012. (Schram, Knutson), carried.
- 4. Commissioners Board Meeting Date Setting:
 - a) It was moved and seconded to pass Resolution 12-10-1A with the modification to read 'that the Becker County Board of Commissioners may meet in Regular Business Sessions on the 2nd, 3rd and 4th Tuesday on each month and, if required, can conduct business at these meetings.' (Knutson, Salminen), carried.

Finance Committee Minutes, Ryan Tangen presented:

1. It was moved and seconded to approve the Claims with the following change: authorize payment of \$18,000 due at delivery for the newly leased trail groomer by Auditor's Warrant, the over 90 day claims (1) DL Newspapers in the amount of \$133,70 due to missed charges (2) Dean Haverkamp in the amount of \$201.75 due to size of claims. (3) J & K Marine in the amount of \$266.00 and waiting for explanation (4) Larry Knutson in the amount of \$2,900 due to inadvertent oversight (5) Software House International in the amount of \$4,852.13 due to incorrect billing address (6) St. Mary's EMS in the amount of \$149.50 due to late receipt from Coroner and the Auditor's Warrants for 11/23/10 in the amount of \$173,870.50, and 11/30/10 in the amount of \$20,319.07, and 12/2/10 in the amount of \$5,977,364.74, and 12/7/10 in the amount of \$582.74. (Nelson, Knutson), carried.
2. The Human Services claims were reviewed and it was recommended to approve when presented.
3. It was recommended by the Finance Committee to approve when presented an increase in the MFIP grant.
4. It was recommended by the Finance Committee to approve when presented Resolution 12-10-1H for a request for part-time Office Support Specialist.
5. It was recommended by the Finance Committee to approve when presented Resolution 12-10-1G for a request for part-time Public Health Nurse.
6. It was recommended to approve when presented Resolution 12-10-1I the Memorandum of Understanding with Otter Tail County.
7. It was moved and seconded to approve the annual software maintenance agreements and licenses with Vmware View Maintenance, Vmware Vsphere Maintenance, Cisco Phone Systems, and 2 ARC Editor Licenses (Knutson, Nelson), carried.
8. It was moved and seconded to approve the purchase of 6 laptops for the creation of a training room for the estimated cost of \$2,800. (Salminen, Nelson), carried.
9. It was moved and seconded to approve the change fund for the East Transfer Station in the amount of \$150. (Salminen, Knutson), carried.
10. It was moved and seconded to approve up to \$3,100 for the purchase of the necessary IT equipment for the East Transfer Station. (Salminen, Nelson), carried.
11. It was recommended by the Finance Committee to hold off on the sale of the Spring Creek Township property until a more equitable purchase price can be negotiated.
12. It was recommended by the Finance Committee to approve when presented the low bid from PRT USA in the amount of \$21,767 for 2012 seedlings.
13. It was recommended by the Finance Committee to approve when presented Resolution 12-10-1B for a request to fill a full-time position in the County Attorney's office.
14. It was moved and seconded to approve the 2011 agreements for CHIPS proceedings with Stuart Kitzman and Steve Beitelspacher for the legal services at a rate of \$1,200 per month. (Nelson, Knutson), carried.
15. It was moved and seconded to approve Resolution 12-10-1E to extend the time frame of the voluntary furlough plan. (Salminen, Schram), carried.
16. It was recommended to approve when presented the 2011 Natural Resources Block Grant.

Natural Resource Management Department:

1. It was moved and seconded to table for more clarification as to questions concerning easements and to put the MN Waterfowl Association Request on the agenda for the December 28th meeting under Auditor-Treasurer. (Nelson, Knutson), carried.
2. It was moved and seconded to approve the low quote of \$21,767.00 from PRT USA Inc. for 160,000 containerized tree seedlings for the spring of 2012. (Nelson, Knutson), carried.

4. It was moved and seconded to approve Resolution 12-10-1C to clarify an easement with a vague legal description for ingress and egress purposes over tax-forfeited property in the Northwest Quarter of the Southeast Quarter and part of the Northeast Quarter of the Southwest Quarter in Section 20, Township 139 North, Range 37 West of the Fifth Principal Meridian in Becker County, Minnesota. (Knutson, Schram), carried.
5. It was moved and seconded to give the Auditor/Treasurer authority to sign the deed concerning the easement for ingress and egress purposes over tax-forfeited land in the Northwest Quarter of the Southeast Quarter and part of the Northeast Quarter of the Southwest Quarter in Section 20, Township 139 North, Range 37 West of the Fifth Principal Meridian in Becker County, Minnesota. (Knutson, Salminen), carried.

Soil and Water: Brad Grant Presented:

1. It was moved and seconded to approve the 2011 Natural Resources Block Grant agreement. (Nelson, Schram), carried.
2. It was moved and seconded to accept the Becker County Agricultural Inspector's 2010 Annual Report and Work plan Summary. (Schram, Nelson), carried.

Human Services, Nancy Nelson presented:

1. There were no additions to the Human Services Agenda.
2. It was moved and seconded to approve the Lakeland Mental Health Contract (Schram, Salminen), carried.
3. It was moved and seconded to approve the purchase of Service Agreements with Stellher Human Services. (Salminen, Schram), carried.
4. It was moved and seconded to approve the Purchase of Service Agreements with Becker County/School District #22/Lakeland Mental Health Center. (Salminen, Schram), carried.
5. It was moved and seconded to approve the purchase of Service Agreements with Rural Minnesota CEP. (Salminen, Schram), carried.
6. It was moved and seconded to approve the TriMN Service Agreement. (Salminen, Schram), carried.
7. It was moved and seconded to approve the Title IV-D (Child Support Enforcement) Cooperative Agreement. (Schram, Salminen), carried.
8. It was moved and seconded to approve Resolution 12-10-1J for the Revised MFIP Budget. (Salminen, Schram), carried.
9. It was moved and seconded to approve the revised Emergency Assistance Program. (Salminen, Schram), carried.
10. It was moved and seconded to approve Resolution 12-10-1H to interview and hire from eligible Merit System applicants a part time office support specialist. (Schram, Salminen), carried.
11. It was moved and seconded to approve the Human Services Claims. (Salminen, Schram), carried.

Community Health, Nancy Nelson presented:

1. It was moved and seconded to approve Resolution 12-10-1G to interview and hire from eligible Merit System applicants a part time public health nurse. (Schram, Bellefeuille), carried.
2. It was moved and seconded to approve Resolution 12-10-1I for Becker County Board of Commissioners to enter into a Memorandum of Understanding agreement with Otter Tail Public Health to provide 12 hours of public health nurse time for 1 year. (Schram, Salminen), carried.
3. It was moved and seconded to approve the Community Health Claims. (Salminen, Knutson), carried.

Transit, Nancy Nelson Presented:

1. It was moved and seconded to approve the Transit Claims. (Knutson, Salminen), carried.

County Attorney:

1. It was moved and seconded to approve Resolution 12-10-1B authorizing the replacement of a legal secretary position due to resignation. (Salminen, Nelson), carried.

White Earth Substance Abuse Program, Pat Moran Presented:

1. Ms Moran did a presentation on the White Earth Substance Abuse Program available through White Earth Tribal Health. She explained the assessment process and gave statistics concerning the clients serviced by this program. They presently have a staff of 17 people and have seen 1187 clients concerning substance abuse.

Highway, Brad Wentz Presented:

1. There were no changes to the agenda.
2. It was moved and seconded to approve Resolution 12-10-1K to adopt the Becker County Highway Department 2011-2015 Five Year Construction Plan. (Nelson, Knutson), carried.
3. Brad Wentz presented a plaque to Gary Kertscher for a competition he participated in. There were 100 participants and Mr. Kertscher received the first place Rodeo award in the State of Minnesota. Congratulations were given to Gary Kertscher for his achievement.

Human Resources, Nancy Grabanski presented:

1. It was moved and seconded to approve Resolution 12-10-1F to continue to offer the MN Service Cooperatives VEBA Plan and Trust. (Salminen, Knutson), carried.
2. It was moved and seconded to approve Resolution 12-10-1D to ratify the following salaries of the following elected officials for 2011: Tim Gordon, County Sheriff, Darlene Maneval, County Recorder, Ryan Tangen, County Auditor/Treasurer and Mike Fritz, County Attorney and to adjust these salaries to reflect any general increase given to department heads for the 2011 year, also with clarification as to longevity for the Sheriff's Department. (Nelson, Knutson), carried. Also included in the motion was to approve to have the Sheriff's longevity follow the schedule of the Sheriff Supervisor group.

Recess until 7:00 P.M. for Budget and Levy Discussion with public input in the Becker County Boardroom.

/s/ Nancy Grabanski

Nancy Grabanski
Acting County Administrator

/s/ John Bellefeuille

John Bellefeuille
Board Chair