

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: Tuesday, March 8, 2011 at 8:15 a.m.  
LOCATION: Board Room, Courthouse

Agenda:

1. Meeting presided over by Board Chair Nelson. Commissioners in attendance; also Administrator, Tom Mortenson and Minute Taker, Kathy Ohman.
2. The Agenda was approved as posted.
3. It was moved and seconded to approve the Minutes of February 22, 2011 with the following changes: under Reports and Correspondence for all Commissioners change 'they attended' to they reported on the following meetings; under Finance Committee Minutes #5 change 'purchase' to five year lease; under Highway #2 change 'garage doors' to a garage door. (Knutson, Okeson), carried.

Commissioners:

1. Open Forum:
  - a. No one appeared for open forum.
2. Reports and Correspondence:
  - a. Commissioner Nelson
    - i. Reported on the following meetings: Joint Powers Board of MN Counties, Human Services, Lake Region Agassiz Regional Library and Natural Resources.
  - b. Commissioner Skarie
    - i. Reported on the following meetings: Sunnyside, Historical Society, Becker County Fair Board, Lakeland Mental Health, Human Services, SCHSAC and Environmental Services.
    - ii. It was moved and seconded to allow all Commissioners to attend the Video Conference concerning SCHSAC on March 28, 2011 from 1:00 – 3:00 at the Becker County Courthouse.
  - c. Commissioner Okeson
    - i. Reported on the following meetings: Association of MN Counties Transportation, Sheriff's Committee, Highway Committee, Lakeland Mental Health and Labor Negotiating Committee.
  - d. Commissioner Knutson
    - i. Reported on the following meetings: Parks and Recreation Board, Safety, Heartland Multi Purpose Recreational Trail, Recycling Meeting, Sub Ordinance Review Committee Meeting and Environmental Affairs.
  - e. Commissioner Schram
    - i. Reported on the following meetings: Sheriff's Committee, White Earth State of the Nation Address, Highway Department, Mahube, Wild Rice Watershed, Heartland Multi Purpose Recreational Trail, Lakeland Mental Health, Winter Trails Committee and Recycling Meeting.
    - ii. Commissioner Schram also issued an invitation to a meeting at Emmanuel on March 15, 2011 at 5:15 to hear the results to the Active Living Survey
3. Commissioners Appointments

- a. It was moved and seconded to appoint the following Commissioners to be Policy Committee Members for the Association of Minnesota Counties; Commissioner Nelson to the Environmental & Natural Resources, Commissioner Okeson to Transportation, Commissioner Skarie to Health and Human Services if Nancy Nelson doesn't continue to be a member, Commissioner Skarie to Public Safety and Reappoint Commissioner Schram to General Government. (Knutson, Schram), carried
- b. It was moved and seconded to appoint David Knopf to the Planning and Zoning Ordinance Review Committee. (Okeson, Knutson), carried.

Auditor/Treasurer

1. It was moved and seconded to approve Resolution 03-11-1C to approve the Gambling Application for exempt permit to conduct a raffle for the Cormorant Lions Club on September 30, 2011 at the Cormorant Community Center located at 10929 County Highway #5 in Lake Park, MN 56554 in Cormorant Township.

Finance Committee Minutes:

1. It was moved and seconded to approve the regular Claims, over 90 day claims and an additional claim for postage prepayment for tax statements and Auditor's Warrants.
  - a. Detroit Lakes Newspapers in the amount of \$438.84 due to missing invoice.
  - b. Tweeton Refrigeration in the amount of \$538.66 due to missing invoice.
  - c. Postage prepayment for tax statements in the amount of \$8,870.50.
  - d. Auditor's Warrants for 2/22/2011 in the amount of \$23,933.56, and 3/1/2011 in the amount of \$24,962.60. (Skarie, Schram), carried.
2. The Human Services claims were reviewed and it was recommended to approve when presented.
3. It was moved and seconded to approve the Capital Improvement request of conversion of real estate document images into existing software in the Recorder's Office for the amount of \$2,875.00 and the Capital Improvement request to have marriage books rebound in the Recorder's Office for the amount of \$8,092.09. (Okeson, Skarie), carried.
4. It was recommended to approve when presented the request to replenish the inventory of rain barrels and compost bins in Environmental Services.
5. It was recommended to approve when presented the low three bids from Dust Coating, Inc for magnesium for the Highway Department.
6. It was recommended to approve when presented the low bid from Flint Hills Resources for bituminous materials for the Highway Department.
7. It was recommended to approve when presented the annual membership of \$5,000 in Western Area Cities and Counties Organization (WACCO) for the Highway Department.
8. It was recommended to approve when presented the purchase of six rolling work platforms/ ladders for the Highway Department.
9. It was recommended to approve when presented the Resolution 03-11-1A to accept a Minnesota Department of Natural Resources Grant #B52666 for the amount of \$27,569.00 for fiscal year 2011 for the Sheriff's Department.
10. It was recommended to approve when presented Resolution 03-11-1B which is a continuation of a Joint Powers Agreement between the Becker County Sheriff and the Minnesota Bureau of Criminal Apprehension.

11. It was recommended to approve when presented the low bid for an electric hand dryer for placement at the Minimum Security building.
12. It was moved and seconded to authorize the Auditor/Treasurer to spend \$5,000 for an actuarial study for the year ended 2010. (Schram, Knutson), carried.
13. It was moved and seconded in accordance with Resolution/Proclamation 03-11-1G that a Zebra Mussels Alert be included in the 2011 property tax statements. The estimated cost of \$1,500 - \$2,000 to come from the County Budget. (Schram, Skarie), carried.
14. Tom Mortenson, County Administrator discussed the February 16<sup>th</sup> OSHA inspection report. A meeting has been scheduled for March 8, 2011 at 1:00 to discuss options. Mr. Mortenson also discussed the space needs committee.
15. It was recommended to approve when presented an amendment to the IV-D services grant for DHS from Human Services.
16. It was recommended to accept when presented an additional \$18,400 SELF funding for Human Services.
17. It was recommended to approve when presented Resolution 03-11-1D to purchase a work surface (desk) for the MCD unit at Human Services.

Assessor: Steve Skoog Presented.

1. There were no abatements.

Environmental Services: Steve Skoog Presented.

1. It was moved and seconded to approve the request to purchase Rain Barrels for \$8,620 and compost bins for \$4,490 to replenish the supply for sale in Environmental Services for the total of \$13,130.00. (Skarie, Okeson), carried.
2. Mr. Skoog discussed two items they will be working on: the Float Control Ordinance and the 10-year Solid Waste Plan for 2012. He asked if the Commissioners had any questions or anything they would like to have included in either plan.

Sheriff's Department: Tim Gordon Presented.

1. It was moved and seconded to approve Resolution 03-11-1A to authorize the Board Chair and the Becker County Administrator to sign on behalf of the County for the annual County Boat and Water Safety Grant #B52666 in the amount of \$27,569.00. Terms of this agreement are from January 1, 2011 through June 30, 2012. (Schram, Okeson), carried.
2. It was moved and seconded to approve Resolution 03-11-1B to approve Joint Powers Agreements with the State of Minnesota, Department of Public Safety and Bureau of Criminal Apprehension with the County of Becker on behalf of its County Attorney and County Sheriff. (Schram, Okeson), carried.
3. It was moved and seconded to accept the lowest bid from Malstrom Electric of \$871.00 for the labor and materials to install one hand dryer in the minimum-security jail. (Okeson, Schram), carried.

Becker County Senior Coordinator: Karen Lenius Presented.

1. Karen Lenius presented a report concerning Becker County Senior Coordinator activities from January 1, 2010 – December 31, 2010. The Senior Coordinator program works with Mahube

Community Council as part of the Minnesota Board on Aging and the Land of the Dancing Sky Area Agency on Aging. She networks with public and non-profit agencies to advance the concerns and priorities of seniors and citizens with disabilities. This is a collaborative program designed to provide resources, referrals and direct services to elderly and disabled individuals and family members living in Becker County.

Human Services, Nancy Nelson presented:

1. It was moved and seconded to amend the agenda to delete under Human Services 2a) i. First Link. (Knutson, Skarie), carried.
2. It was moved and seconded to approve the Purchase of Service Agreements with Barbara Van Offeren, LLC for adult foster care, respite care and supportive living services for adults. (Skarie, Schram), carried.
3. It was moved and seconded to approve the cooperative agreement for Fraud Prevention Program with Clay County and to approve an Amendment to IV-D Cooperative Agreement between DHS, the County Attorney, the Sheriff and the courts. (Knutson, Okeson), carried.
4. It was moved and seconded to accept the SELFGGrant in the amount of \$18,400. (Knutson, Schram), carried.
5. It was moved and seconded to approve Resolution 03-11-1D to purchase a work surface system (desk) for MCD unit. (Okeson, Skarie), carried.
6. It was moved and seconded to approve Human Services Claims, Community Health Claims and Transit Claims. (Knutson, Okeson), carried.

Highway, Brad Wentz Presented:

1. It was moved and seconded to add to the Highway Agenda #5 OSHA Inspection and Purchase of Rolling Work Platforms/Ladders. (Knutson, Okeson), carried.
2. It was moved and seconded to approve Resolution 03-11-1E to authorize and direct the County Engineer to execute and enter into a contract with Dustcoating, Inc for Magnesium Chloride Dust Control for the low bid of \$.708 per gallon. (Okeson, Schram), carried.
3. It was moved and seconded to approve Resolution 03-11-1F to authorize and direct the County Engineer to authorize the County Engineer to award the contracts to Flint Hills Resources for delivery of the bituminous materials. (Schram, Okeson), carried.
4. It was moved and seconded to enter into an Agreement between Becker County and WACCO. (Okeson, Schram), carried.
5. It was moved and seconded to purchase rolling work platforms/ladders for \$1,469 plus shipping and taxes. (Okeson, Skarie), carried.
6. Mr. Wentz and Kim Kildal presented the Annual Report for the Highway Department.

Natural Resources Management:

1. It was moved and seconded to pull #4, #5 and #8 parcels from the March 11<sup>th</sup> Timber sale for further review of timber harvesting policies. (Schram, Skarie), carried.

Union Negotiations:

1. It was moved and seconded to close the session. (Knutson, Skarie), carried.
2. Union Negotiations.

3. It was moved and seconded to open the session. (Knutson, Okeson), carried.

There being no further business, the meeting was adjourned.

/s/ Tom Mortenson  
Tom Mortenson  
County Administrator

/s/ Barry Nelson  
Barry Nelson  
Board Chair