

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, July 26, 2011 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. a. Meeting presided over by Board Chair Nelson. All Commissioners in attendance; County Administrator, Tom Mortenson, and Minute Taker, Cindy Courneya.
b. Pledge of Allegiance.
2. The Agenda was approved with the following additions: Finance Committee Minutes: Add Number 2: West Central Juvenile Detention Center Annual Agreement. (Knutson, Okeson), carried.
3. It was moved and seconded to approve the amended minutes for July 12, 2011 with the following changes: Under Commissioners: Number 3: Reports and Correspondence: a. Commissioner Knutson: Add Environmental Affairs Committee; under Auditor-Treasurer: Number 2: County Board of Appeal and Equalization Report/Approval of Minutes: remove "prior to the sale of the property, but rather after the sale". (Knutson, Skarie), carried.

Commissioners

1. Open Forum:
 - a. Willis Mattison, representing the Becker County Citizens for Responsible Recreation, commented on the public participation process as far as the Open Forum. Mr. Mattison stated it is difficult to speak on a particular issue on the agenda when it is a separate agenda item. Board Chair Nelson offered that citizens who would like to address a particular issue, may request it for the next meeting or address it during the next Open Forum and/or approach any one of the Board of Commissioners and/or the County Administrator with their concerns, etc..

In addition, Mr. Mattison commented on the GIS toolkit and the presentation scheduled for later in the Board meeting, requesting information on the GIS toolkit and an explanation of how cost-effective it would be to purchase the GIS toolkit, given that a walk-through of the land would still be necessary and the possibility of ongoing re-routing as things change demographically, as far as keeping the data current. He also had some concerns in relationship to the accuracy of the GIS toolkit.

2. Reports and Correspondence:
 - a. Commissioner Schram
 - i. Reported on the following meetings: Heartland Multi-Purpose Recreational Trail, Highway Committee, Sheriff's Committee, and Economic Development/Housing Authority.

b. Commissioner Nelson

- i. Reported on the following meetings: Information Technology/GIS, Natural Resources Committee, Becker County Soil and Water Conservation District, Space Needs, and Lake Agassiz Regional Library.

c. Commissioner Skarie

- i. Reported on the following meetings: Becker County Children's Initiative and Lakeland Mental Health.

d. Commissioner Okeson

- i. Reported on the following meetings: Sheriff's Committee, Highway Committee, West Central Regional Juvenile Center, Detroit Lakes/Becker County Airport Committee, Economic Development/Housing Authority, Regional Radio Board, and Pelican River Watershed District.

Sheriff Tim Gordon commented in reference to the agreement with the West Central Regional Juvenile Center and clarified that the Counties payment is not only for bed usage, but also includes the payment for other services provided such as for psychologists or other professional services.

e. Commissioner Knutson

- i. Reported on the following meetings: Heartland Multi-Purpose Recreational Trail, Natural Resources Committee, Highway Committee, and met with the County Administrator, and Chair and Vice-Chair of the newly formed Recreational Advisory Committee (RAC).

3. Commissioner Appointments:

- a. Commissioner Okeson noted that there will be three appointments needed for the Detroit Lakes/Becker County Airport Committee in September.

Auditor/Treasurer: Ryan Tangen Presented:

- 1. Licenses and Permits: There were none.

Finance Committee Minutes: Auditor/Treasurer: Ryan Tangen Presented:

- 1. It was moved and seconded to approve the regular claims, additional claim, over 90 day claims, and Auditor's Warrants.
 - a. Additional Claim:
 - i. TDS (Phone System) payment in the amount of \$1,234.62

- b. Over 90 Days:
 - i. Payment to Nereson's in the amount of \$484.95 due to billing process.
- c. Auditor's Warrants (Tuesday Bills):
 - i. 07/12/11 in the amount of \$67,533.19
 - ii. 07/05/11 in the amount of \$26,436.57
(Knutson, Schram), carried.
- 2. It was recommended to approve when presented the Human Services Claims.
- 3. Discussion was held in reference to the budget and in summary, CPA for 2011 was reduced to the lower of the actual received in 2010 (\$1,018,764) or what was certified for 2011 (\$1,242,904). Levy limits were not extended. The payable 2012 Market Value Credit was eliminated and a tax capacity reduction was implemented, which result in a possible levy increase of 6.35%.
- 4. It was moved and seconded to accept the Cash Comparison and Investment Summary for June 2011. (Knutson, Skarie), carried.
- 5. It was moved and seconded to approve payment in the amount of \$1,495 for a survey to clarify the County's ownership on a piece of property located at SW Juggler Lake. (Schram, Okeson), carried. Mr. Tangen will return to the Board once finalized.
- 6. It was recommended to approve when presented the 2011 WE FEST/F.A.C.E., LLC financial contract for Law Enforcement and Traffic Control in the amount of \$32,758.
- 7. It was recommended to approve when presented, Resolution 07-11-2D, to authorize the acceptance of a \$15,048 State of Minnesota Pass thru Boat and Water Grant. The funds will be used to purchase a replacement boat trailer and equipment to enhance ROV.
- 8. It was recommended to approve when presented, Resolution 07-11-2B, to authorize to hire one (1) full-time Corrections Officer.
- 9. It was recommended to approve when presented, Resolution 07-11-2E, to authorize to hire one (1) full-time Deputy position.
- 10. It was recommended to approve when presented, Resolution 07-11-2F, to accept and approve final payment for CP 211-1230-001 for bridge replacement and approach grading on County Road 125, 1.1 miles South of TH 34, contracted with Landwehr Construction, Inc. in the amount of \$7,179.60. The project amount is \$143,592.09.
- 11. It was moved and seconded to approve the 2011-2012 contract with West Central Juvenile Center in the amount of \$20,854.17 per month or \$250,250.00, per year, based on average bed usage. This represents a decrease of \$219/month or \$2,625 per year from the last contract. (Okeson, Schram), carried.

Assessor: County Administrator, Tom Mortenson, presented in the absence of the County Assessor, Steve Skoog:

- 1. It was moved and seconded to approve the abatement for:
 - a. PIN #49.0733.000 in the City of Detroit Lakes for the amount of \$202.00 (Schram, Okeson), carried.

Sheriff: Tim Gordon Presented:

1. It was moved and seconded to approve the 2011 WE FEST/F.A.C.E., LLC financial contract for Law Enforcement and Traffic Control in the amount of \$32,758. (Knutson, Schram), carried.
2. It was moved and seconded to approve Resolution 07-11-2D, to authorize the acceptance of a \$15,048 State of Minnesota Pass thru Boat and Water Grant to replace one boat trailer and to add a specific electronic piece to the ROV previously purchased with same granting source. (Okeson, Schram), carried.
3. Sheriff Gordon also recognized the commitment of the Sheriff's Auxiliary Members, who have donated 2,100 volunteer hours so far this year, which is equivalent to roughly \$40,000 in donated time.
4. It was moved and seconded to approve Resolution 07-11-2B, to authorize to hire one (1) full-time Correctional Officer, and to post internally and if there are no internal candidates then to utilize the current pool list for correctional officers or advertise, if deemed necessary. (Schram, Okeson), carried.
5. It was moved and seconded to approve Resolution 07-11-2E, to authorize to hire one (1) full-time Sheriff Deputy utilizing the Deputy pool list. (Okeson, Skarie), carried.

Economic Development Authority (EDA): John Thomsen/Guy Fischer Presented:

1. John Thomsen and Guy Fischer presented information to the Board in reference to the EDA's recommendation to waive repayment of business tax subsidy from Midwest Minnesota Community Development (MMCDC) for Quantum Manufacturing. It was moved and seconded to approve to waive the repayment of Business Tax Subsidy from Midwest Minnesota Community Development (MMCDC) for Quantum Manufacturing. (Schram, Okeson), carried.

Human Services: Nancy Nelson Presented:

1. It was moved and seconded to approve the Purchase of Service Agreements with:
 - a. Ecumen, dba, Emmanuel Community
 - b. Five Star Living, LLC, dba Diamond Willow
 - c. Getty, Inc., dba MN Home Care
 - d. Greenwood Connections
 - e. Golden Manor Corporation, dba Golden Manor Assisted Living/Memory Care (Skarie, Schram), carried.
2. It was moved and seconded to accept the reports for:
 - a. Child and Family Services
 - b. Adult Services
 - c. Financial Assistance
 - d. Mental/Chemical Dependency (MCD)
 - e. Community Health
 - f. Transit(Schram, Skarie), carried.

3. It was moved and seconded to approve the claims for Human Services, Community Health, and Transit. (Skarie, Knutson), carried.

Highway: Brad Wentz Presented:

1. It was moved and seconded to approve Resolution 07-11-2F, to accept and approve final payment for CP 211-1230-001 for bridge replacement and approach grading on County Road 125, 1.1 miles South of TH 34, contracted with Landwehr Construction, Inc. in the amount of \$7,179.60. (Okeson, Schram), carried.
2. Mr. Wentz presented information in reference to three public input meetings for upcoming construction projects. These meetings are used for discussion and not considered official public meetings. The tentative dates are as follows:
 - a. August 23, 2011 - 4:30 p.m., to discuss the Shoreham Bridge, location at either Lakeview Town Hall or the Becker County Courthouse.
 - b. August 25, 2011 - 4:30 p.m., to discuss County Road 118 and 150, at location unknown as of this date.
 - c. August 30, 2011 - 4:30 p.m., to discuss County Road 149, location at either the Becker County Courthouse or Bakke Church.
3. Mr. Wentz provided an update on construction projects. It was noted that with the ending of the Government State Shutdown, that inspections can now continue and projects will be progressing.
4. Mr. Wentz provided a FEMA Update on the spring flooding and noted there are some claims not yet processed, as the water needs to completely recede before an assessment can be done to measure the extent of the damage.

Planning and Zoning: Patty Swenson Presented:

1. It was moved and seconded to concur with the Becker County Planning Commission (July 26, 2011), to approve the Conditional Use Permit for Scott Simpson, for a plumbing and heating business on agricultural zoned property, located at 35615 State Hwy. 34, as proposed, based on the fact that the use would not be detrimental to the surrounding area. (Knutson, Schram), carried.
2. It was moved and seconded to concur with the Becker County Planning Commission (July 26, 2011), to approve the Certificate of Survey for Brad Solheim to split two (2) existing residential parcels into 4 parcels, located at 11999 Lake Maud Trail, as submitted, based on the fact that it meets the criteria of the Becker County Zoning Ordinance. (Knutson, Skarie), carried.
3. It was moved and seconded to concur with the Becker County Planning Commission (July 26, 2011), to approve the Final Platt: Conditional Use Permit (CUP) Number 582486, for Randy Freed, as submitted, based on the fact that it meets the criteria of the Becker County Zoning Ordinance. (Okeson, Schram), carried.
4. It was noted that the next informational meeting will be held Thursday, August 11, 2011 at 8:00 a.m. in the Third Floor Meeting Room of the Original Courthouse.

North Point Geographic Solutions (NPGS), Duluth, Minnesota:

1. Jesse Adams, Principal GIS Specialist for NPGS, presented an overview of the GIS Trail Planning Toolbox and provided an update on the work completed (Tasks # 1 and 2) for Becker County. Discussion was held in reference to the use of the GIS toolkit, its capabilities, etc. Board Chair Nelson noted that the Board would not be making a decision today on whether to move forward with Task 3, which would run more accurate data sets in the GIS Trail Planning Toolbox. The cost to date has been \$1,380, and the estimated cost for completing Task #3 is \$1,560 with a maximum of \$3,660.

County/City Update: County Administrator: Tom Mortenson Presented:

1. Tom Mortenson, County Administrator, presented an update on the follow up meeting with the City in reference to the Recycling Program.
2. Mr. Mortenson also noted that the County and City Senior Level staff met to work out options, if needed, in reference to the Government State Shut Down and the halting of electrical inspections.
3. Discussion was held in reference to the short and long-term County government structure. Mr. Mortenson commented that the current County Government works, however, it is important to project out 5-10 years, to examine government efficiencies and cost-effectiveness in relationship to changing demographics, technological advances, etc. It was the concensus of the Board to move forward with the evaluation and review of the current County Government structure by forming a committee for this purpose. It was moved and seconded to authorize the formation of a Re-design Committee to include Commissioner John Okeson, Commissioner Larry Knutson, the County Auditor-Treasurer, Ryan Tangen, and County Administrator, Tom Mortenson, to review short and long-term County government structure and efficiencies, and to meet as needed with per diem and mileage reimbursement as approved by the Board. (Schram, Nelson), carried.

It was moved and seconded to close the meeting for Union Negotiations. (Knutson, Okeson), carried.

Union Negotiations: Nancy Grabanski and Ryan Tangen presented on update on current status.

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

The meeting recessed for lunch, and following was adjourned.

/s/ _____
Tom Mortenson
County Administrator

/s/ _____
Barry Nelson
Barry Nelson
Board Chair