

## REGULAR MEETING AS POSTED

### BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, February 28, 2012 at 8:15 a.m.

LOCATION: Board Room, Courthouse

#### Agenda/Minutes

1. a. Meeting presided over by Board Chair Knutson. All Commissioners in attendance; Auditor-Treasurer and Clerk, Ryan Tangen; and Minute Taker, Cindy Courneya.  
b. Pledge of Allegiance.
2. The Agenda was approved with the following changes: under Commissioners: Number 3: Appointments: add: a. Economic Development Authority Board (EDA) Replacement for Dan Aune; b. Planning Commission Appointment, add Number 4: Letter of Support to Legislators for the Heartland Trail Project, and under Auditor-Treasurer: Licenses and Permits: add: a. Gambling Application for Cormorant Lions Club: Resolution 02-12-2A. (Skarie, Okeson), carried.
3. It was moved and seconded to approve the minutes of February 14, 2012, with the requested changes. (Okeson, Skarie), carried.

#### Commissioners

1. Open Forum:
  - a. Willis Mattison spoke in reference to the availability and content of committee and board minutes. Commissioners and Ryan Tangen provided clarification on procedures, state statute requirements, and reasons for including dialogue in addition to the board action for purposes of intent. Mr. Mattison expressed concern over follow-up to citizens who present at public county meetings. Board Chair Knutson and Commissioner Schram gave assurances that issues or concerns are followed up on and not forgotten about.
  - b. Sheriff Tim Gordon noted that the hiring of three (3) security screeners is now complete and the initial training will begin on March 16<sup>th</sup>, with an official start date of March 19, 2012.
2. Reports and Correspondence:
  - a. Commissioner Knutson:
    - i. Reported on the following meetings: Natural Resources Committee, and attended interviews for the County Administrator position, noting that the committee will meet again this week to bring their recommendations to the next Board meeting on Tuesday, March 13, 2012.

- b. Commissioner Schram:
    - i. Reported on the following meetings: Heartland Trail, Highway Committee, Finance Committee, and Mahube. Also traveled with a group from the Heartland Trail Committee to the State Capital to meet with legislators encouraging continued legislative support of the Heartland Trail Project.
  - c. Commissioner Nelson:
    - i. Reported on the following meetings: Natural Resources Committee, Joint Powers Meeting of the Buffalo/Red in Mahnomen, Lakeland Mental Health, and Sunnyside.
  - d. Commissioner Skarie:
    - i. Reported on the following meetings: Labor Management Committee (LMC), Becker County Historical Society, Lakeland Mental Health, and Development Achievement Center (DAC). It was noted that LMC Bay Auction bidding will be open from March 1<sup>st</sup> at noon through March 8<sup>th</sup> at noon, and there will be a fundraiser for the Historical Society, "Keeping History Alive", on March 23, from 7 – 10 p.m. at the Historic Holmes Theatre Ballroom. Fair Board will be meeting in March and April in the Board Room in the courthouse.
  - e. Commissioner Okeson:
    - i. Reported on the following meetings: Heartland Multi-Purpose Recreational Trail, Pelican River Watershed District Advisory Board Meeting, Highway Committee, Lake Park Study Informational Meeting, and Lakeland Mental Health.
3. Appointments:
- a. It was moved and seconded to re-appoint Ray Thorkildson to the Planning Commission. (Knutson, Nelson), carried.
  - b. It was moved and seconded to appoint Abby Anderson to the Economic Development Authority Board (EDA), in replacement of Dan Aune. (Nelson, Okeson), carried.
4. Legislative Support for Heartland Trail Project: Commissioner Schram presented:
- a. It was moved and seconded to approve the Heartland Trail letter of support presented by Commissioner Schram, and to authorize the sending of this letter to any legislator. (Skarie, Schram), carried.

Auditor-Treasurer: Ryan Tangen presented:

- 1. It was moved and seconded to approve Resolution 02-12-2B, to approve the Gambling Application for exempt permit to conduct a raffle for the Cormorant Lions Club on May 12, 2012 at the Cormorant Community Center, located at 10929 County Highway #5 in Lake Park, MN 56554 in Cormorant Township. (Nelson, Okeson), carried.

2. It was moved and seconded to approve Resolution 02-12-2A, to approve the Application for Cancellation of Forfeiture for Parcel #17.7026.000. (Okeson, Schram), carried. The property was forfeited October 6, 1964 on Auditor's Certificate of Forfeiture Document #234220, and it was determined that the land was conveyed to Lake Eunice Township for road on August 18, 1952 by Mary E. McCoy and recorded as Document #195747 at the Becker Count Recorder's Office on September 3, 1952. The property was forfeited due to clerical error and should still be in the name of the township.

Finance Committee Minutes: Auditor-Treasurer, Ryan Tangen presented:

1. It was moved and seconded to approve the regular claims, over 90-day claims, and Auditor's Warrants:
  - a. Over 90-Day Claims:
    - i. DM Propane in the amount of \$84.65 due to billing process.
    - ii. Jiffy Lube in the amount of \$21.32 due to missing invoice.
    - iii. Nereson Automotive in the amount of \$2,785.07 due to missing invoice, with interest removed.
    - iv. Teiken Road Maintenance in the amount of \$315.00 due to timing of billing.
  - b. Auditor's Warrants: (Tuesday Bills):
    - i. 02/14/12 in the amount of \$26,414.73
    - ii. 02/21/12 in the amount of \$187,852.32
    - iii. 02/22/12 in the amount of \$1,217.60(Schram, Skarie), carried.
2. It was recommended to approve when presented the Human Services Claims.
3. It was moved and seconded to approve the purchase of three office chairs at a cost of \$480 each, as recommended by the safety officer. (Schram, Okeson), carried.
4. It was noted by Sheriff Tim Gordon that the interest was removed from the Nereson bill.
5. It was recommended to approve when presented, authorization for Nancy Nelson, Director of Human Services, to sign the Next Chapter Technology contract.
6. It was moved and seconded to approve the installation of a work station in the Natural Resources Management office, accepting the low quote of \$1,955.37. (Nelson, Schram), carried.
7. Ryan Tangen and Brad Wentz requested consideration for projects that would be advantageous to complete in 2012, to get ahead of the five (5) year plan. The proposal included 13 miles of seal coating on 47 and 42 with an estimated cost of \$200,000 and paving 26 from 21 to 59, with an estimated cost of \$650,000. Paving of 26 in 2012 will result in savings due to other projects in the area and allowing for an overlay. Up to \$250,000 in advancing funds could be utilized. It was moved and seconded to approve moving forward with the paving of County Road Number 26, to include funding from the general funds and advances. (Schram, Okeson), carried.
8. It was recommended to approve when presented the revised Planning and Zoning Fee Schedule increases, effective April 1, 2012.

Assessor: Steve Skoog presented:

1. Steve Skoog presented information on a meeting he attended with the Joint House and Senate on Capital Investments and reported that it looks favorable for the Minnesota Pollution Control bonding proposal for 2012 Capital Assistance Program (CAP) grant funding for the Becker County Transfer Station and Recycling facilities, noting that CAP grants may not exceed \$2 million for a single county. Commissioner Nelson thanked Mr. Skoog for his hard work on this issue.
2. It was moved and seconded to approve the abatements for:
  - a. PIN #16.0353.000 in Holmesville Township for the amount of \$578.00.
  - b. PIN #16.0354.000 in Holmesville Township for the amount of \$ (254.00)
  - c. PIN #16.0355.000 in Holmesville Township for the amount of \$578.00.(Schram, Nelson), carried.

Re-Districting: Ryan Tangen presented:

1. a. Ryan Tangen presented information in reference to re-districting and requested that a date be set for the public hearing and that options be narrowed down from the four options being considered. The deadline for establishing districts is May 1, 2012. The City's deadline is April 3<sup>rd</sup>, and the County cannot finalize until the City has approved their re-districting plan.
  - b. It was moved and seconded to approve the date for the public hearing on re-districting for Thursday, April 5, 2012, at 7:00 p.m., in the Board Room of the Becker County Courthouse, and to bring the final plan on re-districting to the Board meeting on Tuesday, April 10, 2012. (Nelson, Knutson), carried.
2. a. Options 1 through 4 were discussed. It was the consensus of the board that Option #1 was the best option. With this option, all five commissioners' seats will be up for re-election, but will have the least amount of changes in actual district boundaries.
  - b. It was moved and seconded to move forward with the support of Option 1 for Re-Districting. (Schram, Okeson), carried. The Board also authorized the Auditor-Treasurer to advertise Option 1 on the County website.
3. a. There was brief discussion on board terms, looking at 2 and 4 year terms, to stagger the elections in future years, but no decisions were made at this meeting. There will be continued discussion at future board meetings, as the filing for the 2012 elections opens on May 24, 2012.

Management Team: Ryan Tangen noted that there was not any new information to bring forward at this time.

Human Services: Nancy Nelson presented:

1. The Next Chapter Technology project was approved on February 14, 2012. The contract has been reviewed by County Attorney, Mike Fritz, however, there are now additions to the contract from Clay and Ottertail counties. It was moved and seconded to authorize the Next Chapter Technology contract, after final review and approval by the County Attorney's office. (Schram, Skarie), carried.

2. It was moved and seconded to approve the Lakeland Mental Health Center Home and Community Based Waiver contract for specialized services and behavioral programming for waiver clients. (Skarie, Schram), carried.
3. Nancy Nelson provided clarification on the Human Services reports. It was moved and seconded to accept the Human Services reports for Adult Services, Child and Family Services, Community Health, Financial Services, Mental/Chemical Dependency (MCD), and Transit. (Skarie, Okeson), carried.
4. It was moved and seconded to approve the claims for Human Services, Community Health and Transit. (Skarie, Schram), carried.

Planning and Zoning: Patty Swenson presented:

1. A motion was made by Commissioner Schram to amend the Proposed Fee Schedule to exclude the "Over 100 Cubic Yards" increase from \$100.00 to \$200.00, under Land Alteration Permits. Motion failed for lack of a second. It was moved and seconded to approve the amended Proposed Fee Schedule, to include a change in Land Alteration Permits for Outside the Shore Impact Zone, with an increase from \$75.00 to \$100.00 for "Anything Over 51 Cubic Yards" and to eliminate the "Over 100 Cubic Yards" category; and under Variance, Conditional Use, or Change of Zone, an increase from \$150.00 to \$200.00 for Agricultural/Residential, and from \$250.00 to \$300.00 for Commercial/Industrial. (Nelson, Okeson), carried.

It was moved and seconded to adjourn the meeting. (Okeson, Skarie), carried.

The meeting was adjourned. Following the meeting, lunch was held at the Four Corners Restaurant in Detroit Lakes.

/s/ Ryan Tangen  
 Ryan Tangen  
 Auditor-Treasurer/Clerk

/s/ Larry Knutson  
 Larry Knutson  
 Board Chair