

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, May 8, 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; Board Clerk, Patty Swenson, and Minute Taker, Cindy Courneya.
b. Pledge of Allegiance.
2. The Agenda was approved with the following changes: under Human Services: add: Discussion on Prescription Drug Card. (Skarie, Okeson), carried.
3. It was moved and seconded to approve the minutes of April 24, 2012, with the requested changes. (Skarie, Schram), carried.

Commissioners:

1. Open Forum: No one was present.
2. Reports and Correspondence:
 - a. Commissioner Knutson:
 - i. Reported on the following meetings: Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Sheriff's Committee, Mahube-OTWA Community Action Partnership (formerly Mahube Community Council, Inc.), and County Administrator Search Committee. He also reported that Dave Unmacht with Springsted, Inc. will be meeting with the search committee on Monday, May 14, 2012, to begin the recruitment process for the County Administrator position.
 - b. Commissioner Schram:
 - i. Reported on the following meetings: Wild Rice Watershed District Advisory Board, Drake Residential Treatment Center Annual meeting, Highway Committee, Becker County Council on Aging, and Sheriff's Committee. Nominations are now being accepted for the 2012 Outstanding Senior Citizen.
 - c. Commissioner Nelson:
 - i. Reported on the following meetings: Sunnyside and he also noted that the search committee for the Regional Extension Director position will be meeting at the Becker County Courthouse on May 16, 2012.
 - d. Commissioner Skarie:
 - i. Reported on the following meetings: Sunnyside, Becker County Historical Society, Assessor Interviews, Review Board, Drake Residential Treatment Center Annual Meeting, Human Services, State Community Health Services Advisory Committee (SCHSAC), and County Administrator Search Committee.

- e. Commissioner Okeson:
 - i. Reported on the following meetings: Special meeting with Highway, Sheriff, and Transit in reference to radio needs, Assessor Interviews, Safety Committee, and Highway Committee.
- 3. Appointments:
 - a. It was moved and seconded to appoint Katherine Warren to the Recreational Advisory Committee (RAC) for the at large position. (Schram, Okeson), carried.
- 4. Report on Order, Enlargement, and Increase in Managers for the Buffalo Red River Watershed District (BRRWD): Patty Swenson presented:
 - a. Patty Swenson presented the Minnesota Board of Water and Soil Resources (BWSR) Findings of Fact, Conclusions and Order, dated April 25, 2012, which includes the Order that the Buffalo Red River Watershed increase the number of managers to seven, with two additional managers; one appointed each from Wilkin County and Otter Tail County, and that the Watershed Management Plan for the Buffalo Red River Watershed District be amended within two years of the date of this order, to include the Petitioned Area. Discussion was held.

Auditor-Treasurer: Mary Hendrickson presented:

- 1. Licenses and Permits:
 - a. It was moved and seconded to approve the New On-Sale Liquor Licenses (including Sundays) for:
 - i. Gabriel J. Line – Tri Lakes Roadhouse – Cormorant Township (name change). (Okeson, Schram), carried.
 - ii. Fair Hills, Inc., Wild Flower Golf Course – Lake Eunice Township (change of status on existing business). (Skarie, Nelson), carried.
 - b. It was moved and seconded to approve the New 3.2 Beer Off-Sale License for:
 - i. Gabriel J. Line – Tri Lakes Roadhouse – Cormorant Township (name change on existing license). (Nelson, Skarie), carried.
 - c. It was moved and seconded to approve the Tubing License Renewals for:
 - i. Roger Klemm – K & K Tubing – Erie Township (Otter Tail River).
 - ii. James and Cathy Pihlaja – Charlies Otter Tail Tubing – Erie Township (Otter Tail River). (Schram, Okeson), carried.
- 2. Repurchase of Tax-Forfeited Parcels: Resolution: 05-121A:
 - a. It was moved and seconded to approve Resolution 05-12-1A, to approve the application for the Re-purchase of Tax Forfeited Lands for Pamela K. Risdon, Parcel Numbers 05.0048.001 and 05.0051.000, as outlined in said resolution. (Schram, Okeson), carried.

Finance Committee Minutes:

1. It was moved and seconded to approve the Regular Claims, Over-90 Day Claims, and Auditor's Warrants (Tuesday Bills):
 - a. Over 90-Day Claims:
 - i. Mariposa Publishing in the amount of \$65.79 due to employee turnover.
 - ii. Tweeton Refrigeration in the amount of \$1,384.44 and \$2,156.50 due to lack of an invoice.
 - b. Auditor's Warrants: (Tuesday Bills):
 - i. 04/24/12 in the amount of \$157,944.11.
 - ii. 05/01/12 in the amount of \$6,341.31.(Skarie, Schram), carried.
2. It was recommended to approve when presented the Human Services Claims.
3. It was recommended to approve when presented the Joint Powers Agreement with the Minnesota Department of Corrections for Work Release beds in the Minimum Security Facility.
4. It was recommended to approve when presented, Resolution 05-12-1H, to authorize filling a vacancy for a deputy position.
5. It was recommended to approve when presented, Resolution 05-12-1I, to authorize the purchase of a 2012 Dodge pickup from the State Bid Listing, at an estimated cost of \$21,000.
6. It was recommended to approve when presented, Resolution 05-12-1C, to authorize the purchase of a transit bus from a state approved vendor, at an estimated cost of \$59,000, with the county's obligation at \$11,800.
7. It was recommended to approve when presented, Resolution 05-12-1E, to authorize pursuing a campership grant with BTM Manufacturing, Inc..
8. It was recommended to approve when presented, Resolution 05-12-1F, to authorize the out-of-state travel for a Public Health supervisor to attend training required and paid for by the Nurse Family Partnership Grant.
9. It was recommended to approve when presented, Resolution 05-12-1B, to authorize filling a vacancy for a full-time custodian position, with the position being reorganized into a team lead.
10. It was recommended to approve when presented, Resolution 05-12-1G, to authorize filling a full-time Zoning Technician/E911 Coordinator position.
11. It was recommended to approve when presented, Resolution 05-12-1A, to authorize the repurchase of parcels 05.0048.001 and 05.0051.000 by the Estate of Pamela Risdon. This was presented and approved earlier in the meeting.
12. Mileage reimbursements for amounts over \$300 were discussed at the Team Management meeting and there will be continued discussions. Commissioner Nelson noted the need for addressing this issue.

Assessor: Steve Skoog presented:

1. It was moved and seconded to approve the abatements for:
 - a. PIN #08.0480.000 in the City of Detroit Lakes for the amount of \$118.00 due to a homestead correction.

- b. PIN #49.0833.000 in the City of Detroit Lakes for the amount of \$250.00 due to a homestead correction.
(Skarie, Okeson), carried.

Sheriff: Tim Gordon Presented:

1. It was moved and seconded to approve entering into a Joint Powers Agreement with the Minnesota Department of Corrections for Work Release beds in the Minimum Security Facility, effective July 1, 2012 through June 30, 2013. (Schram, Skarie), carried.
2. It was moved and seconded to approve Resolution 05-12-1H, to hire a full-time Sheriff's Deputy. (Schram, Nelson), carried.
3. The purchase of a snowmobile to replace the existing rescue snowmobile was approved at the Board meeting on April 24, 2012. In the process, it was determined that the mileage on the existing snowmobile was considerably less than previously noted and therefore it will be reconditioned rather than replaced, at an anticipated cost of \$1,500 to \$2000, with the remaining grant monies being expended for a single ATV/snowmobile trailer.
4. Sheriff Tim Gordon referenced a Facility Inspection Report issued by the Minnesota Department of Corrections, which he will be addressing at the next Board meeting on May 22, 2012.

Highway: Brad Wentz presented:

1. Mr. Wentz requested to add State Bridge Priority Amendment to the Highway agenda.
2. A motion was made by Commissioner Okeson to approve Resolution 05-12-1I, to authorize the purchase of a 2012 Dodge Pickup 4X4 Extended Cab, as outlined in the capital improvement request. Motion died for lack of a second. Discussion followed in reference to the radio needs and waiting until next year to purchase the pickup. Mr. Wentz reported that there are a total of 3-4 pickups that are in tough shape and by next year will need to replace more than one. He stressed the need for a county-wide plan or schedule on replacement of county vehicles. It was moved and seconded to approve Resolution 05-12-1I, to authorize the purchase of one 2012 Dodge 4x4 Extended Cab Pickup, as outlined in the capital improvement request. (Okeson, Skarie), carried. Commissioner Skarie noted that he would not agree to approve the purchase of a second vehicle this year, if requested.
3. It was moved and seconded to approve Resolution 05-12-1J, authorizing an amendment to the State Bridge Priority list, to include Old Bridge Number 97959, Road Number 159, as outlined in said resolution. (Schram, Okeson). Commissioner Schram withdrew his motion and Commissioner Okeson concurred, as a motion had not been made to add this item to the Highway agenda. It was moved and seconded to add to the Highway Agenda, Number 2: State Bridge Priority Amendment. (Okeson, Schram), carried. It was moved and seconded to approve Resolution 05-12-1J, to authorize an amendment to the State Bridge Priority list, to include Old Bridge Number 97959, Road Number 159, as outlined in said resolution. (Schram, Okeson), carried.

Human Services: Nancy Nelson presented:

1. Discussion was held in reference to ProAct, Inc., a prescription Discount Card Program available for residents. Nancy Nelson will research further and contact surrounding counties that are currently promoting this particular program.
2. It was moved and seconded to approve Resolution 05-12-1C, to authorize the purchase of a new transit bus from Hogland Bus Sales, at an estimated cost of \$59,000, with the State/Federal share at 80% and the County share at 20%. (Schram, Skarie), carried.
3. It was moved and seconded to approve Resolution 05-12-1E, to approve the Human Services Director enter into a grant application through BTM Manufacturing, Inc., on behalf of Becker County, to fund camps for foster care and economically deprived children. (Okeson, Schram), carried.
4. It was moved and seconded to approve Resolution 05-12-1D, to proclaim May as Foster Care Month in Becker County. (Skarie, Schram), carried.
5. It was moved and seconded to approve Resolution 05-12-1F, to authorize the out-of-state travel for a Public Health supervisor to attend a mandatory, specialized training offered in Colorado, paid for by the Nurse Family Partnership Grant. (Skarie, Okeson), carried.
6. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit. (Schram, Skarie), carried.

Central Services (Maintenance): Nancy Grabanski presented:

1. It was moved and seconded to approve Resolution 05-12-1B, to hire a full-time Lead Custodian. (Nelson, Schram), carried.

Management Team Update: Steve Skoog presented:

1. Steve Skoog provided an overview of the minutes from the Management Team meeting held on May 2, 2012. The team will be meeting every Wednesday at 9:00 a.m.. He requested input or questions from the Board, and identified current issues including the mileage reimbursement and per diems that will be addressed.

Planning and Zoning: Patty Swenson presented:

1. It was moved and seconded to approve Resolution 05-12-1G, to authorize the hiring of a full-time Zoning Technician/E911 Coordinator. (Schram, Skarie), carried.

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

/s/ Patty Swenson
Patty Swenson
Board Clerk

/s/ Larry Knutson
Larry Knutson
Board Chair