

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, November 13, 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; County Administrator, Jack Ingstad, and Minute Taker, Cindy Courneya.
- b. Pledge of Allegiance.
2. It was moved and seconded to approve the agenda with no changes or additions. (Skarie, Schram), carried.
3. It was moved and seconded to approve the minutes of October 23, 2012, with no changes. (Okeson, Skarie), carried.

Commissioners:

1. Open Forum: There was no one present.
2. Reports and Correspondence:
 - a. Commissioner Nelson:
 - i. Reported on the following meetings: Economic Development/Housing Authority, Becker County Extension Service, and Information Technology.
 - b. Commissioner Skarie:
 - i. Reported on the following meetings: Human Services Committee, and Environmental meeting with Clay County.
 - c. Commissioner Okeson:
 - i. Reported on the following meeting: Economic Development/Housing Authority.
 - d. Commissioner Knutson:
 - i. Reported on the following meetings: Environmental meeting with Clay County, Prairie Lakes Municipal Solid Waste Authority, and Mahube OTWA.
 - e. Commissioner Schram:
 - i. Reported on the following meetings: Becker County Council on Aging and the Association of Minnesota Counties (AMC) Fall District 4 Meeting in Todd County.
3. Appointments:
 - a. Information was provided by Jack Ingstad, County Administrator, in response to the Board's request at the October 23, 2012 meeting. The Board was satisfied with the information provided, noting that Chief Deputy Kelly Shannon is not part of any possible investigation of the Sheriff's office and the pay scale for Chief Deputy Shannon to serve as Sheriff is acceptable. Following discussion, it was the consensus of the board to move forward with appointing Chief Deputy Kelly Shannon as the Sheriff, if Chief Deputy Shannon was still interested. Chief Deputy Shannon

reiterated to the Board that he has no plans to run for Sheriff in two years and expressed his interest and commitment to serve as Sheriff for the remainder of the term. It was moved and seconded to appoint Chief Deputy Kelly Shannon as the Sheriff for Becker County, to fulfill the remainder of the Sheriff's term, and to approve the pay scale at D-63, Step 9, with a salary of \$87,245, retroactive to when Chief Deputy Shannon assumed the role of Sheriff on October 31, 2012. (Nelson, Skarie), carried.

- b. It was moved and seconded to approve any commissioner's attendance at the AMC Environment and Natural Resources Policy meeting on Friday, November 16, 2012 at the Stearns County Service Center in Waite Park, with payment of \$30 for registration and lunch. (Nelson, Schram), carried. Commissioners Schram and Nelson are planning to attend.
- c. It was noted that AMC was notified with an updated list of designated voting delegates from Becker County to include: Steve Skoog, Environmental Services Director; Commissioners Knutson, Schram, Nelson, Skarie, and Okeson; Brad Wentz, Highway Engineer; and Jack Ingstad, County Administrator.
- d. The Cormorant Lakes Watershed District has two manager positions expiring December 31, 2012. The positions have been advertised and the Board will be considering these appointments at the Board meeting on Tuesday, November 27, 2012.
- e. Commissioner Schram requested and the commissioners agreed to participate in providing a gift to be used as a door prize at the AMC Annual Conference on December 3-4, 2012 in St. Cloud, noting that this is an opportunity to showcase the County as well.
- f. It was moved and seconded to approve the renewal of the Civil Commitment Agreement with Kitzmann Law Office, effective January 1, 2013 through December 31, 2013, with no increase in cost at \$1,450 per month. (Schram, Skarie), carried. It was noted that the County Attorney's office has reviewed the agreement and recommends moving forward with approving the agreement.

2. Licenses and Permits: There were none.

Finance Committee: Ryan Tangen presented:

1. The Proposed Civil Commitment Agreement with Kitzmann Law Office was approved earlier in the meeting.
2. 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. Larry Knutson, in the amount of \$1,149.60.
 - ii. Lakeland Mental Health Center in the amount of \$1,040.50 due to not receiving these charges until after alternate payment requests were exhausted.
 - iii. Minnesota Counties Intergovernmental Trust in the amount of \$123.00 due to misplaced statements.
 - iv. Reliable Printing Solutions in the amount of \$87.96 due to misplaced statements or not receiving them.

- v. Northland Portable Welding in the amount of \$1,143.00 due to discussions regarding charges.
- b. Auditor's Warrants (Tuesday Bills):
 - i. 10/17/12 in the amount of \$52,722.03
 - ii. 10/23/12 in the amount of \$185,559.55
 - iii. 10/31/12 in the amount of \$3,713,626.67
 - iv. 11/07/12 in the amount of \$1,877,617.54
 (Nelson, Skarie), carried.
- 2. It was moved and seconded to approve the lower interest rate on the loan for the Sunnyside Care Center, down from 5% to 3%. (Nelson, Schram), carried.
- 3. It was moved and seconded to approve the Sunnyside Care Center and Becker County Jail Contract Agreement amendment, specifically "Term & Cost" in paragraph one (1) and to continue with a one-year contract, effective November 1, 2012 through October 31, 2013, with a contract price of \$39,996 for the contract year, reflecting a 3% increase, with billing monthly at the rate of \$3,333 per month. (Skarie, Okeson), carried.

Assessor: Steve Carlson presented:

- 1. It was moved and seconded to approve the abatements for:
 - a. PIN #17.0263.002 in Lake Eunice Township for the amount of \$290.00 due to a fire destroyed the home in February 2012;
 - b. PIN #37.0043.001 in Wolf Lake Township for the amount of \$32.00 due a fire destroyed the home in July 2012.
 (Schram, Okeson), carried.

Environmental Services: Steve Skoog presented:

- 1. Jack Wiedewitsch, spoke on behalf of Archie Wiedewitsch, owner of STS Trucking, in reference to his Solid Waste Hauling Contract bid. Discussion followed and it was the consensus of the Board to move forward with acceptance of a bid today. It was moved and seconded to award a three-year Solid Waste Hauling Contract to Baer of Lake Park, Inc., with a bid of 2.53 per mile to the Fargo Landfill and \$2.30 per mile to the Perham Resource Recovery Facility. (Nelson, Skarie), carried.
- 2. It was moved and seconded to approve a Public Hearing with Intent to Enact a Solid Waste Ordinance be held on Tuesday, December 11, 2012 at 11:00 a.m., in the Board Room of the Courthouse, and to advertise for the hearing. (Okeson, Schram), carried.

Human Services: Nancy Nelson presented:

- 1. It was moved and seconded to remove Community Health: Home Visiting Program presentation from the Human Services portion of the agenda. (Schram, Skarie), carried.
- 2. It was moved and seconded to approve the one-year agreements/contracts with Stellher Human Services, Inc., Mahube Community Council, Inc., Gay Harris Adult Foster Care, and Local Public Health Act Funding Assurances and Agreements for 2013. (Schram, Skarie), carried.

3. It was moved and seconded to approve Resolution 11-12-1D, to hire one (1) part-time Office Support Specialist. (Skarie, Nelson), carried.
4. It was moved and seconded to approve Resolution 11-12-1B, to hire one (1) full-time R.N. and if the filling of this position creates a part-time R.N. position, that position will also be filled. (Nelson, Skarie), carried.
5. It was moved and seconded to approve Resolution 11-12-1C, to hire two (2) full-time R.N.'s for the Community Service Unit, to provide services under the Healthy Families America Program Grant, and if the filling of this position creates a part-time R.N. position, that position will also be filled. (Schram, Nelson), carried.
6. It was moved and seconded to approve Resolution 11-12-1F, to re-classify one (1) part-time Account Technician position to a Case Aid position. (Nelson, Skarie), carried.
7. Discussion was held in reference to Resolution 11-12-1E, to allow small businesses that provide Home and Community Based Services to carry less than the maximum amount of liability coverage limits. It was noted that more research should be done on this before moving forward and the Board has instructed County Administrator, Jack Ingstad, to coordinate with the Department Heads as far as issues they may be experiencing in relationship to liability coverage limits for other services provided.
8. It was moved and seconded to approve the revised purchase order for Høglund Bus and Truck for the purchase of a 2012 Ford Turtle Top, to include the sales tax of \$3,195.35, bringing the total cost to \$62,661.10. (Okeson, Nelson), carried.
9. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit. (Skarie, Schram), carried.

Human Resources: Nancy Grabanski presented:

1. It was moved and seconded to approve three (3) Memorandum of Understanding (MOU) Agreements with the Teamster's Local No. 320 units for Dispatch/Jailer, Deputy, and Courthouse, which will allow three part-time employees who are nearing the total hours allowable to work prior to qualifying for health benefits, to continue to work hours needed by the department with the understanding the employee would not become covered under the County's health plan. (Nelson, Okeson), carried.

Jack Ingstad was asked to research allowing Ben Grimsley to attend the AMC Annual Conference on December 3-4, 2012 in St. Cloud.

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

/s/ Jack Ingstad
 Jack Ingstad
 Board Clerk

/s/ Larry Knutson
 Larry Knutson
 Board Chair