

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, January 22, 2013 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes:

1. a. Meeting presided over by Board Chair Skarie. Present: Commissioners Don Skarie, John Okeson, Ben Grimsley, Barry Nelson and Larry Knutson; County Administrator, Jack Ingstad, and Minute Taker, Cindy Courneya.
b. Pledge of Allegiance.
2. The agenda was approved with the following changes: Under Human Services: add: Number 2b. Personnel Request: Temporary Emergency Hire: Social Worker for Child Protection. (Knutson, Okeson), carried.
3. It was moved and seconded to approve the minutes of January 8, 2013, with the requested changes. (Knutson, Grimsley), carried.

Commissioners:

1. Open Forum: There was no one present.
2. Reports and Correspondence: The commissioners reported on the following meeting(s):
 - a. Commissioner Nelson: No report was given at this time.
 - b. Commissioner Skarie: City Planning Meeting.
 - c. Commissioner Grimsley: Heartland Multi-Purpose Recreational Trail.
 - d. Commissioner Okeson: City Planning Meeting, Heartland Multi-Purpose Recreational Trail, NW Regional Radio Board, Aquatic Invasive Species (AIS) Task Force, Economic Development/Housing Authority, Highway Committee, Area Transportation Planning, and Re-Design Committee.
 - e. Commissioner Knutson: Natural Resources Committee, Environmental Affairs Committee, Recreational Advisory Committee, and Re-Design Committee.
3. Appointments: There were none.

Auditor-Treasurer: Ryan Tangen presented:

1. Licenses and Permits:
 - a. It was moved and seconded to approve the New Tobacco License for Gabriel J. Line/Dirty Jeans, LLC – Tri-Lakes Roadhouse – Cormorant Township. (Grimsley, Nelson), carried.

Finance Committee: 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-Days:
 - i. NRG in the amount of \$517.00 due to not receiving an invoice.
 - ii. Reliable Printing Solutions in the amount of \$87.96 due to not receiving an invoice.
 - b. Auditor's Warrants (Tuesday Bills):
 - i. 01/08/13 in the amount of \$25,204.68
 - ii. 01/15/13 in the amount of \$1,075,465.94 (Knutson, Nelson), carried.
2. It was moved and seconded to approve the additional cost of \$400.00 onto the approved purchase price of \$31,200 for the purchase of a forklift for Environmental Services. (Nelson, Knutson), carried.
3. It was moved and seconded to approve Resolution 01-13-2D, to support Capital Improvement Grant Applications submitted by ULTRA, Northwoods Trail Reapers, Wolf Pack, and Midnight Riders snowmobile clubs in 2013, as approved by the County Administrator. (Nelson, Grimsley), carried.
4. It was moved and seconded to approve the upgrade of the NRM Department Head's cell phone to an iPhone4 data phone, at an additional cost of \$30/month. (Okeson, Nelson), carried.
5. It was moved and seconded to approve the request to obtain quotes for conducting a Native Plant Community Survey to include forty (40) plots at a cost of up to \$200 per plot, with a total cost of \$8,000 for the first year, using funds from the tax-forfeited account, and with at least two quotes being obtained. (Nelson, Knutson), carried.
6. It was moved and seconded to approve the purchase of one (1) portable radio and licenses for the GIS features on all radios for NRM, to complete the conversion to the new radio system, at an estimated cost of \$2,000. (Okeson, Knutson), carried.
7. It was noted that the air conditioning unit at Human Services is in need of repair and this will be addressed before spring.
8. It was moved and seconded to approve the upgrading of the 911 recording device for Dispatch, with the purchase of CyberTech Recorder software, at an estimated cost of \$29,445. (Nelson, Okeson), carried.

Highway: Brian Shepard presented:

1. It was moved and seconded to approve Resolution 01-13-2A, to approve the Highway Department Vehicle Policy dated January 22, 2013. (Nelson, Okeson), carried.
2. It was moved and seconded to approve Resolution 01-13-2B, to authorize and direct the Highway Department to purchase additional Mototrbo Radios (22) for the remaining vehicles, at an estimated cost of \$19,750. (Okeson, Knutson), carried.
3. It was moved and seconded to approve Resolution 01-13-2C, to authorize and direct the Highway Department to purchase one Broce Broom as per the capital outlay request. (Okeson, Nelson), carried.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve the Capital Purchase Request for a used 2005 Sterling Semi-Tractor (\$18,000) and 1997 Wabash Dry Van Trailer (\$2,750) for a total cost of \$20,750, plus applicable fees and pending vehicle inspections. (Knutson, Grimsley), carried.

Natural Resources Management (NRM): Marty Wiley presented:

1. Discussion was held in reference to setting Timber Auction Dates for 2013 and future years. It was noted to have the Natural Resource Management (NRM) Director and the Natural Resource Committee set the dates.

Sheriff: Chief Deputy John Sieling presented:

1. It was moved and seconded to approve Resolution 01-13-2G, to enter into a grant agreement for up to \$30,000 for a radio study, for the purpose of adopting a plan for Public Safety Communication within Becker County and as outlined in said resolution. (Knutson, Okeson), carried.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve the Agreements/Contracts with the Department of Human Services for the Administration of the Local Collaborative Time Study (LCTS) activities; Becker County Developmental Achievement Center for Day Training, Habilitation Services and Transportation; Waiver Agreements for Perham Living Home Care, Inc., Meridian Services, and Blue Sky, Inc.; and the renewal of the contract with the Village for home-based crisis intervention services. (Knutson, Grimsley), carried.
2. It was moved and seconded to approve Resolution 01-13-2F, for Becker County to enter into an agreement with the State of Minnesota to provide public transportation services in Becker County, with Becker County Transit providing a local share of 15% of the total operating cost and 20% of the total capital costs, and to authorize the County Administrator and Human Services Director to execute said agreement. (Knutson, Nelson), carried.
3. It was moved and seconded to approve Resolution 01-13-2E, to hire a full-time Social Worker from the Minnesota Merit System, and if the filling of this position creates a part-time Social Worker vacancy, that position will also be filled from the Merit System. (Nelson, Grimsley), carried.
4. It was moved and seconded to approve Resolution 01-13-2H, to hire an emergency temporary Social Worker for Child Protection, for up to 67 days, to assist the Child and Family Services Unit. (Nelson, Knutson), carried. It was noted by County Administrator, Jack Ingstad, that this is a critical service to provide and he recommended that the emergency hire be approved. This was also presented to the Finance Committee with their recommendation to approve.

5. County Administrator, Jack Ingstad, was instructed to authorize the increase of \$600 onto the purchase price previously authorized for the purchase of three (3) vehicles for Human Services.
6. It was moved and seconded to accept the Human Services reports for Adult Services, Child and Family Services, Community Health, Financial Services, and Transit. (Knutson, Nelson), carried.
7. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit. (Nelson, Okeson), carried.

Central Services/Human Services: Nancy Grabanski presented:

1. It was moved and seconded to re-appoint Jean Evans to the Personnel Board of Appeals for a three-year term ending December 31, 2016. (Nelson, Grimsley), carried.
2. It was moved and seconded to approve the Discrimination/Harassment training to be held at the Courthouse, as part of the county's ongoing commitment to education, with an estimated cost of \$1,690. (Okeson, Nelson), carried.
3. It was moved and seconded to approve the Pay Equity Compliance Report, as presented, and to authorize the Board Chair to sign said report. (Grimsley, Knutson), carried.
4. Discussion was held in reference to the Highway Engineer Applicant Screening process. It was the consensus of the Board that two commissioners from the Highway Committee, the County Administrator, and Human Resources Director screen the applicants and the interview panel consisting of the two commissioners from the Highway Committee, the County Administrator, and Human Resources Director, along with one to two other agency personnel do the actual hiring.

Planning and Zoning: Patty Swenson presented:

1. It was moved and seconded to concur with the Planning Commission Recommendations (October 16, 2012), to approve the Final Plat Grand View Estates of Nelson Lake. (Knutson, Okeson), carried.
2. Ms. Swenson presented the 2012 Year-End Report for the Planning and Zoning Department, noting that the Zoning Applications and Permits were up 19% from 2011, reflecting economic recovery and growth within Becker County. She also provided a summary of the status of the Planning and Zoning Department permitting and program statistics.
3. Ms. Swenson reported that the AIS Task Force discussed the AIS Coordinator position and possibilities include sharing the position with the Cormorant Lakes Watershed and/or combining the position with the Emergency Management position. The AIS Task Force will be meeting on February 6, 2013.

Lunch Bunch was held at Sunlite and provided by Commissioner Skarie.

It was moved and seconded to adjourn the meeting. (Knutson, Nelson), carried.

/s/ Jack Ingstad
Jack Ingstad
Board Clerk

/s/ Don Skarie
Don Skarie
Board Chair