

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, June 11, 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, Ben Grimsley, Barry Nelson, John Okeson, 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 Environmental Services: Capital Improvement Requests: Remove: 1: b): Purchase a New Skid Steer. (Knutson, Grimsley), carried.
3. It was moved and seconded to approve the minutes of May 28, 2013 with the requested changes. (Knutson, Okeson), carried.

Commissioners:

1. Open Forum: There was no one present.
2. Reports and Correspondence: The commissioners reported on the following meetings:
 - a. Commissioner Knutson: Recreational Advisory Committee (RAC) and Natural Resources Committee.
 - b. Commissioner Nelson: Highway Committee.
 - c. Commissioner Skarie: Review Board and Human Services Committee.
 - d. Commissioner Grimsley: Sunnyside, Recreational Advisory Committee (RAC), and Human Services Committee.
 - e. Commissioner Okeson: Highway Committee, Lakeview Township meeting, Greater Minnesota Parks & Trails meeting, and attended a drug court graduation.
3. Appointments:
 - a. It was the consensus of the Board to direct the County Administrator, Jack Ingstad, to move forward with the hiring of the Emergency Manager, contingent upon a successful background check, and with the intent to make the Board appointment at a later date.
4. Welcome – James Olson, Becker County Highway Engineer:
 - a) James Olson was present and the Board welcomed him as the new Highway Engineer for Becker County.
5. County Administrator, Jack Ingstad, provided a summary and overview in reference to the Association of Minnesota Counties (AMC) District 4 meeting he attended on Friday, June 7th in Alexandria, MN.

Auditor-Treasurer: Licenses and Permits: Ryan Tangen presented:

1. There were none.

Finance Committee: Ryan Tangen presented:

1. Auditor-Treasurer, Ryan Tangen, presented an update on the process for moving the County over to Centralized Accounting, with the intent to implement by December 2013.
2. It was moved and seconded to approve the regular claims, over 90-day claims, additional claim, and Auditor's Warrants:
 - a. Over 90-Days:
 - i. MN State Law Library in the amount of \$250.00 due to routing of invoice.
 - ii. Tweeton Refrigeration in the amount of \$16,499.00 due to timing of bill and work.
 - b. Additional Claim:
 - i. Detroit Lakes Newspapers in the amount of \$2,003.14.
 - c. Auditor's Warrants: (Tuesday Bills):
 - i. 05/28/2013 in the amount of \$8,164,609.00.
 - ii. 05/29/2013 in the amount of \$4,189.72.
 - iii. 05/30/2013 in the amount of \$3,363.00.
 - iv. 06/04/2013 in the amount of \$15,792.02.
- (Okeson, Knutson), carried.
3. It was moved and seconded to approve the purchase of additional features for the new payroll software system, with Implementation Specialists, and with the revised proposal at \$72,783.98. (Nelson, Okeson), carried.
4. It was moved and seconded to approve the three-year cost allocation audit contract with Government Management Group (GMG), for the years ending 2012, 2013, and 2014, at a cost of \$4,750 per year. (Okeson, Nelson), carried.
5. It was moved and seconded to accept the Cash Comparison and Investment Summary for April 2013, as presented. (Nelson, Grimsley), carried.
6. It was moved and seconded to accept a donation to the County in the amount of \$50.00. (Okeson, Knutson), carried.
7. It was moved and seconded to approve the application for a Hazardous Materials Emergency Planning Grant in the amount of \$7,500, with a 20% County match, and the acceptance of the grant, if offered, and also to authorize the County Administrator, Jack Ingstad, to sign said agreement. (Knutson, Okeson), carried.
8. It was moved and seconded to approve an agreement with the Clay-Wilkin Community Health Board for a Statewide Health Improvement Project (SHIP) Grant and a Community Transformation Grant (CTG), and to use requested funds for pre-approved activities and equipment. (Okeson, Nelson), carried.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve the purchase of two (2) thirty cubic yard hook style roll-off containers for the Osage Transfer Facility, at a cost of \$8,500. (Knutson, Nelson), carried.

2. It was moved and seconded to approve the trade-in of the 2012 Case SV 300 Skid Steer for a 2013 model, at a cost of \$1,460.00. (Knutson, Okeson), carried.

Emergency Management: Guy Fischer presented:

1. It was moved and seconded to accept the grant in the amount of \$24,995 from the Minnesota Department of Homeland Security and Emergency Management for the Becker County Local Hazard Mitigation Plan Update, and to authorize the County Administrator, Jack Ingstad, to sign said grant. (Knutson, Nelson), carried.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to accept the agreement with Rural Minnesota CEP, to allow Rural MN CEP to have inquiry access to the County MAXIS System for Employment Services. (Grimsley, Okeson), carried.
2. It was moved and seconded to approve the Group Residential Housing Agreement for Compassion House, to allow for eight (8) beds in Compassion House that would be eligible for GRH payments. (Grimsley, Skarie), carried.
3. It was moved and seconded to approve the renewal of the Medica Transportation Agreement for Transit, allowing Transit to bill for the transportation provided to Medica clients. (Grimsley, Okeson), carried.
4. It was moved and seconded to approve Resolution 06-13-1D, to modify certain mental health service contracts and to hire one (1) full-time social worker from the MN Merit System, as outlined in said resolution. (Grimsley, Nelson), carried.
5. It was moved and seconded to approve Resolution 06-13-1B, to eliminate the positions of Financial Service Supervisor and Office Service Supervisor, and to create one (1) full-time Administrative Services Manager position and to promote the former Office Service Supervisor to this position, and then to create a full-time Administrative Secretary position, and to hire for this position from the MN Merit System. (Grimsley, Skarie), carried.
6. It was moved and seconded to approve Resolution 06-13-1E, to hire one (1) part-time Transit Bus Driver. (Okeson, Grimsley), carried.
7. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit. (Grimsley, Skarie), carried.

Board Chair Skarie adjourned the meeting.

/s/ Jack Ingstad
Jack Ingstad
County Administrator

/s/ Don Skarie
Don Skarie
Board Chair