

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, June 25, 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 Emergency Management: Add: Number 2: Mutual Aid Agreement: Minnesota Homeland Security Emergency Management: Ottertail and Becker Counties. (Knutson, Grimsley), carried.
3. It was moved and seconded to approve the minutes of June 11, 2013 with no changes. (Knutson, Okeson), carried.

Commissioners:

1. Open Forum:
 - a. Clarence Suvanto requested consideration be given to moving the newspaper publication date for the Board of Commissioner's Meeting Notices/Agendas from Sunday to Wednesday, as he receives his Sunday paper anywhere from 5-10 days late.
2. Reports and Correspondence: The commissioners reported on the following meetings:
 - a. Commissioner Nelson: Becker County Extension Service, Information Technology, Becker County Soil and Water Conservation District (SWCD), and Highway Committee.
 - b. Commissioner Skarie: Environmental Affairs Committee, Sheriff's Committee, Four-County Public Health Regionalization meeting, Lakeland Mental Health, Becker County Extension Service, and Becker County Fair Board.
 - c. Commissioner Grimsley: Heartland Multi-Purpose Recreational Trail and Recreational Advisory Committee (RAC).
 - d. Commissioner Okeson: Pelican River Watershed District Advisory Board, NW Regional Radio Board, Aquatic Invasive Species (AIS) Panel, and Becker County Board of Adjustments.
 - e. Commissioner Knutson: Environmental Affairs Committee, Sheriff's Committee, Prairie Lakes Municipal Solid Waste Authority (PLMSWA), and Recreational Advisory Committee (RAC).

3. Appointments:

- a. It was moved and seconded to approve Resolution 06-13-2F, as amended, and to appoint Craig Fontaine as the new Becker County Emergency Manager and Steve Skoog as the new Deputy Emergency Manager. (Okeson, Knutson), carried.
- b. It was moved and seconded to appoint Dave Schiller as a member of the Becker County Board of Adjustments. (Okeson, Grimsley), carried.

4. 2014 Budget Discussion: Auditor-Treasurer, Ryan Tangen, and County Administrator, Jack Ingstad presented:

- a. Mr. Ingstad presented a preliminary overview of the 2014 budget presentation. He requested that consideration be given today to provide feedback and direction on the budget development process, including timeline, priority setting, and narratives from the Department Heads.
- b. Mr. Tangen provided a presentation for the initial budget discussion, including an overview of the County's current financial position, noting that while Becker County has weathered the recession better than most, funds will be limited. He also provided information on the 2013 levy by fund and levy history, a list of 2014 revenue and expenditure assumptions and a current list of priority items. He inquired as to whether the Board may have any other priority items and suggested that this could be discussed at the next board meeting as well. Commissioner Knutson noted the need to address the expansion of recreational areas as a priority. Discussion was held in reference to the overall 2014 budget development process and it was the consensus of the Board that there was a good plan in place.

Sheriff: Sheriff Kelly Shannon presented:

- 1. It was moved and seconded to approve Resolution 06-13-2A, to hire two (2) full-time Correctional Officers and to backfill, if necessary, as outlined in said resolution. (Knutson, Okeson), carried.
- 2. It was moved and seconded to approve Resolution 06-13-2D, to approve the contract renewal for the State of Minnesota, Department of Corrections Sentencing to Service Program at the Becker County Jail, effective July 1, 2013 through June 30, 2015, and to authorize the Board Chair to sign said agreement. (Okeson, Knutson), carried.
- 3. a. Rey Freeman with GeoComm and Sheriff Kelly Shannon presented an overview of the ARMER Participation Plan. It was noted that once final approval is received from the State Radio Board, the process could then potentially begin by the end of the year, with purchases not occurring until after the first of the year. This would coincide with the change in that counties will no longer be required to pay sales tax and there may be grant application opportunities available at that time as well.
- b. It was moved and seconded to approve the ARMER Participation Plan, as presented, and to move forward with the plan being presented to the State for consideration. (Okeson, Knutson), carried.

Auditor-Treasurer: Ryan Tangen presented:

1. It was moved and seconded to approve the New Tobacco License Application for Franklin J. Andersen – Strawberry Lake Store – Sugar Bush Township. (Knutson, Grimsley), carried.
2. It was moved and seconded to approve Resolution 06-13-2G, to approve the Gambling Application for Exempt Permit to conduct a Raffle for the Detroit Lakes Lions Club, on August 3, 2013, for operations at: We Fest, Soo Pass Ranch, 25526 County Highway #22, Detroit Lakes, MN, in Lake View Township. (Okeson, Knutson), carried.
3. It was moved and seconded to approve Resolution 06-13-2H, to approve the Gambling Application for Exempt Permit to conduct a Raffle for the Height of Land Sportsmen's Club on July 27, 2013 at the Height of Land Sportsmen's Club, 20985 East Height of Land Drive, Detroit Lakes, MN, in Height of Land Township. (Knutson, Grimsley), carried.

Finance Committee: Ryan Tangen presented:

1. 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. Softree Technical Systems in the amount of \$1,100.00 due to not receiving an invoice.
 - b. Additional Claim:
 - i. TDS in the amount of \$1,204.91.
 - c. Auditor's Warrants: (Tuesday Bills):
 - i. 06/14/2013 in the amount of \$65,451.57.
 - ii. 06/18/2013 in the amount of \$6,785,152.56.(Okeson, Nelson), carried.
3. It was moved and seconded to accept the low bid of \$18,411.00 from Future Forests for fall site preparation. (Okeson, Nelson), carried.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve Resolution 06-13-2E, to enter into an agreement with the State of Minnesota to provide public transportation service in Becker County and for Becker County Transit to provide a local share of 15% of the total operating cost and 20% of the total capital cost, and to authorize the Human Services Director or County Administrator to execute said agreement and any amendments to the agreement. (Grimsley, Nelson), carried.
2. It was moved and seconded to approve Resolution 06-13-2B, to hire one (1) full-time Social Worker from the MN Merit System, and to backfill, if necessary, as outlined in said resolution. (Grimsley, Knutson), carried.
3. It was moved and seconded to accept the Human Services reports for Child and Family, Transit, Adult Services, Income Maintenance, Chemical Dependency, Community Health, and Mental Health. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit. (Nelson, Okeson), carried.

Planning and Zoning: Patty Swenson presented:

1. It was moved and seconded to concur with the Planning Commission to add Chapter 7, Section 3. Subject Matter: Amend the size and height of accessory structures. (Knutson, Grimsley), carried.
2. It was moved and seconded to concur with the Planning Commission to approve the application, as submitted by Kevin Tinjum Boat Properties, for a Conditional Use Permit to operate a seasonal boat storage facility located across the road by 13575 Thunderbolt Ranch Road, Cormorant Township, due to the request would not be detrimental to the area. (Okeson, Knutson), carried.
3. It was moved and seconded to approve the request by Detroit Mountain Recreational Area, Inc., for a Conditional Use Permit for recreation facilities and area, located at 29409 170th Street in Erie Township, to include downhill skiing, snowboarding, cross-country skiing, tubing, hiking, mountain biking, and sightseeing, along with a lodge, food service and a ski rental/repair shop, and with a change of zone from Residential and Commercial to Agricultural. (Nelson, Knutson), carried. Gary Nansen from the Detroit Mountain Recreational Board was present, along with four other representatives from the group.
4. The next informational meeting is scheduled for Thursday, July 11, 2013 at 8:00 a.m. in the Third Floor Meeting Room of the courthouse.

Highway: Jim Olson and Brian Shepard presented:

1. The Highway Annual Report was presented with no action required.
2. It was moved and seconded to approve Resolution 06-13-2C, to accept the low bid from Central Specialties, Inc. of Alexandria, MN, in the amount of \$4,805,612.81, to provide Bituminous Surfacing and Aggregate Shouldering for Project SAP 003-601-016, Etc. and to authorize and direct the County Engineer to execute into said contract pending approval from the MN DOT EEO Office. (Okeson, Nelson), carried.

Emergency Management: Guy Fischer presented:

1. It was moved and seconded to approve the Mutual Aid Agreements for Minnesota Homeland Security Emergency Management between Becker and Clay County, with Clay County having signed the agreement and between Becker and Ottertail County, with the anticipation that Otter Tail County will be approving the Mutual Aid Agreement in early July. (Knutson, Grimsley), carried.

The Board of Equalization reconvened. Following the Board of Equalization, Board Chair Skarie adjourned the meeting.

Lunch Bunch was held at Burnside's and provided by Nancy Grabanski.

/s/ Jack Ingstad
Jack Ingstad
County Administrator

/s/ Don Skarie
Don Skarie
Board Chair