

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, September 24, 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, Larry Knutson, Barry Nelson, and Ben Grimsley; County Administrator, Jack Ingstad, and Minute Taker, Cindy Courneya.
- b. Pledge of Allegiance.
2. There were no changes to the agenda.
3. It was moved and seconded to approve the minutes of September 10, 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 meetings:
 - a. Commissioner Skarie: Land of the Dancing Sky and Capital Investment Committee Meeting.
 - b. Commissioner Grimsley: Heartland Multi-Purpose Recreational Trail meetings and Labor Management Committee.
 - c. Commissioner Okeson: Finance Committee and Re-Design Committee.
 - d. Commissioner Knutson: Sheriff's Committee, Natural Resources Committee, Re-Design Committee, and Finance Committee.
 - e. Commissioner Nelson: Natural Resources Committee, Lake Agassiz Regional Library (LARL), and Economic Development/Housing Authority.
3. Appointments:
 - a. It was moved and seconded to appoint Commissioner Grimsley as the alternate member of the Minnesota Rural Counties Caucus (MRCC), representing Becker County, and with the understanding that any of the Board of Commissioners could be asked to attend, if needed. (Knutson, Okeson), carried.

Auditor-Treasurer – Licenses and Permits: There were none.

Finance Committee: Ryan Tangen presented:

1. It was moved and seconded to approve the regular claims, over 90-day claim, and Auditor's Warrants:
 - a. Over 90-Days:
 - i. Terry Maneval in the amount of \$57.76 due to size of claims.

- b. Auditor's Warrants: (Tuesday Bills):
- i. 09/11/2013 in the amount of \$27,614.28
 - ii. 09/17/2013 in the amount of \$72,950.75
 - iii. 09/19/2013 in the amount of \$2,205.78

(Knutson, Okeson), carried.

2. It was moved and seconded to approve the expansion of credit card acceptance at the department stations of the Auditor-Treasurer, Planning and Zoning, Highway, Recorder, and East Transfer Station, at an estimated cost of \$1,849.33. (Knutson, Okeson), carried.
3. It was moved and seconded to accept the Cash Comparison and Investment Summary for August 2013, as presented. (Knutson, Okeson), carried.
4. It was moved and seconded to approve the cancellation of the maintenance agreement with Burlington Township for abandoned Ditch 17, as presented. (Okeson, Grimsley), carried. It was noted that in 2013, Ditch 17 was abandoned and maintenance for the culvert under the township and County roads will now be completed by the County.
5. It was recommended to deny the request to increase a part-time truck driver position to full-time for Environmental Services and to allow the employee to continue to work as many hours as needed until the end of the year, and to research the possibility of the employee waiving benefit eligibility.
6. It was moved and seconded to approve the third quarter computer purchases for twenty-three (23) computers at a cost of \$13,915, plus tax. (Grimsley, Nelson), carried.

Sheriff: John Sieling, Chief Deputy and Joan Stenger, Communications Supervisor presented:

1. It was moved and seconded to approve Resolution 09-13-2C, to hire one (1) full-time Sheriff Deputy Sergeant from the current Deputy Sergeant pool list, due to a resignation, and to approve the conditional offer for said hire. (Nelson, Knutson), carried.
2. It was moved and seconded to approve Resolution 09-13-2D, with a change in the resolution to read, "to hire two (2) full-time Sheriff's Deputies", and with an anticipated hire date of January 1, 2014. (Okeson, Knutson), carried.
3. It was moved and seconded to authorize the establishment of a deputy pool list. (Knutson, Okeson), carried.
4. a. Discussion was held in reference to the request to convert two (2) current part-time Communications Officer positions to one (1) full-time position, due to a resignation and recruitment and retention issues.
b. It was moved and seconded to approve Resolution 09-13-2B, to authorize converting two (2) current part-time Communications Officer positions to one (1) full-time position. (Nelson, Skarie), carried.
c. It was also noted that Dispatch has been experiencing an increase in calls, due in part that in mid 2012, the County started drafting Calls for Service for the Detroit Lakes Police Department because of the office closing earlier, and then also for the Minnesota State Patrol (MSP), due to the local office closure.

Veterans Service: Lauri Brooke presented:

1. It was moved and seconded to approve Resolution 09-13-2A, to authorize Lauri Brooke, the County Veterans Service Officer, to execute the Minnesota Department of Veterans Affairs

(MDVA) Operational Enhancement Grant Contract, as presented. (Okeson, Knutson), carried.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve the agreement with Lakes and Prairies Community Action Partnership, Inc., to provide administration of all Child Care Assistance Program Services, at an amount of \$50,203.75 for 2014. (Grimsley, Knutson), carried. It was noted that the process has already been approved by the Board.
2. It was moved and seconded to approve the Purchase of Service Agreements, as presented, with the Lakes Crisis and Resource Center, Detroit Lakes, and Generations, Inc., Fergus Falls, to provide mental health consultative services for children. (Grimsley, Okeson), carried.
3. It was moved and seconded to approve Resolution 09-13-2E, to hire one (1) full-time Financial Eligibility Worker from the Minnesota Merit System. (Grimsley, Knutson), carried.
4. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit. (Okeson, Nelson), carried.
5. A presentation was provided by Ronda Stock, Supervisor/CHS Administrator and Diane Thorson, Ottertail Public Health Director, in reference to the proposed Joint Powers Entity (JPE) for PartnerSHIP 4-Health, the forming of a Community Health Board to include the counties of Clay, Otter Tail, Wilkin, and Becker County, if Becker County chooses to join.

Following discussion, the consensus was to move forward in support of Becker County participating in the process of developing the JPE for PartnerSHIP 4-Health, with the intent for Becker County to merge with the counties of Clay, Otter Tail, and Wilkin to establish one Community Health Board. By joining now, Becker County would be actively involved in the establishment and organization of the entity, including the making of the by-laws. Once an agreement is signed, the recommendation is that each County commits to five years, and if a County chooses to withdraw, to provide a one-year notice to do so.

With the consensus of the Board to move forward with the process, Ms. Stock will return to the Board to present a resolution for action at the next Board meeting on October 8, 2013, for Becker County to participate in the establishment of the JPE for PartnerSHIP 4-Health and to merge with the other counties, as stated, into one Community Health Board.

Planning and Zoning: Patty Swenson presented:

1. It was moved and seconded to concur with the Planning Commission, to adopt the Closed Landfill Restricted Ordinance, as presented. (Knutson, Okeson), carried.
2. It was moved and seconded to concur with the Planning Commission to approve the request submitted by Bruce Qvammen, for a Certificate of Survey for one tract (Tract A), for property located next door to 16596 Seclusion Pt. Road, in Cormorant Township, Big Cormorant Lake and with a change of zone from Agricultural to Residential for Tract A, based on the fact that it meets the criteria of the ordinance. (Nelson, Knutson), carried.
3. The next informational meeting is scheduled for Thursday, October 10, 2013 at 8:00 a.m. in the Third Floor meeting room of the Courthouse.

Economic Development Authority (EDA): Guy Fischer; Britton Ramsey, Administrative Assistant for Midwest Minnesota Community Development Corporation (MMCDC); and Carrie Johnston, President of the Detroit Lakes Chamber of Commerce presented:

1. A brief summary and overview of the Employer Assisted Housing (EAH) Program was provided. The program is administered by the MMCDC, with the Greater Minnesota Housing Fund (GMHF) providing a match for first-time qualified home buyers. The MMCDC is requesting Becker County's participation in the Down Payment Assistance Program, to create a match incentive program, with funds being used for closing costs or down payments for low to moderate income first-time home buyers. It was moved and seconded to approve Becker County's participation in the Employer Assisted Housing (EAH) Down Payment Assistance Program, utilizing tax abatements, at an amount of up to \$10,000, and with an annual report being provided to Becker County. (Nelson, Grimsley), carried.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to accept the low quote from University Recycling Technologies (URT) and to approve to enter into an E-Waste Service Agreement with URT, and to authorize, County Administrator, Jack Ingstad, to sign said agreement. (Knutson, Okeson), carried.
2. It was moved and seconded to authorize the purchase of a new front loading style, 40 CY New Way Compactor Truck and to accept the low quote received from Olympic Sales in Fargo, ND, at an amount of \$220,780, plus an additional \$3,000 for a Jake Brake. (Knutson, Okeson), carried.
3. Discussion was held in reference to Resolution 09-13-2F, a request to convert one (1) current part-time Compactor Truck Operator/Transfer Station Attendant position to a full-time position, due to an increase in recycling and workload. No action was taken.
4. It was moved and seconded to approve a change order in engineering costs of the 2013 Preliminary Grading Bid package to Wenck, for additional engineering costs to design and bid out a new demolition landfill cell as part of the transfer station building project that is being bid out, with an additional cost of \$3,500, bringing the total project budget to \$10,300. (Knutson, Okeson), carried. It was noted that the Environmental Committee did approve the change order.

Human Resources: Nancy Grabanski presented:

1. It was moved and seconded to approve the addition of the Comprehensive Major Medical (CMM) Co-Pay Plan and Voluntary Employees Beneficiary Association (VEBA) Plan to the Human Resources agenda. (Knutson, Grimsley), carried.
2. Due to Affordable Care Act (ACA) regulations, changes will need to be made to the current Health Insurance \$750 Deductible Plan for prescription drugs. It was moved and seconded to modify the current Health Insurance \$750 Deductible Plan by adding a separate Max Out-of-Pocket (MOP) Prescription Drug limit of \$2,000 for singles and \$4,000 for families, effective January 1, 2014. (Grimsley, Okeson), carried.

3. It was moved and seconded to accept the quotes for dental insurance coverage from Assurant, Plan 2 Option, as presented, effective January 1, 2014. (Nelson, Knutson), carried.
4. It was moved and seconded for Becker County to continue to offer the current Voluntary Employees Beneficiary Association (VEBA) Health Plan as a standard plan versus as a State Cooperative Common Plan, effective January 1, 2014. (Grimsley, Okeson), carried.
5. It was moved and seconded to authorize the notification to Blue Cross-Blue Shield of Minnesota that Becker County will no longer be offering employees the Comprehensive Major Medical (CMM) Co-Pay Plan, effective January 1, 2014, due to the enrollment number of current county employees. (Knutson, Grimsley), carried.

Human Resources: Nancy Grabanski presented:

1. It was moved and seconded to close the session for Union Negotiations. (Nelson, Knutson), carried.
2. Closed Session - Union Negotiations.
3. It was moved and seconded to open the session. (Knutson, Grimsley), carried.

The Board recessed until the Board Retreat, scheduled for 1:15 p.m. at the Graystone Building in Detroit Lakes.

Lunch Bunch was held at noon at the American Legion in Detroit Lakes and provided by Commissioner Knutson.

The Board Retreat began at approximately 1:15 p.m. at the Graystone Building in Detroit Lakes, with all commissioners in attendance; County Administrator, Jack Ingstad; and specific department heads. There was one citizen present, Willis Mattison.

Items for discussion included recreation planning on county owned property, the 2014 budget and revenue opportunities, the 2014 levy, department position requests for 2014, cash reserves and possible one-time funding projects, and the sales tax for transportation that is being considered and how this could be used to fund one-time road projects, and then the possibility of moving elected County officials to appointed positions.

Board Chair Skarie adjourned the meeting at 3:30 p.m..

/s/ Jack Ingstad
 Jack Ingstad
 County Administrator

/s/ Don Skarie
 Don Skarie
 Board Chair