

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, February 25, 2014 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Okeson. All Commissioners in attendance; County Administrator, Jack Ingstad, and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda, with a change under Commissioners to add: Number 4: Support for Legislation to Combine the Auditor-Treasurer and Recorder Positions and to Change from an Elected to an Appointed Position; and under Public Hearing, to add the submission of the Revised Resolution 02-14-2G, for the Adoption of a Local Option Sales Tax for Transportation (Up to ½ Cent). (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of February 11, 2014, with the requested changes. (Knutson, Nelson), carried.

Commissioners:

1. Open Forum: There was no one present.
2. Reports and Correspondence: The commissioners reported on the following meetings:
 - a. Commissioner Nelson: Lakeland Mental Health Annual Meeting, Information Technology (IT), Natural Resources Committee, and Highway Committee.
 - b. Commissioner Skarie: Review Board, Lakeland Mental Health Annual Meeting, and Becker County Fair Board.
 - c. Commissioner Grimsley: Heartland Multi-Purpose Recreational Trail Committee.
 - d. Commissioner Okeson: NW Regional Radio Board, Labor Negotiations, Highway Committee, Detroit Lakes/Becker County Airport Committee, Area Transportation Planning Meeting, and attended interviews for Fiscal Supervisor for Auditor-Treasurer's office.
 - e. Commissioner Knutson: Natural Resources Committee, and Mahube-OTWA.
3. Appointments: There were none.
4. Support for Legislation to Combine the Auditor-Treasurer and Recorder Positions and to Change from an Elected to an Appointed Position:

- a. It was moved and seconded to approve Resolution 02-14-2J, to support legislation to combine the Auditor-Treasurer and Recorder positions, and to make the new position appointed, effective at the end of the current terms, and with the positions not open for candidate filling in 2014. (Grimsley, Skarie), carried.
5. Commissioner Nelson suggested changing the regular board meetings to the first and third Tuesdays of the month, beginning with next year, to be consistent with other counties and in order to avoid overlap with other public meetings.

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 Day Claims:
 - i. Northern Lights USA in the amount of \$134.02.
 - ii. Sanford in the amount of \$1,374.00 due to medical billing process for Sheriff's Department.
 - b. Additional Claim:
 - i. Commissioner Okeson in the amount of \$1,842.40.
 - c. Auditor's Warrants (Tuesday Bills):
 - i. 02/12/2014 in the amount of \$562,827.09
 - ii. 02/13/2014 in the amount of \$981.00
 - iii. 02/20/2014 in the amount of \$50,199.45
 - iv. 02/21/2014 in the amount of \$109.52

(Grimsley, Knutson), carried.
2. It was moved and seconded to approve a Band and Grade change for the head position in Collections/Elections in the Auditor-Treasurer's office, from B-2-5 to B-3-1. (Grimsley, Skarie), carried. It was noted that the position has been reviewed and the Review Board approved the band and grade change, as stated above.
3. It was moved and seconded to approve the payment to Implementation Specialists in the amount of \$2,829.40, for sales tax on the seven change orders previously approved. (Knutson, Nelson), carried.
4. Planning and Zoning is requesting an increase in per diems and it was recommended to approve, when presented, all non-commissioner committee per diems at \$50. Discussion was held and it was clarified that these per diems are for County operated committees only.
5. It was moved and seconded to approve Resolution 02-14-2C, to support the capital improvement grant applications by ULTRA, Northwoods Trail Reapers, Wolf Pack, and Midnight Riders snowmobile clubs in 2014, as approved by the County Administrator, and to approve the acceptance of these grants if awarded, in order that the respective club can proceed with the approved project, with the improvement completed for the next operating season. (Knutson, Grimsley), carried.

6. It was moved and seconded to approve Resolution 02-14-2D, to support the snowmobile equipment grant applications by Northwoods Trail Reapers and ULTRA Snowmobile Clubs, as outlined in said resolution, and to authorize the County Administrator, Jack Ingstad, to act as the fiscal agent for this project, on behalf of Becker County. (Knutson, Grimsley), carried.
7. It was moved and seconded to approve Resolution 02-14-2K, to authorize a Heartland Trail Routing/Feasibility Study from Park Rapids to Navillus Road/Smoky Hills be conducted, and for Becker County to provide for administration of the grant and to pay for consulting services up to \$8,500, and upon project completion, to seek reimbursement of grant funds from the Partnership4Health, West Central Initiative, and Headwaters Regional Development Commission and Itasca Tour, and to authorize that Guy Fischer, EDA/Parks and Recreation Coordinator be designated as the contact person to facilitate the project, on behalf of Becker County. (Grimsley, Skarie), carried.
8. It was moved and seconded to approve an additional claim to Larson Companies for the Highway Department, in the amount of \$892.46, due to an incorrect payment made in December. (Knutson, Grimsley), carried.

State of MN-Department of Natural Resources (DNR) and Bad Medicine Lake Area Foundation: State Aquatic Management Area (AMA) Requisition:

1. Ray Vlasak, Chairman of the Bad Medicine Lake Area Foundation Advisory Committee and Project Manager of the Conservation Partners Legacy Grant for the Bad Medicine Lake AMA, and Mandy Erickson from MN DNR Fisheries in Detroit Lakes presented the request to acquire Lake Parcel 12-0068-000 from the Paul J. and Eleanor Christiansen Family on Bad Medicine Lake, in Section 8 of Forest Township, for the purpose of establishing an Aquatic Management Area. It was noted that the Bad Medicine Lake Area Foundation, in conjunction with West Central Initiative has received a Conservation Partners Legacy Grant to fund the purchase.
2. It was moved and seconded to approve Resolution 02-14-2B, to approve the sale of the Paul J. and Eleanor Christiansen Family Parcel Number: 12-0068-000 in Section 8, Forest Township to the State of MN, Department of Natural Resources, Division of Fish and Wildlife, for use as an Aquatic Management Area (AMA). (Knutson, Skarie), carried.

Assessor: Abatements: Steve Carlson presented:

1. It was moved and seconded to approve the following abatements, as presented:
 - a. PIN #04.0058.000 in Callaway Township in the amount of \$62.00, \$76.00, and \$100.00, for a total of \$238.00, due to the correction of a split processed in 2007 for tax years 2008, 2009, and 2013, respectively. (Nelson, Knutson), carried.

Probation: Personnel Request: Program Coordinator (Re-Organization): Resolution 02-14-2E: Jodi Kulik and Brian Rubenstein presented:

1. It was moved and seconded to approve Resolution 02-14-2E, to eliminate the Diversion Worker position, due to a retirement, and to re-write and re-title the Youth Service Coordinator position to Program Coordinator, effective at the time of the upcoming retirement. (Grimsley, Skarie), carried.

Human Services: Christy Ramsey and Ronda Stock presented:

1. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve the Joint Powers Agreement, as amended, between the counties of Becker, Clay, Otter Tail, and Wilkin to establish a Joint Entity Community Health Board, as presented. (Skarie, Grimsley), carried.

Environmental: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 02-14-2H, as amended, to hire one (1) Full-Time Compact Truck Operator/Transfer Station Attendant, to replace an anticipated vacancy in the department for a Full-Time Truck Driver. (Knutson, Nelson), carried.
2. It was moved and seconded to approve Resolution 02-14-2I, to hire one (1) Part-Time Compact Truck Operator/Transfer Station Attendant, due to a resignation. (Knutson, Skarie), carried.

Planning and Zoning: Patty Swenson presented:

1. It was moved and seconded to approve the increase in non-commissioner committee per diems (County operated committees only) and mileage reimbursement, effective January 1, 2014, for the following:
 - a. Recreational Advisory Committee (RAC) - \$25.00 Chair; \$20 Member
 - b. Planning Commission - \$60 Chair; \$50 Member
 - c. Board of Adjustments (BOA) - \$70 Chair; \$60 Member
 - d. ZSOAC - \$60 Chair; \$50 Member
 - e. Extension – Add \$10 to current per diem.
 - f. Any other committees – Add \$10 to current per diem.(Knutson, Nelson), carried.
2. It was moved and seconded to approve Resolution 02-14-2A, to hire one (1) Part-Time Office Support Specialist, due to a resignation. (Knutson, Skarie), carried.
3. The Planning Commission (February 18, 2014) tabled the request from Jeffrey Haugrud for a Conditional Use Permit (CUP), to establish a Classic Auto Dealership in an Agricultural Zone, including Classic Auto storage, with the project located at

11092 Hwy. 10, in Lake Park Township, with the applicant to present his request to the Planning Commission next month under "old" business. It was noted that there was no one present to represent the request.

4. It was moved and seconded to concur with the Planning Commission (February 18, 2014) to approve the request from James and Barry Shaw for a Certificate of Survey, to allow one tract consisting of 87,900 +/- with a remnant tract of 19.9 acres, and with a change of zone from Agricultural to Residential for the smaller parcel only based on the fact that the request meets the criteria of the Ordinance, and with the project located at 15730 Snowshoe Beach Road in Cormorant Township, Big Cormorant Lake. (Knutson, Nelson), carried.
5. It was moved and seconded to concur with the Planning Commission (February 18, 2014) to approve the request by John Hamilton for a Certificate of Survey, to allow one tract containing four (4) acres, with the remainder tract of 28.1 acres contingent on legal easement, and with the project located at 29221 Blackberry Road in Sugar Bush Township, Little Sugar Bush Lake. (Skarie, Okeson), carried. It was noted that the County cannot approve the survey nor can the survey be recorded until the easement is legally granted.
6. The next informational meeting is scheduled for Thursday, March 13, 2014 at 8:00 a.m. in the Third Floor meeting room of the Courthouse.

It was moved and seconded to add to the agenda a Gambling Application for Exempt Permit for the Cormorant Lion's Club on May 10, 2014 and to cancel Lunch Bunch for today at Godfather's Pizza, in lieu of a potluck gathering in honor of Auditor-Treasurer, Ryan Tangen, as he has taken a position with the Detroit Lakes Public School as the Business Manager. (Knutson, Grimsley), carried.

It was moved and seconded to approve the Gambling Application for Exempt Permit to conduct a Raffle for the Cormorant Lion's Club on May 10, 2014 at the Cormorant Community Center, 10929 County Highway #4, Pelican Rapids, MN 56572, in Cormorant Township. (Nelson, Knutson), carried.

Information Technology (IT): Rick Kelsven presented:

1. It was moved and seconded to approve the Becker County Cell Phone Policy, as presented. (Grimsley, Nelson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 02-14-2F, to approve the final payment for Project SAP 003-749-001, consisting of Grading and Aggregate Base, in the amount of \$40,765.40, to Reiersen Construction, Inc. of Bemidji, MN, and for the payment to be prepared and processed by the Highway Department. (Nelson, Knutson), carried.

It was moved and seconded to open the Public Hearing to Adopt a Proposed Local Options Sales Tax for Transportation (up to ½ cent). (Knutson, Grimsley), carried.

Public Hearing: Adoption of a Local Option Sales Tax for Transportation (Up to ½ Cent): Resolution 02-14-2G. Jim Olson, Becker County Highway Engineer presented:

1. Highway Engineer, Jim Olson provided a Power Point Presentation outlining the proposed SMART (Safe, Multi-Modal, Active, Responsible Transportation) Tax, including a list of projects for Phase 1 (upgrading of the Otto Zeck Road, safety improvements to the CSAH 6/11 Intersection, and reconstruction of Washington Avenue/CSAH 22), with the total project costs for Phase 1 at \$860,000.
2. Public comments were received with general overall support in favor of implementation of the tax. The City of Lake Park and the City of Detroit Lakes also provided letters of support. Discussion followed noting that the Minnesota legislature has given Counties this opportunity and there is a need to provide good roads for the residents and visitors of Becker County, that it's a win-win situation for all of us and that we are fortunate to have this opportunity.
3. Chair Okeson commented that he has received numerous comments from citizens in support of the tax and that the buying power is going to decrease by 30% in the future, with the costs to maintain our local roads increasing due to inflation rates at 4-5% each year.
4. It was moved and seconded to close the Public Hearing. (Nelson, Grimsley), carried.

It was moved and seconded to approve Revised Resolution 02-14-2G, as presented, to Adopt a Becker County Transportation Sales Tax and Use Tax to be dedicated exclusively to Becker County Road Projects and SMART (Safe, Multi-Modal, Active, Responsible Transportation), at the rate of one-half of one percent (.5%), pursuant to M.S. 297A.993, and that the Becker County Board of Commissioner's shall take public input on proposed transportation projects to be funded by the Transportation Sales Tax each year, and shall take action to re-affirm the tax on an annual basis during its budget development and adoption. (Skarie, Nelson), carried. Passed with a unanimous vote.

It was moved and seconded to approve the initial projects of SMART – Phase 1 as follows: Otto Zeck Road – Gravel to Pavement - Cost: \$350,000; CSAH 6/11 Intersection – Safety Improvement – Cost: \$10,000; Washington Avenue/CSAH 22 – Reconstruction – Cost: \$500,000 (provide gap funding to eliminate State Aid Funding advance request); and with the combined SMART Phase 1 Project Construction costs at \$860,000. (Grimsley, Nelson), carried.

It was move and seconded to close the session for Union Negotiations. (Nelson, Grimsley), carried.

Closed Session: Union Negotiations.

It was moved and seconded to open the session. (Grimsley, Nelson), carried.

It was moved and seconded to accept and ratify all Teamsters, AFSCME (Highway Unit) and Human Services Supervisor contracts and to authorize the Board Chair to sign said contracts. (Nelson, Skarie), carried. Motion passed with a majority vote.

It was moved and seconded to approve the above changes for non-union employees as stated. (Nelson, Skarie). Discussion followed. A motion was made to table the motion. (Skarie, Grimsley), carried.

Board Chair Okeson adjourned the meeting.

A potluck was held at the Courthouse in honor of Ryan Tangen, as stated above, and following, the Board Retreat began at 1:30 p.m. in the Graystone Building, Detroit Lakes, MN, with all commissioners in attendance and Jack Ingstad, County Administrator.

The Board Retreat adjourned at 3:30 p.m.

Jack Ingstad
Jack Ingstad
County Administrator

John Okeson
John Okeson
Board Chair