

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

Agenda/Minutes

1. Meeting was brought to order by Board Chair Okeson. Present: Commissioners Okeson, Grimsley, Knutson, Nelson, and Skarie; County Administrator, Jack Ingstad; and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following changes: Under Human Services: Add Number 6: National Public Health Week Proclamation: Resolution 04-14-1Q; Under Sheriff: Remove Number 1: ARMER Radio Grant Application; Under NRM: Number 8: Support for Detroit Mountain Trail Grant Application: Add: Resolution 04-14-1R; Move Central Services: Number 1: Human Resources: Department Head General Increase and Step Modification to 9:35 a.m., to follow the Becker County Food Pantry: Presentation of LMCBay Auction Donation; and move Adjournment of the meeting to follow the Environmental Services Work Session, scheduled to begin at 1:00 p.m. (Nelson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of March 25, 2014, with the requested change. (Knutson, Skarie), carried.

Open Forum:

1. Earl Johnson, resident of Floyd Lake and retired DNR Wildlife Manager, spoke in reference to the recent Timber Auction. He reported that small, clear cuts are most valuable for wildlife in this area and recommended that the County consider managing a 5-acre clear-cut, every 5 years, for every 40 acre parcel. He also noted that Aspen and Oak is the best acreage from a wildlife production standpoint.

Reports and Correspondence: The Commissioners reported on the following meetings.

1. Commissioner Okeson: Highway Committee, Re-Design Committee, and attended the Area Transportation Meeting in Fergus Falls.
2. Commissioner Knutson: Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Mahube-OTWA, Natural Resources Committee, Recreational Advisory Committee (RAC), Environmental Affairs Committee, Zoning Ordinance Review Committee, and Re-Design Committee.
3. Commissioner Nelson: Buffalo-Red River Watershed Advisory Board, Economic Development/Housing Authority, Sunnyside, Highway Committee, and Zoning Ordinance Review Committee.

4. Commissioner Skarie: Safety Committee, Becker County Council on Aging, and Human Services Committee.
5. Commissioner Grimsley: Economic Development/Housing Authority, Sunnyside, Heartland Multi-Purpose Recreational Trail, Becker County Historical Society, Human Services Committee, and attended the Western Area Community Cooperative meeting.

Appointments: There were none.

Notice of Annual Becker County Township Officers Meeting:

1. The Annual Becker County Township Officers meeting is scheduled for Tuesday, April 22, 2014 at 7:15 p.m., with registration from 6:45 – 7:15 p.m. and will be held in the 3rd Floor Jury Assembly Room of the courthouse (Courtside).

Auditor-Treasurer: Licenses & Permits: Mary Hendrickson presented:

1. It was moved and seconded to approve Resolution 04-14-1A, to approve the Gambling Application for Exempt Permit to conduct a Raffle for the Boys and Girls Club of Detroit Lakes on August 9, 2014, for operations at We Fest Concert Grounds, 25526 County Hwy. #22, Detroit Lakes, MN, in Lake View Township. (Grimsley, Knutson), carried.
2. It was moved and seconded to approve Resolution 04-14-1B, to approve the Gambling Application for Exempt Permit to conduct a Raffle for the Height of Land Sportsmen's Club on May 3, 2014, at the Height of Land Sportsmen's Club, 20895 East Height of Land Drive, Detroit Lakes, MN, in Height of Land Township. (Knutson, Grimsley), carried.
3. It was moved and seconded to approve the new Wine and Strong Beer License for Ella Marie's Café & Collectibles – Ella Marie's, LLC – 14989 Co. Hwy. #4, Lake Park, MN – Cormorant Township. (Nelson, Skarie), carried.
4. It was moved and seconded to approve the On-Sale (Including Sunday) Liquor License Renewals for the following:
 - a. Rand F. Levy – Horseshoe Inc., Soo Pass Ranch – Lake View Township;
 - b. Peggy L. Branstrom – Osage Bait & Tackle – Osage Township;
 - c. Gabriel J. Line, Dirty Jeans, LLC - Tri Lakes Roadhouse – Cormorant Township. (Grimsley, Knutson), carried.
5. It was moved and seconded to approve the Off-Sale Liquor License Renewals for the following:
 - a. John (Pete) Johnson – Richwood Off Sale – Richwood Township;
 - b. Eugene D. Forbes, Forbes, LLC - Osage Liquor – Osage Township. (Skarie, Nelson), carried.
6. It was moved and seconded to approve the Temporary 1-4 Day Liquor License Renewal for the Detroit Lakes Lions Club for Operations At We Fest On August 7, 8, and 9, 2014 – Lake View Township. (Nelson, Knutson), carried.

7. It was moved and seconded to approve the On and Off-Sale 3.2 Beer License Renewals for the following:
 - a. Elaine E. Palmer – Frazee Golf, Inc. - Burlington Township;
 - b. Rand F. Levy – Horseshoe, Inc., Soo Pass Ranch – Lake View Township.
(Knutson, Skarie), carried.
8. It was moved and seconded to approve the Off-Sale 3.2 Beer License Renewal for the following:
 - a. Gabriel J. Line, Dirty Jeans, LLC – Tri Lakes Roadhouse – Cormorant Township;
 - b. Peggy L. Branstrom – Osage Bait & Tackle – Osage Township.
(Knutson, Nelson), carried.
9. It was moved and seconded to approve Resolution 04-14-1P, to authorize the Becker County Auditor-Treasurer to establish and administer an Absentee Ballot Board for all county conducted elections and to compensate trained Election Judges not employed by Becker County at the rate of \$8.50 per hour and with mileage reimbursement.
(Grimsley, Knutson), carried.

Finance Committee: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular claims, Auditor's Warrants, and over 90-Day claims, as presented:
 - a. Auditor's Warrants (Tuesday bills):
 - i. 03/27/2014 in the amount of \$211,524.41
 - ii. 04/02/2014 in the amount of \$2,320.76
 - b. Over 90-Day Claims:
 - i. Mid-States Wireless in the amount of \$5,396.65 (five invoices), due to requested adjustments.
 - ii. MN Association of County Officers in the amount of \$315.00, due to thought had been paid, but upon further research, found had not been paid.
 - iii. North American Fly & Trading in the amount of \$215.08, due to lost invoice or invoice never received.
(Grimsley, Skarie), carried.
2. It was moved and seconded to approve the purchase of a Ledco Laminator for Human Services with the low quote, at an amount up to \$1,617.00. (Grimsley, Nelson), carried.
3. It was moved and seconded to approve the purchase of an automatic door opener for the Human Services employee entrance, with the low quote of \$2,548.16, to include installation from Fargo Glass and Paint. (Grimsley, Nelson), carried. It was noted that this was approved previously, however, the quote from Central Door did not include the installation cost and the new quote was at \$3,017.00, with installation.
4. Discussion was made regarding the reimbursements of cell phones and it was recommended to review further.
5. It was moved and seconded to approve the yearly software maintenance contracts with ESRI and Pro-West, as presented. (Grimsley, Skarie), carried.

Becker County Food Pantry: Presentation of LMCBay (Labor Management Committee) Auction Donation: Nancy Grabanski and Amy Settergren presented:

1. The Commissioners, Nancy Grabanski and Amy Settergren, on behalf of the LMC Committee, presented Food Pantry Director, Jack Berenz, a check in the amount of \$2,397.00 for the Becker County Food Pantry, the total amount collected through the Annual LMCBay Auction Donations from the employees of Becker County.

Central Services: Human Resources: Department Head General Increase and Step Modification: Nancy Grabanski presented:

1. It was moved and seconded to approve the general increase for Department Heads at 2% for 2014 and 2% for 2015, with no step modification, as consented by the Finance Committee. (Grimsley, Knutson), carried.

Human Services: Christy Ramsey presented and Don Janes presented:

1. It was moved and seconded to remove the Human Services agenda item, Burial Disposition Policy Change: Resolution 04-14-1N. (Nelson, Knutson), carried. It was noted that the policy will be reviewed by the Human Services Committee prior to returning to the Board for approval.
2. It was moved and seconded to approve the contracts/agreements, as presented, with the Follow Along Program, Lakes Counseling (PERL), Solutions Behavioral Health, Lakes Crisis and Resource Center, and White Earth Tribal Mental Health. (Grimsley, Skarie), carried.
3. It was moved and seconded to approve the addendum to the June 1, 2013 to June 30, 2014 Purchase of Service Agreement for Mobile Crisis Services and Adult Crisis Stabilization Services with Stellher Human Services, as presented. (Skarie, Grimsley), carried.
4. It was moved and seconded to approve Resolution 04-14-1K, to convert one (1) part-time R.N. position to full-time. (Skarie, Grimsley), carried.
5. It was moved and seconded to approve Resolution 04-14-1M, to hire one (1) part-time Social Worker from the MN Merit System. (Skarie, Knutson), carried.
6. It was moved and seconded to approve Resolution 04-14-1Q, to hereby proclaim the week of April 7-13, 2014, as National Public Health Week in Becker County. (Skarie, Grimsley), carried.
7. A brief discussion was held in reference to inpatient mental health treatment and the cost to the County, with the recommendation to continue discussions at the next Human Services Committee meeting.
8. It was moved and seconded to approve the Human Services claims for Community Health and Transit. (Grimsley, Skarie), carried.
9. It was moved and seconded to approve the Human Services claims for Human Services. (Grimsley, Skarie), carried.

County Attorney, Gretchen Thilmony presented:

1. It was moved and seconded to authorize County Attorney, Gretchen Thilmony, to attend the NADCP 20th Annual Training Conference for Veteran's Court Training, May 28-31, 2014 in Anaheim, California, and to approve reimbursement of expenses incurred, as allowed. (Nelson, Grimsley), carried.
2. It was moved and seconded to approve Resolution 04-14-1E, to hire one (1) full-time Assistant County Attorney. (Grimsley, Knutson), carried.

Transit: Rusty Haskins presented:

1. It was moved and seconded to approve the purchase of a Class 400 Transit Bus and Camera System, as presented, and to utilize the 2013 State Capital Grant, effective January 1, 2014 through December 31, 2014, with the State Share amount at 80% and the County's share at 20% of the cost. (Grimsley, Skarie), carried.

Natural Resources Management (NRM): Marty Wiley and Guy Fischer presented:

1. It was moved and seconded to authorize the spending of the road grading budget for the season, at an amount up to \$16,000.00, and as presented. (Grimsley, Skarie), carried. It was noted that this is a two-time grading process done once in the spring and fall.
2. It was moved and seconded to approve the graveling of Old Many Point and Camp 7 Roads, as presented, at an amount up to \$5,000 for hauling gravel and up to \$1,000 for culvert work. (Knutson, Skarie), carried.
3. It was moved and seconded to authorize the solicitation of quotes to install three (3) wetland crossings on Shell Lake Block Road and for the upgrade of the right-of-way. (Nelson, Skarie), carried. It was noted that these quotes will be returned to the Board for final approval.
4. It was moved and seconded to authorize the solicitation of quotes for forty (40) Native Plant Community Field plots, as presented. (Nelson, Skarie), carried. It was noted that quotes will be returned to the Board for final approval, with the intent to issue a contract to start in late May or early June, with a completion date of early September.
5. It was moved and seconded to authorize the solicitation of quotes for July-August Site Preparation for the 2015 Spring Tree Planting season, with the quotes returned to the Board for final approval. (Nelson, Grimsley), carried.
6. It was moved and seconded to approve Resolution 04-14-1C, to enter into an agreement with the State of Minnesota for the Snowmobile Trail Assistance Program, and for Becker County to act as the fiscal sponsor for the snowmobile trails, as outlined in said resolution. (Skarie, Nelson), carried.
7. It was moved and seconded to table discussion on the Dunton Locks Tram Operations until the next Board meeting on April 22, 2014. (Okeson, Grimsley), carried.

8. Discussion was held in reference to the Detroit Mountain Multi-Trail Grant Application. Larry Remmen, Community Development Director for the City of Detroit Lakes, and Mark Fritz, Coordinator for the Detroit Mountain Recreation Area were present, as well as Becker County Highway Engineer, Jim Olson. It was moved and seconded to approve Resolution 04-14-1R, as presented, to support the City of Detroit Lakes in applying for the Parks and Trails Legacy Grant to the Minnesota Department of Natural Resources (DNR), for funding to construct 2.75 miles of multi-use recreational trails connecting Detroit Mountain Recreation Area and Mountain View County Park with the Heartland Trail and the Detroit Lakes Recreational Trail System, and with the City of Detroit Lakes to act as legal sponsor for the project. (Grimsley, Skarie), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 04-14-1F, as revised, to accept the low bid of \$0.845 per gallon of Magnesium Chloride Dust Control from Stenger's Dust Control and to authorize and direct the County Engineer to award to the low bidder the contract for Magnesium Chloride Dust Control, and to execute and enter into said contract. (Nelson, Skarie), carried.
2. It was moved and seconded to approve Resolution 04-14-1G, as revised, to accept the low bids for Bituminous Materials-Emulsion Oils from Flint Hills Resources, as presented, and to authorize the County Highway Engineer to award to the low bidder the contracts for delivery of the bituminous materials, and to execute and enter into said contract. (Nelson, Okeson), carried.
3. It was moved and seconded to approve Resolution 04-14-1H, to purchase one (1) office software upgrade and new server for the purposes of Highway construction project management, at an amount up to \$1,690.00, as outlined in the Capital Improvement Expenditure Request. (Skarie, Nelson), carried.
4. It was moved and seconded to approve Resolution 04-14-1I, to rescind previously adopted Resolution 01-14-2E, and for Becker County to sell 5.26 acres of wetland banking credits to the City of Detroit Lakes, rather than 2.63 acres, due to the City needing an additional 2.63 acres to fulfill their replacement requirements, and to authorize the County Highway Engineer to act as agent on behalf of Becker County. (Nelson, Skarie), carried.
5. It was moved and seconded to approve Resolution 04-14-1J, to enter into a cooperative agreement, as presented, with the City of Frazee for the Reconstruction of County Highway Number 118 (4th Street SE, Balsam Avenue), from East Main Avenue to Frazee City Limits, and as outlined in said resolution. (Nelson, Skarie), carried. It was noted that the agreement has been reviewed by the City of Detroit Lakes, the City Attorney, County Attorney, and Highway Committee.
6. It was moved and seconded to approve Resolution 04-14-1O, as presented, to acknowledge cost sharing with the City of Detroit Lakes, in the elimination and abatement of nuisance encroachments into the right of way of Washington

Avenue/CSAH 22, as outlined in said agreement, and with the stipulation that the Board Chair and County Administrator review the final costs. (Nelson, Grimsley), carried.

7. It was moved and seconded to approve the County Road Dust Control Application Policy dated April 2, 2014, as presented. (Nelson, Skarie), carried.

Environmental: Steve Skoog presented:

1. It was moved and seconded to approve that Becker County provide local funding support for the “Northwest Regional Aquatic Invasive Species (AIS) Prevention Project”, in the amount of \$5,000 to the Red River Water Basin Commission to start Aquatic Invasive Species (AIS) research on a watershed or regional basis, as presented. (Nelson, Skarie), carried.

The Board meeting recessed until 1:00 p.m.

The Board reconvened for the Work Session on Environmental Services: Solid Waste and Transfer Station: Steve Skoog and Sandy Gunderson presented:

Discussion was held in reference to solid waste issues, past systems, the current situation, future solid waste infrastructure, and potential future recycling programs.

Board Chair Okeson adjourned the meeting.

Jack Ingstad

Jack Ingstad
County Administrator

John Okeson

John Okeson
Board Chair