

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY APRIL 22, 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, Amy Settergren.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following changes: Under Commissioners, to add Number 6: Jail Discussion and Retreat; Under Commissioners, to add Number 7: Authorization to Recruit Human Services Director. (Nelson, Knutson), carried
4. It was moved and seconded to approve the minutes of April 8, 2014, with the requested changes. (Skarie, Grimsley), carried.

Open Forum:

1. Clarence Suvanto spoke in reference to the safety of the Amish Community in Becker County and if more informational signage should be used. He also spoke in regards to the possible combining of the Auditor-Treasurer and Recorder position, but stated he would speak more on that during the public hearing later in the Board meeting. Mr. Suvanto also asked if the Board Agenda could be posted in the local paper another day other than Sunday as he does not receive his issue for multiple days after print. He also commented on the hours of the Environmental Services Recycling Truck Drivers.

Reports and Correspondence: The Commissioners reported on the following meetings

1. Commissioner Knutson: Sheriff Committee, Natural Resources Committee, and Zoning Ordinance Review Committee.
2. Commissioner Nelson: Natural Resource Committee, Economic Development/Housing Authority, Information Technology (IT), Association of Minnesota Counties Board Meeting, and Becker County Soil & Water Conservation District.
3. Commissioner Skarie: Review Board, Becker County Children's Initiative and Human Services Supervisor's meetings.
4. Commissioner Grimsley: Economic Development/Housing Authority, Heartland Multi-Purpose Recreation Trail Committee, and Labor Management Committee.
5. Commissioner Okeson: Northwest Region Radio Board, Sheriff Committee, West Central Regional Juvenile Center, Finance Committee and Becker County Redesign Committee.

Appointments:

1. It was moved and seconded to re-appoint Gary Nansen to the Pelican River Watershed District Manger 7th position. (Okeson, Grimsley), carried.
2. It was moved and seconded to re-appoint Ginny Imholte to the Pelican River Watershed District Manger 3rd position. (Grimsley, Skarie), discussion was held in regards to Ms. Imholte's interest in the position and the motion carried.
3. It was moved and seconded to re-appoint Al Chirpich to the Planning and Board of Adjustments. (Knutson, Grimsley) carried.

Northwest Minnesota Regional Emergency Communications Board Joint Powers Agreement

1. It was moved and seconded to approve Resolution 04-14-2F, to approve the modifications to the Joint Powers Agreement recommended by the Northwest Regional Radio Board and the Board chair is authorized to execute the Joint Powers Agreement. (Grimsley, Skarie), carried.

Discussion of the Public Works Facility Discussion

1. Becker County Engineer, Jim Olson, updated the Board on the progress made in regards to the Public Works Facility. It was stated that we are currently at the point in which we need a firm decision from the city of Detroit Lakes on their participation in the possible joint facility. Detroit Lakes City Administrator, Bob Louiseau, stated that the city should have its' final decision within the next couple weeks.

Jail Discussion and Retreat

1. Discussion was held in regards to the current Jail options available to the County. Commissioners scheduled a retreat to further discuss after the May 13, 2014 Board meeting.

Recruitment of a new Human Services Director

1. It was moved and seconded to approve Resolution 04-14-2I, to approve beginning the process of advertising, interviewing and hiring a full-time Human Services Director. (Skarie, Nelson), carried.

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

1. It was moved and seconded to approve the New On-Sale Liquor License (No Sunday Sales) for Headwaters Vineyard L.L.C. – D.B.A. Richwood Winery– Richwood Township. (Grimsley, Knutson), carried.

2. It was moved and seconded to approve the New On Sale Liquor License (Includes Sunday Sales) for Karen M. Heinz Operations, Inc. – D.B.A. The 59er – Detroit Township. (Nelson, Knutson), carried.
3. It was moved and seconded to approve the On Sale Liquor License Renewal (Including Sunday Sales) for Brent R. Blake – B.J.’s Barbeque Shack – Detroit Township. (Grimsley, Knutson), carried.
4. It was moved and seconded to approve the New On Sale 3.2 Beer License for Smokey Hills Wilderness Park L.L.C. – Carsonville Township. (Knutson, Nelson), carried.
5. It was moved and seconded to approve the 3.2 Beer Off Sale Renewal for Glenn D. Werner, Outback Engineering – Osage Country Market – Osage Township. (Knutson, Skarie), carried.
6. It was moved and seconded to approve the 3.2 Beer Combination On & Off Sale Renewal for Karen M. Heinz, Heinz Operations Inc. – D.B.A. The 59er – Detroit Township. (Skarie, Knutson), carried.
7. It was moved and seconded to approve the 3.2 Beer On Sale Renewal for Gregg A. Johnson – Cormorant Lakes Sportsman’s Club – Lake Eunice Township. (Nelson, Grimsley), carried.
8. It was moved and seconded to approve the On Sale Liquor License Renewal (Including Sunday Sales) and the 3.2 Beer Off Sale Renewal for Bradley J. Jernberg, J&S Landing L.L.C. – Schmitt’s Landing – Lake Eunice Township pending payment is received by Noon Friday April 25th, 2014. (Nelson, Knutson), carried.
9. It was moved and seconded to approve the Letter of Engagement for State Auditor’s Office. (Grimsley, Skarie), 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. 04-09-2014 in the amount of \$40,973.31
 - ii. 04-15-2014 in the amount of \$21,698.88
 - b. Over 90-Day Claims:
 - i. Lakeridge Dental in the amount of \$637.00; bill misplaced by another department, correct department just received.
 - ii. Minnesota Sheriff’s Association in the amount of \$6,412.00; did not receive invoices until April 9.
 - iii. MN Department of Natural Resources in the amount of \$100.73; did not receive first invoice.
 - iv. Lonnie Beuner in the amount of \$280.00; paid incorrect amount on a previous invoice (due to rate change).
 (Grimsley, Nelson), carried.
2. It was moved and seconded to approve the request by the Information Technology Department to purchase 33 computers and 2 laptops for an estimated cost of \$21,321.00. (Nelson, Grimsley), carried.

3. It was moved and seconded to approve the request by the Information Technology Department for the Critical 24/7 support plan for Implementation Specialists in the amount of \$7,600.00. (Nelson, Knutson), carried.
4. It was moved and seconded to approve the request by the Information Technology Department to reimburse 12 employees under the cell phone reimbursement policy. (Skarie, Nelson), carried.

Assessor: Steve Carlson presented:

1. It was moved and seconded to approve the following abatements, as presented:
 - a. PIN #02.0321.011 in Audubon Township in the amount of \$128.00 and for a total of \$144.00, due to a Manatron error.
 - b. PIN #05.0194.001 in Carsonville Township in the amount of \$54.00, due to a Manatron error.
 - c. PIN #13.0022.000 in Green Valley Township in the amount of \$294.00, due to a Manatron error.
 - d. PIN #13.0022.001 in Green Valley Township in the amount of \$730.00, due to a Manatron error.
 - e. PIN #17.1229.000 in Lake Eunice Township in the amount of \$116.00, due to a Manatron error.
 - f. PIN #18.0226.000 in Lake Park Township in the amount of \$78.00, due to a Manatron error.
 - g. PIN #18.0226.001 in Lake Park Township in the amount of \$146.00, due to a Manatron error.
 - h. PIN #28.0133.002 in Shell Lake Township in the amount of \$264.00, due to a Manatron error.
 - i. PIN #29.0051.002 in Silver Leaf Township in the amount of \$166.00, due to a Manatron error.
 - j. PIN #29.0100.000 in Silver Leaf Township in the amount of \$178.00, due to a Manatron error.
 - k. PIN #37.0029.000 in Wolf Lake Township in the amount of \$192.00, due to a Manatron error.
 - l. PIN #08.9010.000 in Detroit Township in the amount of \$848.00 due to an assessment error. (Nelson, Knutson), carried.

Becker County Soil and Water Conservation District: Marsha Watland presented:

1. It was moved and seconded to approve Resolution 04-14-2A, to approve the 2014 Becker County Noxious Weed List. (Knutson, Nelson), carried.

Human Services: Christy Ramsey and Sue Kent presented:

1. It was moved and seconded to accept the Human Services Reports: Adult Services, Child & Family Services, Community Health, Financial Services, Mental/Chemical Dependency (MCD), and Transit. (Knutson, Nelson), carried
2. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit. (Grimsley, Skarie), carried.
3. Request was made by Commissioner Nelson to have a Commissioner attend the Child Protection Team meetings.

Sheriff: Kelly Shannon and Randy Hodgson presented:

1. It was moved and seconded to approve Resolution 04-14-2G to authorize the Board Chair and County Administrator to sign on behalf of the County for the Annual County Boat and Water Safety Grant in the amount of \$32,221.00. (Nelson, Knutson), carried.
2. It was moved and seconded to approve Resolution 04-14-2B to approve posting internally or externally if needed, interview and hire a full-time Correctional Officer, and backfill as necessary, which may include a part-time Correctional Officer. (Nelson, Skarie), carried.
3. It was moved and seconded to approve the following Jail purchases; the low bid of \$11,448.00 for smoke detectors, the low bid of \$4,370.00 for a water softener, the low bid of \$2,245.00 for detention grade security screen to be installed over glass blocks in the library, up to \$13,000.00 for correctional grade light fixtures, the low bid of \$12,238.00 for camera upgrades, the low bid of \$11,522.00 for stainless steel toilets and lavatory. (Knutson, Nelson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 04-14-2H to authorize and direct the County Engineer to purchase a new air conditioning recharging unit for the purposes of maintaining the County Highway fleet. (Knutson, Nelson), carried.
2. It was moved and seconded to approve Resolution 04-14-2E to eliminate the Highway Technician/Maintenance Support position and to approve to create and advertise for a Senior Engineer Technician and an Engineering Technician simultaneously; if there are an adequate number of qualified applicants for the Senior Engineer Technician position, to approve to interview and hire for the Senior Engineer Technician position and eliminate the new hire position for an Engineering Technician; if there are not an adequate number of qualified applicants for the Senior Engineer Technician position, to approve to interview and hire for the Engineering Technician position and eliminate the Senior Engineer Technician position. (Knutson, Nelson), carried.

Planning and Zoning: Patty Swenson presented:

1. It was moved and seconded to concur with the Planning Commission (April 15, 2014), to approve the request submitted by Warren Woytassek/Kost Materials for a Conditional Use Permit to construct and operate a concrete batch plant providing the supply and delivery of concrete to local construction projects with the stipulation there must be buffers added and maintained on the entire property to assure the request is not detrimental to the surrounding area. (Knutson, Skarie), carried. It was requested by Commissioner Nelson for Kost Materials to utilize noise reducing technology on their equipment when able to.
2. It was moved and seconded to concur with the Planning Commission (April 15, 2014), to deny the request submitted by Terri Usher Property for CHAS Properties L.L.C. for a Conditional Use Permit to establish a men and women chemical health and mental health treatment center as submitted due to lack of information and the request would be detrimental to the surrounding area. (Skarie, Knutson), carried.
3. It was moved and seconded to concur with the Planning Commission (April 15, 2014), to approve the request submitted by Assemblies of God Church for a Conditional Use Permit for installation of a wireless communication facility to include a 129" monopole structure and a 60'X60' land space area based on the request will not be detrimental to the surrounding area and meets the criteria of the Ordinance. (Grimsley, Nelson), carried.
4. It was moved and seconded to concur with the Planning Commission (April 15, 2014), to approve the request submitted by Disse Family Trust for a Conditional Use Permit for installation of a Verizon wireless communication facility to include a 180" self-support tower and a 60'X100' land space area based on the request will not be detrimental to the surrounding area and meets the criteria of the Ordinance. (Nelson, Knutson), carried.

Environmental Services: Commissioner Knutson presented:

1. It was moved and seconded to approve Resolution 04-14-2C to authorize Environmental Services to create, advertise, interview and hire two part-time Environmental Service Clerks. (Nelson, Skarie), carried.
2. It was moved and seconded to approve Resolution 04-14-2D to authorize Environmental Services to create, advertise, interview and hire one part-time Transfer Station Worker. (Nelson, Skarie), carried.

Public Hearing: To Consider Combining the Auditor-Treasurer and Recorder Positions and Making the Position Appointed: Resolution 03-14-2E

1. Board Chair Okeson opened the public hearing. Public comments were received. No decision was made. The public hearing on combining the Auditor-Treasurer and Recorder positions and making the position appointed will be continued in the May 13th, 2014, Commissioner Board meeting.

Board Chair Okeson adjourned the meeting.

Commissioners attended the Lunch and Tour of Detroit Mountain Recreation Area with Mark Fritz, Project Coordinator.

Jack Ingstad

Jack Ingstad
County Administrator

John Okeson

John Okeson
Board Chair