

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, July 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, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following changes: Under Commissioners: Add: Number 4: Joint Powers Agreement: 2015 West Central Regional Juvenile Center Cooperative Agreement and Number 5: Discussion on Joint Powers Agreement for the Prairie Lakes Municipal Solid Waste Authority (PLMSWA). (Knutson, Nelson), carried.
4. It was moved and seconded to approve the minutes of July 8, 2014, with the requested changes. (Knutson, Nelson), carried.

Commissioners

1. Open Forum:

Barb Halbakken-Fischburg asked whether or not any decision would be made today on approval of the AIS Plan or on the purchasing of decontamination unit(s). Board Chair Okeson commented that discussion will be held; however, no decisions will be made at today's meeting, adding that Steve Skoog will be bringing additional information forward at a later date.
2. Commissioner Nelson suggested establishing a committee to further discuss the Ordinance of the 20 foot setback; to research the possibility of forming a compromise on an amendment to the Ordinance. Discussion followed with no action taken today.
3. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Knutson: Environmental Affairs Committee, Recreational Advisory Committee (RAC), and Sheriff's Committee.
 - b. Commissioner Skarie: Environmental Affairs Committee, Becker County Council on Aging, and Becker County Children's Initiative.
 - c. Commissioner Okeson: Sheriff's Committee, Finance Committee, Coalition of Lake Associations (COLA) meeting, and Aquatic Invasive Species (AIS) Panel meeting.

- d. Commissioner Grimsley: Development Achievement Center (DAC), Becker County Historical Society, Recreational Advisory Committee (RAC), and Finance Committee.
 - e. Commissioner Nelson: Natural Resources Management Committee (NRM) and Minnesota Board of Water and Soil Resources (BSWR) Tour of Clay and Becker Counties.
4. Appointments: There were none.
 5. It was moved and seconded to approve any of the commissioners attendance at the Association of Minnesota Counties (AMC) Fall Policy Committee meetings on September 3-4, 2014 at the Arrowwood Resort & Conference Center in Alexandria, MN, and with per diem and mileage reimbursement. (Nelson, Skarie), carried. Commissioner Nelson will be attending and suggested that if anyone else was planning to attend, to contact Administration for registration, etc.
 6. It was moved and seconded to approve the renewal of the West Central Regional Juvenile Center Cooperative Agreement for 2015, in the amount of \$278,250.00. (Grimsley, Skarie), carried.
 7. Commissioner Knutson asked for the Board's input in reference to the number of board members required for the PLMSWA Board and commented that he is not in favor of a 6-member board. Discussion was held, with the recommendation for Commissioner Knutson to present on the board's behalf, their thoughts and concerns on a 6-member board versus a 5-member board.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits: There were none.
2. It was moved and seconded to approve Resolution 07-14-2A, to approve the establishment of new boundary lines, based on a new survey completed, between Becker County and property owners, Scott and Christine Lembke. (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. 07/10/2014 in the amount of \$10,020.61.
 - ii. 07/18/2014 in the amount of \$41,023.54.
 - b. Over 90-Days:
 - i. Agrono Green, LLC – December invoice was lost - \$150.00.
 - ii. Becker County Sheriff - Reimburse Trust Account - \$96.08.

- iii. Crawford Supply Co. – Computer conversion, just received invoices for \$26.52.
 - iv. David-Donhower Funeral Home – Transport invoice just received - \$350.00
 - v. Keefe Supply Co. – Computer conversion, just received invoices - \$1,751.02.
- (Grimsley, Skarie), carried.
2. It was moved and seconded to approve the expenditure for a dryer at the Maximum Security Jail, in the amount of \$749.00. (Skarie, Nelson), carried.
 3. It was moved and seconded to approve the expenditure for Nardini Fire Equipment, in the amount of \$13,409.00. (Knutson, Nelson), carried.
 4. It was moved and seconded to approve the request to begin advertising for Transit Drivers, due to a retirement and to increase the Transit driver’s pool. (Grimsley, Nelson), carried.

Assessor: Steve Carlson presented:

1. It was moved and seconded to approve the following abatements:
 - a. PIN #16.0362.000 and PIN #16.0261.000 in Holmesville Township, in the amounts of \$ (28.00) and \$ (120.00) respectively, due to HS Linkage error (the parcels were not linked correctly for homestead exclusion). (Nelson, Knutson), carried.

Sheriff: Sheriff Kelly Shannon presented:

1. It was moved and seconded to approve Resolution 07-14-2B, to post internally, or externally, if needed, to fill the full-time investigator position, due to a retirement, and to backfill as necessary, which may include a full-time Deputy, and utilizing the Deputy Eligibility List. (Knutson, Skarie), carried.
2. It was moved and seconded to approve Resolution 07-14-2C, to hire one (1) full-time Deputy utilizing the Deputy Eligibility List, due to a resignation. (Knutson, Nelson), carried.
3. It was moved and seconded to approve Resolution 07-14-2D, to hire one (1) full-time Correctional Officer, due to a resignation, and to backfill as necessary, which may include a part-time Correctional Officer. (Skarie, Nelson), carried.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve the purchase of a new track hoe, a John Deere 160 GLC from RDO Equipment, Moorhead, MN, in the amount of \$179,363, as presented. (Knutson, Skarie), carried.
2. Discussion was held in reference to the proposed AIS Plan and the purchase of a decontamination unit(s). The Finance Committee reviewed the AIS Plan and discussed the request to purchase a decontamination unit(s). It was their recommendation to research options available on decontamination units, to obtain quotes, and to return to the board for further consideration. Barb Halbakken—Fischburg reported that the

Legislature requires Becker County to submit a copy of its guidelines to the MN Department of Natural Resources (DNR) of how the 2014 appropriations were spent by December 2014. Steve reported that the Finance Committee is requesting a couple of changes to the plan, and noted that this is a living document and will continue to evolve. He will bring a resolution forward at the next Board meeting to request adoption of the plan and will also provide information and quotes on decontamination units, with a request for direction from the Board on priorities at that time.

Human Services: Christy Ramsey presented:

1. It was moved and seconded to accept the Human Services reports for Adult Services, Child and Family Services, Community Health, Financial Services, Mental/Chemical Dependency (MCD), and Transit, as presented. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented. (Skarie, Grimsley), carried.

Economic Development Authority (EDA): Guy Fischer and Peter Klein, PACE Program Administrator and Vice-President of Finance for the Saint Paul Port Authority presented:

1. It was moved and seconded to approve Resolution 07-14-2E, to enter into a Joint Powers agreement with the St. Paul Port Authority, in order to participate in the State Property Assessed Clean Energy Program (PACE), as presented. (Nelson, Skarie), carried.

Parks & Recreation: Guy Fischer presented:

1. It was moved and seconded to approve Resolution 07-14-2F, for Becker County to support the application for master trail planning assistance from the National Park Service, to better connect the Detroit Mountain Recreation Area, Mountain View Recreation Area and Dunton Locks Park to each other, and to the local Detroit Lakes community via the Heartland Trail, and directs staff to develop the application and confer and seek applicable letters of support from interested partners/stakeholders in order to submit the application by the August 1, 2014 deadline. (Grimsley, Nelson), carried.

Becker County Soil & Water Conservation District: Peter Mead presented:

1. It was moved and seconded to approve Resolution 07-14-2G, to approve the request for an extension of the Becker County Comprehensive Local Water Management plan through December 31, 2016. (Nelson, Skarie), carried.

Planning and Zoning: Patty Swenson presented:

1. It was moved and seconded to concur with the Planning Commission (July 15, 2014), to approve the request by William Martodam, as submitted, for a Conditional Use Permit

- to operate rental storage units for monthly rental, with the project located at Toy Box Lane in Lake Eunice Township, based on the fact the request meets the criteria of the Ordinance and will not be detrimental to the surrounding properties. (Nelson, Knutson), carried.
2. It was moved and seconded to concur with the Planning Commission (July 15, 2014), to approve the request by Don Skarie, as submitted, for a Certificate of Survey for one (1) tract (Tract A) containing 2.28 acres, with a change of zone from agricultural to residential for the smaller (new) tract only, with the project located at 25793 County Road 149 in Detroit Township, based on the fact the request meets the criteria of the Ordinance. (Grimsley, Knutson), carried. Commissioner Skarie abstained.
 3. It was moved and seconded to concur with the Planning Commission (July 15, 2014), to approve the request by Mavis Davis, as submitted, for a Certificate of Survey to create two tracts of land – Tract A (4.4 acres), Tract B (7.0 acres) and with the remainder Tract E of 124 acres, with the project located at 23093 460th Avenue in Shell Lake Township, Bass Lake, based on the fact the request meets the criteria of the Ordinance. (Knutson, Skarie), carried.
 4. It was moved and seconded to approve the request by Doyle and Wendy Fevig, for a Conditional Use Permit as follows: to allow up to three (3) 30,000 gallon propane storage tanks on an agricultural zoned property, with the storage tanks located a minimum of 500' south of County Highway 132 and 400' west of County Road 21, with the approach approved by the County Engineer to come off of County Highway 132. (Skarie, Knutson), carried.
 5. It was moved and seconded to concur with the Planning Commission (July 15, 2014), to approve the request by Verizon Wireless, on behalf of WeFest, for a Conditional Use Permit to locate a temporary portable wireless communications facility in the VIP area, located at 25526 County Highway 2 in Lake View Township, and in the Campground area, located near 13288 260th Avenue in Lake View Township, to offload capacity from the existing facility for any of the festival events on the WeFest grounds, with information submitted on a yearly basis for which festival events the temporary towers will be utilized. (Grimsley, Okeson), carried.
 6. The next informational meeting is scheduled for Thursday, August 14th at 8:00 a.m. in the Third Floor Meeting Room of the courthouse.

Discussion on Jail Options: Sheriff Kelly Shannon and Jail Consultant, Allen Brinkman of Brinkman Consulting presented:

1. Mr. Brinkman referenced the jail inspection report and provided an overview on options for the jail. He suggested working with the courts on alternatives for sentencing such as early release and electronic home monitoring. Jail options were discussed including retrofitting the existing jail, constructing an additional building by the existing minimum security jail, or a new jail. County Administrator, Jack Ingstad, reported that there is not enough land available at the minimum security jail site.

Mr. Brinkman commented that building is a one-time cost, whereas staffing is ongoing and determined by the type of facility used. He also noted that if retrofit the existing jail, after a certain dollar amount, the Department of Corrections could require a larger footprint, reducing the number of inmates able to be housed there. He also cautioned against building with the intent to contract with the State, as this has the potential to change, with the County then being left with a larger facility than needed.

Sheriff Kelly Shannon cautioned against early release of maximum security inmates and reported that the county does have its own Sentence-to-Serve Program, which lessens time served.

Mr. Brinkman suggested hiring an architect to evaluate the current jail. There will be additional costs involved to house inmates at different locations while the jail is under construction. All three scenarios were discussed, with the recommendation to continue to research options and to return to the Board with more detailed information and costs. There was also discussion on reconsidering a contract with Hubbard County for beds. Hubbard County does have beds available, however, they would need to increase staff to accommodate. It was suggested that Becker County reconsider a contract with Hubbard County and to explore the possibility of providing assistance with staffing.

Sheriff Kelly Shannon reported that beginning in August, Becker County may be housing inmates at various locations and is concerned about the logistics and cost of doing so. In the meantime, Commissioner Grimsley will contact Hubbard County to arrange a meeting between Hubbard County, himself and County Administrator, Jack Ingstad, to discuss possible options for contracting with Hubbard County for beds.

Being no further business, Board Chair Okeson adjourned the meeting.

Jack Ingstad
Jack Ingstad
County Administrator

John Okeson
John Okeson
Board Chair