

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, January 20, 2015 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Grimsley. Commissioners in attendance: Grimsley, Nelson, Okeson, Skarie, and Knutson; 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 change: Under Human Services: Add: Number 5: Father's Project Renewal. (Knutson, Skarie), carried.
4. It was moved and seconded to approve the minutes of January 6, 2015 with the requested changes. (Knutson, Okeson), carried.

Commissioners

1. Open Forum:
 - a. Clarence Suvanto spoke on a number of issues including suggesting a later start time of 9:15 a.m. for the Board of Commissioner's meetings, to avoid the morning "rush" hour traffic. He also showed his support for combining certain positions and creating a land use department.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Nelson: Meeting with the MN Department of Corrections in reference to the jail.
 - b. Commissioner Skarie: Human Services Committee, West Central/Land of the Dancing Sky Area Agency on Aging, and Environmental Affairs Committee.
 - c. Commissioner Knutson: Environmental Affairs Committee, Natural Resources Committee, and Safety Committee.
 - d. Commissioner Okeson: Highway Committee, Aquatic Invasive Species (AIS) Panel, Heartland Multi-Purpose Recreational Trail meeting, and NW Regional Radio Board. He commented that another meeting will be needed with the City, to review the bids on the Washington Avenue Project, with the bidding process scheduled for February.
 - e. Commissioner Grimsley: Meeting with the MN Department of Corrections in reference to the jail, Joint Quarterly Governance meeting, Human Services Committee, Lake Agassiz Regional Library Board, and Finance Committee. He reported that he has spoken with Hubbard County in regards to establishing a

more formal contract to house inmates at Hubbard County and is suggesting another joint meeting with Hubbard County be held in the near future.

- f. It was moved and seconded to appoint Commissioner Nelson as member of the AIS Panel. (Knutson, Okeson), carried.

3. Appointments:

- a. It was moved and seconded to re-appoint Mary Seaberg to the Planning Commission for a 3-year term, representing District 3. (Okeson, Knutson), carried.
- b. It was moved and seconded to re-appoint Mary Seaworth to the Planning Commission for a 3-year term, representing District 4. (Skarie, Nelson), carried.
- c. It was moved and seconded to re-appoint Ray Thorkildson to the Planning Commission for a 3-year term, representing District 1. (Knutson, Nelson), carried.

4. Elected Official Salary Setting: Each of the elected officials presented including County Attorney, Gretchen Thilmony; Sheriff Todd Glander; Auditor-Treasurer, Mary Hendrickson; and Recorder, Patty Swenson:

- a. It was moved and seconded to approve setting the salary for County Attorney, Gretchen Thilmony, at her current salary, with no increase requested, other than to acknowledge that she will receive the annual 2% increase approved for 2015 for all employees based on the fact that she has been serving in this position since before the election. (Knutson, Skarie), carried.
- b. It was moved and seconded to approve setting the annual salary for Sheriff, Todd Glander, in the amount of \$88,500 for 2015, with no additional 2% annual increase as this is a new position for him. (Okeson, Nelson), carried.
- c. It was moved and seconded to approve setting the annual salary for Auditor-Treasurer, Mary Hendrickson, in the amount of \$80,000 plus benefits for 2015. (Nelson, Skarie), carried.
- d. It was moved and seconded to approve setting the annual salary for County Recorder, Patty Swenson, at her present salary plus 2% and benefits, with Ms. Swenson agreeing to continue assisting Planning and Zoning until further notice, with no additional increase to her approved salary. (Knutson, Skarie), carried.

5. It was moved and seconded to approve the Quarterly Governance meeting schedule for 2015, as presented, to meet the 1st Tuesday of each quarter, with the next meeting scheduled for Tuesday, April 7th from 7 – 8 a.m., with the Chamber hosting at M-State. (Knutson, Nelson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits: There were none.

2. It was moved and seconded to accept the November 2014 Cash Comparison and Investment Summary, as presented. (Okeson, Skarie), carried. It was suggested to consider establishing an “on-call” investment committee in the future.
3. Mary Hendrickson, Auditor-Treasurer, presented a summary and recap on days and number of ballots issued for the White Earth 2014 Satellite location, as well as a breakdown of costs for the satellite location.

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. 01/13/2015 in the amount of \$121,063.82.
 - ii. 01/14/2015 in the amount of \$615,490.33.
 - b. Over 90-Days:
 - i. MinnKota Recycling in the amount of \$29.00 – did not receive invoice. (Okeson, Knutson), carried.
2. It was recommended to approve when presented the purchase of one (1) Microtyp Machine for Human Services, at an amount up to \$3,732.
3. It was recommended to approve when presented, Resolution 01-15-2H, to approve the turnback of County Road 110 to Callaway Township, rather than County Road 100, as stated in the Finance Minutes.

Proclamation to Designate January as “Sex Trafficking Awareness Month”: Resolution 01-15-2A: County Attorney, Gretchen Thilmony presented:

1. It was moved and seconded to approve Resolution 01-15-2A, as presented, to hereby proclaim January as Sex Trafficking Awareness Month in Becker County. (Nelson, Okeson), carried.

Commissioners:

1. It was moved and seconded to approve Resolution 01-15-2B, to authorize setting the salaries for the elected officials, as previously stated in the minutes. (Skarie, Knutson), carried.

Human Services: Lisa Rietsema and Denise Warren presented:

1. It was moved and seconded to approve the amendment to the Partnership4Health Delegation Agreement, as presented, with no change to the intent from the previous agreement, just the corrections to reference the LPH Act change in language. (Skarie, Knutson), carried.

2. It was moved and seconded to accept the Human Services reports as presented for Adult Services, Child & Family Services, Community Health, Financial Services, MCD (Mental/Chemical Dependency), and Transit. (Skarie, Nelson), carried.
3. It was moved and seconded to approve the purchase of one (1) Microtyp Machine for Human Services, as presented and at a cost of up to \$3,732. (Skarie, Nelson), carried.
4. It was moved and seconded to approve the Human Services Claims as presented for Human Services, Community Health, and Transit. (Knutson, Skarie), carried.
5. It was moved and seconded to approve the renewal of the Father's Project, as presented, at an amount of up to \$7,300. (Skarie, Nelson), carried.

Highway: Jim Olson and Jona Jacobson presented:

1. It was moved and seconded to approve Resolution 01-15-2H, as presented, to approve the revocation of the section of County Road 110 between Trunk Highway 59 and County State Aid Highway 21 and turn back to Callaway Township, and that following the revocation and turn back, that the name of the road be known as 310th Street. (Okeson, Nelson), carried.
2. It was moved and seconded to approve Resolution 01-15-2H, to adopt the revised Snow and Ice Control Policy, with the requested changes, as discussed. (Okeson, Knutson), carried.
3. It was moved and seconded to approve the purchase of one (1) refurbished AED Unit for the Highway Department from AED Superstore and Outlet, at the low quote of \$995. (Knutson, Nelson), carried.
4. It was moved and seconded to approve the Tree Seedling Contract for spring 2016 planting from PRT USA, Inc. of Victoria, BC Canada, as presented, with the low quote of \$18,400.90. (Nelson, Knutson), carried.
5. It was moved and seconded to approve the Tree Planting Contract for spring 2015 from Northwoods Forestry, Inc., as presented, with the low quote of \$7,107.00. (Knutson, Nelson), carried.

Environmental: Steve Skoog presented:

1. It was moved and seconded to approve the 2015 AIS Prevention Delegation Agreement, as presented, between the MN Department of Natural Resources and Becker County. (Knutson, Okeson), carried.
2. It was moved and seconded to approve Resolution 01-15-2G, as presented, to accept the Aquatic Invasive Species (AIS) designated funding from the State of Minnesota, in the amount of \$319,315 and to designate that these funds be used specifically for AIS prevention or to limit the spread of AIS only, with the funds designated and accounted for as a separate account from other general fund monies. (Okeson, Nelson), carried.
3. It was moved and seconded to approve Resolution 01-15-2D, to approve the Prairie Lakes Municipal Solid Waste Authority and Becker County Waste Supply Agreement, as presented. (Knutson, Skarie), carried.

4. It was moved and seconded to approve Resolution 01-15-2E, to approve and support the Prairie Lakes Municipal Solid Waste Authority Waste Designation Plan, as presented. (Skarie, Knutson), carried. Steve Skoog reported that the County Attorney's office has reviewed the plan.

Planning & Zoning: Julene Hodgson presented:

1. It was moved and seconded to concur with the Planning Commission (January 13, 2015), to approve the request submitted by Roger Larum, for a change of zone from Agricultural to Residential for Tract B consisting of 56,620 square feet for the project located at 13458 Ideal Beach Lane in Cormorant Township due to the request meets the criteria of the Ordinance, with the remnant tract of 6.7 acres to remain zoned agricultural. (Nelson, Knutson), carried.
2. It was moved and seconded to concur with the Planning Commission (January 13, 2015), to approve the request submitted by Bruce Dahlberg, for a Certificate of Survey for one (1) tract of land consisting of 2.6 acres more or less with a remainder tract of 33.4 acres, for the project located at 16452 Maple Ridge Road in Audubon Township, due to the request meets the criteria of the Ordinance. (Knutson, Nelson), carried.
3. No further informational meetings will be scheduled until further notice, due to winter/weather conditions. The Election of Officers will be placed on the Agenda at the future Public Hearing.

Becker County Museum-Historical Society: Executive Director, Amy Degerstrom, and Board of Trustee Member, Robin Turnwall presented:

1. Ms. Degerstrom and Mr. Turnwall provided an overview and summary of the Becker County Museum's Historical Society proposed building project, noting that they will return to the Board next month with additional information as they begin the process of initiating a 3.2 million dollar capital campaign.

Proposed Reorganization Plan: Resolution 01-15-2F: Steve Skoog and Patty Swenson presented:

1. Discussion was held in reference to the proposed reorganization plan submitted by Patty Swenson and Steve Skoog. Several citizens were present and provided input.
 - a. Willis Mattison supported the concept of the proposal and asked that the commissioners continue the process and to include the public in further discussions.
 - b. Clint Danielson asked when the changes would become effective, with the overall consensus from the Board that no changes would be approved today.
 - c. Clarence Suvanto supported the proposed changes from an assessing standpoint.

- d. Dick Heacock expressed his concerns with the proposed changes, noting that he perceives it as adding another level of government, making it more challenging for the citizens.

There was concern and a sense of urgency to fill the open position in Planning and Zoning and to hire for the AIS position. Options were discussed including combining the AIS position with the Planning and Zoning position or NRM position.

It was also noted that there was a suggestion of the Becker County Soil and Water Conservation District hiring for the AIS position, however, there has been no commitment at this point.

- 2. It was moved and seconded to approve for the NRM Committee to meet with County Administrator, Jack Ingstad, to create a Request for Qualifications and/or job description for the NRM/AIS Position and to authorize to advertise for the position. (Nelson, Knutson), carried.
- 3. It was moved and seconded to advertise and hire for a Planning and Zoning Supervisor. (Nelson, Knutson), carried.

Ms. Swenson accepted the board's request to continue filling in at Planning and Zoning, with the duties as agreed upon and within the salary that was approved today, with no additional compensation.

- 4. It was moved and seconded for the County Administrator to designate a Natural Resources Management (NRM) Department Supervisor and to clarify the duties for said position. (Knutson, Okeson), carried.
- 5. The board has requested that discussion and consideration be given for appointing a Land Services Committee, to include two commissioners, to discuss the possible restructuring or reorganization of departments.

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

Jack Ingstad
Jack Ingstad
County Administrator

Ben Grimsley
Ben Grimsley
Board Chair