

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, February 17, 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 no changes. (Okeson, Knutson), carried.
4. It was moved and seconded to approve the minutes of February 3, 2015 with the requested changes. (Nelson, Knutson), carried.

Commissioners

1. Open Forum: There was no one present.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Knutson: Environmental Affairs Committee, Sheriff's Committee, and met with County Recorder, Patty Swenson, in reference to establishing an on-call committee for Recorder Department related issues. It was requested to include on the agenda for the next board meeting on March 3rd, a discussion on establishing a Land Use Committee.
 - b. Commissioner Okeson: Aquatic Invasive Species (AIS) Panel, AIS Subcommittee meeting with Ken Grob, AIS Coordinator for Hubbard County, NW Regional Emergency Communications Board, and AMC Transportation Alliance meeting in St. Paul, MN.
 - c. Commissioner Nelson: AIS Panel Meeting, AIS Subcommittee meeting with Ken Grob, AIS Coordinator for Hubbard County, and Information Technology (IT) Committee.
 - d. Commissioner Skarie: Becker County Council on Aging and Safety Committee.
 - e. Commissioner Grimsley: Development Achievement Center (DAC), Human Services Committee, Finance Committee, and met with Otter Tail Human Services Director, John Dinsmore, along with Commissioner Skarie and County Administrator, Jack Ingstad.

3. Appointments:
 - a. It was moved and seconded to appoint Bonnie Julius to the Becker County Council on Aging. (Okeson, Nelson), carried.
 - b. It was moved and seconded to appoint Chris Sherman to the Economic Development Authority (EDA) Board. (Grimsley, Knutson), carried.
4. Authorization to Enter Into a Memorandum of Understanding (MOU) with Otter Tail County to Create a Shared Human Services Director Position:
 - a. It was moved and seconded to authorize to enter into a Memorandum of Understanding with Otter Tail County to contract for services for Human Services Director, John Dinsmore, with a 60/40 split on salary and benefits, with Becker County at 60% and Otter Tail County at 40%, and pending final review by the Human Services Committee. (Knutson, Nelson), carried.

5. Jail Discussion:

County Administrator, Jack Ingstad, presented an update on the jail and requested further direction from the Board. Discussion was held and it was noted that with all options now having been explored and researched, the Board is in favor of building a new jail.

Mr. Ingstad reported that he has spoken with Ehlers and Associates as far as bonding rates and it was requested to invite Mr. Ehlers to a future board meeting. It was noted that several of the commissioners and County Administrator, Jack Ingstad, have toured the Kanabec County Jail Facility and are in support of building this type of structure. The Board was in agreement to move forward with securing a piece of land for the jail, with strong consideration being given to the Industrial Park along Tower Road. It was also requested to contact the jail consultant, Allen Brinkman, once again, for his expertise and recommendations with the process moving forward.

It was the consensus of the Board to move forward with the process to build a new jail. The timetable was discussed with the Board in agreement to begin the process as soon as possible.

6. Aquatic Invasive Species (AIS) Discussion:

- a. Guy Fischer provided an AIS update and summary, noting that the AIS Panel met last week.
- b. It was moved and seconded to authorize to enter into a grant application with the MN Department of Natural Resources (DNR) for two cost-share grants; one for AIS Education (\$4,000) and the other for AIS Inspectors (\$12,000), with the grant application being submitted today. (Okeson, Skarie), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:
 - a. It was moved and seconded to approve the Pro-Rated On-Sale Liquor/Sunday/ 2:00 a.m. license for new owners of Hotel Shoreham of Detroit Lakes in Lakeview Township, pending state approval on the 2:00 a.m. liquor license portion. (Nelson, Okeson), carried.
 - b. It was moved and seconded to approve the On-Sale Liquor License Renewals for:
 - i. Randy's Lake Eunice – Lake Eunice Township;
 - ii. GR8 Investments, Inc. (Pit 611) – Lake Eunice Township. (Nelson, Knutson), carried.
 - c. It was moved and seconded to approve the 3.2 On/Off License Renewals for:
 - i. Frazee Golf, Inc. – Burlington Township;
 - ii. Randy's Lake Eunice – Lake Eunice Township. (Knutson, Okeson), carried.
 - d. It was moved and seconded to approve the Tobacco License for new owners of Hotel Shoreham of Detroit Lakes – Lakeview Township. (Okeson, Nelson), carried.
2. It was moved and seconded to approve Resolution 02-15-2A, as presented, to appoint Becker County Auditor-Treasurer, Mary Hendrickson as the Becker County Driver's License Agent and Deputy Registrar, in accordance with Minnesota State Statute. (Nelson, 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 for the following:
 - a. Auditor's Warrants (Tuesday Bills):
 - i. 02/10/2015 in the amount of \$255,968.08.
 - b. Over 90-Days:
 - i. ACS Government Info in the amount of \$1,265.16; did not receive original invoices;
 - ii. Mac's in the amount of \$6.69;
 - iii. North Central Truck in the amount of \$37.37;
 - iv. Northern Bank Note Company in the amount of \$131.44; invoice was overlooked.(Skarie, Nelson), carried.
2. It was moved and seconded to approve the Use of Force Training administered by Hubbard County, for two days of four-hour training, two sessions per day, at a total cost of \$1,000.00. (Knutson, Okeson), carried.

3. It was moved and seconded to approve the Capital Improvement Expenditure Request for computers, as presented, for a total cost up to \$6,746.00. (Nelson, Skarie), carried.

Sheriff: Sergeant Ty Warren and Human Resources Administrative Assistant, Amy Settergren presented:

1. It was moved and seconded to approve Resolution 02-15-2C, as presented, to modify the Corrections Administrator position and if the band/grade does not increase, to hire one (1) Full-Time Corrections Administrator, and if the modification of the Corrections Administrator position causes the band/grade to increase, to authorize the Sheriff's Committee to make the decision to move forward with the open position. (Knutson, Skarie), carried.
2. It was moved and seconded to approve the purchase of equipment for six (6) squad cars from Code 4 Services, LLC in Pelican Rapids for equipment and all labor as outlined in the invoice, at the low quote of \$42,834.50 total for six (6) units; for the trailer tow package from Mountain Motors at the low quote of \$344.90 per unit, for a total cost of \$2,069.40; and for vehicle graphics from Lake Signs at a cost of \$528.00 per unit, for a total cost of \$3,168.00; and with the combined total cost at \$48,071.90. (Okeson, Knutson), carried.

[NOTATION: The low quote from Code 4 Services, LLC was incorrectly stated in the documentation presented, for the purchase of equipment for six (6) squad cars (equipment and labor), with the corrected amount at \$50,877.80, rather than \$42,834.50 as stated; however, it is noted that this was still the low quote.]

An additional quote was obtained from Mid-States Wireless, with the quote for the six (6) units at a total cost of \$51,243.00, along with a quote for the trailer tow package from the dealer, Nelson Auto Center, at \$510.00 per unit.

3. It was moved and seconded to accept the \$500.00 donation for the Sheriff's Department from Mr. and Mrs. John Gunderson. (Skarie, Nelson), carried. It was requested to more formally recognize the acceptance of this donation at the next board meeting.

Human Services: Christy Ramsey and Emma Wartmann presented:

1. It was moved and seconded to authorize the payment of \$6,800.00 from reserves, to Lakes Counseling, for unpaid contracted Chemical Use Assessments from 2012, 2013, and 2014, as presented. (Skarie, Nelson), carried.
2. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit. (Skarie, Okeson), carried.

Highway: Jim Olson and Rayna Tucker, Treasurer of the Northwoods Trail Reapers Snowmobile Club presented:

1. It was moved and seconded to approve Resolution 02-15-2B, to hereby request a Vertical Curve Variance from the MN Department of Transportation State Aid Operations Rules, Chapter 8820.9936 for "Urban; New, or Reconstruction Projects" for Project Number S.A.P. 003-607-022 (CSAH 4 BNSF Bridge Project), as outlined in said resolution. (Nelson, Okeson), carried.
2. It was moved and seconded to approve Resolution 02-15-2D, to hereby support and accept the Northwoods Trail Reapers Grant Application to install a recreational bridge on the Chippewa Snowmobile Trail, as outlined in said resolution. (Knutson, Nelson), carried.

Economic Development Authority (EDA): Guy Fischer and Carrie Johnston, President of the Detroit Lakes Chamber of Commerce, presented:

1. It was reported that the 2nd annual Health Career Fest for high school students will be held on March 27, 2015 at Detroit Lakes M-State, in cooperation with the Detroit Lakes Regional Chamber of Commerce, M-State, and Rural MN CEP. It was moved and seconded to approve the \$400.00 sponsorship for the 2015 Health Career Fest, as presented. (Nelson, Okeson), carried.

Planning and Zoning: Julene Hodgson and Dennis Richter presented:

1. It was moved and seconded to amend the Conditional Use Permit (CUP) for Dennis and Sarah Richter, to increase the maximum number of vehicles held for sale at Lake Park Auto Connection, located at 15982 U.S. Hwy. 10 in Lake Park, MN, from ten (10) vehicles to fifty (50) vehicles on the property at one time, as long as the grounds continue to be maintained in a well-kept manner. (Skarie, Nelson), carried.

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

Lunch Bunch was held at Burnside's Char House and provided by County Attorney, Gretchen Thilmony.

Jack Ingstad
Jack Ingstad
County Administrator

Ben Grimsley
Ben Grimsley
Board Chair