

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, March 3, 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, Skarie, and Knutson; County Administrator, Jack Ingstad; and Minute Taker, Cindy Courneya. Absent: Commissioner Okeson.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following changes: Under Commissioners, following Reports & Correspondence, add: Discussion on Extension Advisory Committee Appointment and Remove: Number 5: Reinstatement of Jail Consultant Contract with Allen Brinkman, Brinkman Consulting Group (BCG) and Authorization to Designate Board Chair as Signatory. (Knutson, Skarie), carried.
4. It was moved and seconded to approve the minutes of February 17, 2015 with the requested changes. (Skarie, Knutson), carried.

Commissioners

1. Open Forum: There was no one present.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
  - a. Commissioner Nelson: Natural Resources Management (NRM), Detroit Mountain Recreation Area meeting, Minnesota Joint Powers, Lakeland Mental Health (LMH) Annual Meeting, Extension Committee, and Becker County Soil & Water Conservation District.
  - b. Commissioner Skarie: Extension Committee, Lakeland Mental Health Annual Meeting, and Partnership4Health.
  - c. Commissioner Knutson: Natural Resources Management (NRM) and Prairie Lakes Municipal Solid Waste Authority (PLMSWA).
  - d. Commissioner Grimsley: Labor Management Committee (LMC), Transit meeting in Wadena, Development Achievement Center (DAC), Becker County Historical Society, and Finance Committee.

It was noted that the Labor Management Committee (LMC) will be sponsoring an event, the "Winter Games – Bowling Challenge" between the commissioners and LMC members, on March 16<sup>th</sup> at 5:00 p.m. at the Voyager Lanes in Detroit Lakes.

3. Appointments:
  - a. It was moved and seconded to re-appoint Dave Sherbrooke to the Airport Commission. (Nelson, Knutson), carried.
  - b. It was moved and seconded to support the recent appointment of Commissioner Nelson to the AMC Extension Advisory Committee, and to authorize per diem and mileage reimbursement for meeting attendance. (Knutson, Skarie), carried.
4. Discussion was held on the establishment of a Land Use Committee, with the board in agreement to wait until the full board is present.
5. County Administrator, Jack Ingstad, reported that the Planning and Zoning Supervisor position is considered "opened, until filled". Currently, twenty applications have been received, with five of those screened out due to not meeting the required minimum qualifications. Discussion was held in reference to establishing an Interview and Screening Committee with support given to appoint two citizens to the committee.

It was moved and seconded to approve the establishment of an Interview and Screening Committee for the Planning and Zoning Supervisor position to include Commissioner Nelson, Commissioner Knutson, County Administrator, Jack Ingstad, Human Resources Director, Nancy Grabanski and citizen representatives John Postovit and one member from the Planning Commission appointed at the discretion of Commissioner Knutson, and to also authorize per diem and mileage reimbursement for any appointed citizen representatives. (Skarie, Knutson), carried.

Board Chair Grimsley opened up the meeting for public comment. There was support to include citizens in the screening and hiring process, and specifically for the appointment of John Postovit as one of the citizens to serve in this capacity.

6. Jon Thomsen presented his retirement notice to the Board, with his resignation as Becker County Economic Development Association Director effective May 1, 2015. He thanked the past and current board members and staff for their assistance over the years, noting the rewarding and enjoyable experience it has been for him.

It was moved and seconded to accept the retirement notice from Jon Thomsen, as Becker County Economic Development Association Director, effective May 1, 2015. (Knutson, Nelson), carried. The Board thanked him for his years of service to Becker County.

7. Discussion was held in reference to the proposed agreement with the Becker County Soil & Water Conservation District (BCSWCD), for the administration of the Aquatic Invasive Species (AIS) Program for Becker County. County Administrator, Jack Ingstad, suggested the agreement could be approved today, with final approval or ratification of the agreement following a review by County Attorney, Gretchen Thilmony.

Peter Mead, Director of the BCSWCD, reported that there has been discussion on establishing a new AIS Panel, to include a member from the Soil & Water Conservation Board, one County Commissioner, one representative from the Pelican River Watershed District, and two other members appointed by the Soil & Water Conservation Board. A brief discussion followed and there was overall consensus by the Board to appoint Commissioner Nelson as a member of the new AIS Advisory Board with Commissioner Okeson as an alternate member. It was also suggested that the current AIS Panel could dissolve and be replaced by the new AIS Panel.

Board Chair Grimsley opened up the meeting for public comment with none received.

It was moved and seconded to approve to enter into an agreement with the Becker County Soil and Water Conservation District (BCSWCD), to administer an Aquatic Invasive Species (AIS) Program for the Public Waters of Becker County, as presented, and with it noted that the agreement is considered a “working document”. (Nelson, Skarie), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:
  - a. It was moved and seconded to approve the Liquor Renewal License for Curley’s on Cotton Lake - Erie Township. (Knutson, Skarie), carried.
  - b. It was moved and seconded to approve the 3.2 On/Off Sale Renewal Licenses for the following:
    - i. Jolly Fisherman - Round Lake Township;
    - ii. The Hideaway Resort - Shell Lake Township;
    - iii. Tamarac Resort – Sugar Bush Township;
    - iv. Richard Sherbrooke/Cormorant Store, Inc. – Cormorant Township;
    - v. Michael Levin/Green Valley Golf – Cormorant Township;
    - vi. Loon Echo, Inc./Elbow Lake Store & Bar – Round Lake Township.(Knutson, Nelson), carried.
2. It was moved and seconded to approve Resolution 03-15-1A, as presented, to approve an easement to Wolf Lake Township, with the easement across tax forfeited land located in the SE1/4 of Section 23, Township 139, Range 37, in order to provide access to a landlocked private parcel. (Knutson, Nelson), carried.
3. It was moved and seconded to accept the Cash Comparison and Investment Summary for December 2014. (Nelson, Knutson), carried.

Finance Committee: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor's Warrant, and Over 90-Day Claims for the following:
  - a. Auditor's Warrants (Tuesday Bills):
    - i. 02/20/2015 in the amount of \$39,276.87.
  - b. Over 90-Days:
    - i. St. Joseph's Area Health Service in the amount of \$5,418.64; sent to wrong address;
    - ii. L&M Fleet Supply in the amount of \$207.26; invoice was misplaced.(Nelson, Skarie), carried.
2. Discussion was held in reference to the dishwasher motor going out in the jail kitchen, noting that the Sheriff's Committee is waiting on a quote yet. It was moved and seconded to authorize the Sheriff's Committee to incur the expense to either replace or repair the jail kitchen dishwasher at their discretion, with the final decision to be ratified by the Board. (Knutson, Nelson), carried.

Sheriff: Sheriff Todd Glander presented:

1. Sheriff Todd Glander commented on the recent \$500 donation to the Sheriff's Department that was approved for acceptance by the Board of Commissioners at the Board meeting of February 17<sup>th</sup>. He recognized Mr. and Mrs. John Gunderson for their generosity, noting that they have designated the funds be used towards the purchase of safety related item(s).
2. It was moved and seconded to approve Resolution 03-15-1G, to internally post, interview, and hire one (1) full-time Sheriff Jail Sergeant, due to a retirement, and to backfill as necessary. (Skarie, Nelson), carried.

Human Services: Christy Ramsey and Denise Warren presented:

1. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit. (Skarie, Knutson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 03-15-1C, to hereby authorize and direct the County Engineer to purchase a new Homak 72" Rolling Toolbox and 72" Top Toolbox for the Highway Shop from Northern Tool and Equipment at the low quote of \$2,199.98, and as detailed in the Capital Expenditure Request. (Nelson, Knutson), carried.
2. It was moved and seconded to approve Resolution 03-15-1D, to hereby authorize and direct the County Engineer to purchase and have installed a commercial dehumidifier for the Lake Park Shop from Green's Plumbing at the low quote of \$5,450.00, and as detailed in the Capital Expenditure Request. (Nelson, Skarie), carried.

3. It was moved and seconded to approve Resolution 03-15-1E, for final acceptance of Project SAP 003-599-029, consisting of Box Culvert Installation, Grading and Aggregate Surfacing with Gladen Construction, Inc., and to authorize final payment in the amount of \$3,688.36, to be prepared and processed by the Highway Department. (Nelson, Skarie), carried.
4. It was moved and seconded to approve Resolution 03-15-1F, to hereby authorize and direct the County Engineer, on behalf of Becker County, to execute and enter into a professional service contract with Kelly Wolf Consulting, to perform native plant community surveys at forty (40) sites throughout Becker County, as presented, at the low quote of \$8,480.00. (Knutson, Nelson), carried.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 03-15-1B, as presented, to approve the reorganization of the Transfer Station, by keeping the job duties of the currently vacant Transfer Station Attendant position with the creation of a full-time Mechanic/Operator Position; and to authorize to advertise, interview, and hire a Mechanic/Operator to work at the Becker County Transfer Station. (Knutson, Skarie), carried.
2. It was moved and seconded to approve to add to the Environmental Services agenda, Number 2: Request to Approve Waste Hauler's License for Steve's Sanitation. (Nelson, Skarie), carried.
3. It was moved and seconded to approve the Waste Hauler's License for Steve's Sanitation, as presented. (Nelson, Knutson), carried.

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

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 Jack Ingstad  
 Jack Ingstad  
 County Administrator

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 Ben Grimsley  
 Ben Grimsley  
 Board Chair