

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, April 7, 2015 at 8:15 a.m.
LOCATION: Board Room, Courthouse

The Becker County Board of Commissioners attended the Joint County, City, Schools, and Chamber Quarterly Meeting at 7:00 a.m. at M-State in Detroit Lakes, with the Chamber of Commerce hosting.

Agenda/Minutes

1. Meeting was brought to order by Board Chair Grimsley. Commissioners in attendance: Grimsley, Nelson, Okeson, and Knutson; County Administrator, Jack Ingstad; and Minute Taker, Cindy Courneya. Absent: Commissioner Skarie.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following changes: Prior to the Human Services Agenda: Add: Discussion on Contract for Management Services between Becker County and the Midwest Minnesota Community Development Corporation (MMCDC); under Highway: Remove: 4b: Personnel Request: Highway Accountant: Resolution 04-15-1K and 4b: Highway Accounting Technician: Resolution 04-15-1L. (Knutson, Okeson), carried.
4. It was moved and seconded to approve the minutes of March 17, 2015, as presented. (Knutson, Okeson), carried.

Commissioners

1. Open Forum:
 - a. Dave Brainard, a member of the Pelican River Watershed District Board (PRWD) of Managers, provided information on his background and experience in relation to serving on the PRWD Board and expressed his interest in serving another term, with his current term set to expire on May 25, 2015.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Nelson: Buffalo-Red River District Watershed Advisory Committee, Sunnyside, Highway Committee, and attended the interviews for the Planning and Zoning Supervisor position.
 - b. Commissioner Knutson: Zoning Ordinance Review Committee, Prairie Lakes Municipal Solid Waste Authority (PLMSWA) and Environmental Affairs Committee.
 - c. Commissioner Okeson: Detroit Lakes/Becker County Airport Committee, Pelican Watershed District Advisory Committee, and Area Transportation Planning Meeting in Fergus Falls, Minnesota.

- d. Commissioner Grimsley: Labor Management Committee (LMC), Lake Agassiz Regional Library (LARL) Board, Sunnyside, Human Services Committee, and Finance Committee.

3. Appointments:

- a. It was moved and seconded to re-appoint Orrin Okeson and Dave Brainard to the Pelican River Watershed District Board of Managers, to serve another three-year term each. (Okeson, Knutson), carried.
- b. It was moved and seconded to appoint Curt Noyes to the Pelican River Watershed District Board of Managers, to fulfill the remainder of a term expiring May 24, 2017. (Okeson, Knutson), carried.
- c. It was moved and seconded to appoint Hank Ludtke to the Economic Development Authority (EDA) Board and Jonathon Smith from the City of Frazee as an alternate, if the by-laws allow an alternate. (Okeson, Nelson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:

- a. It was moved and seconded to approve Resolution 04-15-1C, to approve the Gambling Application for Exempt Permit to conduct Gambling by the Cormorant Lakes Sportsman's Club, for Gaming operations at Twin Shores Landing, 17574 Co. Hwy. 6, Lake Park, MN in Lake Eunice Township. (Nelson, Knutson), carried.
- b. It was moved and seconded to approve Resolution 04-15-1A, to approve the Gambling Application for Exempt Permit to conduct Gambling by the Minnesota Flyers Gymnastics, Inc., MFG – for Gaming operations at Izzo's, 22931 185th Street, Detroit Lakes, MN in Audubon Township. (Nelson, Okeson), carried.
- c. It was moved and seconded to approve the Wine/Strong Beer License Renewal for the Detroit Mountain Recreation Area, Inc. - Detroit Mountain Recreation Area – Erie Township. (Okeson, Nelson), carried.
- d. It was moved and seconded to approve the 3.2 On/Sale License Renewal for the Detroit Mountain Recreation Area, Inc. – Detroit Mountain Recreation Area – Erie Township. (Okeson, Knutson), carried.
- e. It was moved and seconded to approve the 3.2 Off/Sale License Renewals for the following:
 - i. Northwoods Recreation LLC – Ice Cracking Lodge – Round Lake Township;
 - ii. Peggy L. Branstrom – Osage Bait & Tackle – Osage Township;
 - iii. Sunlite Bar & Grill Inc. - Sunlite Bar & Grill – Wayne Crawford – Detroit Township;
 - iv. Dirty Jeans LLC – Tri Lakes Roadhouse – Gabriel Line – Cormorant Township.(Knutson, Okeson), carried.

- f. It was moved and seconded to approve the 3.2 Combination On/Off License Renewals for the following:
 - i. Whaley’s Resort & Campground LLC – Nathan or Mitchell Lauwagie – Round Lake Township;
 - ii. Heinz Operations Inc. – The 59er – Detroit Township. (Nelson, Knutson), carried.
 - g. It was moved and seconded to approve the On/Sale Liquor License Renewal for Gregg Johnson – Cormorant Lakes Sportsman’s Club – Lake Eunice Township. (Nelson, Okeson), carried.
 - h. It was moved and seconded to approve the On/Sale (Includes Sunday Sales) Liquor License Renewals for the following:
 - i. Resort Management Corp – Forest Hills Golf & RV Resort – Audubon Township;
 - ii. Northwoods Recreation LLC – Ice Cracking Lodge – Round Lake Township;
 - iii. Peggy L. Branstrom – Osage Bait & Tackle – Osage Township;
 - iv. Sunlite Bar & Grill Inc. - Sunlite Bar & Grill – Wayne Crawford – Detroit Township;
 - v. Cormorant Enterprises Inc. – Cormorant Inn & Suites – Cormorant Township;
 - vi. Heinz Operations Inc. – The 59er – Detroit Township;
 - vii. Dirty Jeans LLC – Tri Lakes Roadhouse – Gabriel Line – Cormorant Township. (Knutson, Nelson),carried.
 - i. It was moved and seconded to approve the Combination On-Off/Sale (Including Sunday) Liquor License Renewals for the following:
 - i. Cynthia Lou Knoll – Toad Lake Store – Toad Lake Township;
 - ii. Lance P. & Tam T. Highman – Northern Inn – Toad Lake Township. (Knutson, Nelson), carried.
 - j. It was moved and seconded to approve the Off/Sale Liquor License Renewal for Richwood Off Sale Inc. – Jon Johnson – Richwood Township. (Okeson, Knutson), carried.
2. It was moved and seconded to approve Resolution 04-15-1B, to eliminate the License Center Supervisor position for the Motor Vehicle Department, moving all supervisory duties to the Collections/Elections Supervisor position, and to create two (2) full-time Licensing Agent positions; to reclassify the current full-time Licensing Clerk position to a full-time Licensing Agent and to post internally for the other full-time Licensing Agent position; and if the posting creates a part-time Licensing Clerk position, to then backfill as needed. (Nelson, Okeson), carried.

Finance Committee: Mary Hendrickson presented:

- 1. It was moved and seconded to approve the Regular Claims, Auditor’s Warrants, Over 90-Day Claims, and Additional Claims for the following:

- a. Auditor's Warrants (Tuesday Bills):
 - i. 03/20/2015 in the amount of \$96,731.05
 - ii. 03/25/2015 in the amount of \$171,157.27
 - b. Over 90-Days:
 - i. Implementation Specialists in the amount of \$1,316.25, resolved dispute over bill;
 - ii. Jones & Magnus, Attorneys – bill required Court Administrator's Review.
 - c. Additional Claims:
 - i. John Okeson Expense Report - clerical correction for an additional \$205.95;
 - ii. Melanie Walberg in the amount of \$176.86 – sent to wrong department. (Nelson, Knutson), carried.
2. The request to purchase supplies for the Emergency Management Trailer was tabled with the request made to solicit a minimum of two quotes and to then return to the Board for further consideration.
 3. It was moved and seconded to approve to ratify the recent purchase of office furniture from Integreon Managed Solutions, Inc., Fargo, North Dakota, as presented, in the amount of \$2,500.00. (Nelson, Knutson), carried.
 4. It was moved and seconded to approve to amend the job description for the full-time Transfer Station Attendant/Mechanic position by removing the major mechanical duties for said position and if the band and grade change, to revert the position back to a full-time Transfer Station Attendant, and to re-advertise the position as approved by the Environmental Services Committee. (Nelson, Knutson), carried.

Veteran Services: Lauri Brooke presented:

1. Becker County Veteran Services Officer, Lauri Brooke presented information in regards to the upcoming "Stand Down for Veterans" event that will be held on Thursday, April 23, 2015 from 10:00 a.m. to 6:00 p.m. at the Becker County Fairgrounds in Detroit Lakes.
2. It was moved and seconded to approve the Minnesota Disabled American Veterans (DAV) Agreement between Becker County and the DAV for shared staffing to provide transportation dispatch services, as outlined in said agreement. (Okeson, Nelson), carried.

Becker County Food Pantry: Presentation of LMCBay (Labor Management Committee) Auction Donation: Board Chair Grimsley presented:

1. The commissioners, on behalf of the Becker County LMC, presented Becker County Food Pantry Director, Jack Berenz, a check in the amount of \$2,072.00 for the food pantry, with the funds collected through the Annual LMCBay Auction from the employees of Becker County.

Contract for Management Services for Becker County's Housing Program with Midwest Minnesota Community Development Corporation (MMCDC):

1. Discussion was held in regards to the proposal received today from Midwest Minnesota Community Development Corporation (MMCDC) for the management of Becker County's Housing Program. It was noted that the EDA Board will meet on Thursday, April 9th for further discussion, with the commissioner's in overall support of moving forward with entering into a management contract with another entity for the Becker County Housing Program. It was the consensus of the commissioners to include on the agenda for the Board of Commissioner's meeting on Tuesday, April 21st, the consideration and approval of a management contract for the Becker County Housing Program.

Human Services: Lisa Rietsema and Denise Warren presented:

1. It was moved and seconded to approve the Minnesota Department of Human Services Business Associate Agreement (BAA) and Information Privacy & Security Agreement (Non-HIPAA Information), as presented. (Nelson, Knutson), carried. It was noted that the agreements have been sent to County Attorney, Gretchen Thilmony for her review.
2. It was moved and seconded to approve sending a letter, along with other Region IV Directors, Administrators, and County Boards, to the Minnesota Department of Human Services (DHS), to address the difficulties clients and workers have experienced and continue to experience with MNSure. (Knutson, Okeson), carried.
3. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit, as presented. (Knutson, Nelson), carried.

Highway: Jim Olson and Jona Jacobson presented:

1. It was moved and seconded to approve Resolution 04-15-1E, to authorize and direct the County Engineer to purchase two (2) 2015 Dodge 4x4-1/2 Ton Quad Cabs, as detailed in the Capital Expenditure Request, from Webber Dodge in Detroit Lakes, at the low quote of \$25,275.19 each (includes tax, title, and license), for a total combined amount of \$50,600.00. (Okeson, Nelson), carried. It was noted that both of the pickups that are being replaced will be sold on auction at a later date.
2. It was moved and seconded to approve Resolution 04-15-1F, to authorize and direct the County Engineer to purchase one (1) 2015 Dodge 1 Ton, Two-Wheel Drive Crew Cab and Chassis, with 9.5' Dump Box and Tommy Lift, as detailed in the Capital Expenditure Request, from Webber Dodge of Detroit Lakes, MN and Crysteel of Fridley, MN, with the low quotes of \$27,828 for the truck (Webber Dodge) and \$12,217 for the Dump Box (Crysteel), plus tax, title, and license for a total of \$40,100.00. (Okeson, Nelson), carried.
3. It was moved and seconded to approve Resolution 04-15-1G, as amended, to authorize and direct the County Engineer to purchase one (1) 2015 Bobcat T630 Track Skidsteer and 72" Bradco Brush Cutter as detailed in the Capital Expenditure Request, in the

amount of \$50,100 for the Skidsteer from Swanson’s Repair, Inc. in Detroit Lakes and \$9,800 for the Brush Cutter from RDO Equipment, Moorhead, MN., for a total combined cost of \$59,900.00. (Nelson, Okeson), carried. It was noted that the purchases were not based on the lowest quotes, but rather based on the equipment that best fits the intended use, with the differences considered on operating capacity, tipping load, track width and hydraulic pressure.

4. It was moved and seconded to approve Resolution 04-15-1H, as presented, to award the contract for the delivery of bituminous materials to Flint Hills Resources, at the low bid of \$526,800.00; and to authorize and direct the County Engineer, on behalf of Becker County, to execute and enter into said contract. (Nelson, Okeson), carried.
5. It was moved and seconded to approve Resolution 04-15-1I, as amended, to award the contract for Calcium Chloride Dust Control to Tri-City Pavings, Inc., with the low bid of \$189,200.00; and to authorize and direct the County Engineer, on behalf of Becker County, to execute and enter into said contract. (Knutson, Nelson), carried.
6. It was moved and seconded to approve Resolution 04-15-1J, as presented, to authorize and direct the County Board Chair and County Administrator, for and on behalf of the County, to execute and enter into the State of Minnesota Department of Transportation (MnDOT) Agency Agreement No. 1000419, for Federal Participation in Construction Engineering for S.P. 003-591-002 (Frazee SRTS Project). (Nelson, Okeson), carried.
7. It was moved and seconded to approve Resolution 04-15-1D, as presented, to advertise, interview, and hire two (2) seasonal Maintenance Workers and an Auto Body Intern. (Okeson, Knutson), carried.

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

Jack Ingstad
Jack Ingstad
County Administrator

Ben Grimsley
Ben Grimsley
Board Chair