

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, April 21, 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, Okeson, 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 changes: Under Sheriff, remove Number 2: Approval of Joint Powers Agreement (JPA) with West Central MN Drug and Violent Crime Task Force: Resolution 04-15-2F; and under Human Services, Add Number 3: Congratulatory Letter from MN Department of Human Services (DHS) and Number 4: Association of Minnesota Counties (AMC) and Becker County's Proclamation in "Appreciation for County Child Protection Staff". (Skarie, Okeson), carried.
4. It was moved and seconded to approve the minutes of April 7, 2015, with the requested changes. (Knutson, Nelson), carried.

Commissioners

1. Open Forum:
  - a. Dan Labat presented information in reference to the upcoming agenda item under Planning and Zoning, the request to amend the Conditional Use Permit (CUP) for the Solmon gravel removal project. He referenced a letter addressed to Marty Solmon from the contractor, Landwehr Construction, and also provided a list of suggested measures and/or stipulations to include in the CUP, if approved, to allow for more accountability.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
  - a. Commissioner Skarie: Becker County Fair Board and Becker County Children's Initiative.
  - b. Commissioner Knutson: Natural Resources Committee, Recreational Advisory Committee (RAC), Zoning Ordinance Review Committee, and Sheriff's Committee.
  - c. Commissioner Okeson: Sheriff's Committee, Highway Committee, West Central Regional Juvenile Center, and attended a joint Transit meeting between MnDOT, and Becker and Wadena Counties.

- d. Commissioner Nelson: Information Technology (IT), Economic Development/Housing Authority (EDA) meetings, and Becker County Soil and Water Conservation District.
  - e. Commissioner Grimsley: Recreational Advisory Committee (RAC), Lake Agassiz Regional Library (LARL) Board - Financial Sub-Committee, and Finance Committee.
3. Appointments: There were none.
4. It was moved and seconded to approve Resolution 04-15-2J, to enter into an agreement with Midwest Minnesota Community Development Corporation (MMCDC) to manage the Becker County Housing Program and to authorize the County Administrator to execute the necessary agreements, effective May 1, 2015, and to allow the County Administrator to begin working with MMCDC prior to the effective contract date to begin the transition of the housing program, to incur any related expenses and for the Finance Committee to approve the expenses. (Knutson, Nelson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:
- a. It was moved and seconded to approve Resolution 04-15-2A, to approve the Gambling Application for Exempt Permit to conduct a Raffle for the Laker Booster Club, Inc., on August 21, 2015, for operations at Detroit Country Club, 24591 Co. Highway 22, Detroit Lakes, MN, in Lakeview Township. (Okeson, Nelson), carried.
  - b. It was moved and seconded to approve the New Tobacco License for Townsquare Beverage, LLC – WeFest – Lakeview Township. (Okeson, Nelson) carried.
  - c. It was moved and seconded to approve the New 3.2 On/Off-Sale License for Townsquare Beverage, LLC – WeFest – Lakeview Township. (Knutson, Okeson), carried.
  - d. It was moved and seconded to approve the New Liquor Off-Sale License for Fisher Properties of Cormorant, Inc. – Cormorant Bottle Shop – Cormorant Township. (Skarie, Okeson), carried.
  - e. It was moved and seconded to approve the New Liquor On-Sale License (Including Sundays) for the following:
    - i. DRock, LLC – Detroit Rock City – Detroit Township;
    - ii. Townsquare Beverage, LLC – WeFest – Lakeview Township. (Okeson, Nelson), carried.
  - f. It was moved and seconded to approve the Liquor Off-Sale License Renewal for Forbes, LLC – Osage Liquor – Osage Township. (Knutson, Nelson), carried.
  - g. It was moved and seconded to approve the Liquor Off-Sale (Including Sundays) License Renewal for Peterson Holdings II, LLC – Twin Shores Landing – Lake Eunice Township. (Nelson, Skarie), carried.

- h. It was moved and seconded to approve the 3.2% Off-Sale License Renewal for Peterson Holdings II, LLC – Twin Shores Landing – Lake Eunice Township. (Nelson, Okeson), carried.
2. It was moved and seconded to accept the February 2015 Cash Comparison and Investment Summary, as presented. (Nelson, Knutson), carried.

Finance Committee: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor's Warrants, and Additional Claims for the following:
  - a. Auditor's Warrants (Tuesday Bills):
    - i. 04/08/2015 in the amount of \$21,114.66;
    - ii. 04/14/2015 in the amount of \$148,492.91;for a total of \$175,607.57.
  - b. Additional Claims:
    - i. John Okeson - Bremer Credit Card: 02/14/2015 – invoice not yet submitted;
    - ii. Becker County Soil & Water Conservation District – request transfer of \$61,000 from AIS funds.(Nelson, Knutson), carried.
2. It was recommend to continue discussions with the full Board in regards to the Capital Campaign request from the Becker County Historical Society and Museum, when presented.
3. It was moved and seconded to approve the request to purchase six (6) chairs for the Jail with four (4) from Business Essentials at a cost of \$536.00 each, for a total cost of \$2,144.00, and two (2) from Reardon's Office Equipment at a cost of \$604.45 each, for a total cost of \$1,208.90, with the total cost for six (6) chairs at \$3,352.90; and to purchase four (4) chairs for the Sheriff's Office from Reardon's Office Equipment at a cost of \$604.45 each, with the total cost at \$2,417.80. (Nelson, Knutson), carried. It was noted that both purchases are within the budget.
4. It was recommended to continue discussions with the full Board in regards to the Highway agenda item on the adjustment of the Engineering Services contract with Houston Engineering, when presented, with an increase noted of \$31,311.00 for the bridge replacement project on CSAH 7 in Lake Park, MN.
5. It was recommended to continue discussions with the full Board in regards to the recently approved request to purchase two (2) ½ Ton Fleet Pickups, with information provided on the option of an Enterprise Fleet Management lease versus purchasing, as approved.

Becker County Historical Society & Museum: Follow-up on Capital Campaign Request:  
Executive Director, Amy Degerstrom, and Consultant, Hal Johnson, presented:

1. It was moved and seconded to authorize Becker County to commit up to a 1.1 million contribution to support the capital campaign for the building of a new Historical Society

Museum for Becker County, contingent upon securing pledges for the remaining balance of \$2.1 million prior to beginning the project. (Nelson, Skarie), carried.

Sheriff: Sheriff Todd Glander presented:

1. Sheriff Todd Glander introduced Jon Rastedt as the new Assistant Jail Administrator and the Board welcomed him.
2. It was moved and seconded to approve Resolution 04-15-2E, to hire one (1) full-time Sheriff Jail Sergeant, due to an internal promotion, to utilize the existing internal list and to backfill as necessary. (Nelson, Okeson), carried.

Mahube-OTWA: Request to Support the Family Homeless Prevention and Assistance Program operated by Mahube-OTWA Community Action Partnership, Inc.: Resolution 04-15-2B: Executive Director, Leah Pigatti, and Family Development Director, Marcia Otte presented:

1. It was moved and seconded to approve Resolution 04-15-2B, to support the Mahube-OTWA Community Action Partnership, Inc., "Family Homeless Prevention and Assistance Program", as presented. (Skarie, Knutson), carried.

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. (Skarie, Okeson), carried.
2. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit, as presented. (Skarie, Nelson), carried.
3. Chair Grimsley announced that the Association of Minnesota Counties (AMC) Board of Directors' issued a proclamation dated April 17, 2015 in "Appreciation for County Child Protection Staff". Therefore, on behalf of the Becker County Board of Commissioners, Chair Grimsley issued a proclamation to "hereby proclaim our gratitude and recognition of Minnesota's county child protection staff for their dedication and important work on behalf of Minnesota's most vulnerable children". The Board expressed their thanks and appreciation to the Becker County Child Protection Workers for their dedication and commitment to serving the children of Becker County in this capacity.
4. Chair Grimsley read a letter from Lucina Jesson, Commissioner for the MN Department of Human Services (DHS), congratulating and commending Becker County management and staff for perfect performance in meeting DHS Human Services financial reporting requirements for calendar year 2014. The Board expressed their thanks and appreciation to the Human Services staff for a job well done.

Emergency Management: Craig Fontaine presented:

1. It was moved and seconded to approve the purchase of supplies, as presented, for the Emergency Management trailer from 3D Specialities, Inc., Fargo, ND, at the low quote of \$2,958.72. (Nelson, Okeson), carried.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 04-15-2D, as presented, to approve to enter into and sign a host site agreement with the Minnesota Pollution Control Agency (MPCA) to host an AmeriCorps member from the Minnesota GreenCorps for the 2015-2016 program year and to authorize and direct the County Administrator, Jack Ingstad, to sign the grant agreement. (Knutson, Skarie), carried.

Planning & Zoning: Julene Hodgson presented:

1. It was moved and seconded to concur with the Planning Commission (April 14, 2015) to approve the request as submitted by Jonathan Nelson for a Conditional Use Permit (CUP) to acquire a Federal Firearms license, with the stipulation that no shooting can be conducted on the property from the guns being sold for retail, with the property located at 15751 Maple Ridge Road, Lake Eunice Township, Little Cormorant Lake, and based on the request meets the criteria of the Ordinance. (Knutson, Nelson), carried.
2. It was moved and seconded to concur with the Planning Commission (April 14, 2015) to approve the request as submitted by Kelly Schwarzrock for a Conditional Use Permit (CUP) to operate a heavy truck shop with not more than ten (10) trucks sitting outside at one time and no inoperable vehicles, with the project located at 45142 St. Highway 87, Evergreen Township, Frazee, MN, due to the request meets the criteria of the Ordinance and would not be detrimental to the surrounding area. (Skarie, Knutson), carried.
3. It was moved and seconded to concur with the Planning Commission (April 14, 2015) to approve the request as submitted by the City of Wolf Lake to amend the existing Conditional Use Permit (CUP), to allow expansion of the existing campground from four (4) campsites to fifteen (15) campsites, for the project located at Wolf Pack Road, Wolf Lake Township, Wolf Lake, MN, due to the request meets the criteria of the Ordinance. (Knutson, Nelson), carried.
4. It was moved and seconded to concur with the Planning Commission (April 14, 2015) to approve the request as submitted by Walter Jehs, for a Conditional Use Permit (CUP) to operate a rental storage building/units for monthly rental on an Agricultural zoned property, with the project located at 11651 US Highway 10, Lake Park Township, Lake Park, MN, due to the request meets the criteria of the Ordinance and would not be detrimental to the area. (Skarie, Okeson), carried.
5. It was moved and seconded to concur with the Planning Commission (April 14, 2015) to approve the request submitted by Marty Solmon to amend the Conditional Use Permits (CUP's) for Document #607993 and #580088, for the project located at Co. Highway 22,

Lake View Township, to haul out fill and complete reclamation for the site, due to the request meets the criteria of the Ordinance, with stipulations of the amendment to include that hauling be accomplished between date of approval and November 1, 2015, with the hours of operation from 6:30 a.m. to 6:30 p.m., Monday through Friday; that there be flashing lights/signs on both sides of the pit/property when working; dust control measures implemented; and the reclamation work on site to occur between November 1, 2015 and no later than June 1, 2016; and to work with the Becker County Highway Engineer for his recommendations on flagmen and flag requirements at the site. (Okeson, Skarie), carried.

6. It was moved and seconded to concur with the Planning Commission (April 14, 2015) to approve the request submitted by Michael and Lynette Erickson, for a Conditional Use Permit (CUP) to open a micro-distillery to make and sell distilled spirits, with the location at 18157 Co. Highway 15, Audubon Township, Audubon, MN, due to the request meets the criteria of the Ordinance and would not be detrimental to the area, and with the micro-distillery approved to be open four (4) days week and with the stipulation that alcoholic products sold at the location be distilled at the location. (Nelson, Knutson), carried.
7. It was moved and seconded to concur with the Planning Commission (April 14, 2015) to approve the request submitted by GBR Dairy, LLP to amend the Conditional Use Permits Document #441729, #427353 and #412123, to expand to 2500 mature cows and 200 calves or 3540 animal units, with the project located at 27998 Co. Highway 9, Cuba Township, due to the request meets the criteria of the Ordinance and would not be detrimental to the area. (Knutson, Okeson), carried.
8. The next informational meeting is scheduled for Wednesday, May 6, 2015 at 8:00 a.m. in the Third Floor Meeting Room of the courthouse.

Highway/NRM: Jim Olson and Jona Jacobson presented:

1. It was moved and seconded to approve Resolution 04-15-2G, to authorize and direct the County Engineer to purchase a new natural gas pressure washer for the Highway Shop from All America Pressure Washers, St. Peter, MN, as detailed in the Capital Expenditure Request and at the low quote of \$5,525.00. (Nelson, Okeson), carried.
2. It was moved and seconded to approve Resolution 04-15-2H, as revised, to sell 0.1662 acres of wetland banking credits to the MN Department of Natural Resources (DNR), at the agreed upon unit sale price of \$0.36 per square foot, and to hereby authorize and direct the County Highway Engineer, James Olson, to act as agent on behalf of Becker County. (Nelson, Okeson), carried.
3. It was moved and seconded to approve Resolution 04-15-2I, to approve the requested fee adjustment from Houston Engineering, Inc., (Consultant), as presented, for additional work and costs to perform professional services related to the final design for construction of the bridge replacement project on CSAH 7 in Lake Park, MN, in the amount of \$31,311.00, increasing the Consultant fee from \$178,904 to \$210,215, with the Board directing County Highway Engineer, Jim Olson, to schedule a meeting with the

City of Lake Park as soon as possible to discuss the increase in fees and ongoing project overall. (Nelson, Okeson), carried.

4. It was moved and seconded to approve Resolution 04-15-2C, as presented, to authorize entering into an agreement with the State of Minnesota for the Snowmobile Trail Assistance Program, and for Becker County to act as the legal sponsor for the Northwoods Trails, Wolf Pack Snowmobile Trails, ULTRA Snowmobile Trails, and Midnite Riders Snowmobile Trail Systems, and to appoint the County Administrator to act as the fiscal agent, on behalf of Becker County. (Okeson, Knutson), carried.
5. It was moved and seconded to approve the request to solicit quotes for Site Preparation in August 2015 for 2016 Tree Planting, as presented, at an estimated cost of \$19,749.00. (Knutson, Nelson), carried.
6. Discussion was held in regards to the recently approved request to purchase two ½ ton pickups for the Highway Department. Jim Olson and Jona Jacobson returned to the board today to provide more detailed information on purchasing versus a lease through Enterprise Fleet Management. The Board was satisfied with the information provided and supported the purchase as approved.

Lunch Bunch was held in the Third Floor meeting room of the courthouse, provided by County Administrator, Jack Ingstad, and catered by Anna Brown, "My Little Brown House".

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

Jack Ingstad  
Jack Ingstad  
County Administrator

Ben Grimsley  
Ben Grimsley  
Board Chair