

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, June 16, 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 a change to move up Item Number 4 under Commissioners: Transit Joint Powers Agreement (JPA) with Wadena County. (Okeson, Knutson), carried.
4. It was moved and seconded to approve the minutes of June 2, 2015, with the requested changes. (Skarie, Knutson), carried.

Commissioners

1. Open Forum:
 - a. Gerry Schram spoke in support of the recently approved contract with the Midwest Minnesota Community Development Corporation (MMCDC) to manage Becker County's Housing program. He also referenced the Washington Avenue Project and the SMART Tax, stressing the need to repair and maintain the roads for all residents of the county.
2. Transit Joint Powers Entity (JPE) with Wadena County: Ryan Damlo, Transit Director for Becker and Wadena Counties; Sue Siemers (Project Manager for Becker and Wadena Counties) and Bev Herfindahl (Project Manager for Future Grants) from Minnesota Department of Transportation (MnDOT); and Rusty Haskins, Becker County Transit Coordinator presented:
 - a. Mr. Damlo provided an update on the proposed merger of the Becker County and Wadena County Transit programs into one entity and a draft of the Joint Powers Entity (JPE), noting the advantages of the merger. In addition, he provided a list of names for the new joint entity, for the commissioner's consideration and recommendation.
 - b. Mr. Damlo reported that the JPE has been revised, based on changes requested by the Transit Committee. Discussion followed with input received from the Board. It was clarified that if the joint entity dissolves at some point that each County would retain whatever "property" they brought to the joint entity. The Board also recommended that two (2) commissioners be appointed from each County to serve on the Transit Committee, and that the two counties rotate

making the appointment for one additional member, with that person serving possibly a three-year term to allow for consistency.

- c. Mr. Damlo plans to meet with all transit employees from both Becker and Wadena counties in July. County Administrator, Jack Ingstad, pointed out that Becker County employees belong to a union, whereas Wadena County employees do not. Mr. Damlo reported that he will be meeting with Becker County Human Resources Director, Nancy Grabanski, in the near future.
- d. Mr. Damlo will update the JPE based on the discussion held today and asked for any additional feedback from the commissioners by July 1st. He will then return to the Becker County Board of Commissioner's meeting on either July 7th or July 21st and the Wadena County Board of Commissioner's meeting on July 14th, to bring forward a Resolution and the JPE, for further consideration and approval.

3. Reports and Correspondence: The Commissioners reported on the following meetings:

- a. Commissioner Skarie: Human Services Committee, Becker County Council on Aging, Environmental Affairs Committee, and attended the Retired Senior Volunteer Program (RSVP) meeting through Mahube.
- b. Commissioner Knutson: Natural Resources Committee and Becker County Assessor's Committee.
- c. Commissioner Okeson: Highway Committee, NW Regional Emergency Communications Board, and attended the Association of Minnesota Counties (AMC) Spring Meeting in Wadena. It was noted that the Association of Minnesota Counties (AMC) Fall Policy Committee meetings are scheduled for September 17-18, 2015, at Breezy Point Resort in Pequot Lakes, MN.
- d. Commissioner Nelson: Natural Resources Committee, Highway Committee, and Information Technology (IT). He also met with Becker County Soil & Water Conservation District staff regarding AIS and participated in a conference call with the State HUD office in regards to the recent contract with MMCDC to manage the Becker County housing program.
- e. Commissioner Grimsley: Finance Committee and also attended a special meeting of the Historical Society.

4. Appointments:

- a. Notification was received from the Buffalo-Red River Watershed District in regards to an upcoming appointment needed, with John Hanson's term set to expire on August 31, 2015. The position will be advertised and consideration for the appointment will be made at the Becker County Board of Commissioner's meeting on July 21, 2015.
- b. It was moved and seconded to appoint Jim Kovala to the Board of Adjustments. (Knutson, Nelson), carried.

5. It was moved and seconded to approve the "Right of Entry" form, as presented, to allow Verizon Wireless to do cell tower site exploration work on tax forfeited land, in Forest Township, near Bad Medicine Lake; to determine if the site would be adequate before moving forward with developing a lease, etc. (Okeson, Knutson), carried.
6. Steve Skoog, Environmental Services Director, provided an update on the Lake Park Elevator Fire Clean-up, and noted that there was no asbestos discovered.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:
 - a. It was moved and seconded to approve Resolution 06-15-2A, to approve the Gambling Application for Exempt Permit to conduct a Raffle for the Boys and Girls Club of Detroit Lakes, on August 8, 2015, for operations at WeFest Concert Grounds, 25526 County Highway #22, Detroit Lakes, MN in Lakeview Township. (Okeson, Nelson), 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. 06/02/2015 in the amount of \$184,865.19.
 - b. Over 90-Day Claims:
 - i. MCIT in the amount of \$236.00; invoice was misplaced;
 - ii. Rupp, Anderson, Squires & Waldspurger, in the amount of \$70.00; invoice was overlooked.(Knutson, Nelson), carried.
2. Ms. Swenson provided an update on the E-Recording status of Becker County.
3. It was moved and seconded to approve the purchase of one (1) 2016 Polaris 550 Indy Snowmobile, to replace the old rescue snowmobile for the Sheriff's Department, from Okeson Off-Trail Sales in Detroit Lakes, MN at the low quote of \$7,099.00, using DNR Snowmobile Grant Funds of \$6,272.14 and with the remaining balance of \$826.86 from Becker County funds. (Nelson, Knutson), carried.
4. It was moved and seconded to approve the Site Prep Bid for 2016 Spring Planting on 122 acres of tax forfeited land from Future Forests, Inc. of Askov, MN, at a cost of \$14,030.00 for trench and spray and \$11,975.00 for chemical, with the total cost at \$26,005.00. (Nelson, Knutson), carried.
5. It was recommended to have full board discussion on the agenda item under EDA/Parks and Recreation, the request for County support to designate the Mountain View Recreation Area as a Regional Park in Greater Minnesota.
6. It was moved and seconded to approve the purchase of a Cisco USC Blade Chassis and two (2) Servers, to replace two 5-year old servers for the new tax system upgrade, from Tiger Direct, Miami, FL, at the low quote of \$36,961.62, and with final approval from the IT Director, Rick Kelsven. (Nelson, Skarie), carried.

7. It was moved and seconded to approve the purchase of a EMC VNXe3200 Storage Server Device, to add new Solid State Hybrid Storage to replace obsolete IBM DS3400 Storage Devices, from Tiger Direct, Miami, FL, at the low quote of \$39,762.38 and with final approval from the IT Director, Rick Kelsven. (Nelson, Skarie), carried.
8. It was moved and seconded to approve the purchase of two (2) Cisco Catalyst 2960X Switches, to allow 10GB connection between new storage and servers, from Marco of Detroit Lakes, at the low quote of \$8,497.20. (Nelson, Okeson), carried.
9. It was moved and seconded to approve the purchase of a Microsoft SQL Server, for the tax system upgrade that will be implemented in August 2015, from SHI of New Jersey, at the State contract price of \$15,600.00. (Knutson, Skarie), carried.
10. It was moved and seconded to approve the purchase of VMware vSphere Enterprise Licenses from SHI of New Jersey, and to accept the low quote of \$12,864.00 for four (4) processor licenses. (Okeson, Nelson), carried.

Commissioners: Electronic (E-Recording Update): Patty Swenson presented:

1. It was moved and seconded to approve adding to the agenda: Electronic (E-Recording) – Formal Update. (Knutson, Skarie), carried.
2. It was moved and seconded to move forward with Electronic (E-Recording) training of employees and to return to the Board with quotes for said training. (Nelson, Skarie), carried.

Human Services: John Dinsmore, Ronda Stock, Christy Ramsey and Denise Warren presented:

1. It was moved and seconded to approve Resolution 06-15-2E, to hire one (1) Full-Time Registered Nurse through the Merit System, as presented. (Skarie, Nelson), carried.
2. It was moved and seconded to approve the purchase of five (5) Varidesk Risers for Office Support Staff, as presented, at a total cost of \$1,950.00. (Skarie, Knutson), carried.
3. Human Services Director, John Dinsmore, presented the 2015 Annual Human Services Department Work Plan. It will be brought through the Human Services Committee, with the intent to finalize the work plan the first part of July, and to then return to the Board.
4. Mr. Dinsmore also presented the Minnesota County Human Service Cost Report for Becker County (year by year comparison from 2009 – 2013).
5. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented. (Skarie, Okeson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 06-15-2C, to hereby authorize and direct the Highway Department to purchase a 2015 Schulte FX – 1200 Rotary Mower, as stated in the capital improvement request form, from Adkins Equipment, Detroit Lakes, at the low quote of \$14,950.00. (Nelson, Okeson), carried.

2. It was moved and seconded to approve Resolution 06-15-2D, to approve the City of Frazee Safe Routes to Schools Project (SP 003-591-002) as a 2015 SMART Project, to accept the low quote from Hough, Inc. of Detroit Lakes in the amount of \$269,579.00 and to authorize payment in the amount of \$20,000.00 from SMART Tax Funds for said project. (Okeson, Skarie), carried.
3. It was moved and seconded to accept the 2014 Becker County Highway Department Annual Report, as presented. (Knutson, Okeson), carried.

Planning & Zoning: Eric Evenson-Marden presented:

1. It was moved and seconded to concur with the Planning Commission (June 9, 2015), to approve a Conditional Use Permit (CUP), as submitted by Rick Jacobson on behalf of Buck Stop Inn, for a private family campground consisting of up to five (5) cabin/RV sites due to the fact the request is not detrimental to the surrounding area, with the project located at 20259 County Road 121 in Wolf Lake Township. (Knutson, Skarie), carried.
2. It was moved and seconded to concur with the Planning Commission (June 9, 2015), to approve a Certificate of Survey, as submitted by Gary Hanson on behalf of Stafne Property, LLC for two tracts of land with Tract B consisting of 61,800 square feet and Tract C consisting of 61,900 square feet, due to the fact the request meets the criteria of the ordinance, with the project located at 12787 Nels Erickson Lane in Cormorant Township, Big Cormorant Lake, and with a change of zone from Agricultural to Residential for both tracts, with the remnant Tract A attached to the neighboring parcel. (Knutson, Okeson), carried.
3. It was moved and seconded to concur with the Planning Commission (June 9, 2015), to approve a Certificate of Survey for three tracts of land as submitted by David Simley, with Tract A consisting of 2.54 useable acres, Tract B consisting of 2.5 useable acres and Tract C, consisting of 2.79 useable acres in an Agricultural Zone, due to the fact the request meets the criteria of the Ordinance, with the project located at 25586 East Island Lake Road in Shell Lake Township, Island Lake. (Skarie, Nelson), carried.
4. It was moved and seconded to concur with the Planning Commission (June 9, 2015), to approve a Conditional Use Permit (CUP) as submitted by Michael Witt, to include the sale of ice, pop, fishing bait, and exchanging of gas cylinders, and also the sale of any confections that do not require a license from the Minnesota Department of Health, and in addition, to include signs on property in an Agricultural Zone, due to the fact the request is not detrimental to the surrounding area, with the project located at 23824 East Island Lake Road in Shell Lake Township, Island Lake. (Knutson, Okeson), carried.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve to enter into a two-year contract with the Minnesota Department of Corrections (MDOC), to create a new Institutional Community Work (ICWC) Crew for the Becker County Transfer Station, as presented, and to authorize the County Administrator, Jack Ingstad, on behalf of Becker County, to

sign the State of Minnesota ICWC Income Contract and the State of Minnesota JPA ICWC Housing Contract. (Nelson, Knutson), carried.

EDA/Parks & Recreation:

1. It was moved and seconded to table the request for County support to designate the Mountain View Recreation Area as a Regional Park in Greater Minnesota, as presented, until the Recreational Advisory Committee (RAC) has had an opportunity to review and make their recommendations. (Knutson, Okeson), carried.

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

Lunch Bunch was held following the Board meeting at Sunlite Bar and Grill in Detroit Lakes and provided by Commissioner Don Skarie.

The Board of Equalization meeting was held at 6:00 p.m. in the First Floor Board Room of the Courthouse and all of the commissioners were in attendance.

Jack Ingstad
Jack Ingstad
County Administrator

Ben Grimsley
Ben Grimsley
Board Chair