

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, September 15, 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 Commissioners: Add: Number 5: Becker County Transit Bike Rack Funding and under Human Services: Add: Number 4: Position Amendment. (Skarie, Knutson), carried.
4. It was moved and seconded to approve the minutes of September 1, 2015. (Knutson, Okeson), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
  - a. Commissioner Okeson: Pelican River Watershed District (PRWD) Budget Hearing, Association of Minnesota Counties (AMC) Transportation Sub-Committee.
  - b. Commissioner Nelson: University of Minnesota Extension meeting, Information Technology (IT), Economic Development Authority (EDA) and EDA meeting with the Midwest Minnesota Community Development Corporation (MMCDC).
  - c. Commissioner Skarie: Human Services Committee, Safety Committee, and Environmental Affairs Committee. He also reported on the recently held Disaster Training Drill.
  - d. Commissioner Knutson. None.
  - e. Commissioner Grimsley: Human Services Committee and Finance Committee.
3. Appointments:
  - a. It was moved and seconded to appoint Jerry Flottesmesch to the Ordinance Review Committee, representing District 5, to fulfill the remainder of a 3-year term ending December 2017. (Nelson, Knutson), carried.

4. Budget Discussion: County Administrator, Jack Ingstad, presented.
  - a. Mr. Ingstad provided a brief summary and update on the 2016 proposed budget, along with a revised resolution and a hand-out with information outlining Becker County's levy budget comparisons for 2016, based on current budget numbers received from accounting staff. Discussion followed.
  - b. It was moved and seconded to approve Resolution 09-15-2A, to approve setting the proposed Becker County maximum tax levy for 2016 at \$19,372,550, representing a 2.94% increase, with it noted that the final levy for 2016 cannot exceed this proposed max levy amount, however, it may be decreased, and to also approve setting the date and time of the budget hearing for December 1, 2015 at 6:01 p.m. in the Board Room of the Courthouse. (Nelson, Knutson), carried. It was also noted that the final levy will be established before December 31, 2015.
  - c. It was moved and seconded to approve Resolution 09-15-2B, to approve the Housing and Redevelopment Authority preliminary maximum tax levy in the amount of \$160,748.00 for the 2016 budget, for the purpose of funding housing and economic related activities of the Becker County Economic Development Authority. (Nelson, Knutson), carried.
5. Becker County Transit Bike Rack Funding Approval: Guy Fischer presented:
  - a. It was moved and seconded to approve and accept the PartnerSHIP 4 Health Grant Award in the amount of \$1,781.00, for one (1) new, two-bike, Bike Rack, to be mounted on the front of one of the Becker County Transit buses, as presented. (Okeson, Skarie), 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 as follows:
  - a. Auditor's Warrants (Tuesday Bills):
    - i. 09/02/2015 in the amount of \$5,644.66.
  - b. Over 90-Day Claims (RAC Meeting Charges for the following):
    - i. Del Bergseth: \$49.54;
    - ii. Dennis Hopman: \$41.35;
    - ii. Steve Lindow: \$131.20;
    - iv. Hank Ludtke: \$79.20;
    - v. Karen Mulari: \$113.40;

- vi. Lonnie Neuner: \$89.46;
  - vii. Katherine Warren: \$49.50;
- Committee Expense Reimbursements were just received for a total of \$553.65.

- c. Over 90-Day Claims Continued: (Other)
  - a. Nardini, in the amount of \$2,948.00, second payment after invoice correction.
  - b. Melanie Wahlberg, in the amount of \$16.47, new employee – small amounts.

(Nelson, Okeson, carried.)

- 2. It was moved and seconded to move forward with a DWI Court Professional Services Agreement (PSA)/Surveillance Compliance Officer, and to provide their own auto insurance at the minimum coverage of \$250,000 per person and \$500,000 per occurrence. (Nelson, Grimsley), carried.

Sheriff: Sheriff Todd Glander and Chief Deputy, Shane Richards, presented:

- 1. It was moved and seconded to approve Resolution 09-15-2G, as presented, to approve the MN Department of Corrections/Becker County, Sentencing to Service Program Joint Powers Agreement (JPA) for the Becker County Jail, effective July 1, 2015 through June 30, 2017, and to authorize the Board chair to sign said agreement. (Okeson, Knutson), carried.
- 2. It was moved and seconded to approve Resolution 09-15-2H, as presented, to approve entering into a grant agreement with the MN Department of Natural Resources, Division of Enforcement, for Off-Highway Vehicle (OHV) Enforcement, effective August 15, 2015 through June 30, 2017, with the grant amount total at \$17,214.00; and to authorize the County Sheriff to execute the agreement and for the Board Chair and County Administrator to sign said agreement on behalf of Becker County. (Knutson, Okeson), carried.
- 3. It was moved and seconded to approve Resolution 09-15-2C, to reorganize the Jail's part-time staff by creating a Variable Hour Correctional Officer group by moving the three .42 FTE budgeted part-time Correctional Officer positions into the "group" for a total of 50.4 hours per week and hiring up to three (3) additional staff members to cover these variable hours. (Nelson, Okeson), carried.
- 4. It was moved and seconded to approve the purchase of equipment as presented, for use in Towards Zero Deaths (TZD) Enforcement, and to accept the low quotes for a total amount of \$5,726.78, which is covered by TZD ½ Grant Match of \$1,050.00 and DWI Forfeiture Funds of \$4,913.00. (Nelson, Knutson), carried.

5. An update and analysis on the Transport Officer Request costs for 2016 were presented and a brief discussion was held.

Wally Fatland was granted permission to address the board, referencing information he recently sent to the commissioners and voicing his concerns in regards to a past tax forfeited land sale. The board noted his concerns and a brief discussion was held, with a recommendation for Mr. Fatland to meet with the county commissioner representing his district, Commissioner Okeson.

Human Services: John Dinsmore, Human Services Director, and Denise Warren presented:

1. Mr. Dinsmore provided an overview and update on two planning documents; the 2016-2017 Minnesota Family Investment Program (MFIP) Biennial Service Agreement and the 2016-2017 Becker County and Tribal Child Care Plan.
2. It was moved and seconded to approve the Family Resource Center and Lakes Crisis and Resource Center contract addendums, as presented. (Skarie, Okeson), carried.
3. MN Legislation approved additional funds for child protection, with Becker County receiving \$172,800 on July 10th; it was noted that these funds will be used to purchase the additional services as outlined in the aforementioned contract addendums. Discussion was held on the use of any remaining balance from the Child Protection allocation by year end, if applicable.
4. It was moved and seconded to approve Resolution 09-15-2F, to fill the vacant full-time Office Support Specialist position, due to a resignation, through the Merit System and to backfill if necessary. (Skarie, Nelson), carried.
5. It was moved and seconded approve converting the new Part-time Child Protection Social Worker position that was approved at the August 18, 2015 Board of Commissioner's meeting from .6 FTE's to .7 FTE's, as presented. (Skarie, Knutson), carried.
6. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented. (Knutson, Nelson), carried.

Economic Development Authority (EDA): Guy Fischer presented:

1. It was moved and seconded to approve submitting the MN Pollution Control Agency, Targeted Brownfield Assessment Program (TBAP) Application for Phase I/II Assessment of Gary's Furniture Building in Frazee, MN, as presented, and also the cover letter addressed to Mr. John Betcher, MNTBAP Coordinator at the Minnesota Pollution Control Agency in St. Paul, MN. (Nelson, Okeson), carried.

2. Mr. Fischer presented information in regards to the Heartland State Trail Extension from Park Rapids to Moorhead, MN and requested acceptance of a contract from Apex Engineering Group, to provide services to assist in the evaluation of potential multi-trail routes. Discussion followed. The Board has requested that a Request for Proposal (RFP) be utilized and Mr. Fischer was directed to return to the Board for review and approval of the RFP before it is posted, etc.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 09-15-2D, to fill the vacant part-time Solid Waste Clerk position, due to a resignation. (Knutson, Nelson), carried.
2. It was moved and seconded to approve Resolution 09-15-2E, to approve entering into a Paint Stewardship Agreement with PaintCare, Inc., as presented. (Skarie, Okeson), carried.

Planning and Zoning: Eric Evenson-Marden presented:

1. It was moved and seconded to concur with the Planning Commission (September 8, 2015), to approve a Conditional Use Permit (CUP), as submitted by Todd Arntson, to begin renting the existing barn as an event center for primarily weddings, for the project located at 11471 Co. Hwy. 4, Cormorant Township, with the stipulations that any band or disc jockey stop playing at 1:00 a.m. and the days allowed are Friday, Saturday, or Sundays, with one event allowed per weekend, due to the request would not be detrimental to the surrounding area. (Knutson, Nelson), carried.
2. It was moved and seconded to concur with the Planning Commission (September 8, 2015), to deny a Conditional Use Permit (CUP) for a pallet-jack and small engine repair shop, as submitted by Dennis E. and Kristine A. Bohner, for the project located at 17107 N. Leaf Lake Road in Lake Eunice Township, due to the fact the request is creating a junkyard, is not compatible in a residential setting, and the use would be detrimental to the surrounding area. (Knutson, Skarie), carried.
3. It was moved and seconded to concur with the Planning Commission (September 8, 2015), to approve a Certificate of Survey, as submitted by Jessica Brattland, for two tracts of land, with Tract A consisting of 91,000 square feet +/- and Tract B consisting of 92,000 square feet +/-, with the remnant area of 37,231 to be attached to Tract A, for the project located in Erie Township, Pickerel Lake, due to the request meets the criteria of the Ordinance, and also a change of zone from Agricultural to Residential for both tracts. (Okeson, Knutson), carried.

4. It was moved and seconded to concur with the Planning Commission (September 8, 2015), to approve a Certificate of Survey, as submitted by James and Tamara Hanson, for one (1) tract of land consisting of 7.6 acres +/- with a remainder tract of 35.6 acres, for the project located at 19731 Toad Mountain Road in Toad Lake Township, due to the request meets the criteria of the Ordinance. (Knutson, Okeson), carried.
5. It was moved and seconded to approve a Conditional Use Permit (CUP) for gravel/ aggregate extraction in an Agricultural Zone, as submitted by Kost Materials Contractors Leasing, for the project located at County Road 145 in Cormorant Township, with the Environmental Assessment Worksheet (EAW) review stipulations and with all other active permits obtained. (Okeson, Knutson), carried.
6. The next informational meeting is scheduled for Wednesday, October 7, 2015 at 8:00 a.m. in the Third Floor Meeting Room of the Courthouse.

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

Lunch Bunch was held at Burnside's Char House following the meeting and provided by Environmental Services Director, Steve Skoog.

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 Jack Ingstad  
 Jack Ingstad  
 County Administrator

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 Ben Grimsley  
 Ben Grimsley  
 Board Chair