

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: TUESDAY, October 20, 2015 at 8:15 a.m. **(Approved as Amended on 2/2/16)**

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 Environmental: Add: Number 3: Request to Install a 100' Chain Link Fence and New 24' Entry Gate at Transfer Station and to Accept Low Quote from Eastman Fence and Number 4: Authorization to Approve Change Orders for Transfer Station Project. (Skarie, Knutson), carried.
4. It was moved and seconded to approve the minutes of October 20, 2015, with the requested changes. (Knutson, Okeson), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Skarie: Human Services Committee, Safety Committee, West Central/Land of the Dancing Sky Area Agency on Aging, and Environmental Affairs - Transfer Station Construction Meeting.
 - b. Commissioner Knutson: Planning and Zoning, Zoning Ordinance Review Committee, Assessor's Meeting, and Recreational Advisory Committee (RAC).
 - c. Commissioner Okeson: Heartland Multi-Purpose Recreational Trail, and COLA meeting.
 - d. Commissioner Nelson: Zoning Ordinance Review Committee, Information Technology (IT), Environmental Affairs Committee, Economic Development Authority/Housing Authority (EDA), and attended an event at the Lake Agassiz Regional Library in Detroit Lakes.
 - e. Commissioner Grimsley: Labor Negotiating Committee and Finance Committee.
3. Appointments:
 - a. Notification was received from the Cormorant Lakes Watershed District in reference to two manager positions scheduled to expire on December 31, 2015. The positions will be advertised and the appointments will be considered at the Becker County Board of Commissioner's meeting on November 17, 2015.

Auditor-Treasurer: Mary Hendrickson presented:

1. It was moved and seconded to approve the following Tobacco License Renewals, as presented:
 - a) County 6 Gas & Bait – Lakeview Township;
 - b) Ice Cracking Lodge – Round Lake Township;
 - c) Seven Sisters – Lake View Township;
 - d) Lakes Corner Liquors, LLC – Erie Township;
 - e) Richwod General Store – Richwood Township;
 - f) Richwood Off-Sale, Inc. – Richwood Township;
 - g) Hoslers Two Inlets Country Store – Two Inlets Township
 - h) Elbow Lake Store & Bar – Round Lake Township;
 - i) Townsquare Beverage, LLC – Lakeview Township;
 - j) Randy’s Lake Eunice – Lake Eunice Township;
 - k) Chief Corner Store – Pine Point Township;
 - l) Tri-Lakes Roadhouse (Dirty Jean, LLC) – Cormorant Township;
 - m) Cormorant Store, Inc. – Cormorant Township;
 - n) Hotel Shoreham – Lakeview Township;
 - o) Sunlite Bar & Grill – Detroit Township;
 - p) Lakes of Coffee & Liquor – Cormorant Township;
 - q) Community Co-ops of Lake Park – Lake Park Township;
 - r) Toad Lake Store – Toad Lake Township;
 - s) Strawberry Lake Store – Sugar Bush Township;
 - t) 59’er – Detroit Township;
 - u) The Pub – Cormorant Township;
 - v) Four Corners – Erie Township(Nelson, Knutson), carried.
2. It was moved and seconded to accept the August 2015 Cash Comparison and Investment Summary, as presented. (Okeson, Nelson), carried.
3. Mary Hendrickson presented a summary and overview on results of the Tax Forfeited Land Sale held on October 3rd and also the Timber Auction held on October 9th.

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. 10/06/2015 in the amount of \$153,723.05;
 - ii. 10/07/2015 in the amount of \$1,028.76.
 - b. Over 90-Day Claims
 - i. St. Mary’s EMS - in the amount of \$2,110.06; invoice just received;
 - ii. Farnum’s - in the amount of \$141.23; invoice just received.(Knutson, Skarie), carried.

2. It was moved and seconded to approve the purchase and installation of a Trailer Tarp for a walking floor trailer at Environmental Services from TRS Industries, Fargo, ND with the quote of \$2,378.30, plus any applicable tax. (Nelson, Knutson), carried.
3. It was moved and seconded to approve the purchase of a new Card Access System for the County from ITS of Sioux Falls, SD at a cost of \$50,996.00, to include new Gallagher T11 Mifare Readers and electrical assembly work, and then an additional \$1,200 for a laminator, for a total cost of \$52,196.00, and with funding from the Recorder's Designated Funds. (Nelson, Knutson), carried. It was noted that this purchase is also contingent upon results from the Jail Architect, to confirm that it will be compatible with the new jail.
4. It was moved and seconded to approve the purchase to replace four (4) desktop computers at a cost of \$597.00 each, for a total of \$2,388.00; six (6) laptop computers at a cost of \$850.00 each, for a total of \$5,100.00; and six (6) docking stations at a cost of \$125.00 each, for a total of \$750.00, for the County Attorney's office, with the items purchased at State Contract Price, for a combined total cost of \$8,238.00. (Nelson, Okeson), carried.

Assessor: Steve Carlson presented:

1. It was moved and seconded to approve Resolution 10-15-2A, to eliminate the Chief Deputy Assessor position once it has been vacated and to create and fill another full-time Deputy Assessor position. (Knutson, Nelson), carried. Board Chair Grimsley also requested that the Assessor's Committee, to include Commissioner Knutson and County Administrator, Jack Ingstad, review the applications.

Environmental: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 10-15-2E, as presented, to award the Solid Waste Transportation Hauling Contract to Baer of Lake Park, Inc., at the low quote of \$3.16 per running mile to the Fargo Landfill and \$4.25 per running mile to the Perham Resource Recovery Facility. (Knutson, Skarie), carried.
2. It was moved and seconded to approve the purchase of a 40 yard roll-off container, as presented, from Fabwurx, Inc., at the low quote of \$5,000. (Skarie, Knutson), carried.
3. It was moved and seconded to approve the installation of a 100' Chain Link Fence and New 24' Entry Gate at the Transfer Station, as presented, and to award the low quote of \$4,900.00 to Eastman Fence, and to include any applicable tax. (Knutson, Nelson), carried.
4. Discussion was held in reference to the request to approve construction change orders for the Transfer Station Project, as presented. It was moved and seconded to authorize County Administrator, Jack Ingstad, to sign off on any change order requests, with approval of the Environmental Services Committee, at an amount of up to \$5,000.00, and also for any deductions. (Knutson, Skarie), carried.

Human Services: John Dinsmore presented:

1. It was moved and seconded to approve the Purchase of Service Agreement with Lutheran Social Services for Conservatorship/Guardianship Services, as outlined in said agreement. (Skarie, Knutson), carried.
2. It was moved and seconded to approve the submission of the 2016-2017 Minnesota Family Investment Program (MFIP) Biennial Service Plan to the Minnesota Department of Human Services. (Knutson, Okeson), carried.
3. It was moved and seconded to approve Resolution 10-15-2D, to hire a full-time Social Worker from the Merit System and to allow backfilling, if the position is filled from within the agency. (Nelson, Knutson), carried.
4. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit, as presented. (Knutson, Skarie), carried.

EDA/NRM-Parks & Recreation: Guy Fischer presented:

1. Jessica Wiedenmeyer, Clerk-Treasurer for the City of Audubon, was present and discussion was held. It was moved and seconded to approve revised Resolution 10-15-2C, as presented, that Becker County supports the development of a Letter of Intent for the MN Department of Transportation's Safe Routes to School (SRTS) Infrastructure Grant Program and/or the Transportation Alternatives Program (TAP) Application for the City of Audubon; and that upon approval of the grant, the County enter into an agreement with the State of Minnesota for the SRTS and/or TAP project. (Nelson, Skarie), carried. It was also suggested that if the grant is approved, that funding be worked out then, with the recommendation that the City of Audubon contribute towards the project.
2. Detroit Lakes Community Development Director, Larry Remmen, City Attorney Charlie Ramstad, and Detroit Mountain Area Representative, Mark Fritz was present. It was moved and seconded to approve Resolution 10-15-2B, that Becker County supports the Detroit Mountain Recreation Area Greater Minnesota Regional Parks and Trails Commission (GMRPTC) Grant Application; and authorizes the Recreational Advisory Committee to finalize the Recreational Facility Development and Maintenance Services Agreement and Budget, as part of the GMRPTC Grant Application; and for the County Administrator, Jack Ingstad, and Board Chair, Ben Grimsley, to enter into and sign said agreement with the City of Detroit Lakes and Detroit Mountain Recreation Area, on behalf of Becker County, pending review/approval by the County Attorney, and with ratification of the agreement by the Board. (Okeson, Skarie), carried.

Planning and Zoning: Eric Evenson-Marden presented:

1. It was moved and seconded to concur with the Planning Commission (October 13, 2015), to approve a Conditional Use Permit (CUP), as submitted by Osage Sportsman Club, Inc., for expansion of the existing Sportsman Club Shooting Range; to include harvesting of timber to add three additional trap shooting lanes (for four total), rearrangement of the 250 yard range, parking area, and eventually a new club house

- and warming house, in an Agricultural Zone, with the project located at 25108 County Highway 48 in Osage Township. (Knutson, Nelson), carried. It is noted that there were a number of citizens present and no one spoke against the request. Park Rapids Trap-shooting Coach, Jerry Hoefs, spoke in support of the expansion, noting that it will make it possible to accommodate more students at one time.
2. It was moved and seconded to concur with the Planning Commission (October 13, 2015), to deny the request for a Surface Water Use Ordinance, as submitted by James Hofman, on behalf of the petitioners of the Blueberry Lake Ordinance Request, with the specific request for a 5 mph speed limit or no wake on Blueberry Lake. (Skarie, Nelson), carried. It is noted that Board Chair Grimsley requested any public feedback and no one spoke for or against the Ordinance.
 3. It was moved and seconded to concur with the Planning Commission (October 13, 2015), to approve the request, as submitted by David Hiltner, for a change of zone from Agricultural to Residential for a Preliminary Plat consisting of six (6) tracts, due to the request meets the criteria of the Ordinance, with the project located at 15022 West Munson Lane in Lake View Township. (Nelson, Okeson), carried.
 4. It was moved and seconded to concur with the Planning Commission (October 13, 2015), to approve the request, as submitted by Keith and Diane Ketcher, for a change of zone from Commercial to Residential, to reflect the current use of the property and due to the request meets the criteria of the ordinance and would not be detrimental to the area, with the project located at 24162 County Hwy. 48 in Osage Township, Straight Lake. (Nelson, Knutson), carried.
 5. It was moved and seconded to concur with the Planning Commission (October 13, 2015), to approve the request, as submitted by Jeff and Kathy Perrine, for a Certificate of Survey for two (2) tracts of land, with Tract A consisting of 3.28 useable acres and Tract B consisting of 3.12 useable acres on a Recreational Development Lake in an Agricultural Zone, due to the request meets the criteria of the Ordinance, with the project located at 21258 West Height of Land Drive in Height of Land Township. (Knutson, Skarie), carried.
 6. It was moved and seconded to concur with the Planning Commission (October 13, 2015), to approve the request, as submitted by Sylvia Shipman, for a Certificate of Survey for two (2) tracts of land, with Tract B consisting of 8.1 acres and the remnant tract (Tract C) consisting of 40.4 acres on a Natural Environmental Lake in an Agricultural Zone, due to the request meets the criteria of the Ordinance, with the project located at 10416 County Road 147 in Lake Eunice Township, Buck Lake. (Okeson, Nelson), carried.
 7. It was moved and seconded to concur with the Planning Commission (October 13, 2015), to approve the request, as submitted by Donald and Pamela Skarie, for a Conditional Use Permit (CUP), to operate rental storage buildings for monthly rental on an Agricultural zoned property, due to the request meets the criteria of the Ordinance and would not be detrimental to the area, with the project located at 25793 County Road 149 in Detroit Township. (Nelson, Knutson), carried. It was noted that Commissioner Skarie abstained.

8. It was moved and seconded to concur with the Planning Commission (October 13, 2015), to approve the request, as submitted by Minnerath Investments, for a Conditional Use Permit (CUP) for installation of a 199' self-support tower to include equipment, an equipment shelter, fencing, and a driveway to a 50x54 space area in an Agricultural zone, due to the request meets the criteria of the Ordinance and would not be detrimental to the area, with the project located at 12125 Hillside Road in Cormorant Township, Little Cormorant. (Okeson, Skarie), carried.
9. It was moved and seconded to approve the amendment to Becker County Zoning Ordinance, Chapter 8, Section 5, Paragraph M, as related to non-riparian lots, to include the changes as presented (items 4 and 5); that to the extent practicable and feasible, a non-riparian lot must be at least 5,000 square feet including any non-buildable area; and a non-riparian lot shall not be created that limits the access or development of parcels adjacent to the same roadway. (Skarie, Okeson), carried. It was noted that the proposed amendment was reviewed by the County Attorney's office and the Ordinance Review Committee recommended the change.
10. The next informational meeting is scheduled for Wednesday, November 4, 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 Sunlite Bar & Grill following the meeting and provided by County Assessor, Steve Carlson.

 Jack Ingstad
 Jack Ingstad
 County Administrator

 Barry Nelson
 Barry Nelson
 Board Chair

Approved as amended on February 2, 2016