

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, November 3, 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 add: Under Commissioners: Number 12: Authorization for the County Administrator to Oversee Planning for Future of Dunton Locks Tram. (Knutson, Skarie), carried.
4. It was moved and seconded to approve the minutes of October 20, 2015, as presented. (Knutson, Okeson), carried.

Commissioners:

1. Open Forum:
 - a. Wally Fatland addressed the Board in regards to his ongoing concerns with a past tax-forfeited land sale, requesting the Board of Commissioners return the parcel back to tax-forfeited land status.
2. Reports and Correspondence: The Commissioners reported on the following meetings.
 - a. Commissioner Knutson: Natural Resources Management (NRM), Environmental Affairs Committee, Prairie Lakes Municipal Solid Waste Authority (PLMSWA), and Mahube-OTWA.
 - b. Commissioner Okeson: Highway Committee and Association of Minnesota Counties (AMC) Transportation Sub-Committee.
 - c. Commissioner Nelson: Highway Committee, Becker County Soil & Water Conservation District (BCSWCD), and AMC District 4 Meeting.
 - d. Commissioner Skarie: Lakeland Mental Health and Becker County Fair Board.
 - e. Commissioner Grimsley: Labor Management Committee (LMC), Becker County Historical Society/Museum, and Finance Committee. He also requested and received the Board's support to accept his recent nomination from the Becker County Historical Society to serve on their Executive Committee.
3. Appointments:
 - a. Commissioner Grimsley reported that there will be an upcoming appointment needed for the LARL Board, with Paul Bursik's term set to expire at the end of the year.

4. Update on Jail:
 - a. County Administrator, Jack Ingstad, provided a brief update on the jail project, noting that the Engineering report had not been received as of this date. Once it is received, another jail meeting will be scheduled to discuss next steps.

5. Area Agency on Aging Services Agreement:
 - a. It was moved and seconded to approve Resolution 1-15-1D, as presented, to approve the Memorandum of Understanding/Area Agency on Aging Services Agreement between Becker County, West Central Joint Powers Board, Land of the Dancing Sky Area Agency on Aging and the NW Regional Development Commission. (Skarie, Knutson), carried.

6. Budget Hearing:
 - a. It was moved and seconded to approve the Budget Hearing set for December 1, 2015 at 6:01 p.m. in the Board Room of the Courthouse, with the addition of the Highway Five-Year Plan and SMART Tax Sales Appropriation Plan to the agenda. (Nelson, Okeson), carried.

7. December 2015 Board/Finance Meeting Schedule and Approval of the Board of Commissioner's Meeting Calendar for 2016:
 - a. It was noted that the Regular Board meeting for December 29th would not be needed, as long as the Finance Committee is meeting at the end of the month to approve year-end bills.
 - b. It was moved and seconded to approve Resolution 11-15-1E, to approve the Becker County Board of Commissioner's meeting schedule for 2016, as presented. (Knutson, Okeson), carried.

8. Becker County Civil Commitment Contract for 2016 – Kitzmann Law Office:
 - a. It was moved and seconded to approve the Becker County Civil Commitment Contract/Agreement for 2016, with Kitzmann Law Office, at a cost of \$1,450.00 per month, effective January 1, 2016 – December 31, 2016, and as outlined in said agreement. (Knutson, Skarie), carried.

9. Authorization for Signing Authority for MN Government Access (MGA) Accounts for Electronic Records and Documents: Resolution 11-15-1F:
 - a. It was moved and seconded to approve Resolution 11-15-1F, to approve County Attorney, Gretchen Thilmony, or her successor, to be the designated and authorized Representative for the County, and to sign the Master Subscriber Agreement for MN Court Data Services for Governmental Agencies, as presented. (Nelson, Knutson), carried.

10. Ratification of Mountain View Recreation Area: Recreational Facility Development and Maintenance Services Agreement for the GMRPT Grant Application:
 - a. A brief discussion was held on the status of the Mountain View Recreation Area Agreement for the Greater MN Regional Parks and Trails Grant Application, with it noted that the agreement was “revised” as per the Board’s direction. County Administrator, Jack Ingstad, noted that the agreement has not been accepted by the City of Detroit Lakes at this point, but he was optimistic that an agreement would be reached soon. If not, it was also suggested to possibly research the option of contracting with a non-profit, the Detroit Mountain Recreation Area (DMRA).

11. Tram Discussion:
 - a. It was moved and seconded to authorize the County Administrator, Jack Ingstad, to oversee the planning for the future of the Dunton Locks Tram, to determine whether or not the tram should be allowed to re-open, or remain closed, as discussed previously, and to then present a “Best Practices Plan” to the Board for consideration. (Okeson, Knutson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits: There were none.
2. It was moved and seconded to accept the September 2015 Cash Comparison and Investment Summary, as presented. (Knutson, Skarie), 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 claim, as presented:
 - a. Auditor’s Warrants (Tuesday bills):
 - i. 10/16/2015 in the amount of \$32,706.68;
 - ii. 10/26/2015 in the amount of \$5,798,000.00;
 - iii. 10/30/2015 in the amount of \$205,047.79;for a total of \$6,035,754.47.
 - b. Over-90 Days:
 - i. Code 4 Services – in the amount of \$955.19 (invoice misplaced);
 - ii. Jiffy Lube – in the amounts of \$19.95 and \$34.93 (invoices just turned in);
 - iii. Friesen’s, Inc. – in the amounts of \$26.18 and \$18.75 (freight payment and invoice missed);
 - iv. MCIT – in the amounts of \$187.00 and \$2,500.00 (invoices just turned in);
 - v. Motorola – in the amounts of \$8,113.00 and \$203,573.25 (just received corrected invoices);

- c. Additional Claim:
 - i. Transit – Added payment to Friendly Riders of Wadena County, in the amount of \$3,837.64
(Nelson, Skarie), carried.
- 2. It was recommended that the Accountant I position candidates be interviewed by a committee consisting of Auditor-Treasurer, Mary Hendrickson; Fiscal Supervisor, Denise Warren; Highway Engineer, Jim Olson; and Human Resources Director, Nancy Grabanski; and for the County Administrator, Jack Ingstad, to be included in the second round of interviews, if necessary.
- 3. It was moved and seconded to approve Resolution 11-15-1A, to approve the Sunnyside Care Center and Becker County Jail Contract Agreement for nursing services, effective November 1, 2015 through October 31, 2016, at a cost of \$42,432 for the contract year and billed monthly at the rate of \$3,536.00 per month. (Nelson, Okeson), carried.
- 4. It was moved and seconded to accept the low quote from HDQ Landscaping and More, in the amount of \$3,750.00 for 2” – 4” Rock for the landscaping of the courthouse parking lot, on six island areas as designated, and to include any applicable tax. (Okeson, Nelson), carried.
- 5. It was moved and seconded to approve Resolution 11-15-1C, to authorize the County Engineer to advertise and hire one (1) full-time Mechanic I employee to replace the current position that has been vacated due to a retirement. (Knutson, Okeson), carried.

Natural Resources Management (NRM): Mary Hendrickson and John Vaida presented:

- 1. It was moved and seconded to approve the request to solicit quotes for 2017 Seedling Production, as presented. (Knutson, Skarie), carried.
- 2. It was moved and seconded to approve the request to solicit quotes for 2016 Tree Planting, as presented. (Knutson, Nelson), carried.
- 3. Mr. Ingstad provided an update on the Request for Qualifications (RFQ’s) for the Forestry Consultant position. He reported that the committee has interviewed two candidates and will be following up with the top candidate on Friday, November 6th, with a final decision made next week.

Assessor: Steve Carlson presented:

- 1. It was moved and seconded to approve the abatement for PIN #: 06.003.003 in Cormorant Township, in the amount of \$94.00, due to a Homestead error. (Nelson, Knutson), carried.

Becker County Historical Society and Museum – Executive Director, Becky Mitchell presented:

- 1. Becky Mitchell introduced herself as the new Executive Director for the Historical Society and the Board welcomed her. She also provided an update on the Capital

Campaign for the new museum. Ms. Mitchell thanked the Board for the County's contributions and Chair Grimsley acknowledged the Boards' continued support.

Human Services: John Dinsmore presented:

1. It was moved and seconded to approve Resolution 11-15-1B, to hire one (1) full-time Child Protection Social Worker from the Merit System and if this posting creates another Social Worker vacancy, to fill that vacancy through the Merit System. (Nelson, Skarie), carried.
2. It was moved and seconded to accept the Human Services reports for Adult Services, Child and Family Services, Child Support, Community Health, Financial Services, MCD (Mental/Chemical Dependency), and Transit, as presented. (Skarie, Knutson), carried.
3. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit, as presented. (Skarie, Nelson), carried.

Environmental Services: Steve Skoog presented:

1. It was reported that Becker County, along with other participating counties in the Prairie Lakes Municipal Solid Waste Authority (PLMSWA), are in the process of moving forward with implementing solid waste flow control; directing regional solid waste to selected sites. A public hearing is required and it was the consensus of the Board to hold the public hearing on December 15, 2015 at 11:00 a.m. in the First Floor – Board Room of the courthouse.

Planning & Zoning: Eric Evenson presented:

1. It was moved and seconded to approve the request by Kendall and Gloria Nygard, as presented, for a one-year extension of the Preliminary Plat previously approved on December 17, 2013 of Nygard Beach, Government Lot 4, Section 35-142-40 in Maple Grove Township (Strawberry Lake), with the extension granted due to Nygard's good faith effort to resolve title issues related to the property and to complete the plat. (Nelson, Knutson), carried. It was noted that the property owners, Kendall and Gloria Nygard, along with their attorney, Charles Ramstad, were also present.

EDA/Parks & Recreation: Guy Fischer presented:

1. It was moved and seconded to accept the proposal from Ulteig Engineers, Inc. and to also approve entering into an agreement with Ulteig Engineers, Inc., for the development of a Preliminary Trail Routing Feasibility Study to connect Detroit Mountain and Mountain View Recreation Areas to the Heartland Trail, at a cost of \$8,500, with the stipulation added that all plans become the property of Becker County. (Knutson, Nelson), carried.

2. Mr. Fischer also noted the upcoming Lakes Area Work Force Summit scheduled for Friday, November 13, 2015 from 7:30 a.m.-9:00 a.m., at M-State in Detroit Lakes and extended an invitation to anyone who wishes to attend.

Being no further business, Chair Grimsley adjourned the meeting.

Jack Ingstad
Jack Ingstad
County Administrator

Ben Grimsley
Ben Grimsley
Board Chair