

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, November 17, 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: Number 5: Remove "Approval" from the agenda item and then Add: Number 7: Authorization for Jail Architect and Engineer to Exchange Information related to Jail Construction Project; to provide needed information. (Skarie, Knutson), carried.
4. It was moved and seconded to approve the minutes of November 3, 2015, with the requested change. (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: Highway Committee.
 - b. Commissioner Nelson: Information Technology (IT) and Economic Development Authority (EDA).
 - c. Commissioner Skarie: Human Services Committee, Safety Committee, and Environmental Affairs Committee.
 - d. Commissioner Knutson: Economic Development Authority (EDA) and Environmental Affairs Committee.
 - e. Commissioner Grimsley: Human Services Committee and Finance Committee.
 - f. County Administrator, Jack Ingstad, provided an update on Transit and the status of the possible merger with Wadena County. It was also reported that the State is recommending a \$114,000 reduction in grant funding for Becker County Transit. It was asked if the merger was completed, if Becker County would then have the funding reinstated. A meeting will be held in about a week with the State and Wadena Transit for continued discussions, with Denise Warren and Darin Halvorson attending.

3. Appointments:
 - a. It was moved and seconded to reappoint Jeff Moritz to the Cormorant Lakes Watershed District Board of Managers, to serve another three-year term. (Nelson, Knutson), carried.
4. Association of Minnesota Counties (AMC) Annual Conference:
 - a. The AMC Annual Conference will be held on December 7-8, 2015 at the St. Cloud River's Edge Convention Center in St. Cloud, MN, with all commissioners attending. December 6th will be used as a travel date.
5. Discussion on Agreement with Nicholas Rickaby for Forest Management Services: Jack Ingstad and Guy Fischer presented:
 - a. It was reported that the contract with Nicholas Rickaby to provide Forest Management Services for Becker County has not been signed yet, as his attorney is reviewing the contract and Becker County Attorney, Gretchen Thilmony, will also need to review it. It was also noted that this contract is not intended to be a long-term solution, but rather a short-term "fix" to provide forest management services to Becker County, mainly in preparing for the next Timber Sale in the spring.
6. Authorization for Jail Architect and Engineer to Exchange Information related to Jail Construction Project: County Administrator, Jack Ingstad, presented:
 - a. Mr. Ingstad reported that it has been determined that it is acceptable to expand the jail using the existing location. This option will provide the capacity needed into the foreseeable future.
 - b. It was moved and seconded to authorize the Sheriff's Committee to allow up to an additional \$50,000 in spending for Architectural and Engineering Services, as presented. (Knutson, Okeson), carried.
 - c. It was also recommended that Commissioners Okeson and Knutson, and County Administrator, Jack Ingstad, formally present to the City Council, the proposed plan for the construction of the new jail using the existing structure, to allow for their feedback and input, prior to any final decision being made.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:
 - a. It was moved and seconded to approve Resolution 11-15-2A, to approve the Gambling Application for Exempt Permit to conduct a Raffle for the Sanford

Health Foundation North, on January 31, 2016, for operations at the Roadhouse Bar and Grill, 11740 County Highway 5, Lake Park, MN, in Cormorant Township. (Nelson, Knutson), carried.

- b. It was moved and seconded to approve Resolution 11-15-2D, to approve the Gambling Application for Exempt Permit to conduct Gambling by the Minnesota Flyers Gymnastics, MFG – Gaming, for operations at Charlie’s Place, 38821 State Highway #34, Detroit Lakes, MN, in Height of Land Township. (Okeson, Nelson), carried.
 - c. It was moved and seconded to approve the Combination On and Off-Sale (Including Sunday) Liquor License (New Owner) for Deep Woods Entertainment, LLC (Charlie’s Place), in Height of Land Township. (Knutson, Skarie), carried.
2. It was moved and seconded to approve Resolution 11-15-2B, to hire one (1) Part-Time Licensing Clerk, due to a resignation and to utilize the most recent list or to advertise, if needed. (Skarie, Knutson), carried.

Finance Committee: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular and Over-90 Day claims, as presented:
 - a. Over-90 Days:
 - i. 2014 Essentia Health – in the amount of \$2,833.41 (invoice just received);
 - ii. January 2015 Essentia Health – in the amount of \$851.00 (invoice just received);
 - iii. July 2015 for Hennepin Health Care – in the amount of \$275.00 (invoice just received);
 - iv. July 2015 Regions Hospital – in the amount of \$119.00 (invoice just received);
 - v. July 2015 National Medical Services – in the amount of \$212.00 (invoice just received).
- (Nelson, Knutson), carried.
2. It was moved and seconded to accept the low quote from CODIFYD of Chicago, Illinois, for the Indexing Project of 47,000 Recorded Documents, at a cost of \$28,200.00, and with funding to come out of the Recorder’s Enhancement Funds. (Knutson, Nelson), carried.

Sheriff: Todd Glander presented:

1. It was moved and seconded to approve Resolution 11-15-2C, to approve the renewal of the MN Department of Natural Resources Snowmobile Enforcement Grant, with the grant amount at \$6,474.00 each year, for reimbursement for fiscal years 2016 and 2017, and to authorize the County Sheriff to execute the agreement and for the Board Chair and the County Sheriff to sign the agreement on behalf of Becker County. (Knutson, Okeson), carried.

2. It was moved and seconded to accept the low quote from Webber Ford of Detroit Lakes, MN for the purchase of four (4) Squad SUV's for Patrol, at a cost of \$27,430.00 each and one (1) SUV for Investigators, at a cost of \$27,615.00 each, for a total combined cost of \$137,335.00, and with it noted that the funds are in the budget for 2016. (Okeson, Knutson), carried.

Becker County Township Association – Roger Winter, Chair presented:

1. Mr. Winter reported that the Becker County Township Association voted at their annual meeting this fall to formally request the Becker County Commissioners begin a plan for selling tax-forfeited land. He provided the Board with information and requested, on behalf of the Becker County Township Association, that the Board consider beginning the sale of tax-forfeited lands for the reasons brought forward.

Human Services: John Dinsmore presented:

1. It was moved and seconded to approve Resolution 11-15-2E, to hire one (1) Part-Time Office Support Specialist through the Merit System, due to an internal promotion. (Skarie, Knutson), carried.
2. It was moved and seconded to approve Resolution 11-15-2F, to hire one (1) Full-Time Financial Assistance Supervisor through the Merit System, due to a resignation. (Knutson, Skarie), carried.
3. It was moved and seconded to approve Resolution 11-15-2G, to hire one (1) Full-Time Account Clerk through the Merit System, due to a retirement, and if this posting creates another Account Clerk vacancy, to fill that vacancy through the Merit System List. (Skarie, Knutson), carried.
4. It was moved and seconded to approve the contract with Generations, Inc., to provide mental health consultative services for children, as part of a requirement of the MIECHV Grant, at an amount up to \$11,000.00, and effective October 1, 2015 through December 31, 2016. (Skarie, Nelson), carried.
5. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit, as presented. (Skarie, Knutson), carried.
6. A brief discussion was held in regards to the recruitment of nursing staff at Sunnyside, with it suggested to advertise for positions on the County website.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 11-15-2H, to enter into a cooperative agreement between Becker County, the City of Detroit Lakes, and the Minnesota Department of Transportation (MnDOT), for the Trunk Highway 10/Kris Street/CSAH 54 Traffic/Transportation Study, and to authorize the Board Chair and County Administrator to execute said agreement (Number: 1001275), on behalf of Becker County, and to execute and affix their signatures to any and all further required

documents pertinent hereto and all amendments thereof. (Okeson, Nelson), carried. It was noted that the County will be providing \$13,500 towards the study.

2. It was moved and seconded to approve Resolution 11-15-2I, authorizing the Commissioner of Transportation to transfer \$168,400.00 from the In-State Municipal Construction Account into the Regular Construction Account, as presented. (Nelson, Knutson), carried.
3. It was moved and seconded to approve Resolution 11-15-2J, to accept the low quote from Titan Machinery through Kinetic Leasing, Inc., Fargo, ND for a one year lease agreement for a 721F Case Wheel Loader, as presented, and at a cost of \$8,263.00, and to authorize and direct the County Engineer to enter into said agreement. (Okeson, Nelson), carried.
4. It was moved and seconded to accept the low, complete quote from Hough, Inc., Detroit Lakes, MN for the demolition of two residential properties, as needed for the project to replace the CSAH 7 Bridge in the City of Lake Park, at a cost of \$35,333.00 and to also direct the County Engineer to proceed with the demolition work as detailed in the quote proposal, and to confirm all asbestos is disposed of properly. (Knutson, Nelson), carried.

Planning & Zoning: Eric Evenson presented:

1. It was moved and seconded to concur with the Planning Commission (November 10, 2015), to approve the request as submitted by Wendy, Heather, and Heidi Harstad for a Conditional Use Permit (CUP), to provide for the sale of alcohol and expand to a full service restaurant for the project located at the Burger Barn, 27488 County Highway 21 in Richwood Township. (Okeson, Knutson), carried.
2. It was moved and seconded to concur with the Planning Commission (November 10, 2015), to approve the request as submitted by Don and Pam Skarie for a change of zone from Agricultural to Residential and a Certificate of Survey for two tracts of land with Tract A consisting of 7.7 useable acres and Tract B consisting of 21,800 square feet, for the project located at 25793 County Road 149 in Detroit Township, Floyd Lake. (Grimsley, Nelson), carried. Commissioner Skarie recused himself and abstained from discussions and voting on the item.
3. It was moved and seconded to concur with the Planning Commission (November 10, 2015), to approve the request as submitted by Scott Erickson for approval of a Final Plat for a Common Interest Development (Toy Locker CIC), as presented, for the project located at 20488 County Highway 20 in Lake Eunice Township. (Okeson, Skarie), carried.
4. It was moved and seconded to concur with the Planning Commission (November 10, 2015), to approve the request as submitted by Sara Aurelius and Vince and Joyce Vogler, for a change of zone from Agricultural to Residential (Parcel A only), for the project located at 11252 Eagle Lake Road in Burlington Township, Eagle Lake. (Okeson, Knutson), carried.
5. It was moved and seconded to concur with the Planning Commission (November 10, 2015), to approve the request as submitted by Wayne Volk, for a Certificate of Survey to for two tracts of land with Tract One consisting of a 4.14 lot area and Tract Two

consisting of a 3.24 lot area, with the project located on Bog Lake Trail, Osage Township, Straight Lake. (Knutson, Skarie), carried.

6. The next informational meeting is scheduled for Wednesday, December 2, 2015 at 8:00 a.m. in the Third Floor Meeting Room of the Courthouse.

Being no further business, Chair Grimsley adjourned the meeting.

Lunch Bunch was held at the American Legion in Detroit Lakes and provided by Commissioner Knutson.

/s/ Jack Ingstad
 Jack Ingstad
 County Administrator

s/s Ben Grimsley
 Ben Grimsley
 Board Chair