

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, December 1, 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 change: Under Environmental: Add: Number 2: Prairie Lakes Municipal Solid Waste Authority (PLMSWA): Recycling Study. (Okeson, Nelson), carried.
4. It was moved and seconded to approve the minutes of November 17, 2015, with the requested changes. (Knutson, Skarie), carried.

Commissioners:

1. Open Forum:
  - a. Willis Mattison, representing the Becker County Stewardship Association, spoke in reference to Forest Management in Becker County, clarifying that the association is not opposed to timber cutting, and does support timber cutting using best forest management practices. He also referenced state statute in regards to timber sales and spoke in support of hiring a full-time land commissioner.
2. Reports and Correspondence: The Commissioners reported on the following meetings.
  - a. Commissioner Nelson: Sunnyside.
  - b. Commissioner Skarie: Becker County Extension Service and Lakeland Mental Health.
  - c. Commissioner Knutson: Recreational Advisory Committee (RAC), Natural Resources Management Committee, Mahube-OTWA, Prairie Lakes Municipal Solid Waste Authority (PLMSWA), and Zoning Ordinance Review Committee.
  - d. Commissioner Okeson: Heartland Multi-Purpose Recreational Trail, Trail Kick-Off Meeting with Ulteig, Detroit Lakes/Becker County Airport Committee, Sheriff's Committee, and Highway Committee.
  - e. Commissioner Grimsley: Becker County Historical Society, Lake Agassiz Regional Library (LARL) Board, Development Achievement Center (DAC), Finance Committee, and Sunnyside.

- f. A brief discussion was held in regards to the Forest Management Consultant RFQ and the possible hiring of a land commissioner, with it noted that there needs to be further discussion at the committee level. Discussion will also continue later in the meeting.
3. Appointments:
  - a. Commissioner Grimsley informed the board of two potential candidates who have expressed their interest in serving on the Lake Agassiz Regional Library Board, to fill an upcoming vacancy.
4. Notification has been received that the next Annual Ag. Issues Forum is scheduled for Wednesday, December 16<sup>th</sup> from 9:00 a.m. to noon, at the American Legion in Lake Park, MN.
5. Discussion was held in reference to salary setting for both the commissioners and elected officials, with it noted that the Finance Committee met and is recommending a 1% increase for both the commissioners and elected officials. It was recommended that the elected officials be offered the 1% increase, and if any wish to deviate from this amount, that they meet with the Finance Committee and/or full Board with their request.
6. Discussion was held in regards to the Forestry consultant position, with it recommended that the NRM committee fine-tune the contract and return to the full board for final approval and to also research the possibility of a short-term contract for the upcoming spring timber/land sale.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:
  - a. It was moved and seconded to approve Resolution 12-15-1I, to approve the Gambling Application for Exempt Permit to conduct a Raffle for the Boys and Girls Club of Detroit Lakes, on August 6, 2016, for operations at WE Fest Concert Grounds, 25526 County Highway #22, Detroit Lakes, MN in Lakeview Township. (Okeson, Skarie), carried.
  - b. It was moved and seconded to approve Resolution 12-15-1B, to approve the Right-of-Way Easement over the East 50 feet of the County and Tax Forfeited Property, as outlined in said resolution, to Itasca-Mantrap Co-op Electrical Association of Park Rapids, MN. (Knutson, Nelson), carried.
  - c. It was moved and seconded to table indefinitely, the request to approve Resolution 12-15-1C, to approve the Shipman Lake Public Access Boundary Line Agreement. (Nelson, Knutson), carried. It was recommended that Highway review the request and provide input.

Finance Committee: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular claims, Auditor Warrants, and Over-90 Day claims, as presented:
  - a. Auditor's Warrants (Tuesday bills):
    - i. 11/17/2015 in the amount of \$76,878.94;
    - ii. 11/24/2015 in the amount of \$6,859,286.41;for a total of \$6,936,165.35
  - b. Over-90 Days:
    - i. Jiffy Lube – in the amount of \$34.94; invoice just turned in.
    - ii. Commissioner expense report – in the amount of \$2,672.85; report just turned in.(Nelson, Knutson), carried.
2. It was moved and seconded to approve the request to auction off courthouse miscellaneous equipment/office items, as presented, utilizing the Do-Bid Auction site, and to also include a pick-up from Highway, as discussed, and other items from any of the other departments as well. (Nelson, Okeson), carried.
3. It was moved and seconded to accept the notice of resignation from Planning and Zoning Supervisor, Eric Evenson, as presented, with his last date of employment being December 25, 2015. (Knutson, Okeson), carried. It was noted that there needs to be further discussion on recruitment and structure of the position, and to establish language for advertising as soon as possible.

Assessor: Steve Carlson presented:

1. It was moved and seconded to approve the abatement for PIN Number: 06.1087.000 in Cormorant Township, in the amount of \$570.00, due to the house was destroyed by fire on August 17, 2015. (Knutson, Skarie), carried.

Sheriff: Todd Glander and Shane Richards presented:

1. It was moved and seconded to approve Amendment #1 to the Holmesville Tower Communications Facility Use Agreement (Number 02707), as presented. (Knutson, Nelson), carried.
2. It was moved and seconded to approve the one-year Motorola Service Agreement to upgrade three (3) Dispatch/Consoles, effective January 1, 2016 through December 31, 2016, and at a cost of \$8,736.12. (Okeson, Skarie), carried.

Human Services: John Dinsmore and Denise Warren presented:

1. It was moved and seconded to approve Resolution 12-15-1F, to enter into a contract with Next Chapter Technologies for the purchase and support of the Caseworks Electronic Data Management System (EDMS) - MNSure Module, for the Income Maintenance Unit, at a cost of \$8,680.00. (Skarie, Nelson), carried.
2. It was moved and seconded to approve Resolution 12-15-1G, to enter into a contract with Next Chapter Technologies for the purchase and support of the Caseworks Electronic Data Management System (EDMS) - Child Support Module, for the Child Support Unit, with costs to the County at \$49,765.00 for 2016 and \$71,470.00 for 2016-2019. (Skarie, Okeson), 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.

Veterans Service: Lauri Brooke presented:

1. It was moved and seconded to approve the out-of-state travel request for Veteran Services Officer, Lauri Brooke, to attend the National Association of County Veteran Service Officers 2016 Conference on May 14-21, 2016 in Myrtle Beach, South Carolina, at a cost of \$2,286.64. (Nelson, Skarie), carried. It was noted that the expenses will be covered by the CVSOP Operational Enhancement Grant for FY2016.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to accept the low quote from Nelson Ford Auto Center, Fergus Falls, to purchase a 2016 Dodge Ram 3500 pickup for Household Hazardous Waste (HHW), in the amount of \$31,645.98 (State Contract #70765 Pricing), plus applicable taxes and transfer fees. (Knutson, Skarie), carried. It was noted that the Highway Department has reviewed and recommended the purchase and it is also in the 2015 budget.
2. Steve Skoog will return to the Board regarding the Recycling Dumpsters at a later date.
3. The discussion on the Regional Waste Study will be brought to the board at a later date.

EDA/Parks & Recreation:

1. It was moved and seconded to approve Resolution 12-15-1A, to approve the expenditure of \$2,710.00 for Phase I of the work plan to begin working with the Center for Rural Design on the Public Engagement Process/Workshop for Dunton Locks, as outlined in said resolution. (Nelson, Okeson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 12-15-1D, to authorize and direct the Highway Department to purchase a 2017 International Diesel Tandem Plow Truck Chassis and to accept the low quote from Interstate Motor Trucks of Albert Lea, MN in the amount of \$186,463.00; and to authorize and direct the Highway Department to purchase off state bid, additional equipment, per the capital improvement request; and to offer the 2005 Plow Truck trade vehicle for purchase first by any interested Becker County Townships and second by any interested parties through purchase in an online auction for an amount greater than the trade-in value, plus applicable sales tax savings received during trade-in. (Nelson, Okeson), carried.
2. It was moved and seconded to approve Resolution 12-15-1E, to authorize and direct the County Highway Engineer to purchase a new Baseline (BL400/500) Tire Changer for the Highway Shop, from Hennessy Industries of LaVerne, TN, at the low quote of \$2,599.00 and as detailed in the Capital Expenditure Request. (Okeson, Nelson), carried.

Being no further business, Chair Grimsley adjourned the meeting.

A public hearing was held at 6:01 p.m. in the Board Room of the Courthouse for the County Budget (2016), County Highway Five-Year Plan (2016-2020), and SMART Tax Sales Appropriation Plan (2016).

Jack Ingstad  
Jack Ingstad  
County Administrator

Ben Grimsley  
Ben Grimsley  
Board Chair