

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, March 1, 2016 at 8:15 a.m.  
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Nelson. Commissioners in attendance: Nelson, Okeson, Skarie, Knutson, and Grimsley; 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 8: Discussion and Possible Action on the Leasing of Two (2) Additional Vehicles from Enterprise Fleet Management; Add: Number 9: Discussion on Upcoming Public Joint Powers meeting with Prairie Lakes Municipal Solid Waste Authority (PLMSWA); and Add: Number 10: Discussion on Possible Reorganization of Natural Resources Management, Planning and Zoning, Parks and Recreation, and Environmental Services Departments. (Skarie, Okeson), carried.
4. It was moved and seconded to approve the minutes of February 16, 2016, 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 Grimsley: Human Services Committee, Becker County Historical Society, Labor Management Committee (LMC), Lake Agassiz Regional Library (LARL) Executive Committee, Development Achievement Center (DAC), and Western Area Community Cooperative.
  - b. Commissioner Okeson: Not applicable.
  - c. Commissioner Nelson: Becker County Soil and Water Conservation District (BCSWCD), Economic Development Authority (EDA), and attended a joint meeting with the Red River Basin.

He also noted that the Association of Minnesota Counties (AMC) 2016 Legislative Conference will be held on Thursday-Friday, March 10-11, 2016 in St. Paul.

- d. Commissioner Skarie: Environmental Affairs Committee, PLMSWA, Becker County Extension Service, Becker County Fair Board, Lakeland Mental Health Center Annual and Regular meeting, and attended an Awards Ceremony at Ecumen.
- e. Commissioner Knutson: Economic Development Authority (EDA) and Mahube-OTWA Finance meeting.

He also commented on the upcoming public Joint Powers meeting with the PLMSWA scheduled for Wednesday, March 23, 2016 at 10:00 a.m. at the Perham City Council Chambers.

It was also noted that there will be a public meeting held to discuss the Trail Feasibility Study connecting Detroit Mountain and Mountain View to the Heartland Trail on Tuesday, March 22, 2016, beginning at 6:30 p.m., at the Lake Agassiz Regional Library in Detroit Lakes.

- f. Commissioner Skarie presented Employee Recognition Awards to both Commissioner Knutson and Commissioner Nelson, in honor and recognition of their 10 years of service to Becker County.
3. Appointments:
- a. It was moved and seconded to re-appoint Lee Kessler to the Becker County Board of Adjustments, for another three-year term, representing District 4. (Skarie, Knutson), carried.
4. It was moved and seconded to approve Resolution 03-16-1A, that the Becker County Board of Commissioners supports the selection of Carver County Commissioner Randy Maluchnik as the National Association of Counties (NACO) 100% Membership Delegate, and authorizes Board Chair Nelson to sign said resolution. (Okeson, Skarie), carried.
5. A motion was made by Commissioner Grimsley to enter into a contract with MAXIMUS Consulting Services, to provide professional cost allocation services, to assist in the development of Becker County's Indirect Cost Allocation Plan (CAP). Motion died for lack of a second.

It was recommended that the Courthouse Committee meet with the Auditor-Treasurer and then return to the Board, with a list of pros and cons for each of the companies being considered, Maximus Consulting Services and Government Management Group, and the committee's recommendations.

6. It was moved and seconded to approve the ratification Statement for the Professional Services Agreement between Minnesota Counties Computer Cooperative (MNCCC) and

TriMin Systems, Inc. for the maintenance and support of IFS, effective January 1, 2016 through December 31, 2018, and at a cost of \$8,915.00 to Becker County. (Knutson, Skarie), carried.

7. It was moved and seconded to approve the 2016 Delegation Agreement, as presented, for the renewal of the partnership between Becker County and the Minnesota Department of Natural Resources for Aquatic Invasive Species (AIS) Prevention and Inspection of Water-related Equipment. (Knutson, Okeson), carried.
8. It was moved and seconded to authorize Danny Johnson of the Maintenance Department, to move forward with the leasing of two (2) additional cars from Enterprise Fleet Management and for these vehicles to be designated to the Courthouse. (Skarie, Grimsley), carried.
9. The upcoming public Joint Powers meeting with the PLMSWA scheduled for March 23<sup>rd</sup> was discussed earlier in the meeting.
10. Discussion was held in reference to the possible reorganization of the Natural Resources Management, Planning and Zoning, Parks & Recreation, and Environmental Services Departments, with it noted that Commissioner Knutson will provide a plan for consideration and approval at the next Board of Commissioner's meeting.

Finance Committee Minutes: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor's Warrants, and Over 90-Day Claims, as presented:
  - a. Auditor's Warrants (Tuesday Bills):
    - i. 02/17/2016 in the amount of \$101,568.29;
    - ii. 02/23/2016 in the amount of \$200,755.93;For a total of \$302,324.22
  - b. Over 90-Days:
    - i. HDQ Landscaping, in the amount of \$3,750.00 (invoice just received);
    - ii. Jiffy Lube, in the amount of \$104.94 (invoice just turned in);
    - iii. Kitzmann Law Office, in the amount of \$208.00 (invoice just received);(Knutson, Skarie), carried.
2. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented; with the exception of the reduction for mileage reimbursement for S. Ojala from \$900.00 to \$700.00, based on actual dates of travel. (Skarie, Grimsley), carried.
3. It was moved and seconded to accept the low quote of \$1,775.18 from Forum Printing of Detroit Lakes, for printing of the 2016 tax inserts, as presented. (Grimsley, Knutson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:
  - a. It was moved and seconded to approve the Wine/Strong Beer License Renewal for Jolly Fisherman – Round Lake Township. (Knutson, Grimsley), carried.
  - b. It was moved and seconded to approve the 3.2 Off-Sale License Renewals for the following:
    - i. Sunlite Bar & Grill, Inc. – Sunlite Bar & Grill – Wayne Crawford – Detroit Township;
    - ii. Jolly Fisherman – Round Lake Township;
    - iii. Richard Sherbrooke/Cormorant Store, Inc. – Cormorant Township. (Okeson, Grimsley), carried.
  - c. It was moved and seconded to approve the 3.2 On/Off-Sale License Renewal for Michael Levin/Green Valley Golf – Cormorant Township. (Skarie, Knutson), carried.
  - d. It was moved and seconded to approve the 3.2 Combination On/Off-Sale License Renewals for the following:
    - i. Whaley’s Resort & Campground, LLC – Nathan or Mitchell Lauwagie – Round Lake Township;
    - ii. Frazee Golf, Inc. – Burlington Township. (Okeson, Knutson), carried.
  - e. It was moved and seconded to approve the On-Sale (Includes Sunday Sales) Liquor License Renewals for the following:
    - i. Sunlite Bar & Grill, Inc. – Sunlite Bar & Grill – Wayne Crawford – Detroit Township;
    - ii. The Cormorant Pub, Inc. – DBA: The Pub – Patricia J. Maloney – Cormorant Township. (Grimsley, Okeson), carried.
  - f. It was moved and seconded to approve the Off-Sale Liquor License Renewals for the following:
    - i. Fisher Properties of Cormorant, Inc. – Cormorant Bottle Shop – Cormorant Township;
    - ii. Richwood Off-Sale, Inc. – Jon Johnson – Richwood Township;
    - iii. Shanda Askland – Lakes of Coffee & Liquor – Cormorant Township. (Skarie, Okeson), carried.
  - g. It was moved and seconded to approve the New Tobacco License for Fisher Properties of Cormorant, Inc. – Cormorant Bottle Shop – Cormorant Township. (Knutson, Okeson), carried.
2. Auditor-Treasurer, Mary Hendrickson, presented the revised Becker County 2015 Sales and Use Tax Collections Report.
3. It was moved and seconded to accept the December 2015 Cash Comparison and Investment Summary, as presented. (Grimsley, Knutson), carried.

Sheriff: Sheriff Todd Glander and Shane Richard presented:

1. It was moved and seconded to accept the low quote of \$1,000.00 from L & M Fleet Supply, Detroit Lakes, for the purchase of one (1) 64 Gun Capacity-Gun Safe with Electric Lock, for evidence and forfeited firearms storage. (Knutson, Okeson), carried. It was noted that two quotes were received.
2. It was moved and seconded to approve the purchase of one (1) WatchGuard Video Camera for a squad car, at a cost of \$5,220.00. (Okeson, Knutson), carried. It was noted that the item is in the budget, with 12 cameras currently in use which upload to the County server.

Environmental: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 03-16-1B, to hereby approve the advertising and hiring of one (1) Part-Time Transfer Station Attendant, due to a resignation. (Knutson, Skarie), carried.
2. It was moved and seconded to approve the request to apply for a Recycling Container-Environmental Assistance Grant through the State of Minnesota, with letters of support and financial commitment received from the cities in Becker County and Prairie Lakes Municipal Solid Waste Authority (PLMSWA). (Knutson, Skarie), carried. It was noted that the maximum grant amount is \$250,000, with a 25% match funds requirement.

Human Services: Human Services claims were approved during the review of the Finance Committee minutes.

Closed Session: Union Negotiations

1. It was moved and seconded to approve to close the session for Union Negotiations. (Knutson, Skarie), carried.
2. Closed Session - Union Negotiations: Human Resources Director, Nancy Grabanski presented.
3. It was moved and seconded to approve to open the session. (Okeson, Knutson), carried.

Open Session –

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

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Jack Ingstad  
Jack Ingstad  
County Administrator

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Barry Nelson  
Barry Nelson  
Board Chair