

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, July 5, 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 change: The addition of Resolution 07-16-1F, for the agenda item under Commissioners: Number 4: Notification to State on Selection of Auditor for Becker County Audit. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of June 21, 2016, with the requested changes. (Skarie, Knutson), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Skarie: Lakeland Mental Health, Becker County Extension Service, Environmental Affairs meeting in regards to Recycling Grant, and Environmental Affairs Committee.
 - b. Commissioner Knutson: Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Mahube-OTWA Personnel Committee, and attended the Planning and Zoning Supervisor interviews.
 - c. Commissioner Okeson: Sheriff's Committee and attended the Planning and Zoning Supervisor interviews.
 - d. Commissioner Grimsley: Development Achievement Center (DAC) and Heartland Multi-Purpose Recreational Trail.
 - e. Commissioner Nelson: Not applicable.
3. Appointments: There were none, however, Chair Nelson referenced a letter he had recently received from Rural MN CEP, notifying the commissioners of the Board of Directors intent to appoint Durant C. Thoen to its Workforce Development Board, along with a request for comments to be submitted to Executive Director, Daniel J. Wenner, by Friday, July 8th regarding the appointment.

4. The agenda item in regards to notification to the State on the selection of an auditor for Becker County's annual audit, will be discussed at the next board meeting, with a decision made at that time.

Public Hearing: Off-Sale Liquor License at Hooligans Lakeside in Lake Eunice Township: Auditor-Treasurer, Mary Hendrickson, presented:

1. Auditor-Treasurer, Mary Hendrickson, presented the request to approve the Off-Sale Liquor License at Hooligans Lakeside in Lake Eunice Township, Lake Park, MN, noting the new owner, Mr. Robert Klinger, was present and had been approved for an On-Sale Liquor License on June 21, 2016. Mr. Klinger provided information and clarification on his request to approve his business for the Off-Sale Liquor License.
2. It was moved and seconded to open the Public Hearing. (Okeson, Grimsley), carried.
3. There was no one else present from the public, other than the owner, Mr. Klinger.
4. It was moved and seconded to close the Public Hearing. (Grimsley, Knutson), carried.
5. It was moved and seconded to approve the New Off-Sale Liquor License for LP Holding, DBA Hooligans Lakeside, located at 17574 County Highway 6, in Lake Eunice Township, Lake Park, MN. (Knutson, Grimsley), carried.

Finance Committee Minutes: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, and Over-90 Claims, as presented:
 - a. Auditor's Warrants (Tuesday Bills):
 - i. 06/21/2016 in the amount of \$ 7,564,109.05;
 - ii. 06/28/2016 in the amount of \$ 296,896.31;for a total amount of \$ 7,861,005.36
 - b. Over 90-Days:
 - i. Essentia Health, in the amount of \$963.26 (invoice just received);
 - ii. Webber Family Motors, in the amount of \$55.64 (invoice just received).
2. It was moved and seconded to accept the April 2016 Cash Comparison and Investment Summary, as presented. (Grimsley, Skarie), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. It was moved and seconded to approve Resolution 07-16-1A, to approve, execute, and deliver to Richard N. Kittelson and Gretchen M. Kittelson, as Trustees of the Kittelson Family Revocable Living Trust, a Quit Claim Deed for Parcel #: 49.0668.000, as described in said resolution; and with approval pending receiving documentation from the County Surveyor, with his review and approval. (Grimsley, Knutson), carried.

Sheriff: Sheriff Todd Glander presented:

1. It was moved and seconded to approve the renewal of the We Fest Agreement between Becker County and Townsquare Live Events, Minnesota, LLC, for Becker County to provide law enforcement and traffic control on August 3-7, 2016, for the We Fest 2016 event to be held at the Soo Pass Ranch in Lake View Township in Becker County on August 4-6, 2016, with a total cost payable to Becker County in the amount of \$38,000.00, as outlined in said agreement. (Okeson, Knutson), carried.

County Attorney: County Attorney, Gretchen Thilmony, Assistant County Attorney's Tammy Merkins and Kevin Miller presented:

1. It was moved and seconded to approve the out-of-state travel request and application for Assistant County Attorney, Kevin Miller, to attend the National Computer Forensics Institute – Mobile Devices in Court – Prosecutors Training, to be held on either January 22-26, 2017 or February 5-9, 2017 in Alabama, with no cost to the County and expenses covered by the U.S. Secret Service. (Okeson, Skarie), carried.
2. County Attorney, Gretchen Thilmony, requested acceptance of her resignation, effective July 8, 2016, at the close of business, due to her recent appointment to the Seventh Judicial District Court Bench by Governor Dayton. She expressed her thanks and appreciation to the employees and Commissioners she has worked with, noting the honor and privilege it has been to serve Becker County over the years, and will continue to be as she begins serving in the capacity as District Court Judge.
3. The Board congratulated her on the recent appointment and thanked her for her past service, as well as her ongoing service to Becker County.

It was moved and seconded to respectfully accept County Attorney, Gretchen Thilmony's resignation, effective at the close of business on July 8, 2016. (Knutson, Okeson), carried.

4. Assistant County Attorney, Tammy Merkins, was present and provided an overview of her background and experience and requested consideration to be appointed to serve out the remainder of County Attorney, Gretchen Thilmony's term. She noted that she has submitted a letter to the commissioners with her request and numerous letters of support have been received on Ms. Merkins' behalf as well.
5. It was moved and seconded to approve Resolution 07-16-1E, that the County Board has accepted the resignation of Gretchen Thilmony; and appoints Tammy Merkins as the Becker County Attorney, to fulfill the remainder of the vacated term, through December 31, 2018, and to carry out all statutory duties of said position, pursuant to Minnesota State Statute 375.08 and Minnesota State Statute 3.088; and for the Board Chair, Vice-Chair and County Administrator to meet with Tammy Merkins, to discuss the salary for

the position, with the salary recommendation brought forward for consideration and approval at the next Board of Commissioner's meeting on July 19, 2016. (Grimsley, Skarie), carried.

6. It was moved and seconded to add to the agenda, the request to fill the upcoming vacant position for Assistant County Attorney, Tammy Merkins, and to begin advertising for a replacement of said position. (Grimsley, Knutson), carried.
7. It was moved and seconded to approve to begin advertising for the replacement of Assistant County Attorney, Tammy Merkins position. (Okeson, Skarie), carried.
8. It was moved and seconded to add to the agenda, the request to approve increasing the dollar amount of the grant application for the Victim Witness Coordinator position, to allow for the position to move from part-time to full-time. ((Knutson, Grimsley), carried.
9. It was moved and seconded to approve the request to increase the dollar amount, as recommended by the grantor, for the grant application for the Victim Witness Coordinator position, to allow the current position to move from part-time to full-time. (Knutson, Okeson), carried. It was noted that if the funding ceases, that the position will be reviewed and possibly eliminated at that time.

Human Services: Denise Warren presented:

1. It was moved and seconded to approve Resolution 07-16-1C, to hire one (1) Part-Time Case Aide for the Mental Health/Chemical Dependency Unit, through the Merit System, due to a resignation. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented. (Skarie, Knutson), carried.

Transit: Rusty Haskins presented:

1. It was moved and seconded to approve Resolution 07-16-1B, to purchase a 2016 Transit Bus from North Central Bus, through the State of Minnesota Cooperative Procurement Process, at the low quote of \$71,870.00, with the local share at 20% and State/Federal share at 80% of the "contract amount". (Okeson, Grimsley), carried.

Land Use Department: Steve Skoog presented:

1. Environmental Services:
 - a. Land Use Director, Steve Skoog, announced that Becker County has received notification of a grant award in the amount of \$250,000.00 from the Minnesota Pollution Control Agency (MPCA), for the implementation of curbside recycling in

cities in Becker County and White Earth Nation, with the funds to also be used to purchase recycling dumpsters for single stream recycling.

- b. He also noted that Becker County hosted a meeting on June 27, 2016 to receive feedback from parties that would be directly affected by the implementation of the recycling program, with the following entities in attendance: Becker County; the Cities of Detroit Lakes, Audubon, and Frazee; Waste Haulers, Detroit Lakes Disposal, Jon & Sons, and Waste Management, Inc.; Minnkota Recycling; and Prairie Lakes Municipal Solid Waste Authority (PLMSWA).
 - c. It was moved and seconded to accept and move forward with a grant with the Minnesota Pollution Control Agency (MPCA) - Environmental Services, in the amount of \$250,000.00, to assist with the purchase of recycling totes for implementation of a residential and multi-family curbside single stream recycling program in the cities of Becker County and White Earth Nation, as presented. (Skarie, Knutson), carried.
 - d. It was moved and seconded to approve the purchase of Waste Containment Bins for the new Solid Waste Transfer Station from Fabwurx, Inc., Detroit Lakes, MN, at the low quote of \$32,484.00, and as outlined in the Capital Improvement Expenditure Request. (Knutson, Skarie), carried.
 - e. It was moved and seconded to approve Resolution 07-16-1D, to hire one (1) Emergency Part-Time Temporary Compact Truck Driver/Transfer Station Attendant, due to an extended leave. (Knutson, Skarie), carried.
4. Parks & Recreation:
- a. It was moved and seconded to authorize Becker County to begin negotiations with the City of Detroit Lakes, for Recreational Improvements to the Detroit Mountain Recreation Area (DMRA) and Mt. View Recreation Area, as outlined in the draft of the proposed Cooperative Agreement; and to also begin negotiations with DMRA, for grooming and maintenance of trails at Mt. View Recreation Area, as outlined in the draft of the proposed Maintenance Agreement, and at an annual cost of \$7,500.00 per year. (Grimsley, Knutson), carried.
 - b. It was moved and seconded to approve the designation of funds for the purchase and delivery of an ADA compliant fishing pier for the Dunton Locks Park, as part of the improvements approved by Resolution 06-16-2D, from MINNCOR Industries, Roseville, MN, in an amount up to \$17,054.73; and to utilize funding from either Resource Development or Recreation funds. (Knutson, Grimsley), carried. It was also noted that \$2,000 was donated by Essentia Health in Detroit Lakes, to use towards the cost of the purchase.

Commissioners:

1. It was moved and seconded to add to the Agenda, "Discussion on the University of Minnesota (UofM)/Becker County Extension, Temporary-Seasonal Office Support position. (Skarie, Knutson), carried.
2. It was moved and seconded to authorize the modification of the University of Minnesota (UofM)/Becker County Extension Temporary-Seasonal Office Support position, from Part-Time to Full-Time, not to exceed the "67 day rule" and to maintain the position as "temporary". (Skarie, Okeson), carried. It was suggested to off-set the additional costs through a deduction with the University of Minnesota Extension Agreement, if possible.

Human Resources: Nancy Grabanski presented:

1. It was moved and seconded to close the session for Union Negotiations. (Grimsley, Okeson), carried.
3. Closed Session - Union Negotiations: Nancy Grabanski presented.
4. It was moved and seconded to open the session. (Knutson, Grimsley), carried.
5. It was moved and seconded to accept and ratify the Human Services Supervisor Tentative Agreement (TA), as presented, and to authorize the Board Chair and/or the County Administrator to sign said contract. (Skarie, Okeson), carried.

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

Jack Ingstad
County Administrator

Barry Nelson
Barry Nelson
Board Chair