

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, January 3<sup>rd</sup>, 2017 at 8:15 a.m.  
LOCATION: Board Room, Courthouse

The Board of Commissioners attended the Joint Quarterly Governance Meeting at 7 a.m., prior to the start of the Organizational and Regular Board of Commissioner's meeting held at the City Council Chambers in Detroit Lakes.

Oath of Office/Organizational

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, Amy Settergren.
2. Pledge of Allegiance.
3. The Honorable Judge Carlson presided at giving the Oath of Office to the elected officials; Commissioner John Okeson (District 3), Commissioner Don Skarie (District 4) and Barry Nelson (District 5); County Assessor Steve Carlson; and Soil & Water Conservation District Supervisor, Anthony Beck (District 5).
4. Election of the Board Chair was ordered by current Board Chair, Barry Nelson. Commissioner Grimsley nominated Commissioner Knutson. Chair Nelson called for any other nominations and there were none. It was moved and seconded to appoint Commissioner Knutson as Chair to the Becker county Board for 2017. (Grimsley, Okeson), carried. The meeting was then turned over to the newly appointed Board Chair, Commissioner Knutson.
5. Board Chair Knutson called for nominations for Vice-Chair. Commissioner Grimsley nominated Commissioner Skarie. Chair Knutson called for any other nominations and there were none. It was moved and seconded to appoint Commissioner Skarie as Vice-Chair to the Becker county Board for 2017. (Grimsley, Okeson), carried.

Regular Business

Agenda/Minutes:

1. It was moved and seconded to approve the agenda with the following changes: Under Commissioners: Add: Number 5: Discussion and Possible Action for CHIPS Contracts.
2. The minutes for the December 13<sup>th</sup>, 2016 meeting will be approved at the next Board meeting held on January 17, 2017 based on the recommended changes.

Commissioners:

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners reported on the following:
  - a. Commissioner Knutson: Environmental Affairs Committee, Recreational Advisory Committee (RAC), Economic Development Authority (EDA).
  - b. Commissioner Okeson: Northwest Regional Radio Board, Ag Forum, Sheriff and Jail Committee.
  - c. Commissioner Grimsley: Recreational Advisory Committee (RAC), Lake Agassiz Regional Library Committee and Development Achievement Center (DAC) Committee.
  - d. Commissioner Nelson: Becker County Soil and Water Conservation District (BCSWCD), Economic Development Authority (EDA) and Ag Forum.
  - e. Commissioner Skarie: Environmental Affairs Committee and Lakeland Mental Health Committee.
3. It was moved and seconded to approve the attendance of Commissioners wishing to attend the Clay County Joint Powers 48<sup>th</sup> Annual Intergovernmental Retreat on Friday January 27, 2017, with per diem and mileage. (Nelson, Skarie), carried.
4. Appointments: There were none.
5. It was moved and seconded to approve amending the CHIPS Contracts for 2017-2018 that were previously approved, and to re-post with the new rate for all CHIPS attorneys. (Grimsley, Nelson), carried.

Finance Committee Minutes: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular claims and Auditor Warrants, as presented:
  - a. Auditor Warrants (Tuesday Bills):
    - i. 12/13/2016 in the amount of \$192,955.99
    - ii. 12/20/2016 in the amount of \$223,912.94
    - iii. 12/22/2016 in the amount of \$354,355.06
    - iv. 12/28/2016 in the amount of \$2,597.38  
for a total amount of \$773,821.37(Skarie, Nelson), carried.
2. It was moved and seconded to approve the purchase of a copier for the basement book room in the Courthouse from Toshiba of Fargo at a cost of \$2,700.63. (Nelson, Skarie), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits: There were none.
2. It was moved and seconded to approve Resolution 01-17-1A (Option 1), as presented, that the Detroit Lakes Sunday paper is hereby designated as the official county newspaper for 2017 and in which the following shall be published; the notice and list of real estate taxes remaining delinquent on the first Monday of January 2017, the proceedings and other notices of the County boards, and the first publication of the financial statement; and the Frazee Forum paper is hereby designated as the newspaper in which the second publication of the financial statement will be published, as required by Minnesota State Statute. (Grimsley, Nelson) carried.
3. It was moved and seconded to accept the October 2016 Cash Comparison and Investment Summary, as presented. (Grimsley, Okeson), carried.

County Attorney:

1. It was moved and seconded to amend the dates and 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 May 8-10, 2017 in Alabama, with no cost to the County and expenses covered by the U.S. Secret Service. (Grimsley, Okeson), carried.

Assessor: Steve Carlson presented:

1. It was moved and seconded to approve the following abatements:
  - a. PIN #: 08.0634.000 in Detroit Township, in the amount of \$932.00, due to a House Fire.
  - b. PIN #: 49.0715.000 in Detroit City, in the amount of \$176.00, due to a Clerical Error (Property sold and lease with BNSF didn't get inactivated in our tax system).
  - c. PIN #: 06.0799.000 in Cormorant Township, in the amount of \$397.00 due to a Garage/Cabin Fire.with the total abatements at \$1,505.00  
(Grimsley, Skarie), carried

Human Services:

1. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented. (Skarie, Grimsley), carried.

Emergency Management: Craig Fontaine presented

1. It was moved and seconded to approve Resolution 01-17-1C to adopt the Becker County All-Hazard Mitigation Plan, as presented. (Grimsley, Okeson), carried.

Highway: James Olson presented:

1. It was moved and seconded to approve Resolution 01-17-1E authorizing the County Engineer to advertise as follows: Initial advertisements in the Detroit Lakes, Tribune stating the intent to utilize internet advertising and all highway construction advertising for 2016 will be placed on the official Becker County web page and on the MNDOT site [www.dot.state.mn.us/stateaid](http://www.dot.state.mn.us/stateaid) using the EAdvert link. (Okeson, Nelson), carried.

Human Resources – Central Services: Nancy Grabanski presented:

1. It was moved and seconded to approve Resolution 01-17-1B authorizing hiring a full-time Building Maintenance Supervisor. (Grimsley, Nelson), carried.

Land Use – Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 01-17-1D authorizing entering into a professional services agreement with Mutchler Bartram Architects to design and oversee construction of a recycling facility. (Skarie, Nelson), carried.

Land Use – Planning & Zoning: Steve Skoog and Dylan Ramstad-Skoyles presented:

1. It was moved and seconded to concur with the Planning Commissioner (December 13, 2016), to approve the Nygard Final Plat as presented. (Grimsley, Okeson) carried.

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

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Jack Ingstad  
Jack Ingstad  
County Administrator

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Larry Knutson  
Larry Knutson  
Board Chair