

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, January 17, 2017 at 8:15 a.m.  
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Knutson. Commissioners in attendance: Knutson, Skarie, Okeson, Grimsley, and Nelson; County Administrator, Jack Ingstad; and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda, as presented. (Okeson, Skarie), carried.
4. It was moved and seconded to approve the minutes of December 13, 2016 with the requested changes. (Skarie, Nelson), carried.
5. It was moved and seconded to approve the minutes of January 3, 2017 with the requested changes. (Skarie, Okeson), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
  - a. Commissioner Okeson: NW Regional Emergency Communication Board, Jail Committee meeting with Architect, Scott Fettig, and attended the City of Detroit Lakes Public Hearing in regards to the new jail and utilities (sewer and water) expansion project.
  - b. Commissioner Grimsley: Human Services Committee.
  - c. Commissioner Nelson: Natural Resources Management (NRM).
  - d. Commissioner Skarie: Human Services Committee and Safety Committee.
  - e. Commissioner Knutson: Natural Resources Management (NRM) and Jail Committee.
  - f. It was noted that the next Jail Construction Project meeting is scheduled for Wednesday, February 1<sup>st</sup> from 10:00 a.m. to 3:00 p.m. with the architect. Commissioner Okeson will not be available and Commissioner Skarie will attend in his absence. The suggestion was made to include one or two of the Mahnomens County commissioners in future meetings, as they have expressed interest in possibly housing some of their inmates at the new jail.

3. Appointments:
  - a. It was moved and seconded to reappoint Steve Midthune as Lay Member of the Lakeland Mental Health Board, to serve another three-year term, effective February 27, 2017. (Skarie, Nelson), carried.
  - b. It was moved and seconded to reappoint David Blomseth to the Planning Commission, to serve another three-year term, representing District 4. (Skarie, Okeson), carried.
  - c. It was moved and seconded to reappoint Jim Kovala to the Planning Commission, to serve another three-year term, representing District 1. (Knutson, Nelson), carried.
  - d. It was moved and seconded to reappoint Jeff Moritz to the Planning Commission, to serve another three-year term, representing District 5. (Nelson, Skarie), carried.
4. It was moved and seconded to approve the 2017 Committee List, as presented. (Okeson, Nelson), carried.
5. It was moved and seconded to approve the CHIPS Contracts with Attorney, Timothy Dodd, and Attorney, Matthew Jorud, effective January 1, 2017 through December 31, 2018, at the rate of \$1,600 per month, and with an option to extend the contract for one year at the end of 2018; and to authorize the Board Chair to execute said contracts. (Grimsley, Skarie), carried.

Finance Committee Minutes: 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. 01/10/2017 in the amount of \$216,628.44;
  - b. Over 90-Days:
    - i. MN Counties Computer Coop in the amount of \$3,132.00 (invoice just received);
    - ii. Teiken Road Maintenance in the amount of \$14,192.50 (invoice just received).

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits: There were none.
2. It was moved and seconded to accept the November 2016 Cash Comparison and Investment Summary, as presented. (Nelson, Okeson), carried.

Becker County Soil & Water Conservation District (BCSWCD): Peter Mead, Marsha Watland, and Karl Koenig presented:

1. Peter Mead and Marsha Watland provided an overview of the 2016 Annual County Ag. Inspection Report and Workplan Summary.
2. Peter Mead and Karl Koenig presented an overview of the 2016 Aquatic Invasive Species (AIS) Program Report. Mr. Mead also recited a letter from the MN Department of Natural Resources (MN-DNR) complimenting them on the excellent, detailed report submitted by Becker County. It is noted that if there are any additional expenses incurred due to data requests, that these expenses be charged back to the AIS Program fund.
3. It was moved and seconded to approve the 2017 MN Department of Natural Resources (MN-DNR) Delegation Agreement, as presented, for Aquatic Invasive Species (AIS) Prevention and Inspection of Water-related Equipment. (Nelson, Okeson), carried.
4. It was moved and seconded to approve Resolution 01-17-2B, to approve the contribution of \$14,500 in matching grant funds from the MN Board of Soil and Water Resources to the Becker County Soil & Water Conservation District, in support of the FY 2017 Local Capacity Services Program. (Nelson, Skarie), carried.
5. Peter Mead thanked the Board for their continued support.

Human Services: Denise Warren presented:

1. It was moved and seconded to approve the contract renewal with Generations, Inc. for mental health consultative services for children, as part of the requirement of the MIECHV grant. (Grimsley, Skarie), carried. It is noted that this is a one-year contract.
2. It was moved and seconded to approve the contract renewal with Stellher Human Services for crisis stabilization services at the Willow Tree, for mobile crisis teams, Children's Respite and the 24/7 crisis line, at a cost of \$258,480, which is covered by State of MN Crisis grant funds. (Skarie, Grimsley), carried. It was noted that there were changes made in the reporting dates and payment schedule, however, no change in the dollar amount.
3. It was moved and seconded to approve the Parking Lot Use Agreement, as presented, effective January 1, 2017, by and between DL-BJT, LLP and Becker County, for rent of 30 parking spaces at 714 Lake Avenue, and at a cost of \$375.00 per month for the Human Services Building. (Skarie, Grimsley), carried.
4. It was moved and seconded to approve the contract renewal with Sjostrom Homes to provide management of the Becker County Sheltered Workshop, with a change to include a 7.8% increase with no mileage reimbursement. (Grimsley, Skarie), carried.
5. It was moved and seconded to accept the renewal of the MN Department of Human Services 2017 Crisis Grant Award for Children's and Adult Mental Health Crisis Services, at an amount not to exceed \$370,000. (Grimsley, Skarie), carried.
6. It was moved and seconded to approve the purchase of a new water fountain for the WIC Waiting Room (Main Hallway at Human Services) using U-Care funds, and to accept the low quote once a second quote is obtained. (Grimsley, Skarie), carried.

7. It was moved and seconded to approve the purchase of office furniture for the Mental/Chemical Dependency Supervisor's office and to accept the low quote from Hannaher's in Detroit Lakes, for cubicle parts, at a cost of \$2,187.75. (Grimsley, Skarie), carried.
8. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented. (Skarie, Grimsley), carried.

Land Use Department - Natural Resources Management (NRM): Dan McLaughlin and Steve Skoog presented:

1. It was moved and seconded to approve Resolution 01-17-2A, to hereby set aside thirty percent (30%) of the net proceeds of the tax-forfeited sales fund to be used for timber development on tax forfeited lands and memorial forests and to set aside twenty-percent (20%) of the net proceeds of the tax-forfeited sales fund to be used for the acquisition and maintenance of county parks or recreational areas, and with this resolution in effect until rescinded by county board action. (Nelson, Skarie), carried.
2. It was noted that the dates for the 2017 Timber Sales Auction have been set for Friday, April 14, 2017 and Friday, October 13, 2017.
3. It was moved and seconded to approve the request to secure bids/quotes for the 2017 Site Preparation, 2017 Bud Capping, 2018 Tree Planting, and 2019 Tree Seedlings. (Nelson, Okeson), carried. It was noted that the quotes will be presented to the Board for approval when available.
4. It was moved and seconded to award the 2018 Tree Seedling Contract to PRT USA, Inc., Ontario, and to accept their low quote of \$18,490.00. (Nelson, Skarie), carried.
5. It was moved and seconded to authorize the sale of the NRM 2005 Dodge Vehicle, via public option, as discussed, and at the discretion of Natural Resources Management. (Nelson, Okeson), carried.
6. It was moved and seconded to approve the request from Blane A. Fultz, for a refund on the value of the East portion of Timber Sale Permit #16-07A; to delete 5.8 acres from Timber Sale Project FH-15-217, due to inaccessibility. (Nelson, Grimsley) carried.

Land Use Department – Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 01-17-2C, to hereby approve the 2017 recycling dumpster lease rates, as presented on Attachment A. (Skarie, Okeson), carried.
2. It was moved and seconded to approve the Solid Waste Collection and Transportation License for Roll-Off Red, LLC (License #16), owned by Joshua Mertens, Frazee, with it noted that all of the Becker County Ordinance requirements have been met. (Grimsley, Okeson), carried.
3. Discussion was held in reference to the proposed recycling facility, including the size and scope of the building. It was noted that the County has a \$625,000 Matching State Grant, to help fund a recycling facility and another \$250,000 grant to assist in the purchase of recycling carts to assist with switching to a curbside, residential single-

stream recycling program. The Cities of Audubon, Detroit Lakes, Frazee, and Lake Park have indicated support for the conversion to a curbside single-stream program in their respective municipalities.

Options were discussed on how to dispose of the products, with the next steps to include meeting with an architect to begin looking at the designing of a building, continuing dialogue with Ottertail County to take our single-stream, if unable to work out another alternative, and explore the concept of Becker County being a regional facility for bulky items.

Land Use Department – Planning and Zoning:

1. It was moved and seconded to concur with the Planning Commission (January 10, 2017), to approve the request submitted by Minnkota Power, for a Conditional Use Permit (CUP) to install a substation to improve electrical quality and reliability for residents in Becker and Clay Counties, with the project located at 11155 County Highway No. 8 and with the following findings provided by Minnkota Power:

1. Affect on surrounding property. That the conditional use will not harm the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish or impair property values within the immediate vicinity.

No, anticipate keeping some trees for screening purposes, see site plan for tree areas to remain. Adjacent land owners will not be harmed and will be able to use their land as currently zoned without impact. Will not substantially impact land values.

2. Affect on orderly, consistent development. That establishing the conditional use will not impede the normal, orderly development and improvement of surrounding vacant property for uses predominant in the area.

No affect on orderly development surrounding area is zoned agricultural. Adjacent lands are U.S. Fish and Wildlife, agricultural land, and recreational/hunting land. Closest residence is 2,500 feet to the Northeast and is screened by trees.

3. Adequate facilities. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.  
Yes, county road No. 8 is access point and drainage is to the Northeast to roadway ditch. Site does not require sanitary or water. Driveway approach permit will be obtained by County Highway Department after CUP approval.
4. Adequate parking. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.

Yes, only temporary parking shall be needed after construction for inspections, maintenance, and meter readings. Site normally will not contain any human activity.

5. Not a nuisance. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise, and vibration, so none of these will constitute a nuisance, and to control lighted signs and other lights so that no disturbance to neighboring properties will result.

It will not be a nuisance. No odor, dust, or fumes will be created from the substation. Minor noise from electrical substation will be created. Typically noise levels at 200 feet from substation are not noticeable.

6. Additional criteria for shoreland areas. In Shoreland areas, it shall be found that adequate measures have been or will be taken to assure that:

- A. Pollution. Soil erosion or other possible pollution of public waters will be prevented, both during and after construction;

Not Applicable

- B. View from public waters. That the visibility of structures and other facilities as viewed from public waters will be limited;

Not Applicable

- C. Adequate utilities. That the site is adequate for water supply and on-site sewage treatment;

Not Applicable

- D. Watercraft. That the types, uses, and number of watercrafts that the project will generate can safely accommodate.

Not Applicable

(Skarie, Okeson), carried.

2. It was moved and seconded to concur with the Planning Commission (January 10, 2017), to approve the request submitted by Wallace Danielson, for a Conditional Use Permit (CUP) to have a feedlot of over 500 head, with the project located at 28200 County Highway 21, and adopted with the following staff findings:

Staff report for Wallace Danielson:

Wallace Danielson has submitted a Conditional Use Application for a feed lot of over 500 cattle. He plans on having 1,276 head of cattle. Chapter eight section eleven part F

of the zoning ordinance outlines six findings and criteria for approving a conditional use. Staff has reviewed the application and makes the following recommendations:

1. Affect on surrounding property. That the conditional use will not harm the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish or impair property values within the immediate vicinity.

The properties in the immediate vicinity are farm fields and will be able to continue with uses already permitted. There are already two feedlots in the area and this will just combine the two.

2. Affect on orderly, consistent development. That establishing the conditional use will not impede the normal, orderly development and improvement of surrounding vacant property for uses predominant in the area.

The use prominently in the area is Ag with the exemption of Richwood slightly more than a mile away.

3. Adequate facilities. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.

The facilities needed such as road and utilities are already in place and those for drainage will be provided per the MPCA permit.

4. Adequate parking. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.

There is already the parking needed.

5. Not a nuisance. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so none of these will constitute a nuisance, and to control lighted signs and other lights so that no disturbance to neighboring properties will result.

The applicant is also applying for an MPCA permit and that permit will cover the nuisances listed above. The property is also located in the middle of farm fields owned by the applicant as well which should minimize the nuisances to any surrounding property.

6. Additional criteria for shoreland areas. In Shoreland areas, it shall be found that adequate measures have been or will be taken to assure that:

- a. Pollution. Soil erosion or other possible pollution of public waters will be prevented, both during and after construction;

NA.

- b. View from public waters. That the visibility of structures and other facilities as viewed from public waters will be limited;

NA.

- c. Adequate utilities. That the site is adequate for water supply and on-site sewage treatment; and

NA.

- d. Watercraft. That the types, uses, and number of watercrafts that the project will generate can be safely accommodated.

NA.

(Skarie, Okeson), carried.

- 3. It was moved and seconded to concur with the Planning Commission (January 10, 2017), to approve the request submitted by K and A Enterprise for a Preliminary Plat for a common interest community with fifteen (15) lots, for the project located at 12144 County Highway 4, Lake Park, MN, and with concerns addressed regarding density and water-run-off. (Nelson, Okeson), carried.

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

Following, Lunch Bunch was held at the Human Services Building, Lake Sallie/Melissa Meeting Room, and provided by Commissioner Don Skarie.

Jack Ingstad

Jack Ingstad  
County Administrator

Larry Knutson

Larry Knutson  
Board Chair