

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, April 4, 2017 at 8:15 a.m.
LOCATION: Board Room, Courthouse

The Quarterly Joint Governance meeting was held at 7:00 a.m. at the Boys and Girls Club in Detroit Lakes and hosted by the Detroit Lakes Chamber of Commerce, with Commissioners Knutson, Skarie, Okeson, and Grimsley attending, along with County Administrator, Jack Ingstad. Commissioner Nelson was absent.

Agenda/Minutes:

1. Meeting was brought to order by Board Chair Knutson. Present: Commissioners Knutson, Okeson, Grimsley, and Skarie; County Administrator, Jack Ingstad; and Minute Taker, Cindy Courneya. Absent: Commissioner Nelson.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda, as presented. (Skarie, Okeson), carried.

Commissioners:

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners reported on the following:
 - a. Commissioner Okeson: Highway Committee, Detroit Lakes/Becker County Airport meetings, Sheriff's/Jail Construction Committee, and attended Association of Minnesota Counties (AMC) Transportation meetings.
 - b. Commissioner Grimsley: Becker County Historical Society, Lake Agassiz Regional Library (LARL), and Sunnyside.
 - c. Commissioner Knutson: Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Environmental Affairs Committee, Mahube-OTWA, and attended a meeting with MnDOT, along with Commissioner Okeson and Steve Skoog, in reference to the Sky Digital – Soo Pass Ranch Outdoor Advertising Device Permit Application.
 - d. Commissioner Skarie: Sheriff's/Jail Construction Committee meeting in Commissioner Okeson's absence, Environmental Affairs Committee, Lakeland Mental Health, and Becker County Fair Board.
 - e. Commissioner Nelson: Absent.
 - f. There was a brief discussion regarding the Jail Construction Project and information was provided on the status of bonding for the new jail with Ehlers Financial.

3. Appointments: There were none.
4. Jail Construction Project: County Administrator, Jack Ingstad, and Highway Engineer, Jim Olson presented:
 - a. It was moved and seconded to approve the ratification of the agreement with Apex Engineering Group for Civil Site Design Services (site restoration grading), as presented, for the new Becker County Jail site located along north TH59 in Detroit Lakes, and to authorize the payment for said services in the amount of \$4,500.00. (Grimsley, Okeson), carried.
 - b. It was moved and seconded to approve the payment in the amount of \$4,900.00 to Meadowland Surveying for Professional Services provided for a Certificate of Survey for the Becker County Jail site located in Section 21-139-41 in Becker County. (Grimsley, Okeson), 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 Warrants (Tuesday Bills):
 - i. 03/21/2017 in the amount of \$ 60,994.24
 - ii. 02/28/2017 in the amount of \$ 209,333.85
for a total amount of \$ 270,328.09
 - b. Over 90-Day Claims:
 - i. GoodBulb, LLC, in the amount of \$163.03 (invoice just received);
 - ii. Keefe Supply, in the amount of \$474.56 (invoice was misplaced);
 - iii. Thyssen Krupp, in the amount of \$378.51 (contract delay);
 - iv. Trophy House, in the amount of \$55.00 (invoice just turned in).

(Skarie, Okeson), carried.
2. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit, as presented. (Skarie, Grimsley), carried.
3. It was moved and seconded to approve the purchase of twenty-one (21) desktop computers for multiple departments, from SHI of Somerset, New Jersey, at a cost of \$15,036.00. (Skarie, Grimsley), carried.
4. It was moved and seconded to approve the purchase of six (6) laptop computers for multiple departments, from SHI of Somerset, New Jersey, at a cost of \$9,585.00. (Skarie, Okeson), carried.

5. It was moved and seconded to approve the payment to Prowest & Associates for the Link WAB Maintenance annual fee for mapping (3/1/17 – 2/28/18), at a total cost of \$2,650.00. (Skarie, Okeson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits: License List:
 - a. It was moved and seconded to approve the On-Sale (Includes Sunday Sales) Liquor License Renewals for the following:
 - i. BAM Enterprises, Inc. – dba: Bleachers Bar and Grill – Timothy and Julie Coyne – Lakeview Township;
 - ii. Sunlite Bar & Grill, Inc. – Wayne Crawford – Detroit Township;
 - iii. T & J Randy’s, Inc. – dba: TJ’s Booze Bistro – Lake Eunice Township. (Okeson, Skarie), carried.
 - b. It was moved and seconded to approve the Combination On/Off Sale (Includes Sunday Sales) Liquor License Renewals for the following:
 - i. Lance P. & Tam T. Highman – Northern Inn – Toad Lake Township;
 - ii. Cynthia Lou Knoll – Toad Lake Store – Toad Lake Township. (Grimsley, Okeson), carried.
 - c. It was moved and seconded to approve the On-Sale (Excludes Sunday Sales) Liquor License Renewal for Headwaters Vineyard, LLC – dba: Richwood Winery, LLC – Richwood Township. (Skarie, Okeson), carried.
 - d. It was moved and seconded to approve the Wine/Strong Beer License Renewal for Susan Marie Hosler – Two Inlets Country Store – Two Inlets Township. (Grimsley, Skarie), carried.
 - e. It was moved and seconded to approve the Wine/Strong Beer License Renewal (Includes Sunday) for Jolly Fisherman Resort – Anne Buelow – Round Lake Township. (Grimsely, Okeson), carried.
 - f. It was moved and seconded to approve the 3.2 Off-Sale License Renewals for the following:
 - i. Richard Sherbrooke/Cormorant Store, Inc. – Cormorant Township;
 - ii. Shirley Kalberer – County 6 Gas & Bait – Lakeview Township;
 - iii. Sunlite Bar & Grill, Inc. – Wayne Crawford – Detroit Township;
 - iv. Jolly Fisherman Resort – Anne Buelow – Round Lake Township;
 - v. T & J Randy’s, Inc. – dba: TJ’s Booze Bistro – Lake Eunice Township. (Okeson, Grimsley, carried.

- g. It was moved and seconded to approve the 3.2 On/Off License Renewals for the following:
 - i. Loon Echo, Inc./Elbow Lake Store & Bar – Round Lake Township;
 - ii. Susan Marie Hosler – Two Inlets Country Store – Two Inlets Township. (Grimsley, Skarie), carried.
- h. It was moved and seconded to approve the 3.2 On-Sale License Renewal for Gregg Johnson – Cormorant Lakes Sportsman’s Club – Lake Eunice Township. (Okeson, Grimsley), carried.

Assessor: Steve Carlson presented:

- 1. It was moved and seconded to approve the following abatements, as presented:
 - a. PIN #: 17.0172.000, in Lake Eunice Township, in the amount of \$140.00, due to Clerical Error with Homestead; and
 - b. PIN #: 49.1593.846, in Detroit Lakes, in the amount of \$344.00, due to a duplicate parcel.for a total amount of \$ 484.00.
(Grimsley, Skarie), carried.
- 2. It was moved and seconded to approve the following abatements, as presented:
 - a. PIN #: 03.0005.000, in Burlington Township, in the amount of \$866.00 owed to Becker County, due to the State of Minnesota removed 2C and GA; and
 - b. PIN #: 21.0096.000, in Osage Township, in the amount of \$222.00 owed to Becker County, due to the State of Minnesota removed 2C.for a total amount of \$ 1,088.00
(Grimsley, Skarie), carried.

Sheriff: Sheriff Todd Glander presented:

- 1. It was moved and seconded to approve Resolution 04-17-1G, to hire one (1) full-time Correctional Officer position, and to backfill as necessary, which may include a part-time Correctional Officer. (Okeson, Skarie), carried.
- 2. It was moved and seconded to approve the purchase of four (4) office chairs for the Sheriff’s Department (Deputies and Administration), from Reardon’s, at a cost of \$626.45 each, for a total cost of \$2,505.80. (Okeson, Grimsley), carried.
- 3. Sheriff Todd Glander also provided an update on the Jail Administrator search.

Labor Management Committee (LMC): Presentation of LMCBay Auction Donation: Nancy Grabanski presented:

1. Human Resources Director, Nancy Grabanski, along with the commissioners, presented Becker County Food Pantry Director, Jack Berenz, a check in the amount of \$1,876.00 for the food pantry, the total amount raised from the employee-run annual LMCBay Auction. They also congratulated Mr. Berenz on his upcoming retirement and thanked him for his many years of service to the Becker County Food Pantry.

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

1. It was moved and seconded to accept the new low bid from Nelson Auto Center, in the amount of \$26,357.57, including tax, licensing, and fees, for the purchase of a 2017 Dodge Ram 1500 Quad Cab for the NRM Department. (Grimsley, Okeson), carried.
2. It was moved and seconded to approve Resolution 04-17-1A, to approve the request submitted by Jerome A. and Marie E. Pietila, for an easement across tax-forfeited lands, to provide legal access from 190th Street to their private property in Section 21-139-036 of Green Valley Township, for Parcel #: 13.0129.00, based on the 2016 surveyed legal description, and with the approved language change to “Non-Exclusive” Easement, as discussed. (Skarie, Okeson), carried.
3. It was moved and seconded to accept the donation in the amount of \$1,800.00 from the Jess-Omundson VFW Post No. 1676, Detroit Lakes, to be used towards the purchase and installation of an ADA Dock/Fishing Pier at the Dunton Locks Park. (Grimsley, Skarie), carried.
4. It was moved and seconded to approve Resolution 04-17-1H, to hire two (2) full-time Seasonal Transfer Station/Tramway Workers in the Land Use Department. (Okeson, Skarie), carried.

Land Use Department – Environmental Services: Steve Skoog presented:

1. It was moved and seconded to accept the low bid from Central Specialties, Inc. in the amount of \$95,016.89 for Bituminous paving for the Transfer Station. (Skarie, Okeson), carried.
2. It was moved and seconded to approve the purchase of a new 2017 Caterpillar 420FS backhoe from Ziegler Caterpillar for the Transfer Station, in the amount of \$79,476.00 (after trade-in value of \$31,000), contingent upon review and clarification on weight difference and specs, as discussed, and following further discussion by the County Administrator, Jack Ingstad, and Board Chair Knutson with Commissioner

Okeson regarding the results of the information obtained and to return to the board with the final recommendation. (Skarie, Okeson), carried.

It was noted that two (2) quotes were received, with John Deere the low quote; however, the staff noted that the Caterpillar is a heavier machine, has automatic return on the hydraulic stabilizer pads and the 2009 Caterpillar backhoe has been relatively trouble free.

3. It was moved and seconded to approve the purchase of a new Skid Steer Hydraulic Broom for the Transfer Station in the amount of \$4,053.00 from Swanson Equipment. (Skarie, Okeson), carried.
4. It was moved and seconded to approve the disposal of the 1985 Dodge Pickup used at the Transfer Station, to sell for salvage value. (Skarie, Okeson), carried.

Highway: Jim Olson presented:

1. Jim Olson provided an update on the temporary hiring of interns and reported that he attended a job fair at M-State and that there were no qualified candidates. He reported to the Board that he will be expanding his search.
2. It was moved and seconded to approve Resolution 04-17-1C, to accept the low bid in the amount of \$1,927,867.18, from Central Specialties, Inc., Alexandria, MN, which includes a Base Bid in the amount of \$1,832,850.29 and Alternate "A" bid in the amount of \$95,016.89, for Project Number SAP 003-625-008, etc.; for Bit. Milling, Bituminous Surfacing and Aggregate Shouldering for County Highway projects; and to authorize and direct the Board Chair and County Administrator, on behalf of Becker County, to execute and enter into said contract. (Okeson, Skarie), carried.
3. It was moved and seconded to approve Resolution 04-17-1D, to accept the following bids received for Bituminous Materials – Emulsion Oils (1,200 tons):
 - a) Flint Hills Resources for Emulsion Oils – AE 150-S at the low bid of \$344.27 per ton, with freight; and from
 - b) Swanson Equipment for Emulsion Oils - HFMS-2-S at \$377.27 per ton, with freight; andfor the County Engineer to award the contracts for delivery of the bituminous materials, as presented, and to execute and enter into said contracts, on behalf of Becker County. (Okeson, Skarie), carried.
4. It was moved and seconded to approve Resolution 04-17-1E, to accept the low bid from Tri-City Paving, Inc. of Little Falls, MN for 2017 Dust Control, for an estimated 200,000 gallons of Calcium Chloride, at a cost of \$0.994, for a total amount of \$198,800; and to authorize and direct the County Engineer to execute and enter into said contract with Tri-City Paving, Inc., as presented. (Skarie, Okeson), carried.

5. It was moved and seconded to approve Resolution 04-17-1F, to accept the low quote from B&P Weed Control of Bemidji, MN, in the amount of \$95.00 per hour for County-wide weed spraying; and to direct the County Engineer to proceed with the work, as detailed in the specifications of the quote proposal. (Okeson, Skarie), carried.
6. It was moved and seconded to approve the purchase of a Doosan Walk-Behind Plate Compactor from Swanston Equipment of Fargo, ND, at a cost of \$1,795.00. (Okeson, Grimsley), carried.
7. It was moved and seconded to approve the purchase of a 2017 F250 XL Pick-up from Midway Ford of Roseville, MN, at a cost of \$23,344.73 (includes Tax, Title, and License Fees). (Okeson, Skarie), carried.
8. It was moved and seconded to approve the sale of the following equipment via GovDeals.com and with it noted on the County website:
 - a. Unit 115 – 1996 Aeroil CJR24E Router (Serial #: 13653)
 - b. Unit 231 – 1997 Rosco Air Patcher RA200 (Serial #: 34420)
 - c. Unit 423 – 1998 Chevrolet 2500 2x4 (VIN #: 1GCGC24R4WZ242255)
 (Okeson, Grimsley), carried.
9. It was moved and seconded to authorize the advertising for bids for bituminous reclaiming and paving work for the CSAH 5 Project, as presented. (Okeson, Skarie), carried.

Becker County Soil & Water Conservation District (BCSWCD): Peter Mead presented:

1. It was moved and seconded to approve Resolution 04-17-1B, as presented, that the Board of Commissioners supports the development and adoption of Comprehensive Water Management plans, also known as One Watershed, One Plans, for the Otter Tail River, Crow Wing River, Buffalo River, Redeye River, Wild Rice River, and Mississippi River Headwaters watersheds; and that Becker County welcomes the opportunity to collaborate with the counties, soil and water conservation districts, and watershed districts for an application to the Board of Water and Soil Resources for a planning grant to develop a comprehensive watershed management plan and anticipates entering into a Memorandum of Agreement with the counties, soil and water conservation districts, and watershed districts within said watersheds to collaborate on this effort, pending selection as a recipient of a planning grant. (Skarie, Grimsley), carried.

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

 Jack Ingstad
 Jack Ingstad
 County Administrator

 Larry Knutson
 Larry Knutson
 Board Chair