

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, June 20, 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, Grimsley, Okeson, 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 with the following changes: Under Commissioners: Add: Number 6: Discussion and Update on the Planning and Zoning Department; and under Land Use Development – Environmental Services: Change Number 1: Personnel Request: Resolution 06-17-2N, to Part-Time Transfer Station Maintenance/Operator; and under Highway: Add: Number 3: Discussion on CSAH #22. (Okeson, Nelson), carried.
4. It was moved and seconded to approve the minutes of June 6, 2017 with the requested changes. (Skarie, Nelson), carried.

Commissioners:

1. Open Forum:
 - a) Clarence Suvanto spoke in reference to individuals in Becker County who provide transportation on a volunteer basis and liability requirements for the drivers. He also referenced the upcoming agenda item today, the construction of 1.5 miles of new mountain trail development at Mountain View and what, if any liability requirements are needed for the use of non-motorized vehicles.
2. Reports and Correspondence: The Commissioners reported on the following:
 - a. Commissioner Okeson: Joint Transit meeting, Highway Committee, and Association of Minnesota Counties (AMC) District 4 Meeting.
 - b. Commissioner Grimsley: Human Services Committee, Recreational Advisory Committee (RAC), Joint Transit meeting, Lake Agassiz Regional Library (LARL) Board, and Heartland Multi-Purpose Recreational Trail meeting.
 - c. Commissioner Nelson: AMC District 4 Meeting, Economic Development Authority (EDA), Courthouse Committee, and Natural Resources Management (NRM).

- d. Commissioner Knutson: Recreational Advisory Committee (RAC), Jail Construction meeting (via telephone), and Sheriff's Committee.
 - e. It was noted that the bid opening for the construction of the new jail will begin on June 30, 2017 at 1:00 p.m. at McGough Construction, with the "Guaranteed Maximum Price" for the new jail presented to the commissioners at the next Board meeting of July 11, 2017.
 - f. Commissioner Skarie: Land of the Dancing Sky.
3. Appointments: There were none.
4. Transit:
- a. Discussion was held in regards to the Transit Department and proposed merger/partnership with Wadena County, along with the upcoming resignation of Transit Director, Ryan Damlo, and Transit Supervisor, Rusty Haskins. Options were discussed which included the County Administrator overseeing the department, at least temporarily, and the possibility of Transit establishing its own entity at some point.

It was the consensus of the board to further consider the options as discussed, rather than moving forward with the merger/partnership with Wadena County at this time.
 - b. It was moved and seconded to approve Resolution 06-17-20, to hire one (1) full-time Transit Supervisor and if filling that position creates another vacancy of a lesser Band/Grade position within the department, to fill that vacancy also. (Grimsley, Okeson), carried.
 - c. It was moved and seconded to approve the hiring of multiple drivers for the Transit Department. (Grimsley, Okeson), carried.
5. State Water Quality Buffer Initiative: Soil & Water Conservation Director, Peter Mead and Brett Arne, BWSR Board Conservationist presented:
- a. It was moved and seconded to approve Resolution 06-17-2B, that Becker County affirms its jurisdiction to carry out the compliance provisions of Minnesota Statutes 103B.101, subdivision 12a and 103F.48 within the County and over legal drainage systems as outlined in 103F.48, for which the Wild Rice River Watershed District has not affirmed jurisdiction; and that County staff will draft a rule, ordinance, or official controls, to be approved by the Becker County Board of Commissioners, to carry out the compliance provisions of said statutes. (Nelson, Skarie), carried.

6. There was discussion on the organization and timeline for the Planning and Zoning Department, with the supervisor position currently vacant. With the requirement for Becker County to enforce the new Buffer Law and the funding available for this, the option was presented to consider hiring a Becker County Attorney for the position. County Attorney, Tammy Merkins, has been consulted and is in support of the concept.

It was recommended to move forward with continued discussion on the Planning and Zoning Department, to set a timeline, and consider possible action at the next Board of Commissioner's meeting on Tuesday, July 11, 2017.

Becker County Soil & Water Conservation District: Director, Peter Mead presented:

1. Peter Mead presented an overview of the Becker County Local Water Management Plan (January 1, 2017 – December 31, 2017).
2. It was moved and seconded to approve Resolution 06-17-2J, as presented, that the Becker County Board of Commissioners approves the adoption of the 2017-2026 Becker County Comprehensive Local Water Management Plan. (Nelson, Okeson), carried.

Public Meeting: Land Use Department – Natural Resources Management (NRM): Discussion on Reclassification of Conservation Land to Non-Conservation Land: NRM Supervisor, Dan McLaughlin presented:

1. Chair Knutson opened the public meeting.
2. Dan McLaughlin presented an overview on the request to re-classify tax forfeited land in Round Lake Township (Resolution 06-17-2D) and Forest Township (Resolution 06-17-2E). Discussion was held with no opposition from the public.
3. Chair Knutson closed the public meeting.
4. It was moved and seconded to approve Resolution 06-17-2D, as presented, to declare 4.37 acres, more or less of Parcel #25.7084.000, and 5.76 acres, more or less of Parcel #25.7086.000, to be reclassified as Non-Conservation for future sale to provide legal access for the residents on East Round Lake Road in Round Lake Township, as outlined in said resolution. (Grimsley, Okeson), carried.
5. It was moved and seconded to approve Resolution 06-17-2E, as presented, to declare 4.5 acres, more or less of Parcel #12.7107.000, to be reclassified as Non-Conservation for future sale to provide legal access for the residents on Sunset Drive in Forest Township, as outlined in said resolution. (Grimsley, Nelson), carried.

Assessor: Abatements: Lisa Will, Chief Deputy Assessor, presented:

1. It was moved and seconded to approve the following abatements, as presented:
 - a. PIN #: 17.0228.000 in Lake Eunice Township, due to Taxable to Exempt (DNR Purchased), in the amount of \$698.00; and
 - b. PIN #: 36.0156.000 in White Earth, due to clerical error, in the amount of \$732.00; andwith the total abatements at \$1,430.00.

(Grimsley, Okeson), carried.

Human Services: Denise Warren presented:

1. It was moved and seconded approve the MN Department of Human Services Local Collaborative Time Study Contract renewal, as presented, effective July 1, 2017 – June 30, 2022. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve entering into an Agreement for Professional Services with Sanford Clinic North; for Becker County’s Mental Health Crisis Team to work together with Sanford Clinic Acute Care Emergency Staff to provide mental health-related crisis services, as presented, effective June 1, 2017. (Skarie, Grimsley), carried.
3. It was moved and seconded to approve Resolution 06-17-2K, to hire one (1) full-time Office Support Specialist (OSS) position in the Financial Support unit due to a resignation and if filling that position creates another vacancy of such as a part-time OSS, then to fill that vacancy also. (Grimsley, Skarie), carried.
4. Denise Warren provided an update on Caseworks, noting that the system is interacting together well and is a timesaver.
5. It was moved and seconded to approve the claims for Human Services, Community Health, and Transit, as presented. (Skarie, Grimsley), carried.

Finance Committee Minutes: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, Over 90-Day Claims, and Additional Claim, as presented:
 - a. Auditor Warrants (Tuesday Bills):
 - i. 06/08/2017, in the amount of \$22,484.38
 - ii. 06/13/2017, in the amount of \$45,519.34for a total amount of\$68,003.72

- b. Over 90-Day Claims:
 - i. Essentia Health, in the amount of \$2,663.30 (multiple 2016 invoices just turned in);
 - ii. Webber Family Motors, in the amount of \$61.76 (invoice just turned in);
- c. Additional Claim:
 - i. Request to add the MN Alliance on Crime invoice, in the amount of \$150.00 (due 06/23/2017).

(Okeson, Skarie), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits:
 - a. It was moved and seconded to approve Resolution 06-17-2A, the Gambling Application for Exempt Permit to conduct a Raffle for the Boys and Girls Club of Detroit Lakes, on August 5, 2017 for operations at WeFest Concert Grounds, 25526 County Highway #22, Detroit Lakes, MN, in Lakeview Township. (Nelson, Grimsley), carried.
2. It was moved and seconded to accept the May 2017 Cash Comparison and Investment Summary, as presented. (Nelson, Grimsley), carried.
3. It was moved and seconded to approve the Becker County Board of Appeals and Equalization meeting minutes of June 13, 2017, as presented. (Okeson, Skarie), carried.
4. It was moved and seconded to approve the purchase of payroll software from RT Vision and Optimum Payroll, at a cost of \$43,603.34 for year one (1) and \$11,583.34 for years two (2) and three (3), and with annual Maintenance Fees of \$9,405.00 per year. (Nelson, Skarie), carried.

Planning and Zoning: Patty Swenson presented:

1. It was moved and seconded to concur with the Planning Commission (May 9, 2017), to approve the request submitted by Luke Weidermann, to amend the Conditional Use Permit (CUP) from two car spaces to five spaces, for the repair of vehicles at the project location of 18856 335th Avenue, Detroit Lakes, MN, and with the stipulation that vehicle parking be seventy-five (75) feet from the river. (Okeson, Nelson), carried.
2. It was moved and seconded to concur with the Planning Commission (May 9, 2017), to approve the preliminary plat (The Shores of Boyer Lake) submitted by Amon Baer, Baer Bros, Inc., for the project located at same location as 17087 Highway 10, Lake Park, MN,

and with a change of zone from Agricultural to Residential, with the stipulation that residents of the subdivision cannot use the easement road for access, no right to go east of this subdivision, and with a change in verbage that the Easement is released based on the fact that it meets the criteria of the subdivision ordinance. (Grimsley, Okeson), carried.

3. It was moved and seconded to concur with the Planning Commission (May 9, 2017), to approve the request submitted by Joseph Miller for a Conditional Use Permit (CUP) for a custom (not retail) Butcher Shop (The Red Barn Butcher Shop), for the project located at 42773 150th Street, Frazee, MN. (Okeson, Skarie), carried.
4. It was moved and seconded to concur with the Planning Commission (May 9, 2017), to approve the request submitted by Ervin Mast for a Conditional Use Permit (CUP) for a pallet stock furniture shop for the project located at 15078 County Road 39, Frazee, MN. (Skarie, Nelson), carried.
5. It was moved and seconded to concur with the Planning Commission (May 9, 2017), to approve the request submitted by Johny Borntreger for a Conditional Use Permit (CUP) for a sawmill, for the project located at 39237 County Road 122, Frazee, MN. (Skarie, Nelson), carried.
6. It was moved and seconded to concur with the Planning Commission (May 9, 2017), to approve the request submitted by Deanna Noel for a Conditional Use Permit (CUP) for a storage building which is to be divided into separate units for storage, for the project located at 40358 Little Toad Lake Road, Frazee, MN. (Grimsley, Okeson), carried.
7. It was moved and seconded to concur with the Planning Commission (May 9, 2017), to approve the request submitted by Chad Stenerson, for a Conditional Use Permit (CUP) to amend CUP Number: 594100, to include serving of liquor, beer, and wine at food and beverage concessions for the project located at 12673 County Highway 17, Detroit Lakes, MN, and with it amended to note that this is for one (1) location only. (Okeson, Grimsley), carried.
8. It was moved and seconded to concur with the Planning Commission (May 9, 2017), to approve the request submitted by Kris Wirth for a change of zone from Agricultural to Commercial, as it meets the criteria of the zoning ordinance, for the project located at 10521 Indy 500 Road, Frazee, MN. (Okeson, Skarie), carried.
9. It was moved and seconded to concur with the Planning Commission (May 9, 2017), to approve a preliminary plat (Townline Acres) submitted by Wetli Properties, consisting of twenty-one (21) lots, for the project located at 10909 Townline Road, Audubon, MN, as it meets the criteria of the zoning ordinance. (Skarie, Okeson), carried.

10. It was moved and seconded to concur with the Planning Commission (May 9, 2017), to approve the request submitted by Soo Pass Ranch, Inc., for a Conditional Use Permit (CUP) to replace four (4) utility poles, to add wireless telecommunications equipment for the purpose of improving Verizon's coverage in the area, with the project located at 25526 County Highway 22, Detroit Lakes, MN, and based on the fact the request meets the criteria of the zoning ordinance. (Okeson, Grimsley), carried.
11. It was moved and seconded to approve the request submitted by James and Jane Hokenson, for a change of zone from Commercial to Residential, for the project located at 24140 County Highway 48, Osage, MN, based on the fact the request is compatible with the existing neighborhood and meets the criteria of the zoning ordinance. (Grimsley, Nelson), carried.

Land Use Development – Natural Resources Management (NRM): Dan McLaughlin presented:

1. It was moved and seconded to approve Resolution 06-17-2C, to authorize the Becker County Chair or County Administrator to proceed with the purchase of Parcel Number: 06.0312.000 from Lloyd Olson, to enhance the existing public swimming beach on Middle Cormorant Lake, for the sum of \$80,000.00, using Recreational Funds. (Nelson, Skarie), carried.
2. Shelley Hedtke, MN DNR Regional Scientific and Natural Areas (SNA) Management Specialist and Dan McLaughlin presented the request on behalf of the State of Minnesota for the proposed State Land Acquisition of Dinner Creek and Little Mantrap Lake.
 - a. It was moved and seconded to approve Resolution 06-17-2F, as presented, to approve the State's proposed acquisition of 240 acres (Dinner Creek SNA), with it noted that MN State Statute 477A.14 and 477A.145 defines the PILT (Payment in Lieu of Taxes); with the estimated amount of the Dinner Creek SNA at \$2,178.00 and with property taxes payable in 2017 at \$2,006.00. (Nelson, Skarie), carried.
 - b. It was moved and seconded to approve Resolution 06-17-2G, as presented, to approve the State's proposed acquisition of 231 acres (Little Mantrap Lake SNA), with it noted that MN State Statute 477A.14 and 477A.145 defines the PILT (Payment in Lieu of Taxes); with the estimated amount of the Little Mantrap Lake SNA at \$3,561.00, based on its current value, and with property taxes payable in 2017 at \$3,208.00. (Nelson, Okeson), carried.

Land Use Development – Park & Recreation: Guy Fischer and Dan McLaughlin presented:

1. It was moved and seconded to approve the LAMBAT 2017 Mountain View Construction Proposal; to allow LAMBAT to construct 1.5 miles of new mountain bike trails at Mountain View, and to also approve the recommendations of the Recreational Advisory

Committee (RAC) to build a bigger parking lot at Mountain View to accommodate horse trailers/users and to provide more signage at Mountain View. (Grimsley, Skarie), carried.

Land Use Development – Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 06-17-2N, to create and hire one (1) part-time Transfer Station Maintenance/Operator position, due to work load at the Transfer Station. (Skarie, Okeson), carried.

Sheriff: Sheriff Todd Glander presented:

1. It was moved and seconded to approve Resolution 06-17-2H, to authorize the Board Chair to sign the MN Department of Corrections Joint Powers Agreement to continue the Sentencing to Service (STS) Program at the Becker County Jail, effective July 1, 2017 – June 30, 2019, and with reimbursement to Becker County at an amount not to exceed \$21,279.25 for FY 18 and \$22,556.00 for FY 19, for a total of \$43,835.25. (Nelson, Okeson), carried.
2. It was moved and seconded to approve Resolution 06-17-2I, to authorize the Board Chair to sign the MN Department of Corrections Joint Powers Agreement to continue the Institution Community Work Crew (ICWC) House Building Program at the Minimum Security Jail, effective July 1, 2017 – June 30, 2019, and with reimbursement to Becker County at \$55.00 per day/per State offender participating in the work release program, not to exceed \$320,000.00, and to accept the Amendment for FY 2017 for an additional \$45,000.00. (Okeson, Skarie), carried.
3. It was moved and seconded to approve the request to purchase four (4) patrol cars off of State bid from Hibbing Ford; two (2) Patrol Squad SUVs, one (1) Patrol Squad with EcoBoost, and one (1) Investigator Squad, for a total combined cost of \$116,620.00. (Okeson, Nelson), carried.
4. It was moved and seconded to approve the request for Chief Deputy Shane Richard to attend the Zuercher One Training Conference from September 13-15, 2017 in Sioux Falls, SD. (Nelson, Okeson), carried.
5. It was recommended that future consideration be given to purchasing a Body Scanner for the new jail, for inmates returning to the jail following work release, etc.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 06-17-2L, to approve Amendment Number 1, for Construction Engineering Services with Houston Engineering, Inc. for Project SAP 003-607-022, in the amount of \$291,459.00, for the Bridge Replacement

project on CSAH 7, as detailed in their letter dated June 12, 2017; and to authorize and direct the County Engineer, on behalf of Becker County, to execute and sign said agreement. (Nelson, Okeson), carried.

2. It was moved and seconded to approve Resolution 06-17-2M, to hereby approve the Overpass Agreement drafted by BNSF Railway Company, for the purposes of Defining Scope of Work, County Obligations and BNSF Obligations for the project to reconstruct Bridge 7175 on CSAH 7 in the City of Lake Park, and which has been reviewed by the Becker County Attorney; and to authorize the Board Chair to execute said agreement on behalf of Becker County. (Nelson, Okeson), carried. It was noted that the BNSF will cover \$1.2 million of the \$2.13 million bridge replacement project.
3. Jim Olson provided information on potential CSAH 22 improvements from Legion Road to Willow Street in Detroit Lakes, along with a breakdown and engineers estimates on options. The Highway Committee and Public Works Committee will be meeting and then following, Mr. Olson will return to the Board with their recommendations.

Lunch Bunch was held following the board meeting in the 3rd Floor (EOC) meeting room of the courthouse and provided by Human Resources Director, Nancy Grabanski.

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

Jack Ingstad
Jack Ingstad
County Administrator

Larry Knutson
Larry Knutson
Board Chair