

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, July 11, 2017 at 8:15 a.m.
LOCATION: Board Room, Courthouse

The Becker County Board of Commissioner's attended the Quarterly Joint Governance meeting at 7:00 a.m. at the Detroit Lakes Middle School in Detroit Lakes, with the Detroit Lakes Public School hosting. All were present, with the exception of Commissioner Grimsley.

Agenda/Minutes:

1. Meeting was brought to order by Board Chair Knutson. Present: Commissioners Knutson, Skarie, Okeson, and Nelson; County Administrator, Jack Ingstad; and Minute Taker, Cindy Courneya. Absent: Commissioner Grimsley.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following changes: at 9:45 a.m.: Add: Human Services: Personnel Request: Full-Time Child Protection Social Worker: Resolution 07-17-1H; and under Planning and Zoning: Add: Number 2: Discussion on Planning and Zoning Department. (Okeson, Skarie), carried.
4. It was moved and seconded to approve the minutes of June 20, 2017 with the requested changes. (Nelson, Skarie), carried.

Commissioners:

1. Open Forum: No one was present.
2. Reports & Correspondence:
 - a. Commissioner Nelson: University of MN Extension Committee, Highway Committee, Natural Resources Management (NRM) Committee, and attended a joint meeting with the City of Detroit Lakes regarding West Lake Drive.
 - b. Commissioner Knutson: NRM Committee, Environmental Affairs Committee, Sheriff's Committee, Annual Law Library meeting, and was present for the bid opening held at McGough Construction for the Jail Construction Project.
 - c. Commissioner Skarie: Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Human Services Committee, University of MN Extension Committee, and Lakeland Mental Health (LMH).
 - d. Commissioner Okeson: Detroit Lakes/Becker County Airport Committee.
3. Appointments: There were none.

4. Jail Construction Project: McGough Construction Agreement and Presentation of Guaranteed Maximum Price: County Administrator, Jack Ingstad, presented:
 - a. County Administrator, Jack Ingstad, reported that bid opening for the construction of the new jail was held on Thursday, June 30th at 1:00 p.m. at McGough Construction and went well. He also provided an overview on the draft of the contract agreement with McGough Construction Co., LLC, reporting that the agreement contains a Guaranteed Maximum Price of \$19,779,927, “subject to additions and deductions by Change Order, as provided in the Contract Documents” with a contingency of 2.65%.

He also reported that there would be an estimated \$400,000 to \$600,000 return on sales tax and that clarification is needed yet on remaining contingencies, including the designation of any savings to be returned to the owner, Becker County. Commissioner Okeson also asked for clarification on some questions related to the generator. It was also noted that currently there are no contingencies in place for the architect.

It was noted that Derek Hoeschen, Sr. Project Manager for McGough Construction, was available by phone, if needed. County Attorney, Tammy Merkins, has reviewed the draft of the contract as well.
 - b. It was moved and seconded to authorize the Board Chair to enter into an AIA Agreement with McGough Construction, Co., LLC, for Construction Management at Risk Services, for the construction of the new Becker County Jail, at the Guaranteed Maximum Price of \$19,779,927, with clarification on contingencies, as discussed, to include the accounting of the sales tax and the designation of any savings returned to the owner, “Becker County”; and pending overview of the contract by the Jail Committee; County Administrator, Jack Ingstad; and County Attorney, Tammy Merkins. (Nelson, Okeson), carried.
5. West Central Regional Juvenile Center Contract: Request to Purchase Three (3) Beds: Commissioner Okeson presented:
 - a. It was moved and seconded to approve entering into an agreement with West Central Regional Juvenile Center in Moorhead, MN, for the purchase of three (3) beds, at a cost noted to be similar to the previous contract. (Nelson, Okeson), carried.
6. It was moved and seconded to approve Resolution 07-17-1H, to hire a full-time Social Worker in the Child Protection Unit, and if filling that position creates another Social Worker vacancy in the Human Services Department, to then fill that vacancy also. (Skarie, Nelson), carried.

7. There was also a brief discussion on the necessity to be able to fill critical positions in a timely manner, as they become vacant, with it recommended to include with the final budget for 2018, a listing of critical positions as an “exhibit”, along with the position allocation list.

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. 06/20/2017 - in the amount of \$ 346,899.63
 - ii. 06/29/2017 - in the amount of \$ 15,609.67
 - iii. 07/05/2017 - in the amount of \$ 2,147.28
for a total amount of.....\$ 364,656.58
 - b. Over 90 Day Claims:
 - i. Becker County Auditor-Treasurer – Ditch Assessments in the amount of \$1,212.00 (statements overlooked);
 - ii. Michael McGee - in the amount of \$500.00 (invoice just turned in);
 - iii. Premier Biotech Labs, LLC – in the amount of \$25.00 (invoice just turned in);
 - iv. Satellite Tracking of People – in the amount of \$480.00 (bill was overlooked);
 - v. Swanson’s Repair – in the amount of \$131.96 (invoice just turned in).

(Nelson, Skarie), carried.

2. It was moved and seconded to approve the Human Services claims for Community Health, Human Services, and Transit, as presented. (Nelson, Okeson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:
 - a. It was moved and seconded to approve Resolution 07-17-1B, to approve the Gambling Application for Exempt Permit to conduct a Raffle for the MN Flyers Gymnastics, on July 20, 2017, for operations at: Detroit Mountain Recreation Area, 29409 170th Street, Detroit Lakes, MN, in Erie Township. (Okeson, Skarie) carried.
2. It was moved and seconded to approve Resolution 07-17-1A, to authorize the sale of tax forfeited land, for the parcels as presented and as listed on file with the Becker County Auditor-Treasurer’s office, with the date of the sale on Saturday, September 23, 2017 at

10:00 a.m. in the Board Room of the Becker County Courthouse, and as outlined in said resolution. (Nelson, Skarie), carried.

3. It was moved and seconded to authorize the closing of the Motor Vehicle Department for business on Thursday, July 20, 2017 at 1:30 p.m., to balance and submit reports for the current MNLARS System, in preparation for the Statewide MNLARS conversion, and to reopen on Tuesday, July 25th at 8:00 a.m. using the new MNLARS System. (Skarie, Okeson), carried.
4. It was moved and seconded to authorize the payment of July 2017 claims, with the claims sent for review via e-mail to the Finance Committee and County Administrator, Jack Ingstad, and with ratification of said claims at the next Board meeting of Tuesday, August 1, 2017. (Nelson, Skarie), carried.

Sheriff: Sheriff Todd Glander presented:

1. It was moved and seconded to approve the renewal of the We Fest/Becker County Agreement for 2017, as presented, between Becker County and Townsquare Live Events Minnesota, LLC, for the We Fest 2017 Event at the Soo Pass Ranch in Lake View Township in Becker County on August 3-5, 2017, with total payment to the County in the amount of \$38,000.00 for law enforcement and traffic control, with \$19,000.00 due August 1, 2017 and the remaining balance due on or before November 1, 2017. (Nelson, Okeson), carried.
2. It was moved and seconded to approve Resolution 07-17-1E, to renew the Joint Powers Agreement (JPA) with the MN Department of Corrections, to house State work release inmates at the Minimum Security Jail, with the State to pay \$55.00 per day, per State offender participating in the work release program, not to exceed \$125,000, effective July 1, 2017 through June 30, 2018; and to authorize the Board Chair to sign said agreement. (Okeson, Skarie), carried.
3. It was moved and seconded to approve the Out-of-State Travel Request for Investigator, Daniel Skoog, to attend the Indian Country Homicide and Child Abuse Training in Denver, Colorado from July 17-21, 2017, with all expenses covered by the Headwater's Safe Trails Task Force. (Okeson, Skarie), carried.
4. It was moved and seconded to approve the sale of Forfeited Vehicles (Titled and Non-Titled), as listed, for public auction, as discussed. (Okeson, Nelson), carried.
5. It was moved and seconded to approve the installation of truck equipment for the 2011 Ford F-150, to include Warning and Communication Systems from Code 4 Services, LLC, at the low quote of \$4,600.53 and the Radio system from Motorola Solutions, on State contract, at the low quote of \$654.00. (Okeson, Nelson), carried.

Central Services – Maintenance: Nancy Grabanski presented:

1. It was moved and seconded to approve Resolution 07-17-1F, to hire one (1) Part-Time Custodian position, due to a resignation. (Nelson, Skarie), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 07-17-1G, to replace the Gasboy Fuel System with a new Fuelmaster 2550-Plus Management System and to purchase the computer software and controller from O'Day Equipment, LLC, in Fargo, ND, at a cost of \$15,406.23; and to authorize and direct the County Engineer to purchase the fuel management system, as detailed in the Capital Expenditure Request. (Nelson, Okeson), carried. It was also recommended to research installing some type of compliance monitoring system.
2. It was moved and seconded to approve the proposal (Proposal QTB60718) by Braun Intertec Corporation, West Fargo, ND, for professional services for Jail Site Compaction Testing, as presented. (Okeson, Nelson), carried.
3. It was moved and seconded to approve to add to the agenda, "Request for Authorization for Change Order to Add Seeding to the Grading Contract with Braun Intertec Corporation". (Nelson, Okeson), carried.
4. It was moved and seconded to authorize the requested Change Order, to add seeding to the Grading Contract, with Braun Intertec Corporation, as discussed. (Nelson, Okeson), carried.

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

1. It was moved and seconded to approve Resolution 07-17-1C, as presented, to approve the request for a private easement across tax forfeited land to Linda Skunberg, in order to provide legal access from East Round Lake Road to their property in Section 17-141-38 of Round Lake Township, Parcel #25.0036.005, and based on the 2017 surveyed legal description. (Okeson, Nelson), carried.
2. It was moved and seconded to award the 2017 Bud Capping Contract to Northwoods Forestry, Inc., Eleva, WI, and to accept the sole quote received in the amount of \$20,687.80, to treat 17 sites on +422.2 acres of tax forfeited land at \$49.00/acre. (Skarie, Nelson), carried.

Transit: County Administrator, Jack Ingstad, presented:

1. It was moved and seconded to approve Resolution 07-17-1D, for Becker County to enter into the Minnesota Department of Transportation (MnDOT) - 2018 Transit Grant

Agreement, with Becker County agreeing to provide a local share of 15% of the total operating cost and 20% of the total capital costs; and to also approve the County Administrator to execute the aforementioned agreement and any amendments, thereto; and to authorize the Transit Committee to review the proposed budget prior to submission to the State. (Okeson, Nelson), carried.

Planning and Zoning: Planning Commission Recommendations (July 10, 2017): Patty Swenson presented:

1. It was moved and seconded to concur with the Planning Commission (July 10, 2017), to approve the request submitted by Wendy Gjerde, for a Conditional Use Permit (CUP) for a retaining wall replacement in the shore impact zone, for the project located at 15587 Munson Lane, Detroit Lakes, MN, due to the fact it meets Chapter Eight, Section Eleven of the Becker County Zoning Ordinance. (Okeson, Skarie), carried.
2. It was moved and seconded to approve the request submitted by Townsquare Live Events Minnesota, LLC/Soo Pass Ranch, Inc. for a change of zone from Agricultural to Commercial, for a portion of the Soo Pass Ranch concert bowl and vendor areas located at 25526 County Highway 22, Detroit Lakes, MN, for purposes of maintaining consistency with the Becker County comprehensive plan; provided the designated area be no closer than 500 feet from the centerline of CSAH 22, include Highway 59 frontage, and be limited to no more than fifteen (15) acres. (Okeson, Nelson), carried.

It was noted that the Planning Commission had tabled the item at their regular Planning Commission meeting on July 10, 2017, due to the fact that the meeting date had changed and no representative of Townsquare Live Events Minnesota, LLC/Soo Pass Ranch was present. The item was then deferred to the commissioner's regular board meeting of July 11, 2017 for consideration. Attorney, Marc Sugden, Pemberton Law Firm, representing Townsquare Live Events Minnesota, LLC/Soo Pass Ranch, Inc. was present at the Board meeting today.

3. A brief discussion was held in reference to the Planning and Zoning Department Supervisor position and the proposal to hire a Becker County Attorney for the position, with no action taken today.

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

Jack Ingstad
Jack Ingstad
County Administrator

Larry Knutson
Larry Knutson
Board Chair