

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, October 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, 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 change: Under Sheriff: Remove Number 3: Renew Nursing Contract Agreement between Sunnyside Care Center and the Becker County Jail (November 1, 2017 – October 31, 2018): Resolution 10-17-2B. (Okeson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of October 3, 2017 with the requested changes. (Nelson, Skarie), carried.

Commissioners:

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners reported on the following:
 - a. Commissioner Grimsley: Human Services Committee, Recreational Advisory Committee (RAC), Development Achievement Center (DAC), Transit, Heartland Multi-Purpose Recreational Trail meeting, and attended interviews for the Human Services - Adult Child Protection Supervisor position and also interviews for the DAC.
 - b. Commissioner Knutson: Recreational Advisory Committee (RAC), Natural Resources Management (NRM), Planning and Zoning, Prairie Lakes Municipal Solid Waste Authority (PLMSWA), and attended Jail Administrator position interview.
 - c. Commissioner Skarie: Human Services Committee, Partnership4Health Board, Safety Committee, Environmental Affairs Committee, PLMSWA, and Land of the Dancing Sky.
 - d. Commissioner Okeson: Transit, Sheriff's Committee, NW Regional Emergency Communications Board, and Highway Committee.
 - e. Commissioner Nelson: Highway Committee and attended a State meeting for Soil and Water Districts.

f. Chair Knutson also provided a brief jail construction update.

3. Appointments:

There were none. However, it was noted that there are two (2) At-Large appointments needed for the Recreational Advisory Committee (RAC). It was also suggested to re-evaluate and discuss again with the RAC Committee, the possibility of combining the RAC and the NRM Committees.

Finance Committee Minutes: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, Additional Issues, and Added Claims, as presented:

a. Auditor Warrants (Tuesday Bills):

- i. 10/03/2017, in the amount of \$ 67,649.52
 - ii. 10/10/2017, in the amount of \$ 159,625.26
- for a total amount of \$ 227,274.78

b. Additional Issues:

- i. Select Account – reduce the payment from \$324.94 to \$27.93 (due to credit on the account).
- ii. Projects Unlimited – reduce payment from \$4,394.65 to \$4,187.25 (due to fuel rate correction on purchase order).

c. Added Claims:

- i. McGough Construction, LLC, in the amount of \$1,127,980.00 (September fees for jail project).
- ii. Hendricks Road Maintenance, in the amount of \$3,635.50 (Purchase order turned in after claims report printed).

(Okeson, Nelson), carried.

2. It was moved and seconded to approve the Becker County Core Router Upgrade from High Point Networks, LLC in Detroit Lakes, at a cost of \$24,569.50, using the Recorder's Enhancement Fund. (Skarie, Okeson), carried.

3. It was moved and seconded to approve the purchase of ESXI License for one (1) CPU for Watchguard Host from SHI of Somerset, NJ, at a cost of \$1,174.09, using the IT Fund. (Okeson, Nelson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. It was moved and seconded to approve the following Tobacco License Renewals:
 - a. Chief Corner Store, Inc. – Pine Point Township;
 - b. Tri Lakes Roadhouse – Dirty Jeans, LLC – Cormorant Township.

(Grimsley, Nelson), carried.
2. It was moved and seconded to accept the August 2017 Cash Comparison and Investment Summary, as presented. (Grimsley, Nelson), carried.
3. Mary Hendrickson presented a summary on the Becker County Land Sales Auction held on September 23, 2017, reporting that thirty-four (34) Tax Forfeited parcels sold, for a total revenue of \$435,627.00 and one (1) EDA Parcel sold for a total of \$31,000.00, and that over-the-counter sales continue to date.

County Attorney: County Attorney, Tammy Merkins presented:

1. It was moved and seconded to approve the MN Department of Public Safety Office of Justice Programs - Crime Victim Services Grant Agreement, effective October 1, 2017 – September 30, 2019, in the amount of \$140,000.00, with the County's in-kind match at \$26,985.00. (Skarie, Okeson), carried.

Sheriff: Sheriff Todd Glander presented:

1. It was moved and seconded to approve Resolution 10-17-2E, to hire one (1) full-time Assistant Jail Administrator, due to an internal promotion, and if filling this position creates another vacancy within the jail, to fill that position also. (Okeson, Nelson), carried.
2. It was moved and seconded to approve Resolution 10-17-2F, to convert one (1) Correctional Officer position to a Jail Sergeant and then post and hire internally. (Okeson, Nelson), carried.
3. It was moved and seconded to approve the Temporary Emergency Custodial Hires for Hospital Duty, as presented. (Nelson, Okeson), carried.
4. It was moved and seconded to approve the upgrade of the Dispatch window, as presented, and to accept the low quote of \$7,850.76 from AAA Construction of Minnesota, Inc., in Detroit Lakes. (Nelson, Okeson), carried.

Human Services: Sherry Vanata presented:

1. It was moved and seconded to approve Resolution 10-17-2C, to hire one (1) full-time Social Worker position in the Child Protection Unit, due to a resignation, and if filling that position creates another Social Worker vacancy, then to fill that vacancy also. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve Resolution 10-17-2D, to hire one (1) full-time Nutrition Coordinator in the Community Health Unit, due to a resignation, and if filling that position creates another R.N. vacancy, then to fill that vacancy also. (Skarie, Grimsley), carried.
3. It was moved and seconded to approve the contract with Dacotah Paper Company to purchase 120 cases of dual purpose copy paper at a reduced rate of \$29.59 each, for a total cost of \$3,550.80. (Grimsley, Skarie), carried.
4. It was moved and seconded to approve the Human Services claims for Community Health, Human Services, and Transit, as presented. (Nelson, Skarie), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 10-17-2G, to accept the low quote from Sellin Brothers of Hawley, MN for Project CP 003-103-001, for Ditch Grading on County Road 103, in the amount of \$46,471.25; and to direct the County Engineer to proceed with the work, as detailed in the specifications of the quote proposal. (Okeson, Skarie), carried.
2. It was moved and seconded to approve Resolution 10-17-2H, to accept the low quote from Mark Sand and Gravel of Fergus Falls, MN for Project CP 003-103-002, for Aggregate Surfacing on County Road 103, in the amount of \$82,159.00; and to direct the County Engineer to proceed with the work, as detailed in the specifications of the quote proposal. (Okeson, Skarie), carried.
3. It was moved and seconded to approve Resolution 10-17-2I, as presented, that following approval by the MN Department of Transportation of plans and specifications for the improvement of a portion of T.H. 10 and CSAH 7 (Signal Project - S.P. 0301-70S), and before a contract is awarded for the construction of said projects, that the County shall enter into an agreement with the State and that the County shall pay its share of the cost of the requested improvements as determined by the State, with the County's cost participation estimated at \$160,000.00. (Nelson, Okeson), carried.

4. It was moved and seconded to enter into a Professional Services Agreement with Braun Intertec Company, West Fargo, ND, to complete a geotechnical evaluation for CSAH 58 Soil Boring Work, at an estimated cost of \$9,658.00. (Okeson, Nelson), carried.
5. It was moved and seconded to approve the Becker County Highway Road Tour take place on Monday, October 30, 2017 from 8:30 a.m. to noon, with departure from the Highway Department. (Nelson, Okeson), carried.

Land Use Department – Natural Resources Management (NRM):

1. It was moved and seconded to approve Resolution 10-17-2A, to approve the Easement to Roberta and Richard Henderson across tax forfeit land, to provide legal access from TH 113 to their private property in Section 11-141-38 of Round Lake Township, Parcel #: 25.0235.000, and with the County Attorney to draft said Easement, based on the December 12, 1996 surveyed legal description; and for the Board Chair to review and sign said agreement. (Grimsley, Skarie), carried.

Land Use Department – Parks & Recreation:

1. It was moved and seconded to approve the purchase of Shell Lake Block Signage, to be posted at Access Points (entry and gate), at a cost of \$320.00 from M&R of Fergus Falls, MN, and with the changes in verbage, as discussed. (Nelson, Okeson), carried.
2. It was moved and seconded to accept the low quote from Todd Boit of Detroit Lakes, MN for Mountain View Parking Lot/Access improvements, at a cost of \$2,000.00. (Grimsley, Okeson), carried.

Planning & Zoning: Planning Commission Recommendations (October 11, 2017): Kyle Vareberg presented:

1. It was noted that there was a written tabled request that had been submitted to the Planning Commission.
2. The Planning Commission had tabled the application by Doug Coen, for the project located across the street from 20306 County Road 131, in Detroit Lakes, to request a change of zone from Agricultural to Residential, due to lack of information, and therefore, no action was required or taken by the Board of Commissioners today.

Land Use Department – Environmental Services: Steve Skoog presented:

1. Steve Skoog presented information to the Board in regards to the proposal to purchase recycling equipment for the new Becker County Recycling Facility, noting that

the Environmental Services Committee has reviewed equipment proposals and selected Marathon Equipment to provide equipment for the facility.

Options were discussed and it was the consensus of the Board to move forward with the proposal, as discussed, to purchase in-feed conveyor, presort line, sort line with cross belt magnet, and baler in-feed conveyor, at the proposed purchase price of \$474,454.00.

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

Lunch Bunch was held following the meeting at the Hub 41 in Detroit Lakes, with County Assessor, Steve Carlson, providing.

/s/ Jack Ingstad
Jack Ingstad
County Administrator

/s/ Larry Knutson
Larry Knutson
Board Chair