

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, November 7, 2017 at 8:15 a.m.  
LOCATION: Board Room, Courthouse

Agenda/Minutes:

1. Meeting was brought to order by Board Chair Knutson. Present: Commissioners Knutson, Okeson, Grimsley, Nelson, and Skarie; 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 Commissioners: Add: Number 12: Notification for Joint Meeting with the West Central Regional Juvenile Center Board on Monday, December 11, 2017 at 9:30 a.m. at the Clay County Courthouse. (Grimsley, Nelson), carried.
4. It was moved and seconded to approve the minutes of October 17, 2017 with the requested changes. (Okeson, Nelson), carried.

Commissioners:

1. Open Forum:  
  
Lyn Hartness, Supervisor for Osage Township spoke in reference to the recent Osage Township meeting and a request for an update on the Osage Sportsman's Club Shooting Range.
2. Reports and Correspondence: The Commissioners reported on the following:
  - a. Commissioner Knutson: Economic Development Authority (EDA), Courthouse Committee meeting, Sheriff's Committee, Environmental Affairs Committee, and a Jail Committee/Site Construction meeting.
  - b. Commissioner Skarie: Lakeland Mental Health, Becker County Fair Board, and Becker County Children's Initiative.
  - c. Commissioner Okeson: Becker County/Detroit Lakes Airport Commission, West Central Regional Juvenile Detention Center and Highway Committee.
  - d. Commissioner Nelson: Association of Minnesota Counties (AMC) District 4 meeting and Becker County Soil and Water Conservation District meeting.

- e. Commissioner Grimsley: Becker County Historical Society.
3. Appointments: There were none.
  4. It was moved and seconded to approve the Fifth Amended Cooperative Service Agreement for the Operation of the Clay County Secure Juvenile Detention and Treatment Facility, with a change noted to include the requirement for counties to pay a per diem once they have used all beds/days purchased for the contracted year. (Okeson, Nelson), carried.
  5. It was moved and seconded to approve the renewal of the Becker County Civil Commitment Contract for 2018, as presented, with Attorney, Stuart J. Kitzmann, Kitzmann Law Office, Detroit Lakes, MN, at a rate of \$1,450.00 per month, effective January 1, 2018 – December 31, 2018. (Skarie, Grimsley), carried.
  6. It was moved and seconded to approve the Annual Becker County Holiday Tea for Tuesday, December 19, 2017 in the First Floor Board Room of the Courthouse, with the commissioners to split the total cost of any expenses incurred. (Nelson, Grimsley), carried.
  7. It was moved and seconded to authorize Becker County to participate in the 2020 U.S. Census: Local Update of Census Addresses (LUCA) Program and for the Board Chair to sign any applicable documents. (Nelson, Okeson), carried.
  8. Danielle Olson, Executive Director of the Sunnyside Care Center in Lake Park, MN was present and requested for Becker County to continue its contribution of matching funds towards the Equitable Cost-Sharing for Publically Owned Nursing Homes (ECPN) Program for Sunnyside.  
  
It was moved and seconded to approve the request for Becker County to continue contributing matching funds to support the 2018 ECPN Program for Sunnyside Care Center, Lake Park, MN, at a cost of \$5.00 per resident/per day for an annual cost of \$18,732.48. (Nelson, Okeson), carried.
  9. It was moved and seconded to approve any of the commissioner's attendance at the Joint Meeting of the West Central Juvenile Detention Center Board at the Clay County Courthouse on Monday, December 11, 2017 at 9:30 a.m., with per diem and mileage reimbursement, as approved. (Okeson, Skarie), carried.
  10. Discussion was held in reference to bonding for the Becker County/Detroit Lakes Airport Project. Options and the timeline of payments were discussed.

11. Ken Foltz was present and spoke in reference to the request from Foltz Shop, LLC, to petition for annexation into the City of Detroit Lakes, to gain access to City sewer and water.

It was moved and seconded to approve Resolution 11-17-1G, to hereby authorize the Board Chair to execute and sign a petition for annexation, in support of the efforts of Foltz Shop, LLC in its request for annexation into the City of Detroit Lakes; to include County Road 131, right-of-way between Tower Road and TH 59. (Okeson, Grimsley), carried.

It was also requested by Commissioner Okeson that wordage be added into the petition to include that the City of Detroit Lakes will assume responsibility for the segment of the road, as stated.

12. A request from the Wild Rice Watershed District (WRWD) was received for Becker County to support their plan to pursue a "One Watershed One Plan" (IWIP) Program, however, no one was present from the WRWD for the discussion and consideration.

It was moved and seconded to table indefinitely, the request for Becker County to support the WRWD's "One Watershed One Plan Project". (Nelson, Okeson), 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 Issues, as presented:
  - a. Auditor Warrants (Tuesday Bills):
    - i. 10/17/2017 in the amount of \$ 25,122.58;
    - ii. 10/24/2017 in the amount of \$ 6,120,925.41;
    - iii. 10/31/2017 in the amount of \$ 9,939.34;  
for a total amount of \$ 6,155,987.33
  - b. Over 90-Day Claims:
    - i. Alliance Pest Protection in the amount of \$245.00 (invoice just turned in);
    - ii. Beug's Ace Hardware in the amount of \$5.34 (invoice just turned in);
    - iii. Hydrafil.com in the amount of \$207.06 (invoice just turned in).
  - c. Additional Issues:
    - i. No itemized meal receipt for \$15.00 from Granite City Food for Kelsey Opsahl.

(Skarie, Okeson), carried.

2. It was moved and seconded to approve the purchase of Next Generation 911 Data Cleanup and Readiness Services, to upgrade to the new 911 state wide standards, at a cost of up to \$35,330.80 from ProWest of Walker, MN, utilizing 911 funds. (Nelson, Okeson), carried.
3. It was moved and seconded to approve the purchase of a Surface Pro and Keyboard for the Assessor's office for field work, at a cost of \$1,187.35 from Morris Electronics, Morris, MN. (Nelson, Skarie), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits: There were none.
2. Discussion was held in regards to the Tax Policy and Current Year Penalty Abatements.

A motion was made by Commissioner Grimsley that any tax abatement penalty for late payment of tax in the current year be brought forward to the board for consideration and approval for any day late, other than one (1) day late, post-marked. Motion died for lack of a second.

Sheriff: Sergeant Ty Warren presented:

1. It was moved and seconded to approve Resolution 11-17-1A, to reorganize the Sheriff's Office by creating a Variable Hour Transport Group by utilizing one budgeted part-time Transport Officer position and to advertise and hire additional Transport Officer(s) through the normal hiring process. (Grimsley, Nelson), carried.
2. It was moved and seconded to approve Resolution 11-17-1B, to hire a full-time Jail Sergeant, due to a resignation, and if filling this position creates another vacancy within the jail to fill that position also. (Okeson, Nelson), carried.
3. It was moved and seconded to approve the ratification of the approval of the Joint Powers Agreement between the State of Minnesota, acting through its Commissioner of Corrections Minnesota Correctional Facility-Oak Park Heights, Stillwater, MN and Becker County, effective October 23, 2017 through October 22, 2018, at an amount of \$255.00 per day, and as presented. (Grimsley, Okeson), carried.
4. Sergeant Ty Warren and the Board congratulated and welcomed Paula Peterson as the new Jail Administrator for Becker County.

Human Services: Denise Warren presented:

1. It was moved and seconded to approve the 2018-2019 MN Family Investment Program (MFIP) Biennial Service Agreement, for the annual appropriation of \$466,324.00, and to

certify the submission of this plan to the Minnesota Department of Human Services. (Grimsley, Skarie), carried.

2. It was moved and seconded to approve the amendment to the Mahube-Otwa Contract for Family Health Services, as presented, effective July 1, 2017 to June 30, 2018 and at the amendment dollar amount of \$55,190.00. (Skarie, Grimsley), carried.
3. It was moved and seconded to accept the Human Services reports for Adult Services, Behavioral Health, Child and Family Services, Child Support, Financial Services, and the Waiver Report, as presented. (Grimsley, Skarie), carried.
4. It was moved and seconded to approve the Human Services claims for Community Health, Human Services, and Transit, as presented. (Skarie, Grimsley), carried.

Highway: Jim Olson presented:

1. The agenda item for employee recognition for State Snow Plow Rodeo Winners will be presented at the next Board meeting on November 21, 2017.
2. Discussion was held in reference to future Public Works Facility site selection with options presented.

It was the consensus of the Board to move forward with discussions with the current architect on developing a footprint design for a Public Works Facility on county-owned land.

3. It was moved and seconded to approve Resolution 11-17-1E, to support an application for \$1,000,000 in LRIP grant funds for improvements to CSAH 22/Washington Avenue, as outlined in said resolution. (Okeson, Nelson), carried.
4. Highway Engineer, Jim Olson, also provided a brief update on road projects.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 11-17-1C, the 2018 Solid Waste Fee Schedule, as attached. (Skarie, Nelson), carried.
2. It was moved and seconded to approve Resolution 11-17-1D, to approve the purchase and installation of equipment for the Recycling Facility, as detailed in the Capital Expenditure Request, at a total cost of up to \$488,933.95, with more quotes to be received on the Electric portion. (Skarie, Nelson), carried.
3. It was moved and seconded to approve the purchase of a used van type semi-trailer for storage of extra recycling carts, and in 2018, to store processed commodities at the

recycling facility and to haul commodities (paper) to the end markets, at an amount not to exceed \$3,500.00, and at the discretion of Land Use Department – Environmental Services Director, Steve Skoog. (Skarie, Nelson), carried.

Closed Session for Union Negotiations: Human Resources Director, Nancy Grabanski, presented:

1. It was moved and seconded to close the session for Union Negotiations. (Skarie, Okeson), carried.
2. Closed Session – Union Negotiations: Nancy Grabanski and Mary Hendrickson were present.
3. It was moved and seconded to open the session. (Okeson, Nelson), carried.

Human Resources: Nancy Grabanski and Mary Hendrickson presented:

1. It was moved and seconded for the Board to give approval to the HR Director or the County Administrator to notify the parties of the outcome of the Health Insurance RFP, based on Union Negotiations outcome; this outcome consists of who the County will obtain health insurance through and if needed to provide notice to leave the current provider. (Nelson, Skarie), carried.

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

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Jack Ingstad  
Jack Ingstad  
County Administrator

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Larry Knutson  
Larry Knutson  
Board Chair