

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, January 16, 2018 at 8:15 a.m.  
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Skarie. Commissioners in attendance: Skarie, Okeson, Nelson, Grimsley, and Knutson; 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 6: Clay County Joint Powers 49<sup>th</sup> Annual Intergovernmental Retreat. (Friday, January 26, 2018 – 8:30 a.m. – 3 p.m.), Courtyard by Marriott, Moorhead, MN. (Knutson, Okeson), carried.
4. It was moved and seconded to approve the minutes of December 19, 2017 with the requested changes. (Knutson, Okeson), carried.
5. It was moved and seconded to approve the minutes of January 2, 2018 with the requested changes. (Knutson, Okeson), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
  - a. Commissioner Grimsley: Development Achievement Center (DAC).
  - b. Commissioner Knutson: Environmental Affairs Committee, Jail Construction meetings, Courthouse Committee, and Natural Resources Management (NRM) Committee.
  - c. Commissioner Skarie: Safety Committee.
  - d. Commissioner Okeson: Highway Committee, Sheriff's Committee, and attended the NW Regional Communications Board meeting.
  - e. Commissioner Nelson: Natural Resources Management (NRM) and Highway Committee.
3. Appointments: It was moved and seconded to appoint Lyn Hartness to the Recreational Advisory Committee (RAC) as an At-Large member to serve a four-year term. (Knutson, Nelson), carried.
4. It was moved and seconded to approve the 2018 Committee List, as presented. (Knutson, Nelson), carried.

5. It was moved and seconded to approve Resolution 01-18-2D, that Becker County supports State capital investments for regional behavioral health crisis program facilities and permanent supportive housing for people with behavioral health needs. (Knutson, Okeson), carried.
6. It was noted that the Clay County Joint Powers 49<sup>th</sup> Annual Intergovernmental Retreat will be held on Friday, January 26, 2018 – 8:30 a.m. – 3 p.m. at the Courtyard by Marriott, Moorhead, MN, and to contact Administration if planning to attend.

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 Claims, as presented:
  - a. Auditor’s Warrants (Tuesday Bills):
    - i. 01/02/2018 in the amount of \$ 124.03
    - ii. 01/09/2018 in the amount of \$ 33,274.21
 for a total of . . . . . \$ 33,398.24
  - b. Over 90-Days:
    - i. Mark’s Electric in the amount of \$274.58 dated 08/25/2017 (invoice just turned in);
  - c. Additional Seven Monthly Warrants not included in Claims report in the packet:
    - i. Cell Phone Reimbursement - 14 employees in the amount of \$420.00;
    - ii. American Tower Company - Highway and Sheriff’s Tower Rent for a total amount of \$589.60;
    - iii. Timothy Dodd - CHIPS Contract in the amount of \$1,600.00;
    - iv. Matthew Jorud - CHIPS Contract in the amount of \$1,600.00;
    - v. Kitzmann Law Office – 2 Payments (CHIPS Contract for \$1,600.00 and Chemical Dependency Contract for \$1,450.00, for a total payment of \$3,050.00);
    - vi. Roy Smith – County Surveyor in the amount of \$900.00;
    - vii. William Wilson – Law Library in the amount of \$500.00;
 for a total of Additional Monthly Claims in the amount of \$8,659.60.  
 (Okeson, Knutson), carried.
2. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented. (Grimsley, Okeson), carried.
3. It was moved and seconded to approve the purchase of a Fax Server, RightFax, at a cost of \$13,500.00 from Marco, Fargo, ND. (Okeson, Nelson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:

- a. It was moved and seconded to approve the Combination On-Off Sale (Includes Sunday Sales) Liquor License Renewal for Cotton Lake Curley's, LLC, dba: Curley's on Cotton Lake – Arthur & DeAnne Kohler, new owners - Erie Township: Parcel #10.0189.000. (Okeson, Knutson), carried.
2. It was moved and seconded to approve Resolution 01-18-2A, as presented, to authorize the Board Chair and County Administrator to sign the Quit Claim Deed to establish the boundary lines between the County and the Pfeifer's properties, for Parcel #27.0105.000. (Nelson, Knutson), carried.
3. It was moved and seconded to approve the Revised Tax Policy with the changes as discussed, to include that a tax penalty abatement may be granted, if the event occurs three (3) days prior to the tax due date and if the Auditor-Treasurer's Department determines that the abatement should be granted in the interest of "good faith". (Grimsley, Knutson), carried.

Sheriff: Sheriff Todd Glander presented:

1. It was moved and seconded to approve the purchase of seventeen (17) subscriptions to Zuercher Technologies Field Ops applications for smartphones, at a cost of \$3,540.00 (initial price) and with a yearly fee of \$2,142.00. (Knutson, Okeson), carried.

Becker County Historical Society and Museum: Becky Mitchell, Executive Director, presented:

1. Ms. Mitchell provided an update on the capital campaign for the Becker County Historical Society and Museum. She provided an overview of the building plans noting that the current proposal is to build an addition onto the Detroit Lakes Community and Cultural Center (Holmes Theatre) to house the historical society and museum, which will also include a kids' science museum. She reported that the cost for the addition and renovation currently is at \$6 million. The Board continued to offer their support, noting their earlier commitment of \$1 million in County funding towards the building project.

Becker County Soil and Water Conservation District (BCSWCD): Karl Koenig presented:

1. It was moved and seconded to approve the 2018 Delegation Agreement, as presented, between the MN Department of Natural Resources and Becker County for Aquatic Invasive Species (AIS) Prevention Inspection of Water-Related Equipment. (Knutson, Nelson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve the purchase of a 2018 Ford F-250 4x4 Crew Cab vehicle from Midway Ford, Roseville, MN, at the low State bid amount of \$32,162 (includes tax, title, and license). (Okeson, Nelson), carried.

2. It was moved and seconded to approve the purchase of the Base One “Pre-Buy” Program from Team Laboratory Chemical Corporation, “Innovative Solutions”, Detroit Lakes, MN, in the amount of \$94,875.00, for Becker County road construction projects in 2018. (Okeson, Nelson), carried.
3. It was moved and seconded to approve Resolution 01-18-2B, as presented, that Becker County supports efforts to seek funding through the Corridors of Commerce Program for a project to construct passing lanes on TH 59 between the City of Detroit Lakes and the City of Mahanomen as identified in MnDOT’s TH 59 Passing Lane Study. (Knutson, Nelson), carried.
4. It was moved and seconded to approve Resolution 01-18-2C, to authorize that Becker County enter into a Joint Powers Agreement (JPA) with Clay County for the HSIP Lighting Project (Project S.P. 088-070-054), to include the four (4) MnDOT District 4 counties of Clay, Becker, Mahanomen, and Wilkin and that the proper County officers are authorized to execute such agreement and any amendments, and assume for and on behalf of the County all of the obligations contained herein. (Knutson, Okeson), carried.

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

1. It was moved and seconded to award the 2019 Tree Seedling Contract to PRT Growing Services, LTD, of Dryden, Ontario, at the low quote of \$16,892.00. (Knutson, Grimsley), carried.
2. It was moved and seconded to approve the 2018 Tax Forfeited Timber Sale Oral Auction dates of Friday, April 13<sup>th</sup> and Friday, October 5, 2018. (Knutson, Nelson), carried.

Information Technology (IT): Stacie White presented:

1. It was moved and seconded to approve that Becker County enter into a Memorandum of Understanding (MOU), as presented, between Becker County and the State of MN, acting through its Commissioner of Public Safety, Division of Homeland Security and Emergency Management, and MN.IT Services, for the allocation and usage of Homeland Security Cyber Security Grant Funds, for the purpose of improved statewide situational awareness for local and state cyber security professional and public safety officials, effective December 31, 2017 to December 31, 2018, subject to renewal upon mutual agreement by both parties. (Nelson, Okeson), carried.

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

Following, Lunch Bunch was held at the Hub 41 in Detroit Lakes and provided by Commissioner Grimsley.

/s/ Jack Ingstad  
Jack Ingstad  
County Administrator

/s/ Don Skarie  
Don Skarie  
Board Chair