

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, May 1, 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, Knutson, Nelson, and Grimsley; County Administrator, Jack Ingstad; and Minute Taker, Cindy Courneya. Absent: Commissioner Okeson.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda, with a change under Commissioners to add: Number 5: Meeting Location for Board Meeting on May 15, 2018. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of April 17, 2018, as presented. (Nelson, Knutson), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Skarie: Becker County Children's Initiative, Lakeland Mental Health, Becker County Fair Board, Environmental Affairs Committee, and Mahube-OTWA.
 - b. Commissioner Knutson: Prairie Lakes Municipal Solid Waste Authority (PLMSWA) Finance Meeting, Economic Development Authority (EDA), and attended a meeting in regards to the Enbridge Pipeline, along with Sheriff Todd Glander and Chief Deputy Shane Richard.
 - c. Commissioner Nelson: EDA – Broadband meetings, West Central Regional Juvenile Center (WCRJC) meeting, Highway Committee, and Becker County Soil & Water Conservation District (BCSWCD) meeting.
 - d. Commissioner Grimsley: Becker County Historical Society & Museum, Lake Agassiz Regional Library Finance Committee, Development Achievement Center (DAC), Human Services Committee, and Transit Committee.
 - e. Discussion was held in regards to the Becker County Broadband Initiative. Guy Fischer provided information relative to the committee's recommendation to implement a public survey on broadband services in the County. Survey Monkey will be used and it was also suggested to go door-to-door, with the results then shared with current and prospective providers.

3. Appointments:

- a. Pelican River Watershed District Board Managers, Orrin Okeson and Lowell Deede's positions are set to expire on May 25, 2018, and both are interested in serving another term. Mr. Okeson was present at today's meeting relative to his interest in reappointment. The positions have been advertised and there have been no other applicants.

It was moved and seconded to reappoint Orrin Okeson to the Pelican River Watershed District (PRWD) Board of Managers, to serve another three-year term. (Nelson, Knutson), carried.

It was moved and seconded to reappoint Lowell Deede to the Pelican River Watershed District (PRWD) Board of Managers, to serve a three-year term. (Knutson, Nelson), carried.

- b. It was moved and seconded to approve Resolution 05-18-1C, to reappoint James Olson as Becker County Highway Engineer for another four-year term, beginning on May 31, 2018 and expiring on May 30, 2022. (Nelson, Knutson), carried.
4. It was noted that the Association of Minnesota Counties (AMC) District 4 meeting is scheduled for Friday, June 15, 2018 from 8 a.m. – 12 p.m. at the Otter Tail County Government Services Building in Fergus Falls, MN.
 5. It was recommended to reserve the 3rd Floor Jury Assembly Room for an upcoming board meeting, with the date to be determined, in anticipation of a large number of people in attendance relative to the request to approve a Conditional Use Permit (CUP) for the development of a sand and gravel pit mining and processing operation in Detroit Lakes.

Public Hearing: Off-Sale Intoxicating Liquor License for Northwoods Recreation, LLC, DBA: Ice Cracking Lodge, 30389 County Highway 35, Ponsford, MN, Round Lake Township:

1. It was moved and seconded to open the Public Hearing. (Knutson, Nelson), carried.
2. Auditor-Treasurer, Mary Hendrickson, presented the request to approve the Off-Sale Liquor License for Northwoods Recreation, LLC, DBA Ice Cracking Lodge in Ponsford, MN in Round Lake Township. It was noted that Round Lake Township was notified and public notices were published, with the township approving the request. Owner/Operator of the business, Rayna Tucker, was present and provided information relative to the request. There was no one else present from the public, nor any opposition to the request.
3. It was moved and seconded to close the Public Hearing. (Nelson, Knutson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits:
 - a. It was moved and seconded to approve the New Combination On-Off Sale (includes Sunday Sales) Liquor License for Northwoods Recreation, LLC – Ice Cracking Lodge - Round Lake Township. (Knutson, Nelson), carried.
 - b. It was moved and seconded to approve the Liquor On-Sale (including Sunday) Liquor License Renewal for the following:
 - i. Townsquare Beverage, LLC – WeFest – Lakeview Township;
 - ii. Shady Hollow Flea Market – DBA: Shady Hollow Grill & Pizzeria – Lake View Township;
(Grimsley, Knutson), carried.
 - c. It was moved and seconded to approve the 3.2 On-Off Sale Liquor License Renewal for Townsquare Beverage, LLC – WeFest – Lakeview Township. (Grimsley, Nelson), carried.
2. It was moved and seconded to accept the March 2018 Cash Comparison and Investment Summary, as presented. (Grimsley, Nelson), carried.

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’s Warrants (Tuesday Bills):
 - i. 04/17/2018 in the amount of \$ 143,018.37;
 - ii. 04/24/2018 in the amount of \$ 443,071.59;for a total amount of \$ 586,089.96
 - b. Over 90-Days:
 - i. Sanford Health in the amount of \$1,081.00 (August 2017 invoices received April 2018).
(Knutson, Nelson), carried.
2. It was moved and seconded to approve the Minimum Assessment Agreement with Kevin Byers of Byer’s Market in Osage, MN, as part of the requirement for a Property Assessed Clean Energy (PACE) 15-year loan review, with the minimum market value assessed for the property at \$419,700.00 and the loan amount at \$83,940.00, with payments to be collected on said tax payment and to obtain the required signatures, as discussed. (Knutson, Nelson), carried.
3. It was moved and seconded to approve the repair of two (2) condensing fans on the roof of the new courthouse and to accept the low quote from Johnson Controls in the amount of \$3,820.00 to replace bearings. (Knutson, Nelson), carried.

4. It was moved and seconded to approve the repair of the Jail Air Handler and to accept the low quote from Honeywell at a cost of \$1,950.00 to replace bearings and shaft and to install a motor. (Nelson, Knutson), carried.

Assessor: Steve Carlson presented:

1. It was moved and seconded to approve the following six (6) abatements, as presented:
 - a. PIN #: 50.0432.001 in the City of Frazee, in the amount of \$220.00, due to a Homestead Correction;
 - b. PIN #: 29.0219.003 in Silver Leaf Township, in the amount of \$518.00, due to Building Value Error;
 - c. PIN #: 26.0227.004 in Runeberg Township, in the amount of \$404.00, due to Homestead Correction;
 - d. PIN #: 49.0870.216 in the City of Detroit Lakes, in the amount of \$46.00, due to Homestead Correction;
 - e. PIN #: 49.0870.207 in the City of Detroit Lakes, in the amount of \$114.00, due to Homestead Correction;
 - f. PIN #: 49.0870.215 in the City of Detroit Lakes, in the amount of \$124.00, due to Homestead Correction;For a total amount of the abatements at \$1,426.00.
(Grimsley, Nelson), carried.

2. A very brief discussion was held in regards to assessing in Becker County.

Sheriff: Sheriff Todd Glander presented:

1. It was moved and seconded to approve Resolution 05-18-1B, to enter into the 2018 State of MN Federal Supplemental Boating Safety Patrol Grant Agreement, as presented, with an allocation of \$8,250.00, effective May 11, 2018 – September 3, 2018, and to approve that the Becker County Board Chair and County Administrator sign said agreement. (Knutson, Nelson), carried.

County Attorney: Becker County Attorney, Tammy Merkins, and Becker County Assistant Attorney, Brian McDonald presented:

1. County Attorney, Tammy Merkins, requested acceptance of her resignation, effective May 15, 2018, at the close of business, due to her recent appointment to the Seventh Judicial District Court Bench by Governor Dayton.

Assistant County Attorney, Brian McDonald, requested the Board's acceptance of Resolution 05-18-1A, to formally appoint him as Becker County Attorney.

It was moved and seconded to approve Resolution 05-18-1A, that the County Board accepts the resignation of Tammy L. Merkins, effective the end of business on May 15, 2018 and that Brian McDonald be appointed Becker County Attorney for the remainder of the vacated term, to carry out all statutory duties of said position, pursuant to MN Statute 375.08 and 3.088; and to authorize that the Board Chair, Vice-Chair, and County Administrator meet with Brian McDonald to discuss the salary and then hereby set the salary for said position. (Nelson, Knutson), carried.

Human Services: Denise Warren and Kris Bausman from Becker County Human Services, and Jason McCoy, Tobacco Prevention Coordinator from Partnership4Health – Clay County Public Health presented:

1. Discussion was held in reference to Becker County's Tobacco Ordinance (Ordinance No. 14) and possible revisions.

It was recommended to return to the board once a draft of the revised ordinance is ready, for further discussion and consideration, and if warranted, then hold a public hearing for possible adoption of a revised ordinance.

2. It was moved and seconded to accept the Human Services reports for Adult Services, Behavioral Health, Child and Family Services, Child Support, Community Health, Financial Services, and the Waiver Report, as presented. (Grimsley, Knutson), carried.
3. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented. (Grimsley, Nelson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve the purchase of a Self-Propelled Drive System for pavement crack router at a cost of \$3,900.00 from Brock White Company, Fargo, ND. (Nelson, Knutson), carried. It was noted that the system is brand specific and therefore only one (1) quote was received.
2. It was moved and seconded to approve the Material Testing Contract with Braun Intertec of West Fargo, ND for the Lake Park Bridge Project - CSAH 7 – Bridge #03513 (SAP-003-607-022) for Change Order #1, at an additional cost of \$12,756.000, for a new total cost of \$32,698.00; and to authorize the Highway Engineer to pay the monthly bills to Braun Intertec. (Nelson, Knutson), carried.

- 3. Public Works Building Discussion – Jim Olson presented:
 - a. Discussion was held in reference to the proposal for the design and construction of a new Public Works Facility for the Highway Department, with the proposed location for the new facility next to the new jail. Items for consideration included the architectural costs, timeline, and facility site location.

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

- 1. It was moved and seconded to close the session for Union Negotiations. (Knutson, Grimsley), carried.
- 2. Closed Session – Union Negotiations: Nancy Grabanski presented.
- 3. It was moved and seconded to open back into regular session. (Knutson, Grimsley), carried.

Human Resources: Nancy Grabanski presented:

- 1. It was moved and seconded to ratify and accept the tentative agreements for the LELS Dispatch/Jailer Unit and Human Services Supervisor Group; and to authorize the Board Chair and/or County Administrator to sign said contracts. (Nelson, Knutson), carried.

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

/s/ Jack Ingstad
Jack Ingstad
County Administrator

/s/ Don Skarie
Don Skarie
Board Chair