

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, January 22, 2019 at 8:15 a.m.
LOCATION: Board Room, Courthouse

The Becker County Board of Commissioner's attended the Quarterly Joint Governance Meeting at the City Council Chambers in Detroit Lakes at 7:00 a.m.

Agenda/Minutes:

1. Meeting was brought to order by Board Chair Okeson. Commissioners in attendance: Okeson, Grimsley, Knutson, and Skarie; Human Resources Director/Interim County Administrator, Nancy Grabanski; and Minute Taker, Cindy Courneya. Absent: Commissioner Nelson.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following change: Under Commissioners: Number 3: Appointments: Add: b: Appointment and Ratification of the Offer and Terms of Employment for the New County Administrator: Resolution 01-19-2E. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of December 18, 2018, with the requested changes. (Knutson, Grimsley), carried.
5. It was moved and seconded to approve the minutes of January 8, 2019 with the requested changes. (Knutson, Skarie), carried.

Becker County Drug Court & Veterans Treatment Court Annual Update – The Honorable Judge Gretchen Thilmony and Don Kautzmann, Clay-Becker Drug Court & Veterans Court Coordinator presented, along with Becker County Attorney, Brian McDonald:

1. It was reported that there are currently 21 Drug Court participants (15 in Clay, 6 in Becker) with a total number of graduates at 88 (58 in Clay, 30 in Becker). It was also noted that the recidivism rate is at 22 percent, with 19 participants having re-offended since their graduation.

The current number of participants in Veterans Court is at 6 (4 in Clay, 2 in Becker), with 2 graduates to date, with neither having re-offended since graduating.

The Clay/Becker Treatment Court Budget for 2019 was also presented, with expenses at \$215,067.78 and current funding at \$189,000.00.

Commissioners:

1. Open Forum: Gene Pavelko of Detroit Township asked the Board to consider turning Highland Drive, a township road, over to a County road. He reported that the road is in need of repair due to its location and increased truck traffic. Discussion followed with it recommended that Mr. Pavelko meet with Highway Engineer, Jim Olson, to coordinate a meeting between the township, city, and county, and with Guy Fischer for assistance in the writing and submission of a grant application.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Grimsley: Human Services Committee, Becker County Historical Society and Museum, Transit Committee, Lake Agassiz Regional Library (LARL), and Finance Committee.
 - b. Commissioner Skarie: Environmental Affairs Committee and Becker County Children's Initiative.
 - c. Commissioner Okeson: Highway Committee, West Central Regional Juvenile Center, and Jail Construction Committee meetings.
 - d. Commissioner Knutson: Environmental Affairs Committee and Economic Development Association (EDA).
3. Appointments:
 - a. It was moved and seconded to approve Resolution 01-19-2D, to appoint Nancy Grabanski as Interim County Administrator and as signatory for Becker County until the newly hired County Administrator's first day of employment, with her compensation rate at Step 7 of the County Administrator pay scale. (Grimsley, Knutson), carried.
 - b. It was moved and seconded to approve Resolution 01-19-2E, to ratify the offer and terms of employment to Michael Brethorst, for the County Administrator position, with a start date of March 4th, as follows:
 - i. Compensation Rate: Starting at Step 7 (\$114,075), after 6 months and successful review move to Step 8 (\$119,084), and then eligible for Step 9 after 12 months of satisfactory performance.
 - ii. Provide up to \$2,500.00 for moving/relocation expenses.
 - iii. Provide for three (3) month severance termination pay, as presented.
 - iv. Provide a starting balance of 80 hours of vacation, effective on the first day of employment, and vacation at an annual accrual rate of 120 hours, with the ability to use vacation at start of employment; and after five (5)

years of service, vacation accrual rate to be increased to 144 hours, and thereafter vacation accruals will increase based on years of service, as like other managers.

(Skarie, Grimsley), carried.

4. MN Red River Valley Development Association (MRRVDA):

- a. It was moved and seconded to approve the payment of \$800.00 to the Minnesota Red River Valley Development Association (MRRVDA) for Becker County's 2019 appropriation. (Skarie, Grimsley), carried.
- b. It was noted that the 2019 Honors Banquet for the MRRVDA will be held on Saturday, March 30th at 12:00 p.m. in Bede Ballroom, University of Minnesota-Crookston, with the annual meeting to follow.
- c. Bruce Hein's term on the Minnesota Red River Valley Development Association expires in March 2019 and it has been confirmed that he is interested and willing to serve another three-year term.

It was moved and seconded to reappoint Bruce Hein to serve another three-year term on the Minnesota Red River Valley Development Association Board. (Grimsley, Knutson), carried.

5. It was moved and seconded to approve Resolution 01-19-2C, to support the Mahube-OTWA Community Action Partnership, Inc., "Family Homeless Prevention and Assistance Program", as presented. (Skarie, 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 Claim, as presented:

- a. Auditor's Warrants (Tuesday Bills):
 - i. 01/08/2019 in the amount of \$ 43,274.52
 - ii. 01/15/2019 in the amount of \$ 150,718.18for a total of \$ 193,992.70
- b. Over 90-Days:
 - i. Lakes Sign and Graphics in the amount of \$250.00 (October invoice just received).
 - ii. Official Payments Corp. in the amount of \$250.00 (June invoice sent to wrong address).
 - iii. Potty Shacks in the amount of \$2,120.70 (September invoice returned for correction).

- c. Additional Claim:
 - i. MCIT 2019 Insurance Bill in the amount of \$400,907.00, a decrease from 2018.

(Grimsley, Knutson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

- 1. Licenses and Permits: There were none.
- 2. It was moved and seconded to accept the December 2018 Cash Comparison and Investment Summary, as presented. (Grimsley, Knutson), carried.

Assessor: Steve Carlson presented:

- 1. It was moved and seconded to approve the following abatement, as presented:
PIN #: 49.0114.000 in the City of Detroit Lakes in the amount of -\$764.00, due to clerical error. (Grimsley, Knutson), carried.

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

- 1. Ms. Mitchell provided an outline on needs and a timeline identified by the 150th Anniversary Celebration Committee for the upcoming 150th year-long celebration of the County. She requested support from the County in an amount up to \$750.00 for logo development in 2019, along with funding to be used towards marketing in 2020-2021, and a request for in-kind support of the Ice Palace in 2021. Discussion followed with the consensus of the Board to proceed with the creation of the logo. It was also recommended that a committee be formed to work on planning for advertising in 2020.

Planning & Zoning: Planning Commission Recommendations (January 8, 2019) - Kyle Vareberg presented:

- 1. Becker County Zoning Ordinance Amendments:
 - a. It was moved and seconded to concur with the Planning Commission (January 8, 2019), to approve the amendment for Storage Structure Units:
 - i. Table 5-1 Land Use Districts: Storage Structure/Units.
 - ii. Chapter 10, Definitions: Storage Structure.
 - iii. Chapter 8, Section 15: Multi-Unit Storage Structure Developments.
 - iv. Chapter 7, Section 3: Accessory Uses and Storage Structures.(Knutson, Grimsley), carried.

- b. It was moved and seconded to concur with the Planning Commission (January 8, 2019), to approve the amendment for Subdivision for Plat Approval within Two (2) miles of an Incorporated City:
 - i. Chapter 8, Section 5, B, 1, b. (Knutson, Grimsley), carried.
 - c. It was moved and seconded to concur with the Planning Commission (January 8, 2019), to approve the amendment for Land Use Interpretation for an Unlisted Use:
 - i. Chapter 5, Section 1, D. (Knutson, Skarie), carried.
 - d. It was moved and seconded to concur with the Planning Commission (January 8, 2019), to approve the amendment for Number of Final Plats Required Change from Two (2) to One (1):
 - i. Chapter 8, Section 5, G. (Skarie, Knutson), carried.
 - e. It was moved and seconded to concur with the Planning Commission (January 8, 2019), to approve the amendment for Dock Length:
 - i. Chapter 5, Section 2, I. (Skarie, Knutson), carried.
2. Conditional Use Permit (CUP) Request – Lunacamp, LLC:
- a. It was moved and seconded to concur with the Planning Commission (January 8, 2019), to approve the application submitted by Lunacamp, LLC, Hopkins, MN for a Conditional Use Permit (CUP) for Individual Storage Units, for the project located at 130th Street, Detroit Lakes, MN, with the stipulation that no outside storage be allowed. (Knutson, Skarie), carried.

Land Use Department – Environmental: Steve Skoog presented:

- 1. It was moved and seconded to approve Resolution 01-19-2B, to enter into and sign a grant agreement with the Minnesota Pollution Control Agency (MPCA) to carry out the project specified under its FY 18-19 Environmental Assistance Grant Program to purchase recycling equipment, with the grant application at \$246,000.00 and a county match of 25% in the amount of \$82,000.00. (Knutson, Skarie), carried.

Human Services: Sherry Vanata presented:

- 1. It was moved and seconded to approve the Child Welfare/Juvenile Justice Screening grant in an amount not to exceed \$24,106.00. (Grimsley, Skarie), carried. It was noted that this amount is a decrease of \$20,795.00 from 2018.

2. It was moved and seconded to approve Resolution 01-19-2A, to hire a full-time Administrative Assistant, through the normal hiring process, due to a resignation, and if filling that vacancy creates another vacancy in Human Services to fill that vacancy also. (Grimsley, Skarie), carried.

3. It was moved and seconded to approve the Human Services claims for Community Health, Human Services, and Transit, as presented. (Grimsley, Skarie), carried.

/s/ Nancy Grabanski
Nancy Grabanski
Interim County Administrator

/s/ John Okeson
John Okeson
Board Chair

*Lunch Bunch was held following the meeting in the 3rd Floor (EOC) meeting room and provided by Auditor-Treasurer, Mary Hendrickson.