

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, May 21, 2019 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Okeson. Commissioners in attendance: Okeson, Grimsley, Nelson, Knutson, and Skarie; County Administrator, Michael Brethorst, and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda, as presented. (Grimsley, Knutson), carried.
4. It was moved and seconded to approve the minutes of May 7, 2019, as presented. (Knutson, Skarie), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Skarie: Human Services Committee, Lakeland Mental Health (LMH), and the Becker County Fair Board.
 - b. Commissioner Grimsley: Trails Advisory Committee, Lake Agassiz Regional Library (LARL), Finance Committee, and Development Achievement Center (DAC) Annual meeting.
 - c. Commissioner Okeson: NW Regional Communications Board, Becker County/Detroit Lakes Airport Commission, Highway Committee, and Regional Parks meeting.
 - d. Commissioner Knutson: Planning and Zoning meeting and Mahube-OTWA meeting.
 - e. Commissioner Nelson: No meetings to report on at this time.
3. Appointments
 - a. It was moved and seconded to appoint Dennis Kral, Rick Michaelson, and Janice Haggart to the Pelican River Watershed District Board of Managers, to serve three-year terms each. (Grimsley, Skarie), carried. All three members have expressed their interest in continuing to serve and were present at the meeting.

4. It was noted that the AMC District 4 Meeting will be held on Friday, June 14, 2019 from 8:00 a.m. – 1:00 p.m. in the Otter Tail County Government Services Building, Fergus Falls, MN.

County Administrator – Mike Brethorst presented:

1. Discussion was held in reference to the upcoming 2020 U.S. Census and the possibility of forming a Joint Complete Count Committee and/or partnership with the City of Detroit Lakes and other Units of Government. County Administrator, Mike Brethorst, noted that other than staff time, there should be no cost to the County. It was the consensus of the Board to support moving forward with forming an adhoc committee, to include a commissioner, staff, and other appropriate persons. It was also recommended to help educate the public about census worker opportunities for the paid positions when they become available. It was directed that staff develop a formal letter of endorsement and to develop recommendations for the formal structure of the Complete Count Committee for a future meeting of the Commission.
2. Discussion was held in regard to the Request for Qualification (RFQ's) for a Licensed Realtor or Auctioneer to serve under contract, for the pending sale and disposal of the Minimum Security Jail located at 640 Randolph Road, Detroit Lakes, MN. All proposals received met the requirements.

It was moved and seconded to list the sale of the Minimum Security Jail with The Real Estate Company, Detroit Lakes, MN, for a period of six (6) months and at the 5% fee rate, as presented, and to authorize the Finance Committee to set the sale price for said property, based on the recommendation from The Real Estate Company. (Nelson, Knutson), carried. Commissioner Okeson abstained.

3. Discussion was held in reference to the request for Becker County to contribute approximately \$50,000.00 to the capital campaign for a new building project underway for the Boys and Girls Club of Detroit Lakes, MN. Options were presented and discussed. Following discussion, it was recommended that the Boys and Girls Club approach the Becker County Children's Initiative (BCCI) with their request. The BCCI is a separate organization outside of the County. The county serves as the fiduciary for the organization. The Becker County Human Services Director, Denise Warren, works with BCCI and will aid in communicating this information with the BCCI. This item will be brought back to the Commission once a determination is made by BCCI.

MN Counties Intergovernmental Trust (MCIT) – Presented by Don Daraskevich, MCIT Risk Management Consultant:

1. Don Daraskevich presented a summary and overview of the MCIT 2019 Report – "Managing Risks Together." He highlighted and referenced areas relative to Becker County, noting that Becker County's total dividend return for 2018 was at \$166,966.

Planning & Zoning: Kyle Vareberg presented:

1. It was moved and seconded to concur with the Planning Commission (May 13, 2019), to approve the application as submitted by Richard Vareberg for a Certificate of Survey for a subdivision (Wheeler Lakes Estates) into two (2) lots, for the project located at 20951 Big Rok Road, Detroit Lakes, MN. (Knutson, Nelson), carried.
2. It was moved and seconded to concur with the Planning Commission (May 13, 2019), to approve the application as submitted by Sandra Orthmeyer Vetter for a Conditional Use Permit (CUP) to mine and excavate for gravel, rock, and black dirt, for the project located at County Highway 32, Corner of 335th, Rochert, MN. (Knutson, Skarie), carried.
3. It was moved and seconded to concur with the Planning Commission (May 13, 2019), to approve the application as submitted by Michael Larson for a Conditional Use Permit (CUP) for a building supply store, for the project located at 25130 County Highway 22, Detroit Lakes, MN. (Knutson, Grimsley), carried.
4. It was noted that the application submitted by Richard and Dana Laine, for a Conditional Use Permit (CUP) for a Commercial Planned Unit Development (PUD), to have 14 RV sites and a 21-slip dock system, for the project located at 20781 County Road 117, Osage, MN was tabled by the applicant, Richard Laine. Kyle Vareberg noted that at this time the applicant is planning to bring the request forward to the June 2019 meeting.
5. It was moved and seconded to approve the Amendment to the Becker County Ordinance, as submitted, for Chapter 2, Section 2 - A: "Planning Commission – Creation and Membership" (Total Numbers Required). (Nelson, Knutson), carried.
6. It was moved and seconded to approve the Amendment to the Becker County Ordinance, as submitted, for Chapter 3, Section 7: "Additions and Expansions of a Principal Structure on a Non-Conforming Lot". (Knutson, Skarie), carried. It was noted that Proposal #2 and #3, as submitted, for "Additions and Expansion of a Non-Conforming Principal Structure – Chapter 3, Section 7, should be combined.
7. It was moved and seconded to approve the Amendment (Proposal to the Becker County Ordinance, as submitted, for Chapter 4, Section 11: "Essential Services". (Nelson, Knutson), carried.
8. It was moved and seconded to approve the Amendment to the Becker County Ordinance, as submitted, for Chapter 3, Section 5: "Remove Restoration of a Non-Conformity". (Skarie, Knutson), carried.

Finance Committee Minutes: Auditor-Treasurer: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, and Additional Item, as presented:
 - a. Auditor's Warrants (Tuesday Bills):
 - i. 05/07/2019 in the amount of \$ 57,585.08
 - ii. 05/14/2019 in the amount of \$ 57,029.03
 - iii. 05/20/2019 in the amount of \$ 25,735.78 (Cost-Effective)for a total amount of \$ 140,349.89
 - b. Additional Item:
 - i. Remove Dacotah Paper Company, in the amount of \$149.89 (Duplicate invoice paid 05/10/2019).

(Grimsley, Knutson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits:
 - a. It was moved and seconded to approve the Temporary 1-4 Day Liquor License for Detroit Mountain Recreation Area, Inc., for operations at Detroit Mountain Recreation Area on July 6, 2019 – Erie Township. (Grimsley, Nelson), carried.
2. It was moved and seconded to accept the April 2019 Cash Comparison and Investment Summary, as presented. (Grimsley, Knutson), carried.

Assessor: Abatements: Steve Carlson presented:

1. It was moved and seconded to approve the following abatements, as presented:
 - a. PIN #: 17.8325.000 in Lake Eunice Township in the amount of -\$38.00 and -\$40.00, due to Removed Mobile: 2018 and 2017 Tax, respectively;
 - b. PIN #: 49.0865.817 in the City of Detroit Lakes in the amount of \$-\$196.00, due to Clerical Error.

For a total amount of Abatements at -\$274.00.

(Skarie, Knutson), carried.

Human Services: Denise Warren presented:

1. It was moved and seconded to approve the Renewals of the Student Nursing Agreements with the Department of Nursing at North Dakota State University and the University of North Dakota, as presented. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve the two-year renewal of the Regional Administrative Agency Cooperative Agreement, with Clay County Human Services acting as the lead agency for the regional Fraud Prevention Investigation (FPI) Program. (Skarie, Grimsley), carried.
3. It was moved and seconded to approve the three-year renewal of the MNsure Joint Powers - Navigator/In-Person Assister Agreement, as presented. (Grimsley, Skarie), carried.
4. It was moved and seconded to approve the Human Services claims for Public Health, Human Services, and Transit, as presented. (Skarie, Grimsley), carried.

Sheriff: Todd Glander presented:

1. It was moved and seconded to approve Resolution 05-19-2A, the 2019 State of MN Annual County Boat & Water Safety Grant Agreement Renewal, as presented, and to authorize the Board Chair and Becker County Administrator to sign on behalf of the County for said grant in the amount of \$25,295.00, effective January 1, 2019 through June 30, 2020. (Knutson, Nelson), carried.
2. It was moved and seconded to approve Resolution 05-19-2B, the 2019 State of MN Federal Supplemental Boating Safety Patrol Grant Agreement Renewal, as presented, and to authorize the Board Chair and Becker County Administrator to sign said agreement, with an allocation of \$8,250.00, effective May 10, 2019 through September 2, 2019. (Nelson, Knutson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 05-19-2C, as presented, to award the bid for Project SAP 003-626-021, to Dennis Drewes, Inc., Frazee, MN, for the low bid in the amount of \$1,777,60.68, for Grading, Aggregate Base and Bituminous Surfacing on State Aid Highway 26; and to authorize and direct the County Chairman and County Administrator, on behalf of Becker County, to execute and enter into said contract. (Knutson, Nelson), carried.

2. It was moved and seconded to approve Resolution 05-19-2D, to hereby accept the low quote of \$40,050.00 from Badger Materials Recycling of Oconomowac, WI for Asphalt Shingle Grinding; and to direct the County Engineer to proceed with the work, as detailed in the Becker County Proposal for Shingle Grinding. (Knutson, Skarie), carried.

Land Use – Parks & Recreation: Guy Fischer presented:

1. Discussion was held in reference to the proposal by the City of Frazee to create a State or Regional Park on property situated just outside the City on the north side of Highway 87 (Lake Street). It was noted that the MN Department of Natural Resources (MN-DNR) is in support. Funding options were discussed including using Legacy and/or Federal/State Parks/Trails Grant funds.

Following discussion, the consensus is for Becker County to act as the agent relative to begin applying for Legacy grant funding, with the grant to come back to the Board for final approval.

/s/ Michael Brethorst
Michael Brethorst
County Administrator

/s/ John Okeson
John Okeson
Board Chair

Following the adjournment of the meeting, Lunch Bunch was held in the 3rd Floor (EOC) Meeting Room, with County Attorney, Brian McDonald, providing.