

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, July 16, 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, and Skarie; County Administrator, Michael Brethorst, and Minute Taker, Cindy Courneya. Absent: Commissioner Knutson.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following change: under Sheriff: Add: Number 2: Introduction of New K-9. (Grimsley, Skarie), carried.
4. It was moved and seconded to approve the minutes of July 2, 2019 with the requested changes. (Skarie, Nelson), carried.

Commissioners

1. Open Forum:
 - a. Rick Billett, Kurt and Deb Anderson, Carol Strache, and Bruce Anderson were present today relative to the agenda item under Planning and Zoning, a request for a change of zone from Agricultural to Commercial and a Conditional Use Permit (CUP) for a satellite bulk propane refueling facility.

Kyle Vareberg, Director of Planning & Zoning, explained that, at their meeting on July 9th, the Planning Commission denied the request for the change of zone, however, approved the CUP, with stipulations. He also noted that the applicant has since withdrawn his request permanently, due to road weight restrictions.

Rick Billett, Chairperson for Burlington Township, noted that while he was in support of the business, he also had wanted to voice concern for any damages to the road that could have occurred due to the refueling business and verify that the business would have been responsible for those repairs.

The Board also invited Mr. Billett to stay for the discussion today relative to the two (2) mile radius around the City of Detroit Lakes.

2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Nelson: Natural Resources Management (NRM) meeting. He also noted that the Association of MN Counties (AMC) Board will be holding its Annual meeting and Strategic Review in Detroit Lakes, MN on August 15th-16th.

- b. Commissioner Skarie: Human Services Committee and West Central Initiative (WCI) meeting.
- c. Commissioner Grimsley: Human Services Committee and Finance Committee.
- d. Commissioner Okeson: NW Emergency Communications Board meeting.

3. Appointments: There were none.

Finance Committee Minutes: Tanya Hockett 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. 07/02/2019 in the amount of \$ 1,533.71
 - ii. 07/09/2019 in the amount of \$ 64,039.04
- for a total amount of \$ 65,572.75

b. Over-90-Days:

- i. Ameripride, in the amount of \$72.30 (invoice misplaced);
- ii. MACO in the amount of \$1,500.00 (invoice dated 01/02/2019 - received in June).

(Grimsley, Skarie), carried.

Auditor-Treasurer: Tanya Hockett presented:

1. Licenses & Permits:

a. It was moved and seconded to approve the New Tobacco License for SNH Properties – dba 4 Corners – for Joshua James and Kayla Jean Swangler; Brian Edward Nelson; Cari Kay and Michael Gerhard Dean Hough – Erie Township. (Nelson, Skarie), carried.

2. It was moved and seconded to approve Resolution 07-19-2A, as presented, to approve the Tax Forfeited Land Sale, with the list of parcels on file with the County Auditor-Treasurer, and for the sale to commence at 10:00 a.m. on Saturday, October 5, 2019, with the County Auditor-Treasurer directed to publish a notice of sale, as provided by law. (Nelson, Skarie), carried.

3. It was moved and seconded to approve setting the date for the Public Hearing for the purpose of “Re-Classification of Conservation Land to Non-Conservation Land” for Parcel #03.7007.000, with the Hearing to begin at 9:30 a.m. and held as part of the Regular Board of Commissioner’s meeting on October 2, 2019. (Nelson, Skarie), carried.

Sheriff: Sheriff Todd Glander and Maintenance Supervisor, Brent Bristlin, presented:

1. It was moved and seconded to approve the 3-Year Customer Support Agreement (CSA) with Ziegler Power Systems, Shakopee, MN for the Jail Generator, in the amount of \$2,669.23 annually, effective April 1, 2019 – March 31, 2022, and the 10-Year Extended Coverage Warranty, with Ziegler, in the amount of \$10,380.00, for a total amount for both at \$18,387.69. (Nelson, Skarie), carried.

(Addendum: Since the Board meeting, the amount for the Extended Coverage Warranty has been reduced to \$7,850.00, bringing the total amount for both the agreement and the extended warranty to \$15,857.69.)

2. Sheriff Todd Glander and Deputy Daran Borth introduced “Durman”, the newest K-9 addition to the Becker County Sheriff’s Department. It was reported that Durman is 1 year and 5 months and is living with Deputy Borth. Durman will begin training on September 1st in Blaine, MN. Sheriff Glander also expressed his thanks and appreciation to those that have made donations to help with the costs associated with the K-9 purchase and training.

Transit: Kevin Johnson presented:

1. It was moved and seconded to approve Resolution 07-19-2B, as presented, that Becker County Transit enter into the 2020-2021 Transit Operating Grant Agreement with the State of Minnesota and for the County Administrator to execute the agreement and amendments thereto. (Grimsley, Nelson), carried.
2. It was moved and seconded to approve Resolution 07-19-2C, to hereby authorize the purchase of a new Transit Bus, through the State of MN Cooperative Procurement Process, at an amount not to exceed the State Awarded contract amount of \$85,000. (Grimsley, Skarie), carried.

Planning & Zoning: Planning Commission Recommendations (July 9, 2019) – Kyle Vareberg presented:

1. Kyle Vareberg, reiterated that the request submitted by James Van Raden Trust, for a change of zone from Agricultural to Commercial was denied by the Planning Commission (July 9, 2019), however, the Conditional Use Permit (CUP) for a satellite bulk propane refueling facility to be located at 30030 130th Street, Frazee, MN, was approved with stipulations. Following the Hearing, the applicant formally withdrew the request permanently, due to road weight restrictions.
2. Discussion was held on the two (2) mile Extraterritorial radius around the City of Detroit Lakes with County Surveyor, Roy Smith, present.

Roy Smith commented that the City has been receptive to the County's concerns and appreciates the City's agreement to reduce the Park Dedication Fee for the two-mile radius around the City, as discussed. However, he was requesting direction from the Board on whether to pursue any other concerns with the City. He suggested that a separate ordinance be developed to follow County zoning for the area within the two-mile extraterritorial radius only. It was also recommended that the townships be included in discussions between the City and County relative to the planning stages for the two-mile radius.

City Administrator, Kelcey Klemm, was also present, noting that the City would be holding a meeting/hearing Thursday evening for review and consideration of ordinance revisions relative to the two-mile extraterritorial radius. He also noted that the City is looking for the County's recommendations as well.

Following discussion, Board Chair Okeson recommended that Kyle Vareberg and Roy Smith meet again with Community Development Director, Larry Remmen and possibly City Administrator, Kelcey Klemm, to work on language for the ordinance, as discussed.

Human Services: Denise Warren presented:

1. It was moved and seconded to approve Resolution 07-19-2D, to fill a full-time Financial Eligibility Worker position through the normal hiring process, due to a transfer, and if filling that vacancy creates another vacancy in Human Services, to then fill that vacancy also. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve the Human Services claims for Public Health, Human Services, and Transit, as presented. (Skarie, Grimsley), carried.

Land Use – Parks & Recreation: Steve Skoog and Guy Fischer presented:

1. It was moved and seconded to approve the Special Use Permit for the University of MN-Extension Service - Aqua Chautauqua Event, as presented, to be held at the Dunton Locks County Park on Thursday, August 15, 2019 from 2:00 p.m. – 9:00 p.m. (Skarie, Grimsley), carried.
2. It was moved and seconded to approve moving forward with the Heartland Trail 2019 Bonding Request for the area from Park Rapids to Osage, MN, as discussed. (Skarie, Grimsley), carried.

Land Use – Economic Development Authority (EDA): Guy Fischer presented:

1. Discussion was held in reference to the DEED Child Care Grant Program with City Administrator, Kelcey Klemm, and Eric Rotter with Laker Prep present as well.

It was moved and seconded to authorize to apply for the DEED Child Care Grant Program and for Becker County to act as the lead applicant, on behalf of the private sector to purchase and rehab a facility, for an amount of up to \$100,000, with a submission deadline of July 26, 2019. (Nelson, Grimsley), carried.

It was noted that there is no cash cost to the County, with the exception of staff time to apply for said grant funds and to provide oversight relative to grant fund disbursement, reporting, and outcomes.

2. It was moved and seconded to authorize to apply for the TEAM Foundation Grant for HOME (Home Ownership for Me) Program grant funds, as presented. (Nelson, Skarie), carried.
3. County Administrator, Mike Brethorst, provided an update on the status of the Becker County - U.S. 2020 Census Complete Count Committee and a list of potential candidates to the commissioners, with a total of four (4) persons interested to date. He noted that he has also reached out to some others from White Earth Nation, and Maple Grove and Pine Point Townships and is waiting to hear from them yet.

Mr. Billett was present and commented that no one has approached Burlington Township at this point and asked for information relative to serving on the committee, including stipend and meeting times.

Board Chair Okeson suggested waiting yet to make any appointments today, to allow staff more time to reach out to other potential candidates, as discussed. It was also recommended that a review be done on mileage reimbursements and stipends for Becker County committee members. County Administrator, Mike Brethorst, will research and provide a memo to the Board with details for approval at a later date.

Land Use – Environmental Services: MRF Expansion Change Order Request: Steve Skoog presented:

1. It was moved and seconded to approve the MRF Expansion - Change Order Request, as presented, to authorize the purchase of an air compressor and controls for the NRT optical sorting machine for the Material Recovery Facility, from Titus Maintenance & Installation Services, Inc., in the amount of \$54,642.00 (includes controls). (Skarie, Nelson), carried.

A motion was made by Commissioner Skarie to approve that funding for the MRF Expansion - Change Order Request be taken out of the Gravel Tax fund. (Skarie), motion died for lack of a second.

Following discussion, it was recommended to take funds out of Reserve for the Change Order Request.

Human Resources: Nancy Grabanski presented:

1. It was moved and seconded to approve the purchase of On-Line Benefits Enrollment Software - Option 1B, as presented, with Integrity Benefits – Benefits Connect System. (Nelson, Skarie), carried.

Highway: Public Works Facility Discussion: Jim Olson presented:

1. It was moved and seconded to approve an additional cost of \$6,800.00, as presented, for architectural services with Oertel Architects, relative to the proposed Joint Public Works Facility, to be split 50/50 with the City for planning, layout, cost estimates, and telecoms. (Nelson, Skarie), carried.

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

/s/ Michael Brethorst
Michael Brethorst
County Administrator

/s/ John Okeson
John Okeson
Board Chair

Following the adjournment of the meeting, the Commissioners; County Administrator, Mike Brethorst; and the Department Heads attended Lunch Bunch at the Sunlite Bar & Grill in Detroit Lakes provided by Sheriff Todd Glander.