

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, November 19, 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, Nelson, Knutson, Grimsley, 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 with the following change: Under Auditor-Treasurer: Remove #3: Personnel Request: Part-Time to Full-Time Department of Motor Vehicle Clerk: Resolution 11-19-2E. (Grimsley, Knutson), carried.
4. It was moved and seconded to approve the minutes of November 5, 2019, with the requested changes. (Knutson, Skarie), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports & Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Okeson: Becker County Historical Society & Museum Building Committee and Elected Official Salary Setting meeting.
 - b. Commissioner Knutson: Courthouse Committee and Safety Committee.
 - c. Commissioner Nelson: Courthouse Committee and Wild Rice One Watershed-One Plan meeting.
 - d. Commissioner Skarie: Becker County Council on Aging, Becker County Fair Board, Human Services Committee, and West Central Initiative (WCI) meeting.
 - e. Commissioner Grimsley: Provided input on various meetings relative to the other commissioner's reports.
3. Appointments:
 - a. It was moved and seconded to re-appoint Ellis Peterson to the Cormorant Lakes Watershed District (CLWD) Board of Managers, to serve another three-year term effective January 1, 2020, with his current term set to expire on December 31, 2019. (Nelson, Knutson), carried.
 - b. It was noted that there are two positions to be filled on the Sunnyside Board of Directors, with one applicant expressing interest to date. Commissioner Grimsley will be in contact with the applicant and the appointment considered at the next Board meeting.

4. Upcoming Meetings:
 - a. The Association of MN Counties (AMC) Annual Conference will be held December 9th-11th at the River's Edge Convention Center in St. Cloud, MN, with all commissioners and County Administrator, Mike Brethorst, planning to attend.
 - b. The Clay County Joint Powers Committee will hold the 51st Annual Inter-governmental Retreat on Friday, January 24, 2020 (8:30 a.m. – 3:00 p.m.) at the Clay County Law Enforcement Center, Moorhead, MN. Board Chair Okeson asked that any of the commissioners planning to attend, contact County Administration to register.

County Administrator: Mike Brethorst presented:

1. It was moved and seconded to approve and accept the FY 2020 & 2021 MN Board of Water and Soil Resources (BWSR) – Natural Resources Block Grant Agreement, as presented. (Nelson, Knutson), carried.

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

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, Over-90-Day Claims, and Additional Items, as presented:
 - a. Auditor's Warrants (Tuesday Bills):
 - i. 11/05/2019 in the amount of \$ 20,322.74
 - ii. 11/12/2019 in the amount of \$ 50,467.47
 for a total amount of \$ 70,790.21
 - b. Over-90-Days:
 - i. Jerry's Repair in the amount of \$32.00 (credit from June was taken twice)
 - ii. Pro Print, Inc. in the amount of \$589.03 from July (invoice was lost between owners).
 - c. Additional Items:
 - i. Eric Bergren – three credit card meals, with no itemized receipts in the amount of \$29.17.
 - ii. Scott Sachs – three credit card meals, with no itemized receipts in the amount of \$30.48.
 - iii. Bill Wilson – purchase at Amazon Prime in the amount of \$12.99, with no receipt turned in.
 - iv. Paula Peterson – credit card charge at USPS, in the amount of \$8.50 with no receipt turned in.

(Knutson, Grimsley), carried.

2. It was moved and seconded to approve the Lenovo Computer Replacements for the obsolete Windows 7, as presented, at a cost of \$88,708.00, along with the purchase of Five (5) Fujitsu Color Duplex Scanners for the Motor Vehicle Department, at a cost of \$850.00 each, for a total of up to \$4,250.00, with the DMV equipment to be paid with MNLARS funds. (Knutson, Nelson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. It was moved and seconded to approve the additional cost, as presented, at an amount up to \$4,500.00 to Clifton-Larson-Allen, LLP (CLA), to assist with the 2019 financial statement preparation for the 2019 Audit. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve the Audit Software purchase and training at a cost of up to \$5,500.00 from Wolters Kluwer, to complete the 2019 Audit, with the Auditor-Treasurer's recommendation for the additional software, if needed. (Grimsley, Nelson), carried.
3. It was moved and seconded to approve the two-year Agreement for Consulting Services with Hildi, Inc. for Actuarial 2020 fees, relative to the GASB 75 requirement, at a cost of up to \$4,500.00 and to obligate the \$800.00 for fiscal year 2021. (Knutson, Grimsley), carried.

County Attorney: Brian McDonald presented:

1. It was moved and seconded to approve Resolution 11-19-2A, to hire a full-time Assistant County Attorney through the normal hiring process, due to a resignation. (Nelson, Knutson), carried.

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

1. It was moved and seconded to approve Resolution 11-19-2B, as presented, for Becker County to support applying to the MN City Participation Program (MCP), for the purposes of providing first time home-buyer loans within Becker County. (Grimsley, Nelson), carried. It was noted that local banks would be administering the program and Steve Gerszewski, Mortgage Banker with Bremer Bank, was present as well.

Land Use – Parks & Recreation: Guy Fischer presented:

1. Guy Fischer provided a Power Point presentation of the Master Trail Plan (MTP). Hank Ludtke of Frazee, MN was present and provided input and clarification on the MTP, along with Patrick Hollister with Partnership4Health.

It was moved and seconded to approve Resolution 11-19-2C, to support and approve the Becker County Master Trail Plan (MTP), to assist the County in planning, developing

and implementing future recreational trail opportunities within the County, with it contingent upon changes, as discussed; to add language in referencing consideration to add smaller recreational areas with internal trails and/or connecting trails for a park area; to add the Viking Trail for “Interpretive Opportunities/Trails”; to include all Becker County snowmobile clubs relative to the design and maintenance of the snowmobile trails; the addition of the “Alternative Heartland State Trail Route Options”; and with it noted that the MTP is a living document and subject to change. (Knutson, Skarie), carried.

The Board thanked all who have been assisting in the development of the MTP.

Land Use – Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve the installation of new computers and software, and to update the National Recoveries Technologies, LLC (NRT) Optical Plastic Sorting machine recently installed in the Becker County Material Recovery Center (MRF), to bring it to current industry standards, as presented by NRT to Titus MRF Services, with the proposed upgrade at a cost of \$47,395.00. (Knutson, Skarie), carried.

It was also noted that Polk County will contribute \$15,000.00, Titus MRF Services \$5,000.00, and Becker County will pay the remaining balance of \$27,395.00 from the Solid Waste Fund.

Planning & Zoning: Planning Commission Recommendations (November 12, 2019): Kyle Vareberg presented:

1. Kyle Vareberg reported that at the Planning Commission meeting of November 12th, a motion was made to deny the request submitted by Richard and Dana Laine for a Conditional Use Permit (CUP), for a 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, and based on the fact a PUD is not consistent with the residential zoning district, adequate facilities do not exist due to the minimal amount of area between County Road 117 and the shore of Toad Lake, which causes a nuisance.

Following the motion made to deny the request and prior to any vote being made, Dana Laine requested to table the application. The Planning Chair agreed to rescind the original motion and second. The motion was then rescinded, with the understanding that the next time the applicant returns that a decision will be made by the Planning Commission and will be the final tabling of the application.

Discussion followed relative to tabling of requests, as far as time limits and number of times can table a request.

Beckerbay-Becker County Event Committee – Rachel Bartee presented:

1. Rachel Bartee presented a check in the amount of \$652.00 to Becker County Food Pantry Director, Brad Carlson, the total raised by the Becker County employees for a “Christmas in October” Auction Event for the food pantry. The holiday decorations for the auction were donated by Brad Place, in honor of his wife who had recently passed away and who treasured the holiday spirit, and he wished to be a part of this giving effort by the Becker County employees. Ms. Bartee also reported that the donations were matched for “Give to the Max Day”.

Human Services: Denise Warren presented:

1. It was moved and seconded to approve Resolution 11-19-2D, as presented, to hire a full-time Child Protection Social Worker in the Child and Family Services Unit, due to a resignation, 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 2020 Annual Contracts (22 contracts) for Human Services, as presented. (Grimsley, Skarie), carried.
3. It was moved and seconded to approve the Family Group Decision-Making (FGDM) State Grant Award Renewal in the amount of \$52,912.50, effective January 1, 2020 through June 30, 2020. (Grimsley, Skarie), carried.
4. It was moved and seconded to approve the Children’s Mental Health (CMH) – Juvenile Justice Screening Grant Renewal in the amount of \$30,529.00, effective January 1, 2020 through December 31, 2020. (Skarie, Grimsley), carried.
5. It was moved and seconded to approve the Human Services claims for Human Services, Public Health, and Transit, as presented. (Grimsley, Skarie), carried.

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

Following the meeting the Commissioners, County Administrator, Mike Brethorst, along with the Department Heads attended Lunch Bunch at Bleachers in Detroit Lakes, with Highway Engineer, Jim Olson, providing.

/s/ Michael Brethorst
Michael Brethorst
County Administrator

/s/ John Okeson
John Okeson
Board Chair