

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, December 3, 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 no changes. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of November 19, 2019, with the requested changes. (Nelson, Knutson), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports & Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Knutson: Becker County Ordinance Review Committee, Environmental Affairs Committee, Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Sheriff's Committee, and Economic Development Authority (EDA).
 - b. Commissioner Nelson: University of MN-Extension Committee, Sunnyside Board, and participated in a conference call with the Association of MN Counties (AMC) relative to various committee legislative platforms.
 - c. Commissioner Skarie: Lakeland Mental Health, Human Services Committee, and Becker County Fair Board.
 - d. Commissioner Grimsley: Sunnyside Board, Human Services Committee, Development Achievement Center (DAC), and Becker County Historical Society & Museum.
 - e. Commissioner Okeson: Becker County/Detroit Lakes Airport Commission, Pelican River Watershed District (PRWD), Sheriff's Committee, and attended a Regional Park meeting in Frazee.
3. Appointments:
 - a. It was moved and seconded to appoint Samantha Amundson and Johanna Christensen to the Sunnyside Board of Directors, to serve a two-year term each, effective January 1, 2020; to replace retiring long-time Board Members, Brad Grant and Bob Larson, with their terms expiring on December 31, 2019. (Nelson, Grimsley), carried.

- b. It was moved and seconded to appoint Mike Sharp as a member of the Board of Adjustments, representing District 3, to fulfill the remainder of a term set to expire in January 2021. (Okeson, Nelson), carried.
4. Upcoming Meetings:
- a. It was noted that the Budget Hearing will be held on Thursday, December 12, 2019 beginning at 6:00 p.m. in the First Floor - Board Room of the Courthouse.

County Administrator: Mike Brethorst presented:

1. It was moved and seconded to approve Resolution 12-19-1B, to ratify the base salaries of the following elected officials for 2020 as follows:
 - a. Mary Hendrickson, County Auditor-Treasurer: \$89,630.00;
 - b. Patty Swenson, County Recorder: \$74,515.00;
 - c. Todd Glander, County Sheriff: \$108,546.00;
 - d. Brian McDonald, County Attorney: \$115,332.00(Skarie, Nelson), carried 4-1.

2. It was moved and seconded to approve Resolution 12-19-1C, that the Becker County Board of Commissioners annual salary for 2020 be established as follows:
 - a. Commission Member – base: \$25,217.00
 - b. Commission Board Chair – additional: \$1,230.00and that the per diem for meeting attendance, other than regular Commissioner meetings, will be \$60.00, with meetings over four (4) hours at \$85.00. (Nelson, Skarie), carried 4-1.

3. County Administrator, Mike Brethorst, requested approval of Resolution 12-19-1D, to reaffirm the appointment of Roy Smith as County Surveyor for a four-year term beginning on January 1, 2019 and expiring on December 31, 2022, and to approve changing the annual compensation for said position from \$10,920.00 to \$11,193.00, effective January 1, 2020 through December 31, 2022. A brief discussion followed. It was moved and seconded to leave the annual salary for County Surveyor, Roy Smith, as was previously approved at \$10,920.00 for the term of the appointment. (Knutson, Grimsley), carried.

4. It was moved and seconded to approve Resolution 12-19-1E, to ratify the compensation of the following Boards and Committees, with the following changes:
 - a. Board of Adjustment (BOA): \$70.00 – Chair; \$60.00 – Member
 - b. Planning Commission: \$60.00 - Chair; \$50.00 – Member
 - c. Economic Development Authority (EDA): \$35.00 – Member
 - d. Extension Committee: \$35.00 – Member
 - e. Recreation Advisory Committee (RAC): \$35.00 – Member
 - f. Transit Advisory Committee: \$35.00 – Member

and that all the Board and Committee members, as noted, can submit for per-diem and standard IRS mileage reimbursement, in accordance with County Policy. (Nelson, Knutson), carried.

Finance Committee Minutes: Auditor-Treasurer: 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. 11/19/2019 in the amount of \$ 398,344.06
 - ii. 11/20/2019 in the amount of \$ 27,051.69 (Cost Effective)
 - iii. 11/26/2019 in the amount of \$ 8,519,485.89
for a total amount of **\$ 8,944,881.64**
 - b. Over-90-Days:
 - i. Code 4 – in the amount of \$46.75 from 06/13/2019 (invoice just turned in);
 - ii. Janke's Sew & Vac, Inc. – in the amount of \$25.99 from 8/28 (invoice just turned in);
 - iii. MCIT – in the amount of \$212.00 from 7/25/2019 (invoice just turned in);
 - iv. Trophy House – in the amount of \$327.00 from 02/03/ - 05/07/2019 (invoice just turned in).

(Knutson, Grimsley), carried.

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

Auditor-Treasurer: Mary Hendrickson presented:

1. It was moved and seconded to approve the Becker County Election Emergency Plan - Revised December 2019, as presented. (Grimsley, Knutson), carried.
2. It was moved and seconded to approve Resolution 12-19-1A, to authorize the Becker County Auditor-Treasurer to compensate trained Election Judges not employed by Becker County at the rate of \$12.00 per hour and mileage reimbursement, with half of the total cost reimbursed by the City of Detroit Lakes. (Skarie, Nelson), carried.
3. Auditor-Treasurer, Mary Hendrickson, noted that County Board members will be needed to serve as members of the Canvassing Board for the upcoming 2020 elections. Discussion was held and Commissioners Knutson and Skarie have agreed to serve on the Canvassing Board for the Presidential Nomination Primary of March 3rd, 2020. Ms.

Hendrickson will bring forward a request for Board members to serve on the Canvassing Board for the Federal and State 2020 Elections at a later date.

4. It was moved and seconded to accept the October 2019 Cash Comparison and Investment Summary, as presented. (Grimsley, Knutson), carried.

Assessor: Lisa Will presented:

1. It was moved and seconded to approve the following abatements, as presented:
 - a. PIN #26.0132.000 – in Runeberg Township, due to Clerical Error for the 2018 Tax Year in the amount of -\$1,278.00 and 2019 Tax Year in the amount of -\$1,146.00, for a total of abatements at -\$2,424.00. (Skarie, Grimsley), carried.

Sheriff: Todd Glander presented:

1. It was moved and seconded to approve the Renewal of the West Central MN Drug & Violent Crimes Task Force Joint Powers Agreement, as presented, effective January 1, 2020 and remaining in force indefinitely, subject to the termination provisions as outlined in said agreement. (Knutson, Skarie), carried.
2. It was moved and seconded to accept the Peacemaker Vehicle from the Hubbard County Sheriff's Office, as presented. (Knutson, Grimsley), carried.
3. It was moved and seconded to approve the purchase of 22 Ballistic Helmets, Face Shields, and Comfort Retention Harness Systems, as presented, from Galls in Lexington, Kentucky, at the low quote of \$7,652.04. (Knutson, Nelson), carried.
4. Sheriff Todd Glander announced that the Becker County Sheriff's Office has accepted the challenge for area Law Enforcement Agencies to participate in a sock drive, on behalf of Golden Drive Homeless Kids, and will be accepting donations of socks until December 10th, with drop-off sites at the Sheriff's Office, the Jail, and the County Administration Office.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 12-19-1F, as presented, to enter into MN Department of Transportation (MnDOT) Cooperative Agreement No. 1033749 (SP 0302-81), for the TH 10 and CSAH 54 – Traffic Signal Project, at a cost of \$20,091.77, and to authorize the Board Chair and County Administrator to execute the Agreement and any amendments to the Agreement. (Nelson, Knutson), carried.
2. It was moved and seconded to approve Resolution 12-19-1G, to approve the Final Acceptance of Project SAP 003-626-021, consisting of Grading, Aggregate Base & Bituminous Surfacing of CSAH 26, 520th Avenue to TH 34, and to accept said completed

project and authorize final payment in the amount of \$107,888.04 to Dennis Drewes, Frazee, MN, prepared and processed by the Highway Department. (Knutson, Skarie), carried.

Human Resources: Nancy Grabanski presented:

1. It was moved and seconded to approve Resolution 12-19-1H, to hire a part-time Custodian due to a vacancy, and to utilize the most recent pool list, or re-advertise, if necessary. (Nelson, Knutson), 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