

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, June 15th, 2021 at 8:15 a.m.
LOCATION: First Floor – Board Room, Courthouse

Agenda/Minutes:

1. Meeting was brought to order by Board Chair Nelson. Commissioners in attendance: Nelson, Knutson, Okeson, Grimsley, and Vareberg; County Administrator, Mike Brethorst, and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following changes: Under Highway: #1 @ 9:15 a.m. - Add: Closed Session: West Lake Drive Project: Resolution 06-21-2F, and Under Auditor-Treasurer: #1: Licenses & Permits: Add: Gambling Permit/Raffle for Detroit Lakes Lion's Club: Resolution 06-21-2G and Add: Number 3: Personnel Request – Full-Time Accountant Position: Resolution 06-21-2E. (Grimsley, Knutson), carried.
4. It was moved and seconded to approve the minutes of June 1, 2021, with the requested changes. (Knutson, Grimsley), carried.

Commissioners:

1. Open Forum:
 - a. Gerry Schram requested that the Board consider assigning the duties related to the process of implementing and distributing the American Rescue Plan (ARP) funds to the Becker County Economic Development Director and other staff.
2. Reports and Correspondence: Reports were provided on the following meetings:
 - a. Commissioner Grimsley: Heartland Trail meeting - noted Dedication/Ribbon Cutting – July 1st, Transit Committee, MCIT, and meeting with Clifton, Alan, Larson regarding audit.
 - b. Commissioner Okeson: Transit Committee and Sheriff's Committee.
 - c. Commissioner Nelson: Finance Committee and Wild Rice Watershed District (phone call).
 - d. Commissioner Knutson: Safety Committee, Environmental Affairs Committee, Economic Development Authority (EDA), and Finance Committee.
 - e. Commissioner Vareberg: Human Services Committee and Environmental Affairs Committee.
 - f. County Administrator, Mike Brethorst: Introduced the new Human Resources Director, Amy Rissmann, to the Board.

3. Appointments:
 - a. There were none. It was noted that two (2) Committee/Board appointments are needed for District 2, for the Extension Committee and Economic Development Authority (EDA) Board.

County Administrator: Mike Brethorst presented:

1. American Rescue Plan (ARP) Fund – Community Development Staffer Position:
 - a. County Administrator, Mike Brethorst, presented information relative to the ARP process and on the status of the proposed term-appointed position, to assist the County and Townships with the implementation.

Roger Winter was present and noted his support of the County's proposal to hire someone to assist the County and the townships with the ARP process, and for the County to charge the townships \$25.00/hour for those services.

There will be a Work Session/Presentation with the Townships on Tuesday, June 22nd from 6:30 p.m. – 8:00 p.m. in the 3rd Floor Jury Assembly Room (Courtside), regarding the ARP and proposed term-appointed position, as discussed.

There was consensus from the Board to move forward with establishing a joint partnership with the townships and with possibly two (2) or three (3) other counties and/or cities if there is interest.

2. Transit Budget 2022:
 - a. County Administrator, Mike Brethorst, presented an overview of the 2022 proposed budget for Transit and discussion followed.
 - b. It was moved and seconded to approve the Transit Budget for 2022 with the amendment, as noted, to remove the full-time position as listed in the spreadsheet. (Grimsley, Knutson), carried.

Highway – Jim Olson presented:

1. Closed Session – West Lake Drive Project:
 - a. It was moved and seconded to approve Resolution 06-21-2F, as presented, to close the session pursuant to the Attorney-Client privilege, to discuss the features of the Right-of-Way legal proceedings relative to the West Lake Drive Project. (Grimsley, Knutson), carried.
 - b. Closed Session – County Attorney, Brian McDonald and County Surveyor, Roy Smith, were also present.
 - c. It was moved and seconded to Open back into Regular Session. (Knutson, Grimsley), carried.

2. County Administrator, Mike Brethorst, reviewed legal options available to the Commission to include guidelines to determine possible final disposition.

Planning & Zoning – Kyle Vareberg presented:

1. It was moved and seconded to concur with the Planning Commission (June 8, 2021), to approve the application as submitted by Henry D. & Ida J. Miller, for a Conditional Use Permit (CUP), to operate a sawmill, for the project located at 38095 Rethwisch Lane, Frazee, MN (Parcel #: 29.0077.000). (Knutson, Okeson), carried.
2. It was moved and seconded to concur with the Planning Commission (June 8, 2021), to approve the application as submitted by Amy J. Ruley, for a Preliminary Plat for a multi-unit storage structure development, for the project located at TBD Tradewinds Rd., Audubon, MN (Parcel #: 17.0079.001). (Knutson, Okeson), carried.
3. It was moved and seconded to concur with the Planning Commission (June 8, 2021), to approve the application as submitted by Roy A. Smith & Assoc., Inc., for a Final Plat for Eunice Windsong, with the project located at TBD County Highway 22, Detroit Lakes, MN (Parcel #: 17.0290.000). (Okeson, Grimsley), 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-Days Claims, as presented:
 - a. Auditor's Warrants (Tuesday Bills):
 - i. 05/28/2021 in the amount of \$ 9,289,130.00
 - ii. 06/02/2021 in the amount of \$ 58,162.74 (BCCI)
 - iii. 06/02/2021 in the amount of \$ 2,158.91
 - iv. 06/08/2021 in the amount of \$ 35,094.90
for a total amount of \$ 9,384,546.55
 - b. Over-90-Days:
 - i. Graybar – dated 01/22/2021 in the amount of \$244.60 (invoice just turned in);
 - ii. Webber Family Motors – dated 01/14/2021 in the amount of \$105.05 (invoice just received).(Okeson, 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 the Detroit Mountain Recreation Area, Inc., for operations at Detroit

Mountain Recreation Area on July 10, 2021 – Erie Township. (Okeson, Grimsley), carried.

- b. It was moved and seconded to approve Resolution 06-21-2G, the Charitable Gambling Permit for the Detroit Lakes Lions Club for a Raffle on August 6, 2021 at WeFest in Lakeview Township. (Okeson, Grimsley), carried.
2. It was moved and seconded to accept the April 2021 Cash Comparison, Sales Tax Report, and Investment Summary, as presented. (Knutson, Okeson), carried.
3. It was moved and seconded to approve Resolution 06-21-2E, to advertise and hire a full-time Accountant, due to a resignation, with an intended start date of July 5, 2021, and if the position is filled internally, then to advertise and fill that vacant position. (Nelson, Grimsley), carried.

Assessor: Purchase Request: 2 Dell Rugged Tablets: County Assessor, Lisa Will presented:

1. It was moved and seconded to approve the purchase of two (2) Dell Latitude-Rugged Tablets (7220 models) at a total cost of \$5,757.98 from Now Micro, St. Paul, MN. (Okeson, Nelson), carried. 4-1. County Administrator, Mike Brethorst, reported that this purchase is eligible for payment using ARP funds.

Human Services – Denise Warren presented:

1. It was moved and seconded to approve the Liberty University, Inc. – School of Nursing Clinical Programs Affiliation Agreement (Graduate Program), as presented, with the initial term of this agreement to be for one (1) year from the “Effective Date” and thereafter shall automatically renew for successive one (1) year periods. (Grimsley, Vareberg), carried.
2. It was moved and seconded to approve the Purchase of Service Agreement between Becker County Human Services and the Family Resource Center, Detroit Lakes; with the Family Resource Center to provide drug testing services (Urine and Saliva Testing), at a cost of \$1,500.00 per month, effective June 10, 2021 to December 31, 2021, and with one change to Page 1 of the agreement, as noted. (Grimsley, Vareberg), carried.
3. It was moved and seconded to accept the MN Regional Child Welfare Training Academy Grant, with Becker County and MN State Community & Technical College to establish a Regional Learning Center in the Northwest region of the State to enhance access to training opportunities, and with the State to provide \$30,000 for one-time renovation costs, training, furniture, and A/V technology, and beginning July 1, 2021, an annual stipend of \$24,000 for use of space over the next five (5) years, and at no cost to the County. (Grimsley, Vareberg), carried.

4. It was moved and seconded to approve Resolution 06-21-2C, to hire a full-time Administrative Assistant through the normal hiring process, due to a resignation, and if filling this vacancy creates another vacancy in the department then to fill that vacancy also. (Grimsley, Vareberg), carried.
5. It was moved and seconded to approve the Human Services claims for Human Services, Public Health, and Transit, as presented. (Grimsley, Vareberg), carried.

Land Use – Parks & Recreation – Guy Fisher presented:

1. Nick Kludt, MN DNR - Red River Fisheries Specialist, provided a presentation on the Buck's Mill Project.

It was moved and seconded to approve revised Resolution 06-21-2B, as presented, that Becker County supports the Buck's Mill Dam Restoration Project to restore the Pelican River channel and to partner with the MN-DNR and Pelican River Watershed District (PRWD) to help develop and complete this project. (Okeson, Knutson), carried.

2. It was moved and seconded to approve Resolution 06-21-2A, that Becker County supports the 2022 - \$2.2 million dollar LUG Capital Bonding request, for the continued development of the Heartland State Trail, as presented. (Grimsley, Okeson), carried.

Land Use – Environmental Services – Steve Skoog presented:

1. It was moved and seconded to enter into a contract with the MN Department of Corrections, to secure STS Crew Leader staffing and that would allow Becker County to take on the entire STS Contract at an amount not to exceed \$110K in total value, effective July 1, 2021 and with no other changes. (Knutson, Okeson), carried.
2. It was moved and seconded to approve Resolution 06-21-2D, to approve the Final Capital Assistance Program Grant Application and the Capital Assistance Program Grant Agreement to construct an addition to the Becker County Material Recovery Facility for processing large, bulky materials; and pending approval and confirmation by the County Attorney that the County is not obligated if the County does not move forward with the project. (Knutson, Vareberg), carried.

Being no further business, Chair Nelson adjourned the meeting.

s/ Michael M. Brethorst
 Michael M. Brethorst
 County Administrator

/s/ Barry Nelson
 Barry Nelson
 Board Chair