

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: TUESDAY, October 5, 2021, at 8:15 a.m.

LOCATION: First Floor – Board Room, Becker County 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 County Attorney: Add: Resolution 10-21-1J to agenda item: Provision Attorney – ARPA Funds; Under Land Use-Environmental: Add: Introduction of new Green Corp member, Lisa Wussow, and Remove: #2: 2022 Solid Waste Fee Schedule: Resolution 10-21-1C. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of September 16, 2021, as presented. (Knutson, Okeson), carried.
5. It was moved and seconded to approve the minutes of September 21, 2021, with the requested change. (Knutson, Okeson), carried.

Commissioners:

1. Open Forum:
  - a. Erin Buelow, resident and owner of Jolly Fisherman Resort, Waubun, MN, referenced an e-mail she sent to the commissioners and is requesting direction regarding the process to impose a “no-wake zone” on Elbow Lake. Chair Nelson noted that the no-wake zone process will be researched, with further discussion at the next Board meeting, if needed.
  - b. Former Commissioner Don Skarie thanked County Administrator, Mike Brethorst, for the great job he did for Becker County, noting that Becker County will miss him. He also expressed his frustration and concern with the misconception out there in relationship to Mr. Brethorst’s upcoming separation with Becker County and asked that it be clarified publicly, for the record, that he was not fired. He also referenced the misleading headline in the Detroit Lakes newspaper following the September 16<sup>th</sup> Special Board meeting for the Closed Session-Performance Review of County Administrator, Mike Brethorst, and Open meeting relative to the Separation Agreement.

Following, Chair Nelson stated that Mr. Brethorst was not fired, but rather that a mutually agreed upon Separation Agreement was accepted by both County Administrator, Mike Brethorst, and the Board. Chair Nelson was reluctant to speak on it any further, due to possibly infringing on employee rights and to also protect the County, as far as what is releasable and what is not. Human Resources Director, Amy Rissmann, reiterated the same.

- c. Roger Winter, Chair of the Becker County Township Association, and resident of Callaway, MN, thanked County Administrator, Mike Brethorst, on behalf of the townships, for the help and assistance he provided relative to the process and implementation of the American Rescue Plan Act (ARPA) funding for the townships. He also noted his thanks and appreciation to the County for Guy Fischer's assistance and the use of the building.

Mr. Winter also announced that the Annual Township Association meeting normally held in October has been cancelled due to COVID.

2. Reports and Correspondence: Reports were provided on the following meetings:
  - a. Commissioner Nelson: Lakeland Mental Health, Highway Committee, Extension Committee, Finance/Courthouse Committee, and referenced a meeting relative to interim leadership. He reported that a TEAM Leadership Committee has been formed and will be meeting weekly in the interim until a County Administrator is hired. The members include himself; Vice-Chair Larry Knutson; Land Use-Environmental Services Director, Steve Skoog; Human Services Director, Denise Warren; Highway Engineer, Jim Olson; Chief Deputy Shane Richard; and Auditor-Treasurer, Mary Hendrickson.
  - b. Commissioner Knutson: Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Environmental Affairs Committee, and Finance/Courthouse Committee.
  - c. Commissioner Vareberg: Environmental Affairs Committee.
  - d. Commissioner Grimsley: Becker County Historical Society & Museum, Development Achievement Center (DAC), Sunnyside Board, and Transit Committee.
  - e. Commissioner Okeson: Transit Committee and provided an update on the Historical Society Museum Building Project.
  - f. County Administrator, Mike Brethorst, referenced that he has compiled a list with details relative to projects in progress at Becker County.
3. Appointments:
  - a. Chair Nelson noted that there is a vacancy on the Sunnyside Board and asked that the position be posted on the County website.

- b. Due to time constraints, Commissioner Grimsley has requested a replacement for himself, to serve on the Labor Negotiations Committee and Commissioner Okeson has agreed to take his place.
  - c. It was moved and seconded to appoint Tom Klyve to the Economic Development Authority (EDA) Board to serve a 6-year term, representing District 2. (Grimsley, Nelson), carried.
- 4. It was moved and seconded to set the date for the Fall Highway Road Tour for Thursday, October 21, 2021, to depart from the Highway Department at 8:15 a.m. (Okeson, Grimsley), carried.
  - 5. The AMC District 4 Fall meeting will be held on Friday, November 5, 2021 (8 a.m. – noon) at the Bigwood Event Center in Fergus Falls, MN.

County Administrator – Mike Brethorst and Nicole Ecker presented:

- 1. It was moved and seconded to approve revised Resolution 10-21-1A, “American Recover Funds – Fund Expenditures & Reimbursements – Payroll”, relative to the Federal Relief Package (ARP); that funds may be used for payroll expenses for Public Safety and approved departments as defined within the Department of Treasury FAQ, to capture said payroll in full and to use said funds as prescribed in the revised amount of \$3,190,699.00 for FY 2021 and for FY 2022 in an amount determined by the Commission on or about July 2022. (Grimsley, 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 Warrants (Tuesday Bills):
    - i. 09/24/2021 in the amount of \$ 75,000.00
    - ii. 09/28/2021 in the amount of \$ 466,537.76  
for a total amount of \$ 541,537.76
  - b. Over-90-Day Claims:
    - i. Avenu – in the amount of \$503.56 – dated 05/25/2021 (invoice just received).
    - ii. ES&S – in the amount of \$2,497.95 – dated 06/10/2021 (invoice just received).(Knutson, Okeson), carried.
- 2. It was moved and seconded to approve the Human Services claims for Human Services, Public Health, and Transit, as presented. (Grimsley, Okeson), carried.
- 3. It was moved and seconded to approve Resolution 10-21-1I, to hire one part-time Probation Secretary, due to a resignation, and through the normal hiring process. (Knutson, Okeson), carried.

4. It was moved and seconded to approve to enter into an agreement, as presented, with Miller Yard Care for snow removal at the jail (1428 Stony Road) from 12/05/2021 through 05/15/2022 and the courthouse (913 Lake Avenue) from 10/01/2021 through 05/15/2022. (Grimsley, Okeson), carried.

Auditor-Treasurer – Mary Hendrickson and Nicole Ecker presented:

1. It was moved and seconded to approve the following Tobacco License Renewals, as follows:
  - a. 59'er – Jackie Collins – Detroit Township
  - b. Chief Corner Store – Patricia Moran – Pine Point Township
  - c. Osage Bait & Tackle – Peggy Branstrom – Osage Township (Knutson, Okeson), carried.
2. It was moved and seconded to accept the August 2021 Cash Comparison, Sales Tax, and Investment Summary, as presented. (Grimsley, Knutson), carried.
3. It was moved and seconded to approve Resolution 10-21-1H, as presented, to approve the purchase of a new financial system from Tyler Technologies for Cloud based services at a one-year set up cost of \$461,314.00, with an annual cost of \$130,000.00 and meeting software from CivicPlus at a one-year set up cost of \$11,555.00 and 3-year cost of \$28,552.00. (Okeson, Nelson), carried.

County Attorney – Brian McDonald presented:

1. It was moved and seconded to approve Resolution 10-21-1J, to hire a full-time entry level prosecution attorney for one year to assist with the persistent backlog of criminal and juvenile cases as a result of the COVID-19 pandemic and to use American Recover Plan Act (ARPA) funds, with the cost at approximately \$103,254.00. (Nelson, Okeson), with a roll call taken: Knutson – Nay, Okeson – Yay, Grimsley – Nay, Vareberg – Nay, Nelson – Yay; motion failed 2-3.

Sheriff – Todd Glander presented:

1. It was moved and seconded to approve Resolution 10-21-1D, to hire a full-time Correctional Officer due to a vacancy and through the normal hiring process and if this position creates a vacancy, to then fill that position using the most recent interview/ external list or to re-advertise if necessary. (Okeson, Knutson), carried.
2. It was moved and seconded to approve Resolution 10-21-1E, to hire a full-time Correctional Officer due to a vacancy and through the normal hiring process and if this position creates a vacancy, to then fill that position using the most recent internal/ external list or to re-advertise if necessary. (Okeson, Nelson), carried.

3. It was moved and seconded to approve Resolution 10-21-1F, to hire a full-time Sheriff's Deputy position through the normal hiring process and to remove backfilling of the position, if this position creates a vacancy internally, and to utilize ARPA funds for 2022 and include in the budget for 2023. (Knutson, Okeson), carried 4-1.
4. It was moved and seconded to approve Resolution 10-21-1G, to hire a full-time Correctional Officer position through the normal hiring process and if this position creates a vacancy, to then fill that position using the most recent internal/external list or to re-advertise if necessary. (Okeson, Vareberg), carried. It was noted that this was in the budget.
5. It was moved and seconded to approve the Becker County-State ICWC Stipend Notification/Contract, as presented; to pay \$200.00 per month stipend to inmates who qualify and complete assigned duties. (Knutson, Okeson), carried. It was also noted that the Sheriff's Committee could finalize the details.
6. It was moved and seconded to approve the sale of forfeited vehicles, as follows, to include eight (8) vehicles at Midstates Auto Auction of New York Mills and nine (9) to be sold for parts and scrap through Public Auction and to advertise on the County website:

**2021 Forfeited Vehicles (revised)**

<b>Vehicles for sale Midstate Auto Auction</b>	
1)	2008 Subaru Legacy VIN: 4S3BL616587220212
2)	2008 Chev Impala VIN: 2G1WT58KX81276425
3)	2006 Pontiac Grand Prix VIN: 2G2WP582861213112
4)	2008 Ford Edge VIN: 1FMDK36C38BB19049
5)	2004 GMC Truck VIN: 1GTCS146648197209
6)	2000 Chevrolet Malibu VIN: 1G1NE52J2Y6168654
7)	2005 Chevrolet Trail Blazer VIN: 1GNDDT13S952266454
8)	2006 GMC Envoy VIN: 1GKDT13S962239902
<b>Vehicles without titles (parts or scrap) Bids to be accepted at the Sheriff's Office</b>	
1)	2000 Ford Taurus VIN: 1FAFP55U7YG103052
2)	1995 Oldsmobile Ciera VIN: 1G3AJ55M0S6416642
3)	2008 Ford Focus VIN: 1FAHP35N48W184426
4)	2005 KIA Sportage VIN: KNDJE723957072612
5)	2004 Saturn VIN: 1G8AJ52F84Z208848
6)	2002 Dodge Neon VIN: 1B3ES46C72D549443
7)	2002 Chevrolet Suburban VIN: 3GNFK16ZX2G206674
8)	1997 Ford Explorer VIN: 1FMDU35PXVZA54434
9)	Honda CBR Motorcycle (Unknown Vin and Year)

(Okeson, Knutson), carried.

Land Use – Environmental Services – Steve Skoog presented:

1. Steve Skoog introduced new Green Corp member, Lisa Wussow, and noted that she will be working at Becker County from September 2021 through August 2022. She provided a summary of her background and noted her appreciation for the opportunity and warm welcome.
2. It was moved and seconded to approve Resolution 10-21-1B, to approve the 2022 Solid Waste Assessment Fee Schedule, as presented, with a correction relative to #3:  
Seasonal Residential Recreational Properties: to increase the rate from \$20.00 to \$25.00 per travel trailer. (Knutson, Vareberg), carried 4-1.

Land Use – EDA – Becker County Childcare Strategies Proposal – Guy Fischer presented, along with Mary Rotter, Laker Prep Preschool; Tammy Anderson, Acorns to Oak Consulting; and Carolyn Becraft, resident of Detroit Lakes; and via telephone, Nancy Jost, Director of Early Childhood with West Central Initiative Foundation:

1. It was moved and seconded to move forward with the Becker County Childcare Strategy Proposal relative to Family Childcare Startup Grant; to appropriate up to \$10,000 for each new family childcare start up, with the County to provide a startup pool of \$100,000, and with a final document returned to the Board once the details have been worked out. (Knutson, Okeson), 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