

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, January 28, 2003 at 8:30 a.m.
LOCATION: Board Room, Courthouse

All Present

Agenda

1. It was moved and seconded to approve the Consent Agenda with additions (Engebretson, Salminen), carried.
2. It was moved and seconded to approve the Minutes of January 8, 14, 2003 as corrected (Engebretson, Bristlin), carried.

Finance Committee Minutes

1. It was moved and seconded to concur with the Finance Committee to approve the IT Department request to purchase the MCCC Program to upgrade the tax system to a level necessary to implement the new recap tax software at a cost of \$925, plus tax (Bristlin, Seaberg), carried.
2. It was moved and seconded to approve payment of the County's share of meetings of the MCCC tax user group in the amount of \$449.87 (Engebretson, Salminen), carried.
3. It was moved and seconded to purchase the program necessary to gain remote access for two offsite computers at the cost of \$180 (Bristlin, Salminen), carried.
4. Highway Department Request – Band Saw is on Highway agenda.
5. The Court Administrator's request for remodeling the Courthouse third floor will be referred back to the Finance Committee Meeting of February 10, 2003.
6. It was moved and seconded to pay the Claims with changes to the appropriation requests. These requests will be paid at the amounts allocated in the 2002 Becker County Budget due to budget constraints at this time (Bristlin, Salminen), carried.
7. It was suggested that agencies receiving appropriations for 2003 be informed about receiving the same amounts as 2002. The County Administrator has been calling to inform those who will be receiving cuts to their appropriations.
8. Fees For Services Schedule:
 - a. It was moved and seconded to approve the Treasurer's request to charge fees for services. The fees will not increase costs to the average taxpayer but rather charge users obtaining the information for a profit (Engebretson, Bristlin), carried.
 - b. It was moved and seconded to approve the Auditor's request to charge fees for processing Property Splits. This would be a user fee addressing 5 or more lots (Bristlin). Motion died for lack of a second.
It was moved and seconded to step costs according to the number of parcels (Engebretson, Salminen). Motion was rescinded. It was moved and seconded to approve the Auditor's request to charge fees for processing Property Splits. This would be a user fee addressing 5 or more lots (Bristlin, Salminen), carried.
9. West Central Telephone Association Amendment for 9-1-1 Routing Contract. It was moved and seconded to approve the Amendment Contract (Bristlin, Salminen). Motion was rescinded. It was moved and seconded to table approval of the Amendment Contract until Joe Evans, County Attorney, can give an opinion of this contract. Upon receipt of the County Attorney opinion, this item will go back to the Finance Committee for consideration (Engebretson, Salminen), carried. Commissioner

Bristlin suggested that any contract with Becker County should go to the County Attorney for an opinion.

10. It was moved and seconded to approve the Transit Claims (Engebretson, Seaberg), carried.
11. There was discussion about the Solid Waste Fee Increase.

Auditor

1. It was moved and seconded to approve a Gambling Permit at Height of Land Sportsmen's Club for operations at Height of Land Sportsmen's Club (Engebretson, Bristlin), carried.
2. It was moved and seconded to approve a Tobacco License for Longfors Bait (Engebretson, Salminen), carried.

Assessor

1. It was moved and seconded to approve the following Abatements (Engebretson, Seaberg), carried.

2002 Tax Payable

<u>Parcel #</u>	<u>Twn/City</u>	<u>Amount</u>	<u>Reason</u>
30.8020.000	Spring Creek	194.	Homestead

2. The County Assessor gave a discussion of the Abatement process.

Highway

1. It was moved and seconded to approve the Agenda as amended (Engebretson, Bristlin), carried.
2. It was moved and seconded to approve the purchase of a Band Saw at the cost of approximately \$999.10, plus tax and shipping (Engebretson, Bristlin), carried.
3. It was moved and seconded to pass Resolution No. DOH 01-03-2E, authorizing the County Engineer to advertise for quotes for (4) roadside mowing maintenance contracts for the period of May 1, 2003 to November 15, 2003. Quotes to be opened on March 13, 2003 at 10:00 a.m. (Bristlin, Salminen), carried.

Human Services

1. It was moved and seconded to approve the Agenda as amended (Engebretson, Bristlin), carried.
2. Transit Statistics for 2002 and the Transit Radio System were discussed. Information only.
3. It was moved and seconded to approve the Human Services Claims (Engebretson, Bristlin), carried.
4. Transit Claims were approved under Finance.
5. It was moved and seconded to approve to send John Hovdenes to the National Community Transportation Conference in Philadelphia on May 18-23, 2003. Costs are covered through a scholarship from the Federal Government (Salminen, Bristlin), carried.
6. Purchase of Services Contracts:

- a. Emmanuel Community - It was moved and seconded to approve payment of Becker County's share of the contract with Judy Peterson to provide Senior Information and Referral Services shared with Frazee Care Center, St. Mary's Nursing Home and Emmanuel Community in the amount of \$8,800 (Engebretson, Salminen), carried.
 - b. Barbara Van Offeren Home – It was moved and seconded to approve to contract for Adult Foster Care and Specialized Services for Adults under her care (Engebretson, Bristlin), carried.
 - c. White Earth Tribal Council – It was moved and seconded to contract for Children's Mental Health Services for American Indian children on the Reservation that includes Mahnommen and Clearwater Counties. Services provided are Wellness (\$167,000), Adolescence Services grant (\$192,000), and Respite Care (\$60,000). Costs are reimbursed by DHS (Engebretson, Seaberg), carried.
 - d. Bonnie Storm Group Home – It was moved and seconded to contract for Adult Services (Engebretson, Seaberg), carried.
 - e. Meridian Services – It was moved and seconded to contract for Case Management Services for Medical Assistance DD Clients (Salminen, Seaberg), carried.
7. It was moved and seconded to accept the Public Assistance Applications (Bristlin, Salminen), carried.

NRM

1. It was moved and seconded to award the bid for the Seedling Planting Contract for the Spring of 2003 to Ozark Mountain Forestry, Inc., low bidder (Bristlin, Salminen), carried.
2. Personnel Request. It was moved to authorize the NRM, Parks & Rec., and Highway Department to interview and hire a Receptionist/Bookkeeper (Engebretson). Motion failed for lack of a second. The Board asked that this request come before the Finance Committee with documentation of costs.

Planning & Zoning

1. It was moved and seconded to approve the Agenda as presented (Bristlin, Salminen), carried.
2. It was moved and seconded to approve the following Appointments to the Planning Commission (Bristlin, Salminen), carried.

District 1.	Jim Kovala, Carsonville Mike Swan, Carsonville
District 2.	Jim Bruflo, Lake View Ken Christensen, City of DL
District 3.	Larry Knutson, Erie Julia Miller, Maple Grove
District 4.	Waldo Johnson, Detroit Don Skarie, Detroit
District 5.	Jeff Moritz, Lake Eunice John McGovern, Lake Park
Commissioner	Dave Seaberg
3. It was moved and seconded to approve the following Appointments to the Board of Adjustments (Engebretson, Bristlin), carried.

District 1.	Terry Kallil, Shell Lake
District 2.	Tom Oakes, City of DL
District 3.	Charles Rew, Burlington – Alternate 2003
District 4.	Harry Johnston, City of DL
District 5.	Jerome Flottesch, Richville
Members at large (2)	Jim Elletson, Richwood Naomi Champ, City of DL

3. It was moved and seconded to have Planning & Zoning send letters to the previous board members thanking them for their service by serving on the Planning & Zoning Boards (Engebretson, Bristlin), carried.
4. It was the consensus of the Board to leave the Planning Commission Sub-Committee as is.
5. Planning Commission (PC) Minutes of January 21, 2003:
 - 1) FIRST ORDER OF OLD BUSINESS: Ernest Sayler, Preliminary Plat, Tabled.
 - 2) FIRST ORDER OF NEW BUSINESS: William and Debra Dillon, Detroit Township. It was moved and seconded to concur with the findings and recommendations of the PC to approve the change of zone from agricultural to residential and approve the certificate of survey for a 1.01 acre tract based on the fact that the change of zone is in character with the surrounding neighborhood and the certificate does meet the criteria of the Zoning Ordinance and subdivision Ordinance (Engebretson, Bristlin), carried.
 - 3) SECOND ORDER OF BUSINESS: Curt Richmond, Cormorant Township. It was moved and seconded to concur with the findings and recommendations of the PC to approve a conditional use permit to allow a retaining wall in the shore impact zone based on the fact that it would correct an existing erosion problem, that the plan submitted to the Zoning Office, with the conditional use permit application and dated 10/18/02 and 12/03/02 be followed and with the stipulation that the Cormorant Lakes Watershed must approve the plans prior to starting the project (Bristlin, Salminen), carried.
 - 4) THIRD ORDER OF NEW BUSINESS: Otter Tail Power Company. It was moved and seconded to concur with the findings and recommendations of the PC to allow the upgrade of a transmission line from Frazee to Detroit Lakes based on the fact that it is an essential services to provide electricity to a growing community and the application does follow the guidelines of the Zoning Ordinance (Engebretson, Salminen), carried.
 - 5) FOURTH ORDER OF NEW BUSINESS: The next informational meeting is tentatively scheduled for Thursday, February 13, 2003 at 8:30 a.m. at the Zoning Office.

EDA

1. Scott Wilson brought a request to appoint (2) people, (1) from District 2 and (1) from District 3 to the EDA Board.
 - a. Harry Salminen, District 2 Commissioner, appointed Mike Metalak for a 6-year term to expire January 1, 2009 (Bristlin, Seaberg), carried.
 - b. Dave Seaberg, District 3 Commissioner, appointed Jerry Schramm for a 6-year term to expire January 1, 2009 (Seaberg, Engebretson), carried.

Commissioners

1. Reports & Correspondence:
 - a. WACCO Meeting, Commissioner Engebretson
 - b. Tribal Committee Meeting, Commissioner Winter
2. It was moved and seconded to approve the 2-year contract between the Minnesota Counties Research Foundation and Becker County. The foundation has retained Maximus, Inc. as a consultant to perform services that are the subject of this agreement (Engebretson, Seaberg), carried.
3. The Conflict of Interest Policy will be brought back after the Joe Evans, County Attorney, has reviewed the policy.
4. It was moved and seconded to adopt the Code of Ethics. This document has signature lines for the Commissioner's to sign if they wish (Engebretson, Seaberg), carried. Bristlin voting nay.
5. Being a Good Commissioner. It was moved and seconded to adopt the "Roberts Rules of Order" (Engebretson, Salminen), carried.

6. It was moved and seconded to not attend the NACO Conference in Washington, DC this year (Bristlin, Salminen), carried. Engebretson voting nay.
7. Buffalo – Red River watershed District Resolution of Support Request. Commissioner Engebretson asked that John Hanson or Bruce Albright be asked to the February 11, 2003 Board Meeting to explain the request for a letter of support.
8. It was moved and seconded to have Joe Evans, County Attorney, draw up a policy on any contracts that the county could be entering into (Engebretson, Seaberg), carried.

Sheriff

1. It was moved and seconded to approve the following appointments made by Tim Gordon, Becker County Sheriff (Bristlin, Engebretson), carried.

Joe McAurthur has been appointed as Captain I
Kelly Shannon has been appointed as Captain II

Human Services

Closed Session 1. Negotiations Open Session

2. It was moved and seconded to offer the original union contract to the Dispatch Unit (Salminen, Engebretson), carried. Bristlin voting nay.

There being no further business, the meeting was adjourned.

/s/ Brian C. Berg
Brian C. Berg
County Administrator

/s/ Roger Winter
Roger Winter
Board Chair