

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: Tuesday, April 22, 2003 at 8:30 a.m.  
LOCATION: Board Room, Courthouse All Present

Agenda

1. It was moved and seconded to approve the Agenda with additions (Salminen, Bristlin), carried.
2. It was moved and seconded to approve the Minutes of April 08, 2003 as presented (Engebretson, Bristlin), carried.

Sunnyside Care Center

1. It was moved and seconded to approve application for a loan from the Public Authority Drinking Water Revolving Fund for \$243,000. This is a 20-year loan between 2-3% interest or \$14,751 to \$16,147 in annual payments to be made by Sunnyside Care Center.
2. Clarification was heard regarding pending legislation (HF751) to issue a General Obligation bond for construction at Sunnyside Care Center after May 1, 2003.
3. A vote of Consensus was taken by the Board to not bond at this time until the outcome of legislation is known. Roll Call of the Board was unanimous to not bond.

Sheriff

1. It was moved and seconded to approve the Agenda with an addition (Engebretson, Salminen), carried.
2. It was moved and seconded to pass Resolution No. 04-03-2F, authorizing to fill a full-time Correction Officer position with (2) Part-time Correctional Officers and to proceed with advertising and the hiring process (Bristlin, Seaberg), carried.
3. It was moved and seconded to pass Resolution No. 04-03-1B authorizing the Board Chair and the Becker County Administrator to sign an agreement with the State of Minnesota for the 2003 Outstate Boating Enforcement Supplement Agreement (CFDA#20.005) with an allocation of \$7,500; and Resolution No. 04-03-2C, to authorize the Board Chair and County Administrator to sign on behalf of the County for the Annual County Boat and Water Safety Grant in the amount of \$22,369 (Engebretson, Bristlin), carried.
4. It was moved and seconded to approve the request to purchase (4) squad cars in the Sheriff's Department, low bid at Government Rate of \$22,560. per unit from Superior Ford (Engebretson, Bristlin), carried.

Finance Committee Minutes

1. It was moved and seconded to approve the Claims with recommendations (Engebretson, Bristlin), carried.
2. It was moved and seconded to approve the Transit Claims (Bristlin, Salminen), carried.

3. It was moved and seconded to concur with the Finance Committee to approve the following Capital Purchases:
  - 1) Planning & Zoning request for a computer for 9-1-1 and GIS applications, and RAM for a second computer, cost of \$2,114 (Bristlin, Salminen), carried.
  - 2) IT Department request for updating the current cable connections to our various off-site locations. This would be an upgrade to 100 MBPS and a TransNet Plan, cost of approximately \$1,500 (Engebretson, Salminen), carried.
  - 3) Environmental Services request for printer, cost of \$3,000 (Engebretson, Bristlin), carried.
  - 4) Highway Department request for survey and testing equipment: (1) Autotrac Total Station, cost of \$23,000, and (1) DCP testing device at the cost of \$1,500 in 2003, and \$20,000 is reserved for the 2004 budget for the purchase of GPS equipment (Bristlin, Salminen), carried.
  - 5) EDA/HRA request authorization to enter into a contract with a new grant writer, cost of approximately \$30,000 a year (Salminen, Bristlin), carried.
  - 6) EDA/HRA request five-year endowment to the West Central Initiative, cost of \$41,882., first installment of \$8,377. (Bristlin, Salminen), carried.
  - 7) Tuck-pointing of the Courthouse. Acceptance of low bid of \$46,984 from A.J. Spanjers Co., Inc. and authorized the County Administrator to sign the contract (Bristlin, Salminen), carried.
  - 8) Court House Remodel of the Court Administration floor. Accepted low bid of \$73,150 from All Building, Fergus Falls. MN. (Engebretson, Bristlin), carried.
  
4. Personnel Requests:
  - 1) Auditor request of Personnel on Resolution No. 04-03-2E, to advertise for a permanent, part-time Licensing Clerk at the Motor Vehicle Department (Bristlin, Salminen), carried.
  - 2) Auditor request of Personnel on Resolution No. 04-03-2D, to advertise for a permanent, part-time Research specialist in the Auditor's Office (Bristlin, Seaberg), carried.
    - \* Commissioner Engebretson requested to see results of adding this position to the Auditor's Office reported to the Board.
  
5. FISH Committee request to establish a checking account for the FISH Funds, which are employee generated (Engebretson, Bristlin), carried.
  
6. Ryan Tangen, County Treasurer, updated the Board on the Investment Summary, and explained County Fund Balances.
  
7. Commissioner Engebretson requested that a study be done on the feasibility of having Central Purchasing of copy paper for the County.

Auditor

1. It was moved and seconded to approve a Gambling Permit for T.I.P., Quad County for operations at: Forest Hills Golf & R.V. Resort, Audubon Twp. (Engebretson, Salminen), carried.

2. It was moved and seconded to approve an On/Sale Intoxicating Liquor License Renewal for Joey W. Kaiser, the Landing, LLC., Lake Eunice Twp. (Salminen, Bristlin), carried.  
(removed, application not complete) Daniel Tigges, Pres. Detroit Country Club, Lake View Twp.
3. It was moved and seconded to approve a Combination On/Off Sale Intoxicating Liquor Renewal for Steven & Tammy Quade, Toad Lake Store, Toad Lake Twp. (Engebretson, Bristlin), carried.
4. It was moved and seconded to approve the following Seasonal Tobacco License Renewals: Violet Stearns, Cotton Lake Store, Erie Twp.; Donna Sindt, Pike Lake Resort & Campground, Round Lake Twp. (Salminen, Bristlin), carried.
5. It was moved and seconded to approve an Off/Sale 3.2 Beer License Renewal for Joey W. Kaiser, The Landing, LLC-Lake Eunice Twp. (Engebretson, Bristlin), carried.
6. It was moved and seconded to approve the following On & Off Sale 3.2 Beer License Renewals: Beth A. Schupp (new manger) – Wild Flower golf Course, Lake Eunice Twp.; Kris K. Smith, Ironman golf Course, Detroit Twp.; Michael D. Schumann, Pres. – Rainbow Resort, Inc., Eagle View Twp. (Salminen, Bristlin), carried.

Assessor

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

2003 Tax Payable

Parcel	Twn/City	Amount	Reason
01.0062.000	Atlanta	\$ 138	Split Correction
01.0062.001	Atlanta	4	Split Correction
08.0133.001	Detroit	12	Duplicate Parcel
08.0202.000	Detroit	1,054	Homestead
08.0648.563	Detroit	720	Homestead
10.0412.000	Erie	+ 26	Homestead
10.0418.000	Erie	116	Homestead
15.0277.000	Height of Land	234	Homestead
16.0183.000	Holmesville	280	Homestead
17.0822.000	Lake Eunice	+2,510	Classification
19.0318.004	Lake View	422	Homestead
19.0818.213	Lake View	1,210	Classification
19.1550.000	Lake View	58	Homestead
20.0516.000	Maple Grove	286	Homestead
20.0544.000	Maple Grove	240	Homestead
21.0231.000	Osage	0	Abatement Denied
24.0132.000	Richwood	1,200	Homestead
28.0050.000	Shell Lake		Pulled
28.0274.800	Shell Lake	52	Homestead
28.0046.001	Shell Lake	+ 20	Homestead
28.8042.000	Shell Lake	46	Trailer Tabs
33.0231.000	Toad Lake	108	Homestead

37.0070.000	Wolf Lake	28	Exempt Property
49.0774.000	Detroit Lakes	246	Homestead
49.1742.306	Detroit Lakes	928	Homestead
49.1742.823	Detroit Lakes	6	Split Missed
49.1945.000	Detroit Lakes	92	Homestead
52.0046.000	Ogema	634	Classification
52.0072.000	Ogema	180	Homestead

2002 Tax Payable

Parcel	Twn/City	Amount	Reason
08.0133.001	Detroit	12	Duplicate Parcel

2001 Tax Payable

08.0133.001	Detroit	12	Duplicate Parcel
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Highway

1. Resolution No. 04-03-2C was passed under Finance Committee.
2. A Construction Update of County Road Projects was presented to the Board.

Human Services

1. It was moved and seconded to approve the Agenda as amended (Seaberg, Engebretson), carried.
2. It was moved and seconded to approve to contract with Hecla Group Home for Adult Foster Home Services (Engebretson, Salminen), carried.
3. It was moved and seconded to approve the Human Services Claims (Engebretson, Salminen), carried.
4. The Local Intervention Grant Report was heard.
5. It was moved and seconded to accept the Public Assistance Caseload Report (Salminen, Bristlin), carried.

Commissioners

1. Reports & Correspondence:
  - a. Osage School Issue, Commissioner Engebretson
  - b. Airport Conference, Commissioner Salminen
2. Appointments:
  - a. It was moved and seconded to appoint Brian Johnson and Dick LeSage to the Becker County Winter Trails Advisory Committee (Engebretson, Bristlin), carried.
  - b. It was moved and seconded to appoint Barb Fox to the Becker County Transit Advisory Committee (Salminen, Bristlin), carried.

- c. Commissioner Winter is taking the request for Board appointment to a Planning & Zoning Sub-Committee under advisement.
  - d. It was moved and seconded to appoint Commissioner Salminen to the Labor contract Negotiating Committee (Engebretson, Bristlin), carried.
3. Tuck Pointing was approved under Finance.
  4. Personnel/Human Resources: It was moved and seconded to approve the recommendations of HRD to exempt the Veteran Service/Human Resource Office Manager from the Union (Engebretson, Bristlin), carried.
  5. Procurement Policy. It was moved and seconded to approve the Procurement Policy with revisions made by Joe Evans, County Attorney (Engebretson, Salminen), carried.
  6. It was moved and seconded to approve Brian C. Berg, County Administrator's attendance at the AMC Conf. concerning budgets. He will make a presentation of what Becker County has done. Commissioner Engebretson was appointed as alternate (Salminen, Seaberg), carried.
  7. Lester Ristinen presented information to the Board concerning the County Assessment Policy. He asked that the Board study the information that he is pursuing.
  8. It was moved and seconded to accept the report on the County Budget (Seaberg, Salminen), carried.
  9. Acceptance of the Budget Reduction for 2003 by individual departments, which includes some fee increases.
    - 1) Central Services. It was moved and seconded to accept the budget reduction from Central Services in the amount of \$40,805 (Bristlin, Salminen), carried.
    - 2) Planning & Zoning. It was moved and seconded to accept the budget reduction from Planning & Zoning in the amount of \$38,957 (Bristlin, Salminen), carried.
    - 3) Administrator's Department. It was moved and seconded to accept the budget reduction from the Administrator's Department in the amount of \$5,961. This includes Safety and Ag Inspection (Ag Inspection put on hold) (Bristlin, Salminen), carried.
    - 4) Commissioners. It was moved and seconded to accept the budget reduction from the Commissioners in the amount of \$17,729 (Bristlin, Salminen), carried.
    - 5) Environmental Services. It was moved and seconded to accept the budget reduction from Environmental Services in the amount of \$252,050 (Salminen, Bristlin), carried.
    - 6) EDA/HRA. It was moved and seconded to accept the budget reduction from EDA/HRA in the amount of \$24,708 (Salminen, Bristlin), carried.
    - 7) County Recorder. It was moved and seconded to accept the budget reduction from the County Recorder in the amount of \$39,830 (Salminen, Bristlin), carried.
    - 8) Veteran's Services. It was moved and seconded to accept the budget reduction from Veteran's Services in the amount of \$10,000 (Bristlin, Salminen), carried.
    - 9) Natural Resources. It was moved and seconded to accept the budget reduction from Natural Resources in the amount of \$31,000 (Salminen, Bristlin), carried.
    - 10) Highway Department. It was moved and seconded to accept the budget reduction from the Highway Department in the amount of \$145,621 (Salminen, Bristlin), carried.

- 11) County Treasurer. It was moved and seconded to accept the budget reduction from the County Treasurer in the amount of \$21,000 (Bristlin, Salminen), carried.
- 12) IT. It was moved and seconded to accept the budget reduction from the IT Department in the amount of \$69,633 (Salminen, Engebretson), carried.
- 13) County Assessor. It was moved and seconded to accept the budget reduction from the County Assessor in the amount of \$33,733 (Salminen, Engebretson), carried.
- 14) Human Services. Pulled at this time.
- 15) Probation Office. It was moved and seconded to accept the budget reduction from the Probation Office in the amount of \$2,400 (Salminen, Bristlin), carried.
- 16) Sheriff's Department. It was moved and seconded to accept the budget reduction from the Sheriff's Department in the amount of \$166,241 (Bristlin, Salminen), carried.
- 17) County Jail. It was moved and seconded to accept the budget reduction from the County Jail in the amount of \$210,990 (Bristlin, Salminen), carried.
- 18) County Auditor. Budget reduction of zero. It was moved and seconded to accept the zero amount (Bristlin, Salminen), motion failed. Bristlin, Salminen voting yea, Engebretson, Seaberg, Winter voting nay. Pulled at this time.
- 19) County Attorney. It was moved and seconded to accept the budget reduction from the County Attorney in the amount of \$14,480 (Salminen, Bristlin), carried.
- 20) County Extension. It was moved and seconded to accept the budget reduction from County Extension in the amount of \$6,800 (Seaberg, Bristlin), carried.
- 21) Court Administration. It was moved and seconded to accept the budget increase from Court Administration in the amount of \$19,500 (Bristlin, Salminen), carried.
- 22) It was moved and seconded to accept the following budget reductions from Appropriations: Lake Agassiz Library for \$8,165; Soil & Water for \$3,872; Fairboard for \$1,500; and RC & D for \$100. Multi-County Nursing reduction is pulled (Bristlin, Engebretson), carried.
- 23) It was moved and seconded to accept the budget reduction from Non-Departmental, Misc. Expense, in the amount of \$221,316 (Salminen, Bristlin), carried.

10. Clarification of Board Decisions w/ Gretchen Thilmony, County Attorney's Office:

- 1) It was moved and seconded to approve Clarification Resolution No. 1, Grant of Application for Conditional Use Permit/Change of Zone and Resort Conversion Wakanda resort/Haggerty. Approved based upon the findings of this Resolution and the entire file and record in this matter. Granted on the condition that the Plat shall be limited to 7-units, with the removal of Unit #6 from the shore impact zone and any other necessary combination to meet the 7-unit limitation (Engebretson, Salminen), carried. Bristlin voting nay.
- 2) It was moved and seconded to approve Clarification Resolution No. 2, to Deny application for Change of Zone Cornerstone Land Co., based on the findings of the Resolution and the entire file and record in this matter (Engebretson, Salminen), carried. Commissioner Seaberg abstaining from voting. Bristlin voting nay.
- 3) It was moved and seconded to approve Clarification Resolution No. 3, Grant of Application for Change of Zone and approval of Preliminary Plat, Thomas Cone, based on the findings of the Resolution and the entire file and record in this matter (Engebretson, Salminen), carried.
- 4) It was moved and seconded to approve Clarification Resolution No. 4, Grant of Application for Change of Zone and Preliminary Plat approval Meadows of Becker County, based on the findings of the Resolution and the entire file and record in this matter (Salminen, Bristlin), carried. Engebretson voting nay.

- 5) It was moved and seconded to approve Clarification Resolution No. 5, Grant of Application for Change of Zone and Approval of Preliminary Plat, Charles Dahlgren, based on the findings of the Resolution and the entire file and record in this matter (Salminen, Seaberg), carried.
11. A meeting is set with Nancy Bauer, Multi-County Nursing, Matt Casey, Human Services, Brian C. Berg, County Administrator, Keith Brekken, Auditor, Ryan Tangen, Treasurer and Commissioners Seaberg and Engebretson for Budget discussion on Wednesday, April 23, at 1:30 p.m.
12. It was moved and seconded to pass Resolution No. 04-03-2H confirming and adopting the amounts of County Board Designations for the year ending December 31, 2002 (Engebretson, Bristlin), carried.

### Planning & Zoning

1. Planning Commission (PC) Minutes of April 15, 2003:
  - FIRST ORDER OF NEW BUSINESS: Robin Adams, Burlington Twp. It was moved and seconded to concur with the findings and recommendations of the PC to approve the certificate of survey for two tracts of land, one being 3.11 acres and the other being 3.12 acres, based on the fact that the subdivision meets the requirements of the Zoning Ordinance and Subdivision Ordinance (Salminen, Bristlin), carried.
  - SECOND ORDER OF NEW BUSINESS: Brent & Kathy Schwartzrock, Cormorant Twp. It was moved and seconded to concur with the findings and recommendations of the PC to approve the certificate of survey for two tracts of land, one being 40,300 sq. ft. and 40,700 sq. ft. based on the fact that the subdivision meets the requirements of the Zoning Ordinance and Subdivision Ordinance (Engebretson, Salminen), carried.
  - THIRD ORDER OF NEW BUSINESS: Robert and Aileen Horne, Detroit Twp. It was moved and seconded to concur with the PC to approve the certificate of survey for three tracts of land, being 2.51 acres, 3.00 acres, and 2.52 acres in size, based on the fact that the subdivision meets the requirements of the Zoning Ordinance and Subdivision Ordinance (Salminen, Seaberg), carried.
  - FOURTH ORDER OF NEW BUSINESS: Q5 Investments, LLLP, Preliminary Plat of Thunderbolt Ranch. Tabled.
  - FIFTH ORDER OF NEW BUSINESS: Donna Jorschumb, Holmesville Twp. Tabled.
  - SIXTH ORDER OF NEW BUSINESS: Q5 Investments, LLLP, Preliminary Plat of Chesapeake Beach, Audubon Twp. It was moved and seconded to concur with the findings and recommendations of the PC to approve the preliminary plat consisting of (3) lots based on the fact that the change of zone is consistent with lakeshore development and that the plat meets the criteria of the Zoning Ordinance and Subdivision Ordinance (Salminen, Seaberg), carried.
  - SEVENTH ORDER OF NEW BUSINESS: Brian Larson, Osage Twp. It was moved and seconded to concur with the PC to approve the certificate of survey for two parcels of land, one being 11.6 acres in size and the other being 3.7 acres in size, based on the fact that the subdivision meets the requirements of the Zoning Ordinance and Subdivision Ordinance (Salminen, Engebretson), carried.
  - EIGHTH ORDER OF NEW BUSINESS: Greg & Mary Damlo, White Pines Resort, Two Inlets Twp. It was moved and seconded to concur with the findings and recommendations of the PC to approve the requests as follows: 1. Approval of change of zone from commercial to high density residential for the resort property based on the fact that the use would be compatible with the surrounding area. 2. Approve the conversion of the resort to a

residential planned unit development based on the fact that the present resort is in compliance with Section 7 of the Zoning Ordinance and the conversion is allowed by Section 7 of the Ordinance. 3. Approve a conditional use permit for a two-story accessory structure to be used as a utility building and fish-cleaning house based on the fact that it is actually a one-story with walk-out basement and would not obstruct any view and would blend into the property. 4. Approve a change of zone from commercial to residential and approve a certificate of survey for one lot based on the lot does meet the requirements of the Zoning Ordinance and Subdivision Ordinance and is compatible with the surrounding area (Bristlin, Seaberg), carried.

NINTH ORDER OF NEW BUSINESS: The next informational meeting is scheduled for Thursday, May 15, 2003 at 8:30 a.m. at the Planning & Zoning Office.

#### Comprehensive Plan

1. At 1:30 p.m. a signup sheet was passed to those in the audience for the Comprehensive Plan. The meeting was opened to the audience for questions and comments. It was moved and seconded to approve to adopt the Becker County Comprehensive Plan. The balance remaining in the account with BIKO has been reserved to develop a map specific for use in zoning that will help to eliminate confusion and problems of zoning districts (Salminen, Bristlin), carried.
2. It was moved and seconded to report back to the Board at the June 10, Board Meeting on the progress of Strategic Planning for the Comprehensive Plan (Engebretson, Seaberg), carried.

#### Environmental Services

1. It was moved and seconded to approve the Agenda as amended (Salminen, Engebretson), carried.
2. It was moved and seconded to approve extending for (3) years the current Solid Waste Hauling Contract for removal of solid waste from the Becker County Transfer Station under the same terms and conditions by mutual consent of the parties. Current contract terminates on June 30 (Engebretson, Bristlin), carried.
3. It was moved and seconded to authorize the County Administrator and the Board Chair to sign the Domestic Preparedness Program Equipment Grant in the amount of \$19,760 (Salminen, Bristlin), carried.

#### NRM

1. It was moved and seconded to authorize the Parks and Recreation Department to advertise for bids for groundskeeping on the approved sites (Engebretson, Bristlin), carried.

There being no further business, it was moved and seconded to adjourn the meeting (Bristlin, Salminen), carried.

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

/s/ Roger Winter  
Roger Winter  
Board Chair