

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, December 16, 2003 at 8:30 a.m.
LOCATION: Board Room, Courthouse All Present

Agenda

1. It was moved and seconded to approve the Agenda as amended (Salminen, Bristlin), carried.
2. It was moved and seconded to approve the Minutes of November 25, 2003 as presented (Salminen, Seaberg), carried.

Finance

1. It was moved and seconded to concur with the Finance Committee to approve the Claims with exceptions (Bristlin, Seaberg), carried.
2. It was moved and seconded to concur with the Finance Committee to approve the Capital Purchase Request from the Sheriff's Department for squad car accessories totaling \$4,300 and to move \$51,100 in Designated Funds from 2003 to 2004 for vehicle purchases as the purchase has been approved but the cars will be delivered in 2004 (Bristlin, Seaberg), carried.
3. It was moved and seconded to concur with the Finance Committee to approve a request from the Becker County Jail to contract with US Best, LLC Food Service Management for a (3) year period commencing January 1, 2004 and ending December 31, 2006, with an additional (1) year option and authorize the Board Chair and the County Administrator signatures (Bristlin, Salminen), carried.
4. It was moved and seconded to concur with the Finance Committee to approve the Sheriff request to compile a list of eligible individuals to fill the upcoming vacancies in the Sheriff's Department due to retirements and for staffing the new facility (Salminen, Bristlin), carried.
5. It was moved and seconded to concur with the Finance Committee to approve the request of the IT Department for the Annual Maintenance Agreement for Symantec Enterprise Firewall and Antivirus Enterprise Edition totaling \$7,593 (Engebretson, Salminen), carried.
6. It was moved and seconded to concur with the Finance Committee to approve the MCCC Annual dues totaling \$16,087.73 (Salminen, Bristlin), carried.
7. It was moved and seconded to concur with the Finance Committee to approve the ACS New Vision Software update in the amount of \$7,900 (Salminen, Bristlin), carried.

8. It was moved and seconded to concur with the Finance Committee to approve Resolution No. 12-03-1A, Bad Debt Resolution of Hubbard County Conciliation Court to remove the receivable amount from the financial records of the Becker County Natural Resources Management Office and discontinue all courses of action to collect (Engebretson, Salminen), carried.
9. It was approved and seconded to concur with the Finance Committee to approve electrical work for Motor Vehicle in the amount of \$600 (Bristlin, Seaberg), carried.
10. It was moved and seconded to establish a 02 Fund with a 2004 Budget of 1.7 million in both revenue (includes bond issue) and expenditures for Sunnyside Care Center. A plan was put together by the contractor for completion and payment dates to help with cash flow (Bristlin, Salminen), carried.

Auditor – No Licenses & Permits. Bids will be presented on December 23, 2003.

Human Resources

1. It was moved and seconded to pass Resolution No. 12-03-1A to modify the work period of law enforcement employees (correctional officers and duties) due to the payroll system changes. It was resolved to continue with a 28-day work period throughout the year with the exception of the time frame in which the law enforcement employees receive a second paycheck in a month. For these two time frames (July and December) the work period will be 14 days. This will be implemented starting in January 2004 (Bristlin, Engebretson), carried.
2. It was moved and seconded to approve accumulated vacation carry-over from 2003 to 2004 for John Steinhaus – 24-hrs; Bernard Soyering – 35 hours; Patty Johnson – 64 hours (Engebretson, Seaberg), carried.

Human Services

1. It was moved and seconded to approve the Transit Contract for 2004 and authorize the signatures of the Board Chair and County Administrator (Engebretson, Salminen), carried.
2. It was moved and seconded to approve the Bus Garage Lease for 2004, with costs of \$450 per month, maximum of \$325 for electricity (Salminen, Engebretson), carried.
3. It was moved and seconded to continue to contract with Clay County to provide for a commuter bus to Fargo-Moorhead for Becker County residents. Local cost of the contract will be covered by fares charged to the riders (Bristlin, Salminen), carried.
4. It was moved and seconded to approve the Transit Claims (Salminen, Bristlin), carried.

5. It was moved and seconded to accept the plan for the Administration of the Child Care Assistance Program for the years of 2004-2005 (Salminen, Bristlin), carried.
6. Commissioner Engebretson will meet with the Child Care Providers and will call Sam to set up a time to meet.
7. It was moved and seconded to approve the Purchase of Service Contract with Eileen Anderson of Frazee to renew her license to provide adult foster care services (Salminen, Bristlin), carried.
8. It was moved and seconded to approve the Human Services Claims (Salminen, Bristlin), carried.
9. It was moved and seconded to accept the Family Services, Adult Services and Probation Placement Reports (Salminen, Seaberg), carried.

EDA – Public Hearing – Amending the Enabling Resolution

The Public Hearing was opened. Comments and questions were heard from those present. The Public Hearing was closed.

1. It was moved and seconded to amend the Enabling Resolution as reviewed by the County Attorney. Additions to the Resolution are as follows: Page 2, Item 3: All employees of the EDA shall be considered employees of Becker County and are subject to hiring, personnel, and disciplinary policies, and the compensation and payroll system adopted by Becker County. Those employees who are subject to collective bargaining agreements shall be governed by the terms of the collective bargaining agreement in addition to these rules and policies. In the event of a conflict between a labor agreement and the rules and policies of Becker County, the labor agreement shall prevail. Page 4, Item d: The EDA shall follow the budget process for County departments as provided by the County board and as implemented by the County board and County Administrator; and Item e: The EDA shall submit its administrative structure and management practices to the Becker County Board for approval (Bristlin, Seaberg), carried.

Commissioners

1. Reports & Correspondence:
 - a. Update on the December 3, 2003 Public Health Meeting, Commissioner Winter and Brian C. Berg, County Administrator.
 - b. Trip to Israel, Commissioner Engebretson

2. Appointments:
 - a. Lake Agassiz Regional Library (LARL)
 - 1) Tom McCauley, Detroit Lakes (Salminen, Seaberg), carried.
 - 2) Helen Foltz, Detroit Lakes (Bristlin, Salminen), carried.
 - 3) Sue Hovdenes, Detroit Lakes (Salminen, Bristlin), carried.
 - b. It was moved and seconded to appoint Harry Salminen to the West Central Initiative Board for a three year term to replace Commissioner Engebretson on the Economic Development District Board (Engebretson, Bristlin), carried.
 - c. It was moved and seconded to appoint Steve Skoog as the MCCC Alternate Delegate (Salminen, Engebretson), carried.
 - d. It was moved and seconded to appoint Terry Johnson for a 6-year term on the EDA Board and appointed Dan Aune to fill the remaining term of Mark Wagner on the EDA Board (Salminen, Bristlin), carried.
3. It was moved and seconded to send thank you letters to those who served before these appointments on the LARL Board (Engebretson, Salminen), carried.
4. It was moved and seconded to send thank you letters to those who served before these appointments on the EDA Board (Seaberg, salminen), carried.
5. It was moved and seconded to approve any Commissioner's attendance at the meeting at the Tamarac Wildlife Office on Wednesday, November 17, at 7:00 p.m. to discuss the division of subdivision road standards (Seaberg, Engebretson), carried.
6. Brad Grant, Soil & Water, presented a plaque (2003 Conservationist of the Year) to the County Board for their continued support of the Conservation programs of the Becker Soil & Water Conservation District.
7. It was moved and seconded to approve the Block Grant Agreement 2004 for Soil & Water and authorize the signatures of the Board Chair and County Administrator (Salminen, Bristlin), carried.
8. It was moved and seconded to authorize Soil & Water to use file cabinets that the County Extension Office will no longer need (Engebretson, Salminen), carried.
9. It was moved and seconded to approve the Soil & Water Department to continue working with the Red River CREP Advisory Team and be responsible for CREP acres in Becker County and to secure funding (Engebretson, Salminen), carried.
10. It was moved and seconded to approve to hold the Highway Department's 5-Year Plan on January 12, 2004 (Salminen, Seaberg), carried.

11. It was moved and seconded to pass Resolution No. 12-03-1A approving the Board Meeting Schedule for 2004 (Salminen, Bristlin), carried.
12. It was moved and seconded to authorize the Finance Committee to meet on December 30, 2003 to pay final county bills (Engebretson, Salminen), carried.

Assessor

1. It was moved and seconded to approve the Abatements for Parcel #49.1040.000, Detroit Township, \$268, Homestead (Engebretson, Salminen), carried.
2. It was moved and seconded to approve the following Abatements (Salminen, Seaberg), carried.

2003 Tax Payable

| <u>Parcel</u> | <u>Twp/Cty</u> | <u>Amount</u> | <u>Reason</u> |
|---------------|----------------|---------------|---------------|
| 08.0713.000 | Detroit | \$178 | Homestead |
| 14.8005.000 | Hamden | 204 | Homestead |
| 17.8162.000 | Lake Eunice | 24 | Homestead |
| 49.0871.249 | Detroit Lakes | 228 | Homestead |
| 49.0871.285 | Detroit Lakes | + 24 | Homestead |
| 49.0871.289 | Detroit Lakes | + 24 | Homestead |

3. It was moved and seconded to approve Assessment Agreements between Becker County and the following Townships for 2004: Audubon Township, in the amount of \$5,168.69; Detroit Township, in the amount of \$14,983.47; Erie Township in the amount of \$10,626.38; Height-of-Land Township in the amount of \$6,251.52; and Lake Eunice Township in the amount of \$15,984.54 (Engebretson, Salminen), carried.

NRM

1. The Bad Debt Resolution was passed at Finance.
2. It was moved and seconded to authorize Chip to advertise for requests for bids for contract grooming for 2004 (Engebretson, Salminen), carried.

The meeting was Recessed after lunch until 3:00 p.m. to hold the Employees Christmas Tea.

There being no further business, the meeting was adjourned.

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

/s/ Roger Winter
 Roger Winter
 Board Chair