

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, July 13, 2004 at 8:15 a.m.

LOCATION: Board Room, Courthouse All Present

The City, County, School Quarterly Meeting was held at 7:00 a.m. at the School Administration Center

Open Meeting

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 June 22, 2004 as corrected (Bristlin, Seaberg), carried.

Open Forum

Curt Sittko, Becker County Free Press, asked about county-wide ordinances, building codes, junk yards, old mobile homes, etc. Commissioner Bristlin assured him that the county was working on this and meetings have been held. Commissioner Winter stated that we are looking into things we can do. Commissioner Engebretson added that Planning & Zoning sends a letter to the owner of the property advising them to correct the problem.

Human Resources

This item was added to the Agenda. Nancy Grabanski, Human Resources, advised the Board concerning a Grievance from the Sheriff's Department. After discussion, it was moved and seconded to waive the policy within the Personnel Policy for this one time to settle the Grievance and allow unpaid time as requested by the employees (Engebretson, Bristlin), carried.

Finance

1. It was moved and seconded to approve the Claims with exceptions (Bristlin, Seaberg), carried. After the motion, Keith Brekken, County Auditor, brought information to release the reimbursement payment to the Wolf Pack Snowmobile Club. It was moved and seconded to amend the motion to pay the Claims to include this payment (Bristlin, Salminen), carried.
2. Capital Purchases/Sheriff's Department:
 - a. Squad Car. It was moved and seconded to authorize to request bids to replace a squad car that was totaled in a deer collision (Bristlin, Seaberg), carried.

- b. Portable Radio. It was moved and seconded to approve to purchase a Portable Radio to replace the old radio at the cost of approximately \$903.12 (Bristlin, Salminen), carried.
3. Capital Purchases/Human Services:
 - a. Computer Equipment. The computer purchase was recommended by the Finance Committee and will be addressed under Human Services on the agenda.
 - b. Transit Garage. It was moved and seconded to approve the request to continue the process and expend the \$3,000 as quoted by Lightowler, Johnson & Associates to produce drawings for the grant application to build a Transit Garage (Bristlin, Seaberg). The motion was withdrawn. After discussion, it was moved and seconded to approve the request to continue the process as drawings are required to submit to the State for the 80% grant reimbursement (Bristlin, Seaberg), carried. Commissioner Salminen and Commissioner Engebretson voting nay. Motion passed 3-2.
4. Capital Purchases/Transfer Station. This will be addressed under Environmental Services Agenda.
5. Personnel Request/County Auditor:
 - a. It was moved and seconded to pass Resolution No. 07-04-1B to fill a part-time Licensing Clerk position in the Auditor's Office, Motor Vehicle Department, due to a resignation (Salminen, Bristlin), carried.
6. Personnel Request/Human Services:
 - a. It was moved and seconded to continue with the process to hire a part-time temporary Social Worker, not to exceed 12 weeks (Salminen, Bristlin), carried.
7. Appraiser Request/County Assessor:
 - a. It was moved and seconded to authorize the Assessor to contact and use a commercial appraiser in the process of tax court (Salminen, Bristlin), carried.
8. Department Head Training was presented by the County Administrator and will be discussed under Commissioners on the Agenda.
9. Cash Comparisons and Investment Summaries were discussed.

Bid Review and Consideration

1. The bid opening for the Human Services Construction Project was held on July 8, 2004 at 2:00 p.m. at the Becker County Courthouse, Detroit Lakes, MN. The sealed

bids were opened and reviewed and the low bidder is Comstock Construction at \$737,900 Base Bid and \$24,700 Alternate 1 Bid. Winton Johnson, Lightowler, Johnson & Assoc. Architects, recommended acceptance of this bid and the alternate bid. He answered concerns and questions from the County Board. It was moved and seconded to accept the low bid from Comstock Construction for the Base Bid and Alternate 1 Bid, with any change orders to be brought to the County Board for approval (Bristlin, Seaberg), carried.

Auditor

1. It was moved and seconded to approve the Board of Equalization Minutes from June 15, 2004 and June 22, 2004 (Salminen, Bristlin), carried.

Soil & Water

1. Brad Grant gave a report on Soil & Water activities for this year. It was moved and seconded to pass Resolution No. 07-04-1A supporting to adopt and begin implementation of the Otter Tail River Watershed Basin Plan (Engebretson, Bristlin), carried.

Environmental Services

1. Transfer Station Proposals. Proposals were received to develop a plan to improve the safety and modifications to the Transfer Station. Two firms submitted proposals and the request before the Board is to accept the lowest priced qualified proposal. It was moved and seconded to accept the proposal from Lightowler, Johnson & Assoc. at \$4,800 (Bristlin, Seaberg), carried. Commissioner Engebretson and Commissioner Salminen voting nay. Motion passed 3-2.

Human Services

1. It was moved and seconded to approve the Agenda as amended (Salminen, Bristlin), carried. The Transit Building Development Quote was addressed under Finance on the Agenda.
2. It was moved and seconded to approve the Transit Claims (Engebretson, Salminen), carried.
3. Lakeland Mental Health Center gave a presentation to update the Board on their programming.
4. It was moved and seconded to approve to hire a temporary part-time Social Worker not to exceed 12 weeks filling in for an employee on 12 week leave (Salminen, Bristlin), carried.

5. It was moved and seconded to approve the Capital Purchase of Computer Equipment in the amount of \$1,372 (Bristlin, Salminen), carried.
6. It was moved and seconded to approve a purchase of service contract with Lutheran Social Services to provide Respite Care, Companion Services and Training (Engebretson, Salminen), carried.
7. It was moved and seconded to approve the following Purchase of Services Contracts: Caring Hands Home Care, New Dimensions Home Health Care, Inc. Fergus Falls, St. Mary's Regional Health Center and Hecla Inc. of Sauk Rapids (Salminen, Bristlin), carried.
8. It was moved and seconded to accept the Family Services, Adult Services & Probation Placement Reports (Salminen, Bristlin), carried.
9. It was moved and seconded to approve the Human Services Claims (Salminen, Bristlin), carried.
10. It was moved and seconded to send a Letter of Intent to the Multi-County Board of Health conveying the intent to operate the WIC Program starting January 1, 2005 (Salminen, Bristlin), carried.

Commissioners

1. Appointments:
 - b. It was moved and seconded to appoint Marian Molberg to the Becker County Senior Council on Aging (Salminen, Bristlin), carried.
2. Meeting Attendance Approval:
 - a. Lakeland Mental Health Meeting on July 26 at 9:30 a.m. at the Lakeland Mental Health Center (Salminen, Bristlin), carried.
 - b. Senior Appreciation Dinner on July 27, and Senior Recognition at the County Fair on July 29 (Engebretson, Salminen), carried.
 - c. County Employee Picnic on July 15, from 5:00 to 7:00 p.m. at Dunton Locks Park (Engebretson, Bristlin), carried.
3. It was moved and seconded to go with the recommendation of the County Administrator and move forward with the Department Head Training presented by MCMA Executive Training Institute. The plan is for two department heads per year to attend the training and the first one-half of the tuition will be from the 801 Account, with the second one-half from the respective departments budgets (Engebretson, Bristlin), carried.
4. It was moved and seconded to send a letter to Erma Vizenor congratulating her on her recent appointment a Tribal Chair and inviting her to a County Board Meeting (Engebretson, Bristlin), carried.

5. As a point of interest, Commissioner Bristlin made a motion to review Per Diem amounts paid to persons attending meetings on behalf of Becker County because of the differing amounts paid for Per Diems and to look at making adjustments in the 2005 Budget if needed (Bristlin). Motion died for lack of a second. After discussion, it was moved and seconded to table this item for more discussion and to take under advisement (Salminen, Engebretson), carried.

Rural Life Outreach

Danny Penski, Rural Life Outreach gave a presentation to the County Board to update them on their programs for farm families.

Recess was called for 10 minutes.

Highway

1. It was moved and seconded to approve the Agenda as amended (Bristlin, Salminen), carried.
2. Brad Wentz, County Engineer, gave a construction update.
3. It was moved and seconded to pass Resolution No. 07-04-1C, Bridge Bond grant 03J26 on CSAH 14, Project No. SAP 03-614-16, affirming that the amount of the grant is \$119,073.66, and any cost of the bridge in excess of the grant will be appropriated from the funds available to Becker County and any funds not required shall be returned to the Minnesota Transportation Fund (Bristlin, Salminen), carried.

There being no further business, the meeting was recessed until after lunch at 1:00 p.m.

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

/s/ Roger Winter
Roger Winter
Board Chair