

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, April 12, 2011 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda:

1. Meeting presided over by Board Chair Nelson. Commissioners in attendance; also Administrator, Tom Mortenson and Minute Takers, Kathy Ohman and Cindy Courneya.
2. The Agenda was approved with the following addition: Moved Public Hearing for Granting Off-Sale Intoxicating Liquor License to 9:00 a.m., Moved Snowmobile Trail Update/Discussion to Number 3 under Auditor/Treasurer, Removed Board Agent for Operating Grants under Community Health, under Parks & Recreation/Natural Resource added #4: Re-consider Time Frame for Public Ordinance Review. (Knutson,Okeson), carried.
3. It was moved and seconded to approve the minutes of March 22, 2011 with the following changes: under Finance Committee Minutes #8: Remove 1 through 8 and Replace with 1, 2, and 4-8. (Okeson,Skarie), carried.

Sheriff: Tim Gordon Presented:

1. It was moved and seconded to continue Minnesota Department of Corrections agreement/Joint Powers to house STS (Sentence to Serve) State inmates for Minnesota Fiscal Years 2011-2012, 2012-2013. (Schram,Knutson), carried.
2. It was moved and seconded to continue Minnesota Department of Corrections agreement/Joint Powers to house "Work Release" State inmates for Minnesota Fiscal Year 2011-2012. (Okeson,Schram), carried.
3. IT Department has ordered the equipment and is working with the Sheriff's Department on the new 911 issue. Presently Becker County has as an existing tower that is not used and is renting from American Towers. The State of Minnesota will re-construct this tower and the Board unanimously consented to have Sheriff Gordon proceed with the proper documentation to go forward with a lease agreement and to bring this agreement back to the Board.
4. Sheriff Gordon presented information on STO's (Short-Term Offenders), prisoners which have less than 90 days to serve of their sentence. He discussed the effects it would have on our facility if that occurs.
5. Sheriff Gordon updated Commissioners on:
 - a. The turn-over of vehicle being replaced to County car-pool/fleet.
 - b. Purchase of used van for Sentence to Serve.

Commissioners:

1. Open Forum:

- a. Craig Hall, President of Northwood Trail Reapers came to show support for local snowmobile clubs doing the trail grooming. He thinks this is a strong, positive move and is looking forward to working with Becker County.
- b. Steve Tucker from Northwood Trail Reapers expressed there is a lot of backing for the local snowmobile clubs doing the trail grooming and if they do the grooming it will be done right.
- c. Joel Matter, a member of Ultra and Midnight Snowmobile Clubs, recognized Becker County for their role in improving the trails and wants to be supportive with what the Board is doing.

2. Reports and Correspondence:

- a. Commissioner Okeson
 - i. Reported on the following meetings: Detroit Lakes/Becker County Airport Commission, Sheriff's Committee and Highway Committee.
- b. Commissioner Knutson
 - i. Reported on the following meetings: Mahube, Planning and Zoning Ordinance Review Committee, Environmental Affairs Committee and Parks & Recreation Board.
- c. Commissioner Schram
 - i. Reported on the following meetings: Highway Committee, Sheriff's Committee, Mahube, EDA (Economic Development Authority), Agri-Business, Becker County Council on Aging, Winter Trails Committee, Snowmobile Club meeting, Wild Rice Watershed, Wild Rice Advisory Board, Planning and sat in for Commissioner Nelson at the Zoning Ordinance Committee.
- d. Commissioner Nelson
 - i. Reported on the following meetings: Cormorant Lakes Watershed Advisory Board, Becker County Extension Service and Human Services Committee.
- e. Commissioner Skarie
 - i. Reported on the following meetings: Sunnyside, Historical Society, Becker County Fair Board, Development Achievement Center (DAC), Lakeland Mental Health, Becker County Extension Service, Environmental Affairs Committee and Human Services Committee.

3. Commissioner Appointments:

- a. It was moved and seconded to appoint Chuck Jost to the Economic Development Authority (EDA). (Skarie,Knutson), carried.

4. Public Hearing on Off-Sale Intoxicating Liquor License:

- a. A public hearing was opened at 9:00 am for the Seven Sisters Spirits, LLC, owners are Corey R Maple, Deforest A. Malstrom III, Bradley E. Malstrom, and Corey T. Malstrom. Comments were taken. It was moved and seconded to approve the new Off-Sale Intoxicating Liquor License to Seven Sisters Spirits, LLC. (Knutson,Okeson), carried. Public hearing was closed.

Auditor/Treasurer: Ryan Tangen Presented:

1. Licenses and Permits

- a. It was moved and seconded to approve an On/Off Combination 3.2 Beer License to Elaine Palmer for Frazee Golf Course. (Schram,Knutson), carried.
- b. It was moved and seconded to approve an On/Off Combination 3.2 Beer License to Brad Swanson for Swanie's. (Okeson,Skarie), carried.
- c. It was moved and seconded to approve an Off Sale 3.2 Beer License to Matthew L. Anderson for Tri-Lakes Roadhouse. (Schram,Knutson), carried.
- d. It was moved and seconded to approve an On-Sale Liquor License to Matthew L. Anderson for Tri-Lakes Roadhouse. (Knutson,Okeson), carried.
- e. It was moved and seconded to approve an Off-Sale Liquor License to Cynthia Lou Knoll for Toad Lake Store. (Skarie,Schram), carried.
- f. It was moved and seconded to approve Annual Tubing Licenses for Cathleen & James Pihlaja for Charlie's Ottertail Tubing and Ben Garlie for Ed's River Run. (Knutson,Schram), carried.

2. Snowmobile Trail Update:

- a. Discussed and read Resolution 04-11-1L. All of the snowmobile clubs felt the language was adequate and there will be a public meeting on April 14, 2011 to discuss the trails. Becker County would remain the sponsor and apply for any grants. The resolution will be considered under Item #3 of Parks & Recreation/Natural Resource Management.

Finance Committee Minutes:

1. It was moved and seconded to approve regular claims, over 90-day claims and Auditor's Warrants.
 - a. Beug's Ace Hardware in the amount of \$23.60 due to missing invoice.
 - b. Auditor's Warrants for 3/23/11 in the amount of \$10,072.67, 3/15/11 in the amount of \$4,410.00 and 4/6/11 in the amount of \$229,763.79. (Okeson,Schram), carried.

2. The Human Services claims were reviewed and it was recommended to approve when presented.
3. It was recommended to approve when presented the Purchase of Service Agreements for Becker County DAC Semi-Independent Living Services, Becker County DAC Day Training and Habilitation, First Link, Solutions, West Home, Lakes Crisis Center.
4. It was recommended to approve when presented the Purchase of Service Agreement Amendments for UCare, Stellher Human Services and White Earth Mental Health.
5. It was recommended to approve when presented the termination of the memorandum of understanding with Otter Tail County.
6. It was recommended to accept when presented the grants for Children's Mental Health and Pohlada Family Foundation Grant.
7. It was recommended to approve when presented Resolution 04-11-1E, which authorizes the County Board Chair to sign waiver agreements.
8. It was recommended to approve when presented Resolution 04-11-1D, which authorizes the hiring of two part-time transit bus drivers.
9. It was recommended to approve when presented Resolution 04-11-1G, which authorizes hiring part-time tramway operators.
10. It was recommended to approve when presented changing Tramway Hours of Operation, based on usage, to 12:00 p.m. to 9:00 p.m., June through Labor weekend.
11. It was recommended to approve when presented Resolution 04-11-1H, to accept the low bid from Central Specialties, Inc. for Project SAP 03-606-17, Etc. in the amount of 1,624,481.13.
12. It was recommended to approve when presented Resolution 04-11-1I, to accept the low bid from Knife River Materials for Project SAP 03-621-14 in the amount of \$1,349,892.03.
13. It was recommended to approve when presented Resolution 04-11-1J, to authorize the the purchase of a forklift as outlined in the capital expenditure report of up to \$18,500.
14. It was recommended to approve when presented, Resolution 04-11-1O, Lake Park Transportation Study, in the amount of \$3,000.
15. It was recommended to approve when presented Resolution 04-11-1K, to accept the Cooperative Agreement with Cuba Township for Bridge Replacement and Approach Grading, which is under jurisdiction of the Township of Cuba.
16. It was moved and seconded to approve the purchase of a new meter for the Uninterruptable Gas Program up to the amount of \$2,225.00. (Knutson,Skarie), carried.
17. It was recommended to postpone the approval of an IT training area proposal for the installation of additional electric outlets and network ports and to refer this to the Space Needs Committee for their review.
18. Mr. Tangen presented the Downtown Park District Assessment for review.
19. It was moved and seconded to accept the February Cash Comparison and Investment Summaries from the Auditor/Treasurer. (Knutson,Okeson), carried.
20. It was recommended to have the Environmental Committee review the credit policy at the Transfer Station.

Mahube - Leah Pigatti and Marcia Otte Presented:

1. It was moved and seconded to approve Resolution 04-11-1M, to participate in the Northwestern Minnesota Support Services Funds for the Long-Term Homeless Program (Knutson,Schram), carried.
2. It was moved and seconded to move forward on settlement condition based on discussion in closed session and to authorize the County Administrator to sign settlement agreement, if met. (Knutson,Okeson), carried.

Soil and Water:

1. John Hanson, a representative from the Buffalo –Red River Watershed District presented information on the LaBelle and Boyer Lakes Highwater Outlet Project and thanked the Board for their continued support.
2. It was moved and seconded to approve Resolution 04-11-1B, that the Becker County Board of Commissioners approve Absinthe Wormwood, Hoary Alyssum and Houndstongue weeds be added to the 2011 Becker County Noxious Weed list and request the Minnesota Commissioner of Agriculture approve the 2011 Becker County Noxious Weed List. (Knutson,Schram), carried.

Human Services – Nancy Nelson Presented:

1. There were no additional changes made to the agenda.
2. It was moved and seconded to approve the Waiver Purchase of Service Agreements for Meridan Services, Lakes Homes and Program Development and Becker County DAC. (Skarie, Schram), carried.
3. It was moved and seconded to approve the Purchase of Service Agreements for Becker County DAC (Semi-Independent Living Services), Becker County DAC (Day Training and Habilitation), First Link, Solutions, West Home and Lakes Crisis Center. (Knutson,Skarie), carried.
4. It was moved and seconded to approve the Purchase of Service Agreement Amendments for UCare, Stellher Human Services and White Earth Mental Health. (Skarie,Okeson), carried.
5. It was moved and seconded to approve the MOU (Memorandum of Understanding) Termination with Otter Tail County. (Knutson,Schram), carried.
6. It was moved and seconded to accept the Grant Acceptance the Children’s Mental Health Combined Grant in the amount of \$348,547. (Skarie,Schram) carried.
7. It was moved and seconded to accept the Pohlrad Family Foundation Grant in the amount of \$8,000. (Skarie, Knutson), carried.
8. It was moved and seconded to approve Resolution 04-11-1E, to allow the Board Chair to sign Home and Community Based Combined Wavier Agreements prior to Board authorization. (Skarie,Schram), carried.
9. It was moved and seconded to approve the Human Services Claims. (Knutson,Schram), carried.

10. It was moved and seconded to approve the NW Minnesota Public Health Compact for Community Health. (Skarie,John), carried.
11. It was moved and seconded to approve the Community Health Claims. (Schram,Skarie), carried.
12. It was moved and seconded to approve Resolution 04-11-1D, to advertise, interview and hire two (2) part-time bus drivers based on budget hours and dollars. (Schram, Okeson), carried.
13. It was moved and seconded to approve the Transit Claims. (Skarie,Schram), carried.

Parks and Recreation/Natural Resource Management: Ryan Tangen and Guy Fischer Presented:

1. It was moved and seconded to approve Resolution 04-11-1G, to advertise, interview and hire two (2) temporary, part- time Tramway Operators. (Knutson,Okeson), carried.
2. It was moved and seconded to approve Resolution #: 04-11-1C, that an easement shall be issued to Round Lake Township, the easement shall be non-exclusive, and construction and maintenance of roadway on the easement shall be sole responsibility of the Grantee. (Schram,Okeson), carried.
3. It was moved and seconded to approve Resolution 04-11-1L, which authorizes the County Administrator to begin coordinating with local snowmobile clubs/agents to explore the feasibility of transferring current County grooming and maintenance duties to the Winter Wonderland Snowmobile Trails system to local snowmobile clubs/agents. (Schram, Knutson), carried.
4. The County Parks and Recreation Ordinance and Recreation Plan Public Hearing and Approval Timeline was discussed. Public Hearing was postponed to meet the required three (3) week public notification prior to the hearing.
 - a. It was moved and seconded to rescind the motion for approval for the date of the Public Hearing on the Ordinance Review and discussion of the Recreational Plan previously set for April 12, 2011 that was approved at the March 22, 2011 Board meeting. (Knutson,Skarie). A roll call vote was requested. Commissioner Knutson, Commissioner Schram, Commissioner Nelson, Commissioner Okeson, and Commissioner Skarie voted aye. The motion carried.
 - b. It was moved and seconded to approve the Public Hearing for the County Parks and Recreation Ordinance Review and discussion of the Recreational Plan be held on May 19, 2011 at 6:30 p.m. - 7:30 p.m. for the Ordinance Review and 7:30 p.m. - 9:30 p.m. for the Recreational Plan at the Becker County Courthouse in the jury room or place to be determined. Plan - Public Hearing and Approval Timeline to May 19, 2011. (Skarie,Schram), carried.

Highway: Brad Wentz Presented:

1. There were no additions to the agenda.
2. Brad presented an update on the roads. A few roads by the refuge have washed out, other areas with flags for caution and townships have been directed to Rusty Haskins, Emergency Management, concerning damage to roads.

3. It was moved and seconded to approve Resolution 04-11-1H, that the County Board is hereby authorized and directed, on behalf of Becker County to execute and enter into said contract with Central Specialties, Inc. for the low bid of \$1,624,481.13 for Project SAP 03—606.17. (Okeson,Schram), carried.
4. It was moved and seconded to approve Resolution 04-11-1I, that the County Chairman and County Administrator are hereby authorized and directed, on behalf of Becker County to execute and enter into said contract with Knife River Materials for the low bid of \$1,349,892.03 for Project SAP 03-621-14. (Okeson/Schram), carried.
5. It was moved and seconded to approve Resolution 04-11-J, to authorize and direct the County Engineer to purchase a forklift as outlined in the capital expenditure report up to \$18,500. (Okeson,Skarie), carried.
6. It was moved and seconded to approve Resolution 04-11-1O, to give verbal commitment to participate in the Lake Park transportation study in the amount of \$3,000. (Skarie,Schram), carried.
7. It was moved and seconded to approve Resolution 04-11-1K, to authorize the Chairperson and County Administrator to sign the Cooperative Agreement with Cuba Township. (Okeson,Skarie), carried.

Planning and Zoning: Patty Swenson Presented:

1. It was moved and seconded to accept the Amendment of (CUP) Conditional Use Permit Document #574319 PID Number 11.0018.000 to allow burial plots starting at 10 feet from westerly property line. (Knutson,Schram), carried.

Assessor: Steve Skoog Presented:

1. It was moved and seconded to approve the abatement for PIN #05.0193.003 in Carsonville Township for the amount of \$184.00; for PIN #05.0193.004 in Carsonville Township for the amount of \$190.00; for PIN #06.0447.000 in Cormorant Township for the amount of \$124.00; for PIN #06.0479.000 in Cormorant Township for the amount of \$218.00; for PIN #06.0483.000 in Cormorant Township for the amount of \$216.00; for PIN #06.0397.000 in Cormorant Township for the amount of \$354.00; for PIN #08.0243.000 in Detroit Township for the amount of \$(100.00); PIN #13.0050.000 in Green Valley Township for the amount of \$332.00; PIN #19.0308.000 in Lake View Township for the amount of \$930.00; PIN #20.0271.000 in Maple Grove Township for the amount of \$300.00; PIN #21.390.506 in Osage Township for the amount of \$(184.00); PIN #21.0390.505 in Osage Township for the amount of \$220.00; PIN #21.0390.507 in Osage Township for the amount of \$220.00; PIN #24.0245.003 in Richwood Township for the amount of \$248.00; PIN #24.0245.000 in Richwood Township for the amount of \$124.00; PIN #27.0094.001 in Savannah Township for the amount of \$292.00; PIN #27.0094.000 in Savannah Township for the amount of \$8.00; PIN #31.0013.000 in Spruce Grove Township for the amount of \$202.00; PIN #36.0315.000 in White Earth Township for the amount of \$60.00; PIN #49.2146.000 in the City of Detroit Lakes for the amount of \$3,130.00; (Skarie,Okeson), carried.

Environmental Services: Steve Skoog Presented:

1. It was moved and seconded to appoint Commissioner Skarie to the Prairie Lakes Municipal Solid Waste Authority Committee with per diem. (Nelson,Knutson), carried.
2. Mr. Skoog talked about the transition to the new recycling sheds. Otter Tail County will handle the recyclables we cannot handle at this time. Environmental Services is seeking an alternative to moving cardboard with the possibility of a small baler at the East Site. They are working with representatives on grants to put together a proposal for bonding session.

Closed Session: Nancy Grabanski Presented:

1. It was moved and seconded to approve Resolution 04-11-1A, to close this meeting pursuant the attorney-client privilege. (Knutson,Okeson), carried.
2. It was moved and seconded to open the session. (Knutson,Schram), carried.

American Civil War Recognition: Tom Mortenson Presented:

1. It was moved and seconded to add to the agenda, American Civil War Recognition. (Skarie,Okeson), carried.
2. It was moved and seconded to approve Resolution 04-11-1N, Recognizing April 12th as the 150th Anniversary of the start of the American Civil War and the service of 364 residents of Becker County during this war. (Schram,Knutson), carried.

The meeting was adjourned.

/s/ Tom Mortenson
Tom Mortenson
County Administrator

/s/ Barry Nelson
Barry Nelson
Board Chair