

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, June 14, 2011 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. a. Meeting presided over by Board Chair Nelson. All Commissioners in attendance; County Administrator, Tom Mortenson, and Minute Taker, Cindy Courneya.
b. Pledge of Allegiance.
2. The Agenda was approved with the following additions: Under Sheriff: Added Number 4: State Radio Grant for ARMER Mobile Radio Purchase and Number 5: Joint Powers Agreement with the Northwest Regional Radio Board; Under Highway: Added Number 4: Joint Powers Agreement: Cost Participation in Fish Passage Control Structure: Project #: S.P. 008-635-005. (Knutson, Okeson), carried.
3. It was moved and seconded to approve the amended minutes for May 24, 2011 with the following changes: Under Reports and Correspondence: a. Commissioner Nelson: change "Library at Audubon School", to read, "Represented Lake Agassiz Regional Library Board (LARL) for project at Audubon School"; Under Planning and Zoning: Numbers 1 – 7, change "It was moved and seconded to approve and concur with the Becker County Planning Commission (May 17, 2011), the request..." to read: "It was moved and seconded to concur with the Becker County Planning Commission (May 17, 2011), to approve..."; and Number 3: change, "located at 22473 18th Street, Audubon, MN." to read, "located at 17168 Highland Drive, Detroit Lakes, MN.". (Knutson, Skarie), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports and Correspondence:
 - a. Commissioner Skarie
 - i. Reported on the following meetings: Sunnyside, Becker County Historical Society, Human Services Committee, and Environmental Affairs Committee.
 - b. Commissioner Okeson
 - i. Reported on the following meetings: Labor Negotiating Committee, Sheriff's Committee, Highway Committee, Economic Development/Housing Authority, and District 4 Association of Minnesota Counties District Meeting.

c. Commissioner Knutson

- i. Reported on the following meetings: Environmental Affairs Committee, Safety Committee, Heartland Multi-Purpose Recreational Trail, Park and Recreation Board, and Mahube.

d. Commissioner Schram

- i. Reported on the following meetings: Heartland Multi-Purpose Recreational Trail, Becker County Council on Aging, Highway Committee, Sheriff's Committee, District 4 Association of Minnesota Counties District Meeting, and Economic Development/Housing Authority.

e. Commissioner Nelson

- i. Reported on the following meetings: Information Technology/GIS.

3. Commissioner Appointments:

- a. Future appointments were discussed and the Board instructed the County Administrator, Tom Mortenson, to move forward with advertising for two appointments for the Pelican River Watershed Board of Managers, to be appointed at the July 12, 2011 meeting.

Licenses and Permits: Auditor/Treasurer: Ryan Tangen Presented:

1. It was moved and seconded to approve Resolution 06-11-1B, for a Gambling Permit for the Becker County Sportsman's Club to conduct a raffle on August 18, 2011 at the Becker County Sportsman's Club in Burlington Township. (Knutson, Skarie), carried.
2. It was moved and seconded to approve Resolution 06-11-1C, for a Gambling Permit for the Detroit Lakes Lions Club to conduct a raffle on August 6, 2011 at WE Fest, Soo Pass Ranch in Lake View Township. (Schram, Okeson), carried.
3. It was moved and seconded to approve Resolution 06-11-1H, for a Gambling Permit for the Humane Society of the Lakes to conduct a raffle on July 30, 2011 at Forest Hills Golf Course in Audubon Township. (Schram, Knutson), carried.
4. It was moved and seconded to approve a New Tobacco License for Chris and Karen Heinz, DBA 59er at 19389 U.S. Highway 59, Detroit Lakes – Detroit Township. (Skarie, Knutson), carried.

Finance Committee Minutes: Auditor/Treasurer: Ryan Tangen Presented:

1. It was moved and seconded to approve the regular claims, over 90-day claim and Auditor's Warrants.
 - a. Lake Ridge Dental in the amount of \$133.00 due to collection process.

- b. Auditor's Warrants (Tuesday Bills):
 - i. 5/25/11 in the amount of \$7,229,606.13
 - ii. 5/31/11 in the amount of \$19,493.45
 - iii. 6/7/11 in the amount of \$29,555.18(Knutson, Okeson), carried.
- 2. The Human Services claims were reviewed and it was recommended to approve when presented.
- 3. It was recommended to approve when presented Resolution 06-11-1E, to authorize the hiring of a full time Sheriff Deputy, utilizing the Deputy pool list.
- 4. It was recommended to approve when presented, the Joint Powers agreement with the State of Minnesota for twenty-five percent of an STS (Sentence-to-Serve) Supervisor shared with Mahnomon County, effective from July 1, 2011 – June 30, 2013, providing up to \$15,558.
- 5. It was recommended to approve when presented, Resolution 06-11-1A, to authorize a five-year renewal of the Joint Powers Agreement with the Minnesota Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network. This resolution coincides with Resolution 03-11-1B, previously adopted.
- 6. It was recommended to approve when presented, the request to utilize a State Radio Grant for an ARMER Mobile Radio Upgrade Purchase. The grant will provide \$5,660.17 of the \$7,537.04 cost. The remaining \$1,876.87 will come from the Sheriff's Equipment and Education designated account.
- 7. It was recommended to approve when presented, Resolution 06-11-1L, a renewal of the Joint Powers Agreement forming the Northwest Regional Radio Board with modifications.
- 8. It was recommended to approve when presented, Resolution 06-11-1I, to accept the low bid for Project SAP 03-612-005, from Young Excavating in the amount of \$694,085.50.
- 9. It was recommended to approve when presented, Resolution 06-11-1J, to authorize the purchase of new engineering software. The estimated cost of the software is \$4,775.00 plus tax.
- 10. It was recommended to approve when presented, Resolution 06-11-1M, to enter into a Joint Powers Agreement between Becker County Highway and the Minnesota Department of Natural Resources (DNR), effective May 16, 2011 – June 30, 2013, for Cost Participation in Fish Passage Control Structure for Project No. S.P. 008-635-005, a bridge project that will include the installation of a Rock Control Fish Passage Structure which will be paid for by the Department of Natural Resources (DNR) in an amount up to \$25,000 for the removal of the Round Lake Dam and the construction of a water control structure. The DNR will also own and maintain this control structure.
- 11. It was recommended to approve when presented, a revised request to purchase a baler that will be used to bale commodities collected through the County Recycling program at an estimated cost of \$58,300.00.
- 12. It was recommended to approve when presented, the request to build a concrete slab and purchase and install chain link fencing at the Transfer Station at an estimated cost of \$2,200.00.

13. It was recommended to approve when presented, the request to purchase a new 1,000 gallon fuel tank from O'Day Tank for use at the Transfer Station at a cost up to \$5,000.
14. It was recommended to approve when presented, a request to purchase signs for use at the Transfer Station and at recycling container sites at an estimated cost of \$2,847.25.
15. A request by Environmental Services to purchase a cell phone to be used by the recycling truck drivers was presented and it was recommended to return to Finance once a re-analysis has been completed.
16. It was recommended to approve when presented, Resolution 06-11-1K, to authorize to hire a part-time Transfer Station Operator/Household Hazardous Waste Worker.
17. Information Technology item requests will be presented at the next meeting.
18. It was moved and seconded to accept the Cash Comparison and Investment Summary for April 2011. (Knutson, Skarie), carried.
19. It was moved and seconded to approve the renewal of the ES&S (Election Systems and Software, Inc.) Post Warranty Software Maintenance and Support Agreement. This agreement is for four years at a cost of \$17,534.53. (Knutson, Okeson), carried.
20. Mr. Tangen noted the City of Detroit Lakes gave notice that Becker County's estimated parking district assessment will be \$20,544.00. There will be a Public Hearing on Park District Assessments on June 14, 2011.
21. It was recommended to approve when presented Resolution 06-11-1F, to hire two (28 hours/week) part-time Human Services Office Support Specialists and to hire from the Merit System pool list.

Sheriff: Tim Gordon Presented:

1. It was moved and seconded to approve Resolution 06-11-1E, to hire a full-time Sheriff Deputy utilizing the Deputy pool list. (Okeson, Schram), carried.
2. It was moved and seconded to approve the Joint Powers Agreement with the State of Minnesota for twenty-five percent of an STS (Sentence-to-Serve) Supervisor shared with Mahnomon County, effective July 1, 2011 – June 30, 2013. (Okeson, Schram), carried.
3. It was moved and seconded to approve Resolution 06-11-1A, to authorize a five-year renewal of Minnesota Joint Powers Agreements, on behalf of the Becker County Attorney and Sheriff, with the Minnesota Bureau of Criminal Apprehension. This resolution coincides with Resolution 03-11-1B, previously adopted. (Schram, Skarie), carried.
4. It was moved and seconded to authorize the utilization of a State Radio Grant for an ARMER Mobile Radio Upgrade Purchase. The grant will provide \$5,660.17 of the \$7,537.04 cost. The remaining \$1,876.87 will come from the Sheriff's Equipment and Education designated account. (Knutson, Okeson), carried.
5. It was moved and seconded to approve Resolution 06-11-1L, to approve the modifications to the Joint Powers Agreement forming the Northwest Regional Radio Board, to provide for the authority for federally recognized Indian tribes meeting the same requirements as counties and cities within HSEM Region 3 to participate in the Northwest Regional Radio Board, and with the correction of wording changed from "Tom Mortenson" to "County Administrator (Tom Mortenson)". (Okeson, Skarie), carried.

Highway: Brad Wentz Presented:

1. It was moved and seconded to approve Resolution 06-11-1I, to accept the low bid for Project SAP 03-612-005 from Young Excavating in the amount of \$694,085.50. (Okeson, Skarie), carried.
2. It was moved and seconded to approve Resolution 06-11-1J, to authorize the purchase of new engineering software with an estimated cost of \$4,775.00 plus tax. (Schram, Okeson), carried.
3. Mr. Wentz provided a construction update to the Board.
4. It was moved and seconded to approve Resolution 06-11-1M, to enter into a Joint Powers Agreement between Becker County Highway and the Minnesota Department of Natural Resources (DNR), effective May 16, 2011 – June 30, 2013, for Cost Participation in Fish Passage Control Structure for Project No. S.P. 008-635-005. (Knutson, Okeson), carried.

Human Services: Nancy Nelson Presented:

1. It was moved and seconded to approve Resolution 06-11-1F, to reclassify a vacant full-time Human Services Office Support Specialist (OCC) position and to hire two (2) part-time (28 hours/week) Office Support Specialists from the Merit System pool list and to advertise if necessary, based on number of applicants. (Knutson, Schram), carried.
2. It was moved and seconded to approve the Waiver Service Agreements for Divine House, Inc., LSS of Frazee, LLC (Frazee Care Center), Ultimate Mobility, LLC, Lifeline System Company, LSS of Minnesota, CK Home Health Care, Inc., The Orenda Corporation, and Caring Hands Home Care, Inc.. (Skarie, Okeson), carried.
3. It was moved and seconded to approve the Crisis Grant addendum to correct an error on the signature page of the original agreement with Solutions Behavioral Health Professionals, Inc. (Skarie, Knutson), carried.
4. It was moved and seconded to approve the Human Services Claims. (Schram, Skarie), carried.
5. It was moved and seconded to approve the Community Health MDH (Minnesota Department of Health) Grant Agreement Amendment to extend the expiration date of the grant agreement from June 30, 2011 to March 31, 2012, with all other terms including compensation to remain the same. (Skarie, Schram), carried.
6. It was moved and seconded to approve the Community Health Claims. (Schram, Knutson), carried.
7. It was moved and seconded to approve the Transit Claims. (Knutson, Skarie), carried.

Tamarac National Wildlife Refuge: Neil Powers, Refuge Manager Presented:

1. Neil Powers, Tamarac National Wildlife Refuge Manager introduced himself to the Board and provided an overview and update of ongoing projects.

Veteran Services: Lauri Brooke Presented:

1. Ms. Brooke introduced U.S. Army Captain Mike Obach, a Regional Representative for the Beyond the Yellow Ribbon Communities, a program to connect Service members and their families with community support, training, services and resources. Captain Obach presented information to the Board in reference to Becker County supporting the effort of the Beyond the Yellow Ribbon County Partnership, with the formation of a local steering committee. The new steering committee will meet Monday, June 20, 2011 at 5:30 p.m. at the Detroit Lakes Regional Chamber of Commerce.

It was moved and seconded to approve Resolution 06-11-1D, that the Becker County Board of Commissioners do fully support the efforts of the Beyond the Yellow Ribbon County Partnership to support our military members and their families while defending the democratic values of the United States of America and encourage key groups of the community, service members and their families to be proactive and work in harmony to develop a program which empowers community collaboration of effort and builds an enduring and sustainable network of support. (Schram, Okeson), carried.

2. Ms. Brooke introduced Linda Wiedewitsch, owner of Lucky Dog, a kennel and training facility in Detroit Lakes, who has formed a non-profit organization, The Patriot Assistance Dogs, which is committed to procure, train and place psychiatric assistance dogs with qualified disabled veterans to assist them in their daily lives and on-going therapies. Also, in attendance was Michelle Bethold, an employee of Lucky Dog. Two veterans, Geoffrey Zehnacker and Doug Koenig, spoke on behalf of the program and the benefits each have experienced in their recovery process. Two of the Patriot Assistance dogs were on hand, "K.D." and "Zander"; K.D. will be the first dog brought into the Becker County Veteran Services office, to assist veterans. This will make Becker County the first county in Minnesota to do so.

It was moved and seconded to approve Resolution 06-11-1G, that the Patriot Assistance Dogs organization and the Becker County Veterans Service Office have established a partnership and as a result, a service dog will be in residence of the Becker County Veterans Service Office during regular business hours to act as a therapy dog for Veteran clients. (Knutson, Schram), carried.

County Administrator: Tom Mortenson Presented:

1. Mr. Mortenson provided an update and proposed timeline in reference to the Becker County Recreational Plan, dissolving the Park and Recreational Board, establishment of a new Recreational Advisory Committee, adoption of the Becker County Parks and Recreation Ordinance, and repeal of two existing ordinances. The Board's consensus was that the timeline was acceptable and as a result, a Public Hearing is scheduled for Tuesday, July 12, 2011, at 10:00 a.m. in the Becker County Courthouse, Detroit Lakes, to consider the enactment of the Becker County Parks and Recreation Ordinance.
2. Mr. Mortenson reported on the results and success of the Becker County Employee Annual Spring Clean Up from May 19, 2011 and thanked all staff of Becker County for their efforts.

Environmental Committee: Steve Skoog Presented:

1. It was moved and seconded to approve the request to purchase a baler that will be used to bale commodities collected through the County recycling program at an estimated cost of \$58,300.00. (Knutson, Skarie), carried.
2. It was moved and seconded to approve the request to build a concrete slab and purchase chain link fencing for the Transfer Station at an estimated cost of \$2,200.00. (Skarie, Okeson), carried.
3. It was moved and seconded to approve the request to purchase a new 1,000 gallon fuel Tank from O'Day Tank for use at the Transfer Station at a cost of up to \$5,000. (Knutson, Skarie), carried.
4. It was moved and seconded to approve the request to purchase signs for use at the Transfer Station and at recycling container sites. (Skarie, Knutson), carried.
5. It was moved and seconded to approve Resolution 06-11-1K, to hire a part-time Transfer Station Operator/Household Hazardous Waste Worker (HHW). (Skarie, Okeson), carried.

It was moved and seconded to close the session for Union Negotiations. (Knutson, Schram), carried.

Union Negotiations: Nancy Grabanski and Ryan Tangen presented an update on current status.

It was moved and seconded to open the session. (Knutson, Okeson), carried.

It was moved and seconded to add to the agenda, a discussion on County owned public lake accesses. (Knutson, Okeson), carried.

Ryan Tangen gave an update on the process of completing a county owned public lake access inventory. A complete inventory will be presented to the Board at a later time, upon completion.

The meeting was adjourned.

/s/ Tom Mortenson
Tom Mortenson
County Administrator

/s/ Barry Nelson
Barry Nelson
Board Chair