

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, August 23, 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. There were no changes to the agenda.
3. It was moved and seconded to approve the amended minutes for August 9, 2011 with the following changes: Under Commissioners: Reports and Correspondence: Commissioner Nelson: change to read, "Reported on the following meetings: Sunnyside and Human Services Committee."; under Auditor/Treasurer: Number 3: change to read, "Discussion was held in reference to the invitation by the City of Detroit Lakes to attend the re-districting meeting. It was moved and seconded to approve the Board Chair, County Administrator, and Auditor-Treasurer attend the City re-districting meeting."; under Finance Committee Minutes: Number 5: change "Human Services is requesting to purchase eight (8) additional telephones, bringing the total to thirteen (13). At a prior meeting the purchase of five (5) telephones was approved to assess the efficiency of a "case banking" concept. The concept is working well and eight (8) additional telephones are needed. The cost of thirteen (13) telephones is \$3,250 and eligible for 50% reimbursements. It was recommended to approve when presented, the purchase of eight (8) additional telephones, bringing the total to thirteen (13) telephones." to read, "It was recommended to approve when presented, the purchase of eight (8) additional telephones, bringing the total to thirteen (13) telephones."; under Human Services: Number 5: change to read, "It was moved and seconded to approve the purchase of thirteen (13) 7960 Cisco telephones at a cost of \$3,250, with a 50% reimbursement of this cost.". (Knutson, Okeson), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports and Correspondence:
 - a. Commissioner Skarie:
 - i. Reported on the following meeting: Regional Public Health Planning Initiative.
 - b. Commissioner Okeson:
 - i. Reported on the following meetings: West Central Minnesota Resource Conservation and Development (WesMin RC&D), Highway Committee, and Economic Development/Housing Authority (EDA).

- c. Commissioner Knutson:
 - i. Reported on the following meeting: Natural Resources Committee and attended Disaster Drill in Osage.

- d. Commissioner Schram:
 - i. Reported on the following meetings: Wild Rice Watershed District Advisory Board, Economic Development/Housing Authority (EDA), Highway Committee, Coalition of Lakes Association (COLA), and met with snowmobile clubs.

- e. Commissioner Nelson:
 - i. Reported on the following meetings: City Re-districting, Information Technology/GIS, Space Needs, and Becker County Soil and Water Conservation District.

Discussion was held in reference to the Association of Minnesota Counties (AMC) District IV Meeting to be held in Becker County on Friday, October 21, 2011 with the site to be determined.

- 3. Open Forum: David Green, Supervisor for Burlington Township presented information to the Board and a request from Burlington Township for a Traffic Study of Tower Road, Becker County, Minnesota. Board Chair Nelson noted that this could be added to the Highway agenda during this Board meeting.

- 4. Commissioner Appointments: There were none.

Auditor/Treasurer: Ryan Tangen presented:

- 1. Licenses and Permits:
 - a. It was moved and seconded to approve Resolution 08-11-2A, to approve the Gambling Application for exempt permit to conduct a raffle for the West Central Waterfowlers on September 17, 2011, at the Callaway Community Center, located at Highway 59 North, Callaway, MN, in Callaway City. (Schram, Okeson), carried.
 - b. It was moved and seconded to approve Resolution 08-11-2B, to approve the Lease for Lawful Gambling Activity, Permit Application, to conduct Gambling by the Audubon Volunteer Fire Department for operations located at the 59er, 19389 Highway 59, Frontage Road, Detroit Lakes, MN, in Detroit Township. (Knutson, Okeson), carried.

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

- 1. It was moved and seconded to approve the regular claims and Auditor's Warrants. It was noted by Mr. Tangen that the dates/amounts in the Finance Committee Minutes will be corrected to reflect the following:
 - a. Auditor's Warrants (Tuesday Bills):
 - i. 08/09/11 in the amount of \$5,292.32
 - ii. 08/17/11 in the amount of \$46,698.98(Knutson, Schram), carried.

2. It was recommended to approve when presented the Human Services Claims.
3. It was recommended to approve when presented, an amendment to add Norman County to the Cooperative Agreement with the Minnesota Department of Agriculture for Waste Pesticide Collection.
4. It was recommended to approve when presented, the request to order a semi-load of dumpsters, with the lowest quote for the size and type of finish decided upon for use within the county or for resale/lease out.
5. It was recommended to approve when presented, Resolution 08-11-2C, to authorize the purchase of 3 copies of Autocad Lite software with maintenance support in the amount of \$3,435.78, plus any applicable sale tax.
6. It was recognized that a Becker County employee from the Highway Department took first place in the State Truck Rodeo and with that a berth into the Wisconsin Truck Rodeo. It was recommended to approve when presented, the out-of-state travel request for this employee to participate in the rodeo in Green Bay Wisconsin, using a county vehicle or the employee's own vehicle as far as St. Cloud, Minnesota.
7. It was moved and seconded to approve the purchase of fifteen (15) computers with Microsoft Office 2010, at an estimated cost of \$14,977. (Knutson, Skarie), carried.
8. It was moved and seconded to accept the July 2011 Cash Comparison and Investment Summary. (Skarie, Okeson), carried.
9. A summary of the first run of the 2012 budget was presented and discussion was held in reference to setting a levy percentage and timeline for doing so. The Maximum Levy is due September 15, 2011. Mr. Tangen is requesting a Budget Review meeting be scheduled to replace the previously set date of August 30, 2011. It was moved and seconded to hold a Budget Review meeting for September 6, 2011, as long as it falls within the appropriate publishing guidelines for public notification, with alternate dates of September 9th or September 12th. (Knutson, Okeson), carried.
10. Mr. Mortenson presented information in reference to Central Purchasing.

Assessor: Steve Skoog presented:

1. It was moved and seconded to approve the abatements for:
 - a. PIN #02.8107.000 in the City of Audubon for the amount of \$62.00.
 - b. PIN #02.8177.000 in the City of Audubon for the amount of \$146.00.
 - c. PIN #10.0049.000 in Erie Township in the amount of \$74.00 for tax year 2010.
 - d. PIN #10.0049.000 in Erie Township in the amount of \$78.00 for tax year 2011.(Knutson, Schram), carried.

Environmental: Steve Skoog presented:

1. It was moved and seconded to approve the Minnesota Department of Agriculture Amendment to the 2009 Cooperative Agreement for Waste Pesticide Collection adding Norman County to said agreement. (Knutson, Skarie), carried.
2. Discussion was held in reference to purchasing a semi-load of dumpster containers, as businesses are requesting to have the County pick up recyclable commodities and are willing to either purchase or lease containers from the County. A motion was made by

Board Chair Nelson to authorize Environmental Services to move forward in the process of purchasing a semi-load of recycling containers and when reach a commitment of 80% of a load to then return to the Board with the lowest quote for the size and finish decided upon. Motion died for lack of a second. It was the consensus of the Board to recommend Environmental Services move forward with the process of purchasing a semi-load of recycling containers and when reach a commitment of 80% of a load, to then return to the Finance Committee for consideration, with the lowest quote for the size and type of finish decided upon for use within the county or for resale/lease out.

Highway: Brad Wentz presented:

1. It was moved and seconded to add to the Highway agenda, Number 4: Burlington Township/County Board Resolution 08-11-2D, to request a Speed Study for Tower Road. (Knutson, Okeson), carried.
2. It was moved and seconded to approve Resolution 08-11-2C, to authorize and direct the County Engineer to purchase Autocad Lite software with maintenance support in the amount of \$3,435.78, plus any applicable sales tax. (Schram, Okeson), carried.
3. It was moved and seconded to approve the out-of-state travel request for a Highway employee to participate in the Wisconsin Truck Rodeo in Green Bay Wisconsin on September 28, 2011, and to travel using a county vehicle or the employee's own vehicle as far as St. Cloud, Minnesota. (Schram, Okeson), carried.
4. Mr. Wentz provided a construction update.
5. It was moved and seconded to approve Resolution 08-11-2D, to authorize the request from Burlington Township for the Minnesota Department of Transportation (MnDOT), to conduct an engineering and traffic investigation (Speed Study) of Tower Road, Becker County. (Knutson, Okeson), carried.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve the 2012-2013 Becker County Child Care Fund Plan. (Knutson, Skarie), carried.
2. It was moved and seconded to accept the Adult Services Report, Child and Family Services Report, Community Health Report, Financial Assistance Report, Mental/Chemical Dependency (MCD) Report, and Transit Report. (Skarie, Okeson), carried.
3. It was moved and seconded to approve the Human Services Claims, Community Health Claims, and Transit Claims. (Knutson, Skarie), carried.

Planning and Zoning: Patty Swenson presented:

1. Discussion was held in reference to the request by Penny Aguirre, to amend a Conditional Use Permit for Richwood Winery, to allow entertainment. Resident, Robin Turnwall, was present and noted his concerns. It was moved and seconded to concur with the Becker County Planning Commission (August 16, 2011), to approve the amended Conditional Use Permit # 554093, for Penny Aguirre, dba Richwood Winery, located at 27799 County Highway 34, to allow entertainment, with the stipulation that the submitted business plan be followed. (Knutson, Schram), carried.

2. It was moved and seconded to concur with the Becker County Planning Commission (August 16, 2011), to approve the Conditional Use Permit for Eric and Holly Anderson, dba Great River Energy, located at the corner of County Highway 26 and County Highway 37, Shell Lake Township, to construct an electrical transmission tower as submitted. (Knutson, Okeson), carried.
3. It was moved and seconded to concur with the Becker County Planning Commission (August 16, 2011), to approve a certificate of survey for one (1) lot (Tract G) consisting of 40,771 square feet and a change of zone from agricultural to residential for Tract G for Dennis and Peggy Olson, located at 13486 Rossman Erickson Rd., in Cormorant Township. (Okeson, Schram), carried.
4. The next informational meeting is scheduled for Thursday, September 15, 2011, at 8:00 a.m. in the Third Floor Meeting Room of the Original Courthouse.

Red River Retention Authority: Jerome Deal, Member (MN) and Retention Committee Co-Chair, and Sharon Josephson, Staff Assistant for Congressman Peterson presented:

Jerome Deal provided information to the Board on the Red River Retention Authority (RRRA), whose primary goal is to ensure joint, comprehensive, and strategic coordination of retention projects. Mr. Deal stated that there will be federal dollars to off-set local costs for retention projects with the Natural Resources Conservation Service (NRCS) through the Wetlands Reserve Program and the RRRA will serve as an advocate for local projects in the federal regulatory process. Mr. Deal is encouraging Becker County's participation, as this will include the entire Red River Basin areas of North Dakota, South Dakota, and Minnesota. Board Chair Nelson expressed his concerns and his appreciation for the information presented.

Drug Court Presentation:

Judge Lisa Borgen and Don Kautzmann, Drug Court Coordinator, gave an overview of the Drug Court Program and expressed appreciation for Becker County's participation and support of the program and requested the continued support of Becker County. Sheriff Tim Gordon noted the positive changes this program brings to the individuals participating and also the cost-savings.

County Administrator: Tom Mortenson presented information on the following:

1. Update on transfer of Lion's Park lease to City of Frazee.
2. Coalition of Lakes Association (COLA) Sign Grant Update.
3. Appointment of County Administrator to M-State Advisory Committee.
4. Governor request for County Administrator to participate in roundtable discussion focusing on job creation.
5. Request of the White House Office of Public Engagement.
6. 10th Anniversary of 9-11 Community Events.
7. Tabletop Exercise: August 16, 2011. A simulated disaster functional exercise involving an Anthrax release is scheduled for September 16, 2011 from 10:00 a.m. – 2:00 p.m. at M-State and Community Technical College.

It was moved and seconded to close the session for a scheduled performance review of the County Administrator, Tom Mortenson. (Knutson, Schram), carried.

A scheduled Performance Review of the County Administrator, Tom Mortenson, was held. Also present was County Attorney, Michael Fritz and Assistant County Attorney, Kevin Miller.

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

The meeting was adjourned.

/s/ Larry Knutson
Larry Knutson
Board Vice-Chair

/s/ Barry Nelson
Barry Nelson
Board Chair