

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, November 8, 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; Auditor-Treasurer and Clerk, Ryan Tangen; and Minute Taker, Cindy Courneya.
b. Pledge of Allegiance.
2. The Agenda was approved with the following additions: under Commissioners: add: Number 4: Discussion of County Administrator Position/Recommendations from the Search Committee; at 10:30 a.m., add: Aquatic Invasive Species (AIS) Discussion; under Management Team Update: add: Discussion of Natural Resource Management (NRM) Position; following the Closed Session for Union Negotiations: add: Closed Session: Discussion on Acquisition of Jail. (Knutson, Okeson), carried.
3. It was moved and seconded to approve the minutes of October 25, 2011, with the following changes: under Commissioners: Reports and Correspondence: b. Commissioner Skarie: change from, "Becker County Children's Mental Health Initiative" to read, "Becker County Children's Initiative"; under Sheriff: change from, "to accept the low quote of \$20,025.00 from Nereson Motors for the purchase of a Fleet Priced vehicle, to be utilized as a transport vehicle only.", to read, "to accept the lowest quote of \$20,025.00 from Nereson Motors for the purchase of a vehicle, with the desired equipment."; under Economic Development Authority: change from, "to re-apply for additional funds of \$51,00, to be used for administration,", to read, "to re-apply for additional funds of \$51,000 for Becker County's Share, to be used for administration,". (Skarie, Schram), carried.

Commissioners

1. Open Forum:
 - a. Sheriff Tim Gordon noted the changes made to the County Recreational Ordinance and informed the Board that the County Attorney is reviewing. He also spoke in reference to the After Action Plan Report: Mass Dispensing Drill that will be presented later in the meeting and noted that there is a response plan in place for the Sheriff's Department.
 - b. Board Chair Nelson noted concerns in reference to the safety of hikers in the Mountain View Recreation Area during deer hunting seasons and asked that this be re-evaluated after hunting season, with the Natural Resource Management (NRM) Committee.
2. Reports and Correspondence:
 - a. Commissioner Skarie:
 - i. Reported on the following meetings: 4 County Public Health Planning Initiative, Human Services Committee, Environmental Affairs Committee, and met with Human

Resources Director, Nancy Grabanski and County Attorney, Michael Fritz
in reference to the County Administrator position.

- b. Commissioner Okeson:
 - i. Reported on the following meetings: Highway Committee and Sheriff's Committee.
 - c. Commissioner Knutson:
 - i. Reported on the following meetings: Environmental Affairs Committee, Safety Committee, Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Recreational Advisory Committee (RAC), and Mahube.
 - d. Commissioner Schram::
 - i. Reported on the following meetings: Becker County Assessor's Committee, Mahube, Becker County Council on Aging, Highway Committee, Recreational Advisory Committee (RAC), and Sheriff's Committee. There will be an Ag-Business Forum in Callaway, on December 15, 2011 at 9:00 a.m..
 - e. Commissioner Nelson:
 - i. Reported on the following meetings: Sunnyside and Human Services Committee.
 - f. Commissioner Knutson also noted that he met with Human Resources Director, Nancy Grabanski, and County Attorney, Michael Fritz, in reference to the County Administrator position and it was the consensus of the committee to begin the search process to hire a full-time County Administrator, with no changes in the job description at this time. It was moved and seconded to authorize the advertisement to fill the vacancy for the full-time County Administrator position. (Knutson, Skarie), carried.
3. Appointments:
- a. Discussion was held in reference to the Cormorant Lakes Watershed District Manager appointments. These positions have been advertised and it was the Board's consensus to make these appointments at the next regularly scheduled Board of Commissioner's meeting on November 22, 2011.
 - b. It was moved and seconded to appoint Lauri Brooke to the Selective Services Board, to represent Becker County. (Schram, Knutson), carried.

Auditor-Treasurer: Ryan Tangen presented:

- 1. Licenses and Permits: There were none.
- 2. It was moved and seconded to approve the Becker County Civil Commitment Contract/Agreement for 2012, with Kitzmann Law Office, with the 2012 contract price staying the same as 2011 at \$1,450.00 per month.

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. Over 90 Days:
 - i. Payment to Todd Johnson in the amount of \$934.50 due to missing invoice.
 - b. Auditor's Warrants (Tuesday Bills):
 - i. 10/25/11 in the amount of \$180,578.95
 - ii. 10/27/11 in the amount of \$3,557,947.00
 - iii. 11/01/11 in the amount of \$379.65
(Knutson, Skarie), carried.
2. It was recommended to approve when presented the Human Services Claims.
3. It was recommended to approve when presented a grant application for the PACE Program through the Small Cities Development Program. This program works with building rehabilitations to incorporate alternative energy models. The EDA Board recommends moving forward.
4. It was recommended to approve when presented the Sunnyside Nursing-Jail Contract renewal, effective November 2011 through October 2012, with an annual fee increase from \$37,705.00 to \$38,835.00.
5. It was recommended to approve when presented Resolution 11-11-1B, to authorize annual State of Minnesota, Department of Transportation Agency Agreement No. 00003, to allow the Commissioner of Transportation to accept federal aid funds which may be made available for eligible transportation related projects and to pass them through.
6. It was recommended to approve when presented Resolution 11-11-1A, to authorize and direct the County Engineer to enter into a one year lease agreement for a 721F Case Wheel Loader from Kinetic Leasing, Inc. of Fargo, North Dakota, with a 3 way split with the City of Detroit Lakes and MnDOT, with the county portion of the lease at \$3,192.00.
7. It was noted that the Highway Department and Environmental Services are working on a joint position for the East Transfer Station.
8. It was recommended to approve when presented the Human Service Agreements with Affordable Angels, Inc., Stellher Human Services/Lake Park-Audubon School, Mahube Community Action Council and Family Planning Special Projects/Otter Tail-Wadena.
9. It was recommended to approve when presented the renewal of the ten-county (10) Family Group Decision Making grant.
10. It was recommended to approve when presented to hire two (2) part-time Human Services Financial Eligibility Specialists, at up to 28 hours per week for each.
11. It was moved and seconded to approve the purchase of VetraSpec Software, to track Veteran Services clients, for a total cost of \$2,000.00. (Schram, Skarie), carried.
12. It was moved and seconded to authorize to accept the low bid for Cigna for long-term disability. (Okeson, Knutson), carried.
13. It was moved and seconded to accept the Cash Comparison and Investment Summary for September 2011. (Skarie, Okeson), carried.

14. An update was given on the Helliksen property, in reference to the donation to the U.S. Fish and Wildlife Service. A recommendation on how to proceed will be presented at a future board meeting.

Economic Development Authority (EDA): Jon Thomsen and Guy Fischer presented:

1. It was noted that the short form application to the Department of Employment and Economic Development (DEED), approved for submission by Resolution 10-11-2B, at the October 25, 2011 Becker County Board of Commissioner's meeting, will be submitted for Board signature today.
2. Discussion was held in reference to the grant proposal to Pilot a "Process" for Developing and Implementing an Energy Improvements Program for Local Governments in Rural Minnesota, with funding being sought from the Minnesota State Energy Office. It was moved and seconded to approve the grant proposal for a Pilot Grant for Property Assessed Clean Energy (PACE). (Okeson, Nelson), failed. Roll Call: Knutson – Nay; Schram – Nay; Skarie – Nay, Nelson – Yea; Okeson – Yea. Board Chair Nelson referred the proposal back to the Economic Development Authority (EDA) Board, for further discussion.

Sheriff: Tim Gordon presented:

1. It was moved and seconded to approve the Sunnyside Nursing-Jail Contract renewal, effective November 2011 through October 2012, with an annual fee of \$38,835.00. (Schram, Okeson), carried.

Highway: Brad Wentz presented:

1. It was moved and seconded to approve Resolution 11-11-1B, to authorize the annual State of Minnesota, Department of Transportation Agency Agreement No. 00003, to allow the Commissioner of Transportation to accept federal aid funds which may be made available for eligible transportation related projects and to pass them through. (Schram, Okeson), carried.
2. It was moved and seconded to approve Resolution 11-11-1A, to authorize and direct the County Engineer to enter into a one year lease agreement for a 721F Case Wheel Loader from Kinetic Leasing, Inc. of Fargo, North Dakota, with a 3 way split with the City of Detroit Lakes and MnDOT, with the county portion of the lease at \$3,192. (Okeson, Schram), carried.
3. It was moved and seconded to approve the Five-Year Plan Meeting Date for Thursday, December 1, 2011, at 4:30 p.m., in the Becker County Courthouse, with this meeting advertised. (Knutson, Skarie), carried.

Community Health: After Action Plan Report - Mass Dispensing Drill:

Ronda Stock and Ranae Niemi of Becker County Community Health, presented the Homeland Security Exercise and Evaluation program (HSEEP): After Action Report/Improvement Plan, on the Mass Dispensing Drill done on September 16, 2011, at Minnesota State Community and

Technical College, Detroit Lakes Campus, with the scenario for a large scale Anthrax (biological) release. This exercise was paid for with 2011-2012 Becker County Public Health Emergency Preparedness Funds. This drill was developed to test Becker County's security functions and medical supply management capabilities. They provided an overview on the outcomes of the drill, including a list of major strengths and primary areas for improvement.

Human Services: Nancy Nelson and Sam Pierson presented:

1. It was moved and seconded to add to the Human Services Agenda, Item Number 4: Discussion on Child Support Recommendations. (Knutson, Schram), carried.
2. It was moved and seconded to approve the Human Services Agreements/Contracts with Affordable Angels, Inc., Stellher Human Services: Lake Park-Audubon School, Mahube Community Action Council, and Family Planning Special Projects/Otter Tail-Wadena. (Okeson, Skarie), carried.
3. It was moved and seconded to accept the Family Group Decision-Making (FGDM) Grant from the Department of Human Services, in the amount of \$102,108.00 for FGDM services for calendar years 2012 and 2013, with Becker County the fiscal host. (Skarie, Schram), carried.
4. It was moved and seconded to approve the hiring of two (2) part-time Financial Eligibility Specialists, at up to 28 hours per week for each. (Skarie, Schram) carried.
5. An overview was presented in reference to the summary and concerns with the Analysis of Service Delivery Model (ASDM) and the Business Process Redesign (BPR) related to the child support program in Minnesota. There have been discussions between Region 10 and DHS to partner in discussing the service delivery of child support for that region and how they might work together to enhance services. The context of this partnership was presented as a possible pilot project for a state take-over of the child support program within Region 10.
6. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit. (Knutson, Skarie), carried.

Aquatic Invasive Species (AIS) Discussion:

1. Board Chair Nelson read the draft of Resolution 11-11-1C, to authorize the formation of the Aquatic Invasive Species (AIS) Task Force and with input from the public, the resolution was finalized. It was moved and seconded to approve Resolution 11-11-1C, to establish an Aquatic Invasive Species (AIS) Task Force and to appoint representatives to the task force, as there is a need for education, preparation, and community support in regards to Aquatic Invasive Species in Becker County. (Okeson, Schram), carried.
2. It was moved and seconded to approve the following to serve on the AIS Task Force:
County Personnel: Commissioner Schram, Patty Swenson, Planning and Zoning; Nancy Grabanski, as representation for NRM; Guy Fischer, EDA; Tim Gordon, Sheriff; and Marsha Watland, Becker County Soil and Water. City Officials: Bob Louiseau, Detroit Lakes; Brad Green, Detroit Lakes; and Hank Ludtke, Frazee. Other Governmental Entities: Neil Powers with Tamarac National Wildlife Refuge, Darrin Hoverson with Department of Natural Resources, and Dawn Kier with White Earth Tribal Council; COLA/Lake Association Members: Terry Kalil with Becker County COLA, Dick Hecock with Pickerel Lake

Association, and Barb Halbakken with Lake Detroiters Association; Watershed Districts: Tera Guetter with Pelican River Watershed, Duane Erickson with Wild Rice Watershed, and one representative each from the Cormorant Lakes Watershed and Buffalo-Red River Watershed; Carrie Johnston from the Detroit Lakes Area Chamber of Commerce; Lake Service Provider: Gary Thompson of Tri-State Diving; and from RMB Labs, Moriya Rufer. (Knutson, Schram), carried.

Management Team Update: Ryan Tangen and Sheriff Tim Gordon presented:

1. A job description for the Natural Resource Management (NRM) position was provided to the Board for their review, with a request to advertise the position as soon as possible. It was the consensus of the Board to advertise for the NRM position as soon as possible, and to make any recommendations for changes to the job description to Ryan Tangen.
2. The Draft of the Becker County Parks and Recreation Ordinance has been revised and is now at the County Attorney's office for review. Once the County Attorney has completed the review, the final draft will be brought back to the Board for review and to set the public hearing.

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

Closed Session: Union Negotiations: Nancy Grabanski and Ryan Tangen presented.

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

It was moved and seconded to add to the agenda at this time: Ratification of Highway AFSCME Contract. (Okeson, Skarie), carried.

It was moved and seconded to accept and ratify the Highway AFSCME tentative agreement, as presented. (Skarie, Okeson), carried.

It was moved and seconded to close the session for Discussion on Acquisition of Jail. (Knutson, Skarie), carried.

Closed Session: Discussion on Acquisition of Jail: Ryan Tangen and Sheriff Tim Gordon presented.

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

The meeting was adjourned.

/s/ Ryan Tangen
Ryan Tangen
Auditor-Treasurer

/s/ Barry Nelson
Barry Nelson
Board Chair