

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, November 22, 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: Appointments: add: b.: Discussion and appointment of additional member to Re-Design Committee; add: Number 4: Discussion on the Coalition of Lakes Association (COLA) request to support Aquatic Invasive Species (AIS) funding for the upcoming Legislative Summit; and Number 5: Discussion on Holiday Tea. (Knutson, Okeson), carried.
3. It was moved and seconded to approve the minutes of November 8, 2011, with the requested changes. (Okeson, Schram), carried.

Commissioners

1. Open Forum: There was no one present.
2. Reports and Correspondence:
 - a. Commissioner Okeson:
 - i. Reported on the following meetings: Pelican River Watershed District Advisory Board, Detroit Lakes/Becker County Airport Committee, Highway Committee, and attended the Veteran's Memorial Park Dedication in Detroit Lakes.
 - b. Commissioner Knutson:
 - i. Reported on the following meetings: Natural Resources Management Committee, County Administrator Search Committee, Planning and Zoning Ordinance Committee, Trail Reepers Snowmobile Club, and attended the Veteran's Memorial Park Dedication in Detroit Lakes.
 - c. Commissioner Schram:
 - i. Reported on the following meetings: Economic Development/Housing Authority, Wild Rice Watershed District Advisory Board, Heartland Multi-Purpose Recreational Trail, Becker County Assessor Committee, Highway Committee, and attended the Becker County Timber Sale.
 - d. Commissioner Nelson:
 - i. Reported on the following meetings: Becker County Soil and Water Conservation District, Lake Agassiz Regional Library joint meeting with Northwest Regional Library,

Planning and Zoning Ordinance Committee, Red River Basin Joint Powers Meeting,
and Buffalo/Red River Watershed Districts Advisory Board.

e. Commissioner Skarie:

- i. Reported on the following meetings: Development Achievement Center and Becker County Historical Society.

3. Appointments:

- a. It was moved and seconded to approve the re-appointments of managers, Jody Beaudine and Eugene Olson to the Cormorant Lakes Watershed District. (Nelson, Knutson), carried.
 - b. It was moved and seconded to appoint Sheriff Tim Gordon to the Re-Design Committee. (Knutson, Schram), carried.
4. It was the consensus of the Board to schedule the Annual Holiday Tea for the next regularly scheduled Becker County Board of Commissioner's meeting on Tuesday, December 13, 2011, paid for by the commissioners.
5. Discussion was held in reference to the monthly scheduled lunches following the commissioner's meeting. The adjournment will be moved to the end of the meeting with lunch to follow and will also try to find a way to make it known the lunches are paid for by the people attending. It was noted that the cost has never been paid for by the County and that the Commissioners and Department Heads rotate paying for the lunch.
6. Discussion was held in reference to the Coalition of Lake Association's request for Becker County to sponsor and provide financial support in the amount of \$500.00, for the Aquatic Invasive Species (AIS) Legislative Summit on January 14, 2012. It was the consensus of the Board to make this commitment, pending confirmation of statute authorization, with action taken at the next regularly scheduled Board of Commissioner's meeting on December 13, 2011.

1. Licenses and Permits: There were none.

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 Johnson Lock and Key in the amount of \$112.41 due to missing invoice.
 - b. Auditor's Warrants (Tuesday Bills):
 - i. 11/08/11 in the amount of \$41,259.94
 - ii. 11/10/11 in the amount of \$256,305.76
 - iii. 11/15/11 in the amount of \$38,343.26(Knutson, Okeson), carried.
2. It was recommended to approve when presented the Human Services Claims.

3. Resolution 11-11-2A, to authorize to fill a full-time vacancy for a Property Tax Specialist position was discussed. Other options will be researched and returned to the Board in December for consideration.
4. It was recommended to approve when presented, the purchase of two metal gates to be installed at the Transfer Station, at a cost of up to \$1,900 for the construction and installation of the gates.
5. It was recommended to approve when presented, the Recycling Site Sponsorship Memorandum of Understanding (MOU) and Rental Agreements for private sector customers.
6. A request to purchase signage for recycling sites was postponed for further committee review.
7. It was recommended to approve when presented to fill a part-time, seasonal Highway maintenance position. Discussion was also held whether this position should be seasonal or permanent.
8. It was recommended to approve when presented Resolution 11-11-2B, to authorize the annual transfer of excess municipal funds to regular funds.
9. It was moved and seconded to approve the purchase of Sophos Anti Virus Solution Software and Remote Consulting, at an estimated cost of \$17,345 for four years. (Knutson, Okeson), carried.
10. It was moved and seconded to approve the purchase of a new IBM Server at an estimated cost of \$13,000, to be split between E 911, Recorder's Equipment, and GIS. (Skarie, Knutson), carried.
11. It was moved and seconded to approve an upgrade of the network storage unit with the purchase of IBM System Storage DS3400, at an estimated cost of \$6,500. (Okeson, Schram), carried.
12. It was recommended to approve when presented the ratified CamaUSA Maintenance and Support Agreement, effective January 1, 2012 through December 31, 2016, at an estimated cost of \$12,000.
13. It was recommended to approve when presented the contract for Local Public Health Act Funding 2012 Assurances and Agreements, and the Child and Teen Checkups Administrative Services contract.
14. It was recommended to approve when presented the MFIP Innovations Budget Plan for calendar year 2012 (January 1, 2012 through December 31, 2012).
15. It was moved and seconded to accept the low bid of \$17,898 for 120,000 seedling trees from PRT USA. (Knutson, Skarie), carried.
16. It was moved and seconded to approve the contribution of \$2,270.57 or 65% from the residual Grant in Aid (GIA) funds for funding the snowmobile trail maps. (Knutson, Schram), carried.
17. It was moved and seconded to accept the Cash Comparison and Investment Summary for October 2011. (Knutson, Okeson), carried.

Assessor: Steve Skoog presented:

1. It was moved and seconded to approve the abatement for:
 - a. PIN #06.0052.000 in Cormorant Township for the amount of \$178.00. (Schram, Knutson), carried.

2. The request to approve Resolution 11-11-2A, to hire a Property Tax Specialist, was tabled until the next meeting on December 13, 2011.
3. It was moved and seconded to accept the lowest quote, at a cost of up to \$2,000, for the construction and installation of two metal gates at the Transfer Station. (Knutson, Skarie), carried.
4. It was moved and seconded to accept the Recycling Site Sponsorship Memorandum of Understanding (MOU), to include the revised Rental Agreements for private sector customers. (Skarie, Schram), carried.
5. A request to purchase signage for recycling sites was postponed at this time, with the recommendation to address in the future at a recycling meeting with the townships.

Highway: Brad Wentz presented:

1. It was moved and seconded to hire a Seasonal Part-time Maintenance Worker. (Okeson, Skarie), carried.
2. It was moved and seconded to approve Resolution 11-11-2B, to authorize that the Commissioner of Transportation transfer from the Municipal Construction Account all funds in excess of two years apportionment into the Regular Construction Account. (Schram, Okeson), carried.

Information Technology: Rick Kelsven presented:

1. It was moved and seconded to approve the ratified CamaUSA Maintenance and Support Agreement, effective January 1, 2012 through December 31, 2016, at an estimated cost of \$12,000, and to authorize the Board Chair to sign said agreement. (Knutson, Schram), carried.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve the contract for the Minnesota Department of Health Local Public Health Act Funding 2012 Assurances and Agreements. (Skarie, Schram), carried.
2. It was moved and seconded to approve the Child and Teen Checkups Administrative Services Contract. (Skarie, Knutson), carried.
3. It was moved and seconded to approve the MFIP Innovations Budget Plan for calendar year 2012 (January 1, 2012 through December 31, 2012). (Skarie, Schram), carried.
4. It was moved and seconded to approve the Letter of Notification and Support for the Department of Health Early Intervention Grant on behalf of the White Earth Substance Abuse Program, and to authorize the Board Chair to sign the letter. (Schram, Skarie), carried.
5. It was moved and seconded to accept the Human Services reports for Adult Services, Child and Family Services, Community Health, Financial Services, MCD (Mental/Chemical Dependency), and Transit. (Knutson, Skarie), carried.
6. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit. (Schram, Skarie), carried.

Purchase Offer: Minimum Security Building: Auditor-Treasurer, Ryan Tangen and Sheriff, Tim Gordon presented:

1. It was moved and seconded to approve the purchase of the existing Minimum Security Building, with a clear title, from FHYVE, LLC, at a cost of \$1,125,000, to include the remaining lease buyout of \$393,690 and estimated equipment expense of \$92,073 and to authorize the Board Chair and Vice-Chair to sign the purchase agreement. (Schram, Okeson), carried.

Management Team Update: Ryan Tangen presented:

1. Mr. Tangen reported on the re-design meetings with other counties in reference to the possibility of sharing department heads between counties.
2. Discussion was held in reference to the Natural Resource Management position and the interview committee. The recommendation is to comprise the committee of Brad Wentz, Ryan Tangen, NRM Committee members, and possibly a land commissioner from another county and/or Mike Swan from the White Earth Tribal Government.
3. There has been further discussion in reference to space needs for Extension and the possibility of moving the motor vehicle department to an outside location within the community for better accessibility, with Extension either moving into the current location of the motor vehicle department space or meeting space on the second or third floor of the courthouse. Board Chair Nelson requested projected costs including an increase or decrease in revenues from the motor vehicle department, with this proposed move.

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

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

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

Union Negotiations: Nancy Grabanski and Ryan Tangen presented.

1. It was moved and seconded to accept and ratify the Teamsters Local 320 Dispatch/Jailer and Human Services tentative agreements and to authorize the Board Chair to sign said three-year contracts. (Schram, Okeson), carried.
2. It was moved and seconded to accept and ratify the Human Services Supervisor Association tentative agreement and to authorize the Board Chair to sign said three-year contract. (Okeson, Schram), carried.
3. It was moved and seconded to approve Resolution 11-11-2C, to set the contract for contributions to the Minnesota Cooperatives VEBA Plan and Trust, and health care expense account for the Active Employees Plan for 2012, as outlined. (Knutson, Schram), carried.
4. It was moved and seconded to approve Resolution 11-11-2D, to authorize to extend the time frame of the voluntary furlough (unpaid leave) plan as outlined, through December 31, 2013. (Schram, Skarie), carried.

The meeting was adjourned, with lunch following at George and Becky's in Frazee.

/s/ Ryan Tangen
Ryan Tangen
Auditor-Treasurer

/s/ Barry Nelson
Barry Nelson
Board Chair