

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, April 23, 2013 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes:

1. a. Meeting presided over by Board Chair Skarie. Present: Commissioners Don Skarie, Ben Grimsley, Barry Nelson, and John Okeson; County Administrator, Jack Ingstad, and Minute Taker, Cindy Courneya. Absent: Commissioner Larry Knutson.
b. Pledge of Allegiance.
2. The agenda was approved with the following changes: Under Commissioners: Add Number 7: Emergency Manager Position: Resolution 04-13-2H; and under Environmental: Add Number 2: Discussion on AIS/Emergency Temporary Seasonal AIS Enforcement Deputy: Resolution 04-13-2I. (Okeson, Grimsley), carried.
3. It was moved and seconded to approve the minutes of April 9, 2013, with no changes. (Grimsley, Okeson), carried.

Commissioners:

1. Open Forum:
 - a. Steve Lindow, Vice-President of the Bad Medicine Lake Association, spoke in reference to the proposed Delegation Agreement with the DNR, for Aquatic Invasive Species (AIS) Prevention Inspection of Water-related Equipment, previously discussed at the Board meeting on April 9, 2013. He presented a breakdown on duties and responsibilities within the agreement and stressed the need for this agreement, in order to secure an adequate number of volunteers for all of the lakes.
 - b. Dennis Kral, President of the Pelican River Watershed District (PRWD) Board of Managers was present and reported that his term expires on May 25, 2013 and that he has submitted his request for re-appointment for another term. He expressed his eagerness and willingness to continue to serve the PRWD.
 - c. Rick Michaelson, a resident of Lake Sallie, was present and reported that he has submitted his request to serve as a board member for the Pelican River Watershed District (PRWD) Board of Managers and expressed his interest in serving.
 - d. William Jordon, a current board member of the PRWD, requested to be re-appointed for another term, noting that his current term will expire on May 25th as well. He expressed his interest in serving again, having resided on Lake Melissa for 30 years.
2. Appointments:
 - a. Pelican River Watershed District Board of Managers:
 - i. It was noted that Janice Haggart, who is currently a member of the PRWD, could not be present today, but has submitted her request for re-appointment.

- ii. It was moved and seconded to appoint Rick Michaelson to the Pelican River Watershed District Board of Managers, for a three-year term. (Grimsley, Nelson), carried.
 - iii. It was moved and seconded to re-appoint Dennis Kral to the Pelican River Watershed District Board of Managers, for a three-year term. (Grimsley, Okeson), carried.
 - iv. It was moved and seconded to re-appoint Janice Haggart to the Pelican River Watershed District Board of Managers, for a three-year term. (Okeson, Grimsley), carried.
 - v. Board members expressed their thanks and appreciation to Mr. Jordan for his years of service and also congratulated Mr. Michaelson and Mr. Kral on their appointments, noting the difficulty in making a decision, when there are so many interested in serving.
 - b. Becker County Council on Aging:
 - i. It was moved and seconded to appoint Mary Ann Jorgenson to the Becker County Council on Aging, to represent District 4. (Skarie, Okeson), carried.
3. Request for Additional State Revenue to Improve Minnesota's Statewide Transportation System: Resolution 04-13-2B:
- a. It was moved and seconded to approve Resolution 04-13-2B, to encourage the Minnesota Legislature to pass and the Governor to sign a bill that provides additional revenue for highways, bridges, and transit throughout the State to improve Minnesota's statewide transportation system. (Okeson, Nelson), carried.
4. Board Retreat Follow-up Discussion and Direction:
- a. County Administrator, Jack Ingstad, provided a summary of the Board Retreat including the results of the SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis and Value Setting exercise.
5. CHIPS Contract:
- a. A notice of termination of a current CHIPS Contract was received and a request for letters of interest was completed, with three letters of interest being received. It was moved and seconded to approve the CHIPS Contract with Daniel El-Dweek, effective immediately and to finish out the remaining contract through December 31, 2014. (Grimsley, Okeson), carried.
6. Emergency Manager Position: Resolution 04-13-2H:
- a. It was moved and seconded to approve Resolution 04-13-2H, to increase the hours per week for the Emergency manager position from twelve (12) to twenty (20) hours per week on average and to hire a part-time Emergency Manager. (Nelson, Okeson), carried.

7. Reports and Correspondence: The commissioners reported on the following meetings:
 - a. Commissioner Skarie: Department of Human Services meeting in reference to the the White Earth Project, PartnerSHIP 4 Health, Human Services Committee, Becker County Children’s Initiative, Sheriff’s Committee, Lakeland Mental Health and Fair Board.
 - b. Commissioner Grimsley: Human Services Committee and Heartland Multi-Purpose Recreational Trail meeting.
 - c. Commissioner Okeson: Aquatic Invasive Species (AIS) Advisory Panel, Highway Committee, Finance Committee, Heartland Multi-Purpose Recreational Trail meeting, West Central Juvenile Detention Center, and AIS Coordinator position interviews.
 - d. Commissioner Nelson: Natural Resources Committee, Highway Committee, Becker County Soil and Water Conservation District, and Lake Agassiz Regional Library.

Auditor-Treasurer: Ryan Tangen presented:

1. Licenses and Permits:
 - a. It was moved and seconded to approve Resolution 04-13-2F, to approve the Annual Premises Permit Gambling Application to conduct gambling by Turn in Poachers, for operations at Izzo’s, located at 22931 185th Street in Detroit Lakes, MN, in Audubon Township. (Nelson, Grimsley), carried.
 - b. It was moved and seconded to approve the Off-Sale 3.2 Beer License Renewal for Glenn D. Werner, Outback Engineering – Osage Country Market – Osage Township. (Okeson, Nelson), carried.
 - c. It was moved and seconded to approve the On/Off-Sale 3.2 Beer License Renewals for:
 - i. Karen and Chris Heinz – 59er – Detroit Township;
 - ii. Bradley L. Swanson – Swanie’s Resort – Cormorant Township;
 - iii. Timothy Eischens – Two Inlets Country Store – Two Inlets Township;
 - iv. Randy A. Blanford – Tamarac Resort & Campground – Sugar Bush Township. (Nelson, Grimsley), carried.
 - d. It was moved and seconded to approve the On-Sale Including Sunday Liquor License Renewal for Brent R. Blake, name changed from J & B BBQ, LLC, DBA: Dickey’s Barbecue Pit to: BJ’s Barbecue Shack, LLC, DBA: BJ’s Barbecue Pit – Detroit Township. (Okeson, Nelson), carried.
 - e. It was moved and seconded to approve the Seasonal Tobacco License Renewal for Beth Schupp, Fair Hills, Inc. – Wildflower Golf Course – Lake Eunice Township. (Grimsley, Nelson), carried.
 - f. The Annual Tubing License Renewal for Roger Klemm – K & K Tubing – Erie Township will not be acted on at this time and will be brought back at a later date for approval.
2. Update on Auditor-Treasurer Fee Schedule:
 - a. It was moved and seconded to approve the Auditor-Treasurer Fee Schedule, as presented. (Nelson, Grimsley), carried.

3. Survey at South Twin Lake:

- a. It was moved and seconded to authorize the payment of \$800 to Meadowland Surveying, Inc., to complete a survey for land owned by Becker County on the North side of South Twin Lake in Height of Land Township, for Tracts in 12-139-39 Becker 12 Hauglid Group, and to concur with the results of said survey. (Nelson, Grimsley), carried.

4. Petition for Abandonment of Ditch 17:

- a. It was moved and seconded to accept a Petition for Abandonment, as presented, to petition that Becker County abandon the County Ditch No. 17 (CD 17) drainage system and to approve a Public Hearing be held on Tuesday, May 14, 2013 at 9:30 a.m., in the Board Room of the Courthouse. (Okeson, Grimsley), carried.

Finance Committee: Ryan Tangen presented:

1. It was moved and seconded to approve the regular claims, over 90-day claims, and Auditor's Warrants:
 - a. Over 90-Day Claims:
 - i. Johnson Controls in the amount of \$6,350 due to not receiving an invoice.
 - ii. Norseman Goodwrench Quick Lube in the amount of \$32.82 due to missing invoice.
 - iii. Tweeton Refrigeration in the amount of \$1,419.10 due to negotiating warranty coverage.
 - b. Auditor's Warrants (Tuesday Bills):
 - i. 04/10/2013 in the amount of \$45,228.98.
 - ii. 04/16/2013 in the amount of \$45,613.94.(Nelson, Okeson), carried.
2. It was moved and seconded to approve the request to apply for Conservation Partners Legacy Funds, for a total grant amount of \$18,750 which includes a 10% county match, to be used mainly for tansy control. (Okeson, Nelson), carried.
3. It was moved and seconded to approve to advertise for the solicitation of bids for fall site preparation, at an estimated cost of up to \$13,000 for 150 acres. (Nelson, Okeson), carried.
4. The Aquatic Invasive Species (AIS) coordinator contract was discussed at Finance and is on the agenda for discussion later in the meeting. It was noted that interviews were scheduled for Monday, April 22nd.
5. It was moved and seconded to approve the request to apply for the 2013 Federal Boating Safety Supplement Grant, for an amount of \$58,799 for water enforcement equipment. (Nelson, Okeson), carried.
6. It was moved and seconded to approve the purchase of a replacement snowmobile trailer from Seaberg Power Sports, at the lowest quote of \$1,865.03, using funds from the remaining 2012-13 Snowmobile Safety Enforcement Grant, and for the County to pay the excess amount of the grant balance of \$166.13. (Okeson, Grimsley), carried.
7. It was moved and seconded to approve the purchase of a new 2012 Yamaha ATV, at an estimated cost of \$5,950, after trade-in, from Seaberg Power Sports. (Okeson, Skarie), carried.

8. It was moved and seconded to approve the Probation Office Reception Area Remodel request, for increased security measures, at an estimated cost of \$19,572, with 100% reimbursement by the State, and to authorize the County Administrator to approve any additional costs, if applicable. (Grimsley, Nelson), carried.
9. It was moved and seconded to approve the Capital Improvement Expenditure Request to purchase twenty (20) computers, one (1) laptop, and twenty (20) monitors, at an estimated cost of \$16,804, plus tax, and as outlined in the request. (Nelson, Okeson), carried.
10. It was moved and seconded to approve the out-of-state travel and associated costs, including airfare at a low cost of approximately \$250.00, for County Administrator, Jack Ingstad, to attend the 3CMA National Conference in Phoenix, Arizona on September 3, 2013. (Grimsley, Nelson), carried.
11. It was moved and seconded to accept the Cash Comparison and Investment Summaries for January, February, and March of 2013. (Nelson, Okeson), carried.
12. It was moved and seconded to approve the purchase of a Great Plains Software package through implementation Specialists, for a replacement payroll/human resources program, at an estimated cost of \$53,627 for installation and training. (Grimsley, Okeson), carried.
13. It was moved and seconded to approve the Credit Bureau Agreement with Credit Mediators, Inc. for debt collection. (Okeson, Nelson), carried.

Assessor: Ryan Tangen presented:

1. It was moved and seconded to approve the abatements for:
 - a. PIN #06.0447.000 in Cormorant Township for the amount of \$(968.00) due to clerical error, in that House Garage and one Acre was calculated as Ag. Homestead, rather than as a Homesite.
 - b. PIN #11.0020.000 in Evergreen Township for the amount of \$1,334.00 due to miscommunication on Homestead and need for Social Security numbers.
 - c. PIN #13.0288.516 in Green Valley Township for the amounts of \$114.00, \$206.00, and \$160.00 due to Plat Law was calculated incorrectly for 2011 taxes and error carried forward into 2012 and 2013.
 - d. PIN #15.0121.002 in Height of Land Township for the amount of \$634.00 and for PIN #15.0121.000 in Height of Land Township for the amount of \$(16.00), due to property was split and split parcel wasn't linked to Ag. Primary Homestead.
 - e. PIN #19.1883.000 in Lake View Township for the amount of \$182.00 and for PIN #19.1884.000 in Lake View Township for the amount of \$180.00 due to the property should be exempt-tax forfeited.
 - f. PIN #21.0088.000 in Osage Township for the amount of \$1,828.00 due to Exclusion modifier had an incorrect expiration date.
 - g. PIN #29.0086.000 in Silver Leaf Township for an amount of \$(1,516.00) and for PIN #29.0086.003 in Silver Leaf Township for an amount of \$1,618.00 due to an assessment error of a new house assessed on the wrong parcel after land split.
 - h. PIN #33.0088.000 in Toad Lake Township for an amount of \$332.00, \$282.00 and \$338.00 due to clerical error in that Homestead applied to wrong record for 2011, 2012, and 2013 taxes.

- i. PIN #50.0130.000 in the City of Frazee for an amount of \$264.00, due to a homestead error, in that Homestead classification was removed by mistake. (Nelson, Okeson), carried.

Highway: Jona Jacobson presented:

1. It was moved and seconded to approve Resolution 04-13-2C, to authorize and direct the Highway Department to apply dust control to the entire gravel segment of County Road 117, with the cost participation of \$8,075 (75%) by the County and the requesting party at \$2,540 (25%) for the 2013 season. (Nelson, Okeson), carried.
2. It was moved and seconded to approve Resolution 04-13-2D, to authorize and direct the Highway Department to trade in the lift crane and utility box currently mounted on Unit #418 and to purchase and install a flatbed and broom attachment, at a cost of \$19,000 and as outlined in the capital improvement request. (Okeson, Nelson), carried.
3. It was moved and seconded to approve Resolution 04-13-2E, to authorize and direct the Highway Department to purchase and install the chip spreader attachments, for seal coat and otta seal maintenance activities, at a cost of \$3,415 and as outlined in the capital improvement request. (Nelson, Okeson), carried.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve Resolution 04-13-2A, to hire two (2) part-time Office Support Specialists from the Minnesota Merit System. (Nelson, Grimsley), carried.
2. It was moved and seconded to approve Resolution 04-13-2G, to hire one (1) temporary, full-time Emergency Social Worker, with a start date of May 13, 2013 and to continue for sixty-six (66) working days or until the unit is fully staffed, whichever comes first. (Grimsley, Okeson), carried.
3. It was moved and seconded to accept the Pohlad Family Summer Camp Scholarship Program Grant in the amount of \$10,000. (Nelson, Grimsley), carried.
4. 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. (Nelson, Okeson), carried.
5. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit. (Okeson, Grimsley), carried.

Natural Resources Management (NRM): Marty Wiley presented:

1. It was moved and seconded to approve Resolution 04-13-2K, to authorize the Natural Resources Management Administrator to assemble a map of the County's Forest System Roads, and to following the process prescribed in MN Statutes 282.041 and 89.715, to record prescriptive easements on the deeds of private properties crossed by our Forest System Roads, where said deeds show no current easement information. (Nelson, Okeson), carried.

Environmental: Steve Skoog presented:

1. Mr. Skoog, on behalf of the AIS POD, presented an outline for an AIS prevention plan. He also presented the AIS POD's recommendation to approve the Emergency Hire of a Temporary Seasonal AIS Enforcement Deputy and also to allow the County Administrator and the Environmental Services Director to enter into negotiations with the top rated AIS Coordinator candidate from the interviews recently held.
2. It was moved and seconded to allow County Administrator, Jack Ingstad, and Environmental Services Director, Steve Skoog, to enter into negotiations with the top rated AIS Coordinator candidate, and if a successful agreement is reached, to authorize the County Administrator to sign said agreement, with the agreement not to exceed \$40,000 in cost and for no more than seven (7) months in duration, and if no agreement is agreed upon, then to return to the Board. (Nelson, Okeson), carried.
3. It was moved and seconded to approve Resolution 04-13-21, to hire one (1) temporary Emergency Seasonal AIS Enforcement Deputy, and to not exceed a total cost of \$8,000 and and three (3) months in duration. (Nelson, Okeson), carried.
4. Steve Lindow, Vice-President of the Bad Medicine Lake Association, spoke in reference to the difficulty in securing and keeping volunteers. He felt that if the Delegation Agreement with the DNR is not implemented and/or volunteers not hired, there will be no supervision of the lake accesses.

Planning and Zoning: Patty Swenson presented:

1. A presentation was given by Geologist, Dale Setterholm, Associate Director of the Minnesota Geological Survey of the University of Minnesota on preparing a Geological Atlas for Becker County. Following the presentation, a motion was made by Commissioner Gimsley to table moving forward with the process to prepare a Geological Atlas for Becker County. Motion died for lack of a second. Discussion followed with noted support of the project from the commissioners. Patty Swenson will provide a letter of intent at the next Board meeting on May 14, 2013, for further consideration.
2. It was moved and seconded to concur with Planning and Zoning to approve the request as submitted by Warren Woytassek, for a change of zone from Agricultural to Commercial for property located at 19363 Co. Highway 15 in Audubon Township, PID Number 020092000, based on the fact that it is compatible with the surrounding area. (Nelson, Okeson), carried.
3.
 - a. Discussion was held in reference to the request by Jeffrey Laliberte, for a Conditional Use Permit (CUP) to replace an existing retaining wall along the shoreline, per the plan submitted, for property located on Big Cormorant Lake, 15795 Wermager Beach Road, in Cormorant Township.
 - b. A motion was made by Commissioner Skarie to concur with Planning and Zoning to deny the request for the retaining wall, as submitted. Motion died for lack of a second.
 - c. Commissioner Nelson noted the flaws in the ordinance and the need for ordinance review. He suggested a technical panel be available to provide individuals advice and more clear direction when working through this process.

- d. It was moved and seconded to table the request by Jeffrey Laliberte, for a Conditional Use Permit (CUP), as submitted, until the next Board meeting on May 14, 2013. (Nelson, Okeson), carried.
4. It was moved and seconded to concur with Planning and Zoning to approve the request as submitted by Randy Davis, for a Conditional Use Permit (CUP) for an auto dealership with auto salvage to process scrap metals and vehicles, located at 25720 Brandy Lake Road in Detroit Township, PID Number 08.0326.103, based on the fact that it is not detrimental to the surrounding area. (Okeson, Grimsley), carried.
 5. It was moved and seconded to concur with Planning and Zoning to approve the final plat of Ida's Hideaway, based on the fact that the plat meets the criteria of the Zoning Ordinance. (Nelson, Grimsley), carried.
 6. It was moved and seconded to approve the request by Randy Gravelle for a six (6) month extension on a Conditional Use Permit (CUP) approved on May 24, 2011, for storage condos to be sold and utilized for storage of personal items consisting of two buildings, with each building housing eight storage units, located at Brolin Beach Rd.; Section 16, in Detroit Township, PID Number 080292003. (Nelson, Okeson), carried.
 7. The next informational meeting is scheduled for Thursday, May 16, 2013 at 8:00 a.m. in the Third Floor Meeting room of the courthouse.

Minnesota Counties Intergovernmental Trust (MCIT) Member Report: Robert Goede, Risk Management Consultant presented:

1. Mr. Goede presented information in reference to MCIT and provided an overview on the 2013 MCIT Report to Becker County. He will also be presenting at the Department Head meeting this afternoon.

The Board Meeting was adjourned by Board Chair Skarie.

Lunch Bunch was held at the Speak Easy in Detroit Lakes and provided by Jon Thomsen.

/s/ Jack Ingstad
 Jack Ingstad
 County Administrator

/s/ Don Skarie
 Don Skarie
 Board Chair