

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, May 28, 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, John Okeson, and Larry Knutson; County Administrator, Jack Ingstad, 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 minutes of May 14, 2013, with the requested changes and the minutes of May 21, 2013, with no changes. (Okeson, Grimsley), carried.

Commissioners:

1. Open Forum:
 - a. Dan Labat spoke in reference to the request from Marty Solmon Construction, Inc. to extend the deadline for hauling gravel from a location at County Road 22, across from the General Store in Lake View Township. Mr. Labat noted that he was encouraged by the decision from the Planning Commission to reduce the extension time from five years to two years, and suggested an even shorter time period, if possible.
 - b. Brad Grant, District Administrator for the Becker County Soil and Water Conservation District (SWCD), noted his upcoming retirement and personally thanked the current Board of Commissioners, past Board members, and County departments for all of their support over the years. The Board thanked Brad for his years of service and commended him for his outstanding leadership. Mr. Grant also introduced his replacement, Peter Mead, and a brief summary of his background was provided to the Board.
2. Reports and Correspondence: The commissioners reported on the following meetings:
 - a. Commissioner Okeson: Detroit Lakes/Becker County Airport Committee, Pelican River Watershed District, Highway Committee, and Safety Committee.
 - b. Commissioner Knutson: Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Natural Resources Committee, Zoning Ordinance Review Committee, and attended Department of Human Services meeting with Mahnomen, Clearwater, and Becker Counties in reference to the White Earth Nation.
 - c. Commissioner Nelson: Natural Resources Committee and Highway Committee.
 - d. Commissioner Skarie: Lakeland Mental Health, Becker County Fair Board, and attended Department of Human Services meeting with Mahnomen, Clearwater, and Becker Counties in reference to the White Earth Nation.
 - e. Commissioner Grimsley: Development Achievement Center (DAC) and Becker County Historical Society.

3. Appointments: There were none.
4. Discussion on AMC District 4 Meeting: June 7, 2013:
 - a. It was moved and seconded to approve the Commissioner's attendance at the AMC District 4 Meeting, to be held on Friday, June 7, 2013 at the Douglas County Public Works Building in Alexandria, MN, with per diems and mileage reimbursement. (Nelson, Knutson), carried.
 - b. It was also noted that due to the AMC District 4 meeting being held on Friday, June 7th, the Finance Committee meeting will be moved to Monday, June 10th.

Auditor-Treasurer: Licenses and Permits: Ryan Tangen presented:

1. It was moved and seconded to approve the Gambling Application for Exempt Permit to conduct a Raffle for the Alumni Association of the University of North Dakota on July 18, 2013 at the Detroit Country Club, 24591 County Highway #22, Detroit Lakes, MN, in Lake View Township. (Okeson, Grimsley), carried.
2. It was moved and seconded to approve the Annual Tubing License Renewals for:
 - a. Roger J. Klemm – K & K Tubing – Erie Township; and
 - b. James and Cathleen Pihlaja – Charlie's Otter Tail Tubing – Erie Township. (Knutson, Okeson), 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-Days:
 - i. Cass County Human Services in the amount of \$840.00 due to misplaced invoice.
 - ii. Streicher's in the amount of \$28.85 due to unexpected freight charge.
 - iii. Curt's Lock and Key Service in the amount of \$598.74 due to misplaced invoice.
 - iv. West Payment Center in the amount of \$524.22 due to misplaced invoice.
 - b. Auditor's Warrants:
 - i. 05/14/2013 in the amount of \$39,352.74.
 - ii. 05/21/2013 in the amount of \$3,524.99.(Knutson, Okeson), carried.
2. It was moved and seconded to accept the low quote from Ulteig in the amount of \$3,250, for a survey of the West side of Becker County's Shell Lake property. (Knutson, Nelson), carried.
3. It was moved and seconded to accept the low quote from Kelly Wolf in the amount of \$7,200, for a Native Plant Community Survey. (Grimsley, Okeson), carried.

Assessor: Steve Carlson presented:

1. It was moved and seconded to approve the abatements for:

- a. PIN #11.0080.001 in Evergreen Township for the amount of \$276.00 due to auditor-recorder error.
- b. PIN #11.0084.000 in Evergreen Township for the amount of \$(28.00) due to auditor-recorder error.
- c. PIN #32.0214.001 in Sugar Bush Township for the amount of \$218.00 due to assessment error.
- d. PIN #49.0001.140 in the City of Detroit Lakes for the amount of \$154.00 due to annex/homestead error.
(Grimsley, Knutson), carried.

Sheriff: Sheriff Kelly Shannon presented:

1. It was moved and seconded to approve Resolution 05-13-2B, to renew the agreement with the State of Minnesota Department of Corrections to continue a Sentencing to Service Program at the Becker County Jail, as outlined in said resolution, and to authorize the Board Chair and the County Administrator to sign the agreement, effective July 1, 2013 through June 30, 2015. (Okeson, Knutson), carried.
2. Sheriff Kelly Shannon provided an update on the Radio system.

Human Services: Don Janes presented:

1. It was moved and seconded to approve the Addendum to the Purchase of Service Agreement, with Stellher Human Services, for the provision of Respite Day Camp for Children who are eligible for Rule 79 Case Management. (Grimsley, Knutson), carried.
2. 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. (Grimsley, Nelson), carried.
3. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit. (Knutson, Grimsley), carried.

Natural Resources Management (NRM): Marty Wiley presented:

1. It was moved and seconded to approve the expenditures for 2013 Forest Road Grading, at an estimated cost of \$8,300, using un-refunded gas tax funds. (Knutson, Okeson), carried.

Central Services: Nancy Grabanski presented:

1. It was moved and seconded to appoint Jon Riewer to the Personnel Board of Appeals, for a three-year term, ending May 31, 2016. (Okeson, Nelson), carried.
2. It was moved and seconded to approve the replacement of doors, windows, and partial flooring for the original courthouse entrance with four (4) doors and four (4) side lites, and to replace the large 15 lite window on the third floor, at an estimated total cost of \$45,685.22, and to accept the quote from Ottertail Glass/ES Precision Auto Glass and Ramsey's Flooring, as presented, and to authorize the County Administrator, Jack Ingstad, to approve any possible change order, at his discretion, at an amount up to \$3,000. (Knutson, Nelson), carried.

Planning and Zoning: Debi Moltzan presented:

1. It was moved and seconded to concur with Planning and Zoning to approve the amendments to the ordinances, as follows:
 - a. To add Chapter 3, Section 7; and re-numerate the remaining Sections to allow for a one-time addition/expansion of a principal structure on a non-conforming lot without a variance.
 - b. To amend Chapter 5, Section 2, Table 5-1; to allow one (1) temporary single family residential unit in an agricultural zone if one of the following apply: The residential unit is occupied by persons who are engaged in the care of an elder, engaged in the occupation of farming on the premises, or a family member.
 - c. To amend Chapter 6, Section 8, Retaining Walls; to amend the criteria that will be used to determine if a Conditional Use Permit (CUP) will be granted for a retaining wall, and to add the criteria of a pre-application meeting.
 - d. To amend Chapter 8, Section 4, Length of Site Permit; to change the validation period of a site permit to one (1) year, with a one (1) time, one (1) year extension. (Knutson, Nelson), carried.
2. It was moved and seconded to concur with Planning and Zoning to deny the original application, as submitted by Marty Solmon Construction, Inc., to extend the deadline of his existing Conditional Use Permit (CUP), Document Number 580088, from 12/31/2012 to 12/31/2017, and to approve the amended CUP to allow a two-year extension, until 12/31/2014, with no further extensions, and to include the stipulation that this be contingent upon clean-up of the cut-down trees on the property and road right-of-way, and also not to haul on Memorial Day, Labor Day, or the 4th of July holidays. (Okeson, Knutson), carried.
3. It was moved and seconded to concur with Planning and Zoning to approve a Preliminary Plat consisting of four (4) parcels, as submitted by Doug Duran, with the location at 15603 West Little Cormorant Road, Lake Eunice Township, Little Cormorant Lake, and with a change of zone for all parcels to Residential, due to the request meets the criteria of the Ordinance. (Knutson, Grimsley), carried.
4. It was moved and seconded to concur with Planning and Zoning to approve the request by Sandra Fearing, for a Certificate of Survey for one (1) tract consisting of 2.1 acres (+/-), leaving a remaining tract of 19.9 acres (+/-), with the location at 13648 Fearing Drive, in Cormorant Township, Upper Cormorant Lake, and a change of zone from Agricultural to Residential for the small proposed tract only. (Okeson, Knutson), carried.
5. The next informational meeting is scheduled for Thursday, June 13, 2013, at 8:00 a.m. in the Third Floor meeting room of the courthouse.

/s/ Jack Ingstad
Jack Ingstad
County Administrator

/s/ Don Skarie
Don Skarie
Board Chair