

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, August 26, 2014 AT 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Okeson. Commissioners in attendance: Okeson, Nelson, Grimsley, and Skarie; County Administrator, Jack Ingstad; and Minute Taker, Cindy Courneya. Absent: Commissioner Knutson.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following changes: Under Commissioners: Add: Number 9: AIS Discussion, Number 10: Sunnyside Nursing Home: Request for Increase in Becker County's Contribution to the Equitable Cost Sharing for Publicly Owned Nursing Homes (ECPN), and Number 11: Highway Road Tour Date Discussion; under Joint Meeting with the City of Detroit Lakes: Add: Number 3: West Lake Drive Discussion; and under Finance: Add: Sheriff: Number 2: Personnel Request: Full-Time Emergency Temporary Correctional Officer: Resolution 08-14-2K, and Assessor: Number 1: Personnel Request: Full-Time Property Tax Specialist: Resolution 08-14-2J. (Nelson, Skarie), carried.
4. It was moved and seconded to approve the minutes of August 12, 2014, with the requested changes. (Skarie, Grimsley), carried.

Commissioners

1. Open Forum:
 - a. Tera Guetter, President of the Pelican River Watershed District, requested funding of up to \$10,000 for an AIS rapid response for the treatment of Zebra Mussels on Lake Melissa. Dr. Mike McCarthy from the University of Minnesota has recommended applying Copper Sulfate, with the goal to slow down the spread. As part of the research, density counts would be taken before and after each application, with a plan for two applications before fall. The Board is requesting additional information be provided later in the meeting, during the AIS discussion.
 - b. Gary Kolsrud, Supervisor of Erie Township, spoke in reference to the upcoming agenda item, the DNR's land acquisition request in Height of Land Township from David Shirk. He is asking the Board to postpone making a decision at this time, to allow the township an opportunity to discuss this at their next meeting, as they did not receive the notification until August 12th.
 - c. Clarence Suvanto, resident of Becker County, spoke in reference to a number of items including the timeline of tax assessments in relationship to when property improvements are made; safety issues surrounding the tall growth of

Switch Grass; his observation of an increase in Nap Weed; and the absence of field card pictures. He also suggested that the sign at the incinerator which reads "Perham Recycle Facility" include "Becker County".

- d. Lauri Brooke, Veterans Service Officer and Mary Lou Schmidt, Veterans Service Assistant, were present and Ms. Brooke announced that Ms. Schmidt was recently honored by the Nines business in Detroit Lakes, after being nominated by Kayla Bellefeuille-Simon to receive a certificate as part of a promotional event hosted by the Nines. She was nominated and chosen for her dedication and many years of service to Becker County veterans.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Skarie: Environmental Affairs Committee, Review Board, Becker County Extension Committee, West Central/Land of the Dancing Sky Area Agency on Aging, and attended a phone conference with David Unmacht of Springsted, Inc., for discussion on the Human Services Director position.
 - b. Commissioner Okeson: Re-Design Committee, Heartland Multi-Purpose Recreational Trail, Highway Committee, West Central Regional Juvenile Detention Center meeting, and Sheriff's Committee.
 - c. Commissioner Grimsley: Economic Development/Housing Authority, Development Achievement Center (DAC) Union Negotiation meeting, and Heartland Multi-Purpose Recreational Trail.
 - d. Commissioner Nelson: Becker County Soil and Water Conservation District, Economic Development/Housing Authority, Highway Committee, Becker County Extension Committee, and Minnesota Rural Counties Caucus (MRCC).
 3. Appointments: There were none.
 4. It was moved and seconded to approve per diem and mileage reimbursement for the commissioner's attendance at the recent Canvassing Board meeting held on Friday, August 15, 2014 and for the upcoming meeting following the November election on Friday, November 7, 2014. (Skarie, Grimsley), carried.
 5. It was moved and seconded to amend Resolution 12-13-1J, to change the title to "Balance Commitments" for 2013, to replace Resolution 12-12-2G. (Grimsley, Skarie), carried.
 6. Enterprise Fleet Management: Wong Nystrom, Fleet Consultant/Government Specialist:
 - a. Mr. Wong provided a presentation on Enterprise Fleet Management Services and an overview of Becker County's current fleet, noting that the County could contract with Enterprise for most all of their fleet needs, providing the county with a more reliable fleet and a more cost-effective operation. Following discussion, the Board

expressed strong interest in moving forward, with a request for more detailed information on costs, etc.

7. Jail Discussion:

County Administrator, Jack Ingstad, reported on the summary received from the jail consultant, Allen Brinkman. A meeting will be scheduled to continue discussions with Hubbard County.

8. Budget Discussion:

The 2015 Proposed Maximum Levy needs to be set by September 30, 2014, with budget discussions scheduled for September 9th. Other items for the September 9th agenda include: personnel requests, a public hearing on the SMART Tax, continued discussion on budget priorities, timber auction sales, and setting of the HRA Levy for 2015.

9. AIS Discussion: Steve Skoog and Barb Halbakken-Fischburg presented:

- a. A brief discussion was held in reference to Ms. Guetter's funding request for the AIS Rapid Response, as discussed earlier.
- b. It was reported that a Hydroblaster Decontamination Unit is on order and Barb Halbakken Fischburg has offered to coordinate the training, with the assistance of the Coalition of Lake Associations and the County Administrator. She also noted that there would be no cost to the County, other than some incidental costs incurred by the COLA. It was recommended to move forward with the implementation of the training and for Ms. Fischburg to coordinate with Steve Skoog, Environmental Services Director; Commissioner Okeson; and Jack Ingstad, County Administrator, but to also include the AIS panel moving forward.

10. Sunnyside Nursing Home: Request for Increase in Becker County's Contribution to the Equitable Cost Sharing for Publicly Owned Nursing Homes (ECPN): Commissioner Grimsley presented:

- a. It was moved and seconded to approve an increase in Becker County's Contribution to the Equitable Cost Sharing for Publicly Owned Nursing Homes (ECPN), to a rate of \$10.00 per resident, per day, and to authorize that a letter be drafted to support the approval of the increase. (Grimsley, Nelson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits: There were none.

Finance Committee: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor's Warrants, and Over-90-Day Claims, as presented:
 - a. Auditor's Warrants (Tuesday Bills):
 - i. 08/20/2014 in the amount of \$425,774.79.
 - b. Over 90-Days:
 - i. Arvig Communications - misapplied payment, correction: \$34.00.
 - ii. Mac's - original receipt misplaced: \$5.11
 - iii. James Olson - receipts were misplaced, cost: \$2,000.00
 - iv. National Business Systems – just received invoice: \$225.36(Nelson, Grimsley), carried.
2. County Attorney Gretchen Thilmony and Assistant County Attorney, Kevin Miller, presented information and an update on the establishment of the Becker County/White Earth Nation DWI Court, along with a request for Becker County's support and approval to continue with the implementation of the DWI Court and for the out-of-state travel to attend the 2014 DWI Court Training in El Paso, Texas from September 8-11, 2014, as presented. It was reported that the cost of the training will be covered by the White Earth grant from the MN Office of Traffic Safety for a DWI Court. It was moved and seconded to approve Resolution 08-14-2I, that Becker County supports the implementation of a DWI Court, and approves the out-of-state travel for training, as presented. (Skarie, Nelson), carried.
3. It was moved and seconded to approve the following purchases for the Sheriff's Office, as presented:
 - a. 5 Tasers at a cost of \$8,491.00;
 - b. Evidence Lockers at a cost of \$3,700.00;
 - c. Card Reader for Gun Permits at a cost of \$2,790.00.(Nelson, Grimsley), carried.
4. It was moved and seconded to approve Resolution 08-14-2K, to approve to hire a former Becker County Correctional Officer who retired in 2013 into the full-time Emergency Temporary Correctional Officer position, due to current vacancies and leave of absences. (Grimsley, Nelson), carried.
5. It was moved and seconded to approve Resolution 08-14-2J, to hire one (1) full-time Property Tax Specialist, due a resignation, and to backfill, if necessary. (Grimsley, Nelson), carried.

Natural Resources Management (NRM): Marty Wiley and Guy Fischer presented:

1. It was moved and seconded to accept the low quote of \$11,907.48 from Generations Forestry for bud capping of trees on 265 acres in 2014, as presented. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve Resolution 08-14-2B, as presented, for Becker County to support the initial Step 1 application that requests that the Greater Minnesota Regional Parks and Trails Commission give every consideration at this

Juncture, for designating Mountain View Recreation Area as a regional park in Greater Minnesota. (Grimsley, Nelson), carried.

MN Department of Natural Resources (DNR): Rob Baden, Detroit Lakes Area Wildlife Supervisor presented:

1. Mr. Baden, on behalf of the MN DNR, presented information in reference to the proposed land acquisition in Height of Land Township. The Board reported that they would be postponing the request today, reiterating the earlier discussion with Mr. Kolsrud. It was recommended that Mr. Baden contact Erie Township and Height of Land, to provide them additional information and to return to the Board with a management plan on the Hubel Pond Area. It was moved and seconded to table the discussion today on the MN DNR's proposed land acquisition in Height of Land Township, as presented, and to return to the Board at a later date, once the townships have had an opportunity to discuss the proposal. (Nelson, Okeson), carried.

Human Services: Christy Ramsey and Ronda Stock presented:

1. It was moved and seconded to approve Resolution 08-14-2C, to advertise, if necessary, and to hire from the MN Merit System, one (1) full-time RN and if the position is filled by an internal RN, to backfill that vacant RN position. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve Resolution 08-14-2D, to post internally or externally, if needed, and to hire one (1) full-time Office Support Specialist and if this creates a part-time vacancy, to backfill as necessary. (Nelson, Skarie), carried.
3. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit, as presented. (Grimsley, Skarie), carried.

Planning and Zoning: Patty Swenson presented:

1. It was moved and seconded to concur with the Planning Commission (August 19, 2014), to approve a Conditional Use Permit, as submitted by Murray and Roberta Duysen, with the project located at 39270 East Juggler Road, in Round Lake Township, Juggler Lake, for land alteration within the shore impact zone to create shoreline protection with a berm and riprap, due to the fact the request meets the criteria of the Ordinance and will not be detrimental to the surrounding properties, and that the request must implement storm water management to control runoff so as not to adversely affect adjacent or nearby properties. (Nelson, Skarie), carried.
2. Commissioner Nelson suggested researching for any state guidelines in reference to the plus 20 foot setback ordinance.
3. The next Informational Meeting is scheduled for Thursday, September 11, 2014 at 8:00 a.m. in the Third Floor Meeting Room of the Courthouse.

Environmental: Steve Skoog presented:

1. It was reported that the Finance Committee recommended full board discussion on the proposed 2015 Solid Waste Assessment rates, with no action being taken at this time. Mr. Skoog provided additional information including a Summary and History of Solid Waste Assessment Fees and a spreadsheet with budget numbers from 2004 to present, and projected numbers for 2015. Discussion was held with the recommendation to return to the Board on September 9th for further consideration.

Highway: Jim Olson presented:

1. Justin Klemetson from Walworth Township spoke on the need for improved communication, referencing the Walworth Township Bridge Project. However, the township is satisfied with the information they have received and are agreeable to the project moving forward. It was moved and seconded to approve Resolution 08-14-2F, to accept the low bid of \$84,690 with Gladen Construction, Inc. of LaPorte, MN, for Walworth Township Bridge Project SAP 003-59909, and to authorize and direct the Board Chair and County Administrator, on behalf of Becker County, to execute and enter into said agreement. (Nelson, Skarie), carried.
2. It was moved and seconded to approve Resolution 08-14-2G, to authorize and direct the County Engineer to enter into a contract with GoodPointe Technologies, Inc. to implement a new Pavement Management System, at a cost of \$10,665.00. (Nelson, Grimsley), carried.
3. County Highway Engineer, Jim Olson, presented an overview of the 2013 Annual Highway Report, noting that this is a requirement for receiving State-in-Aid grant funding.

Joint Meeting with the City of Detroit Lakes: Jon Pratt, City Engineer and Jim Olson, County Engineer presented:

1. The City of Detroit Lakes and the Becker County Board of Commissioners held a joint meeting and the City Council also requested to hold their meeting concurrently. City Council members present: Madalyn Sukke, Dan Wenner, Mayor Matt Brenk, Marty Waller, Ron Zeman, Alan Brevik, Jamie Marks Erickson, Bruce Imholte, Dave Aune; City Engineer, Jon Pratt, and City Administrator, Robert Louiseau. Items for discussion included the Washington Avenue project, HRA discussion, and West Lake Drive Project.

The City of Detroit Lakes reported that they may be interested in adding another part of Washington Avenue onto the project, with an expansion to Willow Street. The West Lake Drive project was also discussed. It was noted that if the project is extended, that this could delay the West Lake Drive project, and with that there are some safety issues to consider. There was also discussion on whether to use concrete or asphalt, with pros and cons discussed. Following discussion, a motion was made by Alderman Ron Zeman

and seconded by Alderman Dave Aune to approve moving forward with the preliminary engineering report for using either asphalt or concrete for both the initial plan and the plan to include Willow Street. Discussion continued and the motion carried. The Becker County Board of Commissioners had further discussion. It was moved and seconded for Becker County to approve moving forward with the preliminary engineering report for using either asphalt or concrete for both the initial plan and the plan to include Willow Street. (Nelson, Skarie), carried.

2. Discussion was also held in reference to the proposed combining of the Becker County Housing Redevelopment Authority (HRA) to the Detroit Lakes HRA. County Administrator, Jack Ingstad reported he has met with Gordy Grabow from the Detroit Lakes HRA, along with Commissioners Okeson and Knutson, and Mr. Grabow has also presented to the EDA Board. The Detroit Lakes City Council has discussed this at a recent budget meeting and is interested in moving forward. It was noted that there does need to be HUD approval and this could take some time to complete. It was the consensus of the Board to continue moving forward with the process.

Administration: County Administrator, Jack Ingstad, presented:

1. It was moved and seconded to authorize the Becker County Administrator to begin discussions with the Detroit Lakes Housing Redevelopment Authority (HRA), to develop a written agreement for the transfer of Becker County's HRA projects and administrative/fiscal functions to the Detroit Lakes HRA, effective January 1, 2015, with the ultimate goal of combining HRA's upon the final approval of HUD, and to further direct the County Board Chair to notify the Detroit Lakes HRA of this action. (Nelson, Skarie), carried.

AIS Discussion continued: Steve Skoog presented:

1. Information was received from Tara Guetter in reference to the earlier request to provide funding for the AIS rapid response for the treatment of Zebra Mussels on Lake Melissa. It was moved and seconded to authorize the expenditure of up to \$10,000 for a rapid response for the treatment of Zebra Mussels on Lake Melissa, using Copper Sulfate, as presented, and for a review by the Finance Committee before final payment is made. (Grimsley, Nelson), carried.

Highway Road Tour Date: Board Chair Okeson presented:

1. The date for the Highway Road Tour was approved in January of 2014, with the date scheduled for September 16, 2014. Due to a scheduling conflict, the date may need to be changed. Commissioner Okeson will bring this forward to the Highway Committee for further discussion, and will return to the Board with a recommendation.

Board Chair Okeson noted that there is a Red River Basin Commission Zebra Mussel Tour scheduled for September 9th at 2:00 p.m., at Pelican Lake.

Human Resources: Nancy Grabanski presented:

1. It was moved and seconded to approve Resolution 08-14-2E, as presented, to hereby close this meeting pursuant to attorney-client privilege, Minn. State Statute 13D.05, subd. 3(b). (Skarie, Grimsley), carried.
2. Closed Session.
3. It was moved and seconded to open the session. (Nelson, Skarie), carried.
4. It was moved and seconded to authorize the County Administrator to sign the proposed settlement relating to the grievance filed by Teamsters Local 320. (Skarie, Nelson), carried.

Being no further business, Board Chair Okeson adjourned the meeting.

Jack Ingstad
Jack Ingstad
County Administrator

John Okeson
John Okeson
Board Chair