

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, April 5, 2016 at 8:15 a.m.  
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Nelson. Commissioners in attendance: Nelson, Okeson, Skarie, Knutson, and Grimsley; County Administrator, Jack Ingstad; and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following change: Under Commissioners: Add: Number 5: Follow-up Discussion on Request to "Amend Setback Ordinance, Plus 20" (3/15/2016 meeting). (Knutson, Okeson), carried.
4. It was moved and seconded to approve the minutes of March 15, 2016 with the requested changes. (Skarie, Okeson), carried.

Commissioners

1. Open Forum:
  - a. Gerry Schram spoke in reference to the upcoming agenda item on the Land Use Department and urged the Board to move forward with the proposal to establish a Land Use Department.
  - b. Barb Halbakken-Fischburg addressed the Board in reference to the Dunton Locks Operational Plan and read a letter submitted on behalf of the Lake Detroiters Association. She requested that the Board of Commissioners not approve the submitted operational plan to reopen the tram.
  - c. Mike Bolinski, MN DNR Watercraft Inspector for Region I addressed the Board in regards to the Dunton Locks Tram.
  - d. Willis Mattison of Shell Lake Township referenced a previous letter sent to the commissioners requesting more citizen involvement in relationship to natural resources management in Becker County and asked for an avenue to continue seeking this type of civic engagement.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
  - a. Commissioner Skarie: State Community Health Services Advisory Committee (SCHSAC), West Central/Land of the Dancing Sky Area Agency on Aging, Heartland Trail Study meeting, Lakeland Mental Health, Review Board, Becker County Fair Board, Environmental Affairs Committee, and Becker County Extension. He also reported on meetings held in Callaway with Minnesota legislators in regards to the recent train derailment and propane tanker truck explosion in Callaway.

- b. Commissioner Grimsley: West Central Initiative District meeting, Lake Agassiz Regional Library (LARL), Sunnyside, Development Achievement Center (DAC), and Becker County Historical Society.
  - c. Commissioner Knutson: Environmental Affairs Committee and Economic Development Authority (EDA).
  - d. Commissioner Okeson: Highway Committee, Heartland Trail Study meeting, Detroit Lakes/Becker County Airport Committee, Prairie Lakes Municipal Solid Waste Authority (PLMSWA) Joint meeting in Perham, Buffalo/Red River Watershed District Advisory meeting in Lake Park, MN, and attended meetings held in Callaway with Minnesota legislators in regards to the recent train derailment and propane tanker truck explosion in Callaway.
  - e. Commission Nelson: Interviews for Natural Resources Management Supervisor position and Information Technology (IT) Director position, Becker County Soil and Water Conservation District (BCSWCD), and attended meetings held in Callaway with Minnesota legislators in regards to the recent train derailment and propane tanker truck explosion in Callaway.
3. Appointments: There were none.
  4. Land Use Department Discussion: Commissioner Knutson presented:
    - a. Commissioner Knutson presented the proposal to establish a Land Use Department, noting the benefits for doing so. Following discussion, Chair Nelson requested that the item be returned to the next Board of Commissioner's meeting, with it noted that the majority of the Board wishes to move forward with the proposal once additional information and language has been provided by Human Resources.
  5. There was discussion on the tabled requests from the Board meeting of March 15, 2016 to amend Becker County Ordinances (Chapter 3, Section 8, Paragraph B and Chapter 5, Section 2, Paragraph C), to amend the setback average plus twenty (20) feet to setback average plus ten (10) feet for both. The item will be added to the agenda for the next Board meeting of April 19<sup>th</sup> or later, if necessary, for further consideration and possible action.

County Attorney – Out-of-State Travel Request: Tammy Merkins presented:

1. It was moved and seconded to approve the Out-of-State Travel Request for Tammy Merkins to attend the Investigation and Prosecution for Child Fatalities, Neglect, and Abuse Seminar in South Carolina, for the dates of April 25-29, 2016, with no cost to the County. (Skarie, Okeson), carried. It was noted that the seminar is sponsored by the Department of Justice's National Indian Country Training Initiative.

City of Callaway – Follow-up on Train Derailment and Propane Tanker Truck Explosion: Mayor Gretchen Stalboerger and Fire Chief Keith Heinlein presented, and City Clerk, Shelly Dillon was also present:

1. Mayor Stalboerger and Fire Chief Heinlein expressed their thanks and appreciation to Becker County for their quick response and assistance provided during the March 24, 2016 train derailment and propane tanker truck explosion that occurred in the community of Callaway.

The commissioners and Sheriff Todd Glander thanked the City of Callaway and commended the staff, board, citizens, fire and rescue entities, and volunteer firefighters on the great job they did with all aspects of the disaster including the evacuation and coordination of efforts, noting that everyone worked together excellently.

Fire Chief Heinlein also reported on the advantage of having the ARMER Radio system in place, noting that it worked very well.

Finance Committee Minutes: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, and Over-90 Day Claims, as presented, with Board Chair Nelson noting that the claim for the Debt Service Bond payment to Otter Tail County – Prairie Lakes Municipal Solid Waste Authority (PLMSWA) in the amount of \$200,605.49 was included with the Regular Claims.
  - a. Auditor’s Warrants (Tuesday Bills):
    - i. 03/15/2016 in the amount of \$ 47,778.31
    - ii. 03/22/2016 in the amount of \$ 281,434.76
    - iii. 03/29/2016 in the amount of \$ 2,001.48for a total in the amount of \$ 331,214.55
  - b. Over-90 Days:
    - i. Interpoll Laboratories, Inc., in the amount of \$ 774.00 (just received invoice);
    - ii. North Shore Fiberglass in the amount of \$ 566.00 (invoice received 03/11/2016);
    - iii. Premier Biotech in the amount of \$ 25.00 (just received invoice).(Skarie, Okeson).
  - c. Commissioner Grimsley made a motion to amend the motion to approve the claims, as presented, with the removal of the claim to Otter Tail County – PLMSWA. Motion died for lack of a second and the original motion carried.
2. It was moved and seconded to accept the January 2016 Cash Comparison and Investment Summary, along with the Sales and Use Tax Report, as presented. (Knutson, Skarie), carried.

3. It was moved and seconded to approve the purchase of two (2) DS200 Ballot Counters for 2016 and future elections, at a cost of \$9,870.00, from ES&S, St. Cloud, MN. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the purchase of four (4) VMware Annual Maintenance licenses, at a cost of \$2,704.00 from S.H.I. of Somerset, New Jersey. (Skarie, Okeson), carried.
5. It was moved and seconded to approve the purchase of ten (10) Veeam Annual Maintenance Licenses, at a cost of \$4,600.00 from Marco, Detroit Lakes, MN. (Knutson, Skarie), carried.
6. It was moved and seconded to approve the purchase of Payroll Software Annual Maintenance for Greenshades, at a cost of \$16,824.75 from Implementation Specialists, Hawley, MN. (Okeson, Grimsley), carried.
7. Discussion was held in regards to the request by the Becker County Soil & Water Conservation District (BCSWCD) for Becker County to process payroll and to provide assistance in the hiring process for the Seasonal AIS inspectors for 2016. It was noted that the AIS Level I and II Watercraft Inspector positions have been advertised through Becker County, with BCSWCD paying the cost for advertising. There was also discussion on the request to hire a Seasonal Inspector Liaison and on charging an administrative fee back to BCSWCD for services provided by Becker County.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:
  - a. It was moved and seconded to approve the Combination On and Off-Sale (Including Sunday) Liquor License Renewals for the following:
    - i. Cynthia Lou Knoll – Toad Lake Store – Toad Lake Township;
    - ii. Lance P. & Tam. T. Highman – Northern Inn – Toad Lake Township;(Knutson, Skarie), carried.
  - b. It was moved and seconded to approve the New Combination On and Off-Sale (Including Sunday) Liquor License for Dirty Jeans, LLC – Tri-Lakes Roadhouse - Cormorant Township (had On-Sale, wants On/Off). (Grimsley, Okeson), carried.
  - c. It was moved and seconded to approve the On-Sale (Includes Sunday Sales) Liquor License Renewals for the following:
    - i. Swenson Mills, LTD – Bleachers – Aaron Swenson – Lakeview Township;
    - ii. Cormorant Enterprises, Inc. – Cormorant Inn & Suites – Cormorant Township;
    - iii. Gregg Johnson – Cormorant Lakes Sportsman’s Club – Lake Eunice Township;
    - iv. Peggy L. Branstrom – Osage Bait & Tackle – Osage Township;
    - v. Northwoods Recreation, LLC – Ice Cracking Lodge – Round Lake Township;
    - vi. M & K Enterprises – Pit 6-11 – Lake Eunice Township;

- vii. Detroit Country Club, Inc. – Gregory Selbo, President – Lakeview Township.  
(Okeson, Grimsley), carried.
- d. It was moved and seconded to approve the Off-Sale Liquor License Renewal for Seven Sisters Spirits, LLC – Steve D. Larsen, General Manager – Lakeview Township. (Okeson, Skarie), carried.
- c. It was moved and seconded to approve the 3.2 On-Off Liquor License Renewals for the following:
  - i. The Hideaway Resort – Alan Chirpich – Shell Lake Township;
  - ii. Tamarac Resort – Randy Blanford Sugar Bush Township;
  - iii. Susan Marie Hosler – Two Inlets Country Store – Two Inlets Township.  
(Knutson, Okeson), carried.
- f. It was moved and seconded to approve the 3.2 Off-Sale Liquor License Renewal for the following:
  - i. Detroit Country Club, Inc. – Gregory Selbo, President Lakeview Township;
  - ii. Peggy L. Branstrom – Osage Bait & Tackle – Osage Township;
  - iii. Northwoods Recreation, LLC – Ice Cracking Lodge – Round Lake Township;
  - iv. Shirley Kalberer – County 6 Gas & Bait – Lakeview Township.  
(Okeson, Skarie), carried.

Environmental Affairs: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 04-16-1A, that Becker County supports hosting an AmeriCorps member from the Minnesota GreenCorps, a program of the Minnesota Pollution Control Agency (MPCA), for the 2016-2017 program year; and agrees to enter into and sign a host site agreement with the MPCA, as presented, and authorizes and directs the County Administrator, Jack Ingstad, to sign the grant agreement on its behalf. (Knutson, Skarie), carried.

Human Services: Director, John Dinsmore, and Interim Director, Denise Warren presented:

1. It was moved and seconded to approve Resolution 04-16-1F, to hire one (1) full-time Child Protection Worker, due to an internal transfer; to use the existing Merit System list, or if needed, create a new Merit List, and if this posting creates another Social Worker vacancy, to fill that vacancy through the Merit System. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented. (Knutson, Skarie), carried.

Veteran Services: Lauri Brooke presented:

1. Ms. Brooke provided an overview on upcoming events for Veterans Services including the “Celebrate Aging Expo” to be held on Wednesday, April 27, 2016 at the Holiday Inn,

Detroit Lakes; the Veteran’s StandDown on April 28, 2016 in Fergus Falls; and the Community “Thank-You” Lunch on April 30, 2016 at Holy Rosary Catholic Church, Detroit Lakes.

Transit: Director, Ryan Damlo, presented:

1. Mr. Damlo provided a brief update on his agenda items regarding the Amended MN Department of Transportation’s contract request and the Transit Director Memorandum of Understanding (MOU) Extension. He noted that the Wadena County Board has approved and signed the MOU. The items will be tabled until the next board meeting on April 19<sup>th</sup>.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 04-16-1B, to approve the Cooperative Agreement with the Township of Atlanta, for Construction Project: SAP 003-599-030 (310<sup>th</sup> Street) for Approach Grading and Bridge Replacement (Bridge #03J48 replacing Bridge L-5717); and to authorize the Becker County Board Chair and County Administrator to sign said Cooperative Agreement. (Okeson, Knutson), carried.
2. It was moved and seconded to approve Resolution 04-16-1C, to accept the low quote from L&M Road Services of Lake Park, MN, for County-wide weed spraying, in the amount of \$100/hour and to direct the County Engineer to proceed with the work, as detailed in the specifications of the quote proposal. (Okeson, Skarie), carried.
3. It was moved and seconded to approve Resolution 04-16-1D, to authorize and direct the County Engineer to purchase a Powermax 45 Plasma Cutter from Napa Auto Parts - Farnam’s Genuine Parts, in Detroit Lakes in the amount of \$1,900.00, and as detailed in the Capital Expenditure Request. (Okeson, Knutson), carried.
4. It was moved and seconded to approve Resolution 04-16-1E, that Becker County enter into an agreement with the MN Department of Transportation for County Road 155 improvements, at a cost of \$5,000.00 and as outlined in said resolution; and that the Board Chair is hereby authorized and directed, on behalf of Becker County, to execute the agreement, following review and acceptance of said agreement by the Becker County Highway Committee. (Knutson, Okeson), carried.
5. There was discussion on the Dunton Locks Tram Operational Plan. It was moved and seconded to approve the Dunton Locks Tram Operational Plan, as submitted. (Okeson, Knutson). A roll call vote was taken: Commissioner Knutson – Aye; Commissioner Grimsley – Nay; Commissioner Okeson – Aye; Commissioner Nelson – Aye; and Commissioner Skarie – Nay. Motion carried.

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

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Jack Ingstad	Barry Nelson
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County Administrator	Board Chair