

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, May 3, 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 no changes. (Okeson, Skarie), carried.
4. It was moved and seconded to approve the minutes of April 19, 2016 with the requested changes. (Grimsley, Knutson), carried.

Commissioners

1. Open Forum:
 - a. Superintendent of Detroit Lakes Public Schools, Doug Froke, spoke in reference to issues the school district is facing in terms of enrollment growth, aging district buildings/infrastructure, and outdated educational environments. He also noted that a special Building Bond Election is scheduled for Tuesday, May 17, 2016, with the proposed amount of the bond at \$63.5 million.
 - b. The new Information Technology (IT) Director, Stacie White, was introduced and welcomed by the Board. She provided a brief summary of her background and experience, and reported that she has met with County Administrator, Jack Ingstad, in regards to IT projects for Becker County.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Knutson: Recreational Advisory Committee (RAC), Zoning Ordinance Review Committee, Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Annual Law Library meeting, Environmental Services, Mahube-OTWA, and Economic Development Authority (EDA).
 - b. Commissioner Okeson: Heartland Multi-Purpose Recreational Trail meeting, Highway Committee, Detroit Lakes/Becker County Airport Committee, and attended an Airport Conference in Brainerd and Association of Minnesota Counties (AMC) Transportation news conference in Crow Wing County.
 - c. Commissioner Nelson: Highway Committee and Becker County Soil and Water Conservation District.

- d. Commissioner Skarie: Environmental Services, Human Services Committee, and Becker County Fair Board.
 - e. Commissioner Grimsley: Recreational Advisory Committee (RAC), Lake Agassiz Regional Library (LARL) Executive Committee, Development Achievement Center (DAC), and Becker County Historical Society.
3. Appointments:
- a. It was moved and seconded to appoint Sam Blattenbauer to the Cormorant Lakes Watershed District Board of Managers, to serve a three-year term. (Nelson, Okeson), carried.
 - b. It was moved and seconded to re-appoint Dennis Kral, Rick Michaelson, and Janice Haggart to the Pelican River Watershed District Board of Managers, to serve another three-year term each. (Okeson, Skarie), carried.
4. Discussion was held on the proposal to amend the Set-Back Averaging Ordinance, with options presented. Ordinance Review Committee member, John Postovit provided feedback and recommendations on the issue. It was noted that the item will be brought back to the next Board meeting for further discussion.

Finance Committee Minutes: 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. 04/09/2016 in the amount of \$177,090.71;
 - ii. 04/26/2016 in the amount of \$169,666.60;
 for a total amount of: \$346,757.31
 - b. Over-90 Days:
 - i. DM Propane in the amount of \$142.50, invoice was just received;
 - ii. Gopher State One Call in the amount of \$13.05, invoice was missed;
 - iii. L&M Supply in the amount \$1,199.99, invoice not processed;
 - iv. MN IT Services in the amount of \$63.75, invoice sent to wrong e-mail;
 (Knutson, Skarie), carried.
- 2. It was moved and second to approve the purchase of two (2) tablet computers with docking stations and type covers, from Microsoft for new social workers at Human Services, at a cost of \$1,163.08 per unit off Minnesota State contract pricing, for a total cost of \$2,326.16. (Grimsley, Skarie), carried.
- 3. Human Resources Director, Nancy Grabanski, presented information in regards to Healthcare Reform and Employment Status Change, with no changes made at this time.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:
 - a. It was moved and seconded to approve the Tubing License renewal for Roger J. Klemm – K & K Tubing – Erie Township. (Okeson, Skarie), carried.
 - b. It was moved and seconded to add to the agenda, the request to approve two additional licenses: an On-Sale (Includes Sunday Sales) New Liquor License for BAM Enterprises, Inc., DBA Bleachers Bar and Grill and a Tobacco License Renewal for Strawberry Lake Store in Sugar Bush Township. (Knutson, Okeson), carried.
 - c. It was moved and seconded to approve the On-Sale (Includes Sunday Sales) New Liquor License for BAM Enterprises, Inc., dba Bleachers Bar and Grill – Timothy and Julie Coyne. (Okeson, Skarie), carried.
 - d. It was moved and seconded to approve the Tobacco License Renewal for Strawberry Lake Store – Franklin Anderson – Sugar Bush Township. (Knutson, Okeson), carried.
2. It was moved and seconded to accept the March 2016 Cash Comparison and Investment Summary, along with the Sales and Use Tax Report, as presented. (Knutson, Okeson), carried.
3. It was moved and seconded to approve Resolution 05-16-1B, as presented, to approve the Re-Purchase of Tax Forfeited Lands for Traylor Properties, LLC for Parcel Number 19.1705.000, at a re-purchase price of \$666.83 (taxes and miscellaneous fees), to be paid in full upon approval. (Grimsley, Skarie), carried.
4. It was moved and seconded to approve Resolution 05-16-1C, that the Becker County Board of Commissioners approves the easement request, as presented, to Terry J. Arola and Debra L. Arola, for a private easement across tax forfeited land to provide legal access from 190th Street to their private property, in Section 21-139-036 of Green Valley Township, Parcel #: 13.0129.002, and as based on the March 10, 2016 survey completed. (Knutson, Grimsley), carried.
5. It was moved and seconded to approve Resolution 05-16-1D, as presented, to approve the Re-Purchase of Tax Forfeited Lands for Bridgit Nickolauson and Jacob Willis Nickolauson for Parcel Number 08.0346.000, at a re-purchase price of \$936.04 (taxes and miscellaneous fees), to be paid in full upon approval. (Okeson, Knutson), carried.

Assessor: Pam Moe presented:

1. It was moved and seconded to approve the following abatements, as presented:
 - a. PIN #: 02.0101.000, in Audubon Township, in the amount of \$1,276.00, and PIN #: 17.0837.000, in Lake Eunice Township, in the amount of - \$ (1,222.00); due to taxpayer completed applications incorrectly, resulting in the exclusions being applied to the wrong parcel;
 - b. PIN #: 08.0895.000 – Detroit Township, in the amount of \$92.00; due to Homestead application was not entered correctly (clerical);

- c. PIN #: 12.0209.000 – Forest Township, in the amounts of \$450.00, \$472.00, and \$490.00 for tax years 2014, 2015, and 2016 respectively, due to Assessor error in writing down measurements (clerical);
- d. PIN #: 14.0126.000, in Hamden Township, in the amount of \$14.00, and PIN #: 14.0126.001, in Hamden Township, in the amount of - \$ (14.00), due to Assessor error; grain bins were assessed on the wrong parcel;
- e. PIN #: 17.0354.010, in Lake Eunice Township, in the amount of \$922.00, and PIN #: 17.0354.014, in Lake Eunice Township, in the amount of - \$ (732.00), due to Assessor error; two (2) buildings and some concrete were assessed on the wrong parcel;
- f. PIN #: 24.0245.003, in Richwood Township, in the amounts of \$266.00, \$302.00, and \$334.00 for tax years 2014, 2015, and 2016 respectively, due to Assessor error; house was mistakenly assessed as a stick built home, but is actually a double-wide mobile;
- g. PIN #: 32.0005.002, in Sugar Bush Township, in the amounts of \$560.00 and \$656.00 for tax years 2015 and 2016 respectively, due to a data entry error on Building Type; assessed as double-wide but code wasn't entered correctly;
- h. PIN #: 49.0124.684, in the City of Detroit Lakes, in the amount of \$364.00, due to Assessor error; survey had been recorded - Front Footage correction;
- i. PIN #: 49.1682.065, in the City of Detroit Lakes, in the amount of - \$ (1,540.00), and PIN #: 49.1682.066, in the City of Detroit Lakes, in the amount of \$1,546.00, due to Assessor error; house was assessed on the wrong parcel;
- j. PIN #: 53.0016.000, in the City of Wolf Lake, in the amount of \$292.00 and \$780.00, for tax years 2015 and 2016 respectively, due to fire destroyed home April 17, 2015; have not rebuilt to liveable.

With the total amount for the abatements at \$5,308.00.

(Okeson, Skarie), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 05-16-1G, as presented, to approve the bid award for Project SAP 003-613-012, etc. to Central Specialties, Inc. of Alexandria, MN, with the low bid of \$2,078,212.44, for Reclaiming, Culverts, Aggregate Base, Bituminous Surfacing and Aggregate Shouldering of CSAH 13, 14, and 16; and to authorize and direct the County Board Chair and County Administrator to execute and enter into said contract, on behalf of Becker County. (Okeson, Knutson), carried.
2. It was moved and seconded to approve Resolution 05-16-1H, as presented, to authorize and direct the County Engineer to purchase Gravel Stockpile in Pine Point Township from owner, Patrick H. Sweeny, for the unit cost of \$4.00 per cubic yard and an estimated quantity of 2,178 cubic yards, for a total amount of \$8,712.00. (Okeson, Knutson), carried.
3. There was discussion on the MNDOT Trunk Highway (T.H.) 225 Proposed Becker County Turnback Agreement (No. 1002882), with it recommended that additional information be provided at the next Board meeting, for further discussion and consideration.

4. Greg Bauer from the Concrete Paving Association of Minnesota presented a plaque to Becker County, the City of Detroit Lakes, and the other entities involved in the Washington Avenue Construction Project, in recognition of the successful and timely completion of the project and for receiving an award under the category of “City: New/Reconstruction” at the 55th Annual Concrete Paving Workshop and Awards Banquet held on March 10-11, 2016 in Duluth, MN. Members included: Becker County, the City of Detroit Lakes, Apex Engineering Group, Contractors - Sellin Brothers, Inc. (Prime), Curb Masters, Inc. (Concrete Paving), and the Strata Corporation (Concrete Supplier).

Chair Nelson congratulated and thanked everyone who was involved with the project, including the contractors and sub-contractors.

Human Services: John Dinsmore and Denise Warren presented:

1. It was moved and seconded to approve Resolution 05-16-1E, to hire one (1) Part-Time Case Aid in the Adult Services Unit through the Merit System, due to a promotion. (Grimsley, Skarie), carried.
2. It was moved and seconded to accept the Human Services reports for Adult Services, Child and Family Services, Child Support, Community Health, Financial Services, MCD (Mental/Chemical Dependency), and Transit, as presented. (Grimsley, Skarie), carried.
3. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented. (Skarie, Okeson), carried.

County Attorney: Gretchen Thilmony presented:

1. It was moved and seconded to approve Resolution 05-16-1A, that the Becker County Board of Commissioners approves and authorizes Gretchen Thilmony, County Attorney; or her successor, as the designated and authorized representative for the County, to apply for the Prosecutorial Services to Crime Victims Grant, through the MN Department of Public Safety, to hire and fund a part-time crime victim service staff person for the County Attorney’s office. (Knutson, Okeson), carried.
It was noted that the grant amount is up to \$70,000 with a cost-share of 25% and if the State decreases or eliminates funding for the program, the position will be reviewed and may be eliminated.
2. It was moved and seconded to approve the request for additional spending, in an amount of up to \$15,000.00, for expenses incurred by Becker County for continued legal representation by Attorney, Scott Anderson, with Rupp, Anderson, Squires & Waldspurger, P.A., in Minneapolis, MN, for the lawsuit, “Rebecca Otto, State Auditor vs. Becker County and Others”; and to authorize the County Administrator, Jack Ingstad, to sign off on said expenditures. (Knutson, Grimsley), carried.

Sheriff: Todd Glander and Shane Richard presented:

1. It was moved and seconded to approve Resolution 05-16-1F, to reorganize the Sheriff's Office by taking one (1) Part-Time Bailiff position (0.4 FTE) and creating a Variable Hour Bailiff group and moving the current Part-Time Bailiff employee in the position to the Variable Hour Bailiff group. (Grimsley, Knutson), carried.
2. It was moved and seconded to approve the purchase of the Zuercher Technology In-House Computer System, from Zuercher Technologies, Sioux Falls, SD, to comply with E-Citation law by the deadline of July 1, 2016, and at a cost of \$329,437.00, with 65% reimbursement from E911 funds; and to pay the total amount in full and to reimburse from E911 funds as they are received. (Knutson, Okeson), carried.
3. It was moved and seconded to approve the purchase of five (5) Smith and Wesson Sport 2, 5.56 Caliber Rifles and five (5) Remington 870 Tactical 12 Gauge Shotguns for new squad car equipment, from Lakes Sport Shop in Detroit Lakes, for a total cost of \$5,350.00. (Okeson, Skarie), carried. It was noted that this was not the low quote, however, due to only a difference of \$55.05 in cost and the close proximity for serving, it was recommended to purchase locally, from Lakes Sport Shop.

Land Use Department:

1. Chair Nelson tabled the agenda item to discuss the request for the Skid Steer Trade-In until the next meeting when the Environmental Services Director, Steve Skoog, is available.
2. Discussion was held in regards to potential projects for the Dunton Locks County Park, based on recommendations of the Recreational Advisory Committee (RAC). It was recommended to begin moving forward on developing a plan and to contact service organizations in regards to their interest and willingness to assist with some of the projects.

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