

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, August 2, 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 changes: Under Commissioners: Add: Number 6: Location and Annexation of Property for New Becker County Jail Facility: Resolution 08-16-1A; Under Human Services: Add: Under Reports: Community Health; and under Land Use Department: Add: Number 3: Environmental Services: Disposal of 2007 Ford Taurus. (Okeson, Knutson), carried.
4. It was moved and seconded to approve the minutes of July 19, 2016, with the requested changes. (Knutson, Skarie), carried.

Commissioners:

1. Open Forum:
 - a) Gerry Schram, resident of Erie Township, requested the commissioners make improvements to the roads in Becker County a priority, stressing the need for bigger, better, and wider roads.
 - b) Tera Guetter from the Pelican River Watershed District (PRWD) extended an invitation to the commissioners for the PRWD's 50th Anniversary Celebration on Wednesday, August 10th, beginning at 5 p.m. at the Pavilion in Detroit Lakes. She also announced that the PRWD has been approved to receive a 1.5 million grant for the Rice Lake Project.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Okeson: Detroit Lakes/Becker County Airport Committee, West Central Regional Juvenile Center (WCRJC), Planning and Zoning Supervisor interviews, Jail meeting with the City, met with area legislators in regards to septic systems and soil classifications, and attended a Transportation meeting with MnDOT.
 - b. Commissioner Grimsley: Recreational Advisory Committee (RAC), Development Achievement Center (DAC), Sunnyside, and Heartland Multi-Purpose Recreational Trail meetings.

- c. Commissioner Nelson: Sunnyside, Economic Development Authority (EDA), Becker County Soil & Water Conservation District (BCSWCD), and met with the City of Detroit Lakes regarding the Detroit Mountain and Mountain View Recreation Areas in respect to the Greater MN Regional Parks and Trails Legacy grant funding.
 - d. Commissioner Skarie: Becker County Children’s Initiative, Lakeland Mental Health, Planning and Zoning Supervisor position interviews, and Fair Board.
 - e. Commissioner Knutson: Recreational Advisory Committee (RAC), Prairie Lakes Municipal Solid Waste Authority (PLMSWA), and Mahube-OTWA.
3. Appointments: There were none.
4. It was moved and seconded to approve the Annual West Central Regional Juvenile Center Cooperative Agreement, for Becker County to purchase three (3) beds for 2017, for a total amount of \$250,500.00 for the year, as outlined in said agreement. (Okeson, Knutson), carried.
5. County Administrator, Jack Ingstad, provided an overview on Major Adjustments and Assumptions for the 2017 budget, noting the largest increases coming from salary and insurance adjustments, along with outside inmate boarding. He suggested that unless the department heads are proposing any significant changes or increases, that the budget review process go through the Finance Committee and then to the full Board. He also noted that the maximum levy will need to be set by the Board meeting of September 20, 2016, with notification to the State due by September 30, 2016.
6. It was moved and seconded to approve Resolution 08-16-1A, that Becker County has determined the site for the new Correctional Facility, with the new facility to be constructed on the Becker County owned land tract north of Detroit Lakes on T.H. 59 and Hillcrest Road; and authorizes the County Administrator to prepare and submit a petition for annexation and an application for a zoning change to the City of Detroit Lakes for the property, as outlined in said resolution. (Knutson, Okeson), carried.

Finance Committee Minutes: Mary Hendrickson presented:

- 1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, and Over-90 Claims, as presented:
 - a. Auditor’s Warrants (Tuesday Bills):
 - i. 07/20/2016 in the amount of \$ 275,224.40;
 - ii. 07/26/2016 in the amount of \$ 31,214.46;
 for a total amount of \$ 306,438.86
 - b. Over 90-Days:
 - i. AmeriPride - two (2) invoices, for a total of \$126.35 (invoices misplaced);
 - ii. Anytime Towing & Repair, in the amount of \$110.00 (invoice just turned in);

- iii. Beug's Ace Hardware – two (2) invoices, for a total of \$49.48 (invoice just received);
 - iv. DL Towing, in the amount of \$159.50 (invoice just turned in);
 - v. MN Metalworks, Inc., in the amount of \$85.90 (invoice just received);
 - vi. Webber Family Motors – two (2) invoices, for a total of \$12,754.24 (insurance claim issue);
- (Skarie, Okeson), carried.
2. It was moved and seconded to approve the Cisco Phone System Smartnet Renewal, at the low quote of \$1,443.17 from Marco of Detroit Lakes, MN. (Knutson, Skarie), carried. It was noted that there was a reduction of \$654.89 off the original low quote of \$2,098.46, due to the removal of coverage for the ASA5510 firewall for county computers, as it is scheduled for replacement in 2017.
 3. It was moved and seconded to purchase one (1) Thinkpad T460s Laptop at a cost of \$940.00 and one (1) Thinkpad Yoga Tablet at a cost of \$1,190.00 for the IT Department, from SHI International Corporation, and at State contract price. (Knutson, Okeson), carried.
 4. It was moved and seconded to approve the payment of \$3,132.00 for the Minnesota Counties Computer Cooperative (MCCC) 2016 3rd Quarter dues, for ACS CAMAUSA Maintenance and Support (July 1 – September 30, 2016). (Knutson, Skarie), carried.
 5. It was moved and seconded to approve the ArcGIS Server Upgrade to 10.4.1, as presented, at a total cost of \$1,100.00, from ProWest & Associates of Walker, MN. (Okeson, Skarie), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. It was moved and seconded to approve the Temporary 1-4 Day Liquor License for Detroit Mountain Recreation Area, Inc., for operations at Detroit Mountain Recreation Area on August 26, 2016, in Erie Township. (Okeson, Grimsley), carried.
2. It was moved and seconded to accept the May 2016 Cash Comparison and Investment Summary, as presented. (Grimsley, Knutson), carried.
3. It was moved and seconded to approve Resolution 08-16-1B, to hereby approve the application for the repurchase of Tax Forfeited Lands for Jill Duis-Jenkins, for Parcel Number: 19.0473.000, as presented, and with the repurchase price of \$5,036.00 to be paid in full upon approval. (Grimsley, Skarie), carried.

Veteran Services: Lauri Brooke presented:

1. It was moved and seconded to approve Resolution 08-16-1F, to enter into a grant agreement with the MN Department of Veterans Affairs (MDVA), to conduct the County Veterans Service Office Operational Enhancement Grant Program, with the grant amount at \$10,000.00, and to accept the revised budget, as presented. (Grimsley, Knutson), carried.

Emergency Management: Craig Fontaine presented:

1. It was moved and seconded to accept the 2016 Emergency Management Performance Matching Grant in the amount of \$26,373.00, as presented. (Knutson, Skarie), carried.
2. On behalf of the Emergency Communications Network (CODE-RED), Craig Fontaine presented Becker County with a "CODE-RED" Hero Award and Plaque, in recognition of Becker County's use of the CODE RED system in March 2016, for the evacuation of Callaway, MN, following a train derailment.

Human Services: Denise Warren presented:

1. It was moved and seconded to accept the Human Services reports for Adult Services, Child and Family Services, Child Support, Community Health, Financial Services, Mental/Chemical Dependency (MCD), and Transit, as presented. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented. (Skarie, Grimsley), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 08-16-1C, to support the efforts of the City of Detroit Lakes and the Pelican River Watershed District (PRWD) in its Clean Water grant application to the State of Minnesota Board of Soil and Water Resources (BWSR), for the construction of various storm water collection and treatment improvements; and to work cooperatively with the City and Watershed to develop and implement the proposed storm water improvements to West Lake Drive, as presented. (Grimsley, Okeson), carried.

Land Use Department: Planning & Zoning: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 08-16-1D, as presented, that Becker County elects to regulate Temporary Family Health Care Dwellings through already existing permitting standards of the Becker County Zoning Ordinance; and pursuant to the authority granted by Minnesota Statutes, Section 394.307, Subdivision 9, the County of Becker opts-out of the requirements of Minnesota Statute 394.307, which defines and regulates Temporary Family Health Care Dwellings. (Knutson, Okeson), carried.

Land Use Department: Parks & Recreation: Steve Skoog and Guy Fischer presented:

1. It was moved and seconded to approve Resolution 08-16-1E, that Becker County supports the Cooperative Agreement with the City of Detroit Lakes, for the purposes of developing and implementing recreational and facility improvements at the Detroit Mountain Recreation Area and Mountain View Recreation Area; and approves the agreement, with the changes, as discussed; with it noted that any future grant

applications for the project on any county-owned property be reviewed and approved by the Becker County Board of Commissioners. (Okeson, Grimsley), carried.

Land Use Department: Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve the disposal of two county vehicles as follows:
 - a. Environmental Services - 2007 Blue Ford Taurus – VIN #: 1FAHP53U77A144373: Vehicle was totaled and has been bought and removed by the insurance company, with the insurance settlement to Becker County at \$3,830.07; and
 - b. Highway - 2007 Silver Ford Taurus - VIN #: 1FAHP53U77A144375: Vehicle has been deemed condemned due to a bad motor and will be sold by public auction. (Knutson, Okeson), carried.

Detroit Lakes/Becker County Joint Airport meeting:

1. Those present included all of the county commissioners; County Administrator, Jack Ingstad; Detroit Lakes City Council members, including Aldermen Zeman, Schurman, Imholte, Waller, Sukke and Boeke; Detroit Lakes City Mayor Matt Brenk; Airport Commissioner, Mark Hagen; City Administrator, Kelcey Klemm; and Brian Page from Mead & Hunt. Chair Nelson welcomed everyone and then asked Mayor Brenk to convene their meeting.
2. Mayor Brenk called the Special Joint Meeting of the Detroit Lakes/Becker County Airport to order. He then turned the meeting over to Mark Hagen, Chair of the Airport Commission.
3. Airport Commission Chair, Mark Hagen, Brian Page from Mead & Hunt, and City Administrator, Kelcey Klemm, provided information on the proposal for the Airport Runway Expansion Project.
4. Following discussion, the Detroit Lakes City Council approved their resolution, Resolution # 2016, to approve and authorize the City of Detroit Lakes to submit an application for funding through the Federal Aviation Administration (FAA) for the Airport Runway Expansion Project, and also authorized the City Administrator to execute the agreements and related documents, as necessary to obtain such funding.
5. The Board of Commissioners had further discussion on whether to approve moving forward at this time and it was suggested that a decision be made today, whether it's for financial support and/or overall support of the project. It was noted that the initial deadline for submission of the grant to the FAA was July 1, 2016; however, an extension was granted now until the end of August, 2016.

6. It was moved and seconded to approve moving forward with the partnership with the City of Detroit Lakes, to support Phase I of the Detroit Lakes Airport Expansion Project, with the financial support to be determined at a later date. (Okeson, Skarie).
7. There was a short recess to work on a resolution, based on the discussions and motion presented.
8. Following, Board Chair Nelson read Resolution 08-16-1G, “to approve that the Becker County Board of Commissioners agree to provide one-half of the required local matching dollars necessary to accomplish said runway and other airport related improvements”. Chair Nelson asked Commissioner Okeson and Skarie if they were in agreement with the resolution, as presented, and both were in agreement.
9. Commissioner Grimsley made a motion to amend the original motion by changing the resolution, to add in language at the end to support only the 2016 Federal Aviation Administration Grant Application at this time. Motion died for lack of a second.
10. The original motion, to include Resolution 08-16-1G, failed (2-3).
11. It was moved and seconded to approve Resolution 08-16-1H, that the Becker County Board of Commissioners agree to provide one-half of the required local matching dollars necessary to accomplish said runway and other airport related improvements for Phase 1 of the 2016 Federal Aviation Administration Grant Application. (Grimsley, Okeson), carried (3-2).

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

Jack Ingstad
 Jack Ingstad
 County Administrator

Barry Nelson
 Barry Nelson
 Board Chair