

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, April 3, 2018 at 8:15 a.m.
LOCATION: Board Room, Courthouse

*The Quarterly Joint Governance meeting was held at 7 a.m. at the David Donehower Funeral Home in Detroit Lakes, with the Detroit Lakes Chamber of Commerce hosting. All of the commissioners and County Administrator, Jack Ingstad, were in attendance.

Agenda/Minutes

1. Meeting was brought to order by Board Chair Skarie. Commissioners in attendance: Skarie, Okeson, Knutson, Nelson, 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 4: Approval of Land Use Training and Number 5: Contractual Authorization for Economic Development Authority (EDA): Resolution 04-18-1I and Under Highway: Number 1b: Remove the Bid Award for Bituminous Oil and add: 1c: Bid Award for Bituminous Oil: Resolution 04-18-1H. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of March 20, 2018 with the requested changes. (Knutson, Okeson), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Nelson: Economic Development Authority (EDA), Highway Committee, and Sunnyside.
 - b. Commissioner Grimsley: Heartland Multi-Purpose Recreational Trail, Lake Agassiz Regional Library (LARL), and Transit Committee.
 - c. Commissioner Skarie: Environmental Affairs Committee, Lakeland Mental Health (LMH), Mahube-OTWA, and Becker County Fair Board.
 - d. Commissioner Okeson: Sheriff's Committee and Jail Committee.
 - e. Commissioner Knutson: Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Economic Development Authority (EDA), Sheriff's Committee, and Jail Committee.
 - f. Board Chair Skarie also noted that the next Jail Site Tour is scheduled for Tuesday, May 1st.

3. Appointments:
 - a. It was moved and seconded to reappoint Abby Anderson to the EDA Board, to serve another six-year term. (Nelson, Knutson), carried.
 - b. It was moved and seconded to appoint Commissioner John Okeson to serve as the alternate member to the Buffalo Red River Watershed - "One Watershed-One Plan" Policy Committee representing Becker County, with Commissioner Nelson the current designated delegate. (Nelson, Grimsley), carried.

4. It was moved and seconded to authorize entering into a contract with Attorney, Scott Anderson, to provide Land Use Training at Becker County on Thursday, May 10th, in the 3rd Floor Jury Assembly Room, at a cost of \$1,056.00, and to invite Planning and Zoning related committee members and other area counties and boards to participate, with the time yet to be determined, and with per diem and mileage reimbursement for any of the commissioners' attendance. (Nelson, Knutson), carried.

5. It was moved and seconded to approve Resolution 04-18-11, with the change as discussed, to grant the EDA Board the authority to represent Becker County on contracts in which the County approves. (Grimsley, Knutson), carried.

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, and Additional Issue, with the corrections regarding missing receipts, as discussed:
 - a. Auditor's Warrants (Tuesday Bills):
 - i. 03/20/2018 in the amount of \$ 59,952.79;
 - ii. 03/27/2018 in the amount of \$ 223,697.36;
 - for a total amount of \$ 283,650.15

 - b. Over 90-Days:
 - i. Sanford - in the amount of \$12,494.60 (balance of 2016 and 2017 fees, invoice dated 03/19/2018);

 - c. Additional Issue:
 - i. ~~Scott Sachs credit card charges at four (4) locations in the amount of \$87.80, with no receipts turned in~~ (resolved - receipts turned in).

(Okeson, Knutson), carried.

2. It was moved and seconded to approve the Human Services Claims for Community Health, Human Services, and Transit, as presented. (Knutson, Nelson), carried.

3. It was moved and seconded to approve the installation of an Elevator Camera Surveillance System (new travel cables on 2 elevators and wiring for cameras on the other 3 elevators), as part of the Courthouse Security Project, and to accept the low quote of \$11,520.00 from Schindler Electric Company of Eagan, MN, to be paid from the Recorder's Enhancement funds. (Nelson, Knutson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. It was moved and seconded to approve Resolution 04-18-1A, the Gambling Application for Exempt Permit to conduct Gambling by the Audubon Volunteer Fire Department for operations at TJ's Bistro, 21035 County Highway 22, Detroit Lakes, MN, in Lake Eunice Township. (Nelson, Okeson), carried.
2. It was moved and seconded to approve the 3.2 On-Off Sale License Renewal for Whaley's Resort & Campground, LLC – Nathan or Mitchell Lauwagie – Round Lake Township. (Knutson, Okeson), carried.
3. It was moved and seconded to approve the On-Sale (Includes Sunday Sales) Liquor License Renewals for the following:
 - a) The Cormorant Pub, Inc., DBA The Pub – Patricia J. Maloney – Cormorant Township;
 - b) LP Holding – DBA Hooligans Lakeside – Lake Eunice Township;
 - c) T & J Randy's, Inc., DBA TJ's Booze Bistro – Lake Eunice Township;
 - d) Cormorant Enterprises, Inc. – Cormorant Inn & Suites – Cormorant Township. (Okeson, Knutson), carried.
4. It was moved and seconded to approve the Combination On-Off Sale (Includes Sunday Sales) Liquor License Renewals for the following:
 - a) Northern Inn – Lance P. & Tam T. Highman – Toad Lake Township;
 - b) Cotton Lake Curley's, LLC, DBA Curley's on Cotton Lake – Arthur and DeAnne Kohler – Erie Township;
 - c) Dirty Jeans, LLC – DBA Tri-Lakes Roadhouse – Cormorant Township. (Knutson, Okeson), carried.
5. It was moved and seconded to approve the On-Sale (Includes Sunday Sales) New Liquor License for Detroit Mountain Recreation Area, Inc. – Detroit Mountain Recreation Area – Erie Township. (Grimsley, Okeson), carried.
6. It was moved and seconded to approve the Liquor Off-Sale License Renewal for Richwood Off-Sale, Inc. – Jon Johnson – Richwood Township. (Nelson, Knutson), carried.
7. It was moved and seconded to approve the 3.2 Off-Sale License Renewal for Shirley Kalberer – County 6 Gas & Bait – Lakeview Township. (Okeson, Grimsley), carried.

Transit: Kevin Johnson presented:

1. It was moved and seconded to approve the sale of the 2006 Ford Supreme Transit Bus, as discussed, utilizing the GovDeals.com and Becker County websites. (Nelson, Knutson), carried.

Becker County Soil & Water Conservation District (BCSWCD)

1. The agenda item, "The Clean Water Legacy Contract" was tabled until a later date.

Sheriff: Sheriff Todd Glander presented:

1. It was moved and seconded to approve the Amendment to the MN Department of Corrections (DOC) ICWC Contract as noted, with an increase in the total obligation of the State not to exceed \$225,000.00, effective July 1, 2017 through June 30, 2018. (Okeson, Knutson), carried.
2. It was moved and seconded to approve Resolution 04-18-1B, to hire one (1) full-time Correctional Officer and to backfill as necessary, due to a resignation, which may include a part-time Correctional Officer. (Okeson, Knutson), carried.
3. It was moved and seconded to approve Resolution 04-18-1C, as presented, to approve the hiring of temporary seasonal Boat and Water deputies, to work under the State and Federal Boat & Water Grants. (Knutson, Okeson), carried.
4. It was moved and seconded to approve the sale of four (4) old squad cars and one (1) Pickup, as follows:
 - a) 2009 Chevrolet Impala – Unit #4798 (149,778 miles);
 - b) 2012 Chevrolet Impala – Unit #3636 (186,667 miles);
 - c) 2011 Ford Crown Victoria – Unit #1513 (140,870 miles);
 - d) 2012 Dodge Charger – Unit #4611 (142,890 miles);
 - e) 2009 Chevrolet Pickup – Unit #2555 (132,506 miles).(Knutson, Okeson), carried.
5. It was moved and seconded to approve Resolution 04-18-1D, as presented, to enter into a MN Joint Powers Agreement (JPA), for Becker County to participate in the Minnesota Anti-Heroin Task Force Program, effective the date the Bureau of Criminal Apprehension (BCA) obtains all required signatures and expiring on October 31, 2019. (Knutson, Okeson), carried.

University of MN Extension – Ben Anderson, Regional Director-NW – Introduction and Extension Update:

1. Regional Extension Director, Ben Anderson, introduced himself to the Board and provided a brief summary of his background and experience. He also reported on Extension programming offered at Becker County including the 4-H, Master Gardener, and Nutrition Programs.

Highway: Jim Olson and Jona Jacobson presented:

1. It was moved and seconded to approve Resolution 04-18-1E, to accept the low bid in the amount of \$1,722,882.28 from Anderson Brothers Company in Brainerd, MN for Project SAP 003-625-009, SAP 003-629-020, and SAP 003-600-012 (Hubbel Pond Road), for Bituminous Reclaiming, Bituminous Surfacing and Aggregate Shouldering; and to authorize and direct the County Chair and County Administrator, on behalf of Becker County, to execute and enter into said contract. (Okeson, Nelson), carried.
2. It was moved and seconded to approve Resolution 04-18-1F, to accept the low bid in the amount of \$212,940.00 from Northern Salt, Inc., Glyndon, MN for Dust Control, for the delivery and application of Calcium Chloride Dust Control county-wide, and to authorize and direct the County Engineer to award Northern Salt the contract and, on behalf of Becker County, to execute and enter into said contract. (Knutson, Nelson), carried.
3. It was moved and seconded to approve Resolution 04-18-1H, to accept the bid in the amount of \$404.00 w/freight for Bituminous Materials – Emulsion Oils from Flint Hills Resources, as presented. (Okeson, Nelson), carried. It was noted that this was the only bid received in the letting held on April 2, 2018.
4. It was moved and seconded to approve the purchase of one (1) Etnyre Blackhawk Detachable Lowboy Trailer (70,000 # capacity) and to accept the low and preferred quote from Swanston Equipment in Fargo, ND, in the amount of \$62,816 for the trailer, with a trade-in allowance of \$20,000, for a total of \$42,816 plus tax (\$45,599 includes sales tax). (Okeson, Nelson), carried.
5. It was moved and seconded to approve the purchase of a Midland Pup Trailer to replace a 1994 Clement pup trailer; and to accept the low quote of \$38,382.00 (including tax from I29 Trailer Sales, Fargo, ND, and box liner purchase of \$1,868.00 and installation costs from Horn Plastics in Fargo, ND). (Okeson, Knutson), carried.
6. It was moved and seconded to approve Resolution 04-18-1G, to accept completed Project Number SAP 003-605-010 from Mark Sand & Gravel Company of Fergus Falls, MN, consisting of Reclaiming, Bituminous Surfacing, and Aggregate Surfacing for CSAH 5, previously adopted by the County Board, and to authorize final payment in the amount of \$62,026.89, prepared and processed by the Highway Department. (Nelson, Knutson), carried.

7. It was moved and seconded to approve the Out-of-State travel for Becker County Highway Engineer, Jim Olson, to attend the National Association of County Engineers (NACE) Annual Meeting/Management and Technical Conference on April 22-26, 2018 at Chula Vista Resort in Wisconsin Dells, Wisconsin. (Okeson, Nelson), carried.

8. Public Works Discussion: Jim Olson presented:
 - a) Discussion was held in reference to the timeline for the preparation of final building plans for the new Public Works Facility, with it suggested to begin the bidding process late winter for construction beginning in the spring of 2019. Funding options were also discussed.

 - b) It was moved and seconded to authorize to begin researching costs and requirements for seeking quotes for an architectural firm to provide architectural services for the New Public Works Facility, and to return to the board for further discussion and consideration. (Nelson, Okeson), carried.

9. Gravel Tax Update – County Surveyor, Roy Smith, presented:
 - a) County Surveyor, Roy Smith, provided information relative to his research on what support there may be from other counties to seek legislation to allow counties the ability to tax aggregate. He noted that the overall consensus was that there was interest in increasing the gravel tax.

 - b) It was suggested that a meeting could be held with other county commissioners for further discussion and consideration.

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

/s/ Jack Ingstad
 Jack Ingstad
 County Administrator

/s/ Don Skarie
 Don Skarie
 Board Chair