

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, August 21, 2018 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Skarie. Commissioners in attendance: Skarie, Knutson, Nelson, Grimsley, and Okeson; 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: Removal of Agenda Item: Information Technology: Purchase Request: Office 365/Exchange Online. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of August 21, 2018 with the requested change. (Okeson, Knutson), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Skarie: Mahube-Otwa and Environmental Affairs Committee.
 - b. Commissioner Okeson: Jail Construction Committee meeting with Mahnomen County, Highway Committee, and Pelican River Watershed District meeting.
 - c. Commissioner Knutson: Environmental Affairs Committee, Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Sheriff's Committee, Jail Construction Committee meeting with Mahnomen County, Courthouse Committee, and Economic Development Authority (EDA) Regional Meeting.
 - d. Commissioner Nelson: Economic Development Authority (EDA), Highway Committee, and Courthouse Committee.
 - e. Commissioner Grimsley: No meetings to report on at this time.
3. Appointments: There were none.
4. Upcoming Association of Minnesota Counties (AMC) meetings were noted.

5. It was moved and seconded to approve Resolution 08-18-2C, that the Becker County Board of Commissioner’s supports the Mahube-Otwa Community Action Partnership, Inc., “Family Homeless Prevention and Assistance Program, Homework Starts at Home Grant”, in the amount of \$62,273.00, to assist families in Becker, Otter Tail and Wadena Counties, effective October 1, 2018 – September 30, 2021. (Knutson, Nelson), carried.

6. University of MN Extension – Ben Anderson, Regional Director and Leigh Nelson, Becker County 4-H Coordinator, presented:
 - a. Discussion was held in reference to the request to include the hiring of an additional 4-H Coordinator position for 2019, due to recent growth of the program and the number of at-risk youth. It was noted that the Extension Committee is recommending the hiring of an additional 4-H Coordinator for Becker County, at anywhere between a half and full-time position, with the University paying out benefits for full-time status beginning at .75 percent time.

 - b. It was noted that a final decision would not be made until Becker County’s finances for 2019 have been determined. County Administrator, Jack Ingstad, was directed to include the position request during the full 2019 Budget Discussion at the next board meeting of September 4, 2018, with it noted that the Maximum Levy would be set at the following meeting of September 18, 2018.

Finance Committee Minutes: Auditor-Treasurer: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, and Over 90-Day Claims, as presented:
 - a. Auditor’s Warrants (Tuesday Bills):
 - i. 08/07/2018 in the amount of \$ 51,024.07
 - ii. 08/14/2018 in the amount of \$ 1,559.66
 for a total amount of \$ 52,583.73

 - b. Over-90-Days:
 - i. Hennepin Healthcare Systems in the amount of \$660.00 (March and April 2017 invoices just turned in);
 - ii. MN IT Services in the amount of \$224.58 (January 2017 invoice just turned in);
 - iii. Ramsey County in the amount of \$4,200.00 (April and May 2017 invoices just turned in);
 - iv. Sanford Health in the amount of \$39.00 (January 2017 invoice was missed);

- v. Webber Family Motors in the amount of \$410.90 (March 2018 invoice just turned in);
(Okeson, Knutson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits – License List: There were none.
2. Mary Hendrickson also provided a brief update/summary on the election, noting the Canvassing Board met on Thursday, August 16th.

Assessor: Lisa Will presented:

1. It was moved and seconded to approve the following abatements, as presented:
 - a. PIN #: 4901 49.8495.000 in the City of Detroit Lakes, in the amount of -\$196.00, due to TT License Plates Current;
 - b. PIN #: 4901 49.8602.000 in the City of Detroit Lakes, in the amount of -\$256.00, due to Wrong Park Model.(Grimsley, Knutson), carried.

Transit: Kevin Johnson presented:

1. It was moved and seconded to approve the out-of-state travel request for Transit Director, Kevin Johnson, to attend the 2018 MN/WI Public Transportation Conference & Expo Training on October 15-17, 2018 at the La Crosse Center, La Crosse, Wisconsin.
(Grimsley, Okeson), carried.

Veteran Services – Lauri Brooke presented:

1. It was moved and seconded to approve Resolution 08-18-2B, as presented, for Becker County to enter into the MN Department of Veteran Affairs - County Veterans Service Office (CVSO) - Operational Enhancement Grant Program Agreement, effective July 1, 2018 – June 30, 2019, with the grant amount at \$10,000.00; and to authorize Becker County Veteran Services Officer, Lauri Brooke, to execute the grant contract for the aforementioned Program on behalf of the County. (Grimsley, Okeson), carried.

Human Services:

1. It was moved and seconded to approve the payment to YMCA of Cass & Clay Counties for 2018 Summer Camp Registrations for 31 campers, in the amount of 14,945.00 and for Store Accounts in the amount of \$840.00, for a total cost of \$15,785.00, with the cost to be paid with Pohlad Grant Funds and Donations. (Grimsley, Okeson), carried.

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

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 08-18-2E, as presented, to award the contract to Otter Electric, LLC, Fergus Falls, MN and to accept the low bid of \$52,047.00 for the Audubon Lighting Project - SAP 003-030-002, contingent upon approval from the City of Audubon and MnDOT; and to authorize and direct the County Board Chair and County Administrator to execute and enter into said contract, on behalf of Becker County. (Nelson, Knutson), carried. It was noted that the letter of approval has been received by MnDOT.
2. It was moved and seconded approve Resolution 08-18-2F, to enter into a cooperative agreement, as presented, with the City of Audubon for the Lighting Replacement Project in the City of Audubon, on TH 10 at the Intersections of CSAH 11 and CSAH 13; and to authorize and direct the County Board Chair and County Administrator, on behalf of Becker County, to execute the agreement and any amendments to said agreement. (Nelson, Knutson), carried.
3. Highway Engineer, Jim Olson, also provided a road construction update.

Land Use Department – Parks & Recreation: Guy Fischer presented:

1. It was moved and seconded to approve the utilization of up to \$22,800.00 of Partnership4health CWG Grant Funds for the purpose of paying for the recently approved Apex contract for Preliminary Survey/Engineering Design for the Trail Link Project, with no county match required. (Okeson, Knutson), carried.

Economic Development Authority (EDA): Guy Fischer presented:

1. It was moved and seconded to approve the request, as presented, for up to \$10,000.00 in EDA Funds be used to fund the HOME Program, at \$2,000 per loan at 80% AMI, with review throughout the year. (Nelson, Knutson), carried.

Planning & Zoning: Kyle Vareberg presented:

1. Planning Commission Recommendations (August 13, 2018)
 - a) It was moved and seconded to concur with the Planning Commission (August 13, 2018), to approve the request submitted by Thomas Tveter for a Conditional Use Permit (CUP) to repair and extend a retaining wall, with the project located at 13189 & 13209 Cormorant Beach Road, Lake Park, MN. (Knutson, Okeson), carried.

- b) It was moved and seconded to concur with the Planning Commission (August 13, 2018), to approve the request as submitted by Marty and Mary Solmon, for a zone change from Agricultural to Residential and for a Subdivision into two (2) lots, for the project located at 12044 County Highway 17, Detroit Lakes, MN, based on the fact that the lots would meet or exceed the requirement of the ordinance. (Okeson, Grimsley), carried.
 - c) It was moved and seconded to concur with the Planning Commission (August 13, 2018), to approve the request submitted by Roy A. Smith & Associates, Inc., for a zone change from Agricultural to Residential and a Preliminary Plat for a Subdivision (Eunice Windsong) consisting of eight (8) lots, for the project located at County Highway 22 and Saint Mary's Road, Detroit Lakes, MN. (Nelson, Knutson), carried.
 - d) It was moved and seconded to concur with the Planning Commission (August 13, 2018), to approve the request submitted by Mark Sand and Gravel, for a Conditional Use Permit (CUP), for a gravel pit with a temporary portable screening/crushing plant and a temporary portable bituminous hot mix plant, for the project located at County Highway 44, Park Rapids, MN. (Knutson, Okeson), carried.
 - e) It was moved and seconded to concur with the Planning Commission (August 13, 2018), to approve the request submitted by Montie Beyer and Inger Clements, for a Conditional Use Permit (CUP) for a Flea Market, for the project located at 53351 State Highway 34, Osage, MN. (Knutson, Okeson), carried.
- 2. It was moved and seconded to approve the Final Plat for Patina Acres, with it noted that it has also been approved by both the Detroit Lakes City Council and Burlington Township. (Okeson, Grimsley), carried.
 - 3. It was noted that the request submitted by New Life Farms, in reference to the MPCA Feedlot Application, had been withdrawn due to submitting the wrong application.

Sheriff: Sheriff Todd Glander presented:

- 1. It was moved and seconded to approve the request to purchase nine (9) Ballistic Vests for deputies, off State contract pricing and at a cost of \$9,103.00, with State and Federal grant funds used to cover most of the cost and with the County's cost at \$951.48. (Knutson, Okeson), carried.
- 2. It was moved and seconded to approve Resolution 08-18-2D, to hire a Full-Time Jail Sergeant, due to a resignation, and if filling this position creates another vacancy within the jail to fill that position also. (Knutson, Okeson), carried.

3. Lifesaver Awards Presentation: Sheriff Todd Glander and Safety Director, Dick Goodmanson presented:

- a. Sheriff Todd Glander stated that on the evening of July 7, 2018, a male and female had been swimming outside a boat when the wind carried it away, and both became exhausted and separated from one another while trying to get back to their boat. A report was received of an abandoned boat afloat on Detroit Lake, south of the Holiday Haven Motel. Boat and Water Deputies', Jerron Aschnewitz and Cole Sanders were patrolling Detroit Lake near Long Bridge at the time and responded to the area of the abandoned boat. Another report was received of possibly two injured people in the water between the J&K Marina and Holiday Haven Motel, where someone had noticed a person in the lake approximately 200 yards from shore. Deputy Sanders went to the location where he found a female struggling to swim and held onto her until Deputy Aschnewitz arrived in a different boat and then pulled her to safety. The deputies also observed a group holding onto a male on the side of their pontoon, and went and assisted with getting the male safely onto the pontoon.

Both individual were brought to shore quickly and transported by ambulance to Essentia-St. Mary's Hospital.

Sheriff Todd Glander presented Lifesaver Awards to Deputy Cole Sanders and Deputy Jerron Aschnewitz for their quick response and actions in bringing the two individuals to safety, and to the occupants of the pontoon, Nathan Rethwisch, Lindsay Anderson, Tracy Rethwisch, Patrick Fritz, and Christopher Fritz for their observations and the actions they took in pulling the male to the side of the pontoon until the deputies could arrive to assist in getting the male to safety as well. He and the Board congratulated and thanked them all for what they did that day.

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

Following the adjournment of the Board meeting, the commissioners and County Administrator, Jack Ingstad, along with the department heads attended Lunch Bunch at the Bleachers Sports Bar & Grill in Detroit Lakes, MN, with Commissioner Okeson providing.

/s/ Jack Ingstad
Jack Ingstad
County Administrator

/s/ Don Skarie
Don Skarie
Board Chair