

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, September 4, 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, and Grimsley; County Administrator, Jack Ingstad; and Minute Taker, Alicia Isakson. Absent: Commissioner Okeson.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda. (Grimsley, Knutson), carried.
4. It was moved and seconded to approve the minutes of August 21, 2018 with the requested changes. (Knutson, Nelson), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
  - a. Commissioner Knutson: Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Recreational Advisory Committee (RAC), Jail Committee meeting, and Environmental Affairs Committee.
  - b. Commissioner Nelson: Extension Meeting.
  - c. Commissioner Grimsley: Becker County Historical Society, Heartland Multi-Purpose Recreational Trail meeting, Transit Advisory Committee, Development Achievement Center (DAC), and Transit.
  - d. Commissioner Skarie: Environmental, Lakeland Mental Health.
3. Appointments:
  - a. It was moved and seconded to appoint Ann Zick to the Becker County Senior Council on Aging. (Knutson, Nelson), carried.
  - b. It was moved and seconded to appoint Karen Mulari to the EDA Board. (Knutson, Nelson), carried.
4. It was moved and seconded to authorize the Transit Committee to approve rebranding of the Transit Buses in an amount not to exceed \$11,000. (Grimsley, Knutson), carried.

5. It was moved and seconded to approve the utility easement and subordination agreement for the Detroit Lakes-Becker County Airport. (Knutson, Grimsley), carried.
6. 2019 Budget Discussion: The following items were discussed:
  - a. County Administrator, Jack Ingstad, provided information regarding the proposed budget and requested direction from the Board on setting the maximum levy increase for 2019. Discussion followed with staff members providing input.
  - b. Peter Mead, BCSW Administrator presented: Requesting a 10% increase or \$26,000 for 2019 budget.
  - c. Sheriff Todd Glander reviewed his budget requests with the Board.
  - d. Stacy White, IT Director presented: Requesting an additional \$50,000 be added to the 2019 budget to accommodate replacing network equipment.
  - e. Administrator Jack Ingstad will bring in multiple options to next Board Meeting for final recommendation on Levy.

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. 08/21/2018 in the amount of \$ 203,847.23
    - ii. 08/28/2018 in the amount of \$ 215,381.29
 for a total amount of . . . . . \$ 419,228.52
  - b. Over-90-Days:
    - i. Frazee Forum in the amount of \$548.63 (Invoice just turned in); (Knutson, Skarie), carried.
2. It was moved and seconded to accept the July 2018 Cash Comparison and Investment Summary. (Nelson, Grimsley), carried.
3. It was moved and seconded to approve the Purchase of 23 laptops with docking stations from Morris Electronics at a cost of \$31,619.73. (Nelson, Knutson), carried.
4. It was moved and seconded to approve the purchase of Office 365/Exchange Online and update the licenses at an annual cost of \$72,300.00 for three years. (Nelson, Knutson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits:

- a. It was moved and seconded to approve Resolution 09-18-1A Gambling Permit for Sanford Health Foundation, for raffle on January 26, 2019 at Roadhouse Bar & Grill in Cormorant Township. (Nelson, Grimsley), carried.
- b. It was moved and seconded to approve the Tobacco License Renewals for Sunlite Bar & Grill – Detroit Township, Richwood General Store – Richwood Township, Richwood Off-Sale – Richwood Township, and County 6 Gas & Bait – Lakeview Township. (Knutson, Grimsley), carried.

Human Services: Denise Warren presented:

- 1. 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 the Wetland Delineation Service Contracts with Environmental Scientific in Donnelly, MN as follows:
  - a. Potential Trail Project CSAH 54 to DNR Box (Site) - Detroit Lakes - Becker County, at a flat fee cost to complete the work at \$2,250.00;
  - b. Highway 26 Improvement Project (Site), Becker County, at a flat fee cost to complete the work at \$5,750.00;
  - c. Highway 37 Improvement Project (Site) – Becker County, at a flat fee cost to complete the work at \$8,500.00.

(Nelson, Knutson), carried.

Planning & Zoning: Kyle Vareberg and Jeff Bauman of Anez Consulting:

- 1. A public hearing was held in the matter of New Life Farms, in reference to the MPCA Feedlot Application. No action was required.

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

/s/ Jack Ingstad  
 Jack Ingstad  
 County Administrator

/s/ Don Skarie  
 Don Skarie  
 Board Chair