

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, December 17, 2019 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Okeson. Commissioners in attendance: Okeson, Nelson, Knutson, Grimsley, and Skarie; County Administrator, Michael Brethorst, and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following changes: Under Auditor-Treasurer: Remove Number 2: Fund Balance Designation; Resolution 12-19-2L; and Under County Administrator: Add to Number 2: Revised Resolution 12-19-2B, relative to the 2020 Final Budget/Certified Tax Levy and Add: Number 6: Law Library – Family Resource Center Contract; and following Auditor-Treasurer: Add: County Assessor: Personnel Request: Full-Time Assessment Technician I: Resolution 12-19-2M. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of December 3, 2019, with the requested changes. (Knutson, Grimsley), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports & Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Nelson: Courthouse Committee, Association of MN Counties (AMC) Annual Conference, and Minnesota Rural Counties (MRC).
 - b. Commissioner Skarie: Human Services Committee, AMC Annual Conference, Becker County Council on Aging – Annual Christmas Lunch, and Mahube-OTWA.
 - c. Commissioner Grimsley: Becker County Historical Society & Museum, Recreational Advisory Committee (RAC), Human Services Committee, and General Government Policy meeting at the AMC Annual Conference.
 - d. Commissioner Okeson: AMC Annual Conference, Highway Committee, and Regional Radio Board (NW Regional Emergency Communications Board).
 - e. Commissioner Knutson: AMC Annual Conference, Courthouse Committee, and Transfer Station Construction meeting.
 - f. County Administrator, Mike Brethorst, also reported on his attendance at the AMC Annual Conference, specifically the meeting he attended relative to County's accepting refugees.
3. Appointments: There were none.

County Administrator: Mike Brethorst presented:

1. It was moved and seconded to approve and accept the Updated West Central Regional Juvenile Center Annual Cooperative Services Purchase Agreement for 2020, with Becker County to pay \$28,803 per month in 2020, for a total of \$345,641, and to adjust the budget accordingly, as discussed. (Knutson, Nelson), carried.
2. It was moved and seconded to approve Resolution 12-19-2B, as presented, that the Becker County Tax Levy for 2020 be set at an amount of \$21,946,080, and with the Becker County Economic Development District authorized to levy a tax for 2020 at \$124,350; and to approve the attached exhibits to include Exhibit "A", Administrative Rules, which is incorporated by reference, showing additional budgetary assumptions and administrative controls delegated/authorized by the Becker County Board of Commissioners, Exhibit "B" the Position Allocation list, and Exhibit "C", the Final Budget by Line Item, adopted by the Becker County Board of Commissioners. (Grimsley, Knutson), carried.
3. It was moved and seconded to approve Resolution 12-19-2D, as presented, to approve the Re-Affirmation of the Becker County Transit Sales and Use Tax for 2020, to be dedicated exclusively to Becker County Road and SMART Tax Projects, at the rate of one-half of one percent (.5%) pursuant to M.S. 297A.993. (Nelson, Skarie), carried.
4. It was moved and seconded to approve Resolution 12-19-2C, as presented, to adopt the Becker County Highway Department 2020-2024 Five-Year Construction Improvement Plan, as was presented to the public, and is hereby approved, as attached to said resolution. (Skarie, Nelson), carried.
5. It was moved and seconded to approve Resolution 12-19-2A, to convert the Part-Time Research/GIS Specialist position to a full-time position and to post internally. (Skarie, Nelson), carried.
6. It was moved and seconded to approve Resolution 12-19-2K, to increase the FTE's of current Part-Time positions for Transit, as noted in the Budget position allocation list, and to create an additional variable bus driver position and to fill through the normal hiring process. (Grimsley, Knutson), carried.
7. It was moved and seconded to approve Resolution 12-19-2J, to advertise for both a part-time and full-time Maintenance Technician position, as discussed, and if a full-time Maintenance Technician is hired, to then eliminate the current vacant part-time Custodian position; and if there are only minimum qualified applicants from both the part-time and full-time list, to then hire a part-time Maintenance Technician and also hire for the part-time Custodian position; and if filling this position creates a vacancy within the department, then to backfill as needed. (Nelson, Skarie), carried.

8. It was moved and seconded to approve the Independent Contract Agreement by and between the Becker County Law Library and Family Resource Center (Contractor) of Detroit Lakes, to provide mediation services to families involved in family court cases and for the Becker County Law Library to pay the cost of up to \$5,000, as presented. (Knutson, Skarie), carried.

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. 12/03/2019 in the amount of \$ 4,796.11
 - ii. 12/10/2019 in the amount of \$ 39,336.59
for a total amount of \$ 44,132.70
 - b. Over-90-Days:
 - i. SMDC Clinic – dated 09/04 – in the amount of \$59.75 (invoice just turned in);
 - ii. Software House – dated 07/18 – in the amount of \$189.00 (invoice just turned in);
 - iii. Employee Expense Report – dated 09/2019 – in the amount of \$351.32 (just turned in).

(Grimsley, Knutson), carried.

2. It was moved and seconded to authorize the Finance Committee to approve Year-End Claims and with the claims brought forward to the Board at the January 7th Regular Board meeting. (Skarie, Knutson), carried.
3. It was moved and seconded to approve the transfer of \$100,000.00 from the Equipment/Technology fund back to the Enhancement Fund for 2019 expenses, to draw down on the Equipment/Technology Fund; to reduce the need to use for ongoing personnel costs and to use in a more consistent manner to reflect equipment/technology needs and other special projects; to cover one-time occurring costs such as IT hardware and software, one-time museum contribution, and at times, to cover cost for staff relating to technology; however, not to be used for personnel costs relating directly to the Recorder's office. (Nelson, Knutson), carried.

Assessor: Lisa Will presented:

1. It was moved and seconded to approve Resolution 12-19-2M, to hire a full-time Assessment Technician I, utilizing the most recent pool list or to re-advertise, if needed. (Knutson, Nelson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 12-19-2E, to accept the low bid in the amount of \$247,165 from Riley Brothers Construction, Inc., of Morris, MN for Project SAP 003-598-011, to replace bridge in Green Valley Township (Box Culvert, Approach Grading, and Aggregate Surfacing); and to authorize and direct the County Chairman and County Administrator, on behalf of Becker County, to execute and enter into said contract. (Knutson, Nelson), carried.
2. It was moved and seconded to approve the WSB Contract Amendment for Right-of-Way Services on West Lake Drive in the amount of \$10,925.98 for overage (current) expenses and an additional \$10,000.00 to support condemnation efforts, for a total amount of \$20,925.98. (Skarie, Nelson), carried.
3. It was moved and seconded to approve Resolution 12-19-2G, for Becker County to support the Transportation Alternatives (TA) Grant application for the Audubon Safe Routes to School Program, with the City of Audubon seeking funding in the amount of \$99,200, and for Becker County to agree to act as sponsoring agency for said project and to authorize the County Highway Engineer to act as Agent on behalf of Becker County. (Skarie, Nelson), carried.

Land Use – Parks & Recreation: Guy Fischer presented:

1. It was moved and seconded to approve Resolution 12-19-2H, that Becker County supports and authorizes the City of Frazee, as the “applicant”, to submit the Wannigan Regional Park Designation Application to the Greater MN Regional Parks and Trails Commission (GMRPTC) and if receive formal designation as a Regional Park or Trail in Greater MN by the Commission, that Becker County, as joint applicant/partner, has the legal authority to enter into formal designation and funding agreements with the Commission for the referenced park and will comply with all applicable laws and regulations associated with regional designation and any future grant funding for the respective portions of any project. (Grimsley, Knutson), carried. Denise Anderson, City Administrator for Frazee was also present.

Land Use – Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 12-19-2I, to hereby approve the list of 2020 Becker County Solid Waste Hauler License Applications (Attachment A), as follows, and with the provision that they meet all of the licensing requirements of the Becker County Solid Waste Ordinance prior to the license being issued:

<u>License Number</u>	<u>Name</u>
1	Waste Management, Inc.
2	Ballard Sanitation
4**	White Earth Sanitation
6	Hough, Inc./Roll-Off Red
7	Minnkota Recycling
9	Fuchs Sanitation
15	Steve's Sanitation
17	Landmark Drainage
18*	Detroit Lakes Disposal, Inc.
19*	G & T Sanitation, Inc.
20	North Central, Inc.
21**	AAA Roll-Off Trash Collection, LLC
22	A & D Trash Collection, LLC
23	Wadena Hide & Fur Co.
24**	Mackner Disposal
25**	Northern Pines Sanitation

* Have applied for a license, still need further information.

** Have not submitted a license application.

(Skarie, Knutson), carried.

Planning Commission Recommendations (December 10, 2019): Kyle Vareberg presented:

1. Kyle Vareberg presented information relative to the application submitted by Richard and Dana Laine for a Conditional Use Permit (CUP) for a Commercial Planned Unit Development (PUD), for the project located at 20781 County Road 177, Osage, MN.

Board Chair Okeson invited any public present to comment, either for or against the project.

The applicants, Richard and Dana Laine, were present, as well as their attorney, Tom Winters. They presented information in support of their request and provided a map showing the layout of the project.

Clark Lee and Patty Swenson spoke in opposition to the project.

Doug LeSage, owner of Bambi Resort, spoke in favor of the project.

It was moved and seconded to concur with the Planning Commission (December 10, 2019), to deny the application submitted by Richard and Dana Laine, for a Conditional Use Permit (CUP) for a Commercial Planned Unit Development (PUD) to have 14 RV sites with no docking or mooring spaces (with the application tabled from the November 12,

2019 Hearing), for the project located at 20781 County Road 117, Osage, MN, based on the fact that verbal and written testimony showed residents bought property in a residential area, that commercial use is not compatible with a residential area, and that restricting lake access from the park occupants is unreasonable and not enforceable. (Knutson, Grimsley),

A Roll Call Vote was called and taken: Commissioner Knutson – Yay; Commissioner Grimsley – Yay; Commissioner Skarie – Nay; Commissioner Okeson – Nay; Commissioner Nelson – Yay. Motion carried, 3-2.

Sheriff: Todd Glander presented:

1. It was moved and seconded to approve the MN Department of Natural Resources 2019 Federal Boating Safety Equipment Grant Application in the amount of \$4,185.00 for the purchase of a Hummingbird Helix scanner, to be used for search and recovery, and with no cost to the County noted. (Knutson, Skarie), carried.

Human Services: Denise Warren presented:

1. It was moved and seconded to approve Resolution 12-19-2F, to hire a full-time Case Aide in the Behavioral Health Unit, due to a resignation, and through the normal hiring process and if filling that vacancy creates another vacancy in Human Services, then to fill that vacancy also. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve the MN Department of Human Services Local County and Tribal Agency Biennial Health Care Access Services Plan, effective January 1, 2020 through December 31, 2021, along with the Notice of Access Service Availability to Eligible MN Health Care Program Recipients, with one change noted related to per diem/meal reimbursement if more than 35 miles to travel from Detroit Lakes. (Grimsley, Skarie), carried.
3. It was moved and seconded to approve the Central MN Mental Health Center (CMMHC) Service Agreement, effective January 1, 2020 through December 31, 2020; that CMMHC agrees to accept appropriate referral from Becker County for the purpose of providing detoxification services, as outlined in said agreement. (Grimsley, Skarie), carried.
4. It was moved and seconded to approve the Memorandum of Agreement (MOA) with Saint Mary's University of MN – Twin Cities, MN, for a Master of Social Work Program, with students in the program to be afforded a generalist and/or clinical experience at Becker County Human Services, as outlined in the MOA, effective five (5) years from the date of the last signature for both parties. (Skarie, Grimsley), carried.
5. It was moved and seconded to approve the Fiscal Host Memorandum of Understanding (MOU), as presented, between Otter Tail County Human Services (Fiscal Host) and the

Nine-County Consortium of Social Service Agencies, to include Becker, Clay, Grant, Morrison, Otter Tail, Todd, Traverse, Wadena, and Wilkin Counties, for the 2020 Father’s Resource Project, at a cost of \$7,800.00, with an increase of \$2,939.00 from 2019 noted, and with Mahube-Otwa to provide services for said program. (Skarie, Grimsley), carried.

6. It was moved and seconded to approve the Amendments (Exhibit B4 and Exhibit D) to the County Participation Agreement between UCare MN and Becker County Human Services, as presented, effective January 1, 2020. (Skarie, Grimsley), carried.
7. It was moved and seconded to approve the Amendment (Article 5.1) to the Memorandum of Understanding (MOU) between Sourcewell, formerly known as National Joint Powers Alliance (“Sourcewell”), and Becker County, for childcare and foster care license program, effective from the date signed through February 1, 2020. (Grimsley, Skarie), carried.
8. It was moved and seconded to approve the Human Services claims for Human Services, Public Health, and Transit, as presented. (Skarie, Grimsley), carried.

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

Following, Board Chair Okeson presented the 2019 Becker County State of the County Address. He reported that Becker County is doing well, with a maximum levy set at under 3% for 2020, noting that the County is strong financially and has maintained a AA+ Bond rating. He also highlighted activities of the various departments for the past year, noting the opening of the new jail in April 2019 and the progress being made on a new Public Works Facility. In closing, he thanked the dedicated employees, elected officials, County Administrator, and all the department heads in helping to make Becker County a better place to live and extended a special thank-you to his fellow Board members.

He also asked for a moment of silence, in remembrance of Dick Goodmanson, a past Becker County employee who served as Safety Director for many years and who had recently passed away.

Following, the Board of Commissioners held their annual Becker County Holiday Tea in the Board Room, with the commissioners, department heads, and staff attending.

/s/ Michael Brethorst
Michael Brethorst
County Administrator

/s/ John Okeson
John Okeson
Board Chair