

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, January 7th, 2020 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Organizational

1. Meeting was brought to order by Board Chair Okeson. Commissioners in attendance: Knutson, Skarie, Okeson, Nelson, and Grimsley; County Administrator, Mike Brethorst, and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. Election of the Board Chair was ordered by current Board Chair, John Okeson. Commissioner Nelson nominated Commissioner Grimsley. Chair Okeson called for any other nominations and there were none. It was moved and seconded to appoint Commissioner Grimsley as Chair to the Becker County Board for 2020. (Skarie, Knutson), carried. The meeting was then turned over to newly appointed Board Chair Grimsley.
4. Board Chair Grimsley called for nominations for Vice-Chair. Commissioner Skarie nominated Commissioner Nelson. Chair Grimsley entertained a motion to appoint Commissioner Nelson as Vice-Chair to the Board for 2020. It was moved and seconded to appoint Commissioner Nelson as Vice-Chair to the Becker County Board for 2020. (Skarie, Knutson), carried.
3. Board Chair Grimsley thanked Commissioner Okeson for serving as Chair to the Becker County Board for 2019 and presented him with a plaque in recognition of his leadership and service.

Regular Business

Agenda/Minutes:

1. It was moved and seconded to approve the agenda as presented, with no changes. (Knutson, Okeson), carried.
2. It was moved and seconded to approve the minutes for the Budget Hearing held on December 12, 2019, 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 Skarie: Lakeland Mental Health Board and Environmental Affairs Committee.
 - b. Commissioner Grimsley: Becker County Historical Society & Museum and Development Achievement Center (DAC).
 - c. Commissioner Okeson: Becker County/Detroit Lakes Airport Commission, Sheriff's Committee, and Highway Committee.
 - d. Commissioner Knutson: Environmental Affairs Committee, Zoning Ordinance Review Committee, Prairie Lakes Municipal Solid Waste Authority (PLMSWA), and Natural Resources Management (NRM) Committee.
 - e. Commissioner Nelson: Becker County Soil & Water Conservation District (BCSWCD), Economic Development Authority (EDA), Budget Hearing & Highway Five-Year Plan meeting, Zoning Ordinance Review Committee, and Minnesota Rural Counties (MRC) meeting.
 - f. It was noted that Commissioner Okeson is planning on attending the upcoming AMC Legislative Conference.

Appointments:

1. Upcoming appointments needed were noted, with Steve Midthune's term on the Lakeland Mental Health Board expiring as of February 24, 2020.
2. It was also noted that there has been one applicant for the Planning Commission Board and Commissioner Okeson will make that appointment at the next Board meeting.
3. It was moved and seconded to appoint Mary Lou Schmidt to the Becker County Review Board. (Skarie, Knutson), carried.
4. It was moved and seconded to approve the Commissioner's Committee List for 2020, as presented, with the change in Finance relative to the new Board-Chair and Vice-Chair. (Nelson, Okeson), carried.

Finance Committee Minutes: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, Over-90 Days Claims, and Additional Issues, as presented:
 - a. Auditor's Warrants (December 31, 2019):
 - i. 12/17/2019 in the amount of \$ 233,312.34
 - ii. 12/24/2019 in the amount of \$ 44,334.44
 - ii. 12/31/2019 in the amount of \$ 804,036.61for a total amount of \$1,081,683.39.
 - b. Human Services:
 - i. 12/20/2019 in the amount of \$ 25,523.35 (Cost-Effective)
 - ii. 12/31/2019 in the amount of \$ 278,837.22for a total amount of \$304,360.57

and for a Combined total of \$1,386,043.96.

- c. Over-90 Days Claims:
- i. Alliance Pest Protection: \$180.39 (Invoice Date: 09/24/2019);
 - ii. Essentia Health: \$77.56 (Invoice Dates: 05/04/2019, 05/06/2019);
 - iii. Farnam's/Napa: \$6.97 (Invoice was lost – Invoice Date: 03/26/2019);
 - iv. Graybar: \$78.27 (Invoice Dates: 05/01/2019, 05/06/2019);
 - v. Interstate Power Systems: \$846.15 (Invoice Date: 09/24/2019);
 - vi. Lakes Country Towing: \$609.77 (Received old tow bills in Dec. 2019 for Invoice Dates: 08/28/2014, 03/02/2016, 07/01/2016, 09/16/2016);
 - vii. North Shore Fiberglass Repair & Storage: \$1,991.82 (Received invoices on 12/09/2019 for 06/28/2019, 07/01/2019, 07/30/2019);
 - viii. Pro West & Associates, Inc.: \$1,973.04 (IT had invoice – didn't give to Sheriff until 12/17/2019 – Invoice Date: 04/30/2019).

For a total amount of \$5,763.97.

- d. Additional Issues:
- i. Sheriff: Daran Borth: \$13.25 (Signature Receipt – Ray J's American – 09/30/2019);
 - ii. Sheriff: Eric Bergren: \$8.62 (Signature Receipt – Copper Lantern – 09/19/2019), \$15.08 (Signature Receipt – Perkins – 10/15/2019), \$10.49 (Signature Receipt – Arby's - 10/29/2019), for total of \$34.19;
 - iii. Sheriff: Scott Sachs: \$9.99 (Signature Receipt – Super Buffet – 09/17/2019), \$9.99 (Signature Receipt – Super Buffet – 09/27/2019), \$9.99 (Signature Receipt – Super Buffet – 10/28/2019), for a total of \$29.97;
 - iv. Sheriff: Wayne Tolbert: \$13.00 (Signature Receipt – China Buffet – 10/29/2019), \$11.43 (Signature Receipt – Val's Rapid Service – 11/01/2019), for a total of \$24.43;
 - v. Jail: L&M Fleet: (\$15.36) – (Remove Invoice - already paid - 11/02/2019);
 - vi. Attorney: Brian McDonald: \$17.94 (Signature Receipt – Cadillac Ranch – 12/04/2019);
 - vii. Probation: Steve Vilhauer: \$10.24 (Signature Receipt – Nelson Bros. - 09/27/2019), \$24.12 (Signature Receipt – Sammy's Pizza - 11/25/2019), for a total amount of \$34.36.

(Okeson, Knutson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits: There were none.

2. It was moved and seconded to approve Resolution 01-20-1A (Option 1), that the Detroit Lakes Sunday newspaper is hereby designated as the official county newspaper for 2020, in which the notice and list of real estate taxes remaining delinquent on the first Monday of January 2020 shall be published; and in which the proceedings and other notices of the County Board shall be published; and in which the first publication of the financial statement will be published; and the Frazee Forum paper is hereby designated as the newspaper in which the second publication of the financial statement will be published. (Knutson, Okeson), carried.
3. It was moved and seconded to approve Resolution 01-20-1B, to authorize the Auditor-Treasurer to execute the grant application to the MN Secretary of State for additional grant funds in the amount of \$76,500.00, to purchase voting equipment to replace the 2006 election equipment (County has 50% local match), relative to the Help America Vote Act. (Knutson, Okeson), carried.

Sheriff: Todd Glander presented:

1. Sheriff Todd Glander and County Administrator, Mike Brethorst, provided information on State Statute requirements relative to the intent of Becker County to implement a Portable Recording System. It was noted that it is required that a Public Comment Period be provided prior to the implementation.

Discussion was held with it noted that a Public Notice with instructions will be posted on the Announcements page of the County website until January 21, 2020, to provide an opportunity for public comment to be submitted before Becker County purchases or implements a portable recording system, with the intent to adopt a policy and seek quotes for said system. The Public may also present to the Board at 9:00 a.m. during the next Board of Commissioner's meeting on Tuesday, January 21st, 2020.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 01-20-1C, as presented, to publish in the Detroit Lakes legal newspaper the intent of Becker County to use the internet as Becker County's primary posting location each year for Annual Highway Construction Advertisements, and to authorize the County Engineer to post the 2020 Annual Highway Construction Advertisements for bids on the official Becker County web page and on the MNDOT site, www.dot.state.mn.us/stateaid using the EAdvert link. (Okeson, Nelson), carried.

Human Services: Denise Warren presented:

1. It was moved and seconded to approve Resolution 01-20-1D, to hire a full-time R.N., through the normal hiring process and if filling that vacancy creates another vacancy in Human Services to fill that vacancy also. (Skarie, Knutson), carried.

2. It was moved and seconded to approve the claims for Human Services, Public Health, and Transit, as presented. (Skarie, Okeson), carried.

Land Use – Natural Resources Management (NRM): Dan McLaughlin presented:

1. It was moved and seconded to award the 2020 Tree Planting Contract to Champion Forestry in Bemidji, MN, at the low quote of \$72.00 per thousand, for an estimated contract total of \$6,523.20; to plant 90,600 containerized tree seedlings on seven sites covering 109.7 acres for the 2020 season. (Knutson, Okeson), carried.
2. It was moved and seconded to award the 2021 Tree Seedling Production Contract to PRT USA, Inc., at \$162.00 per thousand for Jack Pine (55,500 seedlings) and \$173.00 per thousand for Red Pine (39,500 seedlings), for an estimated contract total of \$15,824.50; to grow 95,000 containerized tree seedlings for the 2021 season. (Nelson, Knutson), carried. It was noted that this bid was the only bid received.
3. It was moved and seconded to approve a one-time contribution of \$2,500.00 to the local chapter of the North Country Trail (NCT) and to transfer said amount from the Resource Development Fund; to aide in the maintenance of seven (7) miles unadopted trail section, to open the trail section in the spring and mow annually, and upon receipt of document of use. (Nelson, Knutson), carried.

Land Use – Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve the purchase of a 14 foot snow push blade for the Cat Payloader, for plowing at the landfill, at an amount of up to the lowest quote of \$11,750.00 (RDO Equipment of Moorhead, MN), and if the Environmental Services Committee can find a better option, to authorize the Environmental Services Committee to sign-off on said purchase. (Nelson, Skarie), carried.

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

/s/ Michael M. Brethorst
Michael M. Brethorst
County Administrator

/s/ Ben Grimsley
Ben Grimsley
Board Chair