

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, January 21, 2020 at 8:15 a.m.
LOCATION: Board Room, Courthouse

The Becker County Board of Commissioners and County Administrator, Mike Brethorst, attended the Quarterly Joint Governance Meeting at the City Council Chambers in Detroit Lakes at 7:00 a.m.

Agenda/Minutes:

1. Meeting was brought to order by Board Chair Grimsley. Commissioners in attendance: Grimsley, Nelson, Okeson, Knutson, and Skarie; County Administrator, Mike Brethorst, and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda, as presented. (Knutson, Okeson), carried.
4. It was moved and seconded to approve the minutes of December 17, 2019 with the requested changes. (Knutson, Nelson), carried.
5. It was moved and seconded to approve the minutes of January 7, 2020 with the requested change. (Skarie, Knutson), carried.

Commissioners:

1. Open Forum: Robert Charles "Chuck" Collins, Frazee, MN, was present to express his interest in serving on the Planning Commission, to fill a current vacancy representing District 3, noting that he has submitted his application and resume for consideration. He provided a summary of his background and experience and the Board thanked him for his interest and for the information provided.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Grimsley: Human Services Committee, Heartland Multi-Use Recreational Trail meeting, Finance Committee meeting, and attended the Lake Agassiz Regional Library (LARL) Board and Finance meetings. The Commission discussed Refugee Resettlements and it was a consensus to take no action on this matter pending the Federal settlement of terms.
 - b. Commissioner Okeson: Sheriff's Committee, West Central Regional Juvenile Center meeting, and attended a Highway Committee meeting for negotiations related to the hiring/contracting of a Construction Manager at Risk for the proposed new Public Works Facility.

- c. Commissioner Knutson: Sheriff's Committee, Zoning Ordinance Review Committee, Safety Committee, and Economic Development Authority (EDA) meeting.
- d. Commissioner Nelson: Complete Count Census Committee and Zoning Ordinance Review Committee.
- e. Commissioner Skarie: Becker County Children's Initiative (BCCI) and attended a meeting at the Audubon School relative to the Safe Routes to School project(s).

3. Appointments:

- a. It was moved and seconded to appoint Robert Charles "Chuck" Collins to the Planning Commission, to serve a 3-year term representing District 3. (Okeson, Knutson), carried.
- b. It was moved and seconded to reappoint Jim Kovala to the Planning Commission, to serve another 3-year term representing District 1. (Knutson, Okeson), carried.
- c. It was moved and seconded to reappoint Jim Kovala to the Board of Adjustments, to serve another 3-year term representing District 1. (Knutson, Nelson), carried.
- d. It was moved and seconded to reappoint Harry Johnston to the Board of Adjustments, to serve another 3-year term as Member-at-Large. (Knutson, Skarie), carried.
- e. Commissioner Skarie mentioned Steve Midthune's term is expiring on February 24, 2020. He has fulfilled his final three 3-year term on LMHC's Board. A letter will be sent to Mr. Midthune thanking him for his service. His position is now open for appointment.
- f. It was moved and seconded to reappoint Dave Blomseth to the Planning Commission, to serve another 3-year term representing District 4. (Skarie, Knutson), carried.
- g. It was moved and seconded to reappoint Jerry Flottesmesch to the Zoning Ordinance Advisory Committee, to serve another 3-year term representing District 5. (Nelson, Knutson), carried.
- h. It was moved and seconded to reappoint Jeff Moritz to the Planning Commission, to serve another 3-year term representing District 5. (Nelson, Knutson), carried.

Sheriff: Sheriff Todd Glander and Chief Deputy, Shane Richard presented:

1. Body Worn Cameras – Public Comment Period:

- a. Sheriff Todd Glander reported that a notice was posted on the Becker County website on January 10, 2020, inviting the public, as required by MN State Statute, to submit their comments electronically, via e-mail to him, or in-person during a scheduled Public Comment Period on January 21 at 9:00 a.m..

Additionally, the public was given an opportunity to comment during the Becker County Board of Commissioner's regular meeting in the Board Room of the Courthouse, relative to and prior to the implementation of a Body Worn Camera Program in Becker County.

The Becker County policies relative to the use of the Portable Audio-Video Recorders were also posted on the County Website. The Sheriff noted that he has not received any comments and that no other comments would be accepted at the conclusion of the meeting. Discussion followed with County Attorney, Brian McDonald, also present. He noted that the benefits of using the body worn cameras outweigh any issues that could potentially arise relative to data privacy issues.

No one spoke from the public and the Public Comment Period was closed, with it noted that persons could still contact Sheriff Todd Glander anytime to discuss the use of the Body Worn Camera Program.

It was also noted that the Sheriff will adopt the policies. The next action will be for the Sheriff to secure quotes for the body cameras and bring it back to the Board for final action.

2. It was moved and seconded to approve the renewal of the Motorola Solutions (Armer Radio) Service Agreement, as presented, at a cost of \$10,618.92, effective January 1, 2020 – December 31, 2020. (Knutson, Okeson), carried.
3. It was moved and seconded to approve Amendment #1 to the Snowmobile Safety Enforcement Grant between Becker County and the MN Department of Natural Resources, as presented. (Okeson, Nelson), carried.
4. Sheriff Todd Glander and County Administrator, Mike Brethorst, presented information relative to the Fines and Forfeiture Program for Becker County, noting that while the County Attorney's office has an established fund to track allocation of these funds, the Sheriff's Office does not have a formal procedure in place to do so. It was noted that funds for the Fines and Forfeiture Program could go hand-in-hand with the funding for the Body Worn Camera Program.

Options were presented and discussed, with it noted that the Finance Committee has recommended doing a one-year "look-back" only, and to use funds in the Sheriff's Enforcement Fund to pay for the purchase of the Body Worn Cameras. The Board was in consensus, and the County Auditor and County Administrator will take appropriate actions to create the appropriate accounting codings.

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:
 - a. Auditor's Warrants (Tuesday Bills):
 - i. 12/31/2019 in the amount of \$ 805,334.31
 - ii. 01/03/2020 in the amount of \$ 782.40 (Cost-Effective)
 - iii. 01/07/2020 in the amount of \$ 30,972.35
 - iv. 01/14/2020 in the amount of \$ 508,226.52for a total of \$ 1,345,315.58
 - b. Over 90-Days:
 - i. Potty Shacks in the amount of \$461.25 (Invoice just received).

(Skarie, Knutson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits: There were none.
2. It was moved and seconded to accept the November 2019 Cash Comparison and Investment Summary, as presented. (Okeson, Knutson), carried.
3. It was moved and seconded to approve the MN Department of Public Safety – Driver and Vehicle Services Agreement for Becker County, as presented, allowing States to flag records to collect debts, and to authorize the Becker County Auditor-Treasurer to approve and sign said agreement. (Nelson, Knutson), carried.

Emergency Management – Craig Fontaine presented:

1. It was moved and seconded to approve the MN Department of Public Safety - 2019 Emergency Management Performance Grant for Becker County (Grant Agreement Number: A-EMPG-2019-BECKERCO-004), in the amount of \$26,839.00 and with a matching requirement of \$26,839.00 from Becker County. (Knutson, Nelson), carried.

Planning & Zoning: Planning Recommendations (January 14, 2020):

1. It was moved and seconded to remove from the agenda: Planning and Zoning: Planning Recommendations (January 14, 2020), due to the Ordinance Amendments and language were not included in the Board packet, nor available today. (Knutson, Nelson), carried.

Human Services: Denise Warren presented:

1. It was moved and seconded to approve Resolution 01-20-2A, to hire a full-time Social Worker for the Child and Family Unit, due to a vacancy, and hire through the normal hiring process, and if filling that vacancy creates another vacancy in Human Services, to then fill that vacancy also. (Skarie, Nelson), carried.
2. It was moved and seconded to approve the Addendum to the Purchase of Service Agreement (January 1, 2019 – December 31, 2019) of Sheltered Employment Services between Becker County and Sjostrom Homes, Inc.; to add three additional months of service to the original contract for the year 2020 (January 1, 2020 to March 31, 2020), at a cost of \$5,544.92 per month. (Knutson, Skarie), carried.
3. It was moved and seconded to approve the Interlocal Cooperative Agreement for services provided by Sourcewell to Becker County, for family childcare licensing and background studies, at a cost of \$41,000.00 per year, along with Schedule A: Family Child Care Licensing Process & Procedures, and with the changes recommended by the Becker County Attorney's Office, as discussed; and to authorize the County Administrator to sign said agreement. (Knutson, Skarie), carried. It was also noted that the Human Services Committee approved of the changes as well.
4. It was moved and seconded to approve the Human Services claims for Human Services, Public Health, and Transit, as presented. (Skarie, Okeson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve the purchase of the Base One Pre-Buy Program product, at a cost of \$66,000.00 for 6,600 gallons, to be used for aggregate road base stabilization on CR 115, 117, and 157, as part of the 2020 road construction program. (Nelson, Okeson), carried.
2. Highway Engineer, Jim Olson, provided a revised summary and breakdown of services and costs for the top three Construction Manager at Risk candidates recommended by the Highway Committee, for the construction of the proposed new Public Works Facility for Becker County.

Discussion followed with overall support given for contracting with any of these three firms. It was also noted that there was already a good working relationship with McGough Construction, relative to the building and completion of the new jail.

It was moved and seconded to award the contract for the building of the new proposed Public Works Facility to McGough Construction, as the general Construction Manager at Risk, at a fixed fee for Pre-construction (4-5 month duration) of \$18,000.00, plus the

CMr fee of \$172,000.00 and other costs, as presented, with the contract to be reviewed by the County Attorney's office. (Nelson, Okeson), carried.

County Administrator: Highway Building Land – Discussion: Mike Brethorst presented:

1. County Administrator, Mike Brethorst, presented three options available to Becker County for placement of the proposed Becker County Highway Building relocation: Purchase Lots from the City of Detroit Lakes, as presented; Land Swap – Becker County Tract and Development Authority, as presented; Retain Land/Sale Open Market – Becker County Tract, as presented. He also provided a comparison and summary of the options. Following, discussion was held.

The Finance Committee and Highway Committee have reviewed the options. Commissioner Knutson also noted that it would be dependent upon adequate soil boring.

It was moved and seconded to approve entering into negotiations with the City of Detroit Lakes for the purchase of land for the new public works facility, as presented. (Knutson, Okeson), carried.

It was moved and seconded to approve soil boring of the land, with Braun Intertec, at an amount not to exceed \$7,000.00. (Okeson, Knutson), 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

*Lunch Bunch was held following the meeting at the Holiday Inn, Detroit Lakes, and provided by County Recorder, Patty Swenson.