

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, February 18, 2020 at 8:15 a.m.
LOCATION: Board Room, Courthouse

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 with the following changes: Under Human Resources: Remove Number 1: G&R Controls – Maintenance Agreement and Add: Number 1: Personnel Request – Part-Time Human Resources Assistant: Resolution 02-20-2G. (Knutson, Nelson), carried.
4. It was moved and seconded to approve the minutes of February 18, 2020, with the requested changes. (Nelson, Knutson), carried.

Commissioners:

1. Open Forum: No one was present.
2. Reports and Correspondence: The Commissioners and County Administrator reported on the following meetings:
 - a. Commissioner Knutson: Courthouse Committee and Sheriff's Committee.
 - b. Commissioner Nelson: Courthouse Committee and Highway Committee.
 - c. Commissioner Skarie: Becker County Senior Council on Aging, Human Services Committee, RSVP Advisory Council meeting and Review Board.
 - d. Commissioner Grimsley: Becker County Historical Society & Museum and Heartland Multi-Purpose Recreational Trail Meeting.
 - e. Commissioner Okeson: Highway Committee.
 - f. County Administrator, Mike Brethorst, provided information relative to the two-mile radius buffer issue, with Planning and Zoning Director, Kyle Vareberg, to coordinate a meeting with the townships for the end of February, and then with further discussion to take place at the Regular Board of Commissioner's meeting on Tuesday, March 3rd.

He presented an update on legislation for Sales Tax Exemption as it pertains to the new proposed Highway Public Works Facility, with no action needed or taken.

He also noted that he has met with the County Auditor and County Recorder regarding the possibility of changing these elected positions to appointed.

3. Appointments:

- a. It was moved and seconded to re-appoint Leslie Holen as a Member-at-Large on the University of MN-(UofM) Becker County Extension Committee, to serve another three-year term (2020-2022). (Nelson, Skarie), carried.
- b. It was moved and seconded to re-appoint Katie Glander to the UofM/Becker County Extension Committee, to serve another one-year term (2020) and to appoint Maren Hoban to serve a one-year term (2020), both serving as youth committee members, with per diem and mileage reimbursement, as approved. (Nelson, Knutson), carried.
- c. It was moved and seconded to re-appoint Ken Shroyer as a member of the UofM/Becker County Extension Committee, to serve another three-year term (2020-2022). (Okeson, Skarie), carried.
- d. It was moved and seconded to appoint Sam Skaaland, to the Lakeland Mental Health Board, to serve as a Lay Member for a three-year term, effective February 24, 2020. (Skarie, Nelson), carried.
- e. It was moved and seconded to appoint Bob Merritt to the Becker County Planning Commission, to serve a three-year term representing District 2. (Grimsley, Nelson), carried.

County Administrator: Mike Brethorst presented:

1. It was moved and seconded to approve Resolution 02-20-2F, to approve the modifications to the Becker County Travel Policy, as presented, and with the addition of Sioux Falls, South Dakota under the Section, "Travel Authorization Guidelines". (Skarie, Knutson), carried.
2. County Administrator, Mike Brethorst, provided an update on the proposed land purchase from the City of Detroit Lakes for the new Highway Public Works Facility, referencing the purchase agreement with the Detroit Lakes Development Authority for the purchase of 11.02 acres on North Tower Road, at a cost of \$187,500. He noted that it is the Highway Committee's recommendation to temporarily postpone making a final decision on the purchase of land until the design of the building has been determined. He will notify the City of Detroit Lakes, to keep them informed.

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. 02/04/2020 in the amount of \$ 190,972.25
 - ii. 02/11/2020 in the amount of \$ 63,627.47

for a total amount of \$ 254,599.72

- b. Over-90 Day Claims:
 - i. BNSF Dated 10/04/2019 – in the amount of \$8,150.46 (disputed amount resolved);
 - ii. Eastman Fence, LLC – in the amount of \$114.50 (invoice dated 11/10/2019 just received);
 - iii. Further/Select in the amount of \$800.50 (invoice dated 11/04/2019 just turned in).(Knutson, Nelson), carried.

- 2. It was moved and seconded to add to the Regular Board meeting agenda, under Human Resources: Court Administration Remodel Payment. (Nelson, Knutson), carried.
- 3. It was moved and seconded to approve the purchase of one (1) additional security camera from Arvig, relative to the Exacq Vision Expansion, for the 3rd floor secure walkway, at a cost of up to *\$1,850.00. (Knutson, Okeson), carried.

(*Cost adjusted following the board meeting to reflect the purchase of one (1) camera versus three (3) and based on the new quote obtained from Arvig for the camera, license, installation, and two camera moves).

- 4. It was moved and seconded to approve the following purchases, as presented:
 - a. Aruba Wireless Access Point network expansion from High Point Network, at a cost of \$8,783.00 (to add the Sheriff’s Department and Human Services Department);
 - b. Nimble Storage Array Expansion from High Point Network, at a cost of \$20,395.00 (currently holds the County’s 55 servers and data and the County’s needs are growing);
 - c. Datto Office 365 Cloud Backup, at a cost of \$7,512.00.(Nelson, Skarie), carried.

Auditor-Treasurer: Mary Hendrickson presented:

- 1. Licenses and Permits:
 - a. It was moved and seconded to approve Resolution 02-20-2A, the Gambling Application for Exempt Permit - to conduct a Raffle for the Carsonville Fire Fighters Relief Association on October 17, 2020, for the Carsonville Fire & Rescue – Station 2, 24770 County Highway 48, Osage, MN – Osage Township. (Knutson, Okeson), carried.
 - b. It was moved and seconded to approve Resolution 02-20-2B, the Gambling Application for Exempt Permit – to conduct a Raffle for the Cormorant Lion’s Club on May 9, 2020 at Cormorant Community Center, 10929 County Hwy. 5, Pelican Rapids, MN – Cormorant Township. (Nelson, Knutson), carried.

- c. It was moved and seconded to approve the Wine/Strong Beer License Renewals (Includes Sunday) and 3.2 On-Sale (New) for the following:
 - i. Anne Buelow/Jolly Fisherman Resort – Round Lake Township;
 - ii. Ella Marie’s Café & Collectibles – Ella Marie’s, LLC – Cormorant Township. (Okeson, Skarie), carried.

- d. It was moved and seconded to approve the On-Sale (Includes Sunday Sales) Liquor License Renewals for the following:
 - i. Detroit Mountain Recreation Area, Inc. – Detroit Mountain Recreation Area – Erie Township;
 - ii. M & K Enterprises – Pit 611 – Lake Eunice Township. (Okeson, Knutson), carried.

- e. There was discussion on reviewing and changing Ordinance #11 and #9, to comply with a change in State law relative to liquor licenses (3.2 to Strong), with a public hearing to be held prior to authorizing any changes to the ordinances.

Recorder: County Administrator, Mike Brethorst, presented:

- 1. It was moved and seconded to approve setting a fee of \$25.00 for the Recorder’s Office to provide Fingerprinting Services to be consistent with the other Agencies (State & Local) fees. (Nelson, Knutson), carried.

Sheriff: Sheriff Todd Glander and Chief Deputy Shane Richard were present:

- 1. It was moved and seconded to approve the purchase of twenty-two (22) body cameras, to include hardware/software and storage, at a one-time cost of \$54,850.00, with a yearly maintenance fee of \$3,300/year; and with proceeds to pay for the cameras to come from Fines & Forfeiture funds collected from the Sheriff’s Department back to 2019 and the County Attorney’s office, with the cameras used for prosecution purposes, and with the annual maintenance fees to come from the regular budget. (Knutson, Okeson), carried.

It was noted that the Watchguard Body Camera was not the lowest quote of the four (4) received; however, these cameras are the same system as Squad Cars and therefore, compatible with the current camera system.

Human Resources: Nancy Grabanski presented:

- 1. It was moved and seconded to approve the reappointment of Jon Riewer to the Personnel Board of Appeals, to serve another three (3) year term ending April 30, 2023. (Knutson, Okeson), carried.

2. It was moved and seconded to approve to buy-out the Enterprise leases of two (2) 2015 Equinox vehicles, with the leases set to expire the end of February, and to maintain the vehicles accordingly; at a cost of \$5,385.33 per vehicle, plus an additional charge of \$698.35 for “mileage over-lease agreement of 100,000 miles” for the one vehicle with 113,967 miles (.05/mile x 13,967 miles), with the total cost for both vehicles at \$11,469.01, based on current overage mileage. (Nelson, Knutson), carried.
3. It was moved and seconded to approve Resolution 02-20-2G, to hire a part-time Human Resources Assistant through the normal hiring process, due to a resignation. (Okeson, Knutson), carried.
4. It was moved and seconded to approve the final payment of \$32,805.80 to Do-Right-Construction for the completion of the Court Administration Remodel Project, with the total cost of the project at \$41,523.58. (Nelson, Knutson), carried.

Planning & Zoning: Kyle Vareberg presented:

1. It was moved and seconded to concur with the Planning Commission (February 11, 2020), to approve the application as submitted by Herman Hallikainen, for a Conditional Use Permit (CUP) to erect and operate an asphalt plant onsite (Parcel #13.0162.000), for the project located at 57470 175th Street, Menahga, MN; to include the findings and facts, as presented, and with the stipulation that the CUP be exclusive to Jeremy Howard, with his lease to expire on December 15, 2029. (Knutson, Nelson), carried.

It was noted that both parcels currently have a CUP for gravel mining, crushing, and washing. Mr. Vareberg also presented a letter received from Richard, Earl, and James Nevala, noting their opposition to the project and their request that the CUP be denied.

2. It was moved and seconded to concur with the Planning Commission (February 11, 2020), to approve the application as submitted by Justin Elliott, for a Conditional Use Permit (CUP) for an animal cremation business, for the project located at 24033 County Highway 13, Audubon, MN. (Okeson, Knutson), carried.

Human Services: Denise Warren and Shannon Funk presented:

1. It was moved and seconded to approve the contract with Lutheran Social Services (LSS) for Adult Services Guardianship Services, at a cost of \$260.00 per client/per month, and at an amount not to exceed \$24,960.00 per year. (Nelson, Skarie), carried.
2. It was moved and seconded to approve the contract with Lutheran Social Services (LSS) for Family-Based Counseling, Family Life Skills, CTSS, Foster Family Support, and Child Welfare Targeted Case Management (CW-TCM), at an amount not to exceed

\$450,000.00, and with language added to “require the provider to bill Medical Assistance or any other eligible third party prior to billing the agency”. (Nelson, Skarie), carried.

3. It was moved and seconded to approve the Amendment to the County Participation Agreement with UCare Minnesota, as presented; to add MN Special Needs Basic Care (SNBC) Services – language only. (Skarie, Nelson), carried.
4. It was moved and seconded to approve the MN Department of Human Services County Grant Contract with Becker County Human Services, in the amount of \$17,500.00 in 2020 and \$35,000.00 in 2021, for Fraud Prevention Investigation (FPI) Programs for participants in human services programs administered by Becker County. (Skarie, Knutson), carried.
5. It was moved and seconded to approve Resolution 02-20-2E, to create and hire a part-time Fraud Prevention Specialist position due to receipt of a State grant for the Fraud Prevention Investigation Program, and to fill the position through the normal hiring process, and if filling this position creates a vacancy within the department to then backfill as needed. (Skarie, Nelson), carried.
6. It was moved and seconded to approve the disposal of a 2010 Chevrolet Impala via public auction (Auction Block or similar type organization) and to post it on the County website. (Nelson, Okeson), carried.
7. It was moved and seconded to approve the Human Services claims for Human Services, Public Health, and Transit, as presented. (Skarie, Okeson), carried.

Land Use - Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve the purchase of 26 recycling dumpsters from Wastequip of Rosemount, MN, at a cost of \$20,394.85, with the dumpsters purchased through Sourcewell Pricing Contract #041217-WQI. (Skarie, Knutson), carried.

Land Use – Parks & Recreation: Guy Fischer presented:

1. It was moved and seconded to approve Resolution 02-20-2C, as presented, to support the Federal Recreational Trail Program’s Equipment Grant application to the MN Department of Natural Resources (MN-DNR) by the ULTRA Snowmobile Club, to replace the club’s aging groomer, estimated at an amount of up to \$255,000.00. (Knutson, Okeson), carried.

ULTRA Snowmobile Club Trail Administrator, Jeff Alberts, and Past President, Brian Lund, were present and offered their support of the new machine.

2. It was moved and seconded to approve Resolution 02-20-2D, as presented, to support the Federal Recreational Trail Program's Equipment Grant application to the MN Department of Natural Resources (MN-DNR) by the ULTRA Snowmobile Club, to purchase a tracked side-by-side UTV for trail preparation, maintenance and grooming, at up to a purchase price of \$31,950.00. (Skarie, Okeson), carried.
3. It was moved and seconded to approve Resolution 02-20-2H, as presented, to support the Federal Recreational Trail Program's Equipment Grant application to the MN Department of Natural Resources (MN-DNR) by the ULTRA Snowmobile Club, to purchase a Universal Equipment Ultimate Junior Groomer Drag for trail maintenance and grooming, at up to a purchase price of \$12,000.00. (Okeson, Skarie), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve the purchase of a 2020 Ford F-550 1.5 Ton Pick-up from Midway Ford (State Bid), at a cost of \$53,598.00, and Dump Box from Crysteel, at a cost of \$15,401.00, for a total cost of \$68,999.00. (Nelson, Okeson), carried. This purchase will replace a 2004 Ford F350.

It was moved and seconded to consider the 2004 Ford F350 truck as excess and to dispose of the truck through public auction. (Nelson, Okeson), carried.

2. Discussion was held in reference to the request to purchase a 2020 Dodge 4x4 ½ Ton Quad Cab from Burnsville Dodge at State Contract pricing in the amount of \$26,577.00. It was noted that this pickup would replace a 2000 Dodge Durango with approximately 121,000 miles, that a pick-up could serve the needs of Engineering better than an SUV, and that the 2000 Dodge Durango could be sold on auction or used by Environmental Services.

It was recommended to review the entire fleet for the Highway Department relative to the total number of vehicles and usage, and to then return to the Highway Committee for further discussion and consideration.

3. It was moved and seconded to approve the purchase request to upgrade the Windows 7 Survey Tablet (no longer supported) through Frontier Precision of Waite Park, MN, at a cost of up to \$6,033.60. (Nelson, Okeson), carried.
4. New Public Works Facility – Presentation by McGough Construction - James Schechter, Project Manager and Clark Hagen, Project Estimator:
 - a. A cost comparison/variance report of two building options for the new Public Works Facility was provided: 3A (All Precast Building) and 3B (Precast Shop with separate Pole Frame).

- b. Based on higher cost estimates than initially provided, the Board requested that additional clarification be provided on the differences, to allow for a better side-by-side comparison of the building options and to also consider what items could be eliminated or changed to decrease the actual cost.
- c. Board Chair Grimsley requested to hold off on moving forward at this time in making a decision on which building option to choose, that the item be brought back to the Highway Committee and then a date set for a full Board discussion and further consideration.

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

Following the adjournment of the Board meeting, Lunch Bunch was held at the American Legion, Post #15 in Detroit Lakes, MN, with Commissioner Larry Knutson providing.

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

/s/ Ben Grimsley
Ben Grimsley
Board Chair