

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, April 21, 2020 at 8:15 a.m.  
LOCATION: Third Floor Jury Assembly Room, Courthouse

Agenda/Minutes:

1. Meeting was brought to order by Board Chair Grimsley. Commissioners in attendance: Grimsley, Nelson, Skarie, Okeson, and Knutson; County Administrator, Mike Brethorst, and Minute Taker, Cindy Courneya (remotely).
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda, with the following changes: Add: Under County Administrator: Number 4: Advise and Support for Re-opening of Businesses who will follow Requirements on Social Distancing, Safety and follow State, Local, and CDC Guidance: Resolution 04-20-21 and Add: Recorder: Number 1: Purchase Request – Replace Vital Statistics Bookshelves. (Knutson, Okeson), carried.
4. It was moved and seconded to approve the minutes of April 7, 2020, with the requested changes. (Knutson, Skarie), carried.

Commissioners:

1. Open Forum: Gerry Schram spoke in reference to the proposed new Public Works building, encouraging the Board to support moving forward with a Foltz building.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
  - a. Commissioner Okeson: Highway Committee and Sheriff's Committee.
  - b. Commissioner Knutson: Economic Development Authority (EDA) Annual Meeting, and Sheriff's Committee.
  - c. Commissioner Nelson: Becker County Soil & Water Conservation District (BCSWCD), Economic Development Authority (EDA), and Finance Committee.
  - d. Commissioner Skarie: Not applicable (no meetings).
  - e. Commissioner Grimsley: AMC General Government Committee meeting, Lake Agassiz Regional Library Executive Committee and Finance Committee meeting, Land of the Dancing Sky, and Finance Committee.
3. Appointments: There were none; however, Commissioner Okeson noted that the Pelican River Watershed District Board of Manager positions will be considered at the next Board meeting of May 5, 2020.

County Administrator: Mike Brethorst presented:

1. It was moved and seconded to approve the 6-month Professional Services Agreement with the Real Estate Company, for the Sale of the Minimum Security Jail. (Knutson, Nelson), carried.
2. It was moved and seconded to approve Resolution 04-20-2D, to advertise and hire a temporary Office Support position for the Becker County Extension office, for the Summer of 2020, due to anticipated summer workload, and to make adjustments, as necessary, relative to the County and State Fair being held. (Nelson, Okeson), carried.
3. It was moved and seconded to approve Resolution 04-20-2C, that Becker County extends its State of Emergency through May 13, 2020 and Operational Guidance, as outlined in two previous Emergency Declarations, and shall be extended to May 5, 2020, at which time the Becker County Commission may extend or let expire the operational guidelines. (Okeson, Nelson), carried.
4. It was moved and seconded to approved Resolution 04-20-2I, "To Advise and Encourage Support for Re-Opening of Businesses who will follow Requirements on Social Distancing, Safety and follow State, Local and CDC Guidance". (Grimsley, Knutson), carried 3-2; Roll Call Vote: Commissioner Knutson – Aye; Grimsley – Aye; Nelson – Nay; Okeson – Aye; Skarie – Nay. Motion carried 3-2.

Finance Committee Minutes: Auditor-Treasurer: 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 (Tuesday Bills):
    - i. 04/04/2020 in the amount of \$ 10,239.92
    - ii. 04/14/2020 in the amount of \$ 24,469.12
    - iii. 04/20/2020 in the amount of \$ 30,096.08 (Cost-Effective)for a total amount of . . . . . \$ 64,805.12
  - b. Over-90-Days:
    - i. Ameripride in the amount of \$83.55 dated 01/01/2020 (invoice was misplaced);
    - ii. Essentia Health in the amount of \$899.51 dated 08/19/ & 11/19 (invoice just turned in);
    - iii. MN Chemical in the amount of \$1,186.80 dated 12/19/ & 01/20 (invoice just turned in);
    - iv. Tweeton Refrigeration in the amount of \$435.00 dated 11/19 & 12/19 (waiting on warranty info);for a total of \$2,604.86.

- c. Additional Issues:
  - i. Wayne Tolbert – credit card in the amount of \$17.56 at Copper Lantern (signature receipt);
  - ii. Eric Bergren – two charges for a total of \$20.22 at Copper Lantern (signature receipt only);
  - iii. Scott Sachs – credit card charge for \$21.38 at Super Buffet (signature receipt only);
  - iv. Mark Flemmer & Paula S. – charge for \$34.44 at Ground Round (signature receipt only);
  - v. Mark Flemmer & Dawn – charge for \$29.66 at Poncho & Lefty’s (signature receipt only);
  - vi. Mark Flemmer – charge for \$14.44 at Streetcar Kitchen (signature receipt only);

for a total of \$137.70.

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

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits:
  - a. It was moved and seconded to approve the On-Sale (Includes Sunday Sales) Liquor License Renewal for Venture 55, LLC – dba: Cormorant Inn – Cormorant Township. (Okeson, Knutson), carried.
  - b. It was moved and seconded to approve the Liquor Off-Sale – Renewal for 4 Corners of Detroit Lakes, LLC – dba: 4 Corners – Erie Township. (Okeson, Skarie), carried.
  
2. It was moved and seconded to accept the March 2020 Cash Comparison and Investment Summary, as presented. (Nelson, Okeson), carried.
  
3. It was moved and seconded to approve the purchase of Vital Statistics Bookshelves for the Recorder’s office from U.S. Records Midwest, LLC, Elk River, MN, in the amount of \$11,298.00. (Nelson, Knutson), carried. It was noted that two quotes were received, with U.S. Records the high quote, however, recommended due to quality of work.

Assessor: Abatements – County Administrator, Mike Brethorst, presented:

1. It was moved and seconded to approve the following abatement:
  - a. PIN #: 05.0006.000 – Carsonville Township in the amount of -\$9,926.00, due to a Clerical Error. (Nelson, Knutson), carried.

County Attorney: Brian McDonald presented:

1. It was moved and seconded to approve Resolution 04-20-2A, to hire a full-time Assistant County Attorney, due to a resignation. (Nelson, Knutson), carried.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 04-20-2H, to approve the Annual SCORE Grant for FY20-21. (Knutson, Skarie), carried.

Sheriff: Sheriff Todd Glander presented:

1. Discussion was held in reference to the purchase of a Gun Permit Card Printer for the Sheriff's Office, with the low quote from IdentiSys, Inc. at \$3,995.00. It was moved and seconded to approve the purchase of a Gun Permit Card Printer for the Sheriff's office, as recommended and approved by the Sheriff's Committee. (Okeson, Knutson), carried.
2. It was moved and seconded to approve the sale of old guns from the Sheriff's office, through the Sealed Bid Process, as follows:
  - RUGER MINI-14, .223 CAL, SER#186-14242
  - COLT AR-15 MATCH COMPETITION HBAR, .223, SER#CCH028625
  - COLT AR-15 A2 HBAR SPORTER, .223, SER#SP227858
  - SAVAGE MODEL 69RXL SERIES E, 12-GA PUMP SHOTGUN, SER#E426826
  - H&K BENELLI M3 SUPER 90, 12-GA SELECTABLE PUMP/SEMI-AUTO SHOTGUN, SER#M268786
  - H&K BENELLI M3 SUPER 90, 12-GA SELECTABLE PUMP/SEMI-AUTO SHOTGUN, SER#M261708
  - H&K BENELLI M3 SUPER 90, 12-GA SELECTABLE PUMP/SEMI-AUTO SHOTGUN, SER#M274782
  - H&K BENELLI M3 SUPER 90, 12-GA SELECTABLE PUMP/SEMI-AUTO SHOTGUN, SER#M259746
  - MOSSBERG 500AB, 12-GA PUMP SHOTGUN, SER#G073904
  - MOSSBERG 500A, 12-GA PUMP SHOTGUN, SER#K999563
  - GLOCK 22, .40 CAL, SER#CYL490
  - GLOCK 23, .40 CAL, SER#CYP918
  - GLOCK 35, .40 CAL, SER#CZE843
  - Savage pistol, .32cal, serial #248757                      Felon in possession                      ICR 17-002465
  - Hellcat pistol, .380cal, serial #05105                      2<sup>nd</sup> Degree Assault                      ICR 17-002626
  - Browning Lever Action .22cal rifle, serial #10754RP126                      NO CASE NUMBER
  - JC Higgins 12-gauge pump, no serial number found, Felon in possession, ICR 17002014
  - Eagle Arms, AR-15, serial #30458                      DEPT GUN
  - Mossberg 12-gauge pump, serial #L692505                      Felon in possession                      ICR 19-000815(Nelson, Knutson), carried.

3. It was moved and seconded to approve Resolution 04-20-2B, to hire a full-time Sheriff's Deputy, due to a resignation. (Okeson, Knutson), carried.

Planning & Zoning: Kyle Vareberg presented:

1. It was moved and seconded to approve a one-year extension for the Eunice Windsong Preliminary Plat Extension Request, as approved in August of 2018. (Nelson, Knutson), carried.

Human Resources: Nancy Grabanski presented:

1. It was moved and seconded to approve the 4-Year Maintenance Service Agreement Platform Upgrade for the new Courthouse addition heating and cooling systems, as presented, at a total cost of \$32,196.00. (Skarie, Nelson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 04-20-2E, as presented, to award the low bid for 2020 Dust Control county-wide to Knife River of Sauk Rapids, MN, in the amount of \$1.189 per gallon; for the delivery and application of 211,000 gallons of Calcium Chloride, at a total cost of \$250,879.00. (Okeson, Nelson), carried.
2. It was moved and seconded to approve Resolution 04-20-2F, as presented, to accept completed Project Number SAP 003-607-022 for the Lake Park Bridge Project, as contracted with Robert R. Schroeder Construction of Glenwood, MN, and to authorize final payment in the amount of \$74,767.60, prepared and processed by the Highway Department. (Nelson, Okeson), carried.
3. It was moved and seconded to approve Resolution 04-20-2G, as presented, to enter into MN Department of Transportation (MnDOT) Detour Agreement Number 1036636, for the MnDOT to provide payment to Becker County in the amount of \$8,843.09 for the use of 7.8 miles of CSAH 29 as a detour route during construction on Trunk Highway #87 in 2021. (Okeson, Knutson), carried.
4. Public Works Building Discussion: Highway Engineer, Jim Olson, and Construction Manager, Clark Hagen, with McGough Construction presented, along with Jeff Oertel (remotely) and Deb Brandwick with Oertel Architects, of St. Paul, MN:
  - a. The construction manager and architect have developed two additional building options (5 and 6) with lower costs, by reducing the building size and by value engineering. Building size reduction was made in warm storage and the elimination of one service bay in the shop area and office area reductions were made as well.

- b. McGough and Oertel presented their new cost estimates and building layouts for discussion.
- c. Discussion was held with Commissioner Nelson referencing the need to make a decision on size of the building, with it noted that McGough has provided their recommendation for a bare minimum size, other than possible changes to the bathroom, as discussed today. He also referenced the need for additional discussion on price by square footage.
- d. Following discussion, the Board agreed to hold a Work Session following the adjournment of the next Board of Commissioner's meeting on Tuesday, May 5<sup>th</sup>, in order to provide specific guidance in moving forward to McGough Construction and Oertel Architects.

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

Lunch Bunch was held following the meeting in the 3<sup>rd</sup> Floor Jury Assembly Room, with Commissioner John Okeson providing.

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

/s/ Ben Grimsley  
Ben Grimsley  
Board Chair