

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, August 4, 2020 at 8:15 a.m.  
LOCATION: First Floor-Board Room, Courthouse

Agenda/Minutes:

1. Meeting was brought to order by Board Chair Grimsley. Commissioners in attendance: Grimsley, Nelson, Skarie, Okeson, and Knutson, and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following change: Under Auditor-Treasurer: Add: #3: Approval for Primary Canvassing Board to Convene on Friday, August 14, 2020 at 2 p.m. (Knutson, Okeson), carried.
4. It was moved and seconded to approve the minutes of July 21, 2020 with the requested changes. (Knutson, Nelson), carried.

Commissioners:

1. Open Forum:
  - a. Fire Chiefs, Ryan Swanson of Detroit Lakes and Dave Coufal of Lake Park, presented information on behalf of the area fire chiefs, relative to their concerns and challenges they are experiencing with the County's paging system since the move to narrow-band. They reported eight (8) out of (10) area fire departments having issues, with the exception of Carsonville and Callaway Townships.  
  
It was noted that the Sheriff's office is assisting them in exploring options to resolve the issues, including working with the Federal Communications Commission (FCC) to return to wide-band. Chief Deputy, Shane Richard, added that some enhancements/improvements have been made that have helped and they are hopeful that within a couple of months it will be back to 2013 functioning.
2. Reports & Correspondence: Reports on the following meetings and updates were provided as follows:
  - a. Commissioner Nelson: Sunnyside and Finance Committee meeting.
  - b. Commissioner Skarie: Environmental Affairs Committee and Lakeland Mental Health (LMH).
  - c. Commissioner Grimsley: Becker County Historical Society & Museum, Development Achievement Center (DAC), Sunnyside, Transit, and Finance Committee meeting.

- d. Commissioner Okeson: Sheriff's Committee, CARES Grant Funding meeting with Sheriff's Department, Becker County Jail Diversion Committee, Highway Committee, and attended public hearing on West Lake Drive project.
- e. Commissioner Knutson: Environmental Affairs Committee, CARES Grant Funding meeting with Sheriff's Department, and Prairie Lakes Municipal Solid Waste Authority (PLMSWA) Budget meeting.
- f. County Administrator, Mike Brethorst: Reported on a recent issue with the GIS System, with a citizen reporting it down, and noted that Information Technology (IT) made a modification to the system to correct the problem. He also noted that he has received four (4) requests from outside entities for CARES Grant Funding.

It was also suggested that the County website be reviewed and updated relative to COVID-19, if needed.

3. Appointments: There were none.

County Administrator – CARES Grant: County Administrator, Mike Brethorst, presented:

1. County Administrator, Mike Brethorst, provided information and an overview of the draft Becker County CARES Business Relief Grant Guidelines relative to the CARES Act, and the proposed on-line grant application for businesses to complete. Discussion followed with the Board providing their input on changes and/or modifications needed to the Guidelines and on-line application.

It is noted that the on-line Grant applications will be available online from August 10<sup>th</sup> through August 23<sup>rd</sup>, with Becker County to award the grants as soon as possible, but no earlier than September 1<sup>st</sup>.

It was moved and seconded to approve Resolution 08-20-1C: Establishing the Becker County Business Relief Grant Fund Program; to provide business assistance and emergency funding to help local businesses survive/recover from the economic impacts of the COVID-19 pandemic, and shall be administered according to the Becker County CARES Business Relief Grant Guidelines, and in compliance with the requirements and limitations of the CARES Act. (Nelson, Skarie), carried.

2. Discussion was held relative to COVID-19 Facility Modification with Scott Fettig of Klein McCarthy Architects attending and presenting remotely. County Administrator, Mike Brethorst, reported that he has met with the Sheriff's Committee and there is overall support and agreement, that in order to meet ADA Compliance, some facility changes are needed, to include the expansion of the breezeway by the Sheriff's office entrance. The Sheriff Committee is recommending the expansion and to add it to the professional services Contract with Klein McCarthy. It was recommended to include the move and possible replacement of the Sheriff's Office generator to outside to create additional

space to support the space modification to bring the space into compliance with COVID-19 social distancing guidance. It was noted that some of the work with the generator could be completed by Becker County staff.

It was moved and seconded to approve the addition of expanding the breezeway between the Sheriff's office and Courthouse, at an additional amount of up to \$33,640.00 to the original contract with Klein-McCarthy for professional services, as discussed. (Knutson, Okeson), carried. It is noted that CARES funds will be used to fund this.

3. There was discussion on roof improvements to the Old Jail, specifically the open courtyard is in need of maintenance related to drainage and safety. It is noted that this project is not directly related to COVID-19 and therefore costs associated to this cannot be paid with CARES Act funds. Following discussion, it was decided to hold off on moving forward at this point.
4. It was moved and seconded to approve entering into an agreement with either CliftonLarsonAllen, LLP and/or Ehler's Financial, for professional auditing services relative to the CARES Act funding, at an amount of up to \$3,000.00, if needed, and at the discretion of the County Administrator. (Nelson, Knutson), carried.

Finance Committee Minutes: Auditor-Treasurer: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, Over-90-Day Claims, Additional Issues, and Human Services Claims, as presented:
  - a. Auditor's Warrants (Tuesday Bills):
    - i. 07/21/2020 in the amount of \$ 271,073.33
    - ii. 07/24/2020 in the amount of \$ 32,877.50
    - iii. 07/28/2020 in the amount of \$ 215,557.68  
for a total amount of . . . . . \$ 519,508.51
  - b. Over 90-Day Claims:
    - i. Arrow Electric Supply – dated 03/27/2020, in the amount of \$54.74 (invoice just turned in;
    - ii. MnDOT – dated 04/17/2020, in the amount of \$4,137.28 (invoice just turned in);
  - c. Additional Issues:
    - i. Scott Sachs – Credit Card Charge, in the amount of \$8.05 at Wendy's (no receipt or statement).
  - d. Human Services Claims – Human Services and Transit (there were no claims for Public Health).  
(Nelson, Okeson), carried.

Auditor-Treasurer – Mary Hendrickson presented:

1. Licenses & Permits: There were none.
2. It was moved and seconded to accept the June 2020 Cash Comparison and Investment Summary as presented. (Nelson, Skarie), carried.
3. It was moved and seconded to approve that the County's Primary Canvassing Board Convene on Friday, August 14, 2020 at 2 p.m. in the courthouse. (Knutson, Okeson), carried.

Sheriff – Sheriff Todd Glander presented:

1. It was moved and seconded to approve the purchase of five (5) Patrol Cars from Tenvoorde Ford of St. Cloud, MN at the State Contracted price of \$37,523.24 each, for a total cost of \$187,616.20. (Nelson, Knutson), carried.
2. It was moved and seconded to approve the Band/Grade Change for the Communication Supervisor from a B31(1) to a C41(1), due to additional duties, with an increase in annual salary of \$10,600.00. (Skarie, Okeson), carried.

Human Services – Denise Warren presented:

1. It was moved and seconded to accept the 2<sup>nd</sup> Quarter Board Reports, as presented, for Adult Services, Behavioral Health, Child Protection, Child Support, Income Maintenance, Public Health, and the Combined reports for Adult Services, Public Health, and Behavioral Health Services. (Skarie, Okeson), carried.

Land Use – Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 08-20-1A, to hire a part-time Solid Waste Clerk position, due to a resignation. (Knutson, Skarie), carried.
2. A letter of support addressed to MN Counties Inter-governmental Trust (MCIT), St. Paul, MN, and signed by Board Chair Grimsley, on behalf of the Becker County Commissioners, was presented; to request that MCIT allow Prairie Lakes Municipal Solid Waste Authority (PLMSWA) to seek a separate insurance carrier for property insurance and equipment and that MCIT reimburse that part of the premium, with MCIT to continue as the General Liability and Workmen's Compensation carrier. No action was needed; however, the Board was in consensus to support the letter being sent.

Planning & Zoning – Kyle Vareberg presented:

1. It was moved and seconded to approve the request submitted by Mark Schultz, for a one-year extension on his existing Conditional Use Permit (CUP), to begin the project for individual storage units on Parcel # 19.0336.002. (Knutson, Okeson), carried.

Closed Session: “Rusness v. Becker County”: Resolution 08-20-1B:

1. It was moved and seconded to approve Resolution 08-20-1B, that the County Board closes this meeting pursuant to the attorney-client privilege, as per MN Statute 13D.05, subd. 3(b), in order to discuss pending litigation and receive advice regarding strategy options relative to “Rusness v. Becker County, et al, Court File #: 18-CV-2256”. (Knutson, Okeson), carried.
2. The Closed Session was held relative to “Rusness v. Becker County”.
3. It was moved and seconded to approve moving back into Regular Session. (Knutson, Okeson), 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

Following adjournment of the meeting, the commissioners and County Administrator, Mike Brethorst, went on a site visit of the Material Recycling Facility.