

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, September 1, 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, Okeson, and Knutson; County Administrator, Mike Brethorst and Minute Taker, Cindy Courneya. Absent: Commissioner Skarie.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following change: Under County Administrator: Add: #4: Sale of Minimum Security Jail. (Okeson, Knutson), carried.
4. It was moved and seconded to approve the minutes of August 18, 2020 with the requested change. (Knutson, Nelson), carried.

Commissioners:

1. Open Forum: No one was present.
2. Reports & Correspondence: Reports on the following meetings and updates were provided as follows:
 - a. Commissioner Grimsley: Lake Agassiz Regional Library (LARL)-Executive meeting, Development Achievement Center (DAC), Finance Committee meetings (Regular and relative to COVID Grant Awards), Becker County Historical Society & Museum, and Transit Committee.
 - b. Commissioner Okeson: Heartland Multi-Purpose Recreational Trail meeting, Pelican River Watershed District (PRWD), Becker County/Detroit Lakes Airport Commission, and Recreational Advisory Committee (RAC) meeting relative to Wannigan Park.
 - c. Commissioner Knutson: Economic Development Authority (EDA), Environmental Affairs Committee, and Prairie Lakes Municipal Solid Waste Authority (PLMSWA)- Finance meeting.
 - d. Commissioner Nelson: Natural Resources Management (NRM), Finance Committee meeting-Audit/Budget Review, Buffalo-Red River Watershed Policy meeting, and referenced a letter being drafted to Clay County requesting a review of appointments relative to re-districting of Wild Rice Watershed District managers.

3. Appointments:
 - a. It was moved and seconded to reappoint David Knoph to the Zoning Ordinance Review Committee representing District 3. (Okeson, Knutson), carried.
 - b. It was moved and seconded to appoint Justin Knoph to the Board of Adjustments as an At-Large member, to fulfill the remainder of a term set to expire January 1, 2023. (Knutson, Okeson), carried.

County Administrator – Mike Brethorst, presented:

1. Discussion was held regarding the Becker County Historical Society and Museum’s Building Project and CARES Act funding, with Executive Director, Becky Mitchell, present. It was suggested that some of the work be completed now during the “shut-down”, noting that justification could be made to use CARES Act dollars; however the work would need to be completed by the deadline of December 1st, 2020, or by the end of the year, if the date is extended. It was also suggested the Historical Society could proceed, with the understanding that if the project is not eligible for funding, that the Historical Society would be responsible for those expenses.
2. It was also noted that another letter should be sent to the townships relative to the CARES Act Funding.
3. Guy Fischer provided an overview of the Round 1 – CARES Act Funding for Businesses, to off-set the net losses for businesses directly affected by COVID-19, from the period of March 1 – May 31, 2020. A total of 46 businesses submitted their applications, with 23 eligible to receive the grant award. It was noted that one other business may be eligible as well once corrected information has been received and reviewed.

It was moved and seconded to approve grant awards to the 23 eligible businesses, as noted, for Round 1 - CARES Act Grant Funding, with the total to date to be awarded at \$390,031.00, and for the Finance Committee to approve the award to the other applicant, once eligibility has been confirmed. (Knutson, Okeson), carried. It was noted that any applicants who have not submitted the required supporting documentation will be given until September 30, 2020, and if not received by that date, the grant award may be forfeited.

4. Discussion was held regarding the establishment of Round 2 - CARES Act Funding for Businesses, noting the need to expand the program to include non-profits designated as a 501c3 or 501c19. It was noted that social service clubs will likely not qualify (with no expenses to off-set), however, they would be allowed to apply under the guidelines. The program is to also expand the net loss period from March 1 – August 31, 2020.

It was moved and seconded to adopt the Round 2 – CARES Act Grant Funding Guidelines for Businesses, with the changes, as discussed; to begin accepting applications on

September 2nd, 2020 through midnight on September 14th, 2020 from businesses affected by COVID-19, including non-profits designated as a 501c3 or 501c19, and to expand the net loss period from March 1 – August 31, 2020, with a special meeting of the Board of Commissioners to approve the award recommendations on September 22nd, 2020. (Okeson, Nelson), carried.

5. It was moved and seconded to approve the quote from Cooper Office Supply, Fergus Falls, MN in the amount of \$15,921.69 for the Law Library remodel using Law Library Funds, with electrical and HVAC to be done in-house. (Knutson, Nelson), carried.
6. Dave Neisen from The Real Estate Company presented an overview of the Purchase Agreement received for the Sale of the Minimum Security Jail, with the offer from Recovery Community Resources in the amount of \$600,000 and with contingencies of zoning approval and securing of financing.

It was moved and seconded to approve the Purchase Agreement from Recovery Community Resources, for the sale of the Minimum Security Jail, at the purchase price of \$600,000.00, with a closing date on or around October 19th, with contingencies of zoning approval and securing of finances and with the following changes to the Purchase Agreement:

- a. County will only be responsible for actual closing costs, up to an amount of \$8,000.00;
- b. The Escrow amount be increased from \$1,000.00 to \$10,000.00;
- c. Addendum to Financing: Change from 60 days, to provide a letter from the bank for proof of financing, to 14 days from the date the commission approves the Purchase Agreement and from the date in which it has been signed; and to authorize the County Administrator, Mike Brethorst, on behalf of the County, to sign said purchase agreement, with the changes as approved. (Knutson, Nelson), 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, and Additional Issue, as presented:
 - a. Auditor's Warrants (Tuesday Bills):
 - i. 08/20/2020 in the amount of \$ 29,498.47 (Cost-Effective)
 - ii. 08/26/2020 in the amount of \$ 482,133.52
 - iii. 08/27/2020 in the amount of \$ 5,501.22
for a total amount of \$ 517,133.21
 - b. Over 90-Day Claims:
 - i. Goodin Company – dated 03/24/2020, in the amount of \$293.54 (invoice just received);
 - ii. SnoDepot – dated 06/01/2020, in the amount of \$1,318.00 (invoice just received).

- c. Additional Issue:
 - i. L & M Supply – in the amount of \$168.87 (remove duplicate claim – paid on 08/07/2020.
(Knutson, Nelson), carried.
2. It was moved and seconded to approve the Human Services Claims for Human Services, Public Health, and Transit, as presented. (Okeson, Knutson), carried.

Auditor-Treasurer – Mary Hendrickson presented:

1. Licenses & Permits: There were none.
2. It was moved and seconded to accept the July 2020 Cash Comparison and Investment Summary as presented. (Knutson, Nelson), carried.
3. It was moved and seconded to set the Public Hearing Date, as per MN State Statute, for October 6th, 2020 at 9:00 a.m., relative to the Petition to Change the Geographic Names of Seabold Lake and Boe Lake. (Knutson, Nelson), carried.
4. It was moved and seconded to approve Resolution 09-20-1A, as presented, to approve the Straight River Acquisition, the sale of tax forfeited lands - Parcel 13.7001.000, to the MN Department of Natural Resources for conservation or recreational purposes (AMA), and at the approved market value of \$105,100.00. (Nelson, Okeson), carried.

Highway: Jim Olson presented:

1. An update was provided on the West Lake Drive Project – Right-of-Way (ROW) Acquisition with Lisa Beckman, the Senior Right-of-Way Specialist with WSB, Inc., presenting virtually.

County Surveyor, Roy Smith, presented new findings including historic road maps that Meadowland Surveying was able to locate and obtain, showing a 66-foot right-of-way corridor.

It was noted that the original agreement with WSB, Inc., was at \$80,620.00, Amendment #1: \$22,476.00 on 8/14/2019 (due to increased parcels), Amendment #2: \$20,925.98 on 11/20/2019 (overage of \$10,925.98 plus an additional \$10,000.00 to support condemnation efforts), and currently the request is for an estimated additional cost of \$55,000.00, to complete the acquisitions on the 20 remaining parcels.

It was moved and seconded to approve the amendment to the agreement with WSB, Inc. to continue providing professional services relevant to the West Lake Drive Project – Right-of-Way (ROW) acquisition, at an additional cost of up to \$32,000.00. (Nelson, Okeson), carried.

Sheriff – Sheriff Todd Glander presented:

1. It was moved and seconded to approve the Out-of-State Travel Request for two (2) Sheriff's Deputies to attend "Less Lethal Training" in Sioux City, IA, with room/board and mileage the only cost to the County. (Okeson, Knutson), carried.
2. It was moved and seconded to approve Resolution 09-20-1C, as presented, to enter into the MN Joint Powers Agreement (JPA) – "MN Internet Crimes Against Children Task Force (ICAC)/Cellebrite Investigation Equipment", between the Department of Public Safety, Bureau of Criminal Apprehension (BCA), and the County of Becker, on behalf of its Sheriff, and with the JPA made a part of said resolution. (Knutson, Nelson), carried.

It was noted that the cost to Becker County and the BCA is \$1,800.00 each per year, for a total cost of \$3,600.00/year, with the BCA to provide equipment and training.

3. It was moved and seconded to approve the purchase of one (1) Motorola Mobile Radio for Patrol Vehicle (Model APX6500), at a cost of \$5,976.73 (State Contract pricing). (Okeson, Knutson), carried.

Land Use – Environmental Services – Steve Skoog presented:

1. It was moved and seconded to approve Resolution 09-20-1B, that the Becker County Board of Commissioners, considering transportation costs, declare the 2020 Market Price for Mixed Municipal Solid Waste at \$64.08 per ton. (Knutson, Nelson), carried.

It was noted that the Fargo Landfill has the lowest disposal cost available in the area at a rate of \$46.00 per ton.

2. The Capital Request for a Fire Suppression System for the Transfer Station in the amount of \$108,454.00 was removed at this time and will be reviewed by the Environmental Affairs Committee for their recommendation.
3. An update was provided on the Pay Station Construction/STS Work Garage Project, with the current estimated cost at \$296,100.00. It was noted that COVID Funding could be used for Solid Waste related expenses and non-COVID related expenses for the STS building portion be paid from Parks & Recreation and Natural Resources Management (NRM) fund balances.

It was moved and seconded to approve moving forward in soliciting quotes for the Pay Station Construction/STS Work Garage Project, as presented. (Knutson, Okeson), carried.

4. It was moved and seconded to approve Resolution 09-20-1D, to hire a part-time Transfer Station Operator position through the normal hiring process, due to a resignation. (Knutson, Nelson), 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