

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, February 14, 2006 at 8:15 a.m.

LOCATION: Board Room, Courthouse Present: Commissioners: Knutson, Salminen, Nelson, Bristlin. Absent: Commissioner Mulari

Agenda

1. It was moved and seconded to approve the Agenda with the addition of approval of appointing Commissioner Knutson to the Natural Resources Committee (Knutson, Bristlin), carried.
2. It was moved and seconded to approve the Minutes of January 24, 2006 (Knutson, Salminen), carried.

Commissioners

1. Open Forum:
 - a. Clarence Suvanto. He asked about the recent article in the paper concerning a shared parking ramp with the City of Detroit Lakes. Clarence also noted the price was higher than first noted. Commissioner Bristlin reminded that the project has not been bid yet, so this may change. Other questions were concerning the 70-mile ATV Trail, the need for a 55 m.p.h. sign on Co. Hwy. 45, and a concern of where the snowmobiles would cross the road when the Highway 10 alignment is done. These concerns will be taken under advisement.
2. Reports & Correspondence:
 - Commissioner Nelson Reports:
 - a. Detroit Lakes Chamber Meeting: Committee is looking for direction for Ag Business, a large part of Minnesota business.
 - b. Zoning Ordinance Committee: Committee talked about having expiration dates on permits.
 - c. Sheriff's Committee Meeting: Sheriff is on the agenda later today.
 - Commissioner Bristlin Reports:
 - a. Parking Meeting with City of Detroit Lakes: This was a very good meeting; working with the City of Detroit Lakes is a win, win situation.
 - b. Environmental Services: Perham is looking at enlarging their incinerator.
 - Commissioner Knutson Reports:
 - a. Highway Committee Meeting: Talked about take home work vehicles.
 - b. Environmental Services: Fargo is planning on the use of bales in their landfill.
 - c. ATV Trail Committee: Maintenance and Enforcement were discussed.

3. Appointments:
 - a. It was moved and seconded to re-appoint Don Lefebvre to the WesMin Resource Conservation & Development (RC & D) (Salminen, Bristlin), carried.
 - b. It was moved and seconded to appoint Larry Knutson to the NRM Committee for 2006 and also included to re-appoint Keith Brekken to the NRM Committee (Bristlin, Salminen), carried.
4. The NACO Conference is in Chicago, Illinois, from August 4 – 8, 2006. Consensus of the Board was not to attend this year.
5. County Days at the Capitol attendance was discussed. The Consensus was to see if something could be set up as a day trip and possibly include the City of Detroit Lakes, Chamber Office, Townships or Department Heads.

NRM

1. It was moved and seconded to approve the Request for Bids – Tree Seedling Purchase for the production of 186,000 tree seedlings to be planted in the spring of 2006 (Salminen, Bristlin), carried.
2. It was moved and seconded to approve the Request for Bids – Tree Planting Labor for the planting of approximately 186,000 seedlings on seven sites (Salminen, Knutson), carried.
3. ATV Trail Committee Update. The meeting centered on Enforcement, Maintenance and Monitoring. The Committee has talked about having a Public Forum. Vice Chair, Nelson, asked to have the ATV Trail put on the Agenda of the next County Board Meeting for discussion.

Auditor

1. Keith Brekken, County Auditor, announced his intention not to run for office another term.
2. It was moved and seconded to approve to add the Ruffed Grouse Society to the list of Gambling Permits and to approve the following list of Gambling Permits (Salminen, Bristlin), carried.
 - 1) Cormorant Lions Club for operations at the Cormorant Community Center, 10929 County Hwy. #5, Pelican Rapids, MN 56672, Cormorant Twp. for raffle on May 13, 2006.

- 2) Cormorant Lions Club for operations at the Cormorant Community Center, 10929 County Hwy. #5, Pelican Rapids, MN 56672, Cormorant Twp. for raffle on September 29, 2006.
 - 3) Audubon Volunteer Fire Department for operations at the Tri-Lakes Roadhouse, 11740 County Road #5, Lake Park, MN 56554, Cormorant Twp. for full license (They have Pull Tabs and Bar Bingo).
 - 4) The Ruffed Grouse Society, Benay of the Lakes Chapter, for operations at Maplelag Resort, 30501 Maplelag Road, Callaway, MN 56521, Sugar Bush Twp. for Raffle on March 17, 2006.
3. It was moved and seconded to approve a New Annual Tobacco License for Daryl Moran, Sr., Chief Corner Store, 48548 Pow Wow, Highway, Ponsford, MN 56575 in Pine Point Twp. (new building). (Salminen, Bristlin), carried.

Finance Committee

1. It was moved and seconded to approve the Claims (Bristlin, Knutson), carried.
2. The County Sheriff requested to purchase the copy rights to a METH Video. It was moved and seconded to approve the purchase from TV3 for the cost of \$625. Becker County has the rights to duplicate, distribute or present the contents "TV3 Presents, METH" in any manner deemed appropriate (Bristlin, Knutson), carried.
3. Information was given on monitoring MCIT Insurance coverage on vehicles, and Tim has changed the procedure by adding an additional level of review.
4. County Attorney Travel Request. It was moved and seconded to approve the request for travel to Bismarck, ND to attend a Domestic Violence on April 10-12. Tuition is free, and meals, lodging and mileage will be covered through a grant administered by the Lakes Crisis Center (Bristlin, Salminen), carried.
5. Human Resources Travel Request. It was moved and seconded to approve the request to travel to New Port Beach, California to attend the National Public Employer Labor Relations Annual Conference on March 27 – 30, 2006. Nancy Grabanski, Director, Human Services, will cover the cost of airfare and meals outside of the registration fee and share a room with another HR Director (Salminen, Nelson), carried.
6. There was discussion of the County Auditor's Office audit of Petty Cash Checking Accounts.
7. Finance Committee Items.

- a. The Finance Committee Meeting of February 24 will be held at 1:30 p.m. instead of 8:30 a.m.
- b. Ryan Tangen submitted a list of designated depositories and/or investment brokers for funds of Becker County during 2006.

Bremer Bank	Detroit Lakes, MN
Wells Fargo	Detroit Lakes, MN
American National	Detroit Lakes, MN
Midwest Bank	Detroit Lakes, MN
State Bank of LP	Lake Park, MN
United Community Bank	Frazee, MN
Ed Jones	Detroit Lakes, MN
Gilford Securities	Irvine, CA
MileStone Financial Services	Oakland, CA
Morgan Keegan	Birmingham, AL
Wachovia Securities	Minneapolis, MN
Multi-Bank Securities	Pleasant Ridge, MI
- c. It was moved and seconded to approve the changes in the County Travel and General Expenses Reimbursement Policy (Knutson, Bristlin), carried.
Application and Administration: Deleted: Director.
Travel Authorization Guidelines: Deleted: that
Lodging, Meals, and Incidentals: Deleted: at actual cost if below maximum allowable reimbursement.
Travel Away from Community: Changed Maximum reimbursement for meals including tax and gratuity in 11 Metro Areas (added four Counties to the seven “Metro County Area” (Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne, Washington and Wright.: Now Breakfast: \$7; Lunch \$9; and Dinner \$15. Metro County Areas: Breakfast \$10; Lunch \$13; and Dinner \$19. Also, changed the Becker County Policy for Using Personal Vehicles for County Business; see attached. Out of state travel maximum of \$50 with receipts.
- d. The December Cash Comparison and Investment Summary were presented.
- e. Fleet Vehicle Purchase was discussed for the purchase of (3) county owned vehicles. Types of vehicles were discussed and sent this item back to Finance.
8. Human Services Personnel Request – Finance recommended continuing process.
9. It was moved and seconded to approve the IT request to update the GIS Software at the cost not to exceed \$5,000 (Salminen, Bristlin), carried.
10. Highway request for a Tandem Truck Purchase and Annual Temporary Seasonal Employee Request was recommended to approve.

11. Year-End 2005 Analysis: Review was completed. Special attention was given to any individual line item over or under the budgeted amount by 10% or greater.

12. Parking for Courthouse Addition: Short discussion was held as to the options.

Assessor

1. It was moved and seconded to approve the following Abatements as recommended by the County Assessor (Salminen, Bristlin), carried.

Parcel #	Tax District	Request	Amount
R13.0227.001	Green Valley	Double Assessment – 2005	\$ 74 Approved
R13.0227.001	Green Valley	Double Assessment – 2004	\$ 74 Approved
M19.8614.000	Lake View	Travel Trailer Assessment	\$146 Denied

2. Steve Skoog gave an update on recent Tax Court decisions.
3. Brian C. Berg relayed a compliment to Steve Skoog from Board Chair, Mulari; ref: his quick and near completion assessment of the 58 parcels in question of relative assessing relatives.

Human Services

1. It was moved and seconded to approve additions to the Human Services Agenda (Salminen, Bristlin), carried.
 - a. Administration Secretary Vacancy
 - b. WIC Coordinator Position
 - c. Part-time PHN Vacancy
 - d. National Transit Conference
2. Matt gave an update on the Deficit Reduction Act.
3. An article on White Earth Child Support was discussed, and an update will be provided in the future.
4. It was moved and seconded to approve any Commissioner's attendance at the Lakeland Mental Health Annual Meeting on February 27, at 11:00 a.m., Bigwood Event Center, Fergus Falls (Bristlin, Salminen), carried.
5. Personnel Request. It was moved and seconded to approve to test for the Administrative Secretary vacancy. When the new director is chosen, they could take part in the selection of this position. (Salminen, Bristlin), carried.
6. It was moved and seconded to accept the Family Services, Adult Services and Probation Placement Reports (Salminen, Bristlin), carried.

7. It was moved and seconded to approve to pass Resolution No. 02-06-1J, to refill the WIC Coordinator position, vacated by a resignation, from the Merit System Pool List and to refill the part-time PHN Vacancy for Child and Teen Checkup Clinics. (Salminen, Bristlin), carried.
8. It was moved and seconded to approve the Human Services Claims (Salminen, Bristlin), carried.
9. It was moved and seconded to approve the agreement between Human Services and Minnesota Department of Health to access Birth Data (Salminen, Bristlin), carried.
10. It was moved and seconded to approve the agreement between Becker County and the county school districts working with early intervention (Salminen, Knutson), carried.
11. It was moved and seconded to approve the Community Health Claims (Salminen, Bristlin), carried.
12. It was moved and seconded to approve the attendance at the Transit Conference, June 3 – 8, 2006, Orlando, Florida by Rusty Haskins, Transit Supervisor, attendance approved only upon grant approval and not to exceed grant amount (Salminen, Knutson), carried.
13. It was moved and seconded to approve the Transit Claims (Knutson, Bristlin), carried.

Highway

1. It was moved and seconded to pass Resolution No. 02-06-1A, approving the purchase of a Tandem Truck with Plow Equipment at the cost of \$149,900 from the state contract bid (Bristlin, Knutson), carried.
2. It was moved and seconded to pass Resolution No. 02-06-1B, authorizing the County Engineer to advertise and hire temporary seasonal employees as follows (Bristlin, Knutson), carried.
 - 3 long term seasonal employees with a maximum six month term: two for maintenance, and one for construction; and
 - 4 short term seasonal employees with a maximum three month term: one being an auto body student from NCTC; one for maintenance and two for construction.
3. It was moved and seconded to pass Resolution No. 02-06-1C, resolving that the Commissioner of Transportation is hereby requested to approve this advance for financing approved County State Aid Highway Project(s) of Becker County in an amount up to \$276,243.74 in accordance with MN Rules 8820.1500, Subp. 9. (Knutson, Bristlin), carried.

4. It was moved and seconded to pass Resolution No. 02-06-1D, Project Acceptance for Project SAP 03-637-16, accepting said completed project for and on behalf of Becker County and authorize final payment in the amount of \$37,118.32 (Bristlin, Salminen), carried.
5. It was moved and seconded to pass Resolution No. 02-06-1H, Project Acceptance for Project SAP 03-639-07; 03-640-06; 03-640-07;03-649-03; 56-670-04; 56-675-30 (Ottetail County Coop Projects) resolving that the Becker County Board accepts said completed projects for and on behalf of Becker County and authorizes final payment in the amount of \$70,832.01 (Bristlin, Knutson), carried.

Becker County Taxpayers Association

Lester Ristinen, Becker County Taxpayers Association, discussed two resolutions that were passed at a recent Taxpayers Association Meeting.

- 1) That the commissioners hire an independent assessor from outside the county to assess the parcels in question and that said assessor do so with clean, blank field cards and at county expense; and
- 2) That the commissioners add to the aforesaid 58 parcels additional questionable parcels in Spruce Grove Township.

After discussion, Commissioner Salminen and Nelson said the Assessor's Office has almost completed the assessments by using other county assessors. The Board thanked Lester for coming to the Board Meeting.

Human Resources

1. It was moved and seconded to accept and ratify the tentative agreement for the Human Services, Dispatch and Courthouse Teamsters units and to authorize the Board Chair to sign all union contracts including those previously ratified (Salminen, Bristlin), carried.

Planning & Zoning

1. It was moved and seconded to add the permits for Festivals 2006, P.A.C.E's Inc., to the Agenda (Knutson, Nelson), carried.
2. It was moved and seconded to pass Resolution No. PZ 02-06-1G, adopting release of the Aggregate Industries "Rollag" final Environmental Impact Statement (FEIS) resolving that the Becker County Board accepts the FEIS for distribution for public review/comment on the adequacy of the document; and authorizes release of a "Notice of Availability" for the Final EIS, for publication in the EQB *Monitor* and through local press releases (Bristlin, Salminen), carried.

3. It was moved and seconded to form a review committee to study the Festivals 2006, F.A.C.E.'s, Inc. application (Bristlin, Knutson). The motion was withdrawn. It was agreed Patty would review problems of last years concerts with effected department heads and F.A.C.E., Inc. personnel; then communicate with Commissioners, Knutson and Salminen.
4. Appointments to the Ordinance Review Committee were discussed.

There being no further business, the meeting was adjourned.

/s/ Brian C. Berg
Brian C. Berg
County Administrator

/s/ Karen Mulari
Karen Mulari
Board Chair