

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, March 13, 2012 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. a. Meeting presided over by Board Chair Knutson. All Commissioners in attendance; Auditor-Treasurer and Clerk, Ryan Tangen; and Minute Taker, Cindy Courneya.
b. Pledge of Allegiance.
2. The Agenda was approved with the following change: under Commissioners: Add Number 4: Discussion on Buffalo-Red River Watershed District. (Okeson, Schram), carried.
3. It was moved and seconded to approve the minutes of February 28, 2012, with the requested changes. (Schram, Skarie), carried.

Commissioners

1. Open Forum: No one was present.
2. Reports and Correspondence:
 - a. Commissioner Schram:
 - i. Reported on the following meetings: Becker County Council on Aging, Heartland Multi-Purpose Recreational Trail, Highway Committee, Recreational Advisory Committee (RAC), and also reported about his attendance at the Interactive TeleVideo (ITV) Conference on Aquatic Invasive Species and the White Earth State of the Nation Address.
 - b. Commissioner Nelson:
 - i. Reported on the following meetings: Economic Development/Housing Authority (EDA), Sunnyside, Information Technology, and Human Services Committee. He also reported on the consideration of bike trails in Lake Park during the upcoming road construction.
 - c. Commissioner Skarie:
 - i. Reported on the following meetings: Sunnyside, Human Services Committee, Historical Society, and Environmental Affairs Committee.
 - d. Commissioner Okeson:
 - i. Reported on the following meetings: Heartland Multi-Purpose Recreational Trail, Safety Committee, Highway Committee, Economic Development/Housing Authority (EDA), Coop Radio meeting, and also reported about his attendance at the Interactive TeleVideo (ITV) Conference on Aquatic Invasive Species and the White Earth State of the Nation Address.

e. Commissioner Knutson:

- i. Reported on the following meetings: Environmental Affairs Committee, and the Recreational Advisory Committee (RAC). Also reported on meetings with Dick Goodmanson, Safety Director, and Commissioner Okeson in regards to AED's (Automated External Defibrillators) and with the City of Detroit Lakes on re-districting and following up on the possibility of sharing of facilities and services. Board Chair Knutson also read a letter received from State Representative Kurt Zellers, Speaker of the House, in response to the recent letter sent to key legislators from the commissioners, to request continued support of the Heartland Trail Project.

3. Appointments:

- a. It was moved and seconded to re-appoint Jim Brufloodt to the Board of Adjustments. (Knutson, Okeson), carried.
- b. Commissioner Nelson reported that Dan Aune has resigned from the Sunnyside Care Center Board and Economic Development/Housing Authority (EDA) Board. A letter of appreciation for his years of service will be sent.

4. Petition to Enlarge Buffalo-Red River Watershed District: Ryan Tangen presented:

Discussion was held in reference to a petition to enlarge the size of the Buffalo-Red River Watershed District and to increase the board from five to seven managers, with Wilkin County receiving two representatives and Otter Tail County receiving one representative as part of the enlargement. Mr. Tangen was asking for the commissioner's input on whether Becker County should request additional representation. Currently, Commissioner Nelson is on the advisory board for the Buffalo-Red River Watershed District. Commissioner Nelson noted that the time has passed to request, but felt that Becker County's size, in comparison to the other counties, would not allow for additional representation.

Auditor-Treasurer: Ryan Tangen presented:

1. Mr. Tangen presented Resolution 03-12-1C to approve the Gambling Application for Exempt Permit to conduct a raffle for the Height of Land Sportsmen's Club. It was moved and seconded to approve Resolution 03-12-1C, to approve the Gambling Application for Exempt Permit to conduct a raffle for the Height of Land Sportsmen's Club on May 5, 2012, at the Height of Land Sportsmen's Club, 20985 E. Height of Land Drive, Detroit Lakes, MN 56501, in Height of Land Township. (Okeson, Skarie), carried.

Finance Committee Minutes: Auditor-Treasurer, Ryan Tangen presented:

1. It was moved and seconded to approve the regular claims, over 90-day claims, and Auditor's Warrants:
 - a. Over 90-Day Claims:
 - i. Nereson Automotive in the amount of \$12.68 due to missing invoice.
 - ii. Office of Enterprise Technology in the amount of \$900.00 due to missing invoice.

- iii. West Central Regional Juvenile Center in the amount of \$42,145.84 due to missing invoice.
 - iv. Lawson Products in the amount of \$320.04 due to lack of invoice from vendor.
 - v. Detroit Lakes Newspaper in the amount of \$199.00 due to research time.
- b. Auditor's Warrants: (Tuesday Bills):
- i. 02/29/12 in the amount of \$32,016.51
 - ii. 03/07/12 in the amount of \$12,528.41
- (Skarie, Nelson), carried.
- 2. It was recommended to approve when presented the Human Services Claims.
 - 3. It was recommended to continue discussion at the board meeting in reference to Resolution 03-12-1B, to authorize to fill a recent vacancy for a Transportation Technician 3 position to a Transportation Technician position, due to adding more duties under GIS, back up plow truck driver and bridge inspection.
 - 4. It was moved and seconded to forward the payment of GIA Pass through Funds to the snowmobile clubs in the future, by Auditor's Warrant. (Skarie, Okeson), carried.
 - 5. It was recommended to approve when presented, Resolution 03-12-1A, to authorize to hire one (1) additional child protection worker.
 - 6. It was moved and seconded to approve the purchase of nine (9) computers and two (2) laptops, at a cost of \$7,890, plus tax. (Schram, Skarie), carried.
 - 7. It was moved and seconded to approve the out-of-state travel request for Lauri Brooke to assist with the Reintegration of Troops in April at Fort Dix, New Jersey, with the cost covered by the Minnesota Department of Veteran Affairs. (Schram, Okeson), carried.

Highway: Brad Wentz presented:

- 1. Brad Wentz provided a Personnel Request to fill a recent vacancy of a Technician 3 position with a Transportation Technician position. With added duties, certification and training requirements, and for consistency, there is a need to change the position to a Transportation Technician. It was moved and seconded to approve Resolution 03-12-1B, to authorize to hire one (1) full-time Transportation Technician. (Knutson, Schram), carried.
- 2. Brad Wentz provided a construction update.

Re-districting: Ryan Tangen presented:

- 1. Ryan Tangen announced that the public hearing on re-districting is now scheduled for April 5, 2012 at 7:00 p.m., in the First Floor meeting room of the courthouse and it has been advertised and posted on the county website, along with maps of the current and proposed districts. Mr. Tangen requested discussion and the commissioner's input on setting length of terms, noting that the City would be meeting tonight for their first reading to solidify their re-districting plans. Commissioner Okeson noted that he has spoken with a city council member, who has requested the commissioner's have further discussion on the options before the City meets tonight, as there is a possibility of a change within the City's redistricting plan that could affect the County's plan. Mr. Tangen noted there would

be one more regularly scheduled board meeting before the April 5th hearing. It was the consensus of the board to continue further discussion on terms at the next board meeting on March 27, 2012.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve the renewal of the Family Resource Center Agreement Addendum for Independent Living Skills Training, at a rate of \$50.00 per hour, not to exceed \$9,300. (Skarie, Nelson), carried.
2. It was moved and seconded to approve Resolution 03-12-1A, to authorize to hire one (1) additional child protection worker, due to an increase in case assessments and investigations. (Nelson, Schram), carried.
3. It was moved and seconded to approve the claims for Human Services, Community Health, and Transit. (Nelson, Skarie), carried.
4. Nancy Nelson provided a presentation on the 2010 Human Services Cost Report, issued annually by the Department of Human Services. This report provides cost and revenue sources for all human service programs and per capita comparison of expenditures across counties. Revenues from income support programs, health care programs and state mandated social service programs brought in a combined total of over 83.5 million into the County. It was noted that out of the total Human Services Cost per Capita, Becker County ranked 72 out of 84 to other counties, with Becker County's portion of per capita cost at \$141 in 2010, down from 2008 and 2009.

Management Team Update: Ryan Tangen presented:

1. The caseload for Child in Need of Protection Services (CHIPS) cases, from federal and county levels, have risen dramatically and Mr. Tangen noted that he is consulting with the county attorney on attaining a third contract for legal representation and will bring this back to the board for consideration at a future date.
2. Ryan Tangen noted that he has had discussion with Information Technology on the use of iPads within the county, which would be helpful in many aspects with a potential cost-saving as well. This would not be for county-wide usage and a policy would need to be implemented before moving forward.
3. Reference was made to positions currently open in the Highway Department, Assessor's Office, Human Services, and the County Administration Office.
4. Commissioner Nelson thanked Ryan Tangen, the Management Team, and the other department heads for all of their efforts this past year, recognizing their hard work ethic and willingness to go above and beyond.

The commissioners discussed establishing the date and interview process for the County Administrator position, noting that three (3) candidates have been invited. It was noted that Cass County Administrator, Robert Yochum, will be present to assist with the interview process. Discussion was held in reference to a candidate's request for an interview using Skype. It was agreed to concur with the Interview Committee, to request an in person interview for the second interview and to not allow the use of Skype. The Board also requested a list of questions be provided to them prior to the interviews. It was moved and seconded to approve

the date of March 28, 2012, for the County Administrator interviews, beginning at 9:00 a.m., in the Board Room of the courthouse, reserving one (1) hour per candidate with 10 minute intervals in between, a designated time for a social meeting with the department heads, and time for discussion following the interviews, and to post the agenda. (Schram, Okeson), carried.

It was noted that the Township Officer meeting is scheduled for Tuesday, March 20, 2012 at 7:15 p.m., at Minnesota State Community and Technical College (M-State), in Room C101, Detroit Lakes.

It was moved and seconded to adjourn the meeting. (Skarie, Schram), carried.

The meeting was adjourned.

/s/ Ryan Tangen
 Ryan Tangen
 Auditor-Treasurer/Clerk

/s/ Larry Knutson
 Larry Knutson
 Board Chair