

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, April 10, 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, Amy Settergren.
b. Pledge of Allegiance.
2. The Agenda was approved with the following changes: under Auditor-Treasurer: add Number 3: Discussion on the Capital Improvement Plan Public Hearing; under Commissioners: under Appointments: add District 4 Planning and Zoning Appointment (Okeson, Schram), carried.
3. It was moved and seconded to approve the minutes of March 27, 2012, with the requested changes. (Nelson, Schram) carried.

Commissioners:

1. Open Forum:
 - a. Willis Mattison spoke in reference to the County Administrator vacancy. He asked that the Commissioners take some time and open the position back up for more applicants.
 - b. Ruth Bergquist spoke in reference to the County Administrator vacancy. She stated she believed it should be re-opened to get more candidates.
2. Reports and Correspondence:
 - a. Commissioner Skarie:
 - i. Reported on the following meetings: Spring Becker County Township Officer's Meeting, Zoning Ordinance Review Committee, Recycling/Township Meeting, and Human Services Committee.
 - b. Commissioner Okeson:
 - i. Reported on the following meetings: Human Services Transit Advisory Committee, Safety Committee, Detroit Lakes/Becker County Airport Committee, Highway Committee, and Becker County Redesign Committee.
 - c. Commissioner Knutson:
 - i. Reported on the following meetings: Recycling/Township Meeting, Becker County Redesign Committee, Recreational Advisory Committee (RAC), and Mahube.

- d. Commissioner Schram:
 - i. Reported on the following meetings: Highway Committee, Becker Seniors Committee, Mahube, Recreational Advisory Committee (RAC), AIS Coordinator Proposal Review Committee and MNUSA Snowmobile.
 - e. Commissioner Nelson:
 - i. Reported on the following meetings: Human Service Committee, Extension Committee, and Detroit Lakes/Becker County Airport Committee, and Sunnyside Care Center update.
3. Appointments:
 - a. It was moved and seconded to appoint Mary Seaworth to the Planning and Zoning Commission representing District 4. (Skarie, Nelson), carried
 4. Discussion was held in reference to the invitation to attend the COLA meeting on April 12, 2012; Commissioner Schram will be in attendance.
 5. Discussion was held in reference to the invitation to attend Drake Residential Treatment Center's Annual Advisory Board Meeting on April 26, 2012; Commissioners Schram, Skarie, and Okeson will be in attendance.
 6. County Administrator Position
 - a. Discussion was held in regards to the 2 candidates; Commissioner Nelson said we had 2 qualified candidates; however, he spoke highly of Mr. Tangen and recommended to offer the position to Mr. Tangen. Other Commissioner discussion centered around the issue of having a low number of applicants in the process.
 - b. It was moved and seconded to reopen the County Administrator position. (Schram, Skarie), carried. Roll call vote was taken: Nelson – nay; Skarie – yea; Schram – yea; Knutson – yea; Okeson – nay.

Auditor-Treasurer: Licenses and Permits: Ryan Tangen presented:

1. It was moved and seconded to approve the Seven Sisters Spirits, LLC Tobacco License. (Okeson, Schram), carried.
2. A motion was made by Commissioner Schram to approve Resolution #04-12-1D, however the motion was withdrawn as the matter would be discussed later in the meeting.
3. It was moved and seconded to approve the April 24, 2012 Capital Improvement Plan Public Hearing. (Okeson, Skarie), carried.

Finance Committee Minutes: Ryan Tangen presented:

1. It was moved and seconded to approve the regular claims, over 90 day claims and Auditor's Warrants:

- a. Auditor's Warrants (Tuesday Bills):
 - i. 03/27/12 in the amount of \$176,206.57
 - ii. 4/03/12 in the amount of \$30,372.04
 (Skarie, Schram), carried.
2. It was recommended to approve when presented the Human Services Claims.
3. It was recommended to approve when presented Resolution 04-12-1G to authorize the agreement with the State of Minnesota to apply for the 2012 Federal Boating Safety Supplement Agreement.
4. It was recommended to approve when presented spending \$12,000.00 to complete a recreational needs study to assist with the Recreational Plan.
5. It was recommended to approve when presented the agreement with Solutions Behavioral Health to provide medication education, management and consultation.
6. It was recommended to approve when presented the agreement with MNDOT to purchase a transit bus.
7. It was recommended to approve when presented Resolution 04-12-1B authorizing the filling of a full-time vacancy in the Financial Eligibility Specialist position.
8. It was recommended to approve when presented Resolution 04-12-1E authorizing the Highway Department to accept the low bid of SAP 003-613-010 etc. from Knife River.
9. It was recommended to approve when presented Resolution 04-12-1F authorizing the Highway Department to accept the low quote from Projects Unlimited for blading area 8.
10. It was moved and seconded to approve the purchase of office furniture for the relocation of the Workshop office to the rear of the building to accommodate Extension at an estimated cost of \$950. (Okeson, Schram), carried.
11. It was moved and seconded to approve Resolution 04-12-1D authorizing the filling of two part-time Auditor-Treasurer Cashier positions. (Skarie, Schram), carried.
12. Set Capital Improvement Plan Public Hearing for April 24,2012.
13. It was moved and seconded to approve the Credit Policy. (Schram, Okeson), carried.

Assessor : Steve Skoog Presented:

1. It was moved and seconded to approve the abatements for:
 - a. PIN#03.0356.001 in Builington Township for the amount of (\$12.00)
 - b. PIN#03.0352.003 in Builington Township for the amount of \$58.00)
 - c. PIN#06.0223.000 in Cormorant Township for the amount of (\$308.00)
 - d. PIN#08.0480.000 in Detroit Township for the amount of (\$118.00)
 - e. PIN#08.1047.000 in Detroit Township for the amount of (\$176.00)
 - f. PIN#10.0443.003 in Erie Township for the amount of (\$1,050.00)
 - g. PIN#10.0443.005 in Erie Township for the amount of (\$114.00)
 - h. PIN#17.0049.000 in Lake Eunice Township for the amount of \$74.00
 - i. PIN#17.0049.000 in Lake Eunice Township for the amount of \$82.00
 - j. PIN#18.0213.000 in the city of Lake Park for the amount of (\$80.00)
 - k. PIN#18.0219.000 in the city of Lake Park for the amount of (\$330.00)
 - l. PIN#18.0212.000 in the city of Lake Park for the amount of (\$44.00)
 - m. PIN#18.0216.000 in the city of Lake Park for the amount of (\$340.00)
 - n. PIN#06.0052.000 in Cormorant Township for the amount of (\$176.00)

- o. PIN#06.0065.000 in Cormorant Township for the amount of (\$2.00)
- p. PIN#19.0004.000 in Lake View Township for the amount of \$126.00
- q. PIN#19.0004.000 in Lake View Township for the amount of \$130.00
- r. PIN#19.0714.000 in Lake View Township for the amount of (\$170.00)
- s. PIN#24.0155.000 in Richwood Township for the amount of (\$704.00)
- t. PIN#26.0062.000 in Runeberg Township for the amount of (\$182.00)
- u. PIN#26.0062.000 in Runeberg Township for the amount of (\$178.00)
- v. PIN#26.0062.000 in Runeberg Township for the amount of (\$194.00)
- w. PIN#47.0050.001 in the city of Audubon for the amount of (\$434.00)
- x. PIN#49.0053.154 in the city of Detroit Lakes in the amount of \$38.00
- y. PIN#49.0901.000 in the city of Detroit Lakes in the amount of (\$256.00)
- z. PIN#49.7002.012 in the city of Detroit Lakes in the amount of \$7,480.00
- aa. PIN#51.0126.000 in the city of Lake Park in the amount of (\$180.00)
(Schram, Skarie), carried.

Sheriff: Tim Gordon presented:

1. It was moved and seconded to approve Resolution #04-12-1G to apply for the 2012 Federal Boating Safety Supplement Agreement in the amount of \$7,625.00. (Okeson, Schram), carried.

Natural Resource Management (NRM) / Parks and Recreation: Martin Wiley

1. Martin Wiley gave a presentation on the current status of the Becker County timber program and what may come in the future.
2. It was moved and seconded to approve the County proceed to commit up to \$12,000 with the potential for matching funds to complete a Needs Assessment Survey with NDSU. (Skarie, Okeson), carried.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to add to the Human Services Agenda; number 4 Extension Discussion. (Nelson, Skarie), carried.
2. It was moved and seconded to approve the renewal of Nick and Vinh Mae Family Adult Foster Home (Waiver), the renewal of Sjostrom Homes, Inc (Sheltered Workshop) agreement, the Solutions Behavioral Health/Community Health agreement and the Transit Vehicle Grant Contract. (Okeson, Schram), carried.
3. It was moved and seconded to approve Resolution #04-12-1B authorizing the Human Services Department to hire a full-time Financial Worker. (Schram, Skarie), carried.
4. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit. (Skarie, Okeson), carried.
5. Discussion was held in reference to the Extension Office move. Extension Office is scheduled to move in May; Human Services is in need for additional space in order to start a new scanning project; a meeting will be setup with Deb Zak to discuss options available.

Highway: Brad Wentz presented:

1. It was moved and seconded to approve Resolution #04-12-1E authorizing the Highway Department to accept the low bid of SAP 003-613-010 etc. from Knife River. (Okeson, Schram), carried.
2. It was moved and seconded to approve Resolution #04-12-1F authorizing the Highway Department to accept the low quote from Projects Unlimited for blading area 8, and the second lowest quote for Area 6 from Hendricks Road Maintenance based on contractor availability and equipment. (Okeson, Schram), carried.

Aquatic Invasive Species (AIS) Coordinator Introductions: Ryan Tangen presented:

1. Ryan Tangen introduced Moriya Rufer as the lead for the AIS Coordinator contract with RMB Labs. Discussion was held in regards to the expectations of this position.
2. It was moved and seconded to approve the County incur 50% of the cost of a bus to transport AIS Training Volunteers to a training in Fergus Falls, up to \$750.00. (Nelson, Schram), carried.

Redistricting: Ryan Tangen presented:

1. It was moved and seconded to approve Resolution #04-12-1A authorizing the redistricting of the County of Becker, following town, municipal, ward, city district, or precinct lines as reestablished in April 2012, and reestablishes the length of terms as follows:
 - District 1- Carsonville Township, Eagle View Township, Evergreen Township, Forest Township, Green Valley Township, Height of Land Township, Osage Township, Pine Point Township, Round Lake Township, Runeberg Township, Savannah Township, Silverleaf Township, Shell Lake Township, Spruce Grove Township, Sugar Bush Township, Toad Lake Township, Two Inlets Township, Wolf Lake Township, City of Wolf Lake (2-year term, 2012 Election)
 - District 2- Detroit Township, Precinct 3; City of Detroit Lakes Ward 2, City of Detroit Lakes Ward 3, (2-year term, 2012 Election)
 - District 3- Burlington Township, Erie Township, Holmesville Township, Lake View Township, City of Frazee (4-year term, 2012 Election)
 - District 4- Audubon Township, Detroit Township, Precinct 1 and Precinct 2; Richwood Township, City of Audubon, City of Detroit Lakes, Ward 1 (4-year term, 2012 Election)
 - District 5-Atlanta Township, Callaway Township, Cormorant Township, Cuba Township, Hamden Township, Lake Eunice Township, Lake Park Township, Maple Grove Township, Riceville Township, Spring Creek Township, Walworth Township, White Earth Township, City of Callaway, City of Lake Park, City of Ogema, (4-year term, 2012 Election)(Skarie, Schram), carried.

Management Team Update: Ryan Tangen presented:

1. Ryan Tangen thanked the Board Chair and Members for giving him the opportunity to apply for the position of Becker County Administrator; in addition, he explained that due to time constraints with the Auditor-Treasurers position, including elections, he would need to resign his duties as the lead person of the Management Team.

County Administrator Position Revisited:

1. It was moved and seconded to authorize the current committee to hire an outside firm to assist in the application process for the County Administrator position. (Nelson, Okeson), carried.

The meeting was adjourned.

/s/ Ryan Tangen

Ryan Tangen
Auditor-Treasurer/Clerk

/s/ Larry Knutson

Larry Knutson
Board Chair