

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, May 22, 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, Ryan Tangen, and Minute Taker, Cindy Courneya.
- b. Pledge of Allegiance.
2. The Agenda was approved with the following changes: remove: Natural Resource Management: Number 1: Request to Solicit Quotes for Site Preparation and Bud Capping. (Okeson, Schram), carried.
3. It was moved and seconded to approve the minutes of May 8, 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: West Central/Land of the Dancing Sky Area Agency on Aging, Review Committee, Highway Committee, Sheriff's Committee, Wild Rice Watershed District Advisory Board, and Northwoods Trail Reapers Snowmobile Club.
 - b. Commissioner Nelson:
 - i. Reported on the following meetings: Buffalo-Red River Watershed District Advisory Board, Natural Resources Committee, Regional Extension Director Search Committee, Economic Development/Housing Authority, Sunnyside, and Lake Agassiz Regional Library.
 - c. Commissioner Skarie:
 - i. Reported on the following meetings: West Central Initiative, Lakeland Mental Health, County Administrator Search Committee, Assessor's Search Committee, Development Achievement Center, Becker County Fair Board, and Environmental Affairs Committee.
 - d. Commissioner Okeson:
 - i. Reported on the following meetings: Northwest Regional Radio Board, Economic Development/Housing Authority, Highway Committee, Assessor Search Committee, Detroit Lakes/Becker County Airport Committee, Pelican River Watershed District Advisory Board, Timber Sale, and met together with Transit, MnDOT, White Earth and Mahnomen.

- e. Commissioner Knutson:
 - i. Reported on the following meetings: Environmental Affairs Committee, Natural Resources Committee, Sheriff's Committee, and County Administrator Search Committee.
- 3. Appointments:
 - a. Mr. Tangen reported that an appointment to the Buffalo-Red River Watershed District will need to be done at the Board meeting on July 24, 2012, with the position advertised July 8, 2012.
 - b. Commissioner Nelson noted that an appointment is needed for the Sunnyside Board at large position. Board consensus was to advertise the position through the Sunnyside Board.
 - c. It was moved and seconded to appoint Steven Carlson as the County Assessor, contingent upon the approval from the Department of Revenue, with a potential start date of mid-June. (Skarie, Schram), carried.
- 4. It was moved and seconded to approve the commissioners' attendance at the Association of Minnesota Counties (AMC) District IV meeting on Friday, June 8, 2012, at the Courtyard by Marriott, Moorhead, Minnesota, and with a per diem and mileage, as approved. (Nelson, Schram), carried.

Auditor-Treasurer: Ryan Tangen presented:

- 1. Licenses and Permits:
 - a. It was moved and seconded to approve the New On-Sale Liquor License for:
 - i. Brent R. Blake, J & B BBQ, LLC – Dickey's Barbecue Pit – Detroit Township. (Okeson, Schram), carried.

Finance Committee Minutes:

- 1. It was moved and seconded to approve the Regular Claims, Over-90 Day Claims, and Auditor's Warrants (Tuesday Bills):
 - a. Over 90-Day Claims:
 - i. Donald Ackerman in the amount of \$175.00 due to missing address.
 - ii. Business Essentials in the amount of \$2.46 due to missing invoice.
 - iii. DL Ford Chrysler in the amount of \$96.52 (two invoices) due to waiting for credit.
 - iv. Les Electric in the amount of \$3,450.00 due to working out discrepancy.
 - v. MN Department of Public Safety in the amount of \$25.00 due to missing invoice.
 - vi. Telvent Dtn, Inc. in the amount of \$509.24 due to invoice sent to wrong address.
 - vii. Titan Machinery in the amount of \$46,770.00 due to equipment verification.
 - b. Auditor's Warrants: (Tuesday Bills):
 - i. 05/09/12 in the amount of \$40,024.70
 - ii. 05/16/12 in the amount of \$33,648.86
- (Skarie, Okeson), carried.

2. It was recommended to approve when presented the Human Services Claims.
3. It was recommended to approve when presented, Resolution 05-12-2A, to accept the low bid of \$829,669.39 from Rierson Construction, for Highway Project S.A.P. 003-749-001.
4. It was recommended to approve when presented, Resolution 05-12-2B, to authorize the purchase of Mototrbo radios for the highway equipment, at an estimated cost of \$56,985. The actual cost will be \$22,000 after the sale of the existing radios for approximately \$35,000.
5. It was recommended to approve when presented, the renewal of an agreement with Detroit Lakes Public School District #22, for use of the school facilities and equipment, by Community Health, in an emergency situation, and at no cost.
6. It was moved and seconded to approve the request to solicit quotes for site preparation of approximately 130 acres this summer, for tree planting in the spring of 2013. (Nelson, Skarie), carried.
7. It was moved and seconded to approve the request to solicit quotes for bud capping. (Schram, Nelson), carried.
8. It was moved and seconded to purchase three (3) Mototrbo radios for the Natural Resource Management (NRM) Department, in conjunction with the Highway order, at an estimated cost of just over \$3,000 and with funding through NRM. (Okeson, Schram), carried.
9. It was moved and seconded to approve the request to apply for a Farmer's Market Grant to provide \$12,500 for the development and advertisement of farmer's markets county-wide, and to authorize Guy Fischer to sign the grant application. (Skarie, Okeson), carried.
10. A preliminary discussion on the 2013 budget was held, with a request to the Commissioners for guidance on identifying a target levy. Commissioner Nelson noted the goal would be to keep it as low as possible and would be dependent on what the needs are.
11. It was moved and seconded to authorize Ryan Tangen to research options for arbitrage monitoring services, to expend up to \$7,000 for the service, and to sign the agreement. (Nelson, Skarie), carried.

Assessor: Ryan Tangen presented:

1. It was moved and seconded to approve the abatements for:
 - a. PIN #07.0164.000 in Cuba Township for the amount of \$176.00 due to an assessment error.
 - b. PIN #07.0164.000 in Cuba Township for the amount of \$214.00 due to an assessment error.
 - c. PIN #07.0164.000 in Cuba Township for the amount of \$220.00 due to an assessment error.
 - d. PIN #12.0188.000 in Forest Township for the amount of \$558.00 due to a homestead correction.(Schram, Skarie), carried.

Sheriff: Sheriff Tim Gordon and Jail Administrator, Randy Hodgson presented:

1. Sheriff Tim Gordon and Jail Administrator, Randy Hodgson, presented a review of the Jail Inspection conducted on March 30, 2012 by the Minnesota Department of Corrections. Becker County Jail received the highest rating possible and will continue to be at a two-year-interval for inspections due to receiving this rating.

Highway: Brad Wentz presented:

1. It was moved and seconded to approve Resolution 05-12-2A, to accept the low bid from Rierson Construction, Inc. of Bemidji, Minnesota for Project SAP 003-749-001 in the amount of \$829,669.39. (Okeson, Schram), carried. It was made known that the "common borrowing" of 90,000 yards for this project located north of Floyd Lake, may be purchased from Commissioner Skarie.
2. It was moved and seconded to approve Resolution 05-12-2B, to approve the purchase of Mototrbo Radios, Repeaters and Software, as outlined in the Capital Improvement Request. (Okeson, Schram), carried. Mr. Wentz noted a future additional cost between \$3,000 and \$5,000 for Mapping Software, not included in this request.
3. Commissioner Nelson would like to see stop signs installed with solar LED panels, especially at the T-intersections and for the process to begin this year. There was concern expressed for County Roads 6 and 11, with the recommendation for a review of this area. Board Chair Knutson requested that Brad Wentz begin the process by identifying the needs.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve the renewal of a five (5) year agreement with Detroit Lakes Public School District #22, for use of the school facilities and equipment, by Community Health, in an emergency situation, and at no cost. (Skarie, Schram), carried.
2. It was moved and seconded to accept the Human Services reports for Adult Services, Child and Family, Community Health, Financial, Mental/Chemical Dependency (MCD), and Transit. (Schram, Skarie), carried.
3. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit. (Skarie, Okeson), carried.
4. Ms. Nelson informed the Board that the contractors for the Electronic Data Management Services (EDMS) have begun scanning documents and training staff. The server is housed at Clay County and the process is going smoothly.
5. Ms. Nelson provided follow-up on the Board's request for further research on the Prescription Discount Card Program, ProAct, Inc.. In discussion with other counties already participating, from a client's standpoint, it has been beneficial. She noted that pharmacies do absorb some of the cost by accepting a lower payment, and therefore this would affect smaller, independent pharmacies the most.

West Central Initiative (WCI): Greg Wagner, Economic Development Planner, and Tom McSparron, Donor Services Officer presented:

1. Mr. Wagner provided an overview of the Comprehensive Economic Development Strategy Executive Summary and thanked the Board for their continued support.
2. Mr. McSparron presented an update on WCI's regional activities and the benefits of these activities to the communities that participate.
3. It was moved and seconded to approve Resolution 05-12-2C, to support the 2012 Update of the 2011-2016 Comprehensive Economic Development Strategy for west central Minnesota. (Schram, Skarie), carried.

Planning and Zoning: Debra Moltzen presented:

1. It was moved and seconded to concur with the Becker County Planning Commission (May 15, 2012), to approve the Conditional Use Permit (CUP) for Edna and Michael Szymanski, to construct and repair an existing retaining wall, located at 20079 Town and Country Estate Lane in Detroit Township, Big Floyd Lake, based on the fact that the application meets the criteria of the ordinance, and with an amendment to include a berm at the top of the walkway to divert water from running down the walkway. (Knutson, Okeson), carried.
2. The next informational Planning and Zoning meeting is scheduled for Thursday, June 14, 2012, at 8:00 a.m., in the Third Floor Meeting Room of the courthouse.

Management Team Update: Ryan Tangen presented:

1. Ryan Tangen provided an overview of the Administrative Management Team minutes and an update on items for discussion.

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

The meeting was adjourned. Lunch Bunch was held at Burnside's Char House and provided by Darlene Maneval.

/s/ Ryan Tangen
Ryan Tangen
Auditor-Treasurer

/s/ Larry Knutson
Larry Knutson
Board Chair