

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, June 12, 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; Board Clerk, Patty Swenson, and Minute Taker, Cindy Courneya.
b. Pledge of Allegiance.
2. The Agenda was approved with the following changes: under Commissioners: add: Number 4: Discussion on AMC Annual Conference and following Management Team Update, add: Sale of Bonds. (Okeson, Skarie), carried.
3. It was moved and seconded to approve the minutes of May 22, 2012, with the requested changes. (Schram, Okeson), carried.

Commissioners:

1. Open Forum:
 - a. Steve Green, Republican Party Endorsed Candidate for Minnesota State Representative, District 2B introduced himself to the Board and requested feedback from the commissioners on issues and concerns for Becker County. Board Chair Knutson noted taxes and the budget always being at the forefront, not unlike any other county. Commissioner Nelson voiced frustration in not allowing local government to be more involved; noting that as commissioners they work more directly with the constituents, and also referenced the considerable increase in cost to the counties for the requirement of an Office of the State Auditor audit versus contracting with a private independent firm. It was also reported that State mandates continue to be passed down to the Counties with funding not always following, putting more burden on the citizens of Becker County.
2. Reports and Correspondence:
 - a. Commissioner Nelson:
 - i. Reported on the following meetings: Association of Minnesota Counties (AMC) District IV Meeting, Becker County Extension Service, Sunnyside, and Lake Association meetings.
 - b. Commissioner Skarie:
 - i. Reported on the following meetings: Becker County Extension Service, Becker County Historical Society, Human Services Committee, Environmental Affairs Committee, and toured plant in Elk River with Environmental Services Director, Steve Skoog.

- c. Commissioner Okeson:
 - i. Reported on the following meetings: Heartland Multi-Purpose Recreational Trail, Transit, Highway Committee, Safety Committee, and Association of Minnesota Counties (AMC) District IV meeting.
 - d. Commissioner Knutson:
 - i. Reported on the following meetings: Environmental Affairs Committee, Mahube-OTWA Community Action Partnership, Recreational Advisory Committee (RAC), and Sheriff's Committee.
 - e. Commissioner Schram:
 - i. Reported on the following meetings: Recreational Advisory Committee (RAC), Becker County Council on Aging, Highway Committee, and Sheriff's Committee.
3. Appointments:
- a. Chair Knutson noted that there will be an appointment needed for the Recreational Advisory Committee (RAC) in the near future, due to a resignation.
4. Association of Minnesota Counties (AMC) Annual Conference:
- a. It was the consensus of the Board to move forward with reserving hotel rooms for the commissioners to attend the AMC Annual Conference in December in St. Cloud, and to register for the conference when registration is available.

Auditor-Treasurer: Ryan Tangen presented:

- 1. Licenses and Permits: There were none.

Finance Committee Minutes:

- 1. It was moved and seconded to approve the Regular Claims, Over-90 Day Claims, Auditor's Warrants (Tuesday Bills) and additional claim:
 - a. Over 90-Day Claims:
 - i. MedTox Diagnostics in the amount of \$103.80 due to wrong address on invoice.
 - b. Auditor's Warrants: (Tuesday Bills):
 - i. 05/24/12 in the amount of \$5,795,000.00
 - ii. 05/29/12 in the amount of \$178,760.96
 - iii. 06/15/12 in the amount of \$31,414.60
 - c. Additional Claim:
 - i. Jerry's Repair in the amount of \$1,717.68 for air conditioner repair on a Transit bus. (Nelson, Schram), carried.
- 2. It was recommended to approve when presented the Human Services Claims.
- 3. It was moved and seconded to accept the Cash Comparison and Investment Summaries for January 2012 through April 2012. (Nelson, Skarie), carried.

4. It was moved and seconded to approve to require at least two written quotes from different companies for projects and purchases up to \$100,000 and bids for any projects or purchases over \$100,000, congruent with Minnesota State Statute 471.345 (Okeson, Schram), carried.
5. It was moved and seconded to authorize the increase in the threshold for the Administrator to approve purchases up to \$1,000, with anything over \$1,000 requiring board approval, and to retain the current policy authorizing the department heads approve purchases up to \$500. (Nelson, Okeson), carried.
6. It was moved and seconded to approve the purchase of a used M100 Note Tabulator for the upcoming election, at a cost of \$4,345, plus tax and delivery fee, with no other comparable units being readily available and with funding from election grant funds. (Skarie, Nelson), carried.
7. Mr. Tangen noted that an agreement with Lindquist-Vennum for Arbitrage Monitoring Services was executed, at a cost of \$3,000.
8. Notification has been received that Becker County is required to have an Office of the State Auditor (OSA) audit for the next three years. The current cost for an audit with our private independent firm is \$32,000 per year. Our last audit completed by the OSA in 2004 was over \$70,000 and an estimate is not currently available. It was the consensus of the Board to adopt a resolution today to request reconsideration of this requirement and the resolution will be presented later in the meeting.
9. It was recommended to approve when presented Resolution 06-12-1D, to support the application for Business Development Capital Projects Grant Program funding for the construction of a material recovery facility.
10. It was moved and seconded to accept the low quote of \$102,720.00 from Central Specialities for Class 5 gravel and concrete crushing. (Okeson, Skarie), carried.
11. It was recommended to approve when presented Resolution 06-12-1A, to authorize filling a vacancy for the full-time jail programmer position and to authorize to backfill any positions vacated due to this hire.
12. It was recommended to approve when presented, the authorization to renew the process server three-year contract with Kevin Niemann.
13. It was recommended to approve when presented the addendum to White Earth Mental Health, outlining the payment process.
14. It was recommended to approve when presented the waiver vendor agreements with Keith Drewes, Campbell Plumbing, Inc., and ProvidaCare Medical Supply.
15. It was recommended to approve when presented, Resolution 06-12-1E, to authorize filling a vacancy for a Child Support Officer position.
16. Last October a transit bus struck the canopy at United Methodist Church and two quotes were received to repair the damage. Insurance is considering payment and no action is required at this time.
17. It was recommended to approve when presented Resolution 06-12-1C, to authorize participation in a Joint Powers Agreement for Highway Safety Lighting at various locations throughout the County.
18. Results for the CHIPS contract search were presented and it was recommended to appoint Timothy Dodd as the third contract holder. This will be discussed during the Management Team Update.
19. Discussion on Break Room equipment was also discussed.

Assessor: Steve Carlson and Janis Golkowski presented:

1. Steve Carlson, the newly appointed County Assessor, introduced himself and was welcomed by the Board.
2. It was moved and seconded to approve the abatements for:
 - a. PIN #06.0500.302 in Cormorant Township for the amount of \$138.00 due to a homestead error.
 - b. PIN #06.0946.000 in Cormorant Township for the amount of \$20.00 due to an assessment error.
 - c. PIN #16.0081.000 in Holmesville Township for the amount of \$64.00 due to an assessment error.(Nelson, Skarie), carried.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 06-12-1D, to support the application for the Business Development Capital Projects Grant Program funding, for the construction of a material recovery facility. (Schram, Okeson), carried.

Sheriff: Sheriff Tim Gordon presented:

1. It was moved and seconded to approve Resolution 06-12-1A, to hire a full-time Program Coordinator/Correctional Officer and to backfill any positions vacated due to this hire. (Schram, Skarie), carried.
2. In response to his request to Seaberg Power Sports, Sheriff Tim Gordon reported that we now have seasonal use of an All-Terrain Vehicle (ATV), owed by Bombardier and subletted by Seaberg Powers Sports, to be used for law enforcement purposes in the enforcement of the Parks and Recreational Ordinance. Replacement of the ATV will be on a rotating schedule.

County Attorney: Update on Tribal Law and Order Act: County Attorney, Mike Fritz presented:

1. County Attorney, Mike Fritz, provided a summary and update on the Tribal Law and Order Act, noting that at this time the White Earth Nation is the only reservation to request the Federal Government assume concurrent criminal jurisdiction over their territory.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to add Discussion on Prescription Discount Card Programs to the agenda. (Nelson, Schram), carried.
2. Discussion was held at the Association of Minnesota Counties (AMC) District IV meeting in Moorhead on June 8, 2012, in reference to Prescription Discount Card Programs. AMC endorses Coast to Coast, one of the Prescription Discount Card Programs available. This particular program actually generates money for AMC and the counties that support or endorse it. Ms. Nelson noted that it may be possible for a county to support more than

one of these programs and she will continue researching how it may affect the smaller, independent pharmacies.

3. It was moved and seconded to approve the three (3) year agreement with Kevin Niemann, Process Server for Title IV-D (child support) services. (Nelson, Skarie), carried.
4. It was moved and seconded to approve the White Earth Mental Health Addendum, outlining the payment process for culturally specific mental health services provided by White Earth Mental Health. (Skarie, Okeson), carried.
5. It was moved and seconded to approve the Waiver Vendor Agreements with Keith Drewes, Campbell Plumbing, Inc., and ProvidaCare Medical Supply. (Schram, Nelson), carried.
6. It was moved and seconded to approve Resolution 06-12-1E, to hire a full-time Child Support Officer. (Skarie, Schram), carried.
7. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit. (Okeson, Schram), carried.

Highway: Brian Shepard presented:

1. It was moved and seconded to approve Resolution 06-12-1C, to authorize and execute the Joint Powers Agreement for the Administration of Federal Highway Safety Improvement Project (HSIP) Grant No. S.P. 088-070-033, which will provide improvements in the form of overhead lighting at various locations throughout the County, as outlined in said resolution. (Okeson, Schram), carried.

Planning and Zoning: Lakeswind Pre-Construction Update:

1. Lee Glover, General Manager of Project Resources Corporation presented a pre-construction update on the Lakeswind Farm Project, with an anticipated start date of July 1, 2012. Only 2 of the 32 wind turbines will be in Becker County, the rest will be in Clay County with cabling joining into the Tamarac substation in Otter Tail County.

Economic Development/Housing Authority (EDA): Guy Fischer and Brian Shepard presented:

1. It was moved and seconded to approve Resolution 06-12-1B, to authorize the request for the Minnesota Department of Transportation to seek funding, resources, and options to increase gross weight limits to provide for cost-effective and safe transport of goods to market on state trunk highway 10. (Okeson, Nelson), carried.

Management/Administrative Team Update: Steve Skoog presented:

1. Steve Skoog provided a review of the Management/Administrative Team meeting minutes of June 6, 2012. He noted that the appointment of the third CHIPS contract to Timothy Dodd will be on the agenda for the next regularly scheduled Board meeting on June 26, 2012. It was also reported that the administrative team will compile a list of ideas and goals for the next two to three years and present this to the Board for consideration.

Request for Re-consideration of the Requirement for an Office of the State Auditor (OSA) audit for the Next Three Years: Resolution 06-12-1G: Ryan Tangen presented:

1. It was moved and seconded to approve Resolution 06-12-1G, with the requested modifications, to request reconsideration of the requirement for an OSA audit for the next three years, and to send a letter along with the resolution to the Office of the State Auditor and legislators. (Nelson, Schram), carried.

Sale and Issuance of General Obligation Capital Improvement Plan Bonds, Series 2012A: Carolyn Drewes, a representative from Ehlers and Associates, Inc. and Ryan Tangen presented:

1. It was moved and seconded to approve Resolution 06-12-1F, to authorize the Chair and Auditor-Treasurer approve the sale of the General Obligation Capital Improvement Plan Bonds, as outlined in said resolution, and with an expiration date of December 31, 2012 for said resolution, if the Chair and Auditor-Treasurer have not approved the sale of the "Bonds" and executed the related documents by said expiration date. (Schram, Nelson), carried.

It was noted that the Board of Equalization will be meeting at 5:00 p.m. today, in the Commissioner's Board Room.

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

/s/ Patty Swenson
Patty Swenson
Board Clerk

/s/ Larry Knutson
Larry Knutson
Board Chair