

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, February 12, 2013 at 8:15 a.m.

LOCATION: Board Room, Courthouse

Agenda/Minutes:

1. a. Meeting presided over by Board Chair Skarie. Present: Commissioners Don Skarie, John Okeson, Ben Grimsley, Barry Nelson and Larry Knutson; County Administrator, Jack Ingstad, and Minute Taker, Cindy Courneya.  
b. Pledge of Allegiance.
2. The agenda was approved with the following changes: Under Commissioners: Number 3: Appointments: Add: a) Appointment to Re-Establish Radio User Committee; Under Commissioners: Number 8: Remove: Reorganization of Housing & Economic Development and NRM/Parks & Recreation: Resolution 02-13-1J; Under Human Services: Number 1: Remove: Agreements/Contracts: a) Waiver Agreements: Meridian Services, Blue Sky, Inc., and Perham Living; and Under Human Services: Number 3: Remove: Personnel Requests: a) Reorganization: Lead Eligibility Specialists: Resolution 02-13-1F, Assistant to the Director: Resolution 02-13-1G, and Administrative Secretary: Resolution 02-13-1H. (Knutson, Grimsley), carried.
3. It was moved and seconded to approve the minutes of January 22, 2013, with the requested changes. (Okeson, Knutson), carried.

Commissioners:

1. Open Forum:
  - a. Dick Hecock, President of the Coalition of Lake Associations (COLA) spoke on behalf of the COLA and Lake Detroiters Association in reference to Aquatic Invasive Species (AIS) and requested the County adopt the AIS Task Force's proposed Becker County AIS Plan being presented today. He also presented a letter to the Board from Barb Halbakken-Fischburg, President of the Lake Detroiters Association, requesting the County's approval of the AIS Plan as well.
  - b. Duane Erickson from the Wild Rice Watershed District (WRWD) requested direction and focus from the Board with respect to issues with the WRWD.
2. Reports and Correspondence: The commissioners reported on the following meeting(s):
  - a. Commissioner Skarie: Lakeland Mental Health, Becker County Children's Initiative, Human Services Committee, Review Board, Environmental Affairs Committee, PartnerSHIP4Health Planning Initiative, Becker County Council on Aging, and ARMER Radio System meeting with Geo-Comm.

- b. Commissioner Grimsley: Human Services Committee and Heartland Multi-Purpose Recreational Trail meeting.
  - c. Commissioner Okeson: Aquatic Invasive Species (AIS) Task Force, Highway Committee, Safety Committee, Drug Court Steering Committee, Joint Powers 44<sup>th</sup> Annual Intergovernmental Retreat, Heartland Multi-Purpose Recreational Trail Meeting, Building Committee, and ARMER Radio System meeting with Geo-Comm.
  - d. Commissioner Knutson: Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Mahube-OTWA, and Environmental Affairs Committee.
  - e. Commissioner Nelson: Sunnyside, Highway Committee, Building Committee, and met with the Association of Minnesota Counties (AMC), along with DNR Representatives, including Commissioner, Tom Landwehr and Assistant Commissioner, Bob Meier.
3. Appointments:
- a. It was moved and seconded to re-establish the Radio User Committee and to appoint Commissioner Okeson to the committee, with per diem and mileage reimbursement. (Nelson, Knutson), carried.
4. Lakeland Mental Health:
- a. It was moved and seconded to approve the commissioner's attendance at the Annual Lakeland Mental Health meeting on February 25, 2013, beginning at 11:00 a.m. in Fergus Falls, MN, with per diem and mileage reimbursement. (Nelson, Okeson), carried.
5. Probation Officer Salary Reimbursement: Resolution 02-13-1I:
- a. It was moved and seconded to approve Resolution 02-13-1I, to request the 2013 Minnesota Legislature appropriate sufficient funds to reimburse the 55 participating counties for the full 50% of the cost of their probation officer salaries, as outlined in said resolution. (Nelson, Knutson), carried.
6. Minnesota Rural Counties Caucus (MRCC) Membership:
- a. It was moved and seconded to approve the membership to the Minnesota Rural Counties Caucus (MRCC) at \$1,100 for the first year and \$2,100 for the second and subsequent years. (Nelson, Grimsley), carried.
  - b. It was moved and seconded to appoint Commissioner Nelson to the MRCC as the delegate for Becker County. (Knutson, Okeson), carried.

Auditor-Treasurer: Ryan Tangen presented:

1. Licenses and Permits:
  - a. It was moved and seconded to approve the New On-Sale Intoxicating Liquor License for Detroit Country Club, Inc. – DBA: Detroit Country Club, Inc., at 24591 County Highway 22, Detroit Lakes, MN – Lakeview Township. (Okeson, Nelson), carried.
  - b. It was moved and seconded to approve the New Off-Sale 3.2 Malt Liquor License for Detroit Country Club, Inc. – DBA: Detroit Country Club, Inc., at 24591 County Highway 22, Detroit Lakes, MN – Lakeview Township. (Okeson, Knutson), carried.

Finance Committee: Ryan Tangen presented:

1. It was moved and seconded to approve the regular claims, including the additional claim to Toshiba and the removal of the payment to Motorola, the over-90 day claims and Auditor's Warrants:
  - a. Additional Claim:
    - i. Toshiba in the amount of \$695.48.
  - b. Removal of Payment to:
    - i. Motorola in the amount of \$116,961.99.
  - c. Over 90-Days:
    - i. Bolton & Menk, Inc. in the amount of \$3,000 due to not receiving an invoice.
    - ii. Robert Bement in the amount of \$10.27 due to size of reimbursement.
    - iii. Reliable Office Supplies in the amount of \$393.66 due to misplaced invoice.
    - iv. Tweeton Refrigeration in the amount of \$828.20 due to not receiving an invoice.
  - d. Auditor's Warrants (Tuesday Bills):
    - i. 01/22/13 in the amount of \$439,703.58
    - ii. 01/24/13 in the amount of \$20,750
    - iii. 01/29/13 in the amount of \$38,043.38
    - iv. 02/05/13 in the amount of \$24,646.54(Okeson, Nelson), carried.
2. It was moved and seconded to accept the Cash Comparison and Investment Summary for December 2012. (Nelson, Knutson), carried.
3. It was moved and seconded to approve the establishment of a separate account for forfeiture proceeds designated for the County Attorney's office. (Grimsley, Nelson), carried.
4. It was recommended to approve, when presented, Resolution 02-13-1E, to authorize creating and filling a Child Protection Social Worker position. It was also noted that the cost of this position is not in the current budget, but the caseload remains high.
5. It was moved and seconded to approve the increased cost for the purchase of a Broce Broom for the Highway Department from \$40,000 to \$40,426, due to additional necessary features. (Knutson, Okeson), carried. It was noted that this is still the lowest quote.
6. It was recommended to approve when presented, the Federal Emergency Management Agency (FEMA) Hazard Mitigation Assistance Planning Grant Application, with funding to include a 25% match from the County.

7. It was recommended to approve when presented, the purchase of five (5) AED Units for squad cars, with the cost per unit at \$995, for a total of \$4,975, with two units being funded through Safety and the other three covered by other budget line items in the Sheriff's budget.

Aquatic Invasive Species (AIS): Neil Powers and Brad Green, co-chairs of the AIS Task Force presented:

1. a. Neil Powers and Brad Green provided a summary of the "Final Recommendations on the Framework for Becker County AIS Plan", submitted by the Becker County AIS Task Force. Discussion followed in relationship to the components outlined in the proposal.
- b. It was moved and seconded to request that County Administrator, Jack Ingstad, research job descriptions relative to an AIS Coordinator, explore options of contracting versus hiring, with the possibility of contracting with the Cormorant Lakes Watershed District and/or sharing the position with other entities, and to provide a proposal to the Board at the next meeting on Tuesday, February 26, 2013. (Nelson, Knutson), carried.
- c. Mr. Ingstad requested coordination with Neil Powers and Brad Green in reference to the proposal to hire an AIS Coordinator and asked for specific direction from the Board. Discussion followed with public input. Following discussion, it was the consensus of the Board to direct Mr. Ingstad to explore all options, as discussed, and to report back to the Board at the next meeting on February 26, 2013.
- d. It was moved and seconded to approve the appointment of a 9-Member AIS Advisory Panel, as recommended. (Knutson, Grimsley), carried.
- e. It was moved and seconded to approve Resolution 02-13-1D, that the Becker County Board of Commissioners approves the recommendations contained in the Aquatic Invasive Species 2013 Plan including to appoint a 9-member Advisory Panel and to have an AIS Coordinator, and to endorse the other component priorities of securing multi-year funding, prevention activities, education, risk assessment analysis, and a rapid response plan. (Nelson, Okeson), carried.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve the Waiver Agreement with Becker County DAC for Home and Community Based waiver services and the Purchase of Service Agreements with Becker County DAC for Semi-Independent Living Services and West Home for Intermediate Care Facility for Developmentally Disabled (ICF-MR) services. (Grimsley, Okeson), carried.
2. It was moved and seconded to approve the update to the Becker County Emergency Assistance Program Plan, to include the change in language on Page 2 of the plan from "Emergency needs are limited to the following:" to "Emergency needs are limited to one of the following:". (Grimsley, Nelson), carried.
3. It was moved and seconded to approve Resolution 02-13-1E, to create an additional full-time Social Worker position, and to then hire one (1) full-time Social Worker from the Minnesota Merit System and if the filling of this position creates a part-time Social Worker vacancy, that position will also be filled from the Merit System. (Okeson, Skarie). A roll call vote was taken: Knutson – Nay; Nelson – Abstained; Grimsley – Nay; Skarie – Yea; Okeson – Yea. Motion was lost.

4. It was moved and seconded to accept the grant from the Adult Mental Health Division of the Department of Human Services, in the amount of \$124,504, to be used for the Community Support Program. (Nelson, Knutson), carried.
5. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit. (Nelson, Knutson), carried.

Veteran Services: Lauri Brooke presented:

1. Ms. Brooke provided a summary on Veteran Services for 2012, noting an 18% increase from 2011 in number of visits to the office. Becker County will be hosting a Veteran's Stand Down at the Becker County Fairgrounds Fieldhouse on Thursday, April 25, 2013, with over 40 vendors present and with an expectation of 200-300 veterans in attendance. This event will allow homeless or imminently homeless veterans access to various goods and services available to them in one centralized location.
2. Information was presented in reference to the establishment of a Northwest Minnesota VA Medical Center Transportation Program. Northwestern Minnesota has not had a transportation program to transport veterans to their medical appointments. This program would encompass approximately 15 counties using 30 volunteer drivers. It was the consensus of the Board to support moving forward in the process to establish a Northwest Minnesota VA Transportation Program.

Assessor: Steve Carlson presented:

1. It was moved and seconded to approve the abatement for:
  - a. PIN #: 17.0632.000 in Lake Eunice Township in the amount of \$1,358.00, as a disabled veteran exclusion should have carried over to the spouse for 2012 payable. (Nelson, Knutson), carried.
2. It was the consensus of the Board to set the start time for the Board of Equalization meeting scheduled for June 18, 2013 for 7:00 p.m.

Highway: Brian Shepard presented:

1. It was moved and seconded to approve Resolution 02-13-1A, to enter into a Joint Powers Agreement with the four MnDOT District 4 counties of Becker, Clay, Douglas, and Otter Tail for the delivery of Project S.P. 088-070-034, and to authorize the proper County Officers to execute such agreement and any amendments, as outlined in said resolution. (Okeson, Nelson), carried.
2. It was moved and seconded to approve Resolution 02-13-1B, to authorize the Highway Department Head to advertise the initial Highway Construction advertisements in the Detroit Lakes Tribune stating the intent to utilize internet advertising and that all Highway Construction Advertising for 2013 will be placed on the official Becker County web page and on the MNDOT site at [www.dot.state.mn.us/stateaid](http://www.dot.state.mn.us/stateaid) using the EAdvertlink. (Okeson, Grimsley), carried.
3. It was moved and seconded to approve Resolution 02-13-1C, to authorize the Highway Department Head to advertise and hire seasonal employees to include up to five (5)

seasonal employees with a maximum four-month term, to assist in maintenance and construction duties, and to include one (1) auto body student from M-State Technical College. (Nelson, Knutson), carried.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to support the Transfer Station and Recycling Material Recovery Facility State Funding Request in the amount of \$2,448,510, to construct a transfer station and a material recovery facility for Becker County. (Knutson, Grimsley), carried.

Central Services: Building Maintenance: Danny Johnson presented:

1. It was moved and seconded to accept the low quote of \$32,998.00 from Tweeton Refrigeration, to replace the 30 ton Air Conditioning Unit at the Human Services Building with a 30 ton Trane R410 Unit, and with labor, material, crane, and tax included. (Knutson, Okeson), carried.
2. It was moved and seconded to accept the low quote of \$1,137.25 from Fargo Glass and Paint, to replace the South Courthouse Door with a 90-minute fire rated door and a 5"x20" glass. (Okeson, Nelson), carried.

The meeting was adjourned by Board Chair Skarie.

/s/ Jack Ingstad  
Jack Ingstad  
Board Clerk

/s/ Don Skarie  
Don Skarie  
Board Chair