

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, February 26, 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 Sheriff: Number 2: Squad Cameras and Tasers: Add: Resolution 02-13-2L and 02-13-2M, and Under Sheriff: Add: Number 3: Approval to Purchase Five (5) AED Units for Squad Cars, and Number 4: Approval of Federal Emergency Management Agency (FEMA) Hazard Mitigation Assistance Planning Grant Application. (Knutson, Grimsley), carried.
3. It was moved and seconded to approve the minutes of February 12, 2013, with the requested changes. (Grimsley, Knutson), carried.

Commissioners:

1. Open Forum:
  - a. Gerry Schram requested that the Board move forward with changing the Auditor-Treasurer position from an elected to an appointed position, and to continue researching centralized accounting, moving all accounting under the Auditor-Treasurer.
2. Reports and Correspondence: The commissioners reported on the following meeting(s):
  - a. Commissioner Grimsley: Development Achievement Center (DAC).
  - b. Commissioner Okeson: Economic Development/Housing Authority, Highway Committee, Aquatic Invasive Species (AIS) Advisory Panel, Detroit Lakes/Becker County Airport Committee, and attended a meeting with the Highway Department and the City of Detroit Lakes.
  - c. Commissioner Knutson: Sheriff's Committee, Natural Resources Committee, Zoning Ordinance Review Committee, and Mahube-OTWA.
  - d. Commissioner Nelson: Becker County Soil & Water Conservation District and Becker County Extension Committee.
  - e. Commissioner Skarie: Becker County Council on Aging, Sheriff's Committee, Lakeland Mental Health, Becker County Fair Board, Becker County Extension Service, and also participated in a phone conference with the Department of Human Services, Clearwater and Mahnomen counties and White Earth.

3. Appointments:

It was moved and seconded to re-appoint Lee Kessler to the Board of Adjustments for District 4. (Skarie, Nelson), carried.

4. Minnesota Rural Counties Caucus (MRCC) Membership:

It was moved and seconded to approve the membership to the Minnesota Rural Counties Caucus (MRCC), at a pro-rated amount of \$1,750 for the first year. (Nelson, Knutson), carried. It was noted that the amount was initially approved at \$1,100 for the first year, however, the discount from \$2,100 to \$1,100 for first-time members did not apply as Becker County had a past membership in 1997, therefore the County's membership amount due has been pro-rated as stated.

Auditor-Treasurer: Ryan Tangen presented:

1. Licenses and Permits:

- a. It was moved and seconded to approve Resolution 02-13-2F, to approve the Gambling Application for exempt permit to conduct a raffle for the Cormorant Lions Club on May 11, 2013 at the Cormorant Community Center, located at 10929 County Highway #5 in Lake Park, MN, in Cormorant Township. (Knutson, Okeson), carried.

Finance Committee: Ryan Tangen presented:

1. It was moved and seconded to approve the regular claims and Auditor's Warrants:
  - a. Auditor's Warrants (Tuesday Bills):
    - i. 02/13/13 in the amount of \$26,813.80
    - ii. 02/22/13 in the amount of \$748,119.23(Grimsley, Nelson), carried.
2. It was moved and seconded to accept the low quote for 2013 tree planting for 130,000 seedlings, at a cost of \$6,760 from Northwoods Forestry. (Knutson, Nelson), carried.
3. It was moved and seconded to authorize the solicitation of quotes for system road grading. (Knutson, Nelson), carried.
4. It was moved and seconded to authorize the solicitation of quotes for herbicide spraying for Tansy control. (Okeson, Grimsley), carried.
5. It was moved and seconded to approve the purchase of four (4) computers, four (4) laptops, and four (4) monitors for the IT Department, at a cost of \$6,796, plus tax, and as presented. (Nelson, Knutson), carried.
6. It was moved and seconded to approve the purchase of three (3) Fujitsu fi6130z Scanners for the Human Services Finance Unit, at a cost of \$2,640, plus tax, and as presented. (Nelson, Skarie), carried.
7. It was moved and seconded to approve the purchase of one (1) additional license for the Champ Software used by Community Health, at a cost of \$2,037. (Okeson, Grimsley), carried.

Environmental Services: ES 1.0 Recycling Dumpster Purchase: Steve Skoog presented:

1. It was moved and seconded to accept the low quote of \$34,715 from Alloy Welding, to purchase twenty-eight (28) recycling dumpsters, and with the specifications outlined by the Becker County Environmental Services Director. (Knutson, Okeson), carried.

Highway: Personnel Requests: Brian Shepard presented:

1. It was moved and seconded to approve Resolution 02-13-2G, to hire one (1) full-time Mechanic II employee, and if the filling of this position creates a Mechanic I vacancy, to backfill as necessary. (Nelson, Okeson) carried.
2. It was moved and seconded to approve Resolution 02-13-2H, to hire one (1) full-time Traffic Service Technician/Maintenance Worker, and if the filling of this position creates a Highway Maintenance Worker vacancy, to backfill as necessary. (Okeson, Nelson) carried.

Northwoods Trail Reapers Snowmobile Club: 2013 Federal Equipment Grant Application Request: Resolution 02-13-2J: Rayna Tucker presented:

1. Rayna Tucker, Treasurer of the Northwoods Trail Reapers Snowmobile Club presented the club's budget and a request to support the 2013 Federal Equipment Grant Procurement Application to replace the club's 1995 LMC groomer. It was moved and seconded to approve Resolution 02-13-2J, to support the 2013 Federal Equipment Grant procurement application for the Northwoods Trail Reapers Snowmobile Club to replace the 1995 LMC Groomer with a new groomer, and with a grant request of \$74,000. (Knutson, Okeson), carried.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve the agreement renewal with First Link to provide the Common Entry Point for Adult Protection, at a cost of \$2,625, and as presented. (Grimsley, Okeson), carried.
2. It was moved and seconded to approve Resolution 02-13-2B, to approve the Family Planning Special Project Grant Application to the Minnesota Department of Health. (Nelson, Okeson), carried.
3. It was moved and seconded to accept the Human Services Reports for Adult Services, Child and Family Services, Community Health, Financial Services, MCD (Mental/Chemical Dependency), and Transit. (Nelson, Grimsley), carried.
4. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit. (Knutson, Okeson), carried.

Veteran Services: MDVA Outreach Grant: Resolution 02-13-2A: Lauri Brooke presented:

1. It was moved and seconded to approve Resolution 02-13-2A, to authorize Becker County Veterans Service Officer, Lauri Brooke, to execute the contract with the State of Minnesota, Department of Veterans Affairs, for the County Veterans Service Office Community

Outreach Grant Program. (Okeson, Nelson), carried. It was noted that each county participating will receive funding of \$2,298 designated for community outreach.

Sheriff: Sheriff Kelly Shannon presented:

1. It was moved and seconded to approve Resolution 02-13-2C, to utilize the previous Investigator Applicant list to promote an internal candidate to full-time Investigator. (Nelson, Knutson), carried.
2. It was moved and seconded to approve Resolution 02-13-2I, to utilize the current Deputy Pool list to hire one (1) full-time Sheriff Deputy. (Knutson, Grimsley), carried.
3. It was moved and seconded to approve Resolution 02-13-2D, to post internally, interview, and hire one (1) full-time Correctional Officer, and to backfill as necessary, which may include one (1) part-time Correctional Officer, utilizing the Correctional Officer pool list. (Okeson, Nelson), carried.
4. It was moved and seconded to approve Resolution 02-13-2L, to authorize and direct the County Sheriff to purchase twelve (12) In-Squad Camera Systems, at a cost not to exceed \$85,000, with installation included. (Nelson, Knutson), carried.
5. It was moved and seconded to approve Resolution 02-13-2M, to authorize and direct the County Sheriff to purchase five (5) Tasers, at a cost not to exceed \$15,500. (Nelson, Okeson), carried.
6. It was moved and seconded to approve 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 (2) units being funded through Safety and the other three (3) covered by other budget line items in the Sheriff's budget. (Okeson, Knutson), carried.
7. It was moved and seconded to approve Resolution 02-13-2K, to enter into a sub-grant agreement with the Division of Homeland Security and Emergency Management, Minnesota Department of Public Safety for Hazard Mitigation Assistance Programs, and to authorize County Administrator, Jack Ingstad, to execute and sign such sub-grant agreements, and any amendments hereto as are necessary to implement the plan on behalf of Becker County. (Okeson, Nelson), carried.

Human Resources: Update on Highway Engineer Position: Nancy Grabanski presented:

1. Ms. Grabanski provided an update on the recruitment and hiring process for the County Highway Engineer position. The closing date for accepting applications was February 15, 2013 and from those applications, nine (9) candidates were chosen for the interview process. There will be a meeting on Thursday, February 28th with the hiring committee to review the salary survey.

Aquatic Invasive Species (AIS): Jack Ingstad presented:

1. Jack Ingstad, County Administrator, provided an overview and update on the AIS Coordinator position. He presented possible options including Becker County hiring an AIS Coordinator, Becker County contracting the position, sharing the position with another entity, or contracting the position with another entity. Terry Kalil, representing the AIS Advisory Panel presented an update, noting that the panel met last week and elected Neil

Powers as Chair. The Panel recommended focusing efforts in the direction of working with one of three potential LGU's (local government units) to include the Cormorant Lakes Watershed District (CWSD) and Pelican River Watershed District (PRWD) and the City of Detroit Lakes. Discussion followed, noting that the PRWD would not be a potential partner at this point. The CWSD will be meeting on March 4, 2013 to determine if they have the capacity to hire and support this position working in concert with the County. It was also noted that the City of Detroit Lakes has not met in reference to the AIS position. However, Brad Green from the City identified there may be some funds available. At this point, it was the consensus of the Board to focus on working with the Cormorant Lakes Watershed District, with a response from the CWSD expected after their meeting on March 4<sup>th</sup>.

The meeting was adjourned by Board Chair Skarie.

Lunch Bunch was held at the Hostel Hornet in Frazee, with Nancy Nelson providing.

/s/ Jack Ingstad  
Jack Ingstad  
Board Clerk

/s/ Don Skarie  
Don Skarie  
Board Chair