

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, May 14, 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, Ben Grimsley, Barry Nelson, John Okeson, 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: Add Number 6: Centralized Accounting; under Environmental: Remove Number 1: a) Position Request: Emergency Temporary Seasonal AIS Enforcement Deputy: Resolution 05-13-1L and add: Number 2: a) Discussion on AIS Salary Reimbursement for Sandy Gunderson; and under Sheriff: add: Number 4: d) Position Request: Emergency Temporary Seasonal AIS Enforcement Deputy: Resolution 05-13-1L. (Knutson, Grimsley), carried.
3. It was moved and seconded to approve the minutes of April 23, 2013, with no changes. (Okeson, Nelson), carried.

Commissioners:

1. Open Forum:
 - a. Gerry Schram, resident of Erie Township, requested the Board move forward with Centralized Accounting for Becker County.
 - b. Steve Lindow expressed his concerns in reference to the County not signing the Delegation Agreement with the DNR, and requested that the County do something to make sure there is adequate supervision of the lake accesses for AIS prevention.
2. Reports and Correspondence: The commissioners reported on the following meetings:
 - a. Commissioner Grimsley: Development Achievement Center (DAC), Becker County Historical Society, Human Services Committee meetings, Heartland Multi-Purpose Recreational Trail, and Recreational Advisory Committee (RAC).
 - b. Commissioner Okeson: Detroit Lakes/Becker County Airport Committee, NW Regional Radio Board, Safety Committee, Highway Committee, and attended a joint meeting with the City of Detroit Lakes in reference to the proposed Joint County/City Public Works Building.
 - c. Commissioner Knutson: Recreational Advisory Committee (RAC), Re-Design Committee, Sheriff's Committee, Environmental Affairs Committee, Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Mahube-OTWA, and meeting with Department of Human Services and White Earth Nation.
 - d. Commissioner Nelson: Highway Committee.

- e. Commissioner Skarie: Review Board, Becker County Council on Aging, West Central/Land of the Dancing Sky Area Agency on Aging, Sheriff's Committee, Human Services Committee, and meeting with the Department of Human Services and White Earth Nation.
3. Appointments:
 - a. It was moved and seconded to re-appoint Matt Casey to the Becker County Board of Appeals for a three-year term, ending May 31, 2017, and to modify the current appointments from four-year to three-years terms, for Jean Evans, with her term then ending December 31, 2015, and Ron Riewer, with his term then ending May 31, 2013. (Grimsley, Knutson), carried. Ms. Grabanski noted that she will be speaking with Mr. Riewer to notify him that his term will be ending May 31, 2013, and to find out his interest for re-appointment.
 - b. It was moved and seconded to approve Resolution 05-13-1M, to appoint James Olson as the Becker County Highway Engineer for a one-year term, beginning on May 30, 2013 and expiring May 30, 2014. (Okeson, Nelson), carried.
 - c. It was moved and seconded to approve the salary and benefit package for the newly appointed Highway Engineer, James Olson, as stated, with a starting salary of \$88,117, and at Step 9. (Nelson, Okeson), carried.
 4. Discussion in the Matter of Evaluating the Need and Feasibility of a Joint County and City Public Works Facility: Resolution 05-13-1J:
 - a. It was moved and seconded to approve Resolution 05-13-1J, to authorize Commissioner Okeson, Commissioner Nelson, and Becker County staff to coordinate and work with representatives from the City of Detroit Lakes to obtain proposals from qualified Architects/Engineers to evaluate the facility and site needs for a Joint Public Works Facility. (Okeson, Skarie), carried.
 5. Discussion of Interest in Sale of County Owned Property on Highway 59 (Tower Road):
 - a. Nancy Olson, Business Manager for the Detroit Lakes Public School, presented on behalf of the school, noting that the school district is pursuing construction of a new elementary school, if receive the taxpayers support. Ms. Olson inquired as to whether the County has interest in selling County-owned property on Highway 59 (Tower Road). If the school purchased this property, it would allow them to construct a road to provide direct access to the new school at one of the sites they are considering.
 - b. Commissioner Knutson requested a timeline, with Ms. Olson noting a fairly short timeline, due to needing information for the November election.
 - c. Discussion was held in reference to the proposed Joint County/City Public Works Facility and how the decision on the logistics and location of this facility impacts the County's ability to move forward with the selling of county-owned property to the school. It was noted that the County will try and make a decision as soon as possible.

6. Centralized Accounting: Ryan Tangen presented:

- a. Commissioner Knutson recommended moving forward with Centralized Accounting.
- b. It was moved and seconded to approve Resolution 05-13-1N, to modify the reporting and location for the Fiscal Supervisor and Highway Accountant positions to directly report to the Auditor-Treasurer and to be relocated to the office of Auditor-Treasurer, and as outlined in said resolution. (Grimsley, Knutson).
- c. Discussion was held in reference to the timing of the move, specifically with the location to the Auditor-Treasurer's office for the Highway Accountant, noting the advantages and disadvantages of moving forward now with a newly appointed Highway Engineer coming on board. It was also noted that there are no specific timelines at this point.
- d. Commissioner Nelson suggested it could be up to the Auditor-Treasurer where the Fiscal Supervisor and Highway Accountant are located, but does concur as well with the relocation to the office of the Auditor-Treasurer. He suggested modifying the resolution to reflect that the location for Centralized Accounting be determined by the Auditor-Treasurer and the County Administrator, and at their discretion.
- e. It was moved and seconded to amend the motion to approve Resolution 05-13-1N, and to modify the resolution to read, that the County move into Centralized Accounting, with the location to be determined by the Auditor-Treasurer and County Administrator and at their discretion. (Nelson, Knutson). A roll call vote was taken and all were in favor. Motion to amend the motion and resolution carried. Motion carried.

Assessor: Steve Carlson presented:

1. It was moved and seconded to approve the abatement for:
 - a. PIN #06.0792.000 in Cormorant Township for the amount of \$360.00, due to clerical/assessment error. (Nelson, Grimsley), carried.

Public Hearing for Abandonment of County Ditch 17: Ryan Tangen presented:

1. Chair Skarie announced the start of the Public Hearing for the Abandonment of County Ditch 17. Mr. Tangen referred to the Petition noting that the petition meets the requirements and is considered sufficient. Public comment was allowed and there was no opposition. Being no further discussion, Chair Skarie ended the public hearing.

Petition for Abandonment of County Ditch 17: Resolution 05-13-11: Ryan Tangen presented:

1. It was moved and seconded to approve Resolution 05-13-11, to hereby Order the Abandonment of County Ditch 17, as outlined in said resolution. (Okeson, Knutson), carried.

Auditor-Treasurer: Ryan Tangen presented:

1. Licenses and Permits:

- a. It was moved and seconded to approve Resolution 05-13-1E, to approve the Gambling Application for Exempt Permit to conduct a Raffle for the Boys and Girls Club of Detroit Lakes, Inc., on August 3, 2013, for operations at WE Fest Concert Grounds, 25526 County Highway #22, Detroit Lakes, MN, in Lake View Township. (Knutson, Okeson), carried.
- b. It was moved and seconded to approve the New On/Off Sale 3.2 Beer License for Susan M. Hosler – Hoslers Two Inlets Country Store – Two Inlets Township. (Nelson, Knutson), carried.
- c. It was moved and seconded to approve the New Annual Tobacco License for Susan M. Hosler – Hoslers Two Inlets Country Store – Two Inlets Township. (Grimsley, Knutson), carried.
- d. The Annual Tubing License Renewals for Roger J. Klemm – K & K Tubing – Erie Township and James and Cathleen Pihlaja – Charlie’s Otter Tail Tubing – Erie Township will not be acted on at this time and are being reviewed by the Sheriff’s Department.

Finance Committee: Ryan Tangen presented:

1. It was moved and seconded to approve the regular, over 90-day, and additional claims, and Auditor’s Warrants:
 - a. Over 90-Day Claims:
 - i. Sanitation Products, Inc. in the amount of \$1,356.59 due to not receiving an invoice.
 - ii. Ameripride Services in the amount of \$37.51 due to not receiving an invoice.
 - b. Additional Claims:
 - i. Detroit Lakes Newspapers in the amount of \$229.50 for advertising the StandDown.
 - ii. Leighton Broadcasting in the amount of \$250.00 for advertising the StandDown.
 - iii. TDS in the amount of \$1,291.63 for our phone system due to timing.
 - c. Auditor’s Warrants (Tuesday Bills):
 - i. 04/25/2013 in the amount of \$175,508.70.
 - ii. 04/30/2013 in the amount of \$32,211.96.
 - iii. 05/07/2013 in the amount of \$34,051.67.(Nelson, Okeson), carried.
2. It was moved and seconded to accept the quote of \$2,550 from George Swanson, for spraying treatment of approximately forty (40) acres of Tansy. (Okeson, Nelson), carried.
3. It was moved and seconded to accept the low quote from ISC Imaging in the amount of \$7,200, to continue the record imaging project by imaging another 30,000 records, with the cost paid from the Recorder’s equipment fund. (Knutson, Grimsley), carried.
4. It was moved and seconded to accept the lowest of two quotes received, from Goodin Company, in the amount of \$1,975.49, to purchase a sewer rooter for the County. (Okeson, Nelson), carried.

5. It was moved and seconded to approve Resolution 05-13-1F, to approve the Credit Card Acceptance Policy and Procedure, as presented, and to authorize the Auditor-Treasurer to enter into appropriate agreements on behalf of Becker County and its Departments. (Knutson, Okeson), carried.
6. The discussion on Centralized Accounting was discussed earlier in the meeting as stated above.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve the Fraud Prevention Investigation Cooperative Agreement, with Clay County acting as the Regional Administrative Agency for the fraud prevention investigation. (Grimsley, Nelson), carried.
2. It was moved and seconded to approve the Memorandum of Understanding (MOU) with White Earth Band of Ojibwe (WEBO), Becker, Clearwater, and Mahnommen Counties to coordinate the transition of Human Services between Becker County and White Earth. (Knutson, Grimsley), carried.
3. It was moved and seconded to approve Resolution 05-13-1G, to approve the Drug and Alcohol Policy for safety-sensitive positions in Becker County Transit in accordance with the terms of 49 CFR part 655 and 49 CFR part 40, as amended. (Grimsley, Okeson), carried.
4. It was moved and seconded to approve Resolution 05-13-1H, to hire one (1) part-time Transit Driver, due to a resignation. (Knutson, Grimsley), carried.
5. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit. (Grimsley, Nelson), carried.

Sheriff: Sheriff Kelly Shannon presented:

1. It was moved and seconded to approve Resolution 05-13-1A, to authorize the Board Chair and the Becker County Administrator to sign an agreement with the State of Minnesota to apply for the 2013 Federal Boating Safety Supplement Agreement with an allocation of \$7,625.00, effective May 10, 2013 through September 2, 2013. (Knutson, Nelson), carried.
2. It was moved and seconded to approve Resolution 05-13-1B, to authorize the Board Chair to sign an agreement with the Minnesota Department of Corrections to renew the Joint Powers Agreement to house State work release inmates at the Minimum Security Jail and for the State to pay \$55.00 per day, per State offender, not to exceed \$125,000, effective July 1, 2013 through June 30, 2014. (Nelson, Knutson), carried.
3. It was moved and seconded to approve Resolution 05-13-1D, to hire one (1) full-time Sheriff Deputy, due to an internal promotion, utilizing the current Deputy Pool applicant list or to re-advertise, if needed. (Knutson, Okeson), carried.
4. It was moved and seconded to approve Resolution 05-13-1C, to internally post, interview, and hire one (1) full-time Sergeant position, and with the requested changes to the resolution. (Knutson, Nelson), carried.
5. It was moved and seconded to approve the purchase of nine (9) new bullet proof vests at a cost of \$6,675.00 from Streichers of Minneapolis, MN, with half the cost being reimbursed by the Minnesota Department of Public Safety. (Okeson, Knutson), carried.

6. It was moved and seconded to approve the purchase of three (3) Portable Dual Band Radios from MidStates Wireless, at a cost of \$21,097.16, with \$19,549.87 paid for by a 2011 Homeland Security Program Grant, and to use the current budget to pay for the remaining balance of \$1,547.29, and for purchases to be made by June 30, 2013. (Grimsley, Okeson), carried.
7. It was moved and seconded to approve the purchase of six (6) dual band squad radios from MidStates Wireless at a cost of \$46,371.42, with a credit coming for three (3) non-compatible radios that were returned. (Knutson, Nelson), carried.
8. It was moved and seconded to approve Resolution 05-13-1L, to hire an additional, temporary, full-time Emergency Seasonal AIS Enforcement Deputy. (Knutson, Grimsley), carried.

Planning and Zoning: Patty Swenson presented:

1. It was moved and seconded to approve to enter into the Letter of Understanding with the University of Minnesota, Minnesota Geological Survey (MGS), to create a geological atlas of Becker County, with Becker County being responsible for establishing accurate locations for approximately 5,674 water wells for which construction records are available. (Nelson, Skarie), carried. It was noted that this arrangement does not involve any transfer of funds between Becker County and the MGS.
2. On April 16, 2013, the Planning Commission denied a request by Jeffrey Laliberte, for a Conditional Use Permit (CUP) to replace an existing retaining wall along the shoreline, per the plan submitted, and for the property described as: Lot 4, Block 1, Wermager Beach 1st Addition, Section 14, TWP 138, Range 43, Cormorant Township, PID Number 061143000, located on Big Cormorant Lake at 15795 Wermager Beach Road, as it did not meet the criteria of the Ordinance.

Mr. Laliberte was present today and provided information to the Board and is requesting approval for a Conditional Use Permit to repair the failing retaining wall of said property. Following discussion, Mr. Laliberte was given the option of tabling his request at this time, noting that the Ordinance is being reviewed. Mr. Laliberte chose not to table his request and asked for the Board to consider approving his request for a CUP, as submitted.

It was moved and seconded to concur with Planning and Zoning to deny the request by Jeffrey Laliberte for a Conditional Use Permit (CUP), to replace an existing retaining wall, per the plan submitted. (Knutson, Skarie). A roll call vote was taken and the motion carried with 3 Yeas, 1 Abstain, and 1 Nay vote.

Veteran Services: Stand Down Report: Lauri Brooke presented:

1. Lauri Brooke provided information on the Veteran Services Stand Down held on April 25, 2013 at the Kent Freeman Arena in Detroit Lakes, noting it was a huge success with approximately 275 people in attendance, with 194 being veterans. She thanked everyone for their support.

Award Presentations: Board Chair Skarie presented:

1. On behalf of the State Chapter of the Disabled American Veterans (DAV), Chair Skarie presented Lauri Brooke, Veterans Service Officer, the MN DAV CVSO (County Veterans Service Officer) of the Year Award, in honor of her dedicated service to Minnesota Disabled Veterans. He thanked her for her service and congratulated her on receiving this award.
2. Chair Skarie also presented awards for "Years of Service" to Becker County to the following: 5 Years - Laurie Brooke; 10 Years - Ryan Tangen; 20 Years - Patty Swenson; and 10 Years - Steve Skoog. He congratulated all recipients and thanked them for their dedication and commitment to Becker County.

Natural Resources Management (NRM)/Parks & Recreation: Marty Wiley presented:

1. It was moved and seconded to approve Resolution 04-13-1K, to enter into an agreement with the State of Minnesota for the Snowmobile Trail Assistance Program; that Becker County will act as the legal sponsor for the Winter Wonderland Snowmobile Trail and Wolf Pack Trail Systems and approve applications to the MN DNR Snowmobile Trail Assistance Program; and to appoint the County Administrator to act as the fiscal agent on behalf of the local unit of government. (Knutson, Okeson), carried.

Environmental Services: Steve Skoog presented:

1. Steve Skoog provided a Power Point presentation outlining Becker County's Aquatic Invasive Species (AIS) initiative to this point. Chair Skarie thanked Mr. Skoog for all of his work and for taking on this role for the County. He also requested discussion be given in reference to Sandy Gunderson's time spent on AIS.

Chair Skarie allowed for any public comment at this time. Amy Stearns from Lake Detroiters Association requested a public meeting with the DNR in reference to the Delegation Agreement, previously discussed. Steve Lindow appreciated the County's efforts, but expressed his concerns and frustration in reference to the County not signing the Delegation Agreement with the DNR. Terry Kalil expressed her frustration and noted that the Delegation Agreement is a good first line of defense and felt Becker County is now lagging behind in AIS prevention.

The Board then provided feedback on the process and stressed that everyone needs to work together in a positive manner; that we are all working towards the same goal, to prevent the spread of AIS. It was also noted that there has been several discussions with Ann Pearce, from the Minnesota Department of Natural Resources (DNR), in reference to the concerns by the County in signing the Delegation Agreement, as far as liability, etc. She informed the County that the language cannot be changed in the agreement and would have to be addressed at the legislative level. There was discussion in reference to inviting Ms. Pearce to meet with the Board, to present information and answer questions about the Delegation Agreement.

2. It was moved and seconded to approve the request to purchase AIS educational materials, and to cost-share with Pelican River Watershed District (PRWD) and the City of Detroit Lakes, with Becker County's share at \$1,500. (Grimsley, Nelson), carried.
3. It was moved and seconded to ratify the AIS Coordinator Contract with Scott Haugen, effective May 8, 2013 through November 30, 2013, for an agreed amount of \$23,500, and as presented. (Nelson, Knutson), carried.

The Board Meeting was adjourned by Board Chair Skarie.

/s/ Jack Ingstad
Jack Ingstad
County Administrator

/s/ Don Skarie
Don Skarie
Board Chair