

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: Tuesday, August 13, 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, Larry Knutson, Barry Nelson, and Ben Grimsley; County Administrator, Jack Ingstad; and Minute Taker, Cindy Courneya.  
b. Pledge of Allegiance.
2. The agenda was approved with the following changes: Under Highway: Remove: Number 1: Personnel Request: Increase a Part-Time Position to a Full-Time Position Due to Centralized Accounting Duties; and following Environmental Services: Add: Auditor-Treasurer: Number 1: Fund Balance Designation Commitment. (Grimsley, Okeson), carried.
3. It was moved and seconded to approve the minutes of July 23, 2013 with the requested changes. (Knutson, Grimsley), carried.

Commissioners:

1. Open Forum: There was no one present.
2. Reports and Correspondence: The commissioners reported on the following meetings:
  - a. Commissioner Okeson: Economic Development/Housing Authority and West Central Initiative Regional Transportation. County Administrator, Jack Ingstad, was instructed to research or explore options available for the EDA/Housing Authority Department's future organization, structure, assets, and building, and to find efficient options for the Section 8 Housing Program.
  - b. Commissioner Knutson: Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Mahube-OTWA, Environmental Affairs Committee, and Recreational meeting with staff.
  - c. Commissioner Nelson: Information Technology (IT) Committee and Sunnyside Care Center.
  - d. Commissioner Skarie: Environmental Affairs Committee, Human Services Committee, and Becker County Council on Aging.
  - e. Commissioner Grimsley: Sunnyside Care Center, Becker County Historical Society, and Human Services Committee.

3. Appointments:
  - a. It was moved and seconded to appoint Hank Ludtke to the Becker County Council on Aging. (Okeson, Knutson), carried.
4. It was moved and seconded to approve the per diem and mileage reimbursement for the commissioner's attendance at the Becker County Planning Commission and Commissioners joint meeting held on July 30, 2013. (Knutson, Nelson), carried.
5. Commissioner Nelson requested that if any of the commissioner's plan to attend the AMC Policy Committee meeting on Friday, September 6, 2013 at the Arrowhead Resort and Conference Center in Alexandria to contact the Administration Office to register.
6. It was moved and seconded to concur with the decision by Danielle Olson, Executive Director at Sunnyside Care Center to close three (3) skilled nursing beds at the Sunnyside Care Center in Lake Park, MN. (Nelson, Grimsley), carried.
7. It was moved and seconded to convene to the Finance Committee, to review applicants for an open CHIPS contract and to fulfill the remaining contract until it expires in 2014, at the same rate of \$1,300 per month for the same term, and to hire from the Minnesota Roster of qualified applicants, and to allow the Board Chair to execute said contract. (Grimsley, Nelson), carried.

Auditor-Treasurer: Ryan Tangen presented:

1. Licenses and Permits: There were none.
2. It was moved and seconded to approve the Board of Appeals and Equalization minutes from June 18, 2013 and June 25, 2013, as presented. (Knutson, Okeson), carried.

Finance Committee: Ryan Tangen presented:

1. It was moved and seconded to approve the regular claims, over 90-day claims, and Auditor's Warrants:
  - a. Over 90-Day Claims:
    - i. Mid-States Wireless in the amount of \$288.56 due to missing invoice.
    - ii. Taser International in the amount of \$7,934.85 due to missing invoice.
  - b. Auditor's Warrants: (Tuesday Bills):
    - i. 07/24/2013 in the amount of \$185,170.08
    - ii. 07/30/2013 in the amount of \$96,592.64
    - iii. 08/06/2013 in the amount of \$2,406.29(Okeson, Nelson), carried.
2. It was moved and seconded to accept the 2013 Federal Boating Safety Supplement Grant and to purchase a 2013 16 x 8 Air Ranger Search and Rescue Boat, at an estimated cost of \$58,800, including tax. (Okeson, Nelson), carried.

3. It was moved and seconded to accept the 2013 Department of Natural Resources (DNR) ATV Enforcement Grant, in the amount of \$8,964. (Knutson, Okeson), carried.

Natural Resources Management (NRM): Marty Wiley presented:

1. It was moved and seconded to authorize to move forward with soliciting quotes for Fall 2013 Bud Capping. (Knutson, Grimsley), carried.
2. It was moved and seconded approve Resolution 08-13-1E, to adopt the maps of the county's Forest System Roads and approve their recording as Prescriptive Easements on the affected property deeds, and with the requested change in the resolution to read 34 different parcels, rather than 28. (Nelson, Knutson), carried.
3. It was moved and seconded to ratify the Minnesota Department of Natural Resources (DNR) Conservation Partners Legacy Grant, in the amount of \$18,750, for Round Lake Forest Enhancement I, as presented. (Knutson, Okeson), carried.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve the renewal of the Waiver Agreements for Divine House, Inc., CK Home Health Care, Inc., Lutheran Social Services of Minnesota, Ecumen, dba Emmanuel Community, Philips Lifeline Systems, Nick and Vinh Mai Family Foster Home, and Caring Hands Home Care. (Nelson, Knutson), carried.
2. It was moved and seconded to approve the Father's Program Eleven (11) County Consortium, including Mahube/OTWA. (Grimsley, Nelson), carried.
3. It was moved and seconded to accept a grant from the Becker County Children's Collaborative for Community Health in the amount of \$5,000 for the purchase of books for home visiting programs. (Grimsley, Knutson), carried.
4. It was moved and seconded to approve Resolution 08-13-1A, with the requested changes, to create and to hire one (1) Part-Time Transportation Coordinator position for new services with the Department of Veteran's Administration (DAV), with Becker County serving as the transportation broker for the pilot program to coordinate transportation for veterans and, with grant money obtained from the DAV in the amount of \$30,000 to fund the position. (Nelson, Okeson), carried. Roll call: Knutson – Yea; Nelson – Yea; Grimsley – Nay; Okeson – Yea; Skarie – Yea.
5. It was moved and seconded to approve Resolution 08-13-1B, with the requested changes, to convert three (3) part-time Financial Eligibility Worker positions to full-time due to the Affordable Care Act, and in the event that staff in the three (3) part-time positions are not interested in full-time positions, the request would then be brought back to the Board of Commissioners. (Nelson, Grimsley), carried.
6. It was moved and seconded to approve Resolution 08-13-1C, to create and to hire one (1) full-time Office Support Specialist position due to the Affordable Care Act, and to backfill if necessary, as outlined in said resolution. (Grimsley, Nelson), carried.
7. It was moved and seconded to approve Resolution 08-13-1D, to create and to hire one (1) additional full-time Financial Eligibility Worker position, due to the Affordable Care Act, and as outlined in said resolution. (Grimsley, Okeson), carried.
8. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit. (Nelson, Knutson), carried.

Environmental Services: Steve Skoog and Scott Haugen, Aquatic Invasive Species (AIS) Consultant, presented:

1. Steve Skoog noted that Mr. Haugen will present an AIS update and the proposed draft AIS Prevention and Control Plan with a request for consideration of formulating another AIS Task Force to be called the "Becker County Rapid Response Task Force (RRTF)".
2. Mr. Haugen provided an overview of the draft Becker County AIS Prevention and Control Plan. Discussion followed in reference to formulating an RRTF. It was the consensus of the Board that the County can assist by identifying resources and providing assistance (manpower) when an event occurs, however, the County does not have the expertise, nor necessarily the jurisdiction to implement an RRTF. There has been good communication with the DNR and the DNR does have an AIS Coordinator in place. It was also noted that the County's role is to work collaboratively with the DNR, lake associations, and watersheds in the prevention of AIS and that if the County was to move forward with establishing an RRTF, there would need to be discussion with the DNR before any final decisions were made. Mr. Haugen reported that he will make changes to the draft based on the discussion today and return to the Board at a later date for further consideration.

Auditor-Treasurer: Fund Balance Designation Commitment: Ryan Tangen presented:

1. It was moved and seconded to approve the adjusted figures for committed funds, as presented. (Grimsley, Knutson), carried.

Chair Skarie adjourned the meeting.

/s/ Jack Ingstad  
Jack Ingstad  
County Administrator

/s/ Don Skarie  
Don Skarie  
Board Chair