

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, September 10, 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 Commissioners: Add: Number 4: Minnesota Rural Counties Caucus (MRCC) Membership; Number 5: Board Retreat; and Number 6: Request Approval of Resolution 09-13-1J: Hazard Mitigation Assistance Signatory Authorization. (Grimsley, Okeson), carried.
3. It was moved and seconded to approve the minutes of August 27, 2013, with the requested changes. (Knutson, Grimsley), carried.

Commissioners:

1. Open Forum:
 - a. Clarence Suvanto requested consideration on his prior recommendation for the County to consider adopting a social ordinance and an animal ordinance. He also provided information in reference to the difficulties with tansy and thistle control and commented on the upcoming tax-forfeited land sale and tax levy.
2. Reports and Correspondence: The commissioners reported on the following meetings:
 - a. Commissioner Nelson: Becker County Extension Service, Highway Committee, Association of Minnesota Counties (AMC) Policy Committee Meetings, and meeting with the City of Detroit Lakes in reference to the proposed Joint County/City Public Works Facility.
 - b. Commissioner Skarie: Environmental Affairs Committee and Human Services Committee.
 - c. Commissioner Grimsley: Human Services Committee, Heartland Multi-Purpose Recreational Trail meeting, Association of Minnesota Counties (AMC) Policy Committee Meetings and legislative meeting with the City of Hawley in reference to the Heartland Trail.
 - d. Commissioner Okeson: Heartland Multi-Purpose Recreational Trail meetings, Safety Committee, Highway Committee, and Association of Minnesota Counties (AMC) Policy Committee meetings.

- e. Commission Knutson: Prairie Lakes Municipal Solid Waste Authority (PLMSWA), and Mahube-OTWA.
3. Appointments: There were none.
4. Discussion was held in reference to the membership to the Minnesota Rural Counties Caucus (MRCC), noting that the dues have not been paid as of this date. Commissioner Nelson suggested moving forward with the payment of \$1,750, as approved on February 26, 2013.
5. It was the consensus of the Board to schedule the next Board Retreat for Tuesday, September 24, 2013 at the Graystone Building in Detroit Lakes, following Lunch Bunch. It was noted to include as agenda items for the Board Retreat, a discussion on the recreation plan, budget items, and the sales tax and Highway, and to contact the County Administrator, Jack Ingstad, with any other agenda requests.
6. It was moved and seconded to approve Resolution 09-13-1J, as presented, to authorize the County Administrator, Jack Ingstad, to sign and execute the sub-grant agreement with the Division of Homeland and Emergency Management for the Hazard Mitigation Assistance (HMA) Program for the update of the Becker County Hazard Mitigation Plan. (Knutson, Nelson), carried.

Establishment of 2014 Maximum Levy: Resolution 09-13-1B: Auditor-Treasurer, Ryan Tangen Presented:

1. It was moved and seconded to approve Resolution 09-13-1B, to set the Proposed 2014 Maximum Levy at \$19,064,032 with a 2.53% increase, with the requested change in the resolution to reflect the corrected stated amount, and to commit that if the Board establishes the final levy at this amount, to budget levy dollars to accelerate Highway projects, if no other funding sources are established. (Nelson, Knutson), carried. It was noted that the final levy cannot increase from the amount set today, however, the amount can be decreased, with the final levy being established before December 31, 2013.

Auditor-Treasurer: Ryan Tangen presented:

1. Licenses and Permits: There were none.

Finance Committee: Ryan Tangen presented:

1. It was moved and seconded to approve the regular claims, additions, and Auditor's Warrants:
 - a. Additions:
 - i. MN Rural Counties Caucus (MRCC) in the amount of \$1,750, as approved in February 2013.
 - ii. Ben Grimsley in the amount of \$737.06.

b. Auditor's Warrants: (Tuesday Bills):

- i. 08/27/2013 in the amount of \$192,873.04.
- ii. 09/04/2013 in the amount of \$3,324.66.

(Okeson, Knutson), carried.

2. It was moved and seconded to authorize to write-off the list of four (4) outstanding receivable accounts for Environmental Services, as presented, with a total amount of \$709.22 and with the principal at \$436.48. (Grimsley, Okeson), carried.
3. It was moved and seconded to approve a cost of up to \$8,498.15, plus tax and installation costs for the purchase of four (4) cubicles for the Auditor-Treasurer's office. (Grimsley, Nelson), carried.
4. It was moved and seconded to accept the Cash Comparisons and Investment Summaries for May, June, and July 2013, as presented. (Nelson, Knutson), carried.
5. It was recommended to approve the sale of the Red Impala county vehicle, due to high mileage, costly transmission repairs needed, and other issues that are starting to surface. Discussion was held in reference to the County vehicle fleet, which currently consists of four (4) courthouse vehicles, with the recommendation to discuss at the Board Retreat, whether to replace these vehicles, when needed, or to decrease the total number of vehicles over time. It was moved and seconded to sell the Red Impala, as is, without repairing the transmission. (Okeson, Nelson), carried.

Natural Resources Management (NRM): Marty Wiley and Guy Fischer presented:

1. It was moved and seconded to accept the lowest quote of \$5,410.00 from Northwoods Forestry, Inc. for 2013 Bud Capping. (Knutson, Okeson), carried.
2. It was moved and seconded to approve revised Resolution 09-13-1A, as presented, for a Tax Forfeited Land Sale, to commence at 10:00 a.m. on Saturday, October 19, 2013, and with the list of parcels updated and filed with the County Auditor-Treasurer, and to direct the County Auditor-Treasurer to publish the notice of sale as provided by law. (Okeson, Nelson), carried.
3. It was moved and seconded to approve the Gravel Crushing expenditure, as presented, at a total estimated cost of \$3.50-\$3.70/yard, to include an estimated cost of \$3.00/yard for crushing, sales tax, and royalty for base material, and contingent upon verification of proper permits and a review of the contract by County Administrator, Jack Ingstad. (Knutson, Okeson), carried.
4. Discussion was held in reference to pursuing possible grant applications for the Parks and Trails Legacy Grant Program, for Dunton Locks Tram and Bike Trail improvements.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve the renewal of Waiver Agreements with LSS of Frazee, LLC, Affordable Angels, and Greenwood Connections, as presented. (Nelson, Knutson), carried.
2. It was moved and seconded to approve the Mental Health Agreements with Detroit Lakes Public Schools/Stellher Human Services, Inc./Becker County Human Services, and with Frazee-Vergas Public Schools/Stellher Human Services/Becker County Human Services, as presented. (Nelson, Grimsley), carried.

3. It was moved and seconded to approve Resolution 09-13-1E, to approve the out-of-state travel for the newly hired Registered Nurse to attend required training in Denver, Colorado, for the Nurse Family Partnership Grant. (Grimsley, Okeson), carried.
4. It was moved and seconded to approve Resolution 09-13-1C, to hire one (1) full-time Office Support Specialist (OSS), and to backfill, if necessary. (Grimsley, Nelson), carried.
5. It was moved and seconded to table the agenda item, Personnel Request: MNChoices: 1 Part-Time to Full-Time Nurse and 1 Part-Time to Full-Time Social Worker: Resolution 09-13-1D until the next Board Meeting on Tuesday, September 24, 2013, with the County Administrator, Jack Ingstad, and Human Services Director, Nancy Nelson to provide an overview of MNChoices implementation. (Nelson, Grimsley), carried.
6. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit. (Nelson, Knutson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 09-13-1F, to accept the sealed bid of \$233,347.40 from Landwehr Construction, Inc. of St. Cloud, MN for Project SAP 003-599-025, and with the requested change in the resolution to read from \$236,482.00 to the corrected amount of \$233,347.40, and to authorize and direct the County Chair or County Administrator to execute and enter into said contract. (Okeson, Nelson), carried.
2. It was moved and seconded to approve the purchase of one (1) 2013 Dodge 4x4, One (1) Ton Crew Cab and Chassis with 9' Dump Box and Tommy Lift, to replace a 2008 F-250 4x4 Crew Cab, as presented, for a total amount of \$22,600 (\$27,473 for the Truck, \$12,986 for the Dump Box, and \$619.00 (Tax and Title), minus \$18,500 for Trade-In Value). (Okeson, Nelson), carried.
3. It was moved and seconded to approve the purchase of one (1) 2013 Dodge 4x4 One-Half (1/2) Ton Quad Cab, to replace a 1994 unit, with a total cost of \$25,000 including Tax and Title. (Nelson, Okeson), carried.
4. It was moved and seconded to approve Resolution 09-13-1G, to authorize the County Engineer to solicit quotes for crushing 25,000 cubic yards of gravel at the Ford Pit. (Okeson, Nelson), carried.
5. It was moved and seconded to approve Resolution 09-13-1H, to authorize the County Engineer to solicit qualified consultants for an RFP (Request for Proposal) to perform a Needs Assessment Study for a new Joint County/City Public Works Facility. (Okeson, Nelson), carried. It was noted that proposals and bid amounts will be presented to the Board in November with recommendations.
6. It was moved and seconded to approve Resolution 00-13-1I, to authorize and direct the Becker County Chair, Don Skarie, and County Administrator, Jack Ingstad, to execute the MnDOT Detour Agreement (TH59) Number 04555, as presented, and any amendments to the agreement, on behalf of Becker County. (Nelson, Okeson), carried.
7. There was a brief discussion on the upcoming Highway Road Tour scheduled for Tuesday, September 17, 2013.

Chair Skarie adjourned the meeting.

/s/ Jack Ingstad

Jack Ingstad
County Administrator

/s/ Don Skarie

Don Skarie
Board Chair