

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, MARCH 11, 2014 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Okeson. All commissioners in attendance; County Administrator, Jack Ingstad, and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with a change under: Open Meeting, to add Number 4: Acceptance of Resignation of Auditor-Treasurer, Ryan Tangen. (Knutson, Skarie), carried.
4. It was moved and seconded to approve the minutes of February 25, 2014, with the requested changes. (Nelson, Knutson), carried.
5. Ryan Tangen, Becker County Auditor-Treasurer, has submitted his letter of resignation to the Board, effective at the end of the day on March 11, 2014. He has taken the position of Business Manager for the Detroit Lakes Public Schools, effective March 3, 2014. Further discussion will be held later in the meeting.

Open Forum: No one was present.

Reports and Correspondence: The Commissioners reported on the following meetings.

1. Commissioner Skarie: Safety Committee, Human Services Committee, Human Services Supervisor's meeting, Leadership Training, Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Becker County Council on Aging, and meeting with the Department of Corrections, along with Sheriff Kelly Shannon and Commissioner Knutson.
2. Commissioner Grimsley: Heartland Multi-Purpose Recreational Trail Committee and Becker County Historical Society.
3. Commissioner Okeson: Association of Minnesota Counties (AMC) Transportation Policy Committee, Highway Committee, Sheriff's Committee, and joint Transit meeting in Wadena, MN.
4. Commissioner Knutson: Zoning Ordinance Review Committee, Re-Design Committee, and meeting with the Department of Corrections, along with Sheriff Kelly Shannon and Commissioner Skarie.
5. Commissioner Nelson: Zoning Ordinance Review Committee and Highway Committee.

Appointments:

1. It was moved and seconded to re-appoint Harry Johnston to the Zoning Ordinance Review Committee. (Grimsley, Nelson), carried.

Auditor-Treasurer: Licenses and Permits: Mary Hendrickson presented:

1. It was moved and seconded to approve the change from a Seasonal to an Annual Tobacco License for Wildflower Golf Course in Lake Eunice Township, effective March 11, 2014. (Nelson, Knutson), carried.
2. It was moved and seconded to approve Resolution 03-14-1E, to approve the annual Premises Permit Application for Lawful Gambling by Minnesota Flyers Gymnastics, Inc. for operations at County 17 Club, 11284 County Highway #17, Detroit Lakes, MN 56501, in Lake View Township. (Nelson, Skarie), carried.
3. It was moved and seconded to approve Resolution 03-14-1A, to approve the Gambling Application for Exempt Permit for the Cormorant Lions Club to conduct a Raffle on August 16, 2014, at the Cormorant Community Center, 10929 County Highway #5, Pelican Rapids, MN 56572, in Cormorant Township. (Nelson, Knutson), carried.
4. It was moved and seconded to approve Resolution 03-14-1B, to approve the Gambling Application for Exempt Permit for the Cormorant Lions Club to conduct a Raffle on September 26, 2014 at the Cormorant Community Center, 10929 County Highway #5, Pelican Rapids, MN 56572, in Cormorant Township. (Nelson, Knutson), carried.

Finance Committee: Tanya Hockett presented:

1. It was moved and seconded to approve the Regular claims, Auditor's Warrants, and Over-90 Day claims, as presented.
 - a. Auditor's Warrants (Tuesday bills):
 - i. 02/26/2014 in the amount of \$31, 078.26
 - ii. 02/28/2014 in the amount of \$442,080.17
 - iii. 03/04/2014 in the amount of \$12,105.85
 - b. Over-90 Days:
 - i. A'viands, LLC in the amount of \$699.60, billed Jail instead of Sheriff.
 - ii. Association of Minnesota Counties (AMC) in the amount of \$1,500.00, revised invoice.
 - iii. Essentia Health in the amount of \$923.00, billing of insurance.(Grimsley, Skarie), carried.
2. It was recommended to approve when presented the purchase of a new washing machine for Minimum Security.
3. A request to approve the wage increase and step modification for Non-Union employees was presented. Discussion was held with the recommendation to open up the personnel policy of Non-Union employees into three groups; and to continue discussion at the regular Board meeting.
4. There was a request to purchase an automatic door opener for the Human Services Employee Entrance. Discussion was held with the recommendation to contact the City of Detroit Lakes regarding ADA approval.
5. Discussion was held regarding the Auditor-Treasurer's position, with the recommendation to continue discussion at the regular Board meeting.

Acceptance of Resignation of Auditor-Treasurer, Ryan Tangen:

1. County Administrator, Jack Ingstad, reported that Mary Hendrickson is the Deputy Auditor and that Tanya Hockett has been sworn in as Deputy. Mr. Ingstad requested direction from the Board in reference to the Auditor-Treasurer position, noting that the County is seeking legislation to combine the Auditor-Treasurer and Recorder positions and to make it an appointed position. Commissioner Nelson noted the need for a full board discussion and a decision by the full board on moving forward with an appointment.

It was moved and seconded to accept the resignation of Ryan Tangen, as Becker County Auditor-Treasurer, effective at the end of the day on March 11, 2014, and in accordance with Minnesota State Statute 375.08, for the Deputy Auditor, Mary Hendrickson, to perform all the duties and functions of the office until the position is filled by appointment by the County Board. (Nelson, Knutson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 03-14-1G, with a change in the resolution to hire up to three (3) seasonal Maintenance Workers and an Auto Body Intern. (Nelson, Knutson), carried.
2. It was moved and seconded to approve Resolution 03-14-1H, to approve the final payment for Project SAP 003-599-025 to Landwehr Construction, Inc. of St. Cloud, for Bridge Replacement and Approach Grading on 335th Avenue in Erie Township, in the amount of \$12,028.94, and for the payment to be prepared and processed by the Highway Department. (Knutson, Nelson), carried.
3. It was moved and seconded to approve Resolution 03-14-1I, to authorize the City of Detroit Lakes to act on behalf of Becker County in the elimination and abatement of Nuisance Encroachments into the Right of Way of Washington Avenue/CSAH 22, as outlined in said resolution and for this authority to continue for the duration of the cooperative agreement and completion of this reconstruction project. (Skarie, Nelson), carried.
4. It was moved and seconded to approve Resolution 03-14-1J, to adopt the Becker County Highway Department 2014 Dust Control Policy, as presented. (Nelson, Knutson), carried.

Sheriff: Sheriff Kelly Shannon presented:

1. It was moved and seconded to approve the purchase of a new washing machine for Minimum Security, St. Paul, MN, at a cost of up to \$6,000 and pending approval by the Sheriff's Committee. (Nelson, Knutson), carried.

2. It was moved and seconded to approve Resolution 03-14-1C, to reclassify an existing Part-Time Bailiff position from Temporary Part-Time to Regular Part-Time. (Nelson, Skarie), carried.
3. It was moved and seconded to approve Resolution 03-14-1D, to hire one (1) Part-Time STS (Sentence to Service) Crew Leader. (Knutson, Nelson), carried.
4. It was moved and seconded to approve the purchase of two (2) Ice Rescue Suits using Boat and Water Grant Funds. (Nelson, Knutson), carried.
5. It was moved and seconded to approve the purchase of three (3) Zoll AED Units and eight (8) First Aid Kits, as presented, at a cost up to \$3,545. (Knutson, Skarie), carried.
6. It was moved and seconded to approve the purchase of Snowmobile Suits/Equipment for the deputies for the Snowmobile Enforcement Program using Snowmobile Grant Funds, at a cost up to \$3,500, or with the remaining balance of the grant. (Nelson, Knutson), carried.
7. It was moved and seconded to approve the purchase of eight (8) ARMER Compatible Radios for jail staff from MidStates Wireless, in the amount of \$14,832.44, as presented. (Knutson, Nelson), carried.

Human Services: Christy Ramsey presented:

1. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit. (Grimsley, Nelson), carried.

Central Services: Nancy Grabanski presented:

1. It was moved and seconded to remove from the Central Services agenda, Number 1: Human Resources: c) All County Training (Part 1 and Part 2) and Number 2: Building Maintenance: a) Automatic Door Opener for Human Services Employee Entrance. (Grimsley, Skarie), carried.
2. Discussion was held in reference to the General Wage Increase and Step Modification for Non-Union Employees, noting the earlier discussion at Finance, as stated above.
3. It was moved and seconded to approve that for the purpose of General Wage Increases and Step Scale Modifications, non-union employees be referred to in three separate groups, as presented. (Grimsley, Knutson). Motion failed for lack of a majority vote.
4. Commissioner Grimsley had requested a Financial Analysis be completed for all three groups of non-union employees and would like to see the Wage Increase and Step Scale Modification item tabled until this is completed.
5. It was moved and seconded to approve the General Wage Increase and Step Scale Modification for supervisors and other non-union employees, as presented, to reflect the same increase approved through negotiations. (Nelson, Skarie), carried. The motion passed with a majority vote.
6. It was moved and seconded to table the Wage Increase and Step Scale Modification, as presented, for the Department Heads. (Grimsley, Knutson), carried.

7. It was moved and seconded to approve Resolution 03-14-1F, to modify the Personnel Policy Manual Section 13.0 Sick Leave, and Section 16.2 Severance Sick Leave, as presented. (Nelson, Skarie), carried.

Board Chair Okeson adjourned the meeting.

Jack Ingstad
Jack Ingstad
County Administrator

John Okeson
John Okeson
Board Chair