

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, June 21, 2016 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Nelson. Commissioners in attendance: Nelson, Okeson, Skarie, Knutson, and Grimsley; County Administrator, Jack Ingstad; and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following change: Add: Under Commissioners: Number: 4: Discussion on County Attorney appointment. (Knutson, Okeson), carried.
4. It was moved and seconded to approve the minutes of June 7, 2016, with the requested change. (Knutson, Grimsley), carried.

Commissioners

1. Open Forum:
 - a. Steve Lindow, representing the Coalition of Lake Associations (COLA), presented information and a letter on behalf of the COLA Environmental Committee, in regards to the proposed amendments to ordinances affecting lot sizes on environmental lakes, supporting the adoption of a simplified 3-tier system with the lot sizes recommended by the SWCD and DNR Personnel.
 - b. Clarence Suvanto spoke in reference to a number of issues and suggested adding verbage to county-related meeting agendas to clarify whether the meeting is open to the public and also for county staff to wear nametags. He also voiced safety concerns for County Road 36, out of Wolf Lake, noting there are no Chevron signs warning of the curve(s). County Engineer, Jim Olson, clarified that the road does not currently meet the criteria to apply for federal funds.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Nelson: Association of Minnesota Counties (AMC) District 4 Spring meeting, Courthouse Committee, Natural Resources Management (NRM) Committee, Highway Committee, and Becker County Soil & Water Conservation District (BCSWCD).
 - b. Commissioner Skarie: AMC District 4 Spring meeting and Land of the Dancing Sky.
 - c. Commissioner Knutson: Courthouse Committee, NRM Committee, and Economic Development Authority (EDA).

- d. Commissioner Okeson: Highway Committee and Detroit Lakes/Becker County Airport Committee. He also noted that there will be a public hearing on July 6th regarding the Airport Environmental Assessment (EA).
 - e. Commissioner Grimsley: Lake Agassiz Regional Library (LARL) Finance meeting.
3. Appointments: There were none.
4. Board Chair Nelson announced the recent appointment of Becker County Attorney, Gretchen D. Thilmony, by Governor Mark Dayton, to serve as the District Court Judge in Minnesota's Seventh Judicial District, to replace the Honorable Joseph A. Evans.

Discussion then followed in regards to filling the upcoming Becker County Attorney vacancy, which will occur very shortly. Assistant County Attorney, Tammy Merkins, was present and expressed her interest and willingness to serve as Becker County Attorney, for the remainder of the upcoming vacant term. It was recommended to post the position on the county website today and for anyone interested in the position, to contact the County Administrator for consideration.

It was also recommended that if there are any other interested and qualified applicants, that they come before the Finance Committee on Friday, July 1st, and based on that meeting, either set up tentative interviews, or take action at the next board meeting of Tuesday, July 5th or defer to the board meeting following, if needed.

Finance Committee Minutes: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, Over-90 Claims, and Additional Claims, as presented:
- a. Auditor's Warrants (Tuesday Bills):
 - i. 06/07/2016 in the amount of \$37,237.39;
 - ii. 06/14/2016 in the amount of \$28,919.75;
 for a total amount of \$66,157.14
 - b. Over 90-Days:
 - i. Community Coop. in the amount of \$55.57 (invoice misplaced);
 - ii. Larson Co./Peterbilt in the amount of \$1,216.67 (balance after credit on account);
 - iii. Mark's Electric in the amount of \$91.12 (invoice just turned in);
 - c. Additional Claims:
 - i. Paula Peterson, credit card charge in the amount of \$21.50 (missing gas receipt for Holiday Station Store);
 - ii. List of monthly bills missed in the audit list, as presented (to add them to the Warrants to be mailed on June 24th, for a total of \$7,911.12).
- (Skarie, Knutson), carried.

2. It was moved and seconded to approve the purchase of one (1) Lenovo Notebook for Natural Resources Management (NRM), at a cost of \$1,093.00, from shi, Somerset, NJ, and one (1) 24" screen from Amazon at a cost of \$150.00, for a total combined cost of \$1,243.00, plus any applicable taxes. (Knutson, Okeson), carried.
3. It was moved and seconded to approve the Vmware Annual Maintenance Renewal, as presented, from shi, Somerset, NJ, for a total cost of \$6,110.00. (Skarie, Okeson), carried.
4. It was moved and seconded to approve the purchase of one (1) Surface Pro, as presented, for Child Protection, at a cost of \$1,163.08 from Microsoft. (Grimsley, Knutson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:
 - a. It was moved and seconded to approve the New, On-Sale Wine/Strong Beer License for Susan Hosler - DBA: Holsers Two inlets Country Store – Two Inlets Township. (Knutson, Okeson), carried. It was noted that this is for the same owner and same establishment, just adding to existing establishment.
 - b. It was moved and seconded to approve the New, On/Off Sale Liquor (Including Sundays) License for Porter & Okeson, Inc. – DBA: Curley's on Cotton Lake – Erie Township, opening July 18th. (Knutson, Grimsley), carried.
 - c. It was moved and seconded to approve the New, On-Sale Liquor (Including Sundays) License for LP Holdings – DBA: Hooligans Lakeside – Lake Eunice Township. (Okeson, Grimsley), carried.
 - d. It was moved and seconded to approve the New, Temporary 1-4 Day Liquor License for Detroit Lakes Jaycees for operations at Lake View Golf Course on July 8, 2016 in Lakeview Township. (Grimsley, Okeson), carried.
 - e. It was moved and seconded to approve the On-Sale Liquor (Including Sunday) License Renewal for Townsquare Beverage, LLC – WeFest – Lakeview Township. (Knutson, Okeson), carried.
2. It was moved and seconded to approve Resolution 06-16-2E, as presented, to approve the easement for David A. Nunn and Carol Jean Nunn, across tax forfeited land to provide legal access from CSAH 35 to their private property in Section 16-141-38, Round Lake Township, Parcel #: 25.0035.000. (Grimsley, Knutson), carried.
3. It was moved and seconded to approve the Becker County Board of Appeals and Equalization minutes of June 14, 2016, with the requested revisions, and to reconvene today, if action is needed on Parcel #: 29.0153.000. (Skarie, Knutson), carried.

Auditor-Treasurer, Mary Hendrickson, returned later in the meeting reporting that no action would be needed on the aforementioned Parcel.

Public Hearing: Reclassification of Tax Forfeited Land – Forest Township: Resolution 06-16-2A:
Auditor-Treasurer: Mary Hendrickson presented:

1. Auditor-Treasurer, Mary Hendrickson, presented an overview on the request to re-classify tax forfeited land in Forest Township, as outlined in Resolution 06-16-2A, for the sale of Becker County Parcel #: 12.7024.000.
2. It was moved and seconded to open the Public Hearing. (Knutson, Grimsley), carried.
3. Joe Evans, property owner in Forest Township, commented that he was neither for or against the proposal, but favored the site being proposed today over the site that was previously being considered.
4. Rolf Christiansen, resident of Bad Medicine Lake, was also in favor of the site being proposed today.
5. Board Chair Nelson asked for any other public comment or input. There was none.
6. It was moved and seconded to close the public hearing. (Okeson, Knutson), carried.
7. It was moved and seconded to approve Resolution 06-16-2A, to declare Parcel #12.7024.000 in Forest Township be classified as Non-Conservation, for future sale to Becker County, to allow essential services for the residents of Forest Township, as outlined in said resolution. (Knutson, Skarie), carried.
8. It was moved and seconded to approve the Entry and Testing Agreement, as presented, between SBA Towers VI LLC, a Delaware Limited Liability Company (“SBA”) and Becker County, concerning Parcel #: 127024000, East Bad Medicine Lake Road and Highway 113, Becker County Minnesota. (Grimsley, Knutson), carried.

Human Services: Denise Warren presented:

1. It was moved and seconded to approve Resolution 06-16-2F, to hire one (1) Part-Time Registered Nurse through the Merit System, and if filling this position creates another Registered Nurse vacancy, it may be filled utilizing the Merit List. (Grimsley, Knutson), carried.
2. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented. (Skarie, Grimsley), carried.

Sheriff: Shane Richard presented:

1. It was moved and seconded to approve and authorize payment for the purchase of a 2017 Polaris 550 Indy Snowmobile from Okeson Offtrail Sales, Detroit Lakes, MN, at the low quote of \$7,199.00, for Snowmobile Patrol and Rescue operations. (Grimsley, Knutson), carried.

Recorder: Patty Swenson presented:

1. It was moved and seconded to approve Resolution 06-16-2B, to hire one (1) Part-Time Deputy Recorder, due to a resignation. (Knutson, Okeson), carried.

Land Use Department: Steve Skoog presented:

1. Natural Resources Management (NRM):
 - a. It was moved and seconded to approve Resolution 06-16-2K, as presented, to award the contract for plantation site preparation of 160 acres to Future Forests, Inc., Ashov, MN, with a quote of \$16,963.50. (Knutson, Okeson), carried. It was noted that multiple bid forms were sent out and Future Forests, Inc. was the only bid received.
 - b. It was moved and seconded to approve Resolution 06-16-2J, to increase Fuelwood Sale Permit prices from \$10.00 to 12.00 per cord, as presented. (Grimsley, Knutson), carried.
2. Environmental Services: Recycling Grant Discussion:
 - a. Land Use Director, Steve Skoog, reported that notification has been received from the Minnesota Pollution Control Agency (MPCA), that they have approved the Energy Assistance Grant, for up to \$250,000, to purchase recycling containers to implement a uniform curbside, single stream, recycling program in Detroit Lakes and Becker County.
 - b. Discussion followed with two waste haulers providing their input, Jon Christensen of Jon & Son's Disposal Service and Ron Soberg of Detroit Lakes Disposal Services. They both were in support of the proposed recycling program, however, did voice their concerns on cost to haulers.
 - c. Chair Nelson thanked them for their comments and feedback. It was also noted that a meeting with the licensed waste haulers, with representation from the City and County, is needed, to receive input from all involved parties. It was recommended that an Adhoc Committee meet and bring their recommendations to the full board, for further discussion on whether to accept the grant and move forward with implementation.
3. Parks & Recreation: Dunton Locks Improvements: Resolution 06-16-2D:
 - a. It was moved and seconded to approve Resolution 06-16-2D, with the requested changes, to make necessary recreational and facility improvements to the Dunton Locks County Park, and to support the following projects: to request quotes for the repair of the Dunton Locks Trail (by bowling alley); to purchase an ADA compliant fishing pier for up to \$17,054.73; and to replace the flag pole at the park with an existing flag pole procured from the former site of the County's Veteran's Services Center, in consultation with the City of Detroit Lakes, the business owner of the property, and the local VFW. (Grimsley, Knutson), carried.
4. Planning & Zoning: Planning Commission Recommendations (June 14, 2016): Julene Hodgson presented:
 - a. It was moved and seconded to concur with the Planning Commission (June 14, 2016), to amend Ordinance Chapter 3, Section 8, as submitted, to add in

language, “Any legal access established prior to 1971 and which has continuously existed shall constitute legal access for the purposes of this section”. (Knutson, Grimsley), carried.

- b. Discussion was held in regards to the proposal to amend Chapter 5, Section 2, Table 5-5 and Appendix A-3, with public input received from Gary Larson; Willis Mattison; Donna Dustin, MN DNR Fisheries Research Biologist; Scott Walz; and Steve Lindow.

John Postovit was not present, however, did submit a packet of information and letter in reference to the proposed amendment, requesting adoption of a simplified 3-tier system with the lot sizes recommended by the Ordinance Advisory Committee.

Willis Mattison referenced a letter submitted by Bill Henke and Matt Davis, Co-Chairs of the Prairie Woods Chapter of the Izaak Walton League, expressing the chapter’s opposition to the proposed revisions in Becker County Shoreland Zoning Ordinances.

Donna Dustin, MN DNR Fisheries Research Biologist, also presented and provided clarification in reference to a study she completed in the Gull Lake-Brainerd area.

- c. It was moved and seconded to concur with the Planning Commission and Zoning Ordinance Review Committee, to amend Chapter 5, Section 2, Table 5-5, to amend lot sizes for Natural Environment Lakes, as follows, and as outlined in the 3-tier Lake Size Chart, as presented:

<u>Lake Frontage</u>	<u>Lot Area</u>
250 ft.	100,000 sq. ft.
300 ft.	120,000 sq. ft.
350 ft.	140,000 sq. ft.

and to amend Appendix A-3, regarding public waters classification for Becker County, as presented, to reflect the changes, as approved for lot sizes for Natural Environment Lakes in Becker County. (Knutson, Okeson), carried.

- d. It was moved and seconded to concur with the Planning Commission (June 14, 2016), to approve a Conditional Use Permit, as submitted by Carl and Kathie Kavolak, for a Certificate of Survey of three tracts of land (Tract B) consisting of 4.64 acres, more or less, and (Tract C) consisting of 4.66 acres, more or less, and (Tract D) consisting of 4.33 acres, more or less, on a Recreational Development Lake in an Agricultural Zone, with the project located at 33930 535th Avenue, in

Two Inlets Township, Boot Lake, due to the request meets the criteria of the Ordinance. (Knutson, Okeson), carried.

- e. It was moved and seconded to concur with the Planning Commission (June 14, 2016), to approve a Conditional Use Permit, as submitted by Corey O'Leary and Sheri Kaiser, to operate an Industrial business consisting of a new warehouse for seed sales on an Agricultural zoned property, with the project located at 20991 County Highway 1, in Lake Park Township, due to the request will not be detrimental to the area. (Knutson, Skarie), carried.
- f. The next informational meeting is scheduled for Wednesday, July 6, 2016 at 8:00 a.m. in the Third Floor meeting room of the courthouse.

Highway: Jim Olson presented:

- 1. It was moved and seconded to approve the 2015 Becker County Highway Department Annual Report, as presented. (Knutson, Okeson), carried.
- 2. It was moved and seconded to approve Resolution 06-16-2G, to authorize and direct the County Engineer to purchase a 2017 Ford F-550 Service Truck (Chassis) from Midway Ford, Roseville, MN, off state bid at a cost of \$43,849, plus any applicable tax, title, or license (TTL) fees on Chassis only; and Service Body with crane, welder, and generator (installed), from Towmaster, Inc., Litchfield, MN, at a cost of \$75,189.24, for a combined total cost of \$119,038.24, plus any TTL fees, as outlined in the Capital Expenditure Request, and with no extended warranty. (Okeson, Nelson), carried.
- 3. It was moved and seconded to approve Resolution 06-6-2H, to authorize and direct the County Engineer to purchase a 2012 ½ Ton Dodge Truck for the Highway Department, from the Natural Resources Department, at a cost of \$7,750.00. (Okeson, Grimsley), carried.
- 4. Highway Engineer, Jim Olson, noted that no action is needed at this time on the request to approve the quote acceptance for Project SAP Number: 003-62-035 (Washington Avenue Joint Seal Project), due to continued negotiations.
- 5. Highway Engineer, Jim Olson, provided an update on the CSAH 7 Bridge project in the City of Lake Park, with it recommended to post-pone taking any action until the State bonding bill is approved and also noted concerns with some of the language in the agreement with BNSF. Mr. Olson will draft letters to the legislators referencing the concerns, as discussed, with Board Chair Nelson to sign said letters.

Human Resources: Nancy Grabanski presented:

- 1. It was moved and seconded to approve Resolution 06-16-2C, to hire one (1) Part-Time Custodian through the normal hiring process, and if filling this position creates another Custodian vacancy, to fill that vacancy by utilizing the current list or re-advertising, if needed. (Grimsley, Okeson), carried.

2. It was moved and seconded to close the session for Union Negotiations. (Grimsley, Knutson), carried.
3. Union Negotiations – Nancy Grabanski presented.
4. It was moved and seconded to open the session. (Knutson, Skarie), carried.
5. It was moved and seconded to accept and ratify the Teamster Courthouse and Human Services contracts, as presented, and to authorize the Board Chair and/or the County Administrator to sign said contracts. (Skarie, Okeson), carried.
6. It was moved and seconded to not accept and/or ratify the Human Services Supervisors tentative agreement, due to a misunderstanding of the MSRS Post Health Care. (Skarie, Knutson), carried.

Being no further business, Board Chair Nelson adjourned the meeting.

Lunch Bunch was held at Long Bridge Restaurant in Detroit Lakes, MN and provided by County Recorder, Patty Swenson.

Jack Ingstad
County Administrator

Barry Nelson
Barry Nelson
Board Chair