

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, September 6, 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 changes: Under Commissioners: Add: Number 8: Discussion on Aquatic Invasive Species (AIS) Payment to Becker County Soil and Water Conservation District and under Highway: Remove Number 2: Dual Language Lake Signage. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of August 2, 2016 with the requested changes. (Okeson, Skarie), carried.
5. It was moved and seconded to approve the minutes of August 16, 2016 with the requested changes. (Knutson, Grimsley), carried.

Commissioners:

1. Open Forum:
  - a. Anthony Zurn, who farms west of Callaway spoke in reference to a recent article in the Detroit Lakes newspaper regarding an eight-year study of the county's rivers, now in process and being conducted by volunteer, Lowell Deede, a retired wildlife biologist.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
  - a. Commissioner Nelson: Natural Resources Management (NRM) Committee, Highway Committee, Joint Powers meeting in Fargo and attended the Association of Minnesota Counties (AMC) Board Retreat, along with Commissioner Okeson.
  - b. Commissioner Skarie: Environmental Affairs Committee and Lakeland Mental Health meeting.
  - c. Commissioner Knutson: Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Economic Development Authority (EDA), and attended a meeting with MN State Representative, Paul Marquart.
  - d. Commissioner Okeson: Becker County/Detroit Lakes Airport Commission, Highway Committee, and Sheriff's Committee.

- e. Commissioner Grimsley: Lake Agassiz Regional Library (LARL) Executive Committee, Development Achievement Center (DAC), Recreational Advisory Committee (RAC), Heartland Multi-Purpose Recreational Trail meeting.
  - f. It was moved and seconded to approve the commissioners' attendance at the Kanabec County Jail facility tour on September 21, 2016 in Mora, MN, with departure from the courthouse at 7:00 a.m., and with per diem and mileage reimbursement, as approved. (Okeson, Knutson), carried.
3. Appointments: There were none.
4. It was moved and seconded to approve any of the commissioners' attendance at the Association of Minnesota Counties (AMC) Annual Conference, December 5-6, 2016, at the Hyatt Regency in Minneapolis, MN, with lodging for two nights (December 4-5), and with per diem and mileage reimbursement, as approved. (Skarie, Okeson), carried.
5. It was moved and seconded to add to the agenda, Update on the MN Office of the State Auditor Lawsuit. (Knutson, Skarie), carried.
6. Assistant County Attorney, Kevin Miller, reported that he received notification on Friday that the Ramsey County court ruled in favor of the Minnesota counties, with counties now able to move forward with hiring a private auditing firm. It was noted that this will not transfer the core function of the OSA, with the OSA having final audit approval.
7. Budget Discussion: County Administrator, Jack Ingstad, provided an update on the budget process for 2017, reporting on the county's goals, major revenue and expenditure changes, and staffing requests. It was noted that the proposed maximum levy will need to be set at the next board meeting of September 20, 2016. In the meantime, budget discussions will be held at the committee level and with staff, as needed.
8. Becker County Jail Project: County Administrator, Jack Ingstad, provided an update on the jail project and a timeline, with an estimated completion date of August 2018.
- It was moved and seconded to authorize the County Administrator, Jack Ingstad, to negotiate a new contract agreement with Klein McCarthy Architects, for design works for the new jail, and to then return to the Board for further discussion and final approval. (Knutson, Okeson), carried.
9. It was moved and seconded to continue working with Bruce Kimmel with Ehlers Financial, to begin discussing financing options for the jail project. (Knutson, Skarie), carried.

10. It was moved and seconded to approve a resolution for the reappointment of Steve Carlson as the Becker County Assessor for another four-year term, beginning January 1, 2017, with the understanding that the appointment is still contingent on the approval from the Minnesota Commissioner of Revenue. (Grimsley, Skarie), carried. It is noted that the Resolution number was assigned as 09-16-1B.
11. It was moved and seconded to authorize the transfer of AIS funds moving forward, to the Becker County Soil and Water Conservation District (BCSWCD), as soon as the funds are available, and to invoice the BCSWCD back for any incurred expenses, including payroll. (Grimsley, Skarie), carried.

Finance Committee Minutes: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, Over-90 Day Claims, and Additional Claim, as presented:
  - a. Auditor's Warrants (Tuesday Bills):
    - i. 08/16/2016 in the amount of \$ 183,359.26;
    - ii. 08/23/2016 in the amount of \$ 497.03;
    - iii. 08/30/2016 in the amount of \$ 187,064.66;for a total amount of \$ 370,920.95
  - b. Over 90-Days:
    - i. Auto Value in the amount of \$363.38 (invoice just received);
    - ii. Dean Haverkamp in the amount of \$131.76 (expense report just turned in);
  - c. Additional Claim:
    - i. Shawn Ohman, mileage reimbursement of \$44.61, based on current policy.(Knutson, Okeson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. It was moved and seconded to approve the Tobacco License Renewals for County 6 Gas and Bait in Lakeview Township and Lakes Corner Liquors, LLC in Erie Township. (Grimsley, Okeson), carried.
2. It was moved and seconded to accept the July 2016 Cash Comparison and Investment Summary, as presented. (Knutson, Skarie), carried.

Sheriff: Todd Glander presented:

1. Sheriff Todd Glander provided an update on the recent meeting held to discuss jail boarding options. Those in attendance included himself, Jail Administrator, Jon Rastedt and Assistant Jail Administrator, Paula Peterson; Sheriff's Committee members, Commissioners Knutson and Okeson; County Administrator, Jack Ingstad; Probation

Supervisor, Brian Rubenstein; County Attorney, Tammy Merkins; Judge Jay Carlson; and City Attorney, Karen Skoyles.

2. It was moved and seconded to approve the sale of five (5) retired squad cars and one (1) DWI Forfeiture vehicle, as follows:

a) Retired Squad Cars:

- i. Unit #5122 – 2003 Ford Explorer – VIN #: 1FMZU72K14ZA55122;
- ii. Unit #1514 – 2010 Crown Victoria – VIN #: 2FABP7BV1AX141514;
- iii. Unit #3978 - 2011 Chevrolet Impala (6113) – VIN #: 2G1WD5EM2B1203978;
- iv. Unit #5964 - 2011 Chevrolet Impala (6107) - VIN #: 2G1WD5EM1B1205964;
- v. Unit #6637 - 2006 Chevrolet Impala (Jail) – VIN #: 2G1WS55R179246637;

b) DWI Forfeiture Vehicle:

- i. 1994 Chevrolet GMC Pickup: ICR #11010358 – VIN #: 2GCEC19K3R1107424;

to sell said vehicles on public auction, with the sale advertised on the County website and newspaper, with the exception of Unit #1514, as the Detroit Lakes Airport Commission may be interested in purchasing the vehicle; however, if they do not purchase it, to then sell on public auction, as stated. (Okeson, Knutson), carried.

3. It was moved and seconded to authorize the public sale of four (4) vehicles for scrap as follows:

1979 Jamboree Camper - VIN #: 56J5204957986;  
1992 White Ford Explorer - VIN #: 1FMDU34X8PUA42669;  
1999 Red Ford Ranger - VIN #1FTZR15U01PA48668;  
1991 Gray Mercury Cougar - VIN #1MFPM16046MH6262;

and to sell by any appropriate means, as discussed, preferably by auction, which may include advertising through Do-Bid.com and if no bids are received, to contact a junk dealer for disposal. (Grimsley, Skarie), carried. It was also noted to return to the Board once the sale(s) are final, to document how the item(s) were sold.

Information Technology (IT): Stacie White presented:

1. It was moved and seconded to approve the three-year contract renewal with Arvig Telephone and to authorize Stacie White to sign said contract, as presented. (Grimsley, Knutson), carried.
2. It was moved and seconded to approve the updated MNCCC Joint Powers Agreement/ Contract amendment, as presented. (Grimsley, Okeson), carried.

Human Services: Denise Warren presented:

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

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 09-16-1A, as presented, to accept the low bid in the amount of \$145,674.70 from Keith Drewes Excavating, LLC of Detroit Lakes, for Project CP 003-118-003. (Okeson, Knutson), carried.

Land Use Department: Steve Skoog presented:

1. It was moved and seconded to approve the request to issue a Request for Qualifications (RFQ) for a new recycling transfer facility, as presented. (Knutson, Skarie), carried.

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

Jack Ingstad  
Jack Ingstad  
County Administrator

Barry Nelson  
Barry Nelson  
Board Chair