

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, June 19, 2018 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Skarie. Commissioners in attendance: Skarie, Knutson, Nelson, Grimsley, and Okeson; 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 Auditor-Treasurer: Add: Number 2: Request for State Deed for Boys and Girls Club: Resolution 06-18-2F; Under Sheriff: Number 2: Renewal – MN DOC Joint Powers Agreement for Work Release: Correct Resolution 06-18-2B to read 2C; and under Highway: Number 3: Professional Services Agreement with Oertel Architects, LTD: Presentation of Revised Resolution 06-18-2E. (Okeson, Knutson), carried.

Commissioners

1. Open Forum:
 - a. Ilene Iverson-Olson, a resident of Village Lane in Pelican Rapids, MN spoke in reference to the upcoming agenda item under Planning and Zoning, the request submitted by Cormorant Enterprises, Inc. for a Conditional Use Permit (CUP) to allow 16 seasonal RV sites at the Cormorant Inn Campground located at 10510 County Highway 5 in Pelican Rapids, MN.

She referenced her attendance at the Planning Commission meeting held on June 12th, voicing her opposition to the project and safety concerns. She also requested that if the Board approves the permit today, that she is asking that a fence be built to run along the entire property line.
2. Reports and Correspondence: The Commissioners reported on the following meetings:
 - a. Commissioner Nelson: Highway Committee, Natural Resources Management (NRM) Committee, and Association of Minnesota Counties (AMC) District 4 meeting. He also announced that he was appointed as the Alternate Director for AMC District 4.
 - b. Commissioner Grimsley: Human Services Committee and AMC District 4 meeting.
 - c. Commissioner Skarie: Environmental Affairs Committee and Land of the Dancing Sky. He also reported that Mahnommen County Commissioner, Karen Ahmann,

- has requested a meeting to discuss jail bed rental, with it suggested that the Mahnomen County Commissioners be invited to attend future jail meeting(s).
- d. Commissioner Okeson: Sheriff's Committee, Pelican River Watershed District (PRWD) meeting, AMC District 4 meeting, and noted he would be attending the Becker County/Detroit Lakes Airport Commission meeting today.
- e. Discussion was held regarding the purchasing of furniture for the new jail and the process to expedite. It was the overall consensus of the Board to authorize the Sheriff's Committee to approve the purchases, with ratification by the Board.
- f. Commissioner Knutson: Environmental Affairs Committee meeting.

3. Appointments:

- a. It was moved and seconded to re-appoint Jim Bruflo to the Becker County Planning Commission, to serve another three-year term representing District 2. (Grimsley, Knutson), carried.

4. It was noted that the NACo Annual Conference will be held July 13-16, 2018 in Nashville-Davidson County in Tennessee.

5. The Quarterly Joint Governance meeting is scheduled for Tuesday, July 3rd from 7:00 – 8:00 a.m. at M-State in Detroit Lakes; however, it was noted that none of the commissioners are planning to attend at this time and County Administrator, Jack Ingstad, has notified the Detroit Lakes Chamber of Commerce.

Finance Committee Minutes: Auditor-Treasurer: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, and Over 90-Day Claims, as presented:

- a. Auditor's Warrants (Tuesday Bills):
 - i. 06/05/2018 in the amount of \$37,703.30
 - ii. 06/12/2018 in the amount of \$22,292.25
 for a total amount of \$59,995.55

- b. Over-90-Days:
 - i. American Institutional Supply: January 23, 2018 bill in the amount of \$522.53 (invoice just turned in).
 - ii. North Shore Fiberglass Repair: October and November 2018 in the amount of \$506.00 (invoice just received).

(Okeson, Knutson), carried.

2. It was moved and seconded to approve the Encapsulation of One (1) Recorder Plat Book from U.S. Records Midwest, LLC of Elk River, MN, in the amount of \$1,867.00. (Knutson, Okeson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits: There were none.
2. It was moved and seconded to approve Resolution 06-18-2F, as presented, to approve the sale of Parcel #: 49.7002.013, the herein described Tax Forfeited Lands to the City of Detroit Lakes for the approved market value of \$530.00. (Grimsley, Knutson), carried.

Detroit Lakes City Attorney, Charles Ramstad, was present, requesting support to pass the resolution to send onto the State, for the request of a State Deed for said property.

3. It was moved and seconded to authorize the Finance Committee approve the payment of claims through June 30, 2018 for claims that are due before the next board meeting. (Nelson, Grimsley), carried.

Board of Equalization Meeting: Chair Skarie announced that the Board of Equalization met on June 12, 2018 at 6:00 p.m. and recessed, with the meeting reconvening at 9:00 a.m. today.

1. All commissioners were in attendance, along with County Assessor, Steve Carlson; Auditor-Treasurer, Mary Hendrickson; and Chief Deputy Assessor, Lisa Will.
2. It was moved and seconded to approve no change for 2018 with the current market value of \$140,800.00 for Parcel #49.0053.430, the Paul Satran Property, and with it noted that the taxpayer verified with the City of Detroit Lakes that the lot is buildable and that they agreed with the value. (Knutson, Nelson), carried.
3. It was moved and seconded to approve the lowering of the 2018 site value by 50% on all 6 units in West Lake Condominium for Parcels #: 49.2538.501 to 49.2538.506, based on previous sales, with the basement finish changed from high to average on Parcel #: 49.2538.506. (Nelson, Grimsley), carried.

Chair Skarie adjourned the Board of Equalization meeting and all were in favor.

Assessor: Abatements: Steve Carlson presented:

1. It was moved and seconded to approve the abatement for PIN #: 904 09.9031.000 in Eagle View Township due to Lease Cabin Removed, for the amount of -\$36.00, for a total in abatements of -\$36.00. (Grimsley, Nelson), carried.

Sheriff: Sheriff Todd Glander presented:

1. It was moved and seconded to approve Resolution 06-18-2B, to hire one (1) full-time Correctional Officer position, due to a resignation, and to backfill as necessary, which may include a part-time Correctional Officer. (Okeson, Knutson), carried.

2. It was moved and seconded to approve Resolution 06-18-2C, as presented, to authorize the Board Chair to sign the agreement with the MN Department of Corrections to continue a Joint Powers Agreement to house State work release inmates at the Becker County Minimum Security Jail, effective July 1, 2018 through June 30, 2019. (Knutson, Nelson), carried.
3. It was moved and seconded to approve the purchase and installation of squad equipment for 2018 as follows:
 - a) To accept the low quote for equipment and installation of four (4) squads from Code 4 Services, Inc., Pelican Rapids, MN, at a cost of \$9,217.05, for a total cost of \$36,868.18;
 - b) To accept the low quote for equipment and installation of one (1) unmarked squad from MidStates Wireless, Fargo, ND, at a cost of \$8,239.71;
 - c) Three (3) Panasonic CF-54 Computers with docking stations at State contract pricing for a total cost of \$9,531.36 from SHI of Somerset, NJ;
 - d) Two (2) Watchguard in-squad video cameras at State contract pricing, at a cost of \$5,245.00 each, for a total cost of \$10,490.00;
 - e) Two (2) Stalker Radars at State contract pricing, at a cost of \$3,030.00, for a total cost of \$6,060.00.with a total cost of equipment at \$71,189.25. (Okeson, Knutson), carried.

Human Services: Denise Warren presented:

1. It was moved and seconded to approve the Foster Care Transportation Agreements with the Detroit Lakes, Frazee-Vergas, and Lake Park-Audubon School Districts, effective July 1, 2017 through June 30, 2019, with the cost split 50% between each of the Districts and Becker County Human Services. (Grimsley, Nelson), carried.
2. It was moved and seconded to approve the Purchase of Service Agreement with Drug Testing Solutions, Inc., Perham, MN, effective June 15, 2018 through December 31, 2018, at a cost of up to \$20,000 per year. (Grimsley, Okeson), carried.
3. It was moved and seconded to approve the Human Services claims for Community Health, Human Services, and Transit, as presented. (Grimsley, Knutson), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 06-18-2D, as presented, to enter into a Cooperative Construction Agreement with the City of Detroit Lakes for County Road 131 Street and Utility improvements and paving of Stoney and Hillcrest Roads; and to authorize and direct the County Board Chair and County Administrator to execute the Agreement and any amendments, on behalf of Becker County. (Nelson, Okeson), carried.

2. It was moved and seconded to concur on the City Bid Award – CP 003-131-00, as presented; to approve and accept the low bid in the amount of \$820,799.35 from Sellin Bros., Inc., Hawley, MN, for County Road 131 – Street and Utility Improvements and Stony/Hillcrest Road Paving. (Okeson, Nelson), carried.
3. It was moved and seconded to approve Revised Resolution 06-18-2E, to execute an agreement for professional services with Oertel Architects, Ltd, with the changes and an addendum to the contract, as discussed, to include Design Services for a new Public Works Facility, with the scope of services to include two (2) phases of work which includes Schematic Design at a cost of \$59,160.00 and Design Development at \$98,600 for a total of \$157,760.00; and with review of the contract with changes and the addendum by County Administrator, Jack Ingstad; and to authorize the Board Chair and County Administrator to sign said agreement with Addendum No. 1, as discussed. (Okeson, Nelson), carried.
4. It was moved and seconded to approve the purchase of a 2018 Mack Tandem Plow Truck Chassis, with all applicable plow equipment (hydraulic system, box, and snow/ice equipment) from Towmaster Truck Equipment, Litchville, MN, at a cost of \$218,884.00 which includes tax on chassis only and \$18,000.00 trade-in value of 2007 plow truck. (Knutson, Okeson), carried.

Land Use Department – Natural Resources Management (NRM): Steve Skoog presented:

1. It was moved and seconded to award the 2018 Site Preparation Contract to the sole bidder, Future Forests of Askov, MN, at \$79.00/acre plus \$3,216.00 for Herbicide, for a total cost of \$15,066.00 for 150 acres. (Nelson, Knutson), carried.
2. It was moved and seconded to award the 2018 Demolition Contract to the low bidder, Haataja Contracting, in the amount of \$11,750.00, for the demolition of two structures on Tax Forfeit Parcel #: 53.0015.000. (Knutson, Okeson), carried.

Land Use Department – Environmental: Steve Skoog presented:

1. It was moved and seconded to approve Resolution 06-18-2A, to hire one (1) Part-Time Compact Truck Driver/Transfer Station Attendant, due to a resignation. (Knutson, Okeson), carried.

Land Use Department – Parks & Recreation: Guy Fischer presented:

1. Guy Fischer informed the Board of two grants from the MN Department of Natural Resources; one for the Trail Connection Project in the amount of \$112,950.00 and another for the Dunton Locks Fishing Pier in the amount of \$12,500.00. It was also reported that the MNDNR has collected approximately \$13,000.00 in donations for the fishing pier to date.

Planning & Zoning – Planning Commission Recommendations (June 12, 2018): Kyle Vareberg presented:

1. It was moved and seconded to concur with the Planning Commission (June 12, 2018), to approve the request submitted by Gould’s Hearts Desire, LLC, for a Certificate of Survey for three (3) tracts (A, B, & C which include parts of both 34.0088.000 and 34.0216.000), and a change of zone from Agricultural (34.0216.000) and from Commercial (34.0088.00) to Residential for the three (3) tracts; and the request for a change of zone for the remainder of 34.0216.000 (minus tracts A, B, & C) from Agricultural to Commercial to be attached to 34.0088.000, for the project located at 38501 County Highway 56, Frazee, MN, as the request meets lot requirements to the Becker County Zoning Ordinance. (Knutson, Okeson), carried.
2. The request submitted by Cormorant Enterprises, Inc. was discussed at length with three of the five owners present including Chris Gunderson, Matt Johnson, and Greg Pfaff.

Commissioner Nelson noted that he has spoken with three of the neighbors including Leah Gehrig, Ilene Iverson-Olson, and Karen Montgomery and received their feedback. It was noted that they were in opposition at the Planning Commission meeting on June 12, 2018, with each of them submitting testimony.

The Planning Commission had discussed concerns and requested that the application include a business plan, with the plan submitted following the Planning Commission meeting.

The owners and neighbors present were allowed to provide their input, with the owners explaining their intent and willingness to work with the neighbors and the neighbors voicing their concerns and willingness to work with the owners, as long as their concerns were addressed and resolved.

It was moved and seconded to concur with the Planning Commission (June 12, 2018), to approve the request submitted by Cormorant Enterprises, Inc., for a Conditional Use Permit (CUP) for the project located at 10510 County Highway 5, Pelican Rapids, MN, with stipulations to include to allow no more than the allotted 16 overnight RV sites, no access to Village Lane, a screen to the north, a change in the request language from overnight to seasonal campsites, a release of the easement that lies across the south property line and runs East to West; and to approve the requested and submitted Business Plan, as presented, with the modifications, as discussed, to include no campers behind the second venue and no sleeping quarter tents in the campground, a 6 foot chain link fence to run along the whole northerly property line and a 4 foot fence on the south side, up to 100 yards. (Nelson, Okeson), carried.

3. It was moved and seconded to concur with the Planning Commission (June 12, 2018), to approve the application as written and submitted by Anna and Jonas Miller, for a Conditional Use Permit (CUP) to build a general store, for the project located at 17088 County Highway 39, Frazee, MN. (Knutson, Okeson), carried.
4. It was moved and seconded to concur with the Planning Commission (June 12, 2018), to approve the request as written and submitted by Honor The Earth, for a Conditional Use Permit (CUP) to convert an existing pole barn into a workshop for assembly of solar thermal air panels, for the project located at 49164 County Highway 26, Ponsford, MN. (Okeson, Nelson), carried.
5. It was moved and seconded to concur with the Planning Commission (June 12, 2018), to approve the request as submitted by Michael and Julie Anderson, and Authorized Agent, Scott Walz, to rezone from Residential to Commercial, for the project location of Tax ID Number: 19.0047.002 – State Highway 59, Detroit Lakes, MN. (Knutson, Okeson), carried.

It was noted that the application for storage units will go through the City of Detroit Lakes for permitting.

6. It was moved and seconded to concur with the Planning Commission (June 12, 2018), to approve the request as written and submitted by Andrew Barker (Barker Family Revocable Living Trust), for a Conditional Use Permit (CUP) to replace an old timber retaining wall with a boulder wall, for the project located at 24293 County Highway 6, Detroit Lakes, MN. (Okeson, Knutson), carried.

With no further business, Board Chair Skarie adjourned the meeting.

Following the adjournment of the Board meeting, the commissioners and County Administrator, Jack Ingstad, attended a training session, “How to Open a New Institution Workshop”, along with the Jail Transition Committee members in the 3rd Floor – EOC Meeting Room of the courthouse.

/s/ Jack Ingstad
 Jack Ingstad
 County Administrator

/s/ Don Skarie
 Don Skarie
 Board Chair