

REGULAR MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, November 5, 2019 at 8:15 a.m.  
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Okeson. Commissioners in attendance: Okeson, Nelson, Knutson, Grimsley, and Skarie; County Administrator, Michael Brethorst, and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following change: Under County Administrator: Add: Number 4: North Country Food Bank – Capital Campaign Pledge: Resolution 11-19-1J. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of October 15, 2019, with the requested changes. (Knutson, Nelson), carried.

Commissioners

1. Open Forum:
  - a. Gerry Schram voiced concern with his recent visit to the Courthouse relating to customer service in the Records Office and commended Auditor-Treasurer, Mary Hendrickson, for the assistance she provided in resolving the issue. He also reported on concern relative to an issue with Transit.
2. Reports & Correspondence: The Commissioners reported on the following meetings:
  - a. Commissioner Grimsley: Becker County Historical Society & Museum, Land of the Dancing Sky, Development Achievement Center (DAC), Master Trail Plan meeting, Heartland Multi-Purpose Recreational Trail, Transit Committee, and Finance Committee.
  - b. Commissioner Okeson: Two-Mile Extraterritorial meeting with the City of Detroit Lakes, Highway Road Tour, and Sheriff's Committee.
  - c. Commissioner Knutson: Economic Development Authority (EDA), Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Environmental Affairs Committee, Natural Resources Management (NRM) Committee, and Law Library meeting.
  - d. Commissioner Nelson: Economic Development Authority (EDA), Land Trust meeting, Becker County Soil & Water Conservation District, Highway Committee, and Association of MN Counties (AMC) District 4 meeting. He also noted the upcoming "James D. Fairbanks Memorial Highway Dedication" Program to be held on November 11<sup>th</sup> at 2:00 p.m. at the Intersection of MN State Highway 34 and Becker County Highway 26 (1/2 mile west of Osage, MN).

- e. Commissioner Skarie: Becker County Children’s Initiative (BCCI), Becker County Jail Diversion Committee, Lakeland Mental Health (LMH), and Becker County Fair Board.
  - f. County Administrator, Mike Brethorst, reported on his and Commissioner Grimsley’s attendance at the Lakes Country Association of Realtors meeting, as well as his attendance at the AMC District 4 meeting and recent Law Library meeting.
3. Appointments: There were none.

County Administrator: Mike Brethorst presented:

- 1. Oath of Office – New County Assessor, Lisa Will:
  - a. The Oath of Office was administered, in accordance with MN State Statute 358.06, to newly hired Becker County Assessor, Lisa Will, by Seventh Judicial District Chief Judge Jay D. Carlson. The Board thanked Judge Carlson and congratulated Ms. Will on her new role as Becker County Assessor.
- 2. It was moved and seconded to approve the contribution to West Central Initiative (WCI), in the amount of \$6,500.00 for Calendar Year 2020, and to designate said funds to the Annual Operating Support for Economic Development. (Nelson, Skarie), carried.
- 3. It was moved and seconded to approve the three-year Civil Commitment Agreement with Kitzmann Law Office, as presented, for the contract period of January 1, 2020 - December 31, 2022. (Nelson, Knutson), carried.
- 4. It was moved and seconded to approve Resolution 11-19-1J, to approve a one-time contribution of \$35,000.00 to the North Country Food Bank for the specific purpose of a capital campaign, for the purchase and remodel of a facility in East Grand Forks, MN, as outlined in said resolution, and to rescind in whole Resolution 04-19-1A and replace with Resolution 11-19-1J. (Skarie, Knutson), carried.

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 Claim, as presented:
  - a. Auditor’s Warrants (Tuesday Bills):
    - i. 10/16/2019 in the amount of \$ 26,822.98
    - ii. 10/20/2019 in the amount of \$ 27,422.05 Cost-Effective
    - iii. 10/22/2019 in the amount of \$ 6,888,631.00
    - iv. 10/29/2019 in the amount of \$ 221,698.97

for a total amount of . . . . . \$ 7,164,575.00  
(Grimsley, Knutson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. It was moved and seconded to approve Resolution 11-19-1E, to approve the Gambling Application for Exempt Permit to conduct Bingo for the Audubon Volunteer Fire Department at Bleachers Sports Bar and Grill, 25807 County Highway 22, Detroit Lakes, MN, in Lake View Township. (Knutson, Skarie), carried.
2. It was moved and seconded to approve Resolution 11-19-1B, to hire a full-time Accountant through the normal hiring process and backfill if necessary. (Skarie, Nelson), carried.
3. It was moved and seconded to accept the September 2019 Cash Comparison, Sales Tax, and Investment Summary, as presented. (Knutson, Grimsley), carried.

Assessor: Abatements – County Assessor, Lisa Will, presented:

1. It was moved and seconded to approve the following abatement, as presented: PIN #: 16.8090.000 – Holmesville Township – in the amount of \$194.00, due to Assessment Error. (Grimsley, Skarie), carried.

Sheriff: Todd Glander presented:

1. It was moved and seconded to approve Resolution 11-19-1F, to enter into the State of MN – Department of Natural Resources 2020-2021 Snowmobile Safety Enforcement Grant, effective July 1, 2019 through June 30, 2021, and to authorize the County Sheriff to execute the agreement and for the Board Chair and County Administrator to sign the agreement, on behalf of Becker County. (Knutson, Skarie), carried.
2. It was moved and seconded to approve Resolution 11-19-1G, for Becker County to enter into the Joint Powers Agreement with the State of MN – Department of Public Safety, on behalf of the Bureau of Criminal Apprehension (BCA), for the Minnesota Anti-Heroin Task Force Program, effective the date BCA obtains all required signatures pursuant to MN Statutes 16C.05, subdivision 2, and expires 5 years from the date of the execution, unless terminated earlier pursuant to Clause 12. (Knutson, Skarie), carried.
3. It was moved and seconded to approve the sale of a forfeited vehicle, as discussed, a 2011 Chrysler 200 with 22,796 miles (VIN #: 1C3BC8FG9BN597324). (Knutson, Grimsley), carried.

Transit – Kevin Johnson presented:

1. It was moved and seconded to approve Resolution 11-19-1D, to approve the FTA Drug and Alcohol Policy for Becker County Transit, as presented. (Grimsley, Knutson), carried.

Human Resources-Maintenance – Nancy Grabanski presented:

1. It was moved and seconded to approve Resolution 11-19-1A, to hire a part-time Custodian through the normal hiring process, due to a vacancy. (Knutson, Grimsley), carried.

Planning & Zoning – Kyle Vareberg presented:

1. On October 8, 2019 the Planning Commission approved the request submitted by Kohl Skalin and S. Askelson for a Change of Zone from Agricultural to Residential for Track A (=1.44 Ac) and Track B (=1.44 Ac), with the remaining track to remain zoned Agricultural, for the project located at County Road 149 in Detroit Lakes, MN, due to the fact that it meets the County standard for lot size. The request was tabled by the Board of Commissioners at their Regular Board meeting on October 15, 2019, with clarification needed, and is now being brought forward for the Board’s consideration.

Board Chair Okeson invited anyone from the public to comment, whether for or against the project.

The applicants, Kohl Skalin and Sarah Skalin (Askelson) were present. Mr. Skalin provided information in support of their request. He asked the Board to approve the request today, citing the County’s ordinance and comprehensive plan.

Jeff Lewis, a resident of Cozy Cove Road in Detroit Lakes, whose property is across the road from the Skalin property, spoke in opposition to the project. He noted that he purchased his property to live in a rural area and that approving the request could “set the stage” for additional sub-divisions in an area where there are woods, swamp, and agricultural land.

There were no other public comments.

Kyle Vareberg presented the request, as noted above, for the Board’s consideration. Discussion was held with Commissioners Knutson, Skarie, and Nelson voicing their concerns and opposition to the project, noting that “rural should stay rural” and if approved, it may set a precedence for additional similar requests. It was also noted that there needs to be a comprehensive plan for sub-divisions and therefore, no support was offered for approval of the project.

It was moved and seconded to deny the sub-division from taking place, as presented, for the request submitted by Kohl Skalin and S. Askelson for a Change of Zone from Agricultural to Residential for Track A (=1.44 Ac) and Track B (=1.44 Ac), with the remaining track to remain zoned Agricultural, for the project located at County Road 149 in Detroit Lakes, MN. (Skarie, Knutson), carried.

2. It was moved and seconded to allow the Preliminary Plat – 1-Year Extension for Danny Olson plat (Royal Oaks), in Cormorant Township, as presented. (Knutson, Nelson), carried. It was also noted that the project needs to be completed by May 15, 2021, with the final plat to then be brought back to the Board for final approval.

Human Services: Denise Warren presented:

1. It was moved and seconded to approve Resolution 11-19-1H, to hire a full-time Social Worker through the normal hiring process, due to a retirement, and if filling that vacancy creates another vacancy in Human Services, to then fill that vacancy also. (Skarie, Grimsley), carried.
2. It was moved and seconded to accept the Third Quarter Reports (July 1, 2019 through September 30, 2019) for Human Services, as presented, for Adult Services, Behavioral Health, Children and Family Services, Child Support, Income Maintenance, Public Health, and the Combined (Adult Services, Public Health, and Behavioral Health). (Grimsley, Skarie), carried.
3. It was moved and seconded to approve the Human Services claims for Human Services, Public Health, and Transit, as presented. (Grimsley, Skarie), carried.

Land Use – Parks & Recreation – Guy Fischer presented:

1. It was moved and seconded to approve Resolution 11-19-1C, as presented, to renew and enter into Limited Use Permit (LUP) Number: 0303-0023, with the MN Department of Transportation (MNDOT), a 10-year lease agreement to provide for maintenance and use by the County of Becker, upon, along, and adjacent to Trunk Highway No. 34 (Pine Grove Rest Area), the limits of which are defined in said LUP; and to authorize and direct the County Board Chair to execute, on behalf of Becker County, the aforesaid LUP. (Skarie, Nelson), carried.

Highway – Jim Olson presented:

1. It was moved and seconded to approve Resolution 11-19-1I, to hereby support the efforts of the City of Detroit Lakes in its grant application to seek funding in the amount of \$515,000 for the Transportation Alternatives (TAP) Program, for the construction of a proposed trail along CSAH 22/West Lake Drive between North Shore Drive and Legion

Road; and to work cooperatively with the City to plan and develop said project, to accommodate the proposed trail and necessary road construction. (Nelson, Grimsley), carried. Brad Green, Public Works Director with the City of Detroit Lakes was also present.

2. It was moved and seconded to approve the hiring of an outside firm for legal counsel, to assist in right-of-way acquisition on the West Lake Drive Right-of-Way Project, at an amount of up to \$20,000, for the purpose of obtaining clarification of the right-of-way and to receive court judgement to determine the permanent right-of-way width, and to re-visit the issue and dollar amount, if needed. (Knutson, Nelson), carried. It was noted that County Attorney, Brian McDonald was present and recommended hiring an outside attorney that specializes in road right-of-way, to assist Becker County in resolving the dispute in court.

County Administrator, Mike Brethorst, presented:

1. County Administrator, Mike Brethorst, noted that he discussed with the Finance Committee, the request to add an item to the "Administrative Rules", the approval for the County Administrator to hire temporary seasonal employees, including temporary bailiffs, as needed. He also noted that no action was needed today and will bring forward for approval with the 2020 Budget.

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

Following, the Commissioners, County Administrator, Mike Brethorst, along with Highway Engineer, Jim Olson, and other Highway staff attended a Work Session relative to the new Public Works Facility.

/s/ Michael Brethorst  
Michael Brethorst  
County Administrator

/s/ John Okeson  
John Okeson  
Board Chair