

BOARD MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: TUESDAY, December 2, 2025 at 8:15 am

LOCATION: Board Room, Courthouse

1. Meeting was brought to order by Chair Meyer. Commissioners in attendance: Meyer, Jepson, Hansen, Vareberg and Nelson, County Administrator Carrie Smith, and minute taker Peggy Martin.
2. Pledge of Allegiance.

Agenda/Minutes:

1. Agenda – Motion and second to approve the agenda with the following changes:
Remove from Highway – 2026 Chevrolet 3500 purchase and add to the County Administrator – Assessor Update (Hansen, Nelson) carried.
2. Minutes – Motion and second to approve minutes of November 18, 2025 (Jepson, Nelson) carried.

Consent Agenda

1. Motion and second to approve and accept the following Consent Agenda Items –
Auditor-Treasurer: Regular Claims, Auditor Warrants and Claims over 90 Days, Human Services: Regular Claims, Public Health, & Transit, Highway: Resolution 12-25-1A – Final Payment Acceptance 62624, Resolution 12-25-1B – Becker County & City of Detroit Lakes LRIP Support, Land Use: Parks & Rec – Snowmobile Trail Limited Use Permit #0300-0026, Environmental Services – Resolution 12-25-1D – 2026 Solid Waste Fee Correction of Resolution 10-25-2H (Nelson, Jepson) carried.

Commissioners:

1. Open Forum:
 - Joe Louwagie – Pickeral Lake – Opposed to wake surf boat restrictions.
2. Reports and Correspondence: Reports were provided on the following meetings:
 - Commissioner Hansen – PRWD, PLMSWA, Airport, Zoom regarding Construction Demolition Regional Plan, Project 412, Planning & Zoning.
 - Commissioner Jepson – RAC, EDA, Planning & Zoning, Extension, Fair Board, Finance.
 - Commissioner Vareberg – EDA, Zoom regarding Construction Demolition Regional Plan.

- Commissioner Meyer – Fair Board, DAC, Township.
- Commissioner Nelson – Extension, Courthouse, Soil & Water, Lakeland Mental Health.

3. Appointments:

- Motion and second to appoint Jacob Karasch as the alternate to the Northwest Regional Advisory Committee (Meyer, Nelson) carried.

Probation: presented by Brian Rubenstein and Judy Kulik.

1. Pretrial Supervision Update.

- 67 Clients – 81 Cases. 2/3 are Becker County Clients.
- 92% Success Rate.

2. F5 Project presented by Adam Martin and Scott College.

- 45 Participants.
- Rebuilding participants through housing, recovery and support.
- Utilizing Opioid Funding.

Public Hearing – To Adopt Registration & Fee Schedule for Low Potency Hemp and Cannabis Products.

1. Motion and second to open the Public Hearing at 9:41 am (Jepson, Vareberg) carried.
2. Discussion of Registration and Fee Schedule.
 - Cannabis – Retail Only – covers compliance checks.
 - Low Potency Hemp – 5 mg or less in a serving. Making it permissible and not conditional.
3. Motion and second to close the Public Hearing at 9: 48 am (Nelson, Jepson) carried.
4. Motion and second to approve for the Retail Sale of Low Potency Hemp and Cannabis Products with the Registration and Renewal fees to be set using the maximum fees set by State Statute (Jepson, Nelson) carried. Roll Call Vote: Nelson – Yes, Jepson – Yes, Hansen – No, Meyer – Yes, Vareberg – Yes.
5. Motion and second to approve Low Potency Hemp Products to be permissible with licensure and not conditional (Nelson, Meyer) carried.

Extension Update: presented by Cecilia Amadou, Linda Perrine, Elliott Lawrence and Nick Williams.

1. Becker County 4-H 2025 Impact Report.

- 85 new 4-Hers in Becker County.
- Retained 84% from 2024.

2. Master Gardener Program.

- 24 members volunteering for 1063 hours.
- 48 hours of training.
- Give back a minimum of 25 hours a year plus 5 hours of continued education.
- One of the strongest programs in the region.

County Administrator: presented by Carrie Smith.

1. Report.

- Christmas Tea – After the December 16 Board Meeting.
- AMC Annual Conference next week.

2. Assessor: presented by Lee Brekke.

- State Report – 2.7% decrease on Ag land and Rural vacant land.
- Lookback period is from October 2024 to September 2025 for 2026 taxes.

Veterans Services: presented by Anthony Mastin.

1. Motion and second to approve Resolution 12-25-1C – Donation Acceptance for Veterans Services in the amount of \$1,000 from an anonymous donor (Nelson, Jepson) carried.

Human Resources: presented by Teaira Christen.

1. Motion and second to approve the MPFML (Minnesota Paid Family and Medical Leave) Policy (Nelson, Meyer) carried.
2. Motion and second to approve the Auditor-Treasurer Department Job Descriptions (Nelson, Jepson) carried.
3. Motion and second to approve Resolution 12-25-1F 2025 DDA Maintenance Review (Vareberg, Jepson) carried.
4. Motion and second to approve Resolution 12-25-1F – 6 Month Time Limited Full-Time Bailiff Position (Nelson, Jepson) carried.

Highway: presented by Jim Olson.

1. Motion and second to approve a Capital Purchase of a 2027 Tandem Plow Truck and accessories for 2026 in the amount of \$340,341 (Nelson, Hansen) carried.

EDA: presented by Cody Piper.

1. Motion and second to approve the Housing Contract MMCDC for 2026 in the amount of \$221,000 (Jepson, Nelson) carried.

2. Motion and second to approve MN Cities Participation Program FY 2026 to include the County Administrator as signatory (Jepson, Vareberg) carried.
3. Housing Trust Fund Information.
 - Must be established through an ordinance.
 - Would need a Public Hearing to establish an ordinance.

Planning & Zoning: presented by Kyle Vareberg.

1. Planning Commission Recommendations 11/19/2025.
 - Motion and second to concur with the Planning Commission to approve for DHV Ventures LLC – Request a Conditional Use Permit to rent out shop space for commercial use and storage (Jepson, Hansen) carried.
 - Motion and second to concur with the Planning Commission to approve for Devin Wood on behalf of Timothy Heggstuen – Request a Conditional Use Permit to operate a Firearms Business (Nelson, Vareberg) carried.

Closed Session – Evaluation of County Administrator Carrie Smith.

1. Motion and second to close the meeting at 11:24 am pursuant to Minn. Stat. Section 13D.05 Subd. 3 (a) (Jepson, Hansen) carried.
2. Motion and second to come out of closed session at 11:46 am (Nelson, Jepson) carried.

Being no further business, Board Chair Meyer adjourned the meeting at 11:46 am.

<u>/s/</u>	Carrie Smith	<u>/s/</u>	David Meyer
	Carrie Smith		David Meyer
	County Administrator		Board Chair