

BOARD MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: TUESDAY, December 16, 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: Add a Fair Board presentation and the Summary of the County Administrator's Performance Review (Jepson, Nelson) carried.
2. Minutes – Motion and second to approve minutes of December 2, 2025 and December 11, 2025 with the requested changes (Nelson, Hansen) carried.

Commissioners:

1. Open Forum:
  - None.
2. Fair Board Report. Presented by: Travis Schauer, Karla Lindquist, and Casey Christensen.
  - 2025 Fair – Above expectations even with the road construction around the facility.
3. Detroit Lakes – Becker County Airport Update: presented by Mark Hagen.
  - Joint Powers Agreement between Detroit Lakes and Becker County.
  - Updates to runways, fencing, lighting, medical helicopter building, new fueling system.
  - Airport usage is tracked by fuel usage.
4. Appointments:
  - Motion and second to appoint Mike Moe to the Airport Commission to fulfill the remainder of a vacated term ending in September 2026 (Hansen, Nelson) carried.
  - Motion and second to reappoint Ellis Peterson to the Cormorant Lakes Watershed District Board (Nelson, Hansen) carried.
5. Reports and Correspondence: Reports were provided on the following meetings:
  - Commissioner Hansen – MAGIC Fund Appt., Planning & Zoning, Highway, AMC.

- Commissioner Jepson – AMC, Human Services, Partnership4Health.
- Commissioner Nelson – AMC.
- Commissioner Vareberg – AMC, Highway.
- Commissioner Meyer – AMC, Partnership4Health, Historical Society, LCSC.

## 6. Summary of County Administrator Carrie Smith's Annual Review.

- Great job of communicating.
- Conducts herself in a professional manner.
- Allows Department Heads to do their jobs but holds her ground when warranted.
- Very available and approachable.
- Needs improvement in follow-through and tracking items.
- Finance Committee will amend Carrie's contract to come back to a future meeting for approval.

## Consent Agenda

1. Motion and second to approve and accept the following Consent Agenda Items with the addition to the 2026 Waste Hauler Licenses – License 32 to Smith Pro Services, Auditor-Treasurer: Regular Claims, Auditor Warrants and Claims over 90 Days, October 2025 Cash, Sales Tax, and Investment Reports, Resolution 12-25-2E – Election Grant Acceptance, Resolution 12-25-2J – Erie Township Four Corners Lions Club Raffle at the Fish Bowl in Erie Twp on 01/21/2026, Human Services: Regular Claims, Public Health, & Transit, Human Resources: Resolution 12-25-2D – 2026 Non-Union COLA, Assessor: Abatements in the amount of \$698, Highway: Resolution 12-25-23H – Final Payment – Contract 60726, Land Use: Resolution 12-25-2L – 2026 Waste Hauler Licenses (Nelson, Hansen) carried.

County Administrator: presented by Carrie Smith.

### 1. Report.

- Attended the AMC Annual Conference with the Commissioners.
- Discussion with the Department of Corrections regarding internal training to backup the ICWIC Crew Leader.
- Discussion - Joint Legislative Meeting with the City of Detroit Lakes, School Districts and Becker County.
- Discussion – Security Law 480.45 and 480.50 – Real Property Notice.
- County Buildings will be closing at noon on December 24.
- Last week of Leadership Training.

2. Motion and second to approve Resolution 12-25-2B – 2026 Commissioner Meeting Schedule (Nelson, Jepson) carried.
3. Motion and second to approve Resolution 12-25-2C – 2026 Commissioners Salaries and Per Diem Rates (Nelson, Jepson) carried.
4. Motion and second to approve Resolution 12-25-2K – Fund Designated and Year End Bills Payment (Hansen, Nelson) carried.

Auditor-Treasurer: presented by Mary Hendrickson.

1. Motion and second to approve Resolution 12-25-2A – 2026 Certified Levy (Jepson, Hansen) carried.
2. Motion and second to approve The Towers LLC Option and Lease – Parcel 09.7154.001 contingent on the approval of the Planning and Zoning Conditional Use Permit (Nelson, Jepson) carried.

Human Services: presented by Denise Warren.

1. Motion and second to approve the DHS 2026 CMH Screening Grant (Nelson, Jepson) carried.
2. Motion and second to approve the Frazee/Vergas School Agreement for CTC/Preschool Screening Revision and the Detroit Lakes School Agreement for CTC/Preschool Screening Revision (Nelson, Jepson) carried.
3. Motion and second to approve the 2026 Annual Contract Renewals (Jepson, Hansen) carried.
4. Motion and second to approve Partnership4Health Joint Powers Agreement, Bylaws and Delegation Agreement (Nelson, Jepson) carried.

Highway: presented by Jim Olson.

1. Motion and second to approve Resolution 12-25-2F – Reaffirmation of Transit (SMART) Tax (Nelson, Hansen) carried.
2. Motion and second to approve Resolution 12-25-2G – 2026-2030 5-Year Plan (Hansen, Vareberg) carried.
3. Motion and second to approve Resolution 12-25-2I – Construction Agreement with the City of Detroit Lakes with modifying the contract language regarding reconstruction of the boat launch (Hansen, Vareberg) carried.

Planning & Zoning: presented by Kyle Vareberg.

1. Planning Commission Recommendations 12/03/2025.

- Motion and second to concur with the Planning Commission to approve for Vertical Bridge on behalf of Becker County Land – Request a Conditional Use Permit to construct a two hundred fifty-five (255) foot self-support cellular tower with a ten (10) foot lightning rod with the addition to 365 feet fall zone from the cabin on the Becker County Land (Nelson, Jepson) carried.

Being no further business, Board Chair Meyer adjourned the meeting at 10:09 am.

/s/

Carrie Smith

Carrie Smith

County Administrator

/s/

David Meyer

David Meyer

Board Chair