



BECKER COUNTY BOARD OF COMMISSIONERS

Regular Meeting

Date: Tuesday, February 17, 2026 at 8:15 AM

Location: Board Room, Courthouse

or

Virtual TEAMS Meeting Option

Call-In #: 763-496-5929 - Conference I.D.: 196 569 570#

- 8:15 Call the Board Meeting to Order: Board Chair Jepson
1. Pledge of Allegiance
- 8:20 Regular Business
1. Agenda Confirmation
 2. Minutes of February 3, 2026 3
- 8:25 Consent Agenda
1. Auditor-Treasurer: Regular Claims, Auditor Warrants, and Claims over 90 Days 6
 2. Auditor-Treasurer: Resolution 02-26-2A: Carsonville Firefighters Raffle 7
 3. Auditor-Treasurer: License List 8
 4. Auditor-Treasurer: December 2025 Cash, Sales Tax and Investment Reports 9
 5. Auditor-Treasurer: Resolution 02-26-2D - Election Judges 12
 6. Human Services: Regular Claims, Public Health, and Transit
 7. Highway: Resolution 02-26-2B - Final Payment Acceptance 003-070-018 13
 8. Highway: Capital Request - 2026 Chevy 3500 & V-Plow 16
 9. Land Use: NRM: Resolution 02-26-2C - Woods and Wheels GIA Application 23
 10. Assessor: Abatements 24
- 8:30 Commissioners
1. Open Forum
 2. Reports and Correspondence
 3. Appointments
- 9:00 Human Resources
1. Policy Update - Compensation System 25
- 9:05 County Administrator
1. Report
 2. Beckerbay 2026 29
 3. Negotiation Team Discussion
 4. Fleet Policy/County Car 30
 5. Blight Property Policy
- 9:30 Maintenance
1. Portable Heater Policy 33
- 9:35 Information Technology
1. PC Purchase 35

- 9:40 Veterans Services
1. Intern Placement
- 9:45 Land Use
1. Tax Forfeited Log Cabin Removal 36
- 9:50 Planning & Zoning
1. Eric Zurn - Request an Extension for Permit 694215 39
 2. Planning & Zoning Commission Appointment Discussion
- Adjourn

BOARD MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: TUESDAY, February 3, 2026 at 8:15 am

LOCATION: Board Room, Courthouse

1. Meeting was brought to order by Chair Jepson. Commissioners in attendance: Jepson, Hansen, Meyer, 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: Removal of Resolution 02-26-1G – Transfer of Funds from the Consent Agenda and clarifying the Assessor's Abatement information (Meyer, Nelson) carried.
2. Minutes – Motion and second to approve minutes of January 20, 2026 (Meyer, Hansen) carried.

Consent Agenda

1. Motion and second to pull the following items from the Consent Agenda: Transit- Resolution 02-26-1B – Vehicle Purchase and add it to the Transit discussion, and to approve and accept the following Consent Agenda Items: Auditor-Treasurer: Regular Claims, Auditor Warrants and Claims over 90 Days, Resolution 02-26-1H – Transfer of Fund Balance, Human Services: Regular Claims, Public Health, & Transit, Environmental Services: Capital Expense Request – Snow Pusher, Assessor: Abatements in the amount of \$370, Sheriff: Coroner/EMS Agreement, 2026 Summit Amendment (Nelson, Hansen) carried.

Commissioners:

1. Open Forum:
 - None.
2. Reports and Correspondence: Reports were provided on the following meetings:
 - Commissioner Hansen – Transit, PRWD, MPCA Meeting, Trail Alliance, Environmental, Highway, MAGIC, PLMSWA, Drug Court Graduation, Legislative Round Table.
 - Commissioner Meyer – Legislative Round Table, Historical Society, Sunnyside, Transit, Fair Board, Sheriff, DAC.

- Commissioner Nelson – Sheriff, MRC, Lakeland Mental Health.
- Commissioner Vareberg– MPCA Meeting, Environmental, Highway, Safety.
- Commissioner Jepson – Fair Board, EDA Housing, MAHUBE-OTWA.

3. Appointments.

- Motion and second to reappoint Peter Jacobson to the Lakeland Mental Health Center Board (Nelson, Meyer) carried.

Transit: presented by Kevin Johnson.

1. Motion and second to approve Resolution 02-26-1B – Bus Purchase in the amount of \$165,322 with our local share of \$16,532.20 (10% of the bus purchase price) (Hansen, Meyer) carried.

245th Ave Update: presented by Kevin Olson and Charlie Jasken.

1. Move on with it being a Township Road.
2. September 1st deadline to have a plan in place.

Becker Soil & Water Conservation District: presented by Bryan Malone.

1. Motion and second to approve Resolution 02-26-1E – Crow Wing River Comprehensive Watershed Management Plan (CWMP) Implementation Agreement Amendment (Nelson, Meyer) carried.

County Administrator: presented by Carrie Smith.

1. Report.
 - Training Modules for correctional officers have been approved by the DOC.
 - Blight properties process continues. Creating a working document.
 - Drafting an email retention policy.
 - AMC Legislative Meeting – March 4-5.
 - Conditional Use Permits are being reviewed by Planning & Zoning.
2. Motion and second to approve Resolution 02-26-1F – Delegation of Authority with the modification of the annual agreement cost not to exceed three percent (3%) (Nelson, Meyer) carried.

Human Services: presented by Denise Warren.

1. Motion and second to approve the MAHUBE-OTWA Annual Contract Renewal/Amount correction not to exceed \$91,383 (Meyer, Nelson) carried.

2. Motion and second to approve MSTATE MNCWTA Space Lease – 1-Year Renewal in the amount of \$24,000 which is Grant funded (Hansen, Meyer) carried.

Human Resources: presented by Teaira Christen.

1. Motion and second to approve Resolution 01-26-1D – Temporary Full-Time Deputy Position Extension (Nelson, Meyer) carried.
2. Motion and second to approve the Variable Part-Time Employment Status Policy (Nelson, Meyer) carried.

Highway: presented by Jim Olson.

1. Motion and second to approve Resolution 02-26-1C – Bid Award – West Lake Drive – 003-622-040 in the amount of \$5,016,966.55 to Hough Inc. (Hansen, Vareberg) carried.

Sheriff: presented by Shane Richard.

1. Motion and second to approve Resolution 02-26-1A – JPA with Becker County on behalf of the County Attorney and Sheriff with changing the grammatical errors (Meyer, Nelson) carried.
2. Motion and second to approve the Out of State Travel for Multimedia Investigative Techniques Training (Meyer, Nelson) carried.

Being no further business, Board Chair Jepson adjourned the meeting at 11:02 am.

/s/ Carrie Smith
Carrie Smith
County Administrator

/s/ Erica Jepson
Erica Jepson
Board Chair



BECKER COUNTY BOARD OF COMMISSIONERS

Finance Committee Meeting

Date: Friday, February 13, 2026 at 8:30 AM

Location: 1st Floor – Board Meeting Room - Courthouse
915 Lake Avenue, Detroit Lakes, MN

County Administrator

1. Report

Auditor-Treasurer

1. Regular Claims, Auditor Warrants, & Over 90 Days
2. December 2025 Cash, Sales Tax and Investment Reports
3. Human Services: Regular Claims, Public Health, & Transit
4. Resolution 02-26-2D - Hire Election Judges

Human Resources

1. Policy Update - Compensation System

Information Technology

1. PC Purchase

Highway

1. Resolution 02-26-2B - Final Payment Acceptance - 003-070-018
2. Capital Request - 2026 Chevy 3500 & V-Plow

Land Use

1. NRM: Tax Forfeited Log Cabin Removal RFP

Assessor

1. Abatements

Adjourn

MINNESOTA LAWFUL GAMBLING RESOLUTION

Duly adopted at Detroit Lakes, Minnesota, this 17th day of February 2026.

COUNTY BOARD OF COMMISSIONERS

State of Minnesota)
County of Becker)

Becker County Auditor-Treasurer

SEAL

BECKER COUNTY BOARD OF COMMISSIONERS MEETING 2/17/2026

BECKER COUNTY AUDITOR TREASURER

Gambling Permit

1. Resolution # 02-26-2A – Carsonville Fire Fighters Relief Association at Carsonville Fire & Rescue – Station 2 in Carsonville Township on October 17, 2026.

Tobacco License – Renewal

1. Two Inlets Country Store – Robert Peterson – Two Inlets Twp

Seasonal On-Sale w/Sundays – New Owner

2. Green Valley Golf Course – John Levin – Cormorant Twp

Combination On/Off Sale w/Sundays – Renewal

1. Ice Cracking Lodge – Tandra Parsons – Round Lake Twp

On Sale w/Sundays – Renewal

1. Bleachers Bar & Grill – Tim Coyne – Lake View Twp

Wine/Strong Beer w/Sundays – Renewal

1. Jolly Fisherman Resort – Anne Buelow – Round Lake Twp
2. Cedar Crest Resort – Brian Schneck – Maple Grove Twp

3.2 Off Sale – Renewal

1. Jolly Fisherman Resort – Anne Buelow – Round Lake Twp
2. County 6 Gas & Bait – Tyler Kalberer

3.2 Combination – Renewal

1. Cedar Crest Resort – Brian Schneck – Maple Grove Twp

BECKER COUNTY CASH COMPARISON

FUND	December 2024	December 2025	% Change	November 2025
REVENUE FUND				
REVENUE FUND	\$ 16,543,774.22	\$ 19,134,793.62	15.66%	\$ 18,609,327.62
DESIGNATED				
LAW LIBRARY	27,820.76	42,061.41	51.19%	41,080.39
ATTORNEY'S FORFEITURES	82,245.56	64,734.67	-21.29%	85,760.62
RECORDERS EQUIPMENT	(13,033.87)	34,311.91	-363.25%	28,971.87
RECORDERS ENHANCEMENT	44,590.79	10,362.79	-76.76%	61,736.79
TRANSIT	62,524.21	88,827.31	42.07%	145,267.14
TRANSIT LOCAL RESERVE	37,279.73	37,279.73	0.00%	37,279.73
2023 PUBLIC SAFETY AID	874,635.08	-	-100.00%	-
TOTAL REVENUE FUND	\$ 17,659,836.48	\$ 19,412,371.44	9.92%	\$ 19,009,424.16
SPECIAL REVENUE FUNDS				
PUBLIC SAFETY	\$ 2,738,408.42	\$ 2,421,385.62	-11.58%	\$ 2,933,333.67
E-911	312,232.91	386,568.40	23.81%	421,305.19
ROAD AND BRIDGE	(3,270,618.05)	3,001.63	-100.09%	(1,386,204.58)
HUMAN SERVICES	10,868,706.99	10,996,726.45	1.18%	11,923,117.05
RECREATION	317,012.54	202,600.16	-36.09%	184,293.30
RESOURCE DEVELOPMENT	1,006,254.00	967,638.96	-3.84%	975,049.19
ENVIRONMENTAL AFFAIRS	2,898,960.00	3,316,697.88	14.41%	3,475,725.44
DEBT FUNDS	1,475,220.50	1,514,624.49	2.67%	1,479,928.56
DITCH FUND	215.64	215.64	0.00%	215.64
SUNNYSIDE CARE CENTER	2,024,936.66	2,518,339.60	24.37%	2,670,784.63
NATURAL RESOURCE MGT	157,195.10	327,088.07	108.08%	263,960.41
GRAVEL RESERVE	517,176.22	154,661.76	-70.09%	269,684.81
OPIOID SETTLEMENT FUND	627,315.00	598,993.57	-4.51%	615,674.85
LOCAL ASSISTANCE & TRIBAL CONSISTENCY FUND	83,110.43	-	-100.00%	-
GENERAL - SPECIAL	2,204,251.19	1,442,688.92	-34.55%	1,445,598.76
TOTAL SPECIAL REVENUE FUNDS	\$ 21,960,377.55	\$ 24,851,231.15	13.16%	\$ 25,272,466.92
AGENCY FUNDS				
BCCI	\$ 165,984.33	\$ 212,994.75	28.32%	\$ 212,994.75
TAXES AND PENALTIES	869,025.04	919,580.66	5.82%	11,341,666.59
CLEARING FUNDS	604,136.83	925,523.23	53.20%	730,757.46
TOTAL AGENCY PASS THRU FUNDS	\$ 1,639,146.20	\$ 2,058,098.64	25.56%	\$ 12,285,418.80
TOTAL CASH & INVESTMENTS	\$ 41,259,360.23	\$ 46,321,701.23	12.27%	\$ 56,567,309.88

Becker County Sales & Use Tax

2014					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	606,000.00	129,165.85	735,165.85	(31,350.71)	703,815.14
2015					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	1,925,000.00	199,199.05	2,124,199.05	(26,358.15)	2,097,840.90
2016					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	1,912,893.48	209,748.19	2,122,641.67	(27,908.63)	2,094,733.04
2017					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	2,172,000.00	233,642.63	2,405,642.63	(29,318.97)	2,376,323.66
2018					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	2,281,000.00	365,457.85	2,646,457.85	(33,661.93)	2,612,795.92
2019					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	2,452,000.00	222,944.01	2,674,944.01	(34,367.81)	2,640,576.20
2020					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	2,563,000.00	279,602.16	2,842,602.16	(36,985.03)	2,805,617.13
2021					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	2,957,000.00	376,489.88	3,333,489.88	(38,856.08)	3,294,633.80
2022					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	3,230,000.00	485,045.29	3,715,045.29	(38,854.14)	3,676,191.15
2023					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	3,471,000.00	307,883.00	3,778,883.00	(38,200.43)	3,740,682.57
2024					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	3,464,709.18	61,883.40	3,526,592.58	(19,435.57)	3,507,157.01
2025					
<u>Month</u>	<u>Receipt</u>			<u>Fees</u>	<u>Net Total</u>
November	300,638.51		300,638.51	(2,705.75)	297,932.76
December	276,634.30		276,634.30	(2,489.71)	274,144.59
January	307,544.79		307,544.79	(2,767.90)	304,776.89
February	234,737.21		234,737.21	(2,112.63)	232,624.58
March	223,127.64		223,127.64	(2,008.15)	221,119.49
April	293,314.67		293,314.67	(2,639.83)	290,674.84
May	298,221.32		298,221.32	(2,683.99)	295,537.33
June	376,771.57		376,771.57	(3,390.94)	373,380.63
July	416,827.17		416,827.17	(3,751.44)	413,075.73
August	410,556.86		410,556.86	(3,695.01)	406,861.85
September	408,175.18		408,175.18	(3,673.58)	404,501.60
October	344,912.96		344,912.96	(3,104.22)	341,808.74
	3,891,462.18	-	3,891,462.18	(35,023.15)	3,856,439.03
Grand Total	30,926,064.84	2,871,061.31	33,797,126.15	(390,320.60)	33,406,805.55

Please note effective April 2024 ONE payment of GROSS REVENUE and ADMINISTRATIVE COST is received

EX--December 2023 Receipt 1 in the IFS (Bank/Cash Comp) January 2024 and Receipt 2 in the IFS (Bank/Cash Comp) February 2024

Bolded amounts corresponds to Monthly-Cash Comp

**Becker County
Investment Analysis
December 31, 2025**

Bank or Institution			Investment Number	Interest Rate	Yield Rate	Maturity Date	Book Value(Cost)	Fair Market Value
American National Bank								
ANB	CD	American Natl	24-03	3.950%	3.950%	1/14/26	245,000.00	245,000.00
Deerwood Bank								
CDB	CD	CDBoO	09-13	3.850%	3.850%	7/18/26	500,000.00	500,000.00
CDB	CD	CDBoO	13-1	4.000%	4.000%	2/15/26	425,000.00	425,000.00
Midwest bank								
MW	CD	Midwest	0-39	4.000%	4.000%	5/9/26	96,000.00	96,000.00
MW	CD	Midwest CDARS	10-09	3.922%	3.922%	7/2/26	1,000,000.00	1,000,000.00
State Bank of Lake Park								
SBLP	CD	State Bank of LP	01-39	4.110%	4.110%	9/30/26	162,408.46	162,408.46
United Community Bank of Frazee								
UCB	CD	UCBoF	23-07	3.750%	3.750%	6/7/26	203,851.82	203,851.82
Raymond James								
MK		Lake Park-Audubon MN GO	11-6	5.375%	3.652%	2/1/26	500,000.00	500,705.00
MK		Connecticut St Taxable Go Bond	20-14	3.310%	3.310%	1/15/26	564,114.72	499,905.00
MK		BOND	21-02	0.820%	0.820%	3/1/26	244,054.30	243,841.15
MK		FHLB	25-05	4.000%	4.000%	7/2/30	500,000.00	501,140.00
MK		FHLB	23-03	4.240%	4.240%	2/17/28	250,000.00	249,980.00
MK		FHLB	25-06	4.080%	4.080%	7/23/29	305,000.00	307,522.35
MK		CD	24-08	3.800%	3.800%	9/5/28	150,000.00	150,157.50
MK		CD	22-07	4.850%	4.850%	11/9/26	244,000.00	246,691.32
MK		CD	23-04	4.950%	4.950%	3/24/26	225,000.00	225,544.50
MK		CD	23-06	4.600%	4.600%	7/7/26	100,000.00	100,488.00
MK		CD	23-07	5.250%	5.250%	2/27/26	240,000.00	240,468.00
Wells Fargo Advisors (Formerly Wachovia Securities)								
WFA		BOND	22-03	2.750%	2.750%	4/30/27	326,476.93	326,802.30
WFA		FHLMC	25-03	4.000%	4.000%	4/17/29	1,497,000.00	1,499,535.00
WFA		FHLBMSUCP	21-03	1.000%	1.000%	3/16/26	455,000.00	452,556.65
WFA		CD	21-07	1.000%	1.000%	8/8/26	215,000.00	211,493.35
WFA		CD	24-07	3.850%	3.850%	8/30/27	245,000.00	245,752.15
WFA		CD	25-08	3.550%	3.550%	10/31/30	245,000.00	241,521.00
WFA		CD	23-01	4.350%	4.350%	1/26/26	245,000.00	245,088.20
WFA		CD	23-08	5.050%	5.050%	10/27/26	245,000.00	247,834.65
WFA		CD	24-09	4.050%	4.050%	11/22/27	245,000.00	246,678.25
WFA		CD	25-04	4.250%	4.250%	6/12/28	245,000.00	247,942.45
WFA		CD	25-09	3.850%	3.850%	12/10/30	245,000.00	244,644.75
WFA		CD	25-07	3.750%	3.750%	10/22/30	245,000.00	243,652.50
WFA		CD	24-05	5.050%	5.050%	6/8/26	240,000.00	241,430.40

Total Pooled Investments - Securities

10,647,906.23 10,593,634.75

Summary of Investments by Type			Investment Summary by Fund	
	Book Value	Fair Value	Revenue Fund	
CD's	5,006,260.28	5,011,647.30	10,647,906.23	10,593,634.75
CDARS	1,000,000.00	1,000,000.00		
Jumbo CDs			10,647,906.23	10,593,634.75
Local Gov Issues	0.00	0.00		
Govt. Securities	1,308,169.02	1,244,451.15		
Treasury	326,476.93	326,802.30		
FNMA	0.00	0.00		
FHLBMSUCP	455,000.00	452,556.65		
FHLMC	1,497,000.00	1,499,535.00		
FHLB	1,055,000.00	1,058,642.35		
Totals	10,647,906.23	10,593,634.75		
			Fair Market Value Adjustment	(54,271.48)

BECKER COUNTY BOARD OF COMMISSIONERS

RESOLUTION 02-26-2D

HIRE ELECTION JUDGES FOR 2026

WHEREAS, there is a need to hire up to ten(10) election judges for 2026 election year.

WHEREAS, setting hourly salary based on years of experience as ballot board member:

0	Election Cycles:	\$18.00
1-2	Election Cycles:	\$19.00
3+	Election Cycles:	\$20.00
SVRS (State Voter Access)		\$ 4.00 Additional per hour

NOW THEREFORE BE IT RESOLVED. That the Board of County Commissioners of Becker County, Minnesota, approves hiring up to ten election judges through the normal process.

Duly adopted this 17th day of February, 2026, at Detroit Lakes, MN.

COUNTY BOARD OF COMMISSIONERS
Becker County, Minnesota

ATTEST:

/s/ Carrie Smith
Carrie Smith
County Administrator

/s/ Erica Jepson
Erica Jepson
Board Chair

State of Minnesota)
) ss
County of Becker)

I, the undersigned being the duly appointed and qualified County Administrator for the County of Becker, State of Minnesota, do hereby certify that the foregoing is a true and correct copy of a Resolution passed, adopted, and approved by the County Board of Commissioners at a meeting held February 17, 2026, as recorded in the record of proceedings.

Carrie Smith
County Administrator

**FINAL SUMMARY AND VERIFICATION
OF CONTRACT COSTS**

PROJECT NUMBERS: SP 003-070-018

LOCATION: CSAH 138 & CSAH 11; CSAH 138 & CSAH 22; CSAH 6 & CSAH 1; Co Rd 103 & CSAH 5; Mn TH 34 & CSAH 25; Mn TH 34 & CSAH 39W & 39E; CSAH 37 & CSAH 26; CSAH 34 & CSAH 143; CSAH 58 & CSAH 44; CSAH 46 & CSAH 44

CONTRACTOR: MARKS ELECTRIC

PROJECT DESCRIPTION: RURAL INTERSECTION LIGHTING

LETTING DATE: May 29, 2025 FINAL COMPLETION DATE: November 19, 2025

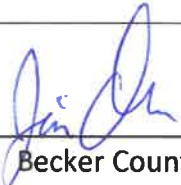
Engineer's Estimate	Contract Amount	Final Cost
\$209,210.00	\$219,377.70	\$195,377.70

Explanation of cost variance between Engineer's Estimate and Contract Amount:

Material costs higher than anticipated.

Explanation of cost variance between Contract Amount and Final Cost:

Power companies didn't require use of the service cabinets.



Becker County Engineer

Dated: 2/10/26



BECKER COUNTY HIGHWAY DEPARTMENT
1771 NORTH TOWER ROAD
DETROIT LAKES, MN 56501
OFFICE: 218-847-4463

JAMES OLSON, P.E.
COUNTY ENGINEER
BRIAN SHEPARD
CONSTRUCTION MANAGER
JONA JACOBSON
MAINTENANCE SUPERINTENDENT
ANGELA LEFEBVRE
ACCOUNTANT

BECKER COUNTY ENGINEER
CONSTRUCTION IMPROVEMENT PROJECT
CERTIFICATE OF PERFORMANCE

Project Number:	SP 003-070-018
Contract Number:	7018
Name of Contractor:	Marks Electric
Type of Work:	Rural Intersection Lighting
Total Value of Work:	\$195,377.70
Contract Amount:	\$219,377.70

I HEREBY CERTIFY to the Board of Commissioners of Becker County: That as the duly appointed Becker County Engineer I have been in charge of the work required by the above described contract in accordance with Minnesota Statute § 163.07; That all of such work required by the contract has been satisfactorily performed and the contract has been completed; That the entire amount of work shown above, and on the Final Contract Voucher, has been performed, measured by, and in accordance with and pursuant to the terms of said contract.

Date: 2/10/26

Signature: James D. Olson

James D. Olson, P.E.
Becker County Engineer
Registered Prof. Eng. No. 41294

Capital Improvement Expenditure Request Form

Date Requested: February 17th, 2026

Department: Highway

Department Head: Jim Olson, P.E.

Capital Improvement Request: 2026 Chevrolet 3500 SRW 4x4 Crew Cab – Karl Chevrolet (state bid)
And V-plow from Jeff's Muffler in Detroit Lakes

Request Amount: Truck =\$54,112 Includes TTL VPlow = \$10,391
Total Request = \$64,503

EXPLANATION OF THE REQUEST

Purpose/Need: This pickup will replace a 2002 Chevrolet 2500 with approximately 150,000 miles. The new vehicle will be used in maintenance by the Maintenance Superintendent. Heavy duty pickup is needed for the plow and service tank.

Savings Achieved (Dollar Amount/Time/ Efficiency): Replacing older vehicles will reduce maintenance and repair costs. The 2002 Chevrolet will be sold on auction at a later date.

Are There Sufficient Funds In Your Budget? Yes

Was This In Your 5-Year Capital Improvement Plan? Yes. – Budgeted \$75,000 for 2026

Action Taken (If different than request): _____

Date Request Completed: _____

* This form must be completed and sent to the County Administrator for any request of Capital Improvement Purchase.



KARL AUTOMOTIVE GROUP

JACOB MADSEN | 5156453634 | J.MADSEN@KARLCHEVROLET.COM

Vehicle: [Fleet] 2026 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" Work Truck



KARL AUTO GROUP is proud to be your #1 Government Chevrolet Vehicle Dealer in Iowa for several years in a row. We are the only Government Dealer in Iowa to provide you a full time staff dedicated solely to government entities and their needs. We can assist you with all of your vehicle needs to include "turn-key" solutions and custom upfitting, saving you time and money with our own Karl Emergency Vehicles. Thank you for the opportunity to earn your business.



KARL AUTOMOTIVE GROUP

JACOB MADSEN | 5156453634 | J.MADSEN@KARLCHEVROLET.COM

KARL AUTOMOTIVE GROUP

Dealership Information

KARL AUTO GROUP

JACOB MADSEN

515-645-3634

J.MADSEN@KARLCHEVROLET.COM

Prepared By:

JACOB MADSEN

KARL AUTOMOTIVE GROUP

5156453634

J.MADSEN@KARLCHEVROLET.COM

P At the user's request, prices for this vehicle have been formulated on the basis of Initial Pricing for the vehicle, however GM cannot guarantee that Initial Pricing is available. This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 26439. Data Updated: Sep 9, 2025 6:57:00 PM PDT.



KARL AUTOMOTIVE GROUP

JACOB MADSEN | 5156453634 | J.MADSEN@KARLCHEVROLET.COM

Vehicle: [Fleet] 2026 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" Work Truck (Complete)

Quote Worksheet

	MSRP
Base Price	\$53,300.00
Dest Charge	\$2,595.00
Total Options	\$2,315.00
Subtotal	\$58,210.00
GOV DISCOUNT	(\$3,900.00)
UPFITTER INSTALL	\$395.00
REMOTE START	\$395.00
Subtotal Pre-Tax Adjustments	(\$3,110.00)
Less Customer Discount	(\$4,385.00)
Subtotal Discount	(\$4,385.00)
Trade-In	\$0.00
Excluded from Sales Tax	Subtotal Trade-In \$0.00
	Taxable Price \$50,715.00
Sales Tax	\$0.00
	Subtotal Taxes \$0.00
	Subtotal Post-Tax Adjustments \$0.00
	Total Sales Price \$50,715.00

Dealer Signature / Date

Customer Signature / Date

At the user's request, prices for this vehicle have been formulated on the basis of Initial Pricing for the vehicle, however GM cannot guarantee that Initial Pricing is available. This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 26439. Data Updated: Sep 9, 2025 6:57:00 PM PDT.

JEFF'S MUFFLER & AUTO REPAIR

812 8TH STREET SE
DETROIT LAKES,, MN 56501
(218) 846-9318

9/17/2025 9:14:00 AM CDT

Estimate #15267

Page:1

BECKER COUNTY HWY DEPT

Phone:

Vehicle : No Vehicle

VIN :

Fleet #/Driver :

Created : 9/17/2025 8:35:09 AM CDT

Labor/Notes

Technician

Description

INSTALL PLOW, WIRING

Price

\$800.00

Parts

Code

Description

Condition

Unit Price

Price

8'6"SS HDV-PLOW

\$9,200.00

\$9,200.00

HDV 10" DEFLECTOR KIT

\$375.99

\$375.99

Labor

\$800.00

Parts

\$9,575.99

Shop Supplies/EPA

\$15.00

Estimate \$10,390.99

PAYMENT \$0.00

BALANCE DUE \$10,390.99

I hereby authorize the repair work herein set forth to be done along with the necessary material and agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control. I hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or Inspection. An express garagekeeper's lien is hereby acknowledged on above vehicle to secure the amount or repairs thereto.

Customer Signature _____

Estimates are valid for 30 days



Fax # 651-604-2936

XL Package

Standard
40/20/40 Vinyl Front Seat
Standard Base Upholstery
4-Wheel ABS Brakes
Air Conditioning
LT245/75R17 E All Season Tires
Shift on Fly 4x4
Power Windows

Front Tow Hooks
Rubber Floor Covering
Black Bumpers w/Rear Step
Matching Full Size Spare Tire
6.8L V8
Rear View Camera
Power Locks

		You must have a active FIN code to participate in this purchase contract : FIN code # 	
Base Price	Totals	Purchase Order required prior to order placement	
6.8 Gas	\$47,699.84	PO # 	
Options Price Totals	3853 \$0.00		
Extended Warranty			
Transit Impr Excise Tax	\$20.00	Name of Organization 	
Tax Exempt Lic	\$63.25		
6.875% Sales Tax	3544.26 \$3,275.36		
Document fee	\$275.00	Address 	
Sub total per vehicle	\$51,337.45		
Number of Vehicles	1		
Grand Total for all units	\$51,337.45		

Contact Person/ Phone #

Contact's e-mail address and fax #

Total w/options ~~11~~ 55,455 35

JEFF'S MUFFLER & AUTO REPAIR

812 8TH STREET SE
DETROIT LAKES,, MN 56501
(218) 846-9318

9/17/2025 9:14:00 AM CDT

Estimate #15267

Page:1

BECKER COUNTY HWY DEPT

Phone:

Vehicle : No Vehicle

VIN :

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BALANCE DUE \$10,390.99

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Customer Signature _____

Estimates are valid for 30 days

BECKER COUNTY BOARD OF COMMISSIONERS

RESOLUTION 02-26-2C

Resolution to act as Sponsor for the Woods and Wheels ATV Club for Grant-in-Aid

WHEREAS, the Becker County Board of Commissioners recognize the benefits of recreational trail riding opportunities to the region; and the importance of well maintained, safe, and operable trails, and

WHEREAS, Becker County recognizes the importance of our existing local trail systems and the need to promote Off-highway vehicles in a safe, environmentally mindful, and fun form of outdoor recreation; and

WHEREAS, the State of Minnesota requires a local unit of government to act as the legal sponsor for application for the Minnesota's Off-Highway Vehicle (OHV) Trails Assistance Program, popularly known as Grant-in-Aid (GIA); and

NOW THEREFORE BE IT RESOLVED, the Becker County Board of County Commissioners will act as the legal sponsor the Wood and Wheels ATV Club through the MN DNR OHV Trails Assistance Program and approve applications to the MN DNR OHV Trails Assistance Program; and

BE IT FURTHER RESOLVED, that Becker County will enter into an agreement with the State of Minnesota for the MN DNR OHV Trails Assistance Program and will comply with all the law and regulations as stated in the signed agreement; and

BE IT FURTHER RESOLVED, that this resolution represents Becker County's continual/ongoing support for the sponsorship agreement until revoked by County Board Resolution; and

BE IT FURTHER RESOLVED, that Becker County appoints the Land Commissioner to as the fiscal agent on behalf of the local unit of government.

Duly adopted this 17th day of February 2026, at Detroit Lakes, MN.

COUNTY BOARD OF COMMISSIONERS
Becker County, Minnesota

ATTEST:

/s/ Carrie Smith
Carie Smith
County Administrator

/s/ Erica Jepson
Erica Jepson
Board Chair

State of Minnesota)
) ss
County of Becker)

I, the undersigned being the duly appointed and qualified County Administrator for the County of Becker, State of Minnesota, do hereby certify that the foregoing is a true and correct copy of a Resolution passed, adopted, and approved by the County Board of Commissioners at a meeting held February 17th, 2026, as recorded in the record of proceedings.

Carrie Smith
County Administrator

Abatements for 2-17 -2026

Parcel #	Original	Adjustment	Corrected	Twp/City	EMV Previous	EMV Corrected	Difference	Reason
08.0058.003	\$ 5,958.00	\$ (960.00)	\$ 4,998.00	Detroit	\$ 853,300.00	\$ 730,300.00	\$ 123,000.00	Value Change
08.0058.003	\$ 5,706.00	\$ (926.00)	\$ 4,780.00	Detroit	\$ 810,300.00	\$ 693,400.00	\$ 116,900.00	Value Change
17.0416.001	\$ 1,544.00	\$ (1,020.00)	\$ 524.00	Lake Eunice	\$ 334,900.00	\$ 334,900.00	\$ -	Ag credit
21.8010.000	\$ 256.00	\$ (256.00)	\$ -	Osage	\$ 45,600.00	\$ -	\$ 45,600.00	Licensed

TOTALS \$ 13,464.00 \$ (3,162.00) \$ 10,302.00

TOTAL ADDED TAX \$0

TOTAL REDUCED TAX \$ (3,162.00)

\$ 13,464.00 \$ (3,162.00) \$ 10,302.00

\$ 2,044,100.00 \$ 1,758,600.00 \$ 285,500.00

9.0 COMPENSATION SYSTEM

9.1 Preparation of a Compensation Plan

A compensation plan shall be prepared and approved by the County Board for purposes of reflecting the contribution of each position within the County's classification plan in providing services to County departments and the public. The County Board may approve the compensation plan as recommended or it may make such changes as deemed appropriate. The effective date of the compensation plan shall be the date of its approval by the County Board.

It will be the responsibility of the Supervisors and Department Heads to ensure timely completion of web timesheets ~~accumulate time sheets from~~ by employees on specific timetables as set by Payroll. It will be the responsibility of Supervisors and Department Heads to review the time-sheets for accuracy and conformity to County policy and Labor Agreements. The Department Head or designee will sign off on all employee time-sheets for final responsibility of payment by specific deadlines as set by Payroll.

The web time-sheets will be ~~forwarded to the Auditor's Office in preparation for payment of payroll the Auditor's Office shall:~~ reviewed by Payroll prior to payment. In the event there is any discrepancy for payment, for any reason, after the acknowledgment of the ~~D~~department ~~H~~head or ~~designee his/her designated person~~ it will NOT be ~~whited out or~~ altered in any way by Payroll for payment by the Auditor's Office. ~~Action will require the Auditor's Office to Payroll will~~ contact the ~~D~~department ~~H~~head or ~~his/her designated~~ representative ~~designee for corrections to be made. A decision will be made by the department head or his/her designated representative, for payment or non payment, in any of these situations.~~ The ~~D~~department ~~H~~head or ~~designee~~ will, make every effort to have the employee correct any discrepancies and resubmit their web timesheet. If for any reason the employee is not able to submit their web timesheet with corrections or by the deadline set by Payroll the Department Hear or designee will advise Payroll in writing, advise the Auditor's Office or designated representatives how to proceed.

9.2 Maintenance and Amendments

The County Board shall designate the Human Resource Department to be responsible for administration of the compensation plan and periodically recommend changes whenever conditions require it. On or before the first County Board meeting in December ~~1~~ of each year, the compensation plan shall be reviewed with recommended changes in said compensation plan ~~forwarded to the~~ brought forward to the County Board by the Human Resource Department.

9.3 Implementation of Amendments

Upon approval by the County Board changes to the compensation plan will be implemented by moving affected employees as indicated. For the regrading of any positions, employees will be placed into the new grade at the closest step allowing at least a 1.5% increase. When a position is regraded, impacted employees will maintain their current position anniversary date.

Position	Step Date	YOS	New Grade	Longevity	Step - Next Closest	Base Wage - Next Closest	Longevity Wage - Next Closest	Total Wage - Next Closest	1.5% Increase Step	Base Wage - 1.5% Increase	Longevity Wage - 1.5% Increase	Total Wage - 1.5% Increase	Step - Maintain Step	Base Wage - Maintain Step	Longevity Wage - Maintain Step	Total Wage - Maintain Step
Assistant County Veterans Service Officer	7/21/2025	1	7	0%	1	\$ 30.08	\$ -	\$ 30.08	1	\$ 30.08	\$ -	\$ 30.08	2	\$ 30.99	\$ -	\$ 30.99
GIS Research Specialist	8/16/2004	22	8	7%	3	\$ 34.31	\$ 2.40	\$ 36.71	5	\$ 36.40	\$ 2.55	\$ 38.95	6	\$ 37.49	\$ 2.62	\$ 40.11
NRM Manager - Forester	1/2/2024	2	8	0%	1	\$ 32.34	\$ -	\$ 32.34	1	\$ 32.34	\$ -	\$ 32.34	2	\$ 33.32	\$ -	\$ 33.32
NRM Manager - Forester	6/9/2025	1	8	0%	1	\$ 32.34	\$ -	\$ 32.34	1	\$ 32.34	\$ -	\$ 32.34	1	\$ 32.34	\$ -	\$ 32.34
Building Maintenance Supervisor	4/12/2017	9	9	1%	8	\$ 42.56	\$ 0.43	\$ 42.99	8	\$ 42.56	\$ 0.43	\$ 42.99	10	\$ 45.15	\$ 0.45	\$ 45.60
Chief Deputy Auditor-Treasurer I	4/10/2001	25	10	8%	7	\$ 44.63	\$ 3.57	\$ 48.20	7	\$ 44.63	\$ 3.57	\$ 48.20	9	\$ 47.35	\$ 3.79	\$ 51.14
County Veterans Service Officer	4/14/2025	1	10	0%	1	\$ 37.38	\$ -	\$ 37.38	1	\$ 37.38	\$ -	\$ 37.38	2	\$ 38.49	\$ -	\$ 38.49
NRM Manager - Land Commissioner	9/7/2022	4	11	0%	4	\$ 44.93	\$ -	\$ 44.93	5	\$ 46.27	\$ -	\$ 46.27	7	\$ 49.08	\$ -	\$ 49.08
Information Technology Director	8/1/2022	4	14	0%	2	\$ 49.48	\$ -	\$ 49.48	2	\$ 49.48	\$ -	\$ 49.48	3	\$ 50.97	\$ -	\$ 50.97
County Engineer	5/30/2013	13	19	2%	7	\$ 73.20	\$ 1.46	\$ 74.66	8	\$ 75.38	\$ 1.51	\$ 76.89	9	\$ 77.65	\$ 1.55	\$ 79.20
County Administrator	2/8/2024	2	21	2%	7	\$ 83.00	\$ 1.66	\$ 84.66	7	\$ 83.00	\$ 1.66	\$ 84.66	9	\$ 88.04	\$ 1.76	\$ 89.80

Position	Annual Amount - Next Closest Step	Annual Amount - 1.5% Increase	Annual Amount - Maintain Step	Difference Between Next Closest and 1.5% Increase	Difference Between 1.5% Increase and Maintaining Step
Assistant County Veterans Service Officer	\$ 63,355.07	\$ 63,355.07	\$ 65,256.53	\$ -	\$ 1,901.47
GIS Research Specialist	\$ 77,124.46	\$ 81,820.47	\$ 84,276.05	\$ 4,696.02	\$ 2,455.58
NRM Manager - Forester	\$ 67,267.20	\$ 67,267.20	\$ 71,193.20	\$ -	\$ 3,926.00
NRM Manager - Forester	\$ 67,267.20	\$ 67,267.20	\$ 68,286.40	\$ -	\$ 1,019.20
Building Maintenance Supervisor	\$ 89,410.05	\$ 89,410.05	\$ 94,851.12	\$ -	\$ 5,441.07
Chief Deputy Auditor-Treasurer I	\$ 102,263.62	\$ 102,263.62	\$ 108,478.66	\$ -	\$ 6,215.04
County Veterans Service Officer	\$ 79,289.60	\$ 79,289.60	\$ 81,667.73	\$ -	\$ 2,378.13
NRM Manager - Land Commissioner	\$ 94,151.20	\$ 96,964.40	\$ 102,856.00	\$ 2,813.20	\$ 5,891.60
Information Technology Director	\$ 103,951.47	\$ 103,951.47	\$ 107,078.40	\$ -	\$ 3,126.93
County Engineer	\$ 157,999.09	\$ 162,735.56	\$ 167,625.85	\$ 4,736.47	\$ 4,890.29
County Administrator	\$ 180,477.44	\$ 180,477.44	\$ 191,470.86	\$ -	\$ 10,993.42
Total Difference				\$ 12,245.69 Amount of County Savings	\$ 48,238.74 Additional Cost to County

Beckerbay Online Auction

To Benefit the Becker County Food Pantry

Donations for the online auction: Due March 6th

Please provide a photo and description of the auction item

Online Auction: March 17-24



Contacts: Peggy Martin and Nikki Bradbury



Becker County Fleet Vehicle Use Policy

1. Purpose

The purpose of this policy is to establish guidelines for the appropriate use, operation, and management of Becker County–owned vehicles. County vehicles are provided to support the efficient conduct of official County business while ensuring safety, accountability, and responsible stewardship of public resources.

2. Scope

This policy applies to all Becker County employees, elected officials, contractors, and authorized volunteers who operate or are assigned County-owned vehicles.

3. Authorized Use

County vehicles shall be used **primarily for official County business**. Authorized use includes travel required to perform job duties, attend meetings, trainings, inspections, emergency response, or other work-related activities approved by the employee's supervisor or department head.

Personal use of County vehicles is generally prohibited except as specifically permitted under this policy.

4. Take-Home Vehicle Use

Becker County recognizes that, in certain circumstances, allowing an employee to take a county vehicle home may be beneficial for operational efficiency, response readiness, or cost savings.

Take-home vehicle use may be authorized when:

- The employee's **home is closer to a work assignment, meeting location, or starting point** than the employee's regular work location;
- The employee is required to **respond to after-hours, emergency, or on-call duties**;
- Leaving the vehicle at the employee's home reduces **unnecessary travel time, mileage, or fuel costs**; or
- Other operational needs exist as determined by the department head.

The County Administrator may authorize their use of a county vehicle:

- Use of a County fleet vehicle for official County business activities.



- Assignment of a take-home County vehicle to their residence when such assignment supports County operational needs, emergency response capability, or administrative efficiency.

All take-home vehicle use must be **approved in advance** by the County Administrator unless circumstances make prior approval impractical (e.g., emergencies). Approval may be ongoing or situational and may be revoked at any time.

5. Restrictions on Take-Home Use

When a county vehicle is taken home:

- The vehicle shall not be used for personal errands, commuting unrelated to approved County business, or non-County activities.
- Only the authorized employee may operate the vehicle unless prior approval is granted.
- The vehicle must be parked in a safe and secure location.
- The employee is responsible for the vehicle's care, cleanliness, and security.

6. Driver Responsibilities

All authorized drivers must:

- Hold a valid driver's license appropriate for the vehicle operated;
- Comply with all traffic laws and County safety policies;
- Immediately report accidents, damage, or mechanical issues to their supervisor;
- Use seat belts and ensure passengers do the same;
- Refrain from using mobile devices while driving except where legally permitted (e.g., hands-free).

Smoking, vaping, alcohol, illegal substances, or firearms (unless job-related and authorized) are prohibited in County vehicles.

7. Vehicle Maintenance and Fuel

Departments are responsible for ensuring that vehicles are properly maintained according to County standards. Employees must report maintenance needs promptly and use County-approved fueling methods.

8. Accidents and Violations

Any accident involving a county vehicle must be reported immediately in accordance with County procedures. Traffic violations received while operating a county vehicle are the responsibility of the driver.



9. Compliance and Discipline

Failure to comply with this policy may result in revocation of vehicle privileges and may lead to disciplinary action up to and including termination, consistent with County policies and applicable labor agreements.

10. Policy Administration

This policy shall be administered by Becker County. Exceptions to this policy may be granted when justified by operational needs and approved in advance.

02/17/26

DRAFT

Becker County Facilities Policy

Prohibiting the Use of Unauthorized Supplemental Heating Devices

A. INTRODUCTION

Becker County recognizes the need to maintain County facilities in a safe and decent manner.

B. SCOPE

This policy applies to all Becker County facilities, staff, and tenants.

C. PURPOSE

The purpose of this policy is to promote employee safety, prevent fire hazards, protect County facilities, and maintain proper operation of County electrical and heating, ventilation, and air conditioning (HVAC) systems by regulating the use of personal space heaters and supplemental heating devices within County-owned property.

D. POLICY

Becker County prohibits the use of portable space heaters and other unauthorized supplemental heating devices in all County owned and operated facilities due to significant fire, electrical and safety risks, prioritizing the well-being of occupants and infrastructure integrity and regulation, in accordance with federal, state, and local fire codes.

- **Fire Hazard:** Heaters can overload electrical systems, get covered by combustibles (blankets, paper), or have damaged cords, creating fire hazards and risks to staff and property.
- **Electrical Strain:** Inadequate building wiring may not support the increased electrical load, trip breakers or cause system failures.
- **HVAC Interference:** Personal heaters can disrupt central HVAC systems, causing energy waste and discomfort for others, by creating imbalance of primary systems.
- **Compliance:** Use of external plug-in heating devices may not be compliant to applicable state fire, building, and OSHA standards.

E. PROHIBITED DEVICES

Unless expressly authorized in writing by Facilities Management, the following devices are not permitted which include but are not limited to:

- Personal electric space heaters
- Portable propane/fuel-burning heaters
- Radiant heaters
- Heating elements attached to desks or workstations
- Any non-County-issued heating device

F. EXCEPTIONS

Limited exceptions may be granted only:

- For documented medical accommodation processed through Human Resources; or
- For operational or maintenance purposes approved in writing by Facilities Management.

Any approved device must:

- Be UL-listed or equivalent certified
- Include tip-over protection
- Include automatic shut-off features
- Be plugged directly into a wall outlet (no extension cords or power strips)
- Be inspected and approved by Maintenance prior to use

G. ENFORCEMENT

County Maintenance/Facilities staff are authorized to:

- Inspect workspaces for prohibited devices
- Remove unauthorized heating devices
- Notify department supervisors of violations
- Require immediate discontinuation of use

Failure to comply with this policy may result in:

- Removal of the device

Facilities staff will assess departmental request to review Facility and HVAC operation to make reasonable adjustments where feasible.

H. RESPONSIBILITY

Facilities Management is responsible for implementation and enforcement of this policy.

Department heads are responsible for ensuring compliance within their respective departments.



BECKER COUNTY

IT Department

915 Lake Avenue • Detroit Lakes, MN 56501

218-846-7230

MEMORANDUM FOR ACTION

February 17, 2026

SUBJECT: Computer order

THROUGH: IT Department, Courthouse Committee and Finance Committee

TO: Becker County Commission

1. References:

- a. Laptop and Desktop computer quote from TRAFERA, LLC State Pricing

2. Discussion: New computer purchases

- a. Docking Stations \$3000
- b. Desktops \$ 23,000
- c. Desktops Dispatch \$ 6,660
- d. Laptops \$15,917
- e. Laptop IT \$1600

3. Funding

- a. Budgeted in 2026.

Description	Quantity	Unit Cost	Cost
Docking Stations	10	\$300.00	\$3,000.00
Desktop	20	\$1,150.00	\$23,000.00
Dispatch Desktop	4	\$1,665.00	\$6,660.00
Laptop Total	11	\$1,475.00	\$16,225.00
Laptop IT	1	\$1,600.00	\$1,600.00
2026 Refresh Total			\$50,485.00

4. Action – recommend ordering all Laptops, Desktops and Docking Stations through TRAFERA, LLC

5. The point of contact for this is Judy Dodd, IT Director, 218-846-7200 X7332

Building Removal Bid Specifications

SEALED BIDS DUE ON or BEFORE March 13, 2026 – 12:00 PM

Mitch Lundeen

Becker County Highway Dept.

1771 North Tower Road

Detroit Lakes, MN 56501

February 11, 2026

Project description: Becker County is requesting bids to remove a kit-built log cabin located at 28992 County Highway 34, Callaway, MN 56521. The log cabin is approximately 1414 square feet, built in 1994. All building materials and debris must be removed from site before project completion on October 16th, 2026, unless authorized by project manager. Bid preference will be given to bidders who can complete project before the project deadline of October 16th, 2026.

More information regarding the building can be found at:

https://gis-server.co.becker.mn.us/www/parcel_info.aspx?PARCEL=320250000

Location: 28992 County Highway 34, Callaway, MN 56521

Full payment must be received at time of bid award/acceptance and before any project work has starts. This cabin is for sale; Becker County will not accept any bids at the Counties' expense.

All bidders will be required to provide Becker County with liability insurance form to the satisfaction of Becker County when submitting bids. Quotes must be sealed by mail or sealed when delivered. Electronic proposals/bids are not acceptable, except through Public Surplus website.

Estimated project completion date _____

Project Bid Amount:

Building Purchase \$ _____

Company Name/Individual: _____

Printed name: _____ Date: _____

Address: _____

Contact information:

Phone number: _____ email address: _____

Contact Project Manager, Mitch Lundeen if you have questions or wish to visit the project site 218-847-0099 or mitch.lundeen@co.becker.mn.us

SUCCESSFUL BIDDER WILL BE RESPONSIBLE FOR DISCONNECTING ALL UTILITIES AND OTHER CONNECTIONS FROM BUILDING BEFORE REMOVAL, SUCESSEFUL BIDDER MUST GIVE BECKER COUNTY 5 DAYS NOTICE BEFORE BEGINNING ANY WORK ON PROJECT

***SUCCESSFUL BIDDER IS RESPONSIBLE TO PROTECT THEIR PROPERTY FROM ANY LIABILITY, DAMAGES, VANDALISM, OR DESTRUCTION. BECKER COUNTY IS NOT HELD LIABLE FOR THE BUILDING OR BUILDING MATERIALS AFTER THE BID PROPOSAL IS ACCEPTED.**





694215

BECKER COUNTY RECORDER
STATE OF MINNESOTA

Document No. 694215

November 29, 2022 at 12:50 PM

I hereby certify that the within
instrument was recorded in this office.

Susan Syvertson, County Recorder

By DW Deputy

STATE OF MINNESOTA

BECKER COUNTY ZONING

COUNTY OF BECKER

PERMIT FOR USE

This is to Certify that under the Zoning Ordinance of Becker County, Property described as follows may be used as indicated:

ADDRESS OF PROPERTY: 18139 350th St Ogema, MN 56569

CURRENT ZONE: Agricultural

LEGAL DESCRIPTION: PID Number **30.0142.000**

Complete Legal Description on Attachment A.

OWNER: Erica L & Eric P Zurn

OWNERS ADDRESS: 18633 Co Hwy 14 Callaway, MN 56521

EXACT DESCRIPTION OF USE PERMITTED AND CONDITIONS:

Approve a Conditional Use Permit to operate a feedlot with up to three thousand (3000) swine over fifty-five (55) pounds (two thousand ((2000)) adult swine and one thousand ((1000)) growing swine) with the following conditions:

1. A signed road agreement provided by Spring Creek Township.
2. A water sample provided to Becker County Planning & Zoning annually.
3. A total of three thousand (3000) swine over fifty-five (55) pounds (two thousand ((2000)) adult swine and one thousand ((1000)) growing swine.)
4. A manure management plan and deceased animal disposal plan to include the stipulated injection manure plan.
5. A tree buffer of three (3) rows on the south side of the project.
6. No additional livestock buildings allowed.

NOTICE: This Use CANNOT BE CHANGED to any other Use without a new Permit from the Zoning Administrator. The Conditional Use Permit shall become null and void on September 6th, 2024, if the use granted has not been implemented by this date.

APPROVED by the Becker County Planning Commission:

08/11 20 22

APPROVED by the Becker County Board of Commissioners:

09/06 20 22

STATE OF MINNESOTA)

) SS

BECKER COUNTY PLANNING, ZONING

COUNTY OF BECKER)

AND LAND USE OFFICE

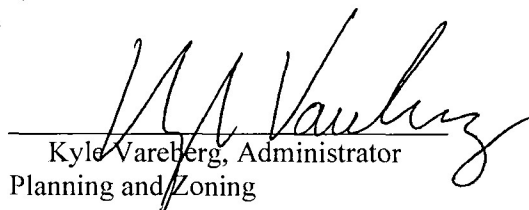
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I, Kyle Vareberg, Becker County Zoning Administrator, certify that I have compared the foregoing copy of PERMIT FOR USE with the original Record preserved in the Zoning Office, and have found the same to be true and correct.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Detroit Lakes, Minnesota, in the County of Becker on the ~~26~~²⁶ day of November 20 22.

26 AL

Drafted By the Becker County
Planning & Zoning Office


Kyle Vareberg, Administrator
Planning and Zoning

Attachment A

Complete Legal Description for PID Number 30.0142.000

The Northwest Quarter of the Northwest Quarter (NW1/4 NW1/4) of Section 33, in Township 142 North, Range 42 West, Becker County, Minnesota

Subject to easements, highways, and rights of way of record.

BOARD MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: TUESDAY, May 7, 2024, at 8:15 am

LOCATION: Board Room, Courthouse

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

Agenda/Minutes:

1. Agenda – Motion and second to approve agenda with the addition of Comp & Class Study (Meyer, Jepson) carried.
2. Minutes – Moved and second to approve minutes of April 2, 2024, with the requested changes (Meyer, Jepson) carried.
3. Motion and second to approve and accept the Consent Agenda (Jepson, Meyer) carried.

Commissioners:

1. Open Forum:
 - None.
2. Reports and Correspondence: Reports were provided on the following meetings:
 - Commissioner Meyer – DAC, Heartland Trail, Transit, Fair Board, RAC, Sheriff, AMC Cyber Security Conference.
 - Commissioner Jepson – EDA, Housing Sub. Committee, West Central Regional Juvenile Center, Crow Wing One Watershed One Policy Committee, Mahube, Cornerstone, WE Committee.
 - Commissioner Nelson – Sheriff, Wild Rice Watershed, Buffalo-Red Watershed, NRM.
 - Commissioner Okeson – Transit, Fair Board, RAC, Pelican River Watershed, Airport, Wannigan, Prairie Lakes Municipal Solid Waste, Highway, Negotiations.
 - Commissioner Vareberg – EDA, WE Committee, NRM, Highway, Environmental.
3. Appointments
 - None.

County Administrator – Human Resources: presented by Carrie Smith.

1. MN DNR State Land Acquisition: presented by Rob Baden-Area Wildlife Supervisor.

- Motion and second to approve State Land Acquisition as presented (Nelson, Jepson) carried.
2. West Central Initiative: presented by Greg Wagner & Rebecca Lynn Petersen.
 - Annual Visit.
 - June 25th Event in Becker County – no location yet.
 - Evaluate priorities between communities and region.
 - Promise Act Grant Program Applications began May 1.
 3. Report.
 - May 14 – DLHS Field Trip for Intro to Human Services Class.
 - County Administrator application process closed. May 21st will be the 1st review of applicants.
 - Region 7 Meeting on May 3. Brought information from the WE Committee.
 - Without a County Assessor as of yesterday. Working on support for the office.
 4. Employee Dress Code.
 - Motion and second to approve the dress code (Nelson, Jepson) carried.
 5. Job Descriptions.
 - Move forward with writing Job Descriptions.

Auditor-Treasurer: presented by Mary Hendrickson.

1. Motion and second to approve Tobacco License – Renewal – WE-Fest – Raymond Mithum – Lakeview Twp (Okeson, Meyer) carried.
2. Motion and second to approve On-Sale Liquor License w/Sunday Sales – Renewal – Sunlite Bar & Grill – HJ Gerdes – Detroit Twp (Nelson, Meyer) carried.
3. Motion and second to approve Tubing Permit – K & K Tubing Inc. – Roger Klemm – Erie Twp (Jepson, Okeson) carried.
4. Motion and second to approve Resolution 05-24-1A – Establish Absentee Ballot Board (Nelson, Meyer) carried.

Land Use/Environmental Services: presented by Steve Skoog.

1. Motion and second to approve 2 Dock Purchases for Dunton Locks Tram up to \$12,000 (Nelson, Vareberg) carried.

Sheriff: presented by Todd Glander.

1. Motion and second to sell a 2016 Snowmobile and purchase a 2025 Snowmobile using Grant Funds, the funds from the sale of the 2016 snowmobile and budgeted funds (Meyer, Jepson) carried.

2. Motion and second to approve the purchase of squad car equipment from Code 4 for 6 squad cars in the amount of \$123,048.11 (Meyer, Nelson) carried.

Highway: presented by Jim Olson

1. Motion and second to approve Resolution 05-24-1D – Bid Award – SAP 003-630-007-CSAH 30 City of Frazee – to RL Larson in the amount of \$1,790,334.33 (Vareberg, Nelson) carried.
2. Motion and second to approve Resolution 0-24-1E – Change Order – Construction Services – Ulteig CSAH 30 – not to exceed \$150,000 for construction services (Vareberg, Meyer) carried.
3. Motion and second to approve Resolution 05-24-1F – Cooperative Construction Agreement – City of Frazee CSAH 30 (Nelson, Meyer) carried.
4. Motion and second to approve the Capital Purchase Request of a Mastic Patching Machine from MN DOT in the amount of \$12,000 (\$15,000 minus a \$3,000 trade of a lift attachment (Vareberg, Meyer) carried.
5. Motion and second to approve Resolution 05-24-1H – Mailbox Support Fee Increase to \$100 (Vareberg, Nelson) carried.

EDA: presented by Commissioner Jepson.

1. Recommendations for Family Childcare Startup Funds.
 - Motion and second to approve the remaining \$24,706 of money previously allocated, with the stipulation of matching funds outside of Becker County Funds and must be completed in 2 years (Jepson, Vareberg) carried.

Assessor: presented by Carrie Smith.

1. Motion and second to approve the Abatements as listed in the amount of \$12,898 (Nelson, Meyer) carried.

Attorney: presented by Brian McDonald

1. Motion and second to approve Retention Pay for Assistant County Attorneys (Nelson, Meyer) carried.

Planning & Zoning: presented by Kyle Vareberg.

1. Comprehensive Plan Update.
 - May 21st Work Session after the Board Meeting.
 - Significant Code Update.

2. Planning Commission Recommendations 04/24/2024

- Motion and second to concur with the Planning Commission recommendation to approve the request by 4 Suns LLLP – Final Plat for ten (10) lots to be known as 4 Suns Acres (Jepson, Okeson) carried.
- Motion and second to concur with the Planning Commission recommendation to approve the request by Soo Pass Ranch Inc – Change of Zone from Agricultural to Commercial (Jepson, Okeson) carried.
- Motion and second to concur with the Planning Commission recommendation to deny the request by Lake Life Hospitality Consulting Inc – Conditional Use permit to construct a ten (10) foot fence (Jepson, Okeson) carried.
- Motion and second to approve the request by Eric Zurn – Extension of Permit for Use Recorded Document Number 694215 for 2 years (Nelson, Vareberg) carried.

Motion to close the meeting at 10:53 am pursuant to Minn. Stat. Section 13D.03 Subd. 1(b) The governing body of a public employer may by a majority vote in a public meeting decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25 (Nelson, Jepson) carried.

Motion and second to come out of closed session at 11:25 am (Jepson, Meyer) carried.

Motion and second to approve the following items for Non-Union Employees:

- 2.5% COLA Retroactive to January 1, 2024.
- Will be placed on the new salary grid retroactive to April 1, 2024
- Employees in old system that were stepped out upon placement into the new salary grid will be allowed a one (1) step movement if not at the top of the new salary grid.
- (Meyer, Jepson) carried.

Being no further business, Chair Okeson adjourned the meeting at 11:27 am.

/s/ Carrie Smith
Carrie Smith
Interim County Administrator

/s/ John Okeson
John Okeson
Board Chair