

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, December 23, 2003 at 8:30 a.m.
LOCATION: Board Room, Courthouse All Present

DRAFT

Agenda

1. It was moved and seconded to approve the Agenda as amended (Bristlin, Seaberg), carried.
2. It was moved and seconded to approve the Minutes of December 16, 2003 with corrections (Engebretson, Salminen), carried.

Finance

1. It was moved and seconded to approve the Finance Claims with qualifications (Bristlin, Salminen), carried.
2. It was moved and seconded to concur with the Finance Committee to approve the Capital Purchase request from Planning & Zoning to replace a computer and purchase a scanner for the office (Engebretson, Bristlin), carried.
3. It was moved and seconded to concur with the Finance Committee to transfer duties of banking relations, investing and credit card administration back to the Treasurer's Office from the County Administrator by passing Resolution No. 12-03-2D (Bristlin, Salminen), carried.
4. It was moved and seconded to concur with the Finance Committee to approve the revised copy of the Investment Policy (Engebretson, Salminen), carried.
5. It was moved and seconded to concur with the Finance Committee to approve the Electronic Transfer Policy to cover banking and investing done using online banking as well as other payments and receipts for the County (Engebretson, Bristlin), carried.
6. Investment Summaries and Cash comparisons for October and November are included with your packet.
7. It was moved and seconded to accept the Budget to Actual Report (Engebretson, Salminen), carried. Commissioner Bristlin thanked Elected Officials and Department Heads for keeping within their budget.
8. It was moved and seconded to pass Resolution No. 12-03-2E adopting the Expenditures and Revenues by Fund, certifying the Tax Levy to the County Auditor for the Year 2004 and authorizing to levy a special tax be certified to the County Auditor for collection for the year 2004 is 0.7612% of taxable market value, estimated to be \$160,000 (Bristlin, Salminen), carried.

Auditor

1. It was moved and seconded to approve the Sunday Tribune as the Official County Paper for Legal Notices, Delinquent Notices and Financials. The Frazee Forum was approved as the Second Publication of Financials. The bid process was followed for the selection of the publications (Engebretson, Salminen), carried.
2. There were no Licenses & Permits.

Highway

1. It was moved and seconded to approve the Agenda as amended (Salminen, Bristlin), carried.
2. It was moved and seconded to pass Resolution No. 12-03-2A, accepting completed project No. SAP 03-622-20 and authorizing final payment of \$38,473.12 be prepared by the County Engineer to Sherbrooke Asphalt, Inc. Construction (Bristlin, Salminen), carried.
3. It was moved and seconded to pass Resolution No. 12-03-2F, Revoking and Designating County State Aid Highways. CSAH 26 described as a County State Aid Highway should be revoked and designated a County Road under provisions of M.S.A. ss 162.02; and that 143 and 132 hereinafter described as County Roads should be revoked as County Roads and designated as County State Aid Highway under provisions of M.S.A. 162.02 (Engebretson, Seaberg), carried. Commissioner Winter thanked Brad Wentz for his work on this project.
4. Brad Wentz gave an update on the recent meeting held on December 17, 2003 regarding the 5-Year Plan. Another meeting is scheduled for January 12, 2004 from 5:00 to 7:00 p.m.
5. It was moved and seconded to approve to overlay (resurface) CSAH 6, with the thought that it could be rebuilt in the future with CSAH 22 Project (Bristlin, Engebretson), motion was withdrawn. It was moved and seconded to approve to overlay CSAH 6, if after two weeks time the County Engineer has not been granted Watershed and MPCA Storm water permits for reconstruction and widening (Bristlin, Seaberg), carried.

NRM

1. It was moved and seconded to pass Resolution No. 12-03-2C to preserve certain stands of timber on Becker County Tax-Forfeited lands from timber harvest and be used to promote a contiguous wildlife travel corridor. The County reserves the right to immediately withdraw said stand(s) from protection and apply appropriate silvicultural protective prescriptions, including harvest, to the affected stands if severely impacted by insect or disease outbreak wildfire, wind throw, etc. (Salminen, Engebretson), carried.

Human Resources

10:00 Closed Session Litigation 10:15 Open Session

- 2. It was the Consensus of the Board to allow Tim Gordon and Nancy Grabanski to proceed with Litigation.
- 3. It was moved and seconded to pass Resolution No. P 12-03-2B, ratifying the following salaries of Elected Officials for 2004:

County Auditor	\$59,740
County Sheriff	69,000
County Treasurer	58,000
County Recorder	50,000

Additionally, the County Auditor, Treasurer, Sheriff and Recorder have agreed to forego annual salary determinations for the years 2005 and 2006. The Auditor, Treasurer, Sheriff and Recorder will receive the same general increase as negotiated with the bargaining units for 2005 and 2006 (Bristlin, Salminen), carried.

- 4. It was moved and seconded to pass Resolution No. 12-03-1E, establishing the salary for the Board of Commissioners at \$18,811 starting on January 1, 2004. The Chair of the Becker County Board will be compensated at \$600 more than the annual salary for a total of \$19,411. The per diem for meeting attendance, other than regular Commission Meetings will be \$50 (Bristlin, Salminen), carried.
- 5. It was moved and seconded to establish salaries for non-union employees consistent with COLA within the current union contracts at 3% (Engebretson, Salminen), carried.

Environmental Services

- 1. It was moved and seconded to approve the Solid Waste Licenses for 2004 to the following:

Waste Management	Fuchs Sanitation
Aune Sanitation	White Earth Sanitation
Metro Disposal	Minnkota Recycling

Jon and Sons Disposal, Ballard Sanitation, and Hough Inc. are approved pending completion of applications (Salminen, Bristlin), carried.

- 2. Dan Holm, Emergency Management Administrator, gave an update on grants and requested signatures on updating the Becker County Emergency Operations Plan.
- 3. An update was given on the “Christmas for Kids” program, which is headed up by Pam Windels. Commissioner Engebretson noted that the program has expanded from being Christmas for Kids to Christmas for Families.

Planning & Zoning

1. Planning Commissions (PC) Recommendations of December 16, 2003:
 - 1) **FIRST ORDER OF BUSINESS:** Old Business: Mardon, Inc., Preliminary Plat of Sherman Shores Third Addition. It was moved and seconded to concur with the findings and recommendations of the PC to approve the change of zone from agriculture to residential and the preliminary plat consisting of six (6) lots based on the fact that the application does meet the criteria of the Zoning Ordinance and Subdivision Ordinance with the stipulation that the Township request a 150' diameter cul-de-sac with a 200' right-of-way (Bristlin, Seaberg), carried.
 - 2) **SECOND ORDER OF BUSINESS:** New Business: J&K Marine, Kevin Tinjum, Detroit Twp. It was moved and seconded to concur with the findings and recommendations of the PC to approve a conditional use permit to allow a (6)'high fence along the Township road right-of-way for security purposes (Bristlin, Salminen), carried.
 - 3) **THIRD ORDER OF BUSINESS:** Michelle Yliniemi, Osage Twp. It was moved and seconded to concur with the findings and recommendations of the PC to approve the change of zone from residential to high density residential and a conditional use permit for a planned unit development consisting of (11) rental units and (11) garage units based on the fact that it would be compatible with the residential area and a good conversion of an existing structure (Engebretson, Salminen), carried.
 - 4) **FOURTH ORDER OF BUSINESS:** Darlene Kimball, Burlington Twp. It was moved and seconded to concur with the findings and recommendations of the PC to approve the change of zone from residential to commercial based on the fact that it is compatible with the surrounding area (Bristlin, Salminen), carried.
 - 5) **FIFTH ORDER OF BUSINESS:** Lori Thompson, Lake Eunice Twp. It was moved and seconded to concur with the findings and recommendations of the PC to approve a conditional use permit to allow a commercial activity consisting of a retail gift shop and retail greenhouse based on the fact that it would be a good use of the property and compatible with the surrounding area with a recommendation that an access should be provided from County Road 138 (Engebretson, Bristlin), carried.
 - 6) **SIXTH ORDER OF BUSINESS:** Vicki Bedford, Audubon Twp. It was moved and seconded to concur with the findings and recommendations of the PC to approve the change of zone from agricultural to residential and approve the preliminary plat consisting of (6) lots with the stipulation that the lot line between Lots 1 & 2 be changed to make Lot 1 a non-riparian lot by giving all the lakeshore to Lot 2 (Bristlin, Salminen), carried.
 - 7) **SEVENTH ORDER OF BUSINESS:** Dennis Nelson, Cormorant Twp. It was moved and seconded to concur with the findings and recommendations of the PC to approve the certificate of survey based on the fact that it does meet the criteria of the Zoning Ordinance and Subdivision Ordinance (Bristlin, Salminen), carried.
 - 8) **EIGHTH ORDER OF BUSINESS:** Final Plat of the Rearrangement of Cormorant Lakes Estates Ease, Jeff Aafedt Developer. It was moved and seconded to concur with the findings and recommendations of the PC to approve the final plat of the Rearrangement of Cormorant Lakes Estates East based on the fact that the final

plat meets the criteria of the Zoning Ordinance and Subdivision Ordinance (Engebretson, Salminen), carried.

- 9) NINTH ORDER OF BUSINESS: The next Informational Meeting is scheduled for January 15, 2004 at 8:30 a.m. in the Planning & Zoning Office.
2. Patty Johnson presented a list of 139 Residential structures located in a commercial zone. It was the Consensus of the Board to send a letter to each of the owners of these properties to let them know the status of their classification. The Chair requests a report back to the Board in 60-90 days to hear feed back from the letters.
3. The Minutes of the first Forest Management Road Standards Meeting held on December 17, 2003 from 7:00 to 9:00 p.m. were presented and an update given. The next meeting will be held on Wednesday, January 21, 2004 at 7:00 p.m. at the same location--Tamarac Wildlife Headquarters.

Commissioners

1. Commissioner Engebretson wondered where the County's ordinance concerning meth labs was at, and has Becker County done nothing? She will be attending a WACCO Meeting in January where counties would be reporting on the progress of meth lab ordinances. Brian C. Berg, County Administrator, stated that he was aware of Tim Gordon, County Sheriff, and Joe Evans, County Attorney, working on this issue. It was moved and seconded to have the County Attorney and County Administrator work on a response for Commissioner Engebretson (Salminen, Bristlin), carried.
2. Appointments:
 - a. The Chair is authorized to choose a County representative to represent Becker County on the University of Minnesota Ag Selection Committee.
3. It was moved and seconded to recess until after lunch (Engebretson, Seaberg), carried.
4. The Meeting was reconvened to adopt the 2004 Ditch Budget for Ditches 16, 17, & 20, at \$50 per ditch, making a total of \$150 (Engebretson, Bristlin), carried.
5. Board Chair, Roger Winter, thanked the Board for a good year.

There being no further business, the meeting was adjourned after lunch.

/s/ Brian C. Berg
Brian C. Berg
County Administrator

/s/ Roger Winter
Roger Winter
Board Chair