

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, September 27, 2011 at 8:15 a.m.

LOCATION: Board Room, Courthouse

Agenda/Minutes

1. a. Meeting presided over by Board Chair Nelson. All Commissioners in attendance; Auditor-Treasurer and Clerk, Ryan Tangen; and Minute Taker, Cindy Courneya.
b. Pledge of Allegiance.
2. The Agenda was approved with the following additions: Under Commissioners: Reports and Correspondence: Add: Discussion on Joint City, County, School, Chamber, and M-State Meeting, Discussion on Insert to the Truth in Taxation Statements, and Discussion in reference to AMC District 4 Annual Meeting. (Knutson, Okeson), carried.
3. It was moved and seconded to approve the minutes of September 12, 2011, with no changes and to approve the amended minutes of September 13, 2011, with the following changes: Under Agenda/Minutes, Number 1. a. change "Auditor-Treasurer, Ryan Tangen" to read, "Auditor-Treasurer and Clerk, Ryan Tangen". Under Commissioners: Reports and Correspondence: Commissioner Nelson: change from, "Reported on the following meetings: Becker County Extension Service and Red River Watershed, and Joint Powers Board of Minnesota Counties." to read, "Reported on the following meetings: Becker County Extension Service and Joint Powers Board of Minnesota Counties.". (Knutson, Skarie), carried.

Commissioners

1. Open Forum:

Tom Mortenson, resident of Detroit Lakes, spoke in support of proposed Resolution 09-11-2A, to transfer the lease of the Lion's Park in Frazee to the City of Frazee.

2. Reports and Correspondence:

a. Commissioner Knutson:

- i. Reported on the following meeting: Natural Resource Management (NRM), and met with Patty Swenson from Planning and Zoning in reference to Bad Medicine.

b. Commissioner Schram:

- i. Reported on the following meetings: Wild Rice Board, Becker County Assessor's Committee, Land of the Dancing Sky Area Agency on Aging and Northwood Trail Reapers Snowmobile Club. Also attended the Ultra Snowmobile Club Chili Feed.

- c. Commissioner Nelson:
 - i. Reported on the following meetings: Natural Resource Management (NRM), Becker County Soil and Water, Highway Road Tour, County Work Session on September 20, 2011, and Lake Agassiz Regional Library.
- d. Discussion was held in reference to an e-mail from Barb Halbakken-Fischburg on behalf of the Becker Coalition of Lakes Association (COLA), regarding aquatic invasive species and the Association of Minnesota Counties (AMC) support for legislation. Guy Fischer and Ryan Tangen presented information to the Board in reference to Resolution 09-11-2F, to formally support the AMC's legislative efforts to help control the spread of aquatic invasive species and to increase penalties for violating laws that could spread invasive species. It was moved and seconded to approve Resolution 09-11-2F, to formally support the Association of Minnesota Counties (AMC) legislative efforts to help control the spread of aquatic invasive species and to increase penalties for violating laws that could spread invasive species. (Knutson, Okeson), carried.
- e. Discussion was held regarding a request to fill a vacancy on the Selective Services Board for this region. Laurie Brooke will be asked to provide more information for further consideration.
- f. Commissioner Skarie:
 - i. Reported on the following meetings: State Community Health Services Advisory Committee (SCHSAC), Labor Management Committee (LMC), 4 County Public Health Collaborative, Becker County Historical Society, Lakeland Mental Health, Development Achievement Center (DAC), Becker County Fair Board, and attended Emergency Disaster Drill at M-State.
- g. Commissioner Okeson:
 - i. Reported on the following meetings: Highway Labor Negotiations.
- h. It was moved and seconded to approve the change in date and location of the next City, County, School, Chamber meeting to Tuesday, October 4, 2011 at Minnesota State and Community College (M-State), Detroit Lakes at the request of M-State. (Knutson, Skarie), carried.
- i. It was moved and seconded to approve the additional expense of up to a \$1,000, for the addition of a two-sided insert into the Truth in Taxation Statements that will be sent out in November. (Knutson, Schram), carried.
- j. It was moved and seconded to authorize the Becker County Board of Commissioners to attend the Association of Minnesota Counties (AMC) Annual Meeting on December 5-7, 2011 at the Hyatt Regency in Minneapolis. (Skarie, Schram), carried. It was also the consensus of the Board to approve a per diem reimbursement, as approved, for the Commissioners to attend this meeting.

- k. Board Chair Nelson noted there will be a Drug Court Graduation on Thursday, September 29, 2011 at 1:15 p.m. at the Becker County Courthouse.

3. Appointments: There were none.

Auditor-Treasurer: Ryan Tangen presented:

1. Licenses and Permits: There were none.
2. Discussion was held in reference to County Commissioner Re-districting. Mr. Tangen, Auditor-Treasurer made reference to the growth in City Wards and the changes the City of Detroit Lakes are required to make. Based on the plans from the City of Detroit Lakes, further discussion is necessary and participation from the Board of Commissioners to come up with different scenarios was encouraged, with the goal to make it as easy as possible for the citizens to know where to vote and to know who their representative is. The goal is to have this completed by mid-March and passed in April, 2011. Mr. Tangen noted that the Commissioners have to fall within the parameters outlined. It was moved and seconded to have the Auditor-Treasurer move forward with obtaining an opinion from the County Attorney in reference to the definition and requirements of a "continuous layout" of districts. (Skarie, Schram), carried.

Finance Committee Minutes: Auditor-Treasurer: Ryan Tangen presented:

1. It was moved and seconded to approve the regular claims, over 90-day claims, and Auditor's Warrants:
 - a. Over 90 Days:
 - i. Payment to Jerry's Repair in the amount of \$126.63 due to missing invoice.
 - ii. Payment to Modern Heating and Plumbing in the amount of \$165.00 due to misplaced invoice.
 - iii. Payment to PRT USA in the amount of \$5,510.66 due to incorrect payment.
 - iv. Payment to Sunnyside Nursing Home in the amount of \$62,222 due to lack of invoice.
 - v. Payment to Toshiba in the amount of \$794.75 due to lengthy contract correction.
 - b. Auditor's Warrants (Tuesday Bills):
 - i. 09/13/11 in the amount of \$31,906.78
 - ii. 09/21/11 in the amount of \$186,267.18(Knutson, Okeson), carried.
2. It was recommended to approve when presented the Human Services Claims.
3. It was moved and seconded to accept the Cash Comparison and Investment Summary for August 2011, as presented. (Schram, Skarie), carried.
4. It was moved and seconded to approve maintaining life insurance with the current provider, Minnesota Mutual. (Okeson, Knutson), carried.
5. It was recommended to approve when presented, up to \$7,000 for raising the Rat Lake Trail in two different sections due to high water.

6. It was recommended to authorize, when presented, the bid process for the 2013 seedling order. The quantity for 2013 is 130,000 trees.
7. It was recommended to authorize when presented, up to \$20,000 for the repair of trails included in the FEMA process.
8. It was recommended to approve, when presented, Resolution 09-11-2E, to authorize filling the Land Commissioner/Parks and Recreation Director vacancy. This action is recommended by the NRM Committee, NRM Transition Team, and the full group at the Becker County Work Session.
9. It was recommended to approve, when presented, Resolution 09-11-2B, to approve the final payment of \$41,271.43 on Project Number S.A.P. 03-606-17, etc. to Central Specialities, Inc..
10. It was recommended to approve, when presented, Resolution 09-11-2C, to approve the final payment of \$67,736.06 on Project Number S.A.P. 03-621-14 to Knife River Materials.
11. It was recommended to approve, when presented, Resolution 09-11-2D, to authorize the replacement and sale of the waste oil burner at the Osage Transfer Station/Highway Shop. It is recommended to accept the low quote for heating from Melby Heating and Air, Inc. in the amount of \$10,900 for the boiler and \$3,500 for the backup propane heating unit including installation. It was also recommended to accept the low quote for electrical from Les' Electric in the amount of \$3,500.
12. It was recommended to accept, when presented, an annual renewal with Rural Minnesota CEP for supported work in the amount of \$37,793, with the funds provided by the Minnesota Department of Human Services.
13. It was recommended to approve when presented, the concept of a three-way interagency agreement between Otter Tail, Clay, and Becker Counties to jointly purchase an Electronic Data Management System program to support and improve service delivery and client services.

Natural Resource Management (NRM)/Recreation: Ryan Tangen presented:

1. Discussion was held in reference to raising or re-routing Rat Lake Trail due to two sections being under water for the duration of the summer. Preliminary quotes were received and it was determined that raising the road is more economical. It was moved and seconded to accept the low quote of \$6,100 from Vernon Wander to raise Rat Lake Trail, and to authorize up to \$1,000 for gravel expense, to be determined by the Natural Resource Management (NRM) Manager. (Knutson, Schram), carried.
2. It was moved and seconded to approve moving forward with the bid process to purchase 130,000 seedling trees for 2013. (Skarie, Okeson), carried.
3. Discussion was held in reference to a number of forest trails damaged by spring flooding that qualify for FEMA funding. The federal funding will be 85% or \$17,000 and the remaining is the county match which may be recovered through state funding. It was moved and seconded to approve the request to authorize up to \$20,000 for the repair of trails included in the FEMA process and to apply for FEMA and State funding. (Knutson, Schram), carried.

4. It was moved and seconded to approve Resolution 09-11-2E, to authorize filling the Land Commissioner/Parks and Recreation Director vacancy, and to instruct the Natural Resource Committee and Recreational Advisory Committee (RAC) to collaborate together in finalizing the job description and to return to the Board before posting. (Knutson, Skarie), carried.
5. It was moved and seconded to add to the agenda, the Re-route of a section of the Forest Riders Snowmobile Trails in Forest Township for safety reasons. (Knutson, Okeson), carried.
6. Discussion was held in reference to the request from the Forest Riders Snowmobile Club to re-route snowmobile trails in Forest Township, which has been approved by the Forest Township Board of Supervisors. The new route would move the trail off of East Bad Medicine Lake Road and onto tax forfeited land. It was moved and seconded to approve the re-route of the section of Forest Riders Trail along the East Bad Medicine Lake Road as proposed, onto tax forfeited land in Sections 3 and 10 of Forest Township. (Schram, Knutson), carried.
7. An inventory of Becker County Public Water Accesses was presented and discussed. The accesses were classified in three levels by Priority One, Two and Three. Regular and Aquatic Invasive Species (AIS) signing will be done on Priority One and Priority Two locations.
8. It was moved and seconded to approve Resolution 09-11-2A, to support the transfer of the Lion's Park Lease (Department of Natural Resources Lease #144-012-0655) to the City of Frazee. (Schram, Okeson), carried.
9. The Recreation Advisory Committee (RAC) is planning a Fall Parks Tour for Tuesday, October 4, 2011, from 10:45 a.m. to 4:00 p.m., with departure from the Courthouse. It was moved and seconded to authorize the Becker County Board of Commissioners to attend the RAC Fall Park Tour on Tuesday, October 4, 2011, without a per diem, with this advertised along with the City, County, School and Chamber meeting scheduled for said date from 7:00 a.m. to 8:00 a.m. at Minnesota State Community and Technical College (M-State), in Detroit Lakes. (Okeson, Knutson), carried.
10. Board Chair Nelson requested improved communications between the Cities, County, Schools, Watershed, and Chamber for the upcoming work session. Instruction was given to send an invitation for the work session scheduled on October 11, 2011, to related organizations.

Assessor: Steve Skoog presented:

1. It was moved and seconded to approve the abatements for:
 - a. PIN #17.1291.000 in Lake Eunice Township for the amount of \$64.00
 - b. PIN #17.1291.000 in Lake Eunice Township for the amount of \$216.00
 - c. PIN #17.1291.000 in Lake Eunice Township for the amount of \$260.00
 - d. PIN #21.0304.001 in Osage Township for the amount of \$402.00
 - e. PIN #21.0304.001 in Osage Township for the amount of \$618.00
 - f. PIN #21.0331.000 in Osage Township for the amount of \$1,172.00(Knutson, Skarie), carried.

Highway: Brian Shepard and Dick Goodmanson presented:

1. It was moved and seconded to approve Resolution 09-11-2B, to approve the final payment of \$41,271.43 on Project Number S.A.P. 03-606-17, etc. to Central Specialities, Inc.. (Okeson, Schram), carried.
2. It was moved and seconded to approve Resolution 09-11-2C, to approve the final payment of \$67,736.06 on Project Number S.A.P. 03-621-14 to Knife River Materials. (Schram, Okeson), carried.
3. Discussion was held in reference to Resolution 09-11-2D, to authorize the replacement and sale of the waste oil burner at the Osage Transfer Station/Highway Shop. It was moved and seconded to approve Resolution 09-11-2D, to authorize and direct the County Engineer to purchase and install an Electric Off-Peak Boiler in the Osage Shop, and to include the low quotes for heating from Melby Heating and Air, Inc., in the amount of \$10,900 for the boiler and \$3,500 for the backup propane heating unit including installation and to accept the low quote for electrical from Les' Electric in the amount of \$3,500. (Knutson, Okeson), carried. There was additional discussion on the benefits of alternate options so it was the consensus of the Board to have the project reviewed by the Highway Committee before starting the project.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve the contract with Rural Minnesota CEP, Inc., for supported work in the amount of \$37,793, with the funds provided by the Minnesota Department of Human Services. (Skarie, Knutson), carried.
2. It was moved and seconded to support the concept of a three-way interagency agreement between Otter Tail, Clay, and Becker Counties to jointly purchase an Electronic Data Management System program to support and improve service delivery and client services. (Knutson, Skarie), carried.
3. It was moved and seconded to accept the reports for Adult Services, Children and Families, Financial Support, Mental/Chemical Dependency (MCD), Community Health, and Transit. (Schram, Skarie), carried.
4. It was moved and seconded to approve the claims for Human Services, Community Health, and Transit. (Skarie, Knutson), carried.

Planning and Zoning: Patty Swenson presented:

1. There were no changes in the agenda.
2. It was moved and seconded to concur with the Becker County Planning Commission (September 20, 2011), to approve a Certificate of Survey, as submitted, for David Nickolay, at project location of Straight Lake Easement Road off of Bog Lake Trail Road in Osage Township, to allow two (2) tracts (Tract One) consisting of 4.5 acres and (Tract Two) consisting of 7.5 acres and a change of zone from Commercial to Agricultural for residential use due to the request meets the criteria of the Ordinance. (Knutson, Okeson), carried.

3. It was the consensus of the Board that the County Ordinance for Easements needs to be addressed and requested a letter be drafted to the Ordinance Review Committee in reference to citizen concerns over easement issues and to bring back to Commissioner Knutson or Commissioner Nelson for review.
4. It was moved and seconded to concur with the Becker County Planning Commission (September 20, 2011), to approve a Certificate of Survey, as submitted, for Larry D. Rasmussen, at project location of County Road 6 in Cormorant Township at Big Cormorant Lake, to allow two (2) tracts (Tract A) consisting of 88,200 square feet useable area and (Tract C) consisting of 54,400 square feet useable area and a change of zone from Agricultural to Residential for residential use due to the request meets the criteria of the Ordinance. (Schram, Skarie), carried.
5. It was moved and seconded to concur with the Becker County Planning Commission (September 20, 2011), to approve a Certificate of Survey, as submitted, for Richard and Shirley Stearns, at project location of North Cotton Lake Road in Holmesville Township at Cotton Lake, to allow one (1) tract (Tract B) consisting of 1.02 acres useable area and a change of zone from Agricultural to Residential for Tract B only, for residential use due to the request meets the criteria of the Ordinance. (Knutson, Okeson), carried.
6. It was noted that the next Planning Commission Informational Meeting is scheduled for Thursday, October 13, 2011, at 8:00 a.m. in the Third Floor Meeting Room of the Original Courthouse.

It was moved and seconded to close the session for Union Negotiations. (Knutson, Skarie), carried.

Union Negotiations: Nancy Grabanski and Ryan Tangen presented.

It was moved and seconded to open the session. (Knutson, Schram), carried.

Management Team Update: Ryan Tangen presented:

1. The Management Team has been formed and consists of Auditor-Treasurer, Ryan Tangen; Sheriff, Tim Gordon; Human Services Director, Nancy Nelson; Assessor, Steve Skoog; Highway Engineer, Brad Wentz; and Human Resources Director, Nancy Nelson.
2. Mr. Tangen read the Mission Statement created by the Management Team.
3. Mr. Tangen noted that the Team will provide regular updates and reassured the Board that projects are being addressed and not going by the wayside. It was also noted that Mr. Tangen will be the point of contact for the day-to-day operations and to direct any questions or concerns to him.
4. Mr. Tangen noted that he attended the Historical Society Meeting between the Chamber, Detroit Lakes Cultural and Community Center, County, and City of Detroit Lakes and discussion was held in reference to finding a new building for the Historical Society. There will be another meeting in about a month or so for continued discussion. Mr. Tangen noted that there is currently not a funding mechanism for a building project through the County at this time.

5. Discussion was held in reference to the Environmental/Assessor position and it was noted that there could be a possibility of combining with Wadena County, however, they do not have the same tax program as Becker County. It was noted that Clay County has the same program and that this may be a possibility as well.
6. Mr. Tangen reported to the Board that the Recreational Ordinance drafted previously will be re-done and that public meetings in reference to the Ordinance will be scheduled and published within the next couple of weeks.
7. Discussion was held in reference to establishing a committee; to establish a collaborative task force between the County, the cities of Becker County, and other entities; to form an on-going "think-tank". Board Chair Nelson requested further discussion of this be added to the agenda for the next County Work Session, scheduled for Tuesday, October 11, 2011 and that a notice be sent out to all related parties involved and to obtain e-mail addresses.

The meeting was recessed for lunch; following which, the meeting was adjourned.

/s/ Ryan Tangen
Ryan Tangen
Auditor-Treasurer

/s/ Barry Nelson
Barry Nelson
Board Chair