

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, August 15, 2017 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes:

1. Meeting was brought to order by Board Chair Knutson. Commissioners in attendance: Knutson, Skarie, Grimsley, Okeson, and Nelson; County Administrator, Jack Ingstad; and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda, as presented. (Skarie, Okeson), carried.
4. It was moved and seconded to approve the minutes of August 1, 2017 with the requested change. (Grimsley, Nelson), carried.

Commissioners:

1. Open Forum:
 - a. Several Little Floyd Lake residents expressed their frustration and concerns in regards to an old school house building in their neighborhood that they reported was condemned approximately 25 plus years ago, and which is currently occupied and very run down. They asked for direction from the board on how to move forward with the process for removal and demolition of the structure.

Those present included Jerry Doyea, Al Krogstad, Mark Demay, Al Lunde, and Tom Craigmile. The board thanked them for the information, acknowledged their concerns, and noted that the item may be reviewed at the next Ordinance Review Committee meeting.
 - b. Gerry Schram, resident of Erie Township, referenced the rapid growth of Russian Thistle and asked that the County designate more funds for weed control.
 - c. Clark Lee, resident of Toad Lake, provided a handout and an overview in reference to a tax law change, effective January 1, 2018, for travel trailer improvements on leased land, and explained how the change has the potential to increase taxes on property owners. He asked the Board to consider taking some type of action to rectify the tax change. The Board acknowledged his

concerns and noted that area legislators have been made aware of the situation and will be reviewing and taking action to change it, if warranted.

2. Reports and Correspondence: The Commissioners reported on the following:
 - a. Commissioner Knutson: Natural Resources Management (NRM) Committee, Economic Development Authority (EDA) 2016 Audit Exit meeting, and Courthouse Committee.
 - b. Commissioner Skarie: Human Services Committee, Sr. Council on Aging, and Environmental Affairs Committee.
 - c. Commissioner Okeson: Jail Construction Meeting at new jail site.
 - d. Commissioner Nelson: Economic Development Authority (EDA) 2016 Audit Exit meeting, Courthouse Committee, and attended Association of Minnesota (AMC) meeting.
 - e. Commissioner Grimsley: Human Services Committee.
3. Appointments: It was noted that the appointments needed for the Becker County/ Detroit Lakes Airport Commission will be due in September and considered at the next Board meeting.
4. It was moved and seconded to approve Resolution 08-17-2B, to hire a full-time Zoning Administrator for the Planning and Zoning Department, through the normal hiring process, due to a vacancy. (Okeson, Skarie), carried. It was also suggested that the Courthouse Committee and/or Finance Committee assist with the selection of the top candidates.

Finance Committee Minutes: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, Over 90-Day Claims, and Additional Issues, as presented:
 - a. Auditor Warrants (Tuesday Bills):
 - i. 08/01/2017, in the amount of \$ 1,721.00
 - ii. 08/08/2017, in the amount of \$ 16,667.00
 - iii. 08/09/2017, in the amount of \$ 320,279.00 (Voided & Reissued)
 - iv. 08/09/2017, in the amount of \$ 320,461.00
for a total amount of **\$ 659,128.00**
 - b. Over 90-Day Claims:
 - i. Anytime Towing, in the amount of \$405.00 (invoice just turned in);
 - ii. Clark Equipment Co., in the amount of \$4,053.00 (invoice just turned in);
 - iii. D.L. Towing, in the amount of \$60.00 (invoice just turned in);
 - iv. Forum Communications Co., in the amount of \$580.26 (invoice just turned in);

- v. Northland Portable Welding Co., LLC, in the amount of \$102.00 (invoice just turned in);
 - vi. Thomas Reuters West, in the amount of \$604.50 (invoice just turned in).
- c. Additional Issues: Removal of two (2) claims as they had been previously paid:
- i. Business Essentials, in the amount of \$95.97 (paid 08/04/2017 as Warrant #388299);
 - ii. Swanson's Repair, in the amount of \$381.23 (paid 08/04/2017 as Warrant #388400).

(Nelson, Skarie), carried.

2. It was moved and seconded to accept the low quote in the amount of \$1,560.00 from IES, Grand Forks, ND for updates to Elevators #489364, #489365, and #489366 (new addition), for under carriage lighting and GFCI installation, to meet code requirements. (Nelson, Okeson), carried.
3. It was moved and seconded to accept the low quote and to enter into a one-year contract in the amount of \$1,440.00/year for preventative Maintenance Software CMMS from EMaint. (Skarie, Okeson), carried.
4. It was moved and seconded to approve the purchase of Five (5) Hard Drives for EMC San Expansion, as presented, at a cost of \$5,621.00 from Marco, Fargo, ND, to expand the storage array for County servers and data. (Nelson, Skarie), carried.
5. It was moved and seconded to approve the purchase of Hard Disk Drives for Unitrends Backup Appliance Archiver at a cost of \$1,957.44 from Marco, Fargo, ND, for backing up and retaining County data and servers. (Nelson, Grimsley), carried.
6. It was moved and seconded to approve the purchase of a Laptop Computer for the Planning and Zoning Department at a cost of \$1,073.79 from Morris Electronics, Morris, MN, to be used as a floater laptop for out in the field, as well as for evening meetings. (Skarie, Grimsley), carried.
7. It was moved and seconded to approve the purchase of a Laptop Computer for Community Health at a cost of \$1,237.41 with docking station from Morris Electronics, Morris, MN, for a new employee. (Skarie, Grimsley), carried.
8. It was moved and seconded to approve the request to enlist the services of the Cisco Engineer from Marco for assistance with the current Becker County phone system and UCS after the upgrade, and for other duties related to the equipment, at a cost of up to \$1,560.00. (Nelson, Skarie), carried.

9. It was moved and seconded to approve the purchase of PRTG Network Monitor Software, at a cost of \$2,422.50 for the first year, from Paessler AG of Nuremberg, Germany, and with a renewal fee of \$606.80 per year for support, beginning in 2018. (Nelson, Skarie), carried. It was noted that this will enable IT to more proactively respond to issues and outages of our networking devices.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits:
 - a. It was moved and seconded to approve Resolution 08-17-2C, the Gambling Application for Exempt Permit to conduct a Raffle for the Pine to Prairie Pheasants Forever Chapter, on August 19, 2017, or at a later date, if needed, for operations at Cormorant Town Hall, 10929 Co. Hwy. 5, Pelican Rapids, MN, in Cormorant Township. (Nelson, Okeson), carried. It was noted later in the meeting that the date was verified and the raffle will be held on September 2, 2017.

Veteran Services – Lauri Brooke presented:

1. It was moved and seconded to approve Resolution 08-17-2A, for the renewal of the annual CVSO Operational Improvement Grant Agreement with the MN Department of Veterans Affairs (MDVA), in the amount of \$12,500.00; and to authorize the Becker County Veteran Services Officer, Lauri Brooke, to execute the grant agreement, on behalf of Becker County. (Grimsley, Okeson), carried. It was noted that the grant amount increased by \$2,500.00 to Becker County, due to an increase in the number of veterans served.

Human Services: Denise Warren presented:

1. It was moved and seconded to approve the Purchase of Service Agreement with Someplace Safe, for supervised visitation and exchange services for parents and their children who are currently in foster care. (Grimsley, Skarie), carried.
2. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit, as presented. (Skarie, Grimsley), carried.

Land Use Department – Environmental Services: Steve Skoog presented:

1. Steve Skoog presented an overview on the equipment proposals for the new recycling facility. He reported that three companies have submitted pricing for sorting equipment to be installed in the new facility, for the construction and installation of a 4' wide in-feed material conveyor, 4' wide presort material conveyor, and a sorting conveyor over steel bunkers, a cross belt magnet and a baler in-feed conveyor.

2. Discussion followed and it was requested that a comparison be provided on current costs versus the cost of this proposal, a lesser proposal, and/or a future proposal.

Becker County Soil & Water Conservation District (BCSWCD): Middle Cormorant Swimming Beach Improvements: Peter Mead presented:

1. BCSWCD Director, Peter Mead, provided an overview of the plans for the proposed Cormorant Swimming Beach improvements, to include the addition of a picnic shelter, fishing pier, and ADA restrooms. He reported that they are waiting on a few bids yet and that the Title opinion has been received and will be forwarded to the County Attorney for review. He also noted that the project has been brought forward to both the Recreational Advisory Committee (RAC) and Finance Committee.
2. Mr. Mead requested feedback from the Board in reference to moving forward with the project relative to applying for State funding. Discussion followed with the commissioners providing their input, recommendations, and overall support for the project.

Planning & Zoning Department: Patty Swenson presented:

1. It was moved and seconded to concur with the Planning Commission (August 8, 2017), to approve the request submitted by Joshua and Sarah Linn for a Conditional Use Permit (CUP) for an in-home/on-site studio/shop for a taxidermy business, with the project located at 17145 Highland Drive, Detroit Lakes, MN. (Skarie, Okeson), carried.
2. Applicant and property owner, Ryan Haugrud, was present and asked to table his request at this time for a Conditional Use Permit (CUP), to store no more than twenty-five (25) collector cars on a five (5) acre lot, for the project located at 17556 County Highway 11, Audubon, MN, as he is looking at other options. Discussion was held and the applicant/property owner was informed that any changes will need to be brought forward to Planning and Zoning and that currently the operation is considered non-compliant, and therefore the vehicles will need to be removed regardless. The item was tabled at this time at the owner's request.

It was noted that the Planning Commission denied the CUP as it did not meet the criteria of the Ordinance, and added to require that all vehicles be removed from the property within thirty (30) days.

Being no further business, Board Chair Knutson adjourned the meeting.

Lunch Bunch was held following the meeting at Godfather's Pizza in Detroit Lakes, with Land Use Department Director, Steve Skoog, providing.

Jack Ingstad

Jack Ingstad
County Administrator

Larry Knutson

Larry Knutson
Board Chair