

BOARD MEETING AS POSTED  
BECKER COUNTY BOARD OF COMMISSIONERS  
DATE: TUESDAY, OCTOBER 4, 2022, at 8:15 am  
LOCATION: Board Room, Courthouse

Agenda/Minutes:

1. Meeting was brought to order by Board Chair Knutson. Commissioners in attendance: Knutson, Okeson, Vareberg, Nelson, and Grimsley, County Administrator Pat Oman and minute taker Amanda Pachel.
2. Pledge of Allegiance
3. Agenda Confirmation – Motion and second to approve agenda with the addition of Appointments to the Benefits Committee and to the Pelican River Watershed District (Grimsley, Okeson) carried.
4. Minutes –
  - a. Moved and seconded to approve minutes of September 20, 2022, with the requested changes (Grimsley, Okeson) carried.

Commissioners:

1. Open Forum: None
2. Reports and Correspondence: Reports were provided on the following meetings:
  - Commissioner Grimsley: Museum Building Meeting, Lake Agassiz Regional Library, and Sunnyside Care Center.
  - Commissioner Okeson: One Watershed One Plan, Airport, and Sheriff Committee.
  - Commissioner Nelson: Extension, NRM, Sunnyside Care Center, Lakeland Mental Health, and Highway Committee.
  - Commissioner Knutson: NRM, Sheriff Committee, Environmental, and Prairie Lakes Municipal Solid Waste Authority.
  - Commissioner Vareberg: No report given at this time.
3. Appointments:
  - Motion and second to appoint the following to the Becker County Benefits Committee: Commissioners Grimsley all other Commissioners as alternates, Department Head/Supervisors: Lisa Will, Denise Warren, and Nicole Ecker, and Nonunion, Nonsupervisory: Jessica Wiedenmeyer and Amanda Pachel (Vareberg, Nelson) carried.
  - Motion and second to appoint Laurie Olson to the Pelican River Watershed District Position #3 for the remaining term due to a vacancy, term ending May 25, 2023 (Grimsley, Okeson) carried.
4. Road Tour date set for Wednesday, October 19, 2022, 8:30 am to 10:30 am.

County Administrator: presented by Pat Oman

1. Report: Township Association Meeting on Thursday, October 20, 2022, 7:00 pm in the Courthouse – 3<sup>rd</sup> Floor Jury Room, Insurance Rates, SafeAssure: 1<sup>st</sup> Aid/CPR/AED Training and OSHA Inspection, MACA Conference: Administrator, Pat Oman and Human Resources Director,

Carrie Smith will be attending, and an overview of employees leaving Becker County employment.

2. 2023 Budget Review – currently looking at probation and departments looking to add staff.
3. ARPA Project Review – proposed projects: Digitizing Records and IT Storage Expansion.

Public Hearing – Two Inlets Country Store On/Off-Sale Liquor in Two Inlets Township

- Motion and second to open the Public Hearing at 9:00 am (Grimsley, Nelson) carried.
- Auditor-Treasurer, Mary Hendrickson asked three times if anyone on-line or in person wanted to comment.
- No one responded online or in person.
- Motion and second to close the Public Hearing at 9:02 am (Grimsley, Okeson) carried.
- Motion and second to approve new On/Off Sale Liquor License for Up North Circus, LLC dba Two Inlets Country Store – Robert Peterson, Owner – Two Inlets Township (Grimsley, Nelson) carried.

Finance Committee Minutes: presented by Mary Hendrickson

1. Regular Claims and Auditor Warrants and Over 90 days:

09/20/2022 in the amount of \$ 52,410.31

09/20/2022 in the amount of \$ 30,692.01 Cost Effective

09/21/2022 in the amount of \$ 40,593.52

09/27/2022 in the amount of \$ 873,413.99

Total of \$ 997,109.83

Over 90 Days:

Forum Comm. dated 05/31/22 in the amount of \$14.58, invoice just turned in.

MCAA dated 03/16/22 in the amount of \$95.00, invoice just turned in.

Potty Shacks dated 05/16/22 in the amount of \$615.00, invoice just turned in.

Satellite Tracking dated 01/64/22 in the amount of \$4,750.00, invoice just turned in.

Total of \$5,474.58

Remove previously paid claims in the amount of \$2,798.52.

Motion and second to approve payment of regular claims, auditor warrants, and claims over 90 days (Okeson, Vareberg) carried.

Auditor – Treasurer: presented by Mary Hendrickson

1. Licenses:

- Motion and second to approve the following Tobacco License – Renewals: Chief Corner Store – Patricia Moran – Pine Point Township and The Cormorant Store – Lars Odegaard – Cormorant Township (Okeson, Nelson) carried.

2. Motion and second to accept the July Cash Comparisons & Sales Tax & Investment Summary (Nelson, Okeson) carried.

3. Motion and seconded to approve Extension Addendum with the University of Minnesota with the change that Becker County will employ the part-time staff instead of the University of Minnesota (Nelson, Okeson) carried.
4. Motion and second to approve Resolution 10-22-1J – 2022 HAVA Grant Phase 2 Application (Nelson, Vareberg) carried.
5. Motion to approve Human Services Claims for Human Services, Public Health, and Transit (Grimsley, Nelson) carried.

Multi Department Digitizing-Scanning Project: presented by Susan Syvertson and Recorder, Lisa Will Assessor

1. Motion and second to table Resolution 10-22-1E – Digitizing-Scanning Multi-Department Project (Okeson, Grimsley) carried.

Information Technology: presented by Judy Dodd

1. Motion and second to approve Resolution 10-22-1D – Server Storage Upgrade with a cost of \$289,759 to be paid with ARPA funds (Nelson, Grimsley) carried.
2. Motion and second to approve Resolution 10-22-1F – Bosch Booking Computer Replacement with a cost of \$4,973.20 (Okeson, Vareberg) carried.

Human Resources: presented by Carrie Smith

1. County Sponsored Benefits: Medical Insurance, Medical & Dependent Care Spending Accounts, Retirement, Deferred Compensation, Workers' Compensation, Group Life Insurance, Long-Term Disability, Short-Term Disability, Hospitalization, Accident, & Critical Care Insurance, and Employee Assistance Program.
2. Benefits and Wellness Fair: October 19, 2022, 10:00 am to 3:00 pm, Estimated cost \$1,645, several vendors from our benefit companies, flu shots, and breakout sessions for additional information from vendors.
3. Open Enrollment: Open enrollment starts October 24, 2022, PEIP (Medical Insurance) increase of 5% for 2023.
4. Update on Open Job Postings: as of yesterday (October 3, 2022) three full-time and six part-time job openings for Becker County.
5. Update on WEX Transition: we have had a bumpy transition, along with many other counties. Hopefully, transition will be complete soon.
6. Update on Meeting with Insurance Brokers: have been meeting with some insurance brokers and still have a few scheduled to meet with.

Highway: presented by Highway Engineer, Jim Olson

1. Motion and second to approve Resolution 10-22-1A – Final Payment Acceptance SAP 003-607-024 (Nelson, Okeson) carried.
2. Motion and second to approve Resolution 10-22-1B – Request to use CSAH Funds for Financing Highway Building (Nelson, Okeson) carried.

Land Use/Environmental Services: presented by Steve Skoog

1. EDA
  - a) Motion and second to approve Ecumen Childcare Grant Request in the amount of \$15,000 (Nelson, Grimsley) carried.
2. Environmental Service
  - a) Motion to approve Resolution 10-22-1G – 2023 Solid Waste Assessment Fee Schedule (Nelson, Vareberg) carried.
  - b) Resolution 10-22-1H – 2023 Solid Waste Fee – Removed from Agenda

Sheriff's Office: presented by Sheriff Todd Glander

1. Motion and second to approve selling 1996 Chevy Tahoe (STS Vehicle) (Okeson, Vareberg) carried.
2. Motion and second to approve Resolution 10-22-1I – TZD (Toward Zero Deaths) Grant (Okeson, Nelson)
  - As of next Monday (October 10, 2022) the Sheriff's Office is fully staffed.
3. Ceremonial Oath: Deputy Bradley Hougum and Deputy Jessica Ross.

Closed Session – Evaluation of County Administrator, Pat Oman

- Motion and second to close pursuant to Minn. Stat. 13D.05 Subd. 3(a) A public body may close a meeting to evaluate the performance of an individual who is subject to its authority, The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusion regarding the evaluation. A meeting must be opened at the request of the individual who is subject of the meeting. Meeting Closed at 10:42 am (Grimsley, Okeson) carried.
- Motion and second to open the meeting at 10:51 am (Okeson, Vareberg) carried.

Being no further business, Chair Knutson adjourned the meeting at 10:51 am.

/s/  
Pat Oman  
County Administrator

/s/  
Larry Knutson  
Board Chair