

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: Tuesday, March 27, 2012 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. a. Meeting presided over by Board Chair Knutson. 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 changes: under Commissioners: add Number 5: Discussion on Aquatic Invasive Species (AIS) position, add Number 6: Discussion on Assessor's position; under Finance Committee Minutes: add Number 2: Discussion on Cubicles for Extension, add Number 3: CHIPS Contract; under Natural Resource Management (NRM): Remove Number 1: Request for Pass-Through Grant Payments to Northwoods Trail Reapers for Benchmark 3 – 2nd Half Grooming; and remove Management Team Update. (Skarie, Okeson), carried.
3. It was moved and seconded to approve the minutes of March 13, 2012, with the requested changes. (Nelson, Skarie), carried.

Commissioners:

1. Open Forum: No one was present.
2. Reports and Correspondence:
 - a. Commissioner Nelson:
 - i. Reported on the following meetings: Natural Resource Management (NRM), Becker County Soil and Water Conservation District, and reported on the Wild Rice Watershed District appointments being considered by Clay County and the need to have Becker County's seat on the district board reinstated. He also referenced the upcoming Buffalo-Red Watershed District appointments and Lake Eunice Township meeting.
 - b. Commissioner Skarie:
 - i. Reported on the following meetings: Labor Management Committee (LMC), Lakeland Mental Health, Development Achievement Center (DAC), Becker County Fair Board and attended the Becker County Historical Society's fundraiser, "Keeping History Alive", on March 23rd.
 - c. Commissioner Okeson:
 - i. Reported on the following meetings: Attended the Lake View Annual Township meeting and spoke with Brad Wentz in Highway in reference to oil bids, dust control price, and blading contract bids.

d. Commissioner Knutson:

- i. Reported on the following meetings: Natural Resource Management (NRM), Prairie Lakes Municipal Solid Waste Authority (PLMSWA), Northwoods Trail Reapers Snowmobile Club, and Sheriff's Committee.

e. Commissioner Schram:

- i. Reported on the following meetings: Land of the Dancing Sky Area Agency on Aging, Highway Committee, Sheriff's Committee, and attended the Ultra Snowmobile Club Landowner's Banquet, and is requesting a meeting with Aquatic Invasive Species (AIS) Task Force members, Nancy Grabanski and Dave Hecock in reference to the AIS Coordinator position. He also attended a meeting with Assessor, Steve Skoog and Commissioner Knutson in reference to assessments.

3. Appointments:

Mr. Tangen reported that he has received notification that two Pelican River Watershed District Manager positions will be expiring on May 25, 2012. These positions will need to be advertised and then voted on at the April 24th Board meeting.

4. Board of Equalization Meeting Dates: Ryan Tangen presented:

It was moved and seconded to hold the Board of Equalization meetings on June 12th at 5:00 p.m., and June 19th at 9:00 a.m. in the Board Room of the courthouse. (Okeson, Skarie), carried.

5. Discussion was held in reference to the Aquatic Invasive Species Request for Proposal (RFP), with a closing date to accept applications of March 28th. It was moved and seconded to form a committee to evaluate proposals received and accept the best fit from the pool for the AIS Coordinator position, consisting of Commissioner Schram, Nancy Grabanski, and Dick Hecock, or a representative from the Pelican River Watershed District, with a per diem, as approved. (Nelson, Schram), carried.

6. The closing date for accepting applications for the Assessor's position was March 21st. A hiring committee is recommended consisting of two commissioners, an assessor from another county or representative from the Department of Revenue, with a per diem, and an appointment from the Management Team. It was moved and seconded to appoint Commissioner Schram and Commissioner Okeson to the hiring committee for the Assessor's position, with a per diem, as approved. (Nelson, Skarie), carried.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to approve the renewal of the contract with Solutions Behavioral Health, with additional Community Health (RN) services. (Skarie, Schram), carried.
2. It was moved and seconded to accept the Pohlad Family Grant in the amount of \$10,000, for a summer youth camp scholarship program. (Schram, Okeson), carried.

3. It was moved and seconded to accept the Human Services reports for Adult Services, Child and Family Services, Community Health, Financial Services, Mental/Chemical Dependency (MCD), and Transit. (Schram, Skarie), carried.
4. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit, with the exception of the claim for Essentia in the amount of \$322.18, which has been paid. (Skarie, Nelson), carried.

Auditor-Treasurer: Licenses and Permits: Ryan Tangen presented:

1. It was moved and seconded to approve the On-Sale Liquor License Renewals for:
 - a. Richard M. Lynch - Hotel Shoreham, Inc. - Lake View Township.
 - b. Rayna L. Tucker - Northwoods Recreation LLC, Ice Cracking Lodge - Round Lake Township.
 - c. Delhelm, Inc. - Randy's Lake Eunice - Lake Eunice Township.
 - d. Patricia J. Maloney - The Pub - Cormorant Township.
 - e. Aaron E. Swenson, Swenson Mills, Ltd. - Bleachers - Lake View Township.
 - f. Wayne M. Crawford – Sunlite Bar and Grill, Inc. - Detroit Township.
 - g. Rand F. Levy, Horseshoe, Inc. – Soo Pass Ranch - Lake View Township.
 - h. Peggy L. Branstrom – Osage Bait and Tackle - Osage Township.
 - i. Michael T. Mercil, Mercil, Inc. – Little Easy on the Green - Lake View Township.
 - j. Kevin L. Karel, Cormorant Enterprises, Inc. – Cormorant Inn and Suites - Cormorant Township.
 - k. Robert B. Spizzo, Resort Management Corporation – Forest Hills Golf and R.V. - Audubon Township.
 - l. Jay B. Olness, GR8 Investments, Inc. – Pit 611 - Lake Eunice Township.
(Schram, Knutson), carried.
2. It was moved and seconded to approve the Combination On/Off Sale Liquor License Renewals (Includes Sunday) for:
 - a. Carl Hough, Personal Rep – Curley's on Cotton Lake, Inc. - Erie Township.
 - b. Lance P. Highman – Northern Inn - Toad Lake Township.
 - c. Gerald L. Hanson – Charlie's Bar and Supper Club - Height of Land Township.
(Nelson, Okeson), carried.
3. It was moved and seconded to approve the Off Sale Liquor License Renewals for:
 - a. Patricia J. Maloney, The Cormorant Pub, Inc. – Cormorant Bottle Shop - Cormorant Township.
 - b. John P. Johnson – Richwood Off Sale, Inc. - Richwood Township.
 - c. Jody A. Beaudine – Lakes One Stop Shop - Cormorant Township.
 - d. Aaron Aslesen – Lakes Corner Liquor, LLC - Erie Township.
(Okeson, Schram), carried.
4. It was moved and seconded to approve the Wine and Strong Beer License Renewals for:
 - a. Fred W. Brower – Cedar Crest Resort - Maple Grove Township.
 - b. Beth Schupp, Manager, Fair Hills, Inc. – Wildflower Golf Course - Lake Eunice Township.
(Nelson, Skarie), carried.

5. It was moved and seconded to approve the Temporary 1-4 Day Liquor License Renewals for:
 - a. Detroit Lakes Lions Club For Operations At We Fest, Soo Pass Ranch - Lake View Township.
(Okeson, Schram), carried.
6. It was moved and seconded to approve the Off Sale 3.2 Beer License Renewals for:
 - a. Peggy Branstrom – Osage Bait & Tackle - Osage Township.
 - b. Bill D. Christlieb – Osage Country Market - Osage Township.
 - c. Jay B. Olness, Gr8 Investments Inc. – Pit 611 – Lake Eunice Township.
 - d. Jody A. Beaudine – Lakes One Stop Shop, LLC – Cormorant Township.
 - e. Rayna L. Tucker, Northwoods Recreation, LLC – Ice Cracking Lodge – Round Lake Township.
 - f. Wayne M. Crawford – Sunlite Bar & Grill, Inc. – Detroit Township.
 - g. Delhelm, Inc. – Randy’s Lake Eunice – Lake Eunice Township.
 - h. Shirley A. Kalberer – County 6 Gas & Bait – Lake View Township.
 - i. Richard B. Sherbrooke – Cormorant Store, Inc. – Cormorant Township.
(Nelson, Okeson), carried.
7. It was moved and seconded to approve the On and Off Sale 3.2 Beer License Renewals for:
 - a. Fred W. Brower – Cedar Crest Resort – Maple Grove Township.
 - b. Beth A. Schupp, Mgr., Fair Hills Inc. – Wildflower Golf Course – Lake Eunice Township.
 - c. Anne E. Buelow – Jolly Fisherman Resort – Round Lake Township.
 - d. Rand F. Levy, Horseshoe Inc. – Soo Pass Ranch – Lake View Township.
 - e. Allen J. Chirpich – The Hideaway Resort – Shell Lake Township.
 - f. Richard J. Bartelt – Four Corners – Erie Township.
 - g. Timothy J. Eischens – Two Inlets Country Store – Two Inlets Township.
 - h. Michael R. Levin – Green Valley Golf Course – Cormorant Township.
 - i. Randy A. Blanford – Tamarac Resort & Campground – Sugar Bush Township.
(Skarie, Schram), carried.
8. It was moved and seconded to approve the On Sale 3.2 Beer License Renewal for:
 - a. Gregg A. Johnson – Cormorant Lakes Sportsman’s Club – Lake Eunice Township.
(Nelson, Okeson), carried.
9. It was moved and seconded to approve the Seasonal Tobacco License Renewals for:
 - a. Richard M. Lynch – Hotel Shoreham Inc. – Lake View Township.
 - b. Beth Schupp, Fair Hills Inc. – Wildflower Golf Course – Lake Eunice Township.
(Schram, Okeson), carried.
10. It was moved and seconded to approve the Seasonal Tobacco License Renewal – Non-Resident for:
 - a. Frederic T. Dehon, Jr. – Beverages & Beyond Distributors LLC – Soo Pass Ranch Music Festivals – Lake View Township.
(Skarie, Schram), carried.

Finance Committee Minutes: Ryan Tangen presented:

1. It was moved and seconded to approve the regular claims and Auditor’s Warrants:
 - a. Auditor’s Warrants: (Tuesday Bills):

- i. 03/16/12 in the amount of \$221.14
 - ii. 03/20/12 in the amount of \$56,020.61(Skarie, Okeson), carried.
2. It was recommended to approve the Human Services Claims, with the removal of the payment to Essentia Health in the amount of \$322.18. These claims were approved earlier in the meeting.
3. It was recommended to approve the renewal of the contract with Solutions Behavioral Health, with additional Community Health (RN) services. This contract was approved earlier in the meeting.
4. It was recommended to accept the Pohlad Family Grant in the amount of \$10,000, for a summer youth camp scholarship program. This grant was accepted earlier in the meeting.
5. It was recommended to approve when presented Resolution 03-12-2B, to accept the 2012 Boat and Water Enforcement Grant, valid through June 30, 2013, in the amount of \$24,067.
6. It was recommended to approve when presented the request to purchase four squad cars, with an estimated cost of \$92,000.
7. It was recommended to approve when presented the purchase of a used semi-trailer to store electronic waste, with a jack stand, at a cost of \$5,250, plus taxes.
8. It was recommended to approve when presented the purchase of an Automatic External Defibrillator for the Transfer Station. This will be added to the Safety Committee order.
9. It was recommended to approve when presented the request to purchase two used paint can crushers from Otter Tail County, and to authorize a bid of up to \$4,000. The two are being sold together and have been well maintained. Otter Tail County will be accepting bids through Friday, March 30, 2012.
10. It was recommended to approve when presented the request to purchase a truck off the state bid listing for the Natural Resource Management Department, with an estimated cost of \$22,900.
11. It was recommended to approve when presented Resolution 03-12-2F, to authorize to hire two (2) part-time seasonal employees for the Tram operations.
12. It was recommended to approve when presented Resolution 03-12-2C, to accept the low bid received for Bituminous Materials from Swanston Equipment Corporation.
13. It was recommended to approve when presented Resolution 03-12-2D, to accept the low bids received for maintenance contracts, as outlined in said resolution.
14. It was recommended to approve when presented Resolution 03-12-2E, to accept the low bid received for Magnesium Dust Control from Stenger's Dust Control.
15. It was moved and seconded to approve the purchase of eleven (11) replacement Automatic Electronic Defibrillators with the cost for the eleven (11) refurbished units from Allied 100, LLC at \$10,945, plus sales tax. (Okeson, Skarie), carried.
16. A summary of mileage by individuals receiving more than \$1,000 in 2011 was presented. More consideration should be given to an expanded motor pool and it is recommended to have continued discussion in reference to a fleet management policy.
17. Discussion was held in reference to refunding of the Public Facilities Lease Revenue Bonds issued in 2007. Refinancing now would result in a \$15,000 per year savings or \$192,000 over the life of the bonds. The bonds would have to be reissued as General Obligation (GO) bonds. It was moved and seconded to proceed with refunding the 2007 Public Facilities Revenue Bonds. (Nelson, Skarie), carried.

18. It was moved and seconded to authorize the contracts for Legal Services for CHIPS (Child in Need of Protection) with the two (2) existing contracted attorneys, and to advertise for a third contract, due to the increase in CHIPS Petitions. (Nelson, Skarie), carried.
19. Discussion was held in reference to the Extension office project in the Workshop Building. There is a request to purchase and install cubicles to add file and storage space. It was moved and seconded to approve up to \$6,000 for the requested office equipment for the Extension office project, to include installation cost. (Nelson, Okeson), carried.

Sheriff: Tim Gordon presented:

1. It was moved and seconded to approve Resolution 03-12-2B, to accept the 2012 Boat and Water Enforcement Grant, valid through June 30, 2013, in the amount of \$24,067. (Okeson, Schram), carried.
2. It was moved and seconded to approve the request to purchase four (4) squad vehicles from the Minnesota State Contracting site, for three (3) Dodge Charger Police Package Squads and one (1) All Wheel Drive Ford Taurus, at a total cost of \$92,180.61. (Schram, Okeson), carried.

Becker County Food Pantry: Annual LMC Bay Auction Fundraiser Donation:

1. A check was presented to Jack Berenz, Director of the Becker County Food Pantry, in the amount of \$1,782.30, which was raised during the annual LMC Bay Auction fundraiser.

Proclamation for Child Abuse Prevention Month: County Attorney, Mike Fritz presented:

1. It was moved and seconded to approve Resolution 03-12-2A, proclaiming April as Child Abuse Prevention Month in Becker County. (Nelson, Skarie), carried.

Environmental Services: Steve Skoog presented:

1. It was moved and seconded to approve the purchase of a Used Semi-Trailer, with a jack stand, to store electronic waste, at an amount up to \$6,000. (Skarie, Okeson), carried.
2. The Capital Purchase Request for an Automatic External Defibrillator (AED) was included in the request from the Safety Committee and approved earlier in the meeting.
3. It was moved and seconded to approve the purchase of two used paint can crushers from Otter Tail County, and to authorize a bid of up to \$4,000. (Nelson, Schram), carried.

Natural Resource Management: Marty Wiley presented:

1. It was moved and seconded to approve Resolution 03-12-2F, to hire two (2) Temporary, Part-Time, Seasonal Tramway Operators. (Skarie, Okeson), carried.
2. It was moved and seconded to authorize the purchase of a vehicle for the Natural Resource Management Department, at an amount up to \$22,875.88, with the stipulation to examine State Contract Bids on a Dodge vehicle with similar features, and to purchase the vehicle with the lesser cost. (Nelson, Okeson), carried.

Planning and Zoning: Patty Swenson presented:

1. It was moved and seconded to concur with the Planning Commission to amend Chapter 5, Section 2, Subp. D. for Subject Matter: Detached accessory building not a guest cabin as submitted and to amend Chapter 7, Section 3, Subp. B. for Subject Matter: Accessory Structure Use, Height Limit, and Size Limit. (Skarie, Schram), carried.
2. It was moved and seconded to concur with the Planning Commission to approve to amend Chapter 8, Section 4, Subp. E. for Subject Matter: Road Frontage Requirement as submitted. (Nelson, Skarie), carried.
3. It was moved and seconded to concur with the Planning Commission to approve the proposal to amend Chapter 8, Section 5, Subp. A4 and M. for Subject Matter: Creation of non-riparian (back) lots which do not meet the required lot size of that zoning district as submitted. (Nelson, Okeson), carried.
4. It was moved and seconded to concur with the Planning Commission to approve the proposal to amend Chapter 8, Section 7, Subp. E. and Chapter 8, Section 9, Subp. Q. for Subject Matter: Redefine Tier depth and density as submitted. (Skarie, Nelson), carried.
5. The request to amend Chapter 9, Section 1, 2, and 3 for Subject Matter: Clarification of existing wording for inspection fees, enforcement, and after the fact fines did not require action at this time.
6. The request for a Conditional Use Permit by Jeremy Ganske, Knife River Materials and Tony Kost, Contractors Leasing, for an asphalt plant to extract materials and minerals which includes wash ponds and a hot mix asphalt operation, located at 115th St. in Lake Park, MN, was tabled by the applicant, until further notice.
7. It was moved and seconded to concur with the Planning Commission to approve the Conditional Use Permit for Mark and Ammie Winter, to open a Hair Salon on agricultural zoned property, located at 26703 230th Street, Detroit Lakes, MN, based on the request would not be detrimental to the area and meets the criteria of the Ordinance. (Okeson, Schram), carried.
8. It was moved and seconded to concur with the Planning Commission to approve the Certificate of Survey for Ray and Yvonne Schmaltz, to allow one (1) tract consisting of 50,000 square feet with a remainder tract of 128 acres, and with a change of zone from Agricultural to Residential for the small tract only, located at 18624 County Highway 6, Audubon, MN, as submitted and due to the request meets the criteria of the Ordinance. (Nelson, Okeson), carried.
9. It was moved and seconded to concur with the Planning Commission to approve the Certificate of Survey for Robin Brewer for Maple Trees, LLC, Et Al, to allow three (3) tracts (Tract B) consisting of 84,900 square feet, (Tract C) consisting of 66,400 square feet, (Tract D) consisting of 50,900 square feet acres, with a remainder tract of 84.4 acres, and with a change of zone from Agricultural to Residential for Tract B, Tract C, and Tract D, located at 29454 County Road 112, Waubun, MN, and as submitted due to the request meets the criteria of the Ordinance. (Schram, Nelson), carried.
10. The next informational meeting is scheduled for Thursday, April 12, 2012, at 8:00 a.m. in the Third Floor Meeting Room of the original courthouse.

Highway: Brad Wentz presented:

1. It was moved and seconded to approve Resolution 03-12-2C, to accept the low bid received and to authorize the County Engineer to award the contracts for delivery of Bituminous Materials to Swanston Equipment Corporation. (Okeson, Skarie), carried.
2. It was moved and seconded to approve Resolution 03-12-2D, to accept the low bids received for road maintenance contracts and to authorize the County Engineer to award the maintenance contracts, as outlined in said resolution, and to follow options for requote of Area 8 due to RFP documents and offer Area 6 to adjacent contractors due to lack of bid. (Okeson, Schram), carried.
3. It was moved and seconded to approve Resolution 03-12-2E, to accept the low bid received and to authorize the County Engineer to award the contract for Magnesium Dust Control to Stenger's Dust Control.

White Earth Land Sale Agreements:

1. Lori Dowling, NW Regional Director, and Cindy Buttleman, Lands and Mineral Regional Director from the Minnesota Department of Natural Resources (DNR) presented, along with Lorena Vogt, Land Office Manager, and Janis Rock, Project Coordinator, from the White Earth Natural Resources Land Department. They provided an overview and timeline of the White Earth Land Settlement Act (WELSA), legislation passed in the mid 1980's to settle land claims on the White Earth Reservation. They also provided an update on the parcel list. She noted her discussion with Sheriff Tim Gordon in regards to trail access and the need for continued discussions. Ms. Dowling commended Becker County on the hiring of Marty Wiley as the Natural Resource Management Director and also recognized Becker County as State leaders, with respect to the Aquatic Invasive Species (AIS) issue. She also offered her assistance to Becker County in reference to the AIS issue or any other DNR related issue. Commissioner Knutson expressed his thanks and appreciation, and requested information be forwarded to Marty Wiley and Mary Hendrickson in the Auditor-Treasurer's office.

Re-Districting: Ryan Tangen presented:

1. a. The City has had their initial hearing on re-districting, with another meeting scheduled for Wednesday, March 28th at 12:00 p.m., in the Council Chambers of the City Administration Building. The City is requesting the County's recommendation for either Option A or B. Options were discussed and it was the consensus of the Board to recommend Option B, in order to keep as seamless and unchanged as possible, while also recognizing the City plan needs to include future expansion and annexation. The County appreciates the opportunity for input and is thankful for the City's inclusion of the County with this process.
- b. It was moved and seconded to approve Resolution 03-12-2G, to recommend the City consider Option B for re-districting, as it would allow for the commissioner districts to remain unchanged and while Option A would require all five of the County policy making districts to be up for election in 2012. (Nelson, Schram), carried.

2. a. The County’s re-districting hearing is scheduled for April 5th and terms need to be set. Discussion was held and the board agreed to set the terms today, with the possibility of changing depending on the City’s decision regarding their re-districting.
- b. It was moved and seconded to approve setting the terms with District 1 and 2 at 2 years and Districts 3, 4, and 5 at 4 years if all five districts are up for election. (Nelson, Okeson), carried.
- c. It was moved and seconded to keep the existing terms if the City selects Option B and no change to the commissioner districts is necessary. (Skarie, Nelson), carried.

It was noted that the next Joint City, Chamber, County, School and M-State meeting will be held April 10th from 7:00 a.m. – 8:00 a.m. at the Depot (White Earth Transit), with the Chamber hosting.

The County Administrator interviews are scheduled for Wednesday, March 28th beginning at 9:00 a.m. in the Board room of the courthouse.

The meeting was recessed and will reconvene at 7:00 p.m. for the Public Hearing to consider the enactment of the Becker County Parks and Recreation Ordinance, in the Third Floor Jury Assembly Room of the courthouse.

Lunch Bunch was held at the Holiday Inn.

The Board reconvened at 7:00 p.m. for the Public Hearing and adjourned following the hearing.

/s/ Ryan Tangen
 Ryan Tangen
 Auditor-Treasurer/Clerk

/s/ Larry Knutson
 Larry Knutson
 Board Chair