

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, November 27, 2012 at 8:15 a.m.

LOCATION: Board Room, Courthouse

Agenda/Minutes:

1. a. Meeting presided over by Board Chair Knutson. Present: Commissioners Larry Knutson, Gerry Schram, Barry Nelson, and Don Skarie; County Administrator, Jack Ingstad, and Minute Taker, Cindy Courneya. Absent: Commissioner John Okeson.  
b. Pledge of Allegiance.
2. The agenda was approved with the following changes: Under Commissioners: add: Number 5: Notice of Resignation of Brad Wentz, Highway Engineer. (Skarie, Schram), carried.
3. It was moved and seconded to approve the minutes of November 13, 2012, with the requested changes. (Skarie, Schram), carried.

Commissioners:

1. Open Forum: There was no one present.
2. Reports and Correspondence:
  - a. Commissioner Skarie:
    - i. Reported on the following meetings: Board of Review, Labor Management Committee, Development Achievement Center (DAC), Becker County Historical Society, Lakeland Mental Health, and Becker County Fair Board.
  - b. Commissioner Knutson:
    - i. Reported on the following meetings: Zoning Ordinance Review Committee, Natural Resources Committee, and Sheriff's Committee.
  - c. Commissioner Schram:
    - i. Reported on the following meetings: Becker County Assessor Committee, Wild Rice Watershed District Advisory Board, AMC Policy Committee, Sheriff's Committee, Highway Committee, and Recreational Advisory Committee (RAC).
  - d. Commissioner Nelson:
    - i. Reported on the following meetings: Lake Agassiz Regional Library, Natural Resources Committee, Becker County Soil and Water Conservation District, and AMC Policy Committee.

3. Appointments:

- a. Commissioner Nelson noted that the appointments for the two Cormorant Lakes Watershed District manager positions will not be made until the next board meeting on December 11, 2012, allowing more time to hear from prospective applicants. The positions expire December 31, 2012.
  - b. It was moved and seconded to appoint John Seiling as the Becker County Chief Deputy. (Schram, Skarie), carried.
  - c. It was moved and seconded to appoint Bryan Christensen as the Becker County Emergency Manager. (Schram, Nelson), carried.
  - d. It was the consensus of the Board to wait until the next board meeting on December 11, 2012, to make appointments to the Transfer Station Building Committee.
4. It was moved and seconded to approve the commissioners and commissioner-elect, Ben Grimsley to attend the AMC Annual Conference December 2-4, 2012, in St. Cloud. (Schram, Nelson), carried.
5. It was moved and seconded to accept the resignation of Brad Wentz as Becker County Highway Engineer, effective December 27, 2012. (Schram, Skarie), carried.

Auditor-Treasurer: Ryan Tangen presented:

1. Licenses and Permits: There were none.

Finance Committee: Ryan Tangen presented:

1. It was moved and seconded to approve the Regular Claims, Over-90 Day Claims, and Auditor's Warrants (Tuesday Bills):
    - a. Over 90-Day Claims:
      - i. Tires Plus in Detroit Lakes in the amount of \$27.49 due to misplaced invoice.
    - b. Auditor's Warrants (Tuesday Bills):
      - i. 11/16/12 in the amount of \$322.00
      - ii. 11/20/12 in the amount of \$54,792.32
- (Nelson, Skarie), carried.

Assessor: Steve Carlson presented:

1. It was moved and seconded to approve the abatements for:
  - a. PIN #35.0075.000 in Walworth Township for the amount of (\$36.00);  
PIN #35.0077.000 in Walworth Township for the amount of \$34.00;  
PIN #35.0077.003 in Walworth Township for the amount of \$446.00;  
PIN #35.0077.004 in Walworth Township for the amount of \$554.00;  
PIN #35.0076.001 in Walworth Township for the amount of \$724.00;  
PIN #35.0076.002 in Walworth Township for the amount of \$862.00;  
PIN #35.0075.001 in Walworth Township for the amount of \$862.00,

due to Homestead was not carried over to these parcels for the year splits were done. (Nelson, Skarie), carried.

Highway: Brad Wentz presented:

1. It was moved and seconded to approve Resolution 11-12-2H, to authorize the County Engineer to purchase, off State bid, a diesel tandem truck chassis and additional equipment to include hydraulic system, hoist, gravel box, one way snowplow, underbody blade, snow wing, tailgate sander, and warning light system to be compatible with said diesel tandem truck, at a cost of \$208,100.00 plus applicable tax. (Schram, Skarie), carried.
2. It was moved and seconded to set the date for the Highway Five-Year Plan Meeting for Tuesday, December 11, 2012 at 5:00 p.m. in the Board Room of the Courthouse. (Nelson, Skarie), carried.
3. It was noted that the construction projects for the year have been completed.

Sheriff: Sheriff Kelly Shannon presented:

1. It was moved and seconded to approve Resolution 11-12-2E, to post internally, interview and promote a full-time Sheriff Investigator and backfilling as necessary, which may include a full-time deputy, utilizing the deputy pool list. (Schram, Skarie), carried.
2. It was moved and seconded to approve Resolution 11-12-2D, to post internally and promote a Communications Supervisor and a Full-Time Communications Officer, backfilling as necessary, and to advertise, interview and hire an additional Part-Time Communications Officer. (Nelson, Schram), carried.

County Attorney: County Attorney, Mike Fritz presented:

1. It was moved and seconded to approve Resolution 11-12-2G, to hire an additional full-time Assistant County Attorney. (Schram, Nelson), carried.

Human Services: Community Health: Ronda Stock, Anna Muzik, and Shelly Griffin presented:

1. A presentation was given in reference to home visiting in relationship to the Nurse-Family Partnership Program and Healthy Families America Program.
2. It was moved and seconded to approve the capital improvement expenditure request to redesign the area once occupied by Extension, for Human Services purposes, with an estimated cost for cubicles and set-up at \$7,739. (Skarie, Schram), carried.
3. It was moved and seconded to accept the Human Services reports for Adult Services, Children and Family Services, Financial Services, and Transit. (Skarie, Nelson), carried.
4. It was moved and seconded to approve the Human Services Claims for Human Services, Community Health, and Transit. (Skarie, Nelson), carried.

Planning and Zoning: Patty Swenson presented:

1. It was moved and seconded to concur with the Planning Commission (November 20, 2012), to approve the request by Gary Schander for a Preliminary plat consisting

of five (5) parcels, as submitted, located at Buckhorn Road in Lake Park, as the request meets the criteria of the Ordinance, with one parcel a standard sized parcel to stand alone and the other parcels connected by deed to adjacent lake lots, and not to be sold one away from the other, with a change of zone for all parcels from Agricultural to Residential. (Skarie, Schram), carried.

2. It was moved and seconded to concur with the Planning Commission (November 20, 2012), to approve the request by Ronald (Dave ) and Sandra Christensen, for a Certificate of Survey, as submitted, located at 34594 East Boot Lake Road in Savannah Township, Boot Lake, to allow Tract A (89,664 sq. ft.), Tract B (64,195 sq. ft.) and a remainder Tract of 24.82 acres, as the request meets the criteria of the Ordinance, and with a change of zone from Agricultural to Residential for all three Tracts. (Schram, Skarie), carried.
3. It was moved and seconded to concur with the Planning Commission (November 20, 2012), to approve the request by Dennis and Peggy Olson, for a Certificate of Survey, located at 13486 Rosman Erickson Road in Cormorant Township, Rosman Lake, to allow Tract H (40,094 sq. ft.) and Tract I (40,054 sq. ft.), as the request meets the criteria of the Ordinance, and with a change of zone from Agricultural to Residential for both tracts. (Schram, Skarie), carried.
4. It was moved and seconded to concur with the Planning Commission (November 20, 2012), to approve the request by Karen Garrity, for a Certificate of Survey with lot line adjustments to two (2) parcels to allow four (4) parcels (A 1.35, B 1.01, C 2.52, and D 1.20), located at 13085 Cormorant Beach Road in Cormorant Township, Cormorant Lake, as the request meets the criteria of the Ordinance, and with a change of zone from Agricultural to Residential for all properties. (Schram, Skarie), carried.
5. It was moved and seconded to concur with the Planning Commissioner (November 20, 2012), to approve the request by Mark/Mike Spadgenske for a Conditional Use Permit to have a gravel pit for crushing of gravel and rocks, as submitted, with project location of 54795 St. Highway 87, Menahga, as the request meets the criteria of the Ordinance. (Skarie, Nelson), carried.
6. It was moved and seconded to concur with the Planning Commission (November 20, 2012), to approve the request by Jeff and Janaya Davis, for a Conditional Use Permit to allow a seasonal Garden Boutique business, as submitted, with project location at 21696 County Highway 29, Detroit Lakes, as the request would not be detrimental to the area. (Nelson, Schram), carried.
7. The next informational meeting is scheduled for Thursday, December 13, 2012 at 8:00 a.m. in the Third Floor Meeting Room of the Courthouse.

Central Services/Building Maintenance: Nancy Grabanski presented:

1. It was the consensus of the Board to postpone approving the request for retro-fit lighting of the original courthouse, Law Enforcement Center, and Human Services buildings until the next board meeting on December 11, 2012, to allow for research into using LED lighting.
2. It was moved and seconded to accept the low quote from Mark's Electric for the removal of four (4) ceiling fan/lights for the courthouse and to replace with four (4) pendant lights, at a cost of \$1,350, plus tax. (Nelson, Skarie), carried.

3. It was moved and seconded to approve the purchase of Commercial 12' wide rolled vinyl to replace flooring in three (3) bathrooms and to accept the lowest quote for rolled vinyl, at an amount up to \$1,976. (Skarie, Schram), carried.
4. It was moved and seconded to accept the low quote from Alternative Business Furniture to purchase furniture for the Third Floor meeting room, as outlined in the request, and at a cost of \$7,586.70, plus tax. (Nelson, Schram), carried.

Human Resources: Nancy Grabanski presented:

1. It was moved and seconded to approve Resolution 11-12-2C, to modify the language on vacation, sick and holiday pay for part-time employees in the Becker County Personnel Policy Manual, Section 2.1, as outlined in said resolution. (Nelson, Skarie), carried.
2. It was moved and seconded to approve closing the Courthouse at noon on December 24, 2012, with employees using vacation, comp or furlough time or they could choose to work behind closed doors if they do not wish to take the time off; this is not a paid holiday. (Schram, Nelson), carried.

The meeting recessed for Lunch Bunch, provided by County Administrator, Jack Ingstad.

The meeting reconvened at 1:00 p.m. in the Board Room for the meeting with Ottertail County regarding Solid Waste issues and then recessed until 6:00 p.m. for the Budget Hearing.

The meeting reconvened at 6:00 p.m. in the Board Room for the Budget Hearing.

It was moved and seconded to adjourn the meeting. (Skarie, Schram), carried.

/s/ Jack Ingstad  
 Jack Ingstad  
 Board Clerk

/s/ Larry Knutson  
 Larry Knutson  
 Board Chair