

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS

DATE: Tuesday, December 18, 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; County Administrator, Jack Ingstad, and Minute Taker, Cindy Courneya.
b. Pledge of Allegiance.
2. The agenda was approved with the following changes: Under Commissioners: Remove: Number 3: Appointments: b) Becker County Council on Aging and Add: Number 8: Letter of Support to Governor Mark Dayton for Commissioner Nelson's Candidacy to Minnesota BWSR and Number 9: Natural Resource Management: Purchase Agreement for Access to Public Lands Block in Shell Lake Township; and Under Human Services: Remove: Number 2: a): County Vehicles. (Okeson, Nelson), carried.
3. The minutes for December 11, 2012 will be presented for approval at the January 8, 2013 Board meeting.

Commissioners:

1. Open Forum: No one was present.
2. Reports and Correspondence:
 - a. Commissioner Okeson:
 - i. Reported on the following meetings: West Central Initiative Regional Transportation, Agri-Business meeting in Callaway, Economic Development/Housing Authority, Regional Radio Board, and Highway Committee.
 - b. Commissioner Knutson:
 - i. Reported on the following meeting: Environmental Affairs Committee.
 - c. Commissioner Schram:
 - i. Reported on the following meetings: Heartland Multi-Purpose Recreational Trail meetings, and West Central/Land of the Dancing Sky Area Agency on Aging. Commissioner Schram also addressed the Board, providing a list of requests for consideration including bringing all accounting under the Auditor-Treasurer and to make this an appointed position; to ensure senior citizens have committee representation; expansion of Highway projects; to use Todd County as a model with respect to employee mileage usage and reimbursement; more participation with the Association of Minnesota Counties (AMC) and memberships with lobby groups; to address the ATV issues and to move forward with grant-in-aid for ATV trails.

- d. Commissioner Nelson:
 - i. Reported on the following meetings: Economic Development/Housing Authority, Information Technology (IT), Zoning Ordinance Review Committee, and Highway Five-Year Plan meeting.
 - e. Commissioner Skarie:
 - i. Reported on the following meetings: Environmental Affairs Committee, State Community Health Services Advisory Committee (SCHSAC), and Lakeland Mental Health.
3. Appointments:
- a. It was moved and seconded to appoint Brian Shepard as the interim Highway Department Head, and to approve his pay scale at Step 9 of the C51 Band and Grade. (Okeson, Nelson), carried.
 - b. It was moved and seconded to appoint Shelly Stowman and Terry Kalil as members of the Lake Agassiz Regional Library Board (LARL), with each serving a three-year term. (Okeson, Nelson), carried.
 - c. It was moved and seconded to appoint Jim Kaiser to the Planning Commission. (Nelson, Okeson), carried.
 - d. Gary Larson spoke in support of the appointment of Jim Kaiser to the Planning Commission. He also requested that the Board use Mr. Kaiser's credentials as a model to measure against candidates when considering and making future appointments.
4. Commissioner Salaries: Resolution 12-12-2H:
- a. It was moved and seconded to approve Resolution 12-12-2H, to establish the Commissioner's salaries for 2013, with the amounts staying the same as 2012, at an annual salary of \$22,137, with the Board Chair receiving \$600 more at \$22,737, and with an increase in per diem to \$60 for assigned committee meeting attendance, other than regular Commissioner meetings. (Nelson, Schram), carried.
5. Elected Official Salary Setting: Resolution 12-12-2I:
- a. It was moved and seconded to approve Resolution 12-12-2I, to approve the salaries for 2013 for the elected county officials (Recorder, Auditor-Treasurer, and Attorney), as outlined in said resolution. (Okeson, Schram), carried.
6. Board Meeting Dates for 2013: Resolution 12-12-2B:
- a. It was moved and seconded to approve Resolution 12-12-2B, to replace Resolution 12-11-2C, to establish the Becker County Board of Commissioner's meeting schedule for 2013, and to include the Highway Road Tour for September 17, 2013, and that Resolution 12-12-2B is considered an official posting of these meetings. (Nelson, Skarie), carried.

7. Memorandum of Agreement (MOA) with the University of Minnesota Extension:
 - a. It was moved and seconded to approve the Agreement with the University of Minnesota Extension to provide Extension programs locally and to employ Extension Staff, at a rate of one (1) full-time 4-H Program Coordinator for Becker County, effective January 1, 2013 through December 31, 2015. (Nelson, Okeson), carried.
8. Letter of Support to Governor Mark Dayton, for Commissioner Nelson's candidacy to the Minnesota Board of Water and Soil Resources (BWSR):
 - a. It was moved and seconded to approve unanimously, a letter of support to Governor Mark Dayton, for Commissioner Nelson's candidacy on the Minnesota Board of Water and Soil Resources (BSWR) and to encourage Commissioner Nelson's appointment to BWSR. (Schram, Okeson), carried. It was noted that there will be no expense to the County.
9. Natural Resource Management: Purchase Agreement for Access to Public Lands Block in Shell Lake Township: Marty Wiley presented:
 - a. It was moved and seconded to purchase Parcel Number 28.0138.000, from Mr. Mark Erickson, by the end of year 2012, for access to public lands in Shell Lake Township, at a purchase price of \$92,000, plus closing costs, and to authorize Natural Resource Management Director, Marty Wiley, to complete and sign the necessary paperwork, on behalf of the County, following a review by the County Attorney's office. (Nelson, Schram), 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. Essentia Health-St. Mary's in the amount of \$905.00 due to inmate cost recovery process.
 - ii. Mountain Motors in the amount of \$210.00 due to timing of work.
 - iii. Sanford in the amount of \$798.00 due to inmate cost recovery process.
 - iv. Sanford in the amount of \$641.00 due to inmate cost recovery process.
 - v. Schultz Garage and Bus Company in the amount of \$65.00 due to misplaced invoice.
 - b. Auditor's Warrants (Tuesday Bills):
 - i. 12/11/12 in the amount of \$54,720.60.
- (Skarie, Nelson), carried.

2. It was moved and seconded to approve the replacement of carpet for the Veterans Service Office and to accept the low quote from Detroit Paint and Glass, to include the purchase now for carpet, base, and adhesive, at an estimated cost of \$1,923. (Schram, Nelson), carried. It was noted that this does not include the cost of labor for removal, disposal, and installation, which will be done after January 1, 2013.
3. Vanguard Cama System: Ryan Tangen and Steve Carlson presented:
 - a. It was moved and seconded to approve the purchase of Computer Assisted Mass Appraisal (CAMA) Software from Vanguard, at a cost of \$166,815 over a five-year period, and to continue to pay for the contract with ACS for the maintenance of the CAMA USA system, at a rate of \$12,500 annually, for a total of \$50,000 through 2016, and with funding through the Property Records Enhancement Fund. (Schram, Skarie), carried.
4. It was moved and seconded to accept the Cash Comparison and Investment Summaries for September, October, and November 2012, as presented. (Nelson, Okeson), carried.
5. It was moved and seconded to authorize the Finance Committee to meet on December 31, 2012, to approve claims to be paid, with these claims presented to the Board of Commissioner's on January 8, 2013, for final approval. (Okeson, Skarie), carried.
6. It was moved and seconded to approve Resolution 12-12-2G, to adopt the categories for GASB 54 Fund Balance Commitments with estimated amounts, as outlined in said resolution, and with final amounts being determined after year-end activities are completed. (Schram, Okeson), carried.
7. It was moved and seconded to authorize the transfer of funds for Highway (\$2,700,000), Recreation (\$175,000), General Fund (-\$1,025,000) and Human Services (-\$1,850,000). (Schram, Nelson), carried.
8. It was moved and seconded to approve Resolution 12-12-2F, to adopt and approve the Final Fiscal Year 2013 Budget, as presented. (Schram, Okeson), carried.

Assessor: Steve Carlson presented:

1. It was moved and seconded to approve the abatement for:
 - a. PIN #37.0136.000 in Wolf Lake Township for the amount of \$66.00, as the owner had the house burnt down by the Fire Department on 11/21/2010. (Skarie, Schram), carried.

Environmental Services: Steve Skoog presented:

1. It was noted that a public meeting was held during the Board meeting on Tuesday, December 11, 2012 on the proposed Solid Waste Management Ordinance, with three persons providing public comments. Board Chair Knutson allowed for any additional comments or questions from the public at this time and there were none. It was moved and seconded to approve Resolution 12-12-2A, to approve and adopt Becker County Solid Waste Management Ordinance Number 19, as presented, and to replace the existing Solid Waste Ordinance dated November 13, 2001. (Skarie, Schram), carried.
2. It was moved and seconded to approve the Waste Haulers Licenses for 2013, as presented, and contingent upon them providing the necessary documentation. (Okeson, Schram), carried.

Wild Rice Watershed District Report: Duane Erickson, WRWD Manager, presented:

1. Duane Erickson provided a report on the Wild Rice Watershed District, and noted that currently the most interest is with the Becker Dam. He requested direction and focus from the Board of Commissioners. Commissioner Nelson noted there are no easy solutions, that water quality issues will become greater and it will come down to talking to landowners.

State of the County Address: Board Chair Knutson presented:

1. Board Chair, Commissioner Larry Knutson presented the State of the County Address, highlighting a year of change for Becker County with a new Sheriff, County Assessor, County Administrator, Natural Resource Manager, and soon to be new board member, along with a new Highway Engineer in the first part of the new year. He also spoke of the challenges and projects the County faced over the year and thanked the Management Team and Board Members for meeting these challenges and gave a special thank you to the employees for their part in providing quality service to Becker County. In closing, he thanked Commissioner Gerry Schram for his dedicated service to Becker County, presenting him with a plaque in recognition of his service, and welcomed Commissioner-Elect, Ben Grimsley. Commissioner Gerry Schram thanked everyone for their support and reminded the Board to continue working hard on the issues facing Becker County.

The meeting recessed for a Holiday Tea and Farewell/Open House, in honor of Commissioner Schram.

Human Services: Nancy Nelson presented:

1. It was moved and seconded to remove from the Human Services agenda: Under Number 3: Grant Acceptance: a): Maternal Infant and Early Childhood Home Visitation. (Nelson, Okeson), carried.
2. It was moved and seconded to approve the waiver renewal agreement with Barbara Van Offeren for adult foster care and adult respite services, and the agreement for waiver services with Lakes Homes for foster care, residential care and respite services. (Skarie, Nelson), carried.
3. It was moved and seconded to approve the agreements, as presented, with Rural Minnesota CEP, Inc.; Title IV-D Cooperative Agreement between the Minnesota Department of Human Services, Becker County Attorney and Becker County Sheriff; Lakeland Mental Health Center; and the Becker County Workshop lease agreement with the Becker County Economic Development Authority (EDA). (Schram, Skarie), carried.
4. It was moved and seconded to approve the payment for a Case Works Server, with the cost split equally between Becker, Otter Tail and Clay Counties, and with a cost to Becker County of \$36,853.75. (Skarie, Schram), carried.
5. It was moved and seconded to accept the Human Services reports for Adult Services, Child and Family Services, Community Health, Financial Services, and Transit. (Nelson, Okeson), carried.

6. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit. (Skarie, Schram), carried.

Highway: Brad Wentz presented:

1. It was moved and seconded to approve Resolution 12-12-2C, to approve the Master Partnership Contract with the State of Minnesota, as presented and as outlined in said resolution. (Schram, Okeson), carried.
2. It was moved and seconded to approve Resolution 12-12-2D, to adopt the Becker County Highway Department Sign Management Policy, dated December 12, 2012. (Okeson, Schram), carried.
3. It was moved and seconded to approve Resolution 12-12-2D, to adopt the Becker County Highway Department 2013-2017 Five-Year Construction Improvement Plan, as presented to the public and as outlined in said resolution. (Okeson, Skarie), carried.
4. It was moved and seconded to adopt the County Road Dust Control Participation Policy dated December 17, 2012, with the requested change to include reference to "other township roads or traffic generator" in Number 2 of the first section and Number 1 of the second section of said policy. (Nelson, Okeson), carried.

Oath of Office: Ryan Tangen, Auditor-Treasurer, presented:

1. Ryan Tangen, Becker County Auditor-Treasurer, conducted the swearing in of the newly elected officials including Larry Knutson, Becker County District 1 Commissioner; Ben Grimsley, Becker County District 2 Commissioner; John Okeson, Becker County District 3 Commissioner; Don Skarie, Becker County District 4 Commissioner; and Barry Nelson, Becker County District 5 Commissioner.
2. Following the administering of the Oath of Office, the new members were introduced.

There being no further business, the meeting was recessed for Lunch Bunch, which was held at Bleachers and provided by Commissioner Okeson.

Meeting was adjourned by Board Chair, Larry Knutson.

s/ Jack Ingstad
Jack Ingstad
Board Clerk

/s/ Larry Knutson
Larry Knutson
Board Chair