

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, June 10, 2014 AT 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Okeson. All commissioners in attendance; County Administrator, Jack Ingstad, and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following changes: Under Commissioners, remove the following: Number 3b: Re-Appointment of Veteran Services Officer, Lauri Brooke, Number 5: Capital Discussion, and Number 6: Jail Tour Report/Presentation and 6a: Retain Jail Consultant, Allen Brinkman, President – Opal Group; and under Highway, change Number 3 to read Washington Avenue Project Bid Results – Discussion and Possible Action. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of May 27, 2014, with the requested changes. (Skarie, Grimsley), carried.

Commissioners

1. Open Forum: There was no one present.
2. Reports and Correspondence: The Commissioners reported on the following meetings
 - a. Commissioner Okeson: Jail Facility Tours in Kanabec County in Mora, MN and Douglas County in Alexandria, MN, Heartland Multi-Purpose Recreational Trail Meeting, Highway Committee, and attended the Association of Minnesota Counties (AMC) District IV Spring Meeting in Wheaton, MN.
 - b. Commissioner Grimsley: Sunnyside Board, Human Services Committee, Heartland Multi-Purpose Recreational Trail Meetings, and Becker County Historical Society.
 - d. Commissioner Nelson: Association of Minnesota Counties (AMC) District IV Meeting in Wheaton, MN, Highway Committee, and attended the Lake Park City Council Meeting.
 - e. Commissioner Knutson: Environmental Services Committee, Prairie Lakes Municipal Solid Waste Authority (PLMSWA), and Mahube-OTWA.
 - f. Commissioner Skarie: Jail Facility Tours in Kanabec County in Mora, MN and Douglas County in Alexandria, MN, Human Services Committee, Environmental Services Committee, and Safety Committee. He also reported that the Becker County Senior Network and Becker County Council on Aging are presenting the 2014 Senior Fest on Thursday, June 19th at the Detroit Lakes Pavilion from 10:00 a.m. to 3:30 p.m..

3. Appointments:
 - a. It was moved and seconded to appoint Commissioner Grimsley to serve as an alternate member for the Partnership4Health Board. (Skarie, Nelson), carried.

4. Human Services Director Recruitment:
 - a. Discussion was held in reference to contracting with a Recruitment Services Firm for the vacant Human Services Director position. County Administrator, Jack Ingstad reported that two candidates for the position have met the qualifications and suggested that the Human Services Committee continue with the process to conduct the preliminary interviews and if do not hire from this pool, to contract with a recruitment firm. He also noted that Becker County has contracted with the recruitment firm of David Unmacht of Springsted, Inc. in the past and has been satisfied with the service provided.
 - b. It was moved and seconded to authorize the Human Services Committee to incur a cost of up to \$12,500, for the recruitment and hiring of a Human Services Director, with Recruitment Services Firm, David Unmacht of Springsted, Inc., if those services are needed. (Nelson, Skarie), carried.

5. 2015 Budget Preparation Schedule:
 - a. County Administrator, Jack Ingstad, reported that he has reviewed the actual budget-to-date, and that it appears to be on track and found nothing alarming. He also reported that there is still 3.5 million in reserves, which was initially set aside for the new Public Works Building. He presented the 2015 Budget Preparation Timeline, with a change in the date to July 8, 2014 for the initial presentation to the Board. He encouraged the commissioners to work with their respective committees to establish a list of priorities. It was the consensus of the Board that for departments where there is not a committee, for the Finance Committee to review before recommendations are made to the full board.

6. Board of Equalization Meeting:
 - a. The Board of Equalization meeting is scheduled for Tuesday, June 17, 2014 at 6:00 p.m., in the Board Room.

Auditor-Treasurer: Mary Hendrickson presented:

Licenses and Permits:

1. It was moved and seconded to approve Resolution 06-14-1C, to approve the Application to Conduct Off-Site Gambling, to hold a raffle for the Detroit Lakes Lions Club on August 9, 2014, for operations at Soo Pass Ranch, 25526 County Highway #22, Detroit Lakes, MN in Lake View Township. (Knutson, Skarie), carried.

Finance Committee: Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular claims, Auditor's Warrants, and Over 90-Day Claims, as presented:
 - a. Auditor's Warrants (Tuesday Bills):
 - i. 05/23/2014 in the amount of \$7,806,000.00 (School District Distribution).
 - ii. 05/27/2014 in the amount of \$181,759.60.
 - b. Over 90-Day Claims:
 - i. Jones and Magnus in the amount of \$2,071.45; received invoice on 04/16/2014, invoice states 01/31/2014.
 - ii. RDO Truck Center in the amount of \$14.32; due to discussion on invoices for multiple services.
(Knutson, Grimsley), carried.
2. It was moved and seconded to approve Resolution 06-14-1A, to authorize the purchase of a new Transit bus from North Central Bus Sales, through the State of Minnesota Department of Transportation Cooperative Procurement Process, at an approximate total cost of \$68,560, with Becker County providing a local share of 20 percent of the total capital cost, at an amount up to \$13,712; and to authorize County Administrator, Jack Ingstad, and Board Chair Okeson to execute the grant contract with MnDOT.
(Grimsley, Nelson), carried.
4. A brief discussion was held in reference to the recent CodeRed notification.

Sheriff: Sheriff Kelly Shannon presented:

1. It was moved and seconded to approve Resolution 06-14-1B, as presented, to authorize the Board Chair to sign an agreement with the Minnesota Department of Corrections to continue a Joint Powers Agreement to house State Work Release inmates at the Minimum Security Jail, effective July 1, 2014 through June 30, 2015. (Nelson, Skarie), carried.

Assessor: Steve Carlson presented: Abatements:

1. It was moved and seconded to approve the following abatement, as presented:
 - a. PIN #27.0147.001 in Savannah Township for the amount of \$358.00, due to the property transferred in May 2013; should be exempt classification for 2014 taxes.
(Knutson, Skarie), carried.

Human Services: Christy Ramsey, Donna Richgels, and Don Janes presented:

1. It was moved and seconded to approve Resolution 06-14-1F, to hire from the MN Merit System, one (1) full-time Social Worker, and to backfill if necessary. (Skarie, Grimsley), carried.

2. Don Janes presented an overview and summary of the Region 4 Mental Health Needs Assessment prepared by the Improve Group, and provided a local report as well. The Improve Group conducted the survey with nine counties in West Central Minnesota, working collaboratively to assess their mental health services for adults and children. The purpose of the study is to develop and promote community-based service models to support individuals and families in meeting mental health needs. A list of recommendations for Region IV was also presented.
3. It was moved and seconded to approve the Human Services claims for Human Services, Community Health, and Transit, as presented. (Grimsley, Skarie), carried.

Highway: Jim Olson presented:

1. It was moved and seconded to approve Resolution 06-14-1D, to accept the low bid in the amount of \$586,781.80 from Mark Sand and Gravel Company of Fergus Falls, MN for Project S.A.P. 003-629-019, etc., for Reclaiming, Bituminous Surfacing and Aggregate Shouldering, and to authorize and direct the Board Chair and County Administrator to execute and enter into said contract, as presented. (Nelson, Knutson), carried. It was noted that the bid was 11.5% below the engineer's estimate of \$664,376.00.
2. It was moved and seconded to approve Resolution 06-14-1E, to authorize entering into a Joint Powers Agreement, as presented, with the ten (10) MnDOT District 4 counties of Becker, Big Stone, Clay, Douglas, Grant, Mahnomen, Pope, Stevens, Swift and Wilkin for Project S.P. 088-070-040, for a district-wide federal highway safety project, and to authorize the proper County officers to execute such agreement and any amendments, and thereby assume for and on behalf of Becker County, all of the obligations contained therein. (Nelson, Knutson), carried.
3. Discussion was held in reference to the Washington Avenue Reconstruction Project, with City Engineer, Jon Pratt, and City Administrator, Bob Louiseau present. The City Council has met and options were presented and discussed. Mr. Pratt reported that some of the line items could be eliminated for now with re-bidding of those items at a later date, and the re-bidding process could begin immediately on the other items. The City held a meeting with local businesses and there was concern about starting the project before WeFest. Chair Okeson reported that the Finance Committee suggested working on a two-block section at a time, to speed up the project.

It was moved and seconded to reject all bids for the Washington Avenue Reconstruction Project, as presented, and to authorize the City of Detroit Lakes to determine when to reopen the bidding process. (Nelson, Grimsley), carried.

White Earth Nation: Oliver J. Semans, Executive Director, Four Directions presented:

1. Spokesperson, Oliver J. Semans, presented on behalf of the White Earth Nation and Chairwoman, Erma Vizenor of the White Earth Reservation Tribal Council, the request

for Becker County to establish and staff two satellite locations for voter registration and in person absentee balloting on the White Earth Indian Reservation for the state and federal general election in November of 2014.

2. County Administrator, Jack Ingstad, reported that he has met with Mary Hendrickson and Tanya Hockett in the Auditor-Treasurer's office and Assistant County Attorney, Kevin Miller in reference to this request. He has also consulted with former Auditor-Treasurer, Ryan Tangen, pointing out that Mr. Tangen would be the most current on election law. They were all in agreement that while the request should be considered and explored, due to the fact that we are in the middle of an election cycle, short-staffed both in the Auditor-Treasurer's office and County Attorney's office, and do not have a permanent Auditor-Treasurer in place, that now is not the optimum time to be establishing a new satellite office. In addition, the polling places have been set and if any changes are made now, we could be violating election law and this could be challenged.
3. Mr. Semans pointed out that this is about equality and referenced the Help America Vote Act; and also noted the high poverty level and driving distance for people on the White Earth Indian Reservation as obstacles for voting. Commissioner Knutson commented that his constituents from the Two Inlets area can travel as much as 45 miles one way and Wolf Lake 35 miles, and in addition, they do not have access to a transit system.
4. Mr. Ingstad commented on the great working relationship Becker County has with the White Earth Nation, and provided options for making the voting process more convenient and accessible in the meantime, until this issue can be explored further.
5. Discussion followed, with no action taken.

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

Following, the commissioners attended the Natural Resources Management (NRM) Field Tour/Lunch, along with County Administrator, Jack Ingstad and NRM Director, Marty Wiley.

Jack Ingstad
County Administrator

John Okeson
Board Chair