

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, April 20, 2021 at 8:15 a.m.
LOCATION: Board Room, Courthouse

Agenda/Minutes:

1. Meeting was brought to order by Board Chair Nelson. Commissioners in attendance: Nelson, Knutson, Okeson, Grimsley, and Vareberg; County Administrator, Mike Brethorst, and Minute Taker, Cindy Courneya.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following change:
Add: Transit through Finance: Personnel Request – Part-Time Transit Driver: Resolution 04-21-2B. (Grimsley, Knutson), carried.
4. It was moved and seconded to approve the minutes of April 6, 2021, with the requested changes. (Knutson, Grimsley), carried.

Commissioners:

1. Open Forum:
 - a. Clark Lee of Osage, MN referenced the recently approved CUP for a Commercial Planned Unit Development (PUD) for Richard and Dana Laine (Ly-Nee RV PUD) located at Toad Lake in Osage, MN. He spoke in regard to non-resort PUD dockages and MN-DNR requirements, referencing his letter to the commissioners and a letter dated March 5, 2021 from Rodger Hemphill, MN-DNR Area Hydrologist, sent to Planning and Zoning Director, Kyle Vareberg prior to the approval of the PUD.
 - b. Rick Anderson, resident of Detroit Lakes and Becker County Republican Party Chairman, spoke in regard to the old jail space suggesting rather than adding remodeling expense and possibly staff, to be more conservative when making decisions on what to do with the “extra” space; to look at this and other facilities and consider selling off some of the assets.

He also referenced the agenda item relative to the “Dedicated 2nd Amendment County: Resolution 04-21-2D”, noting his strong support of the resolution and advocated for the Board’s approval of said resolution.
 - c. Joseph Allen thanked the Board for bringing forward the agenda item today for consideration: “Dedicated 2nd Amendment County: Resolution 04-21-2D”. He noted that he had initially brought the request forward to the Board, reiterating that he is a strong advocate and believer of the 2nd Amendment.

- d. Terry Kalil (via on-line) - referenced a letter she sent to the commissioners regarding the passage of Resolution 04-21-2D.
 - e. Jody Mosher (via on-line) was in support of Terry Kalil's request as well and requested that the Board table the agenda item: "Dedicated 2nd Amendment County: Resolution 04-21-2D".
2. Reports & Correspondence: Reports were provided on the following meetings:
- a. Commissioner Okeson: Becker County Museum – Building Committee meeting, Pelican River Watershed District meetings, Sheriff's Committee, and West Central Juvenile Center meeting in Moorhead, MN.
 - b. Commissioner Nelson: MRC meeting, Wild Rice Watershed District Policy Committee meeting relative to the One-Watershed/One-Plan, and Finance Committee.
 - c. Commissioner Knutson: Safety Committee, Economic Development Authority (EDA), and Finance Committee.
 - d. Commissioner Vareberg: Human Services and Economic Development Authority (EDA) meeting.
 - e. Commissioner Grimsley: Becker County Museum Building Committee and Lake Agassiz Regional Library (LARL) Finance Committee meeting.
 - f. County Administrator, Mike Brethorst, provided an update on employees returning to work, status of the Motor Vehicle Department window utilization, State funding for Transit building, and he provided a short update on health insurance for 2022.
3. Appointments: There were none; however, it was announced that Duane Erickson was re-appointed by Clay County to continue serving as a member of the Wild Rice Watershed District Board of Managers.

County Administrator: Mike Brethorst presented:

1. Dedicated 2nd Amendment County: Resolution 04-21-2D:

It was moved and seconded to approve Resolution 04-21-2D, as presented, that the Becker County Board of Commissioner's declare the County as dedicated to supporting the Second Amendment and expresses its support for the Second Amendment rights of the citizens and its visitors of Becker County, MN, and declare its intent to support law-abiding citizens constitutional right to keep and bear arms. (Knutson, Grimsley), carried.

2. Space Needs – Old Jail:

Discussion was held in regard to space needs and use of the old jail. Options were presented to include option 1: Forming an Adhoc-Committee to determine space needs within the County and to then return to the Board in 90 days with a report to include recommendation, or Option 2: Consult/Contract with Klein McCarthy to assist with Space Study needs and determine updated demolition costs and possible remodel costs to convert to office space. The consensus was to direct staff to conduct an internal space assessment using County staff.

3. Human Resources Director Position – Compensation:

It was moved and seconded to approve the pay range for the Human Resources Director position at C51 (\$63,582 - \$81,375), with the pay scale effective upon the new hire for the position. (Knutson, Okeson), carried.

Finance Committee Minutes – Mary Hendrickson presented:

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, Over-90-Day Claims, and Additional items as follows:

a. Auditor’s Warrants (Tuesday Bills):

- i. 04/07/2021 in the amount of \$ 44,158.81
- ii. 04/13/2021 in the amount of \$ 19,641.36
- iii. 04/19/2021 in the amount of \$ 33,282.55 (Cost-Effective)
for a total of \$ 97,082.72

b. Over-90-Day Claims:

- i. Dan Bergstrom in the amount of \$61.88 (fuel invoice incorrect from December/January);
- ii. David Geray Trucking in the amount of \$84.38 (fuel invoice incorrect from December/January);
- iii. Hendrick’s Road Maintenance in the amount of \$24.13 (fuel invoice incorrect from December/January);
- iv. Lunde Blade N Gravel in the amount of \$789.00 (fuel invoice incorrect from December/January);
- v. Projects Unlimited in the amount of \$47.66 (fuel invoice incorrect from December/January);
- vi. Teiken Road Maintenance in the amount of \$180.01 (fuel invoice incorrect from December/January);
- vii. The MN Chemical Company in the amount of \$9.08 – dated 12-23-20 (just received invoice);
- viii. East Central RJC in the amount of \$325.00 – dated 01-12-21 (waited for W-9 Form).

- c. Additional Item:
 - i. CoBuilt Construction Services in the amount of \$29,611.62 for Invoice #5.

(Knutson, Okeson), carried.

- 2. It was moved and seconded to approve Resolution 04-21-2B, to hire one (1) part-time Transit Driver through the normal hiring process. (Okeson, Vareberg), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses and Permits:

- a. It was moved and seconded to approve the Tobacco License – New for We Fest Holdings, LLC – DBA We Fest – Lakeview Township. (Okeson, Knutson), carried.
- b. It was moved and seconded to approve the On-Sale (Including Sunday Sale) Liquor License Renewals for:
 - i. Deep Woods Entertainment, LLC – DBA Charlie’s Place – Height of Land Township;
 - ii. Cotton Lake Curley’s, LLC – DBA Curley’s on Cotton Lake – Erie Township.(Okeson, Knutson), carried.
- c. It was moved and seconded to approve the On-Sale Liquor License (Seasonal) including Sunday Sale for Shady Hollow Flea Market – Chad Stenerson – Lake View Township. (Okeson, Grimsley), carried.
- d. It was moved and seconded to approve the Off-Sale (Including Sunday Sale) Renewal for Byer’s Liquors, LLC – Kevin Byer – Osage Township. (Knutson, Grimsley), carried.
- e. It was moved and seconded to approve the On-Sale (Including Sunday) New Liquor License for We Fest Holdings, LLC – DBA We Fest – Lakeview Township. (Okeson, Grimsley), carried.
- f. It was moved and seconded to approve the On-Sale (Including Sunday) New Corporate Officer Liquor License for LP Holdings, Inc., DBA Hooligan’s Lakeside – Todd Jacobson – Lake Eunice Township. (Grimsley, Okeson), carried.
- g. It was moved and seconded to approve the Wine and Strong Beer License – Renewal for Ella Marie’s LLC – Claudia Hanson – Cormorant Township. (Grimsley, Knutson), carried.

- h. It was moved and seconded to approve the 3.2 Off-Sale – Renewal for Ella Marie’s LLC – Claudia Hanson – Cormorant Township. (Okeson, Grimsley), carried.
- 2. It was moved and seconded to approve Resolution 04-21-2A, to approve the reorganization of the Motor Vehicle Department; to reinstate the full-time License Center Supervisor position. (Grimsley, Okeson), carried 4-1.

Planning and Zoning – Kyle Vareberg presented:

- 1. It was moved and seconded to concur with the Planning Commission (April 13, 2021), to accept the application as submitted by Lee W. Carlson & Kristina L. Carlson, for a Change of Zone from Agricultural to Residential, for the project located at 15248 310th Avenue, Frazee, MN. (Knutson, Okeson), carried.
- 2. It was moved and seconded to concur with the Planning Commission (April 13, 2021), to approve the request submitted by Edwin W. Smith, for a Conditional Use Permit (CUP) to operate a job-training center, with the hours amended of 9:00 a.m. to 5:00 p.m. starting on day one (1), for the project located at 48513 Pow Wow Highway, Ponsford, MN. (Knutson, Okeson), carried.
- 3. It was moved and seconded to concur with the Planning Commission (April 13, 2021), to approve the request as submitted by Michael Griffin, for a Change of Zone from Agricultural to Commercial, for the project located at 29999 McHugh Road, Frazee, MN. (Okeson, Vareberg), carried.
- 4. It was moved and seconded to concur with the Planning Commission (April 13, 2021), to approve the amended request submitted by Aaron T. Simon, for a Conditional Use Permit (CUP) to construct a fence ten (10) feet along the east side, six (6) feet on the west side, and four (4) feet in the road setback and shore impact zone, for the project located at 29631 S. Dakota Beach Road, Waubun, MN. (Knutson, Grimsley), carried.
- 5. It was moved and seconded to concur with the Planning Commission (April 13, 2021), to approve the request submitted by Christopher W. Foltz & Nicole L. Foltz, for a Conditional Use Permit (CUP) to operate a boarding kennel, with a maximum capacity of forty (40) animals, for the project located at 23748 Co. Highway 21, Detroit Lakes, MN. (Okeson, Vareberg), carried.
- 6. Zoning Ordinance Amendment: Chapter 5, Table 5-4: Road Setbacks:
 - a. It was moved and seconded to concur with the Planning Commission (April 13, 2021), to approve setbacks for all roads outside of the shoreland to be reduced to 30’ from the right-of-way, except those already at 20’, and to reduce the

setback of all roads in the shoreland to 50' except those already less, based on the fact that there is adequate room within the road right-of-way. (Knutson, Okeson), carried.

7. It was moved and seconded to authorize Kyle Vareberg, Planning & Zoning Director, and Mike Brethorst, County Administrator, to negotiate on a temporary grading easement for a retaining wall. Parcel #49 7001 051 and #49 7001 050. (Knutson, Okeson), carried.

Emergency Management – Craig Fontaine presented:

1. It was moved and seconded to approve the MN Department of Public Safety – 2020 Emergency Management Performance Grant (A-EMPG-2020-BECKERCO-005), effective January 1, 2020 – May 31, 2021, with the grant contract original agreement amount at \$26,847.00 with a matching requirement of \$26,847.00. (Okeson, Vareberg), carried.

Human Resources – Nancy Grabanski presented:

1. It was moved and seconded to approve the appointment of Tom Hunt to the Personnel Board of Appeals for the term starting May 1, 2021 to April 30, 2024. (Knutson, Okeson), carried.

Human Services – Denise Warren presented:

1. It was moved and seconded to approve the Amendment to the Transportation Services Agreement by and between UCARE MN and Becker County Human Services, to add County Bus Common Carrier Transportation Services, as presented. (Grimsley, Vareberg), carried.
2. It was moved and seconded to approve the Memorandum of Agreement (MOA) for Student Training Experience/Internship for Non-Allied Health Programs between Becker County and MN State University-Moorhead Student, effective August 23, 2021, or when fully executed, until December 7, 2021. (Grimsley, Vareberg), carried.
3. It was moved and seconded to approve the submission of a letter of support to the MN Department of Human Services in support of Clay County's proposal to be Grantee for Community Infrastructure Grant funding in the West Central MN CoC Region. (Grimsley, Okeson), carried.
4. It was moved and seconded to accept the anonymous donation designated to Becker County Public Health, in the amount of \$100,000.00. (Grimsley, Okeson), carried.
5. It was moved and seconded to approve the Human Services Claims for Human Services, Public Health, and Transit, as presented. (Grimsley, Okeson), carried.

Becker County Soil & Water Conservation District (BCSWCD) – Marsha Watland presented:

1. It was moved and seconded to approve Resolution 04-21-2E, that the Becker County Board of Commissioners approve that the Non-Native Phragmites (*Phragmites australis* (Cav.) Trin.Ex Steud.subsp Australis) be removed from the 2021 Becker County Noxious Weed List and request that the MN Commissioner of Agriculture approve the 2021 Becker County Noxious Weed List. (Okeson, Knutson), carried.

Highway – Jim Olson presented:

1. It was moved and seconded to approve Resolution 04-21-2C, as presented, that Becker County enter into a Contract for professional services with Houston Engineering, Inc., at the low quote of \$48,206.00; to perform engineering, design, and plan preparation for the Heartland Trail segment between CSAH 10 and the City of Frazee. (Okeson, Grimsley), carried.

Sheriff – Todd Glander presented:

1. It was moved and seconded to approve the State of MN - Joint Powers Agreement – “Sentencing to Service” (STS) Contract with Becker County; to employ one (1) crew leader to supervise up to ten (10) offenders for 40 hours a week, effective Fiscal Years 2022 and 2023, with payment at \$24,979.24 for FY2022 and up to \$25,828.54 for FY2023. (Okeson, Knutson), carried.
2. It was moved and seconded to approve the purchase of two (2) additional Body Cams plus accessories at a cost of \$3,410.00 from WatchGuard Video of Allen, TX. (Okeson, Knutson), carried.
3. It was moved and seconded to approve the Jail Maintenance Contracts as follows:
 - a. HVAC Automation with Wired Electric, Inc. with a total annual cost of \$6,016.00.
 - b. Boiler and Chiller Annual Services with Johnson Controls at \$3,410.00 annually and to sign a three contract to lock in price.
 - c. Liebert Uninterruptable Power Source (UPS) – Option #1 @ \$1,326.00.(Okeson, Knutson), carried.
4. Sheriff Todd Glander provided an update on the US Marshal’s Agreement for federal inmates.
5. It was moved and seconded to approve Resolution 04-21-2F, to approve the band/grade as a C51(2) relating to the Full-Time Deputy Sergeant position. (Okeson, Knutson), carried.

Land Use – Parks & Recreation – Guy Fischer presented:

1. It was moved and seconded for Becker County to offer support/assistance in the development of the Wannigan Park, with that support to be project based and considered per request only. (Grimsley, Okeson), carried.

Land Use – Environmental Services – Work Session – Recycling Building Expansion:
Environmental Services Director, Steve Skoog, the commissioners and County Administrator, Mike Brethorst, attended:

1. It was moved and seconded to authorize Bids and Specifications for the primary and alternate design for the Recycling Facility and to allow the Environmental Affairs Committee to modify the design to maximize space. (Knutson, Vareberg), carried.
2. It was moved and seconded to direct the final documentation to secure all appropriate Grants contingent on final approval of bids. (Knutson, Vareberg), carried.

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

/s/ Michael M. Brethorst
Michael M. Brethorst
County Administrator

/s/ Barry Nelson
Barry Nelson
Board Chair