

REGULAR MEETING AS POSTED
BECKER COUNTY BOARD OF COMMISSIONERS
DATE: TUESDAY, May 18, 2021 at 8:15 a.m.
LOCATION: First Floor – 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: Under Sheriff: Add: #4: Personnel Request – Corrections Officer: Resolution 05-21-2N. (Knutson, Grimsley), carried.
4. It was moved and seconded to approve the minutes of May 4, 2021 with the requested changes. (Knutson, Okeson), carried.

Clay-Becker Treatment Court – Annual Update: The Honorable Seventh Judicial District Judge, Gretchen D. Thilmony and Clay-Becker Treatment Court Coordinator, Don Kautzmann, presented:

1. Don Kautzmann provided a hand-out with statistics on the Clay-Becker Treatment Court for the past year, noting the challenges faced due to COVID, with court hearings and Treatment Court graduations held via Zoom. He also provided information relative to the budget.

Judge Thilmony thanked the Board for Becker County's continued support. The County Attorney, Brian McDonald, also thanked Judge Thilmony, Don Kautzmann, and the Board for their commitment to the program.

Commissioners:

1. Open Forum:
 - a. Fire Chief's Association - Chief Richard Roman – Elbow Lake Fire Department; Chief Keith Heinlein – Callaway Fire Department; Chief Chris Wiedenmeyer – Audubon Fire Department; Chief Ryan Swanson – Detroit Lakes Fire Department; and Chief Dave Coufal – Lake Park Fire Department.

Chief Wiedenmeyer spoke on behalf of the Fire Chief's Association, referencing a letter that was sent to the Board noting their concerns for public safety with only one dispatcher working. Chief Swanson commented that one dispatcher was not enough also. They are requesting that the Board consider an increase in funding, to allow for two dispatchers 24/7.

Chair Nelson acknowledged the situation, noting that the Board will continue to work on resolving the issue, with the Sheriff's Committee to meet and discuss it further on Thursday, May 20th.

- b. Gerry Schram thanked the Board for supporting Becker County on becoming a Second Amendment County and for approving the Joint Powers Agreement with the six (6) townships, relative to zoning ordinances within the two-mile extra-territorial around the City of Detroit Lakes.
2. Reports and Correspondence: Reports were provided on the following meetings:
- a. Commissioner Knutson: Sheriff's Committee, Recreational Advisory Committee (RAC), and Finance/Courthouse Committee meeting.
 - b. Commissioner Vareberg: None to report on at this time.
 - c. Commissioner Grimsley: Recreational Advisory Committee (RAC) and Human Services Committee. He also referenced the need for a modification or "friendly" amendment to the Joint Powers Agreement relative to the two-mile extraterritorial area around the City of Detroit Lakes.
 - d. Commissioner Okeson: Highway Committee.
 - e. Commissioner Nelson: Highway Committee and Finance/Courthouse Committee. He noted his recent appointment to the Red River Basin Flood Damage Reduction Committee through the Red River Watershed Management Board.
 - f. County Administrator, Mike Brethorst, provided an update relative to the Software Review with the initial survey completed, Space Assessments, Transit Application and Budget (Rental – Highway Building) and noted a need for an easement with the Fair Board for the Transit Building.

He also referenced the American Recovery Plan (ARP), acknowledging that the townships will be needing assistance with the process and suggested hiring or contracting for a full-time position for a term appointment, if the townships are willing to contribute to the cost. He would like to schedule a meeting with the townships to discuss a possible Joint Partnership for the aforementioned term appointment position, noting that ARP funding could also be used.

There was also a brief discussion on the American Rescue Plan and timeline, with the funds to be obligated by December 31, 2024 and expended by December 31, 2026. Chair Nelson requested that a list be compiled of eligible items and be brought forward to the Finance Committee and then to the full Board for discussion and prioritizing.

County Administrator, Mike Brethorst, will meet with Roger Winter and Mary Hendrickson regarding partnering with the Townships for the new hire and to schedule a Township/County ARP coordination meeting.

3. Appointments:

- a. Pelican River Watershed District (PRWD) Board of Managers, Orrin Okeson and Lowell Deede, were present and expressed their interest in serving another term, with their current terms set to expire on May 25, 2021. Lowell Deede also referenced a letter he submitted to notify the Board of his interest to continue serving.

Charles Jasken was not present, however, had submitted a request to be considered for an appointment to serve on the PRWD Board of Managers.

- b. It was moved and seconded to reappoint Orrin Okeson to the Pelican River Watershed Board of Managers, to serve another three-year term. (Knutson, Grimsley), carried.
- c. It was moved and seconded to reappoint Lowell Deede to the Pelican River Watershed Board of Managers, to serve another three-year term. (Okeson, Nelson), motion failed 2-3.
- d. It was moved and seconded to appoint Charles Jasken to the Pelican River Watershed Board of Managers, to serve a three-year term. (Knutson, Vareberg), carried.

Finance Committee Minutes: Auditor-Treasurer: Mary Hendrickson presented:

- 1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, and Over-90-Days Claims, and Additional Issues, as presented:

- a. Auditor's Warrants (Tuesday Bills):
 - i. 05/04/2021 in the amount of \$ 37,902.74
 - ii. 05/07/2021 in the amount of \$ 29,250.00
 - iii. 05/12/2021 in the amount of \$ 166,123.40
for a total amount of \$ 233,276.14
- b. Over-90-Days:
 - i. Code 4 Services, LLC – dated 12/21/2020 in the amount of \$748.00 (invoice just turned in);
 - ii. Detroit Paint & Glass – dated 12/01/2020 in the amount of \$515.00 (invoice just turned in);
 - iii. Johnson Performance – dated 01/19/2021 in the amount of \$225.224 (invoice just turned in).
- c. Additional Issues: (Request to add two claims for a total of \$10,721.11)
 - i. Arvig – in the amount of \$7,345.60
 - ii. Toshiba – in the amount of \$3,375.51

(Knutson, Okeson), carried.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits:
 - a. It was moved and seconded to approve Resolution 05-21-2A, to approve the Gambling Application for Exempt Permit to conduct a Raffle for the Boys and Girls Club of Detroit Lakes, Inc. at We Fest on August 7, 2021 in Lakeview Township. (Okeson, Grimsley), carried.
 - b. It was moved and seconded to approve Resolution 05-21-2B, to approve the Gambling Application for an Off-Site Gambling Permit on June 12, 2021 for the Humane Society of the Lakes at Seven Sisters in Lakeview Township. (Okeson, Knutson), carried. *Following the meeting, Auditor-Treasurer, Mary Hendrickson, made a revision/correction to the resolution, to read "Off-Site Gambling" Permit).
 - c. It was moved and seconded to approve the Tubing Permit for Charlie's Ottertail Tubing – James & Cathy Pihlaja – Erie Township. (Knutson, Okeson), carried.
2. It was moved and seconded to accept the March 2021 Cash Comparison and Investment Summary, as presented. (Grimsley, Okeson), carried.
3. It was moved and seconded to approve Resolution 05-21-2L, to hire a part-time Licensing Clerk position due to a resignation and to follow the normal hiring process. (Okeson, Nelson), carried. 4-1.

Assessor – Abatement: County Assessor, Lisa Will presented:

1. It was moved and seconded to approve the following abatement, as presented:
 - a. PIN #: 03.0263.000 in Burlington Township – in the amount of -\$34.00, due to a clerical error (duplication parcel), with the total abatements at -\$34.00. (Okeson, Knutson), carried.

Transit – County Administrator, Mike Brethorst, presented:

1. It was moved and seconded to approve Resolution 05-21-2F, to approve the sale of Transit's 2009 Ford E450 Bus via Action Block (public auction) at 587 St., Audubon, MN. (Knutson, Okeson), carried.

Highway – Jim Olson presented:

1. It was moved and seconded to approve Resolution 05-21-2C, to award Project SAP 003-637-019 – CSAH 37 (Shoulder Widening, Spot Grading, Aggregate Base, Bituminous Surfacing & Aggregate Shouldering), to the low bidder, Gladen Construction, Inc., Laporte, MN, and to accept the low bid in the amount of \$2,250,641.01. (Okeson, Nelson), carried.
2. It was moved and seconded to approve Resolution 05-21-2D, to award Project SAP 003-607-024 – CSAH 7 (Box Culvert, App. Grading, Aggregate Base, Bituminous Surfacing & Aggregate Shouldering), to the low bidder, Gladen Construction, Inc., Laporte, MN, and to accept the low bid in the amount of \$110,769.00. (Knutson, Okeson), carried.
3. It was moved and seconded to approve Resolution 05-21-2E, to award Project CP 003-117-002 – CR 117 (Aggregate Surfacing), to the low bidder, Wm. D. Scepaniak from Holdingford, MN, and to accept the low bid in the amount of \$169,352.75. (Okeson, Knutson), carried.

Planning & Zoning – Planning Commission Minutes (May 11, 2021) - Kyle Vareberg presented:

1. It was moved and seconded to concur with the Planning Commission (May 11, 2021), to approve the request submitted by Lloyd B. & Eunice I. Gunderson, for a change of zone from Residential to Commercial for Parcel #:03.0074.000 and 03.0075.000, for the project located at 29075 US Hwy. 10, Detroit Lakes, MN. (Okeson, Grimsley), carried 4-1.
2. It was moved and seconded to concur with the Planning Commission (May 11, 2021), to approve the request submitted by Smokey Resort, LLC, for a change of zone for Parcel #: 21.0302.010, from Agricultural to Commercial, for the project located at 53014 St. Hwy. 34, Osage, MN. (Knutson, Okeson), carried 4-1.
3. It was moved and seconded to concur with the Planning Commission (May 11, 2021), to approve the request submitted by Smokey Resort, LLC, for a Conditional Use Permit (CUP) for 49 units or sites for a non-shoreland multi-unit development (Parcel #: 21.0302.010) and 05.0144.001 for the project located at 53014 St. Hwy. 34, Osage, MN. (Knutson, Vareberg), carried.
4. It was moved and seconded to approve the request submitted by Donovan McCain with Buell Consulting, Inc., for a one-year extension of the Conditional Use Permit (CUP) for a new Verizon tower located on Parcel #: 05.0013.000, originally approved by the Becker County Board of Commissioners on October 15th, 2019, with a new expiration date of October 15, 2022. (Knutson, Okeson), carried.

Human Services – Denise Warren presented:

1. It was moved and seconded to approve and enter into the MN Dept. of Health – Data Use Agreement for Participating in the MIIC (MN Immunization Information Connection), effective three years from date of signature, and at no cost to the County. (Grimsley, Vareberg), carried.
2. It was moved and seconded to approve Resolution 05-21-2G, to hire a full-time Child Support Officer in the Child Support Unit, due to a vacancy, and through the normal hiring process, and if filling this vacancy creates another vacancy in the department to then fill that vacancy also. (Grimsley, Knutson), carried.
3. It was moved and seconded to approve Resolution 05-21-2H, to hire a full-time Social Worker in the Child and Family Services Unit, due to a vacancy, and through the normal hiring process, and if filling this vacancy creates another vacancy in the department to then fill that vacancy also. (Grimsley, Vareberg), carried.
4. It was moved and seconded to approve the Human Services claims for Human Services, Public Health, and Transit, as presented. (Grimsley, Vareberg), carried.

Sheriff – Todd Glander presented:

1. It was moved and seconded to approve Resolution 05-21-2I, to authorize the Board Chair and Becker County Administrator to sign the State of MN – 2021 Federal Supplemental Boating Safety Patrol Agreement (Renewal), with an allocation of \$8,250.00, effective May 14, 2021 through September 6, 2021. (Okeson, Knutson), carried.
2. It was moved and seconded to approve Resolution 05-21-2M, to authorize the Board Chair and Becker County Administrator to sign on behalf of the County, the 2020 State of MN Federal Boating Safety Supplemental Equipment Grant Agreement, for an expenditure of up to \$4,633.00 for equipment, as stated in the grant application, effective March 2, 2021 through September 30, 2021. (Knutson, Okeson), carried.
3. It was moved and seconded to approve Resolution 05-21-2J, to authorize the Board Chair to sign the amendment to the FY22 MN Department of Corrections – Joint Powers Agreement (Contract #178490) for Work Release Services, with the State to pay \$60.00 per day/per State Offender participating in the program, now amended to not exceed \$250,000.00 and to expire June 30, 2022. (Knutson, Okeson), carried.
4. It was moved and seconded to approve the purchase of six (6) squad cars and equipment for a total amount of \$331,544.16, reflecting low bid and state contract pricing. (Knutson, Okeson), carried.

5. It was moved and seconded to approve the purchase of a Drone from the Freeborn County Sheriff's Department in the amount of \$11,000.00. (Knutson, Okeson), carried.
6. It was moved and seconded to approve Resolution 05-21-2K, to hire a full-time Sheriff's Deputy position through the normal hiring process, due to a vacancy. (Knutson, Okeson), carried.
7. It was moved and seconded to approve Resolution 05-21-2N, to hire a full-time Correctional Officer position through the normal hiring process and if this position creates a part-time vacancy, to then fill that position using the most recent internal/external list or to re-advertise if necessary. (Okeson, Knutson), carried.

Land Use – Environmental Services – Steve Skoog presented:

1. It was moved and seconded to approve the quote from Widseth Smith Nolting (WSN), Baxter, MN, in the amount of \$7,800.00 for professional services to design and bid-out the construction of a new demolition landfill cell. (Knutson, Vareberg), carried.

Being no further business, Chair Nelson adjourned the meeting.

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

/s/ Barry Nelson
Barry Nelson
Board Chair