

REGULAR MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: TUESDAY, October 19, 2021, at 8:15 a.m.

LOCATION: First Floor – Board Room, Becker County Courthouse

Agenda/Minutes

1. Meeting was brought to order by Board Chair Nelson. Commissioners in attendance: Nelson, Knutson, Okeson, Grimsley and Vareberg; and Minute Takers, Cindy Courneya and Melissa Schilling.
2. Pledge of Allegiance.
3. Moment of Silence for Patty Swenson and reflection on her service to the County.
4. It was moved and seconded to approve the agenda with the following change: Under Human Services: Move: Agenda Item #4: Partnership4Health Presentation to 8:45 a.m., (following: Commissioners: #3: Appointments); Under Planning & Zoning: Replace Agenda Items 1b and 1c, to read as follows: 1b: Conditional Use Permit (CUP) for Mining Operations and 1c: CUP for Expansion to an Existing Licensed Resort for Twenty-Six (26) Units. (Knutson, Grimsley), carried; Under Human Resources: Add Item #2a: Staffing Request – Full Time Office Support position to agenda. (Grimsley, Knutson), carried; Under Environmental Services: Add Item #2: Waste Wood Grinding to agenda. (Grimsley, Knutson), carried.
5. It was moved and seconded to approve the minutes of October 5, 2021, with the requested change. (Okeson, Grimsley), carried.

Commissioners:

1. Open Forum: No one was present.
2. Reports and Correspondence:
 - a. Commissioners provided updates and information on various committee meetings.
3. Appointments:
 - a. It was moved and seconded to appoint Commissioner Grimsley to the Detroit Lakes Library Improvement Committee. (Knutson, Okeson), carried.
4. It was moved and seconded to authorize Chief Deputy Recorder, Karen Wenner, to sign on behalf of the County Recorder's Office and County Recorder, due to the death of Becker County Recorder, Patty Swenson, as noted. (Grimsley, Knutson), carried.

Partnership4Health – Non-profit Dental Presentation by Jane Neubauer – “Rural MN Dental Access Crisis”:

1. Board suggested the Human Services Committee draft a letter of support for a non-profit dental clinic in the Detroit Lakes community, as discussed.

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

1. It was moved and seconded to approve the Regular Claims, Auditor Warrants, Over-90 Day Claims, and Additional, as presented:
 - a. Auditor Warrants (Tuesday Bills):
 - i. 10/06/2021 in the amount of \$ 34,890.73
 - ii. 10/07/2021 in the amount of \$ 276.00
 - iii. 10/12/2021 in the amount of \$ 69,360.86
for a total amount of \$104,527.59
 - b. Over-90 Days:
 - i. Allstate Peterbilt, Fargo, ND – dated 07/14/2021 – in the amount of \$62.71 (invoice lost).
 - ii. Ballard Sanitation Inc. – dated 05/13/2021 – in the amount of \$200.00 (invoice just received).
 - iii. Beug’s Hardware – dated 06/17/2021 – in the amount of \$29.99 (invoice just turned in).
 - iv. NOW Micro – dated 06/28/2021 – in the amount of \$5,000.00 (invoice just turned in).
 - v. Office of MNIT – dated 05/11/2021 – in the amount of \$1,700.00 (invoice just turned in).
 - vi. Ratwik, Roszak & Maloney, PA – dated 06/30/2021 – in the amount of \$1,609.50.
 - c. Additional:
 - i. National recovery Tech – reduced amount, balance of \$17.57.
 - ii. Scott Sachs – missing credit card statement and receipts in the amount of \$106.41
(Knutson, Okeson), carried.

Auditor-Treasurer – Mary Hendrickson presented:

1. Licenses and Permits:
 - a. It was moved and seconded to approve the renewal of Tobacco Licenses for Toad Lake Store, Sunlight Bar & Grill, and Dollar General Store – DG Retail, LLC. (Okeson, Knutson), carried.
 - b. It was moved and seconded to approve the New Owner - Wine and Strong Beer License for Ella Marie’s LLC. (Knutson, Okeson), carried.

- c. It was moved and seconded to approve the New Owner - 3.2 Off Sale License for Ella Marie's LLC. (Okeson, Grimsley), carried.

2. ARPA -Loss Revenue: Resolution 10-21-2A:
 - a. It was moved and seconded to replace Resolution 10-21-1A from the previous board meeting with Resolution 10-21-2A with revisions, as presented; to allocate \$3,190,699.00 in American Recovery Program Act (ARPA) funds as revenue loss from 2020. (Okeson, Knutson), carried
3. 2022 Election Redistricting Calendar:
 - a. It was moved and seconded to appoint Commissioners Okeson and Grimsley to a Redistricting Committee and to meet with the City of Detroit Lakes regarding Redistricting. (Nelson, Knutson), carried.

4. Band/Grade Change for Deputy Auditor:
 - a. It was moved and seconded to Table discussion relative to the request to approve the Band/Grade Change of the Deputy Auditor from a B31(0) to a C41(0); Commissioner Nelson to volunteer to review the procedures and Guidelines for the Review Board. (Nelson, Grimsley), carried.

Assessor – Lisa Will Presented:

1. It was moved and seconded to approve Resolution 10-21-2B, to hire a full-time Assessment Technician through the normal hiring process, due to a resignation. (Okeson, Vareberg), carried.

Sheriff:

1. It was moved and seconded to approve the purchase of 8 Ballistic Vests from Streicher's of Minneapolis, MN, in the amount of \$11,518.84, using State & Federal Grants. (Okeson, Knutson), carried.

Planning & Zoning – Kyle Vareberg presented:

1. Planning Commission Recommendations:
 - a. It was moved and seconded to concur with the Planning Commission (October 12, 2021), to approve the application as submitted by Eric Nemeth, for a Conditional Use Permit (CUP), for mining operations, for the project located on TBD County Hwy. 44, Park Rapids, MN (34.0050.001). (Knutson, Okeson), carried.
 - b. It was moved and seconded to Table the application submitted by Kevin P. & Todd A. Dirks, until November, for a Conditional Use Permit (CUP) for an expansion to an existing licensed resort for twenty-six (26) units, located at the R

& D Resort & Campground, 54125 Grant St Osage, MN (21.0109.001), for clarification on number of transient sites and updated drawings. (Knutson, Grimsley), carried.

Human Services – Denise Warren presented:

1. Agreements -
 - a. It was moved and seconded to approve the Southwest MN State University Agreement, as presented, effective October 1, 2021 through September 30, 2026. (Grimsley, Vareberg), carried.
2. Purchase Requests -
 - a. It was moved and seconded to approve the purchase of Workstations from Business Essentials for Public Health in the amount of \$3,333.48. (Grimsley, Vareberg), carried.
 - b. It was moved and seconded to approve the purchase of a Chevrolet Equinox LT from North Country Chevrolet, Hibbing, MN, in the amount of \$23,205.20 for Public Health. (Grimsley, Vareberg), carried.
3. It was moved and seconded to approve 2 Child Protection STAY Grant Awards, for two recipients at \$4,000.00 each for vehicle purchases (PO#: 12-7328 and PO#: 12-7329). (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.

Land Use – Environmental Services – Steve Skoog presented:

1. It was moved and seconded to approve a Capital Improvement Expenditure for the Construction of a Demolition Cell at the Landfill, from Sellin Bros, Inc., in the amount of \$137,622.10. (Knutson, Vareberg), carried.
2. It was moved and seconded to approve the request for a joint proposal between Becker County (30% of cost) and the City of DL (70% of cost) for Waste Wood/Pallet Grinding, as presented, and to accept the low quote from Harbo Mulch, Inc. (Knutson, Vareberg), carried.

Commissioners –

1. It was moved and seconded to approve any of the commissioner's attendance at the upcoming MN Board of Water & Soil Resources (BWSR) meeting on November 3, 2021; a public hearing regarding Redistricting of the Wild Rice Watershed District (WRWD), with per diem and mileage reimbursement, as approved. (Grimsley, Knutson), carried.

Highway – Jim Olson presented:

1. It was moved and seconded to approve the Band/Grade Change for the Highway Office Support Clerk from a A13(0) to a B22(0), effective with the next payroll, to align with other comparable jobs within Becker County. (Okeson, Vareberg), carried.
2. It was moved and seconded to approve Resolution 10-21-2C, with changes, as presented, to construct the Detroit Lakes/Becker County Airport Hanger Facility, with Becker County to provide up to \$350,000 in funding, which will be recovered through a lease agreement with Life Link, at a proposed term of 10 years at a 4.5% interest rate. (Okeson, Knutson), carried. Detroit Lakes City Administrator, Kelcey Klemm, also presented.

Human Resources – Amy Rissmann and Brent Bristlin presented:

1. It was moved and seconded to approve Resolution 10-21-2D, with changes, to convert two part-time maintenance technicians into one full-time maintenance technician, due to ten months of unsuccessful recruitment of candidates for part-time positions. (Okeson, Nelson), carried.
2. It was moved and seconded to approve the hiring of an Administrative Assistant for County Administration, due to a resignation; to advertise for and fill with either a part-time or full-time position, depending on the candidate, and using funds from the reduction of a second Extension position. (Knutson, Vareberg), carried.
3. It was moved and seconded to put on hold the hiring of a Half-Time 4-H-Extension position indefinitely, due to funding. (Knutson, Grimsley), carried.

Being no further business, Chair Nelson adjourned the meeting.

/s/
Denise Warren
Human Services Director

/s/
Barry Nelson
Board Chair