

BOARD MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: TUESDAY, December 14, 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, and minute taker Krista Lillquist.
2. Pledge of Allegiance.
3. It was moved and seconded to approve the agenda with the following changes: Add under Commissioners present to ratify a job offer to Pat Oman for the County Administrator position; and add Union Negotiations under Closed Session. (Grimsley, Knutson), carried.
4. It was moved and seconded to approve the minutes of November 16, 2021, and December 1, 2021, with the requested changes. (Knutson, Grimsley), carried.

Commissioners:

1. Open Forum: No one was present.
2. Reports and Correspondence: Reports were provided on the following meetings:
 - a. Commissioner Okeson: Airport Commission, Highway, Sheriff and Association of MN Counties (AMC) conference. It was moved and seconded to allow any commissioner to attend future meetings with the AMC Tribal Relations Committee. (Knutson, Grimsley), carried.
 - b. Commissioner Nelson: Highway, Natural Resource Management Committee and AMC conference.
 - c. Commissioner Knutson: Sheriff's Department, Finance Meeting, Natural Resource Management (NRM) Committee, Economic Development Authority (EDA).
 - d. Commissioner Vareberg: Human Services Committee, EDA and Environmental Services Committee.
 - e. Commissioner Grimsley: Sunnyside, Transit, AMC conference and Human Services Committee. The CMA audit was clean.
3. Appointments:
 - a. It was moved and seconded to appoint Commissioner Nelson to the Band/Grade Committee. (Grimsley, Okeson), carried.
4. It was moved and seconded to approve job offer for the County Administrator position for Pat Oman. (Okeson, Grimsley), carried. Start date pending background.

Auditor-Treasurer: Mary Hendrickson presented:

1. Licenses & Permits:
 - a. Sunlite Bar & Grill, new owner, HJ Gerdes (present at meeting), requested new on/off liquor license and new tobacco license. It was moved and seconded to approve. (Okeson, Vareberg), carried.
 - b. Public Hearing opened to discuss approval of an off-sale liquor license for Big Elbow Lake Lodge and Campground. (Okeson, Knutson), carried. Owners Tonya and Daniel Beckman attended virtually. Facility currently has on-sale beer and wine license. It was moved and seconded to approve. (Knutson, Okeson), carried. Motion was moved and seconded to close the public hearing portion of meeting. (Knutson, Grimsley), carried.
2. VEGA Election Grant Application: It was moved and seconded to apply for the grant, under resolution 12-21-2C. (Knutson, Grimsley), carried.
3. Adopt 2022 EDA Budget and set 2022 Tax Levy: It was moved and seconded to adopt the 2022 budget and set the 2022 tax levy. (Okeson, Vareberg), carried per Resolution 12-21-2D.
4. October 2021 Cash Comparison and Investment Summary:

A motion was made and seconded to accept the October 2021 reports. (Knutson, Grimsley), carried.
5. Deputy Auditor-Treasurer Review Board Recommendation:

Requesting approval to change the band/grade for the Deputy Auditor-Treasurer from a B31(0) to a C41(0), at a cost of \$10,900 annually. Commissioner Grimsley would like to change the county policy, so step level can be reviewed if there is a change to band. Motion was made and seconded to approve request (Nelson, Okeson), carried 4-1, with Commissioner Knutson opposing it.
6. Finance Committee Minutes: It was moved and seconded to approve the Regular Claims, Auditor Warrants and Additional Issues, as presented:
 - a. Auditor Warrants:

i. 11/30/2021 in the amount of	\$8,599,463.46
ii. 12/09/2021 in the amount of	<u>\$ 81,646.51</u>
for a total amount of	\$8,681,109.97
 - b. Add \$8784 for Schneider bill for permit software for Zoning.
(Knutson, Okeson), carried.

Assessor:

1. It was moved and seconded to approve Resolution 12-21-2H, requesting a Chief Deputy Assessor instead of a Deputy Assessor (Knutson, Okeson), carried 4-1, with Commissioner Grimsley opposing it.

Sheriff:

Purchase Request: tasers.

It was moved and seconded to approve request to replace existing tasers, buying 17 tasers + 150 cartridges, using 2021 restricted funds and 21 additional tasers in 2022, financed over the next 5 years using 0% interest. (Okeson, Knutson), carried.

1. Purchase Request: radar units.

It was moved and seconded to approve request to purchase 3 Stalker radar units to take advantage of the buy 3, get 1 free promotion. (Okeson, Knutson), motion carried.

2. Off Highway Vehicle Safety Grant Contract

It was moved and seconded to approve to apply and receive a \$15,134 grant (paid out half in 2022 and 2023), under resolution 12-21-2F. (Okeson, Knutson), motion carried.

Land Use – Environmental Services:

1. 2023 Tree Seedling Production Contract

Motion was approved to award the seedling contract to PRT USA Inc. for 100,000 seedlings for \$21,325. (Knutson, Vareberg), carried.

2. ARPA Grant Funds – Becker County Food Pantry Project

Becker County Food Pantry spoke, requested funds of \$250,000 to help build a new facility so they may service more clients. Commissioner Nelson supports the request but would like new county administrator to be involved in decision of how much Becker County can contribute.

Planning and Zoning:

1. Revised minutes from the Planning Commission's November 9, 2021 meeting were submitted.
2. Zoning ordinance amendment: change of zone request – agricultural to residential, tabled from the November 16, 2021 board meeting. After some discussion there was a motion to deny (Knutson, Okeson), carried.

Leadership Team:

1. 2022 salaries for elected officials (Auditor/Treasurer, Sheriff and Attorney) were ratified with a 3% increase, according to Resolution 12-21-2A. (Knutson, Okeson), carried.
2. 2022 salaries for commissioners were ratified after some discussion to compensate the Vice Chair an additional \$1200 annually and the Chair an additional \$2400 annually over the standard 2.5% increase. Also added a per diem of \$70 for meeting attendance, with meetings over 4 hours allowing \$95 (per diem increases are \$10). Resolution 12-21-2B. (Okeson, Nelson), carried.
3. Opioid Settlement Agreement – Minnesota reached a settlement in the Opioid Lawsuit. Becker County needs to apply by 1/02/2022. Payout will be over 18 years. Motion was made to sign up for settlement. (Knutson, Okeson), motion carried per Resolution 12-21-2E.

4. Motion was made to change Karen Wenner's salary to \$35/hour, retroactive to when she took over Recorder's responsibilities. (Knutson, Okeson), carried.

Human Services

1. Motion was made to approve the St. Mary's Regional Health Center (Essentia Health) subcontract. (Grimsley, Vareberg), carried.
2. Motion was made to approve request to fill a vacant Child Protection Social Worker position as per Resolution 12-21-20. (Grimsley, Vareberg), carried.
3. Motion was made to approve paying off the Human Services street special assessment in the amount of \$11,666.06 for improvements, saving \$4179.60 in interest. (Grimsley, Vareberg), carried.
4. Motion to approve 2022 contracts, which were reviewed in Human Services Committee meeting. (Grimsley, Vareberg), carried.
5. Motion to approve Human Services claims. (Grimsley, Vareberg), carried.

Human Resources

1. Motion was made to approve request to fill a vacant PT Human Resources Assistant position per Resolution 12-21-2G. (Okeson, Nelson), carried.

Information Technology (IT):

1. IT Director requested board ratification of new two-year agreement with TriMin (for IFSpi support and development). Motion approved to ratify. (Knutson, Vareberg), carried.
2. Motion to approve request to purchase three laptops to replenish loaner pool. (Okeson, Knutson), carried.
3. The Sheriff's Committee recommends a door swipe for their conference room door. Motion approved to purchase door swipe for \$2695.04 plus a \$500 wiring charge to Mark's Electric, totaling \$2694.04. (Knutson, Okeson), carried.

Highway

1. Motion requested to approve the 2022 Five-Year Construction Improvement Plan 2022-2026. After adding to #1 on Resolution 12-21-2I, it was approved. (Okeson, Knutson), carried.
2. Motion was requested the option to include revisions to reaffirm the Becker County Transit Sales and Use Tax at the rate of .5% to be dedicated to Becker County Road and SMART tax projects, per Resolution 12-21-2J. (Knutson, Okeson), carried.
3. Motion to approve Resolution 12-21-2K, a MnDOT cooperative agreement for a joint construction project on TH 87 planned in 2022 was requested and granted. (Okeson, Vareberg), carried.

4. Motion to approve Resolution 12-21-2L, a MnDOT detour agreement needed when working on TH 200 in 2022 was requested and granted. (Okeson, Grimsley), carried.
5. Motion requested to approve a one-year extension under Amendment 1 of the DNR Agreement pertaining to the Heartland Trail design work, extending through December 31, 2022. Granted. (Knutson, Okeson), carried.
6. Two bids for a new public works building were discussed, particularly the roofing. The two companies used different materials and it was decided to request both companies resubmit bids on roofing, using the same materials. Both bids came in \$490,000 over budget. Motion was made to approve bid with McGough (who had members present), minus the roof and landscaping. New bids for landscaping and roofing may be presented and approved through the Highway Committee, with attorney's input. (Okeson, Vareberg), carried.
7. Highway building bonding scenarios were discussed with Bruce Kimmel of Ehlers, who attended virtually. After discussing different options, it was decided to proceed with Scenario C, 20-year straight. A public hearing on this will be held at the January 4th board meeting. Motion to approve Resolution 12-21-2M to hold a public hearing on bond scenarios was made and granted. (Grimsley, Okeson), carried. Update: Revised to hold public hearing at the January 18th board meeting, due to not enough time to notify public through newspaper.
8. Motion was made to close the meeting to discuss the Heartland Trail Easement Appraisal, per Resolution 12-21-2N. (Grimsley, Okeson), carried.
9. Union negotiations were discussed during the closed meeting session as well.
10. Motion was made to reopen the meeting. (Grimsley, Okeson), carried.

Being no further business, Chair Nelson adjourned the meeting.

/s/
Denise Warren
Human Services Director

/s/
Barry Nelson
Board Chair