

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, February 2, 2016

8:30 a.m.

County Board Room – 3<sup>rd</sup> Floor – Courthouse

MINUTES

The Clay County Board of Commissioners met in regular session with Commissioners Gross, Ingersoll, Mongeau, and Weyland present. Commissioner Campbell was absent. County Administrator Brian C. Berg, Chief Assistant County Attorney Jenny Samarzja, and Senior Administrative Assistant Vicki Reek were also present.

APPROVAL OF AGENDA

On motion by Weyland, seconded by Mongeau, and unanimously carried, the agenda was approved with the postponement of “Consideration for selection of Construction Management at Risk Company for Correctional Facility project”, due to Commissioner Campbell’s absence.

CITIZENS TO BE HEARD

There were no citizens present who wished to address the Board.

APPROVE MINUTES

On motion by Weyland, seconded by Mongeau, and unanimously carried, the minutes of the County Board meetings held January 19 & 26, 2016 were approved as printed.

APPROVE PAYMENT OF BILLS AND VOUCHERS

On motion by Mongeau, seconded by Ingersoll, and unanimously carried, the bills and vouchers were approved for payment.

ACCEPT \$100 DONATION FOR VETERANS GAP FUND

By consent agenda, the Board accepted a \$100 donation for the Veterans GAP fund from Joseph and Corrine Bennett.

APPROVAL OF AGREEMENTS FOR STRATEGY FUNDING THROUGH STATEWIDE HEALTH IMPROVEMENT PROJECT AND COMMUNITY WELLNESS GRANT

By consent agenda, the Board authorized execution of strategy funding agreements as follows:

- Salvation Army Fergus Falls, through Statewide Health Improvement Project for physical activity supplies
- Family HealthCare through Community Wellness Grant to support work for hypertension management
- Multicultural Resource Center through Community Wellness Grant to support work with the “I Can Prevent Diabetes” program

APPROVAL OF LUTHERAN SOCIAL SERVICES LEASE IN FAMILY SERVICE CENTER

By consent agenda, the Board approved renewal of a lease in the Family Service Center for Lutheran Social Services for 133 sq.ft., 1/1/16-12/31/17, @\$13.25 sq.ft.

APPROVAL OF DETOX BARGAINING UNIT CONTRACT FOR 2016-2018

By consent agenda, the Board authorized execution of the bargaining unit contract for Detox employees for 2016-2018.

EMPLOYEE RECOGNITION

The following employees were recognized for their years of service: Anna Baquera, Office Support Specialist, Social Services, 15 years; Stephen Larson, Director, West Central Regional Juvenile Center, 20 years.

DEPARTMENTAL UPDATE – SHERIFF’S OFFICE

Sheriff Bill Bergquist updated the Board concerning activities in the Sheriff’s Office: School Resource Officers are in place in all the County schools; a canine has been purchased and trained; the Metro Area Street Crimes unit now has members from all area enforcement agencies and has been very active in violent crime investigations.

Jail Administrator Julie Savat informed the Board that much work has taken place for the new Jail project; an average of 40.75 inmates were boarded out in 2015 due to overcrowding; a health technician position has been filled for the Jail; the Jail will be upgrading radio equipment with the Sheriff’s office in 2016; Jail Ministries will be expanding services in the Jail.

Emergency Services Director Lt. Bryan Green informed the Board that teen CERT will start in the DGF schools in March; a drone was received from the West Central Minnesota EMS and training will begin soon; the ARMER update is still on schedule and they are waiting to hear regarding receipt of a \$800,000 grant for portable and mobile radios (a bid request will be sent for equipment on behalf of the smaller law enforcement agencies and each will be financially responsible for their portion); the EMPG grant will be the same as 2015 (\$30,000); training sessions and exercises will take place in 2016 for First Responders.

The Board congratulated Lt. Green for having been selected as the “Minnesota Emergency Management Professional of the Year”.

REQUEST FOR APPROVAL TO APPLY FOR MINNESOTA EMERGENCY COMMUNICATION NETWORK GRANT FOR CONNECTIVITY WITH RED RIVER DISPATCH AND THE ARMER NETWORK

On motion by Weyland, seconded by Mongeau, and unanimously carried, the Board approved application for a Minnesota Emergency Communication Network grant for connectivity with the Red River Dispatch and ARMER network (the total cost of the project is estimated at \$900,000, with 45% paid by the grant and remainder paid by the Red River Valley Dispatch Center).

RECOMMENDATION FOR AWARD OF JUVENILE CENTER RE-ROOFING PROJECT

On motion by Ingersoll, seconded by Mongeau, and unanimously carried, the Juvenile Center re-roofing project was awarded to the low bidder, M. J. Dahlsin, for their bid

of \$66,227. The two bids were opened January 26, 2016, and the other bid, from Pierce Lee Roofing, was in the amount of \$87,250.

REQUEST TO FILL SOCIAL SERVICES FINANCIAL WORKER POSITION

On motion by Mongeau, seconded by Weyland, and unanimously carried, the Board approved filling a Social Services Financial Worker position, allowing overlap for training, as well as to backfill the position if filled from within.

APPROVAL TO FILL ENGINEERING TECHNICIAN POSITION

On motion by Ingersoll, seconded by Weyland, and unanimously carried, the Board approved filling an Engineering Technician position, as well as to backfill the position if filled from within.

APPROVAL OF THE CONVEYANCE OF COUNTY RIGHT OF WAY IN CONNECTION WITH  
CSAH 31/33 INTERSECTION PROJECT

On motion by Weyland, seconded by Mongeau, and unanimously carried, the Board approved execution of conveyance documents for two parcels of County Right of Way in connection with the CSAH 31/33 intersection project, as follows: City of Hawley, 7104 sq.ft. (adjacent to the frontage road in front of Sturdevants), and Profutt LTD Partnership, 21,011 sq.ft. (adjacent to CSAH 31, west side of new alignment).

ADJUSTMENT FOR HEALTH CARE SAVINGS ACCOUNT FOR  
ELECTED DEPARTMENT HEADS

Human Resources Director/Assistant County Administrator Darren Brooke requested a language change in the Personnel Policy to reflect an automatic update to the HealthCare Savings Account amounts for two elected officials (Attorney, Sheriff) based on the yearly wage adjustment for other employees.

On motion by Weyland, seconded by Mongeau, and unanimously carried, the Board approved the Personnel Policy language change as described above and increased the current elected department head's HCSP contribution by 4%.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSION

Commissioner Ingersoll attended a meeting of Family HealthCare.

Commissioner Mongeau attended meetings of the Planning Commission, Lakes and Prairies Community Action Partnership, Lakeland Mental Health, and an Emergency Management Systems meeting.

Commissioner Weyland attended meetings of the Prairie Lakes Municipal Solid Waste Authority, Personnel Issues Committee, and Jail Construction.

Commissioner Gross attended meetings of the Personnel Issues Committee and Jail Construction.

County Administrator Brian C. Berg informed the Board that a Jail Financing Committee meeting will be scheduled soon to begin discussion regarding a bond sale, likely in the amount of \$10 million (funds have been/will be spent on land purchases, architect fees, construction manager fees, etc.). Mr. Berg indicated that he has followed up on references for Construction Management At Risk, and further discussion will take place at

the February 9<sup>th</sup> meeting. Mr. Berg and County Auditor-Treasurer Lori Johnson met with Morrie Lanning to discuss his assistance with the sales tax option for the Jail project.

The Board requested a recommendation from the Jail Construction Committee as to a maximum fee for Klein McCarthy's work on a proposed Law Enforcement Center building, (fees to be shared 50/50 with the City of Moorhead).

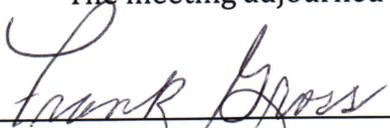
By consensus, the Board agreed that Commissioner Ingersoll is the Board's representative to the Clay County Collaborative and Commissioner Gross is the Alternate.

APPROVAL OF OUT OF STATE TRAVEL

On motion by Weyland, seconded by Ingersoll, and unanimously carried, the Board approved out of state travel for Commissioner Mongeau to attend the National Association of Counties conference in Washington, DC, in March.

ADJOURN

The meeting adjourned at 9:30 a.m.

  
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Frank Gross, Chair  
Clay County Board of Commissioners

  
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Brian C. Berg, County Administrator