

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, July 12, 2016

8:30 a.m.

County Board Room - 3rd Floor - Courthouse

MINUTES

The Clay County Board of Commissioners met in regular session with all Commissioners present: Campbell, Gross, Ingersoll, Mongeau, and Weyland. County Administrator Brian C. Berg, Chief Assistant County Attorney Jenny Samarzja, and Senior Administrative Assistant Colleen Eck were also present.

APPROVAL OF AGENDA

On motion by Weyland, seconded by Campbell, and unanimously carried, the agenda was approved with the following addition: Adopt Resolution and Authorize Execution of Limited Use Permit for Non-Motorized Recreational Trail.

CITIZENS TO BE HEARD

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

APPROVAL OF MINUTES OF JUNE 21 & 28, 2016

On motion by Mongeau, seconded by Ingersoll, and unanimously carried, the minutes of the June 21 & 28, 2016 County Board meetings were approved as presented.

APPROVE PAYMENT OF BILLS AND VOUCHERS

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

APPROVAL OF FSCCC LEASE AGREEMENT: FAMILY HEALTHCARE DENTAL CLINIC

By consent agenda, the Board approved a lease agreement for Family Healthcare Dental Clinic, Suite #103SW, 325 SF, \$13.25, 8-1-16 to 6-30-17.

SET PUBLIC HEARING RE: APPEAL OF GRAVEL PIT PERMIT

By consent agenda, the Board approved setting a public hearing date on July 26 at 9:30 a.m. for an appeal of a Planning Commission decision to approve an Interim Use Permit for a new gravel mining operation.

2017 BUDGET INTRODUCTION

County Administrator Brian C. Berg and County Auditor-Treasurer Lori Johnson have begun meeting with department heads regarding their budget requests. The 2017 initial budget information, which includes the regular budget information and two new requests, was presented to the Board. New requests include two Full Time Equivalent (FTE) positions for the County Attorney's office and four FTE positions for a Transitional Team for the new correctional facility. Johnson presented the initial summary with anticipated increases including cost of living and health insurance. Expenses for out-of-home placements, costs of running the jail, and the Juvenile Detention Center have all been high and are expected to

continue to increase. It was noted that there is a new construction project underway for a combined Highway/Landfill facility at the current landfill. The County departments will be presenting their budgets to the Board starting today. Campbell felt the Board needs to hear from the department heads individually to review any changes or increases in their budgets and to look for areas that can be reduced to compensate for increases.

SHERIFF'S OFFICE 2017 BUDGET PRESENTATION

Sheriff Bill Bergquist, Chief Deputy Sheriff Matt Siiro, Jail Administrator Julie Savat, and Emergency Service Director Bryan Green presented their budget. Siiro noted that there have been more pistol permits, but the \$100 fee for the permits can only be spent on items that support the pistol program, and cannot go into the general funds. The department will make the transition to the ARMER system later this year, but no extra funds are being requested for that system. Coroner expenses were noted to have increased. The net impact for dispatch should be less overall. The Emergency Service budget is not expected to change. Siiro mentioned that they are working to integrate all their data, video equipment, mics, and future body cameras into one system for ease of maintenance and expenses.

Savat stated that the cost of jail meals is going to increase and the number of inmates and other boarding costs continue to rise. The new request is a Transition Team to be in place throughout the transition from the current jail to the new correctional facility. The team would help coordinate moving prisoners into the new facility and would be needed for several months after the move. After meeting with the Administrator and Auditor/Treasurer, the request is being reduced from a team of four to a team of two starting in February 2017, with a third team member to be added in November 2017. This change will reduce the request down from \$255,000 to \$132,000. Savat would like to supervise the team and approve all policies set forth. Commissioner Campbell suggested moving this expense from the jail budget to the correction facility construction budget, and covering the expenses with the contingency fund. No Board action was needed at this time.

HIGHWAY DEPARTMENT 2017 BUDGET PRESENTATION

Highway Engineer Dave Overbo stated that he has looked at overall trends, and has kept his budget items as even as possible. Overall, fuel prices have remained fairly low and there has been enough competition to keep construction bids fairly low. Equipment costs rise about 3% annually. The State aid allotments have increased. The Road and Bridge Fund increased from \$350,000 to \$400,000 for 2017.

APPROVAL OF BIDS FOR TAP PROJECT IN BARNESVILLE

On motion by Mongeau, seconded by Campbell, and unanimously carried, the Board approved the low bid from Hough, Inc. totaling \$108,599.34 for a Transportation Alternative Program (TAP) project in Barnesville. (The City of Barnesville has accepted the bid contingent on County approval.)

ADOPT RESOLUTION AND AUTHORIZE EXECUTION OF LIMITED USE PERMIT FOR NON-MOTORIZED RECREATIONAL TRAIL

On motion by Mongeau, seconded by Ingersoll, and unanimously carried, the Board adopted the following resolution authorizing execution of Limited Use Permit #1404.0012

for a non-motorized recreational trail along a portion of Trunk Highway 34 right-of-way in Barnesville:

**NON-MOTORIZED RECREATIONAL TRAIL
RESOLUTION 2016-28**

WHEREAS, the Commissioner of Transportation of the State of Minnesota has made available certain Trunk Highway right-of-way as shown in red on Exhibit 'A' in Limited Use Permit, attached hereto, and made part thereof, for the purpose of constructing, maintaining a Non-Motorized Recreational Trail; and

WHEREAS, the County of Clay desires to make available to its citizens and visitors, such an area for the aforementioned purposes, in harmony and keeping with its recreational plan; and

WHEREAS, the County of Clay is willing to operate, maintain, and safeguard the trail as set forth in the Limited Use Permit, attached hereto, and made a part thereof.

NOW THEREFORE, BE IT RESOLVED, by the Clay County Board of Commissioners, Minnesota, that the County Board Chair and County Administrator of the County of Clay execute the aforesaid Limited Use Permit.

INFORMATION SERVICES 2017 BUDGET PRESENTATION

Information Services Supervisor Mark Sloan presented budget information which includes data, multimedia, addressing, mapping, and phone systems. He noted that with an increase in 911 calls coming from cell phones, display data on the phone system has been updated and improved. Sloan has also worked to improve the property search tool on the County website to benefit both internal and external users. Two large software contracts (ESRI and Pacific Plus) will be expiring and renegotiated in 2017.

SOIL & WATER CONSERVATION DISTRICT 2017 BUDGET PRESENTATION

Clay SWCD Manager Kevin Kassenborg and District Board Members Carol Schoff and Paul Krabbenhoft were present to address the requests for the 2017 budget. They presented a tentative 3.2% increase. Their increase is for cost of living and for a new Buffer Initiative. In recent years, the department has taken on the roles of County Ag Inspector and County Feedlot Officer.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE

Commissioner Ingersoll attended Churches United for the Homeless meeting.

Commissioner Campbell attended the Highway Tracking meeting and FM Diversion Project Partnership Agreement (PPA) signing.

Commissioner Mongeau reported that Thursday is County Government Day at the County Fair in Barnesville.

Commissioner Weyland attended the FM Diversion PPA signing.

Commissioner Gross also attended the FM Diversion PPA signing, Highway Tracking meeting, and Morken Township picnic.

County Administrator Brian C. Berg attended a Highway Tracking meeting; had 2017 budget meetings with Highway Department and Sheriff's Department; met with the Management Team and heard a presentation regarding new rules for exempt and non-

exempt employees; attended the FM Diversion PPA signing; met with the Solid Waste Director and intern regarding a new Facebook page for the County website, and had a meeting with a neighborhood property owner.

STRIVE COMMITTEE REPORT

Mark Sloan, from the Strive Committee, reported that three items from the recent poll for employee suggestions will be moving forward and need input from this Board.

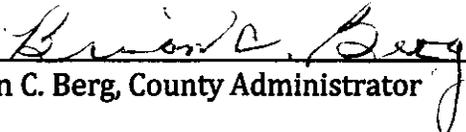
On motion by Weyland, seconded by Gross, and unanimously carried, the Board approved adding Mongeau and Campbell as members to the work group to address details and formulate policies for employee suggestions.

ADJOURN

The meeting adjourned at 10:45 a.m.



Frank Gross, Chair
Clay County Board of Commissioners



Brian C. Berg, County Administrator