

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, September 20, 2016

8:30 a.m.

County Board Room – 3rd Floor – Courthouse

MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Kevin Campbell, Frank Gross, Wayne Ingersoll, Jenny Mongeau, and Grant Weyland. Brian C. Berg, County Administrator; Jenny Samarzja, Chief Assistant County Attorney; and Colleen Eck, Sr. Administrative Assistant, were also present.

APPROVAL OF AGENDA

On motion by Ingersoll, seconded by Campbell, and unanimously carried, the agenda was approved.

INCREASE IN VISION INSURANCE RATES FOR 2017

By consent agenda, the Board approved the 2017 Vision insurance renewal reflecting the new premiums.

AGREEMENT WITH LAKE REGION ARTS COUNCIL

By consent agenda, the Board approved an agreement with Lake Region Arts Council to provide pre-approved funding (Community Wellness Grant) for increasing staff walking accessibility and signage.

AGREEMENT WITH PERHAM HEALTH PHARMACY

By consent agenda, the Board approved an agreement with Perham Health Pharmacy to provide pre-approved strategy funding (Community Wellness Grant) for completing a hypertension management program.

CITIZENS TO BE HEARD

There were no citizens who wished to address the Board.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

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

APPROVAL TO HIRE DEPUTY

Sheriff Bill Bergquist and Chief Deputy Sheriff Matt Siiro were present to request approval to hire a FTE Deputy, due to a recent resignation, and backfilling deputies to Lieutenant and Sergeant as needed.

On motion by Weyland, seconded by Campbell, and unanimously carried, the Board approved hiring a FTE deputy and backfilling deputies to Lieutenant and Sergeant as needed.

REPLACE SHERIFF'S DEPARTMENT'S MOBILE RADIOS WITH ARMER SYSTEM

Lt Bryan Green addressed the Board regarding the new ARMER network project. The Red River Regional Dispatch Center and all Clay County Law Enforcement, Fire, and EMS agencies are migrating to this network, from the current VHF public safety radio system. The Sheriff's Office received a proposal from Motorola for \$681,549.00. Portions of this cost will be paid by a State grant and by the Dispatch Center, with the County's responsibility for \$33,845.00

On motion by Mongeau, seconded by Weyland, and unanimously carried, the Board approved expenses for replacing the Sheriff's Department's mobile radios with the ARMER System.

UPDATE ON CORRECTIONAL FACILITY

Scott Fettig (Klein McCarthy Architects), Ben Matson (Construction Engineers), and Mike Love (Houston Engineering) were present with updates on the Corrections Facility and Law Enforcement project. The following modifications were made on the Corrections Facility: simplified bump-outs, lowered heights in meeting room areas, removal of most of the metal panels from the design, and using more precast thin brick. Bids are on track for October 13. The facility is being designed for 208 beds, with construction commencing in the spring. Phase two of the project will include laundry, kitchen, and jail administration. Administration will have a temporary location during phase two.

On motion by Campbell, seconded by Weyland, and unanimously carried, the Board approved the darker colored thin brick for the Correctional Facility.

UPDATE ON LAW ENFORCEMENT FACILITY PLANS

The homes are being demolished on the new County property, underground utility work will be underway shortly, and a gravel surface parking lot is scheduled to be completed by mid-October. Future items (beyond 10-15 years) were removed from the current plans; the structure was reduced in size; some areas were simplified similar to the jail; and the fitness area was reduced by one-third. The structure is being built for the possibility of future vertical expansion. There will be some areas the Sheriff's Department and Police Department will share. Parking will be on the north of the building and the main doors on the east side.

The soils testing showed that soil correction is needed and will be accomplished by digging out five feet of material and bringing in five feet of material. At the recent Design and Construction Operations Committee meeting, there was a suggestion to do a cost analysis on underground parking with adjacent lockers and fitness room. There was also an inquiry

from the District Supervisor of Probation about Probation leasing 5,000-plus square feet of space in the new structure which would provide a source of revenue. These two items will be further evaluated.

On motion by Campbell, seconded by Weyland, and unanimously carried, the Board approved application to the City of Moorhead to vacate two streets (9th and 10th Avenue) for County expansion needs.

On motion by Mongeau, seconded by Campbell, and unanimously carried, the Board approved application to the City of Moorhead to re-plat the two-block expansion area (other than three remaining residential lots) to the north of the courthouse.

The County will close on the purchase of three more homes next week, have them abated and then cleared. Four of the homes already purchased will be utilized by the fire department for controlled burn training sessions. The west block will be smoothed for gravel surface parking until next fall. Class five material may also be placed on the east half of the east block for more flexibility in parking.

REPLACE HIGHWAY'S MOBILE RADIOS WITH ARMER SYSTEM

Highway Engineer Dave Overbo presented the request to purchase four portable radios and 47 mobile radios for their equipment, at a cost of \$115,000, to be taken from Internal Service funds.

On motion by Campbell, seconded by Ingersoll, and unanimously carried, The Board approved replacing the Highway Department's mobile radios with the ARMER System.

OUT OF HOME PLACEMENT COMMITTEE REVIEW

Social Services Director Rhonda Porter, Regional Supervisor Janelle Cheney (MN Department of Corrections), and Social Service Supervisor Amy Amundsen presented information referencing Out of Home Placement Committee meetings. The committee has reviewed requirements for placements, numbers and trends, and travel time for County staff to obtain face to face contacts. They currently have 160 placements with a good percentage of them going out of the County. The County staff also try to meet clients if they are in town for court or here for a home visit, saving on their travel time. They also try to utilize resources in the area they are placed or make multiple contacts in one trip. The client needs are increasingly complex with mental health issues and aggression issues. Over the last 10 years, the numbers of out of home placements have ranged from 125 to 272, with a net cost to the County between 1.5 million and 2.2 million (in 2015). Current placement options are relatives, family foster homes, therapeutic foster care, corporate foster care, non-secure and secure correctional settings. Electronic home monitoring may be an option in some cases. Porter reported that there is definite need for a Transition Home (with rotational staff) allowing clients to be in a home environment for learning independence and staying in their school district.

On motion by Mongeau, seconded by Ingersoll, and unanimously carried, the Board recommended that discussion continue at the committee level; supporting Clay County children/youth having a continuum of care with Out of Home Placement when the need exists; and supporting the Placement Committee to invest time in a Transition Home proposal to serve Clay County youth.

LEASE AGREEMENT AT 922 9 ST N, MOORHEAD

County Administrator Brian C. Berg requested approval of a lease agreement with Mr. Clow for a home located in the northwest corner of the west block. The County purchased Mr. Clow’s home on the east block for the expansion project. He would be renting 922 St S N home from the County for up to 10 years for \$500 monthly, which should cover taxes and heating utilities. The home is adjacent to two other homes on the west block that remain under private ownership.

On motion by Weyland, seconded by Ingersoll, and unanimously carried, the Board approved the lease agreement for 922 9 St N, Moorhead.

BUDGET UPDATE AND BUDGET RESOLUTION

County Administrator Brian C. Berg and Auditor/Treasurer Lori Johnson presented a summary of the 2016 Tax Levy by Funds.

On motion by Ingersoll, seconded by Weyland, and unanimously carried, the following resolution was adopted, setting the 2017 Preliminary Levy and establishing the “Truth in Taxation” public meeting for Tues, December 13, 2016, at 6:00 p.m.

RESOLUTION 2016-33

WHEREAS, The Minnesota Department of Revenue has established guidelines for county government to follow in order to meet the "Truth in Taxation" requirements for taxes payable in 2017; and

WHEREAS, these guidelines state that counties must certify a proposed levy by September 30, 2016; and,

WHEREAS, this certified levy must be after the deduction of County aid,

THEREFORE, BE IT RESOLVED, the Clay County Board of Commissioners hereby sets the proposed levy for taxes to be collected in 2017 as follows:

	Preliminary Levy	County Program Aid	Certified Levy
Revenue Fund	18,301,345	1,705,580	16,595,765
Road and Bridge Fund	3,246,425	302,548	2,943,877
Building Improvements	250,000	23,299	226,701
Library	282,535	26,331	256,204
Social Services	8,885,949	828,119	8,057,830
Debt Retirement	189,322	0	189,322
Debt Retirement-RB	178,946	0	178,946
Debt Retirement - Ct	321,930	0	321,930
Debt Retirement – Co Project	511,687	0	511,687
TOTAL	\$32,168,139	\$2,885,877	\$29,282,262

BE IT FURTHER RESOLVED, that this is a proposed levy only and is subject to change.

BE IT FURTHER RESOLVED, that the Clay County Board of Commissioners confirms the date of their public budget meeting to be Tuesday, December 13, 2016, at 6:00 p.m. in the Clay County Courthouse, Moorhead, Minnesota.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Mongeau attended meetings for Community Facilities Task Force; Cass-Clay Food Systems Joint Powers (updates from Minnesota Food Charter Network, Heart and Soul Community Café). She also attended the Minnesota Rural Counties Caucus (MRCC) and the Association of Minnesota Counties (AMC) Fall Conference (Minnesota Pollution Control Agency legislation; noxious weeds; Soil & Water Conservation District (SWCD) buffer initiative; and Department of Natural Resources for Felton Prairie Area.)
- Commissioner Weyland attended the MRCC and the AMC Fall Conference; and meetings for Public Safety Committee (updates on mental health issues and First Net presentation) and Corrections Facility Design and Construction Committee.
- Commissioner Ingersoll attended a meeting for Lake Agassiz Library Full Committee and was a representative at the Veterans Conference at the Moorhead Armory.
- Commissioner Campbell attended meetings for the Community Facilities Task Force; Corrections Facility Design and Construction Committee; MRCC and AMC Fall Conference (a panel on speed limits and a presentation promoting pollinators in county ditches).
- Commissioner Gross attended a Spring Prairie Township meeting (Re: county roads and gravel companies) and the MRCC and AMC Fall Conference.
- County Administrator Brian C. Berg attended meetings for Community Facilities Task Force; campus construction schedules, FM Diversion; Central Administration, SWCD; Corrections Facility Design and Construction Committee; Personnel Issues Committee, and did some preliminary work on contacting local colleges.

ADJOURN

The meeting adjourned at 11:05 a.m.

Frank Gross, Chair
Clay County Board of Commissioners

Brian C. Berg, County Administrator