

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, September 27, 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 Weyland, seconded by Campbell, and unanimously carried, the agenda was approved.

AMENDMENTS TO EXISTING FAMILY SERVICE CENTER LEASE AGREEMENTS

By consent agenda, the Board approved amendments to the following lease agreements at the Family Service Center: 1) State of MN, Board of Public Defense, Ste 404, 242 SF, \$12.25 SF, 10-1-16 to 12-31-17; and 2) and Connections, Meeting Room 5, 208 SF, \$12.25 SF, 10-1-16 to 12-31-17.

AGREEMENT WITH MOORHEAD MEDICAL PHARMACY

By consent agenda, the Board approved an agreement with Moorhead Medical Pharmacy for hypertension training for pharmacy staff with pre-approved strategy funding through the Community Wellness Grant (CWG).

AGREEMENT WITH PERHAM HEALTH

By consent agenda, the Board approved an agreement with Perham Health Clinic for an educator for prediabetes/diabetes prehypertension/hypertension with pre-approved strategy funding through the CWG.

AGREEMENT WITH LEGACY GROUP

By consent agenda, the Board approved an agreement with the Legacy Group to provide motivational interviewing workshop training for medical partner staff as a pre-approved CWG funding expense.

CITIZENS TO BE HEARD

There were no citizens who wished to address the Board.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

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

APPROVAL OF MINUTES OF SEPTEMBER 6 AND 13, 2016

On motion by Mongeau, seconded by Weyland, and unanimously carried, the Minutes of September 6 and 13, 2016 were approved.

UPDATE ON THE COMPREHENSIVE PLAN REQUEST FOR PROPOSALS

Planning Director Tim Magnusson presented a request to have the County's 2002 Comprehensive Plan updated. A Request for Proposal (RFP) has been prepared for the update, but not submitted. The overall cost to the County would be approximately \$100,000. Commissioner Campbell suggested some modifications rather than a complete redo, including an update of the growth plan area. Commissioner Gross reviewed the current plan, and did not believe it needed a total update. Commissioner Mongeau would like to see the Urban Expansion District updated as well as other areas of the plan where there have been conflicts.

Magnusson also requested an update for a seven-square mile area of the Flood Insurance Study. The area is located around and northwest of the intersection of State Highways 9 and 10. Houston Engineering submitted a quote for \$75,000 for that update which would benefit many homeowners. Commissioner Ingersoll noted he would support this update that would assist quite a few homes. The County could solicit financial assistance of \$20,000 to \$30,000 from the Buffalo-Red River Watershed District to help reduce total costs to the County. Commissioner Campbell mentioned that Minnesota Department of Transportation may also have an interest in updating that Flood Insurance Study. He will also mention it to local legislatures.

A motion was made to approve the request to update the Comprehensive Plan by Mongeau and was seconded by Ingersoll, but failed with a vote of 2 to 3.

SET A PUBLIC HEARING DATE FOR BUSINESS TAX ABATEMENT REQUEST

Planning Director Tim Magnusson requested that the Board set a public hearing date for October 18 at 9:00 a.m. for a new request from Ron Fitzgerald for a Business Tax Abatement for an improvement costing over \$3 million near the City of Sabin.

On motion by Ingersoll, seconded by Campbell, and unanimously carried, the Board approved setting a public hearing for a Business Tax Abatement Request for October 18 at 9:00 a.m.

APPROVAL OF LONG DISTANCE TELEPHONE SERVICE

Information Services Director Mark Sloan stated that the current agreement with Integra Telecom expires September 30th. He requested approval of a long distance telephone

service agreement with CenturyLink which would provide consistent pricing with other vendors and bundle all calls, both local and long distance with one provider.

On motion by Mongeau, seconded by Weyland, and unanimously carried, the Board approved a 36-month contract with CenturyLink for long distance telephone service.

AGENDA ADDITION – REQUEST TO FILL FULL-TIME LPN POSITION

Kathy McKay, Public Health Administrator and Troy Amundsen, Detox Director presented a request to fill a position for a budgeted FTE Licensed Practical Nurse (LPN) for the Detox Unit, adding a fourth nurse to the current staff. The Detox Unit has two contracts with ND agencies and anticipate another contract with Otter Tail County.

On motion by Ingersoll, seconded by Weyland, and unanimously carried, the Board approved a request for a FTE LPN for the Detox Unit.

SET PUBLIC HEARING DATE: RENEWAL RESIDENTIAL PROPERTY TAX REBATE PROGRAM

County Administrator Brian C. Berg requested that the Board set a public hearing date to consider extension of the Residential Property Tax Rebate Program, as required by Statute. The Residential Property Tax Rebate Program was approved by Resolution in 2012 and 2014. Moorhead City Council approved renewal of the Residential Property Tax Rebate Program, and some of the other cities in Clay County are also interested in approving the program.

On motion by Campbell, seconded by Weyland, and unanimously carried, the Board established Tuesday, October 25, 2016, 8:45 a.m. for a public hearing to consider renewal of the Residential Property Tax Rebate Program.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Campbell attended meetings for Solid Waste Subcommittee (consultants, hire a firm for design work) and Committee of the Whole for Moorhead City Council.
- Commissioner Mongeau attended meetings for Lakes and Prairies Community Action Committee (legislative updates; gridlock) Out of Home Placement (continued needs in the County, foster needs) Lakeland Mental Health (issues with out of home placements, three-month evaluation of new director).
- Commissioner Weyland attended meetings for Personnel Issues Committee (exempt and nonexempt impacts and cell phones for county employees); Solid Waste Subcommittee (engineering consultant for City of Moorhead); Committee of the Whole for Moorhead City Council (corrections facility and law enforcement center updates well received).

- Commissioner Ingersoll attended meetings for Local Advisory Council of Adult Mental Health (Oct 5th fair); Planning Commission (CUP for development of a 3-lot plat); Family HealthCare (financial, updates, operations, CEO report).
- Commissioner Gross attended meetings for Personnel Issues Committee (cell phones); Extension Committee (updates, community gardens); Drug Court Graduation; Historical Society (German Culture Fest, Hjemkomst admissions down) Out of Home Placement (discussed touring other transitional houses).
- County Administrator Brian C. Berg attended meetings for a supervisor evaluation; Personnel Issues Committee; Veteran's Service Office; Solid Waste (financial schedule); Out of Home Placement; New Hire Orientation; Committee of the Whole for Moorhead City Council (law enforcement center); FM Diversion; conference call concerning soil corrections; Barnesville Record Review staff for new County facilities; and Overbo and Kassenborg concerning State match funding mechanism.

ADJOURN

The meeting adjourned at 9:20 a.m.

Frank Gross, Chair
Clay County Board of Commissioners

Brian C. Berg, County Administrator