

CLAY COUNTY BOARD OF COMMISSIONERS

TUESDAY, JANUARY 10, 2017

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: Jim Haney, Frank Gross, Jenny Mongeau, Kevin Campbell, and Grant Weyland. Brian C. Berg, County Administrator and Colleen Eck, Sr. Administrative Assistant, were also present.

APPROVAL OF AGENDA

On motion by Weyland, seconded by Gross, and unanimously carried, the agenda was approved with one agenda addition: Request to lower retainage on CSAH 18 and CSAH 11 Project.

LEASE RENEWAL FOR TWO BUS STALLS FOR PRODUCTIVE ALTERNATIVES

By consent agenda, a request was approved to renew a lease with Productive Alternatives for two bus stalls for \$250 each, from 1/01/17 to 12/31/17.

CITIZENS TO BE HEARD

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

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

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

PROCLAMATION OF THE CLAY COUNTY JOINT POWERS COMMITTEE

On motion by Weyland, seconded by Gross, and unanimously carried, the Board accepted the National Law Enforcement Appreciation Week Proclamation.

REVIEW COMMITTEE APPOINTMENTS

Final review was completed on the Commissioners' committee appointments for 2017.

On motion by Gross, seconded by Weyland, and unanimously carried, the 2017 committee appointments were approved.

ANNUAL DEPARTMENT UPDATE- VETERANS SERVICE OFFICE

Curt Cannon, Veteran's Service Officer, presented the annual Veterans Service Office update, reporting that staff works with veterans, their families, and various agencies. They address eligibilities for many different programs, burial memorial benefits, disability compensation, and

survivor benefits. The department staff attends to five to ten walk-ins and appointments daily. Appreciation was also given for their impressive volunteer program.

ANNUAL DEPARTMENT UPDATE- SOLID WASTE MANAGEMENT

Kirk Rosenberger, Solid Waste Director, presented his annual update for Solid Waste Management which oversees the landfill, Household Hazardous Waste (HHW) facility, and various recycling programs and activities. The department administers the SCORE funding for recycling and composting programs and manages a college intern program. The department is responsible for public education, electronic recycling, HHW reuse shelves, Fluorescent Bulb Collections, and Ag Pesticide Container Collections. Construction of a new joint highway department/landfill building is near completion. Landfill fees have been volume-based and are now switching to weight-based this month. Two hundred poplar trees will be replaced at the landfill as part of their phytoremediation program. In the fall of 2017, construction will begin on a new waste transfer station and HHW facility.

REVIEW NEEDS FOR CORRECTIONAL TRANSITION COORDINATOR AND TEAM

Julie Savat, Jail Administrator, addressed the Board concerning a one-time need for three transition team officers for transitioning into the new Correctional Facility. She handed out the proposed schedule for this major task, and would like to commence with the selection of team members this month, and have them start in March. She will also need to backfill positions. One team officer will be chosen as the team leader; and they will begin with developing policies, work flows, and schedules. The three officers being requested at this time will be part of the ten-additional staff needed for the new facility in 2018 and become regular jail staff after the transition. The expenses would come from the construction budget. Commissioner Campbell concurred with the transition being a major task and being part of the construction process.

On motion by Weyland, seconded by Haney, and unanimously carried, the Board approved the request to hire three staff for the Correctional Transition Team, and to backfill positions.

REQUEST APPROVAL TO REPLACE TANDEM AXLE PLOW TRUCK

Dave Overbo, Highway Engineer, requested approval to replace a tandem-axel plow truck (Unit 126) in the Highway Department fleet, utilizing internal fund dollars. The new plow truck is priced at \$217,338, replacing the \$204,000 plow truck purchased eight years ago. This item has been presented to the Highway Tracking Committee.

On motion by Gross, seconded by Mongeau, and unanimously carried, the Board approved replacement of a plow truck for the Highway Department.

ADDITION: REQUEST TO LOWER RETAINAGE ON CSAH 18 AND CSAH 11 PROJECT

Overbo presented a request to lower a retainage to zero for a contractor.

On motion by Mongeau, seconded by Weyland, and unanimously carried, the Board approved lowering the retainage to zero for the CSAH 18 and CSAH 11 project.

REQUEST APPROVAL TO HIRE FULL TIME – CONTINUED

Stephen Larson, Juvenile Detention Director, requested approval to hire a FTE counselor for the West Central Juvenile Detention Center, and to backfill if necessary. The hiring would offset the cost associated with variable hour positions and is included in his 2017 budget.

On motion by Weyland, seconded by Mongeau, and unanimously carried, the Board approved the request as presented.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Weyland attended meetings for Juvenile Detention issues and MN Rural Counties Caucus.
- Commissioner Mongeau attended meetings for Joint Powers Committee; Out of Home Placement Committee; Buffalo Red River Watershed; along with a press conference for Law Enforcement Appreciation Day.
- Commissioner Gross attended meetings for Historical & Cultural Society and recognition dinner; Out of Home Placement; a Law Enforcement Day Press Conference; Buffalo-Red River Watershed; City of Hawley and Highway Department; and Glyndon City Council member and the County Assessor.
- Commissioner Haney attended a Moorhead Planning Commission meeting.
- Commissioner Campbell attended a Joint Powers Committee meeting and met with Steve Larson from Juvenile Detention.
- County Administrator Brian C. Berg attended meetings for FM Diversion Committee, Administrative Advisory for FM Diversion; Clay County Joint Powers; finalizing the Intergovernmental Retreat; City of Hawley and Highway Department; Social Service groups; Law Enforcement Day Proclamation; Transition Team for Correctional Facility; Management Team; a business agent re: Social Services; and completed Darren Brook's employee evaluation. He is scheduling the next Smaller Cities and County Roundtable meeting for February 23rd at Hawley City Hall; and provided a new timeline to the Commissioners for submittal of vouchers and per diems.

ADJOURN

The meeting adjourned at 10:05 a.m.

Kevin Campbell, Chair, County Board of Commissioners

Brian C. Berg, County Administrator