

**CLAY COUNTY BOARD OF COMMISSIONERS**

8:30 a.m., Tuesday, April 17, 2018

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 and Kevin Campbell. Others present: County Administrator Brian C. Berg, Assistant County Attorney Jenny Samarzja, and Senior Administrative Assistant Colleen Eck.

**CALL TO ORDER**

Chair Mongeau called the meeting to order.

**APPROVAL OF AGENDA**

On motion by Haney, seconded by Gross, and unanimously carried, the Board approved the agenda.

**ADOPTION OF ANNUAL RESOLUTION FOR CLAY COUNTY TO BE LEGAL SPONSOR FOR SNOWMOBILE TRAILS**

By consent agenda, the Board adopted the following resolution:

**RESOLUTION 2018-19**

**BE IT RESOLVED**, that Clay County act as the legal sponsor for an application for funding from the State of Minnesota Department of Natural Resources for grooming and maintaining of two -way Snowmobile Trails managed by the Clay Trails Alliance.

**BE IT FURTHER RESOLVED**, that upon approval of its application by the State, Clay County may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as stated in the agreement.

**BE IT FURTHER RESOLVED**, that the County Administrator is authorized to sign such an agreement with the Department of Natural Resources.

**BE IT FURTHER RESOLVED**, that Clay County is hereby authorized to serve as the fiscal agenda for the above referenced project.

**THREE REQUESTS FOR TAX ABATEMENTS**

By consent agenda, the Board authorized tax abatements for three parcels due to classified agriculture, homestead, and lease termination.

**2017 PERFORMANCE CREDIT REPORT FOR COUNTY FEEDLOT OFFICER**

By consent agenda, the Board accepted the 2017 Performance Credit Report for the Clay County Feedlot Officer.

**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 Haney, seconded by Gross, and unanimously carried, the bills and vouchers (totaling \$1,054,387.52 from 106 vendors) were approved for payment. From that total, 86 warrants issued were under \$2,000 (\$29,233.30); and the following 20 warrants issued were over \$2,000:

RDO Equipment Co.	664,433.00	Xcel Energy	9,733.94
Kandiyohi County Sheriff's Office	79,555.57	Douglas County Jail	8,078.64
Clay County Public Health	43,098.28	Walk-N-Roll, Inc.	7,763.22
City of Fargo	37,885.82	Wilkin County Jail	6,270.01
Moorhead Public Service	37,593.29	Pomp's Tire Service, Inc.	5,525.85
ConvergeOne, Inc.	33,255.62	Holiday Credit Office	4,398.28
Tri-County Community Corrections	33,104.09	Lenovo, Inc.	3,699.96
Otter Tail Public Health	18,030.31	Ramsey County Med Exam	2,830.00
MN Unemployment Comp Fund	14,135.69	Anjaam Holdings, LLC	2,547.29
Treasurer of Sabin City	10,892.79	Hero247	2,322.57

**APPROVAL OF MINUTES FROM MARCH 27, 2018**

On motion by Gross, seconded by Campbell, and unanimously carried, the Board approved the minutes from March 27, 2018.

**ANNUAL SOCIAL SERVICES DEPARTMENT UPDATE**

Rhonda Porter, Social Services Director, provided handouts and updated the Board on the Social Services Department. The department consists of seven service areas with seven supervisors, 116 full-time staff, and five additional staff in the Auditor’s Office.

In 2017, the Child Protection Assessment Unit conducted 2,658 total intakes, working with mandated screenings and time-frames. The On-going Child/Family Services and Licensing Unit oversees longer-term case management. In 2017, the unit served 161 families with child protection and child welfare management. The Adult Services Unit conducted over 2,000 intakes for mental health, chemical health, and adult protection. The Disability Services Unit staff of 16 work with waiver programs and community alternatives. The Financial Assistance Unit, with the largest number of staff (27), had 7,368 Medical Assistance Cases for 13,132 adults and children. Child Support-Fraud and Collections Unit collected over \$7.5 million for children with 2,225 child support orders and 2,572 open cases. Welfare Fraud had 358 referrals, a direct savings of \$137,529 and cost avoidance of \$412,587.

Performance measures, overall revenues and expenses, and fee schedules were also brought forth. A list of considerations for fee schedule changes will be brought back to the Board.

**APPOINTMENTS/REAPPOINTMENTS FOR TWO (2) WILD RICE WATERSHED DISTRICT MANAGERS**

Duane Erickson and Mark Harless were present and both have submitted letters of interest in being reappointed to the Wild Rice Watershed District Board of Managers for an additional three-year term. Commissioners Mongeau and Gross stated both applicants are very active members and they appreciate them reapplying. Becker County submitted a resolution of support for Duane Erickson who also represents Becker County. There were no other letters and no one else present who wished to be considered for appointment.

On motion by Gross, seconded by Campbell, and unanimously carried, the Board appointed Duane Erickson to another three-year term on the Wild Rice Watershed District Board of Managers.

On motion by Gross, seconded by Haney, and unanimously carried, the Board appointed Mark Harless to another three-year term on the Wild Rice Watershed District Board of Managers.

**APPROVAL TO APPLY FOR GRANT FUNDS FOR COMMUNITY LIVING INFRASTRUCTURE TO SUPPORT PEOPLE WITH DISABILITIES**

Rhonda Porter, Social Services Director; and Pat Boyer, Adult Services Supervisor, were present with a multi-County application. On behalf of the partnership with Becker, Douglas, Grant, Otter Tail, Pope, Stevens, Traverse, Wadena and Wilkin Counties, they asked for Board approval to submit a grant application to the State Department of Human Services aimed at housing supports for people with disabilities. The application will be for \$450,000 in grant funds.

On motion by Gross, seconded by Campbell, and unanimously carried, the Board approved the request from Social Services to apply for \$450,000, and serve as fiscal agent, for a multi-County grant application for infrastructure to support people with disabilities.

**UPDATE ON WEST CENTRAL MN COMMUNITY ACTION, INC.**

CEO Missy Becker-Cook handed out West Central MN Community Action's annual report. In a year's time, the agency helped 1904 households with energy assistance, housing rehab and furnace repairs/replacements. All payments from the agency go directly to vendors. They work closely with Lakeland Mental Health and have an Energy Assistance Program office in the Family Service Center. The majority of their energy assistance goes to Moorhead Public Service.

**PERSONNEL ACTION**

Brian C. Berg, County Administrator, shared a letter of resignation and announced his retirement. His end date with the County will be August 17, but with utilizing vacation time he will complete his work by the end of July.

The Board thanked Berg for his leadership and years of service. He was acknowledged for treating everyone as equals and collaborating well with the Board, staff, and residents.

On motion by Gross, seconded by Haney, and unanimously carried, the Board accepted Brian C. Berg’s retirement and will formalize the process to move forward with finding a replacement.

**COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS**

- Commissioner Campbell attended meetings for Highway Tracking; Hawley City Council; Correctional Facility and LEC Construction; and Juvenile Center Project.
- Commissioner Gross attended meetings for Highway Tracking; Hawley City Council; and Keene Township.
- Commissioner Haney attended a Soil and Water Conservation District meeting.
- Commissioner Mongeau attended MetroCOG interviews.
- Brian C. Berg attended meetings for Correctional Facility and LEC Construction; Highway Tracking; Hawley City Council; Solid Waste; Burns and McDonnell Engineering; MPCA; local legislators; Information Services; and HR Policy Issues. He also attended an annual Law Enforcement Event and met with legislators in St. Paul.

The meeting adjourned at 9:55 a.m.

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Jenny Mongeau, Chair, County Board of Commissioners

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Brian C. Berg, County Administrator