

# CLAY COUNTY BOARD OF COMMISSIONERS

8:30 a.m., Tuesday, May 15, 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, Kevin Campbell, and Grant Weyland. 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 Weyland, seconded by Gross, and unanimously carried, the Board approved the agenda.

### REQUEST WAIVER ON PENALTY FOR LATE PAYMENT OF PROPERTY TAXES

By consent agenda, the Board approved a request from K. Megran to waive the penalty for late payment of property taxes.

### 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 Campbell, seconded by Haney, and unanimously carried, the bills and vouchers (totaling \$3,151,174.94 from 170 vendors) were approved for payment. From that total, 143 warrants issued were under \$2,000 (\$53,094.73); and the following 27 warrants issued were over \$2,000:

Axon Enterprises, Inc.	43,806.00	Nitzkowski, Inc.	6,881.62
Tri-County Community Corrections	30,736.45	Toshiba Bus Solutions	3,829.01
Prairie Lakes Municipal Solid Waste	29,750.00	The Retrofit Companies, Inc.	3,710.00
Clay Co Public Health	26,831.00	WI Lock & Load Prisoner Transport	3,181.00
Network Center, Inc.	24,463.39	Enterprise FM Trust	3,130.20
Watch Guard Video, Inc.	21,800.00	RDO Exch # 80-6130	3,085.00
Summit Food Service, LLC - Jail	18,360.69	New American Consortium	3,025.94
MEnD Correctional Care, LLC	11,869.23	CHS Credit Card Dept. (Enviro)	2,938.21
Larry's Auto Body Shop, Inc.	11,783.61	Clay Co Soil & Water Cons Dept.	2,271.51
Douglas County Jail	11,772.33	Wilkin Co Jail	2,255.00
Lakes & Prairies Community Action	11,475.00		

**APPROVAL OF MINUTES FROM APRIL 24, 2018**

On motion by Haney, seconded by Gross, and unanimously carried, the Board approved the minutes from April 24, 2018.

**ADOPT RESOLUTION 2018-21 TO AWARD SALE OF JAIL BONDS, SERIES 2018A**

Brian C. Berg, County Administrator, and Shelly Eldridge, Ehlers, Inc., presented the Sale Day Report for \$7,495,000 General Obligation Jail Bonds, Series 2018A.

Eldridge reported that the jail bond bids were taken yesterday, with five bids accepted. The County received a AA rating. The bid tabulation showed very tight bidding with the winning bid from FTN Financial Capital Markets from Memphis. The true interest cost, 3.1436, was less than the national average for the week. The bid amount was lowered by \$5,000 to save \$4,000 in Standards and Poor’s fees. An updated resolution was provided to include the results of the sale.

Berg stated the levy would be \$520,000 per year with a payment of 55% for the secure (multi-county) unit, and 45% for the non-secure unit. Stephen Larson, Juvenile Center Director, was acknowledged for providing such close estimates for the project.

On motion by Weyland, seconded by Haney, and unanimously carried, the Board executed the following resolution:

**RESOLUTION NO. 2018-21**

**Resolution authorizing issuance, awarding sale, prescribing the form and details and providing for the payment of General Obligation Jail Bonds, Series 2018A**

**(see attachment for complete resolution)**

**REQUEST(S) FOR OUT-OF-STATE TRAVEL FOR PUBLIC HEALTH STAFF**

Jamie Hennen, Nursing Supervisor, requested out-of-state travel for a Public Health employee to attend the National Diabetes Prevention Program in Atlanta, Georgia in June; and two employees to attend the National Smokeless Tobacco Prevention Summit in Sacramento, California in October. All costs for travel and training are paid through grants, and no County funding is required.

On motion by Gross, seconded by Campbell, and unanimously carried, the Board approved out-of-state travel for attendance at the National Diabetes Prevention Program in June.

On motion by Weyland, seconded by Gross, and unanimously carried, the Board approved out-of-state travel for attendance at the National Smokeless Tobacco Prevention Summit in October.

### **RECOMMENDATION TO INCREASE FEE FOR ACCESS PERMITS FROM \$100 TO \$125**

David Overbo, County Engineer, recommended increasing the fee for access permits from \$100 to \$125 to cover staff expenses associated with these permits. The Highway Tracking Committee addressed Highway's fee schedule and recommended the increase.

On motion by Gross, seconded by Weyland, and unanimously carried, the Board approved an increase in access permits from \$100 to \$125.

### **OPEN BIDS FOR GLYNDON URBAN RECONSTRUCT SAP 014-619-019 & SP 014-090-006**

David Overbo and Erik Hove were present for the bid opening. Overbo stated that this project bidding was delayed due to the extended time it took for the railroad agreement and having it approved by the State. The first phase is in front of the school; the second is from 9<sup>th</sup> Street to the end of the project; and the third is Highway 10 to the railroad tracks. The completion date would be in 2019. The Engineer's estimate was \$5,109,974. Paper bids and electronic bids were accepted.

There were two complete bids: Sellin Brothers, Inc. - \$6,286,878; and Dakota Underground - \$6,881,627.80. Three other electronic bids were found to be incomplete. Staff will review the bids and return with a recommendation at the next meeting.

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

- Commissioner Campbell attended meetings for Juvenile Center Construction Project; Correctional Facility and LEC Construction Update; and Off-Site Planning Session.
- Commissioner Gross attended meetings for Moland Township; City of Ulen; Wild Rice Watershed; Highland Grove Township; City of Hitterdal; Goose Prairie Township; Open House for Probation Offices; and Off-Site Planning Session.
- Commissioner Haney attended meetings for NW Emergency Communications Board; Soil and Water Conservation District; and attended Alternative Learning Center Graduation.
- Commissioner Weyland attended meetings for Juvenile Center Construction Project; Correctional Facility and LEC Construction Update; Beyond the Yellow Ribbon; NW Emergency Communications Board; Greater FM EDC; Moorhead City Council; and Off-Site Planning Session.
- Commissioner Mongeau attended a Soil and Water Conservation District meeting; addressed correspondence for County Administrator position; and attended Off-Site Planning Session and Resilience Training.
- Brian C. Berg attended meetings for Bond Review; Priority of Solid Waste; Construction Engineers; Juvenile Center Construction; Moorhead City Council; an investiture for a new judge; attended the Off-site Planning Session and facilitated the Resilience Training.

The Commissioners and County Administrator extended gratitude to Assistant County Attorney Jenny Samarzja for her years of service at Clay County. Samarzja is leaving her position with the County to pursue another career path at the end of July. She was described as having demonstrated confidence, common sense, flexibility as well as being politically savvy.

Chair Mongeau raised discussion on the current legislative session as it relates to Clay County's need for State funding for a Solid Waste Facility. While the City of Moorhead has recently readjusted their priorities, this project remains the County's number one priority. Mongeau asked to entertain a resolution to confirm the County's stance on their priority. The Commissioners communicated disappointment over the bonding dollars being jeopardized due to Moorhead's recent decision.

On motion by Weyland, seconded by Gross, and unanimously carried, the Board executed the following resolution:

**Resolution 2018-22**

**Resolution to Reaffirm Number One Legislative Priority as  
Transfer Station and Household Hazardous Waste Facility**

**WHEREAS, Clay County has been engaged in legislative work to secure State bonding dollars to help facilitate a Clay County/City of Moorhead Transfer Station and Household Hazardous Waste Facility; and**

**WHEREAS, Clay County's initial investment involved matching a \$600,000 State bonding grant for planning and design; and**

**WHEREAS, the City of Moorhead has secured property for the construction of a Solid Waste Transfer Station, Household Hazardous Waste Facility, Recycling Center, and City Maintenance Facility; and**

**WHEREAS, the County's number one legislative priority for the 2018 session was to secure \$7.3 million in additional State bonding money to assist in the construction of a Transfer Station and Household Hazardous Waste Facility.**

**NOW, THEREFORE, BE IT RESOLVED by Clay County Board of Commissioners that we reaffirm our commitment for our full support of the above project.**

The meeting adjourned at 9:50 a.m.

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Jenny Mongeau, Chair, County Board of Commissioners

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Brian C. Berg, County Administrator