

CLAY COUNTY BOARD OF COMMISSIONERS

8:30 a.m., Tuesday, July 24, 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, Stephen Larson (incoming County Administrator), Assistant County Attorney Jenny Samarzja, and Sr. Administrative Assistant Colleen Eck.

CALL TO ORDER

Chair Mongeau called the meeting to order.

APPROVAL OF AGENDA

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

AGREEMENT OF LOCAL GRANT FUNDING FOR AN EMERGENCY RESPONSE TRAILER FOR PUBLIC HEALTH

By consent agenda, the Board approved an agreement of local grant funding for an emergency response trailer for Public Health.

WIRELESS MAINTENANCE CONTRACT (2018-2019) FOR EMERGENCY MANAGEMENT

By consent agenda, the Board approved a wireless maintenance contract for Emergency Management for 2018-2019.

PERMIT FOR BARNESVILLE BOOSTER CLUB TO CONDUCT SINGLE-DAY OFF-SITE GAMBLING

By consent agenda, the Board approved the single-day off-site gambling permit for the Barnesville Booster Club.

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 Campbell, and unanimously carried, the bills and vouchers (totaling \$787,940.54 from 122 vendors) were approved for payment. From that total, 91 warrants issued were under \$2,000 (\$36,180.83); and the following 31 warrants issued were over \$2,000:

Construction Engineers, Inc.	267,345	BN Northern Santa Fe Railway Co	74,432
CC Trailblazers Snowmobile Club	75,000	Lake Agassiz Regional Library	71,873

Otter Electric LLC	40,362	The Retrofit Companies, Inc.	4,432
Clay County Enviro Health	39,199	Code 4 Services, Inc.	4,211
Klein Mccarthy & Co Ltd.	26,746	Amazon Capital Services	4,137
Marco Technologies LLC	24,390	Otter Tail Public Health	4,110
Turner Sand & Gravel, Inc.	19,238	CDW Government, Inc.	3,979
Cardmember Service - (Sheriff 0547)	13,125	Enterprise FM Trust	3,387
Bytespeed, LLC	10,521	Fremont Industries, LLC	3,343
Mn State Auditor	8,284	Thomson Reuters - West 549780	3,198
Strata Corporation	8,042	New American Consortium	3,000
MN Counties Computer Coop	6,887	Ramsey County Med Exam	2,820
Crow Wing Co Sheriff	6,526	Summit Food Service, LLC - PH	2,808
Lake Region Healthcare Corp	6,000	Green View, Inc.	2,173
Sanford Clinic Fargo Region	5,231	MN IT Services	2,100
Dakota Plains Mechanical, Inc.	4,859		

APPROVAL OF MINUTES FROM JULY 10, 2018

On motion by Gross, seconded by Campbell, and unanimously carried, the Board approved the minutes from July 10, 2018.

AGENDA ADDITION:

Kathy McKay, Public Health Director, and Leslie Witte, Community Health Specialist, were present with a request to fill a vacated position for adolescent outreach.

On motion by Gross, seconded by Campbell, and unanimously carried, the Board approved a request to fill a vacated position for adolescent outreach.

APPOINT/REAPPOINT MANAGER TO BUFFALO-RED RIVER WATERSHED DISTRICT APPOINTMENT TO BUFFALO-RED RIVER DISTRICT BOARD

Terms for appointments/reappointments are every three-years for the Buffalo-Red River Watershed Board of Managers. The term for the position currently filled by Jay Leitch will expire on August 31, 2018. The position was advertised in the Clay County Union (official County paper for 2018) as well as The Forum and persons interested were asked to submit their names for consideration.

Two applicants, Jay Leitch and Chuck Anderson, presented their background information and interest in serving on the Board.

Commissioner Weyland thanked them both for their interest and stated that he supports Mr. Leitch who has just served a partial term. Commissioner Campbell also supported Mr. Leitch to allow him more time on the Board. Commissioner Mongeau noted that she has known Mr. Anderson for a long time and felt he would be an asset to the Board.

On motion by Weyland, seconded by Campbell, and unanimously carried, the Board re-appointed Jay Leitch to serve a three-year term on the Buffalo-Red River Watershed Board of Managers.

RECOMMEND APPOINTMENT TO DIRECTOR OF WEST CENTRAL REGIONAL JUVENILE CENTER

Brian C. Berg, County Administrator, stated that Stephen Larson's position as Director of West Central Regional Juvenile Center opened when he accepted the County Administrator's position. Several applicants were recently interviewed by a small committee including Commissioners Campbell and Weyland. They were very impressed with James O'Donnell who has been a counselor and a supervisor at the Juvenile Center.

On motion by Gross, seconded by Weyland, and unanimously approved, the Board appointed James O'Donnell to Director of West Central Regional Juvenile Center, and to backfill positions in the Juvenile Center as necessary.

REQUEST TO FILL VACANCY FOR BOARD OF ADJUSTMENT MEMBER

Brian C. Berg, County Administrator, stated there is a vacancy on the Board of Adjustment and two applicants submitted letters of interest. The Board of Adjustment reviewed the letters from Ezra Baer and Laura Johnson at their July meeting and concurred that either applicant would be an asset to the Board. Both applicants were raised in Clay County and both serve on township boards. Ms. Johnson could not be at the meeting. Mr. Baer stated he is 32, farms near Hitterdal, and is interested in how the County operates.

On motion by Weyland, seconded by Haney, and unanimously carried, the Board appointed Ezra Baer to complete the remainder of a term on the Board of Adjustment.

RECAP OF 4-H PROGRAMMING AT CLAY COUNTY FAIR

Mitzi Marlin, 4-H Program Coordinator, along with two interns, and three ambassadors from the 4-H Green Team were present to provide the 4-H update from the Clay County Fair. They reported the animal barns and exhibit barns were full. New additions this year included a silent auction for exhibitors and an assigned food stand manager. The activities included STEM programming; day-camp; social media and tech board; a fund raiser; and a comparison done between Clay County, Africa, and New York. Commissioners Mongeau and Gross thanked them for their leadership and coordination at this years' fair.

REQUEST APPROVAL FOR OUT-OF-STATE TRAVEL

Kirk Rosenberger, Solid Waste Manager, requested out-of-state travel for his intern to attend EPA Brownfields Grant Proposal Writing Strategies Workshop in Wisconsin. There is no cost to attend the workshop other than travel expenses.

On motion by Weyland, seconded by Campbell, and unanimously approved, the Board approved the request for out-of-state travel for a Solid Waste intern to attend a workshop in Wisconsin.

Rosenberger extended appreciation to Jenny Samarzja and Brian Berg who are both leaving Clay County at the end of July.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Campbell attended Scheduling Events; Juvenile Center Interviews; Juvenile Center Construction Update; and Law Enforcement and Correctional Facility Construction Update.
- Commissioner Haney attended meetings for Adult Mental Health Local Advisory; MetroCOG Policy Board; and media tours at the new facilities.
- Commissioner Gross attended meetings for Clay County Historical Society; Partnership4Health Audit; and tours of the new facilities.
- Commissioner Weyland attended tours of the new facilities; Juvenile Center Interviews, and a Construction Update.
- Commissioner Mongeau attended meetings for Planning Commission; Interim Planner and Highway Engineers; MetroCOG; Lakeland Mental Health in Detroit Lakes; and tours of the new facilities.
- County Administrator Brian C. Berg attended meetings for Event Planning, Juvenile Center Interviews; Highway Department; Police Chief Interviews; Construction Update; and tours of the new facilities.

Chair Mongeau, along with the other Commissioners, acknowledged County Administrator Brian Berg as he retires from his position after eight years of service to Clay County; and Assistant County Attorney Jenny Samarzja who is leaving Clay County to teach after 14 years of service in the County Attorney's office.

The meeting adjourned at 9:20 a.m.

Jenny Mongeau, Chair, County Board of Commissioners

Stephen Larson, County Administrator