

CLAY COUNTY BOARD OF COMMISSIONERS
Tuesday, August 9, 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 as presented with one agenda addition.

CITIZENS TO BE HEARD

There were no citizens who wished to address the Board.

APPROVAL OF MINUTES FROM JULY 19 AND 26, 2016

On motion by Ingersoll, seconded by Weyland, and unanimously carried, the minutes from July 19 and 26, 2016 were approved as presented.

APPROVE PAYMENT OF BILLS AND VOUCHERS

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

APPROVE RENEWAL OF FAMILY SERVICE CENTER (FSC) LEASE: WEST CENTRAL COMMUNITY ACTION AGENCY, #100, 288 SF, \$13.25 SF, 9-1-2016 TO 8-31-2017

By consent agenda, the Board approved the renewal of a FSC lease for West Central Community Action Agency - 9/1/16 thru 8/31/17.

APPROVAL OF AGREEMENT WITH KATRINA MOUSER TO PROVIDE TRAINING AND CONSULTATION FOR STAFF & COMMUNITY PARTNERS, PRE-APPROVED FUNDING BY WELLNESS COMMITTEE

By consent agenda, the Board approved an agreement with Katrina Mouser to provide training and consultation for staff and community partners.

APPROVAL OF AGREEMENT WITH THE WELCOME PLACE TO PROVIDE APPROVED STRATEGIC FUNDING THRU STATEWIDE HEALTH IMPROVEMENT PROGRAM (SHIP) FOR PURCHASE OF GARDEN SUPPLIES

By consent agenda, the Board approved the agreement with The Welcome Place to provide funding for purchase of garden supplies.

BUFFALO-RED RIVER WATERSHED DISTRICT (BRRWD) ANNUAL REPORT

Bruce Albright, BRRWD Administrator, distributed the 2015 Annual Report and provided a summary of the district's activities and projects. The district was awarded "2015 Partnership of the Year" and "2015 Project of the Year" by the State for the Manston Slough Restoration Project; and was awarded "Watershed District of the Year." The Georgetown Flood Mitigation Project was completed last year and the Oakport Flood Mitigation Project will be completed this fall. The next big restoration project is the Wolverton Creek/Comstock Coulee where there are four to five feet of sediment in some areas. Other projects moving forward are restoring the natural channels of Stony Creek and Whiskey Creek.

The District will be busy with the State's new buffer strip law with 95 systems to cover, including the ditches. The issues include financing, recording the buffers, taking the buffers off the tax roll, and developing uniform enforcement.

Gerald VanAmburg, BRRWD Board Chair, commented on some of the objections the BRRWD Board has concerning the FM Diversion, stating uneasiness with the requirements for easements and for the amount of land in Minnesota that is required for the project.

Commissioners Mongeau and Campbell thanked the District for their projects and for being available and approachable to the citizens. The BRRWD annual fall tour is scheduled for September 8. Notices are forthcoming.

WEST CENTRAL REGIONAL JUVENILE CENTER (WCRJC) 2017 BUDGET REVIEW

Stephen Larson, WCRJC Director, presented the initial 2017 Juvenile Center budget. The 11-County center functions as a 30-bed secure facility as well as a 15-bed non-secure program. The non-secure program expenses come from the County general fund. Sixty-seven percent of their budget is for the secure facility. The facility has experienced an increase of longer stays, more challenging youth, and additional staff hours needed. The new request is 2017 is for a Counseling Position for training new and ongoing employees, satisfying the Department of Corrections (DOC) mandatory training requirements and the Center's attempt to keep staff in their positions longer.

APPROVAL OF WCRJC'S 2017 BED PURCHASING CONTRACT

Stephen Larson, WCRJC Director, requested approval of the annual purchase agreement for the secure program's bed-purchasing cooperative service agreement. The request for 2017 is an increase from seven beds to nine beds with a projected cost of \$83,500 per bed totaling \$751,500.

On motion by Weyland, seconded by Ingersoll, and unanimously carried, the Board authorized a Purchase Agreement for nine secure beds for the WCRJC for 2017, for a total of \$751,500.

REQUEST TO ACCEPT BID QUOTE & MASTER PURCHASE AGREEMENT FROM MOTOROLA CORP. FOR PUBLIC SAFETY RADIO EQUIPMENT

Lt. Bryan Green, Emergency Service Manager and Brian Zastoupil, Red River Regional Dispatch Radio Systems Coordinator, were present, having reviewed the language and pricing in the bid from Motorola Corp. for the ARMER (Allied Radio Matrix for Emergency Response) System. Green noted that there was a reduction in cost for all law enforcement and public safety entities in Clay County by obtaining one bid. The request is to accept the bid and master purchase agreement for the ARMER System from Motorola, Corp. This agreement would allow the departments to purchase their own equipment at a guaranteed unit price that is valid for one year. The equipment programming was incorporated into the price.

On motion by Campbell, seconded by Weyland, and unanimously carried, the Board approved the bid from Motorola Corp. for the ARMER system for law enforcement and other County public safety entities.

REQUEST TO FILL VACATED FTE POSITION FOR DEPUTY RECORDER

DiAnn Streifel, County Recorder, requested approval to fill a vacated FTE position for deputy recorder.

On motion by Ingersoll, seconded by Mongeau, and unanimously carried, the Board approved the request to fill a FTE position for deputy recorder in the Recorder's Office.

REQUEST TO FILL VACATED POSITION FOR FTE CORRECTIONS OFFICER (JAIL)

Justin Roberts, Assistant Jail Administrator, requested approval to replace a FTE corrections officer position. The request is to post the position for the Reintegration Program internally, and to backfill position if needed.

On motion by Weyland, seconded by Ingersoll, and unanimously carried, the Board approved filling a vacated position for a FTE Corrections Officer, and backfilling position if needed.

AGENDA ADDITION: REPLACE HOT WATER HEATING LOOP HEAT EXCHANGER AT FAMILY SERVICE CENTER (FSC)

Joe Olson, Maintenance Supervisor, was present to request replacement of the heating loop for the heat exchanger at the FSC. The equipment replacement was unexpected, but is needed to heat the FSC building and has a six-week lead time. Olson received two quotes with the lowest at \$19,000 from Robert Gibb & Sons.

On motion by Ingersoll, seconded by Weyland, and unanimously approved, the Board approved replacement of the hot water heating loop heat exchanger at the FSC.

APPROVAL OF REQUEST TO APPLY FOR ZONING AMENDMENT OF ACQUIRED
PROPERTIES NORTH OF COUNTY CAMPUS

County Administrator Brian C. Berg noted that rezoning the acquired properties north of the courthouse to institutional zoning will accommodate the campus expansion and allow more flexibility for parking. The first rezoning application is for the west block and rezoning for the east block will follow in about a month.

On motion by Mongeau, seconded by Weyland, and unanimously carried, the Board approved a request to apply for a zoning amendment of acquired properties north of the County campus on the west and east blocks.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSION

- Commissioner Campbell attended the City/County roundtable meeting in Dilworth and assisted with interviews of solid waste consultants for a new transfer station and Household Hazardous Waste Facility. He attended the meeting with the judges concerning cell phones in the courthouse where discussion took place regarding lockers at the entrance as an option for visitor's cell phones.
- Commissioner Mongeau attended the City/County roundtable meeting in Dilworth, Barnesville Area Helpers meeting, and Buffalo Red River Watershed meeting,
- Commissioner Weyland attended the City-County meeting in Dilworth, the meeting with the judges concerning cell phones, and the Restorative Justice Advisory Committee meeting.
- Commissioner Ingersoll attended the Moorhead Planning Commission meeting.
- Commissioner Gross attended the "Night to Unite" events in Dilworth and Hawley, the City/County meeting in Dilworth, a MetroCOG meeting, and a Buffer Zone meeting in Detroit Lakes. He was also present at the dedication of Bearcat Way, and at a Goose Prairie Township meeting where a new mining operation was discussed.
- County Administrator Brian C. Berg attended the City-County meeting in Dilworth, a meeting with the judges concerning cell phones in the courthouse, a meeting with a buyout property owner establishing a lease on one of the purchased properties, a Juvenile Detention budget meeting, a Management Team meeting, and a Diversion Authority Administrators meeting.

Berg noted that the Auditor is requesting two Commissioners for the primary election Canvassing Board for 2 p.m. this Thursday.

On motion by Mongeau, seconded by Ingersoll, and unanimously carried, the Board appointed Ingersoll and Campbell for the Canvassing Board for 2 p.m., Thursday, August 11th.

On motion by Campbell, seconded by Ingersoll, and unanimously carried, the Board approved appointing Brian C. Berg to represent Clay County on the FM Diversion Team for RFQ's for Recommendation for the Public Private Partnership Proposals.

ADJOURN

The meeting adjourned at 10:15 a.m.

Frank Gross, Chair
Clay County Board of Commissioners

Brian C. Berg, County Administrator