

CLAY COUNTY BOARD OF COMMISSIONERS

8:30 A.M., TUESDAY, OCTOBER 9, 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 Stephen Larson, Acting County Attorney Pam Foss, and Sr. Administrative Assistant Colleen Eck.

CALL TO ORDER

Chair Mongeau called the meeting to order.

APPROVAL OF AGENDA

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

CITIZENS TO BE HEARD

Kris Knutson introduced himself as Water Division Manager for Moorhead Public Service (MPS), Erin Larsgaard as legal counsel for MPS, and Bill Schwandt as General Manager for MPS. Knutson stated they are present with respect to the Buffalo Aquifer which is Moorhead's primary water supply in a drought situation. MPS was recently made aware of some conditions concerning the Strata mining site which is just south of several Moorhead wells. An aerial map was provided for the Board. Knutson noted that aggregate and clay materials from the Block 9 project and 20/21 Street project are being dumped at the site along the gravel pit. Their concern is regarding the potential for contamination to the aquifer which would then get into the Moorhead wells. Knutson is aware of the Planning office staff being in transition and has spoken to the Interim Planning Director. Knutson added that MPS does has an easement at another gravel mining site known as the Benedict pit.

Larsgaard added that MPS would like to obtain access to the site as needed; be able to test the material being dumped there; and would like a berm to protect the pit from runoff.

Attorney Jason Lien and Performance Manager Jay Evans were among those present representing Strata Corporation. They informed the Board that the company is in full compliance with their Conditional Use Permit that was issued over 20 years ago. The material coming from the City of Moorhead's 20/21 Street project has already been tested extensively by Braun Intertec. Those reports are available to MPS. The only material coming to this site is the non-contaminated soil and is being used to build up the edge of the East/West township road, just outside the right-of-way. The area has started to erode, and Strata is working with

the township to improve it. The company has met with MPS to try to resolve their issue with the site, but the “sticking point” is an easement. Strata does not own the property and does not support the request for an easement for MPS to access the site because of all the heavy equipment at the site.

Commissioner Campbell encouraged them to continue to work together to find an adequate solution regarding protection of the aquifer and the wells from any contamination. Commissioner Mongeau added that Strata also has an MPCA Stormwater Management Plan that they need to follow at the site.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

On motion by Weyland, seconded by Gross, and unanimously carried, the Board approved bills and vouchers (totaling \$785,640.78 from 174 vendors) were approved for payment. From that total, 140 warrants issued were under \$2,000 (\$53,252.14); and the following 34 warrants issued were over \$2,000:

Construction Engineers, Inc.	\$298,553	Nitzkowski, Inc.	\$5,608
Fitzgerald Construction, Inc.	\$51,537	Clay Co. Public Health (Sheriff)	\$5,440
Regents of U of M	\$50,265	Axon Enterprises, Inc.	\$5,250
Klein McCarthy & Co Ltd.	\$40,545	Douglas County Jail	\$4,714
MEnD Correctional Care, LLC	\$33,532	Galls, LLC – 5287110	\$4,611
Team Lab Chemical Corp	\$31,625	Keller Diesel Service	\$4,401
Houston Engineering, Inc.	\$29,814	SRF Consulting Group, Inc.	\$4,250
Prairie Lakes Solid Waste	\$29,750	Moorhead Public Service	\$4,128
Becker County	\$22,154	Know ink	\$3,840
Dakota Plains Mechanical, Inc.	\$15,951	Homemakers Villa	\$3,272
Turner Sand & Gravel, Inc.	\$15,019	Thomson Reuters	\$3,198
Lake Region Healthcare Corp.	\$11,436	Farmers Coop Oil Co	\$3,178
Community Health Service, Inc.	\$10,900	Mouser/Katrina	\$2,509
City of Fargo	\$8,663	Anjaam Holdings, LLC	\$2,236
Lakes Country Service Coop	\$6,950	Dacotah Paper	\$2,149
Reardon Office Equipment, Inc.	\$6,543	MN IT Services	\$2,140
Medical Pharmacy (SH)	\$6,162	WEX Bank-Hwy	\$2,068

APPROVAL OF MINUTES FROM SEPTEMBER 25, 2018

On motion by Campbell, seconded by Weyland, and unanimously carried, the Board approved the minutes from September 25, 2018.

REQUEST TO REMOVE OLD GENERATOR AND TRANSFER SWITCH AT POWER PLANT

Joe Olson, Building Maintenance Supervisor, presented a request to remove an old generator and transfer switch at the power plant that is rarely used and costs \$4 to \$5 thousand yearly to maintain. It has serviced the power plant, the Family Service Center (FSC), and a portion of the Juvenile Center. The Juvenile Center will be getting their own generator and there is now a

utility loop that runs through the campus. The Detox Center in the FSC has their own battery back-up. If needed, the County could hook up a temporary generator through a contract with Butler Machinery. Olson recommended the lowest quote from Rick's Electric for \$22,250 to remove the old generator and transfer switch.

On motion by Haney, seconded by Campbell, and unanimously carried, the Board approved the request to have Rick's Electric remove the old generator and transfer switch at the power plant and to wire outlets for a temporary generator if needed.

UPDATE ON CONSTRUCTION ENGINEERS GMP CHANGE ORDER #16

Stephen Larson, County Administrator, reviewed Construction Engineers' Change Order #16 for the Correctional Facility Construction Project. Some of the items in the change order had been missed and some are needed due to DOC issues. Larson noted that overall, contingency funds for the project are still in good shape.

On motion by Weyland, seconded by Gross, and unanimously carried, the Board approved Construction Engineers GMP Change Order #16 for \$55,365. The fees will be taken from the contractor's contingency fund and will not change the overall price of the project.

APPROVAL OF RECOMMENDATION TO EMPLOY PLANNING DIRECTOR

Stephen Larson apprised the Board of the interviews that were conducted for a Planning Director position on October 1. The one candidate who really stood out was Hali Durand. She has been offered the position and accepted it with a starting date of October 29. Commissioner Mongeau was on the interview panel and was pleased with the choice for the Planning Director. There was discussion regarding placement on the salary grid and starting benefits due to the position being a department director.

On motion by Gross, seconded by Weyland, and unanimously carried, the Board approved hiring Hali Durand as Planning Director, starting with two weeks-vacation and step 4 on the salary grid. Step 5 will be obtainable after a six months' probation period.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Haney attended a City of Moorhead Planning Commission meeting.
- Commissioner Campbell attended meetings for Highway Tracking and Joint Powers.
- Commissioner Gross attended meetings for Highway Tracking and Board of Adjustment.
- Commissioner Mongeau attended meetings for Cass-Clay Food Systems Joint Powers; Soil & Water Conservation District; MetroCOG Executive Committee; and citizen issues with roads.
- County Administrator Stephen Larson attended meetings for Highway Tracking; County Management; MN County Administrators Conference; and a meeting with Human

Resources and Attorney's Office. Upcoming meeting dates were announced. Discussion ensued regarding an Attorney Service Contract with the City of Moorhead.

The meeting adjourned at 9:36 a.m.

Jenny Mongeau, Chair, County Board of Commissioners

Stephen Larson, County Administrator