

CLAY COUNTY BOARD OF COMMISSIONERS

Wednesday, January 2, 2013

8:30 a.m.

County Board Room – 3rd Floor – Courthouse

District Court Judge Michelle Lawson administered the Oath of Office to newly-elected Commissioner Frank Gross, and re-elected Commissioners Kevin Campbell, Jon Evert, Wayne Ingersoll and Grant Weyland.

MINUTES

The Clay County Board of Commissioners met in regular session with Commissioners Campbell, Evert, Gross, Ingersoll and Weyland present. County Administrator Brian C. Berg, Chief Assistant County Attorney Jenny Samarzja, and Senior Administrative Assistant Vicki Reek were also present.

Newly-elected Commissioner Frank Gross was welcomed to the Board.

APPROVAL OF AGENDA

On motion by Campbell, seconded by Evert, and unanimously carried, the agenda was approved as presented.

CITIZENS TO BE HEARD

There were no citizens present who wished to address the Board.

EMPLOYEE RECOGNITION

The following employees were recognized for their years of service to Clay County: Karen Sauer, Deputy Auditor, Auditor's Office, 25 years; Karen Hellem, Social Worker, Social Services, 20 years; Larry Henry, Landfill Operations Manager, 20 years.

STATE OF THE COUNTY ADDRESS

Chair Weyland presented the State of the County Address, which is included in Attachment "A", and can be viewed on the County's website.

ELECTION OF CHAIR AND VICE CHAIR FOR 2013

On motion by Evert, seconded by Campbell, and unanimously carried, the Board elected Commissioner Wayne Ingersoll as Chair for 2013.

On motion by Evert, seconded by Ingersoll, and unanimously carried, Commissioner Kevin Campbell was elected as Vice Chair for 2013.

The Board expressed their appreciation to Commissioner Weyland for his service as Chair of the Board this past year.

ESTABLISH BOARD OF COMMISSIONERS MEETING SCHEDULE FOR 2013

Discussion took place regarding the County Board meeting schedule for 2013. Commissioner Weyland suggested conducting all meetings at 8:30 a.m., rather than having

the fourth Tuesday meeting at 4:00 p.m. He added that if a citizen requests to meet with the Board later in the day, such a meeting can be arranged with advance notice.

Commissioner Campbell felt the 8:30 a.m. meetings are cost-efficient and productive, but acknowledged that a 4:00 p.m. meeting may be more convenient for citizens to attend. He supported the change and felt the schedule could be changed if there is a need to do so.

On motion by Weyland, seconded by Gross, and unanimously carried, the Board agreed to meet on the first four Tuesdays of each month at 8:30 a.m.

DESIGNATION OF OFFICIAL NEWSPAPER; NEWSPAPER FOR PRINTING OF THE NOTICE AND LIST OF REAL PROPERTY TAXES AND PENALTIES; NEWSPAPER FOR PRINTING OF THE DELINQUENT TAX STATEMENT AND THE FIRST & SECOND PRINTING OF THE FINANCIAL STATEMENT

County Administrator Brian Berg informed the Board that four responses were received for the designation of official newspaper functions (*Barnesville Record Review*, *Clay County Union*, *F-M Extra*, and *Hawley Herald*). He noted that after consultation with the County Attorney's office, it is the opinion that the *FM Extra* does not meet all the qualifications of being a legal newspaper and the County is best served by designating the *Hawley Herald* as the official County newspaper for 2013; the *Barnesville Record Review* as the newspaper for publishing the notice and list of delinquent real property taxes and penalties and the second printing of the Financial Statement; and the *Clay County Union* as the newspaper to publish the first printing of the Clay County Financial Statement.

Commissioner Evert expressed his appreciation for the investigation of this matter.

On motion by Campbell, seconded by Weyland, and unanimously carried, the following resolution was adopted:

RESOLUTION 2013-1

BE IT RESOLVED, that the *Hawley Herald* and the same is hereby designated by the Board of Commissioners of the County of Clay, State of Minnesota, as the official County Newspaper for 2013.

BE IT FURTHER RESOLVED, the *Hawley Herald* will furnish the *Clay County Union* and the *Barnesville Record Review* with copies of all proceedings published by them for the County of Clay, which shall be carried in the *Barnesville Record Review* and the *Clay County Union* at no additional cost to the County.

On motion by Evert, seconded by Gross, and unanimously carried, the following resolution was adopted:

RESOLUTION 2013-2

BE IT RESOLVED, that the *Barnesville Record Review* is hereby designated by the County Board of the County of Clay as the newspaper in which the notice and list of the real property taxes and penalties becoming delinquent on the first Monday in January, 2013, must be published.

On motion by Campbell, seconded by Evert, and unanimously carried, the following resolution was adopted:

RESOLUTION 2013-3

BE IT RESOLVED, that the *Clay County Union* is designated by the Clay County Board of Commissioners to publish the first printing of the Clay County Financial Statement; and the

Barnesville Record Review is designated as the newspaper for printing of the delinquent tax statement and the second printing of the Clay County Financial Statement for the year 2013.

REVIEW OF COMMITTEE APPOINTMENTS

The Board reviewed the list of Committees to which Commissioners are appointed each year.

On motion by Campbell, seconded by Evert, and unanimously carried, Commissioner Gross was appointed to the FM Council of Governments Policy Board, with Commissioner Weyland as Alternate.

The Board will continue to review the Committee appointments at the January 8th meeting.

CLOSED SESSION: LABOR NEGOTIATION STRATEGY

On motion by Weyland, seconded by Evert, and unanimously carried, the meeting was closed at 9:40 a.m. for labor negotiation strategy and discussion of two specific labor matters.

On motion by Weyland, seconded by Gross, and unanimously carried, the meeting reopened at 11:00 am.

On motion by Evert, seconded by Campbell, and unanimously carried, the Board approved the Detox labor contract as written for the years 2013-2015, with a 2% wage increase for 2013 and 2014, and wage re-opener for 2015.

APPROVAL OF BILLS AND VOUCHERS

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

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE

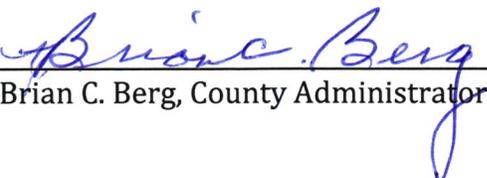
County Administrator Brian Berg reminded the Board of the Intergovernmental Retreat to be held January 25, 2013.

ADJOURN

The meeting adjourned at 11:10 a.m.



Wayne Ingersoll, Chair
Clay County Board of Commissioners



Brian C. Berg, County Administrator

Clay County, MN State of the County Address – January 2, 2013

On behalf of the Board of Commissioners and the Staff of Clay County, I am pleased to present this State of the County address to the citizens of Clay County. In this report I will review the Mission of Clay County Government, highlights of the activities, issues and projects implemented in 2012, and provide an overview of issues and expectations for the year 2013. The text of this message can also be found on the Clay County website homepage: "State of the County Address – January 2, 2013".

MISSION OF CLAY COUNTY GOVERNMENT

Clay County is dedicated to providing services to the public in an efficient, responsible and professional manner. Services will be delivered in a caring, humane environment.

Clay County is dedicated to providing a work environment where we respect the dignity, and recognize the merit of each individual employee.

Clay County is committed to a policy of open government.

State Recognition for Employees: We know we have some of the greatest employees in County government, but it is nice when others recognize them as well. In 2012, Lt. Bryan Green was selected as the Disaster Emergency Preparedness Director of the Year by his state organization; Julie Savat, our Jail Administrator, was chosen the Jail Administrator of the Year for Minnesota; and Michelle Lawson, with the County Attorney's Office, was appointed a State District Judge by Governor Dayton.

2013 Operating Budget and Tax Levy: On December 18, 2012, the County Board of Commissioners adopted the Annual Operating Budget and the Tax Levy for the year 2013. The total expenses for 2013 are estimated at \$62,336,905. The revenue sources necessary to cover these expenses include \$24.3 million in property tax levy, State Aids, numerous grants, service fees, etc. The \$24.3 million in property tax represents a 3.83% increase over the 2012 tax levy. In addition, the net growth in tax base was a 1% increase in property valuations due to new construction.

Assessor's Office: We are proud to announce the appointment of a new County Assessor for Clay County. Nancy Gunderson comes to us from the Moorhead City Assessor's Office, and prior to working at the City, Nancy worked for the County in several capacities. We are very happy to have her on board.

Economic Development Study: Plans are in place for the County Board to appoint a committee to study the Economic Development Authority needs of Clay County. The committee will have 90 days to make recommendations to the Board.

Participation in the Metro Flood Protection Study: In 2012 Clay County continued its participation in the Metro Flood Protection Study being conducted by the U.S. Army Corps of Engineers. We joined with other units of local government in the Fargo-Moorhead metropolitan area to support the North Dakota Diversion Channel as the best option for providing permanent flood protection for our metropolitan area. During the past few months the officials from the U.S. Army Corps of Engineers have worked diligently to study the upstream impacts of the proposed project and ways to mitigate these impacts. In 2013 we will continue to work with the officials at the Army Corps of Engineers, our State Legislators, and our Congressional Delegates toward completion of the Metro Flood Study and securing the non-federal match for the North Dakota Flood Diversion project which is estimated to cost \$1.8 billion. Clay County is particularly concerned about effects of upstream flooding and will continue to work diligently to reduce the effects on our residents.

Highway Department: 2012 proved to be a very busy year for Highway construction projects in Clay County. The main projects completed in 2012 included:

- Grading and a new bridge over the Buffalo River on CSAH 19 north of Glyndon
- 3rd & 4th phases of the Oakport Flood Mitigation project (Joint project)
- Reconstruction of two large parking lots on the Courthouse campus
- Bituminous paving for CSAH 8, seven miles south of Moorhead

Projects proposed for 2013 include the following:

- Joint project with MnDOT and the City of Hawley to re-align the intersection at CSAH 31/33 & TH 10 to include a traffic signal

- Selling of bonds to fund Highway Construction projects. Bond sale will be \$10.9 million and total construction package to be just under \$17 million.

Social Services: Demands for services remain high in Social Services. This past year Clay County Social Services and two neighboring counties have invested in a solution called Case Works. This is an Electronic Document Management System developed to assist in administering numerous state and federal public assistance programs. Social Services and the Jail have been working to increase accessibility of mental health services to jail inmates. Also, Social Services, Public Health, the Jail, Veterans Services and community providers continue to provide Reintegration Advanced Planning (RAP) services to inmates at the jail in an effort to assist the inmate in a successful transition back into the community and prevent further crime resulting in jail recidivism. They continue to strive for greater efficiency in:

- In-home family based services
- Supervised child visitations
- Chemical dependency treatment
- Community evaluations
- Commitments/Hold-orders for Mental Health and Sex offenders
- Day training and habilitation
- Out of home placements
- Contracted provider rate increases
- MnCare Premium elimination

Public Health: Along with other County departments, Public Health approached both the Minnesota and North Dakota legislative sessions for the purpose of changing laws which will enhance the Detox Center to serve clients from both sides of the river, freeing up expensive hospital beds. We are pleased to announce we are currently securing a contract with North Dakota to offer Detox services.

Food, Beverage & Lodging inspections for the City of Moorhead are now being handled by Clay County. This is a fee based service with no additional cost to County residents.

Public Health has been engaged with three other counties studying ways to more efficiently deliver Public Health services.

Solid Waste Management: Activities to continue for 2013 include the following:

- Assessing the collected methane gas for conversion to electrical energy.
- Pursuing regional opportunities and alternatives to landfilling.
- Revamping and expanding recycling, reuse, materials exchange, and composting programs.
- The County completed construction of a new three and one-half acre cell at the Landfill, which will provide the County with sufficient waste capacity for the next five years.
- The County received Minnesota Pollution Control Agency approval of its Solid Waste Management Plan ten-year update.

Zoning: Our Zoning Department has been very active with the following:

- Completed Floodplain maps
- Completion of Flood Buyout Projects – Acquired a total of 41 flood prone properties.
- Lakeswind Project in Southeastern Clay County

Sheriff's Office: Possibly our most visible County department is our Sheriff's Department. Sheriff Bergquist keeps high visibility representing all of us in various Public Safety functions. He manages:

- County Jail and compliance with Department of Corrections standards. We have made continuous updates to the Jail but more will be required in future years. We continue to transport more prisoners and the costs rise. At some point a new Jail will be needed.
- Highly visible road deputies
- Criminal investigations
- Court Security
- All Civil Process
- Flood issues
- Other natural and manmade concerns
- Fire investigations

Review of Long Range Capital Improvement and Repair Needs: The County Board received a proposal from the Administration Department outlining the need for repair and maintenance of various buildings owned by Clay County. The intent was to incorporate the scope of building repairs and project costs into a

long term program to ensure that all County buildings continue to be maintained in optimum condition in future years. These are some of the projects completed in 2012:

- Replacement of windows and reroofing of Family Service Center
- Replacement of heating plant Cooling Tower
- Seal coating or rebuilding of parking lots (Courthouse, Law Enforcement Center, Family Service Center)
- Replacement/Repair of Courthouse, Jail and Motor Vehicle building roofs
- Replace/upgrade of various heating/cooling control systems
- Jail received new plumbing

West Central Regional Juvenile Center: The West Central Regional Juvenile Center, which offers secure and non-secure programming to both male and female youth between the ages of 11-18, added to its continuum of care in 2012. In June the Center began a treatment program for adolescents who have sexually offended. This 22 week program was established to address the needs of those youth who meet the criteria for a low and/or moderate level treatment. This program allows the youth to receive the necessary treatment in closer proximity to their families and at a lower cost than what had been previously offered through other agencies. Other services provided at the facility include: residential treatment programs, chemical dependency treatment, 30 day evaluations and secure detention services.

The Recorder's Office: The Recorder's Office now electronically records approximately 25% of their real estate documents. This is an increase due to the acceptance of electronic Certificates of Real Estate Value through the MN Department of Revenue. The Recorder's Office piloted an automated Torrens Property system that has greatly increased efficiency.

Veterans Service Program: \$14.3 million in revenue was brought into Clay County in 2011 by the various benefits provided to veterans. This amount does not include revenue brought into medical facilities by veteran visits.

Moorhead has been designated a Beyond the Yellow Ribbon City, which indicates an awareness for the purpose of connecting service members and their families with community support, training, services and resources.

“Project Homeless Connect” continues and is held twice annually in the metro area, providing homeless veterans with information on various necessary services.

The District Court is exploring the possibility of creating a Veterans Court in Clay County, similar to Drug Court. Veterans Court would help eliminate recidivism by the veteran taking responsibility for their crime and completing a treatment plan.

Annual Audit of County Finances: In December 2012, the Minnesota State Auditor’s Office presented its report on the Annual Audit of Clay County’s accounts for the year ending on December 31, 2011. As part of the audit, the State Auditor’s staff reviews the County’s revenues, expenditures, investment practices, internal control procedures, and adherence to generally acceptable accounting principles. In the issuance of this Audit Report, the State Auditor has issued an “unqualified opinion” of the County’s financial statements, meaning that in the opinion of the State Auditor, Clay County’s financial statements conform with the applicable accounting standards.

In closing, the Clay County Board of Commissioners is committed to the delivery of services in an efficient, cost-effective and professional manner. We place a high priority on open communications with our citizens and we welcome your input. Please feel free to contact any of the County Commissioners or County Administration if you would like to share your feedback or suggestions. Our contact information is listed on the County website.

Thank you and have a great year!

Grant Weyland
Chair
Clay County Board of Commissioners