

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, February 19, 2013

8:30 a.m.

County Board Room – 3rd Floor – Courthouse

MINUTES

The Clay County Board of Commissioners met in regular session with Commissioners Campbell, Evert, Gross, and Ingersoll present. Commissioner Weyland was absent. County Administrator Brian C. Berg, Chief Assistant County Attorney Jenny Samarzja, and Administrative Assistant Colleen Eck were present.

APPROVAL OF AGENDA

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

CITIZENS TO BE HEARD

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

APPROVAL OF RECOMMENDATION TO CARRY-OVER UNEXPENDED 2012 FUNDING FOR CITY RECYCLING/COMPOSTING ACTIVITIES INTO 2013 SOLID WASTE REVENUE FUND

By consent agenda, the Board approved carrying over approximately \$4000-\$5000 in unexpended 2012 funding for city recycling/composting activities into the 2013 Solid Waste Revenue Fund.

APPROVAL OF REQUEST TO CHANGE THE DATE FOR THE COUNTY BOARD OF APPEAL AND EQUALIZATION TO COMPLY WITH STATE LAW

By consent agenda, the Board approved changing the date of the County Board of Appeal and Equalization to June 18, 2013, 6:30 p.m., to comply with State law.

UPDATE: CLAY COUNTY SENIOR SERVICES

Mr. Dale Rollie, Lakes Country Service Cooperative, reviewed a handout with the Board depicting the various services provided to seniors in the nine county area. He described the services provided by the County's annual investment in the Senior Program: Nutritional Assistance Program for Seniors, Registered State Health Insurance Assistance Program counselor, Core Body of Knowledge, Senior Linkage Line, Medicare Part D plans, Medicare Health Plans and Supplements, Prescription Assistance Program, Liaison for Senior Citizen groups in Clay County, Direct collaboration with Social Services & Public Health, and Group Cares.

UPDATE: SHERIFF'S DEPARTMENT PROGRAMS

Jail Administrator Julie Savat updated the Board regarding the Sentence to Service program which is a work program for inmates, designed to reduce their fines while in custody. The County contracts with the MN Department of Corrections, and the value of the work provided far exceeds the County's investment. Typical work provided includes DNR projects, work on local churches, clearing ditches and accesses, helping with flood

emergencies, upkeep at the Fairgrounds, etc. A similar program, funded solely by the County, is the Work Release program.

Ms. Savat stated that the MN Department of Corrections has advised that it will reduce the Clay County Jail bed count by six in 2014. The 2014 budget will include a request for boarding fees for those lost beds. Another request will be for a full time staff person to handle overcrowding and assist with transports.

Chief Deputy Sheriff Matt Siiro informed the Board of a plan to apply for grant funds for a shared resource officer for the Hawley and Ulen-Hitterdal School districts.

Chief Deputy Sheriff Siiro advised the Board that the current firearms range is being encroached upon by population, thus a search is taking place for an alternate site.

APPROVAL OF LABOR CONTRACTS

Human Resources Director Darren Brooke presented labor contracts for County Board approval, as follows:

- Highway - 2% wage increase for 2013; re-opener for 2014
- Building Maintenance - 2% increase for 2013; re-opener for 2014
- Lieutenants - 2% increase for 2013 & 2014; re-opener for 2015

Commissioner Campbell commented that establishing a 2014 wage increase for the Lieutenants will likely set the bar for other labor contract employees, as well as employees not a part of unions.

On motion by Evert, seconded by Campbell, and unanimously carried, the Board authorized execution of the Highway and Building Maintenance Memorandum of Understanding, and the Lieutenants contract as described above.

REQUEST AUTHORIZATION FOR EQUIPMENT/REPAIR PROJECTS

On motion by Campbell, seconded by Gross, and unanimously carried, the Board approved an expenditure of approximately \$35,000 to repair the sewer drainage in the north end of the Courthouse; and replacement of the Courthouse cooling tower basin per a quote of \$16,370 (galvanized basin from Grants Mechanical).

APPROVAL OF MnDOT TRAFFIC CONTROL SIGNAL AGREEMENT NO. 03084 FOR CSAH 31/33 PROJECT IN HAWLEY

County Engineer David Overbo presented an agreement which spells out the long term operation and management for the new traffic signal in Hawley and details responsibilities between the State, County and the City of Hawley.

On motion by Gross, seconded by Evert, and unanimously carried, the Board adopted the following resolution approving execution of MnDOT Traffic Control Signal Agreement No. 03084 for the CSAH 31/33 project in Hawley:

RESOLUTION 2013-14

IT IS RESOLVED, that Clay County enter into Mn/DOT Agreement No. 03084 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for maintenance by the County and City of Hawley of the traffic control signal construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 10 at CSAH 33/31 within the corporate limits of the City of Hawley under State Project No. 1401-168 (T.H. 10=002).

IT IS FURTHER RESOLVED, that the County Board Chair and the County Administrator are authorized to execute the Agreement and any amendments to the Agreement.

APPROVAL TO ADVERTISE FOR COUNTY ROAD BITUMINOUS PAVING PROJECTS

On motion by Evert, seconded by Campbell, and unanimously carried, the Board approved advertising for several bituminous paving projects (SAP 14-602-28, SAP 14-617-08, SAP 14-619-17, SAP 14-631-23 and CP 14-611-04), to be opened March 26, 2013 at 10:00 a.m. These projects, estimated at \$4.9 million, will be conducted utilizing recently approved Bond funds.

**APPROVAL OF FINAL DOCUMENTS FOR SAP 14-599-83 BRIDGE REMOVAL PROJECT
IN VIDING TOWNSHIP**

On motion by Evert, seconded by Gross, and unanimously carried, the Board approved final documents for the bridge removal project in Viding Township conducted by Landwehr Construction in the amount of \$16,442.50. The original bid was \$19,642.50.

**APPROVAL OF PROPOSED PARCEL SWAP WITH THE CITY OF MOORHEAD
FOR LEVEE CONSTRUCTION**

County Engineer David Overbo and Mike Love, Houston Engineering, were present to discuss a request from the City of Moorhead to swap two Clay County parcels with two City owned parcels for the construction of a levee along the west side of 9th Street behind the Law Enforcement Center. As part of the levee construction, the City will also construct and pave a new parking lot for the County to mitigate the current one that will be lost as it will be on the wet side of the proposed levee. The City Engineer has met with the Sheriff's Department, Building Maintenance, and Highway Department staff, and the proposed plan is acceptable to all parties.

Planning & Environmental Programs Director Tim Magnusson reported that FEMA must approve a change of ownership of property acquired by FEMA funds.

On motion by Evert, seconded by Campbell, and unanimously carried, the Board approved the proposed swap of land as described above, contingent upon County Attorney's office review of the necessary documents.

SNOW STORM REPORT

County Engineer David Overbo reported on the recent snow storm which dropped approximately 20" of snow on areas of Clay County. The Board expressed their appreciation to the Highway department staff and drivers for their work in clearing the roads as quickly and efficiently as possible.

APPROVAL OF BILLS AND VOUCHERS

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

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE

Commissioner Evert attended the AMC Board of Directors meeting.
Commissioner Campbell attended two F-M Flood Diversion meetings.

Commissioner Gross attended a recent Drug Court session, "Speed Date Clay County", Soil & Water Conservation District meeting, and Agassiz Recreational Trails meeting.

Commissioner Ingersoll attended the Personnel Issues Committee meeting.

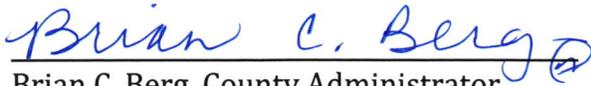
County Administrator Brian C. Berg informed the Board that the Goal Setting session originally scheduled for February 21st must be postponed to a yet-to-be-determined date. Mr. Berg attended the Moorhead Business Association meeting to provide an update on County services and activities. LEAN training will take place in the Motor Vehicle Department in March. Mr. Berg attended meetings regarding the F-M Flood Diversion, Post Employment Benefits, Housing & Redevelopment Authority's interest in assisted living options for Clay County, and Personnel Issues Committee.

ADJOURN

The meeting adjourned at 9:45 a.m.



Wayne Ingersoll, Chair
Clay County Board of Commissioners



Brian C. Berg, County Administrator