

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, April 2, 2013

8:30 a.m.

County Board Room – 3rd Floor – Courthouse

MINUTES

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

APPROVAL OF AGENDA

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

APPROVAL OF OUT OF STATE TRAVEL FOR PUBLIC HEALTH PERSONNEL

By consent agenda, the Board approved out of state travel for the Emergency Preparedness Coordinator to attend an Incident Command System train-the-trainer course, in Anniston, Alabama, May 6-9, 2013, with all expenses paid by FEMA.

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: Anna Amaya, Office Support Specialist, Social Services, 20 years; Christina Baquera, Support Enforcement Aide, Social Services, 20 years; Susan Roll, Fiscal Supervisor I, Auditor's Office, 20 years; Scott Steffes, Deputy, Sheriff's Department, 20 years; and David Sunde, Deputy, Sheriff's Department, 15 years.

The Board recognized Kent Severson, Clay County Sanitarian, who received the White-Hartman Award for his actions at a car fire that resulted in the saving of a life.

APPROVAL OF MINUTES OF MARCH 19 & 26, 2013 MEETINGS

On motion by Evert, seconded by Gross, and unanimously carried, the minutes of the March 19 & 26, 2013 County Board meetings were approved as presented.

UPDATE: SPRING FLOOD OUTLOOK

Lt. Bryan Green, Emergency Services Director, informed the Board that the greatest flood threat to Clay County this spring is likely overland flooding. He has conducted preparation meetings with department heads, communities, Minnesota National Guard, etc. The Highway Department will be clearing the ditches along CR 93, near Felton and Comstock for better water flow.

A policy regarding testing of wells will be discussed at a later date if that service becomes necessary.

REQUEST TO FILL ASSISTANT JAIL ADMINISTRATOR POSITION

On motion by Weyland, seconded by Evert, and unanimously carried, the Board approved filling the Assistant Jail Administrator position which will become vacant due to resignation, effective April 26, 2013, and if the position is filled from within, approval was granted to fill the vacated position. The Assistant Jail Administrator position is part of the approved MN Department of Corrections staffing plan.

REQUEST TO FILL COMMUNITY TRANSFORMATION GRANT/STATEWIDE HEALTH IMPROVEMENT PROGRAM MANAGER POSITION

On motion by Evert, seconded by Campbell, and unanimously carried, the Board approved filling the Community Transformation Grant/Statewide Health Improvement Program Manager position, which is grant funded. The current Program Manager has taken the Community Liaison Project Manager position.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE

Commissioner Evert attended meetings regarding Early Childhood Education needs, Solid Waste Advisory Committee, and Lakes and Prairies Community Action Partnership.

Commissioner Campbell attended the Solid Waste Advisory Committee meeting. He commented that the FM Diversion Board will soon make a decision on the future protection of Oxbow, Hickson, and Bakke addition.

Commissioner Gross attended the Viding Township meeting and the Family Healthcare meeting.

Commissioner Weyland attended the Public Health Emergency Preparedness meeting.

Commissioner Ingersoll attended the Lakes and Prairies Community Action Partnership meeting.

County Administrator Brian Berg attended the Solid Waste Advisory Committee meeting, Departmental Flood Preparation meeting, and meetings regarding possible relocation of the Motor Vehicle department to the Family Service Center.

CAMPUS IMPROVEMENT COMMITTEE

On motion by Evert, seconded by Weyland, and unanimously carried, the Board appointed Commissioner Ingersoll to the Campus Improvement Committee, with payment of per diem and mileage paid for attendance at the meetings.

AMC REQUEST FOR RESOLUTION REGARDING TRANSPORTATION FINANCING

On motion by Evert, seconded by Campbell, and unanimously carried, the Board adopted the following resolution in support of Legislation to increase the State gasoline tax for transportation purposes:

RESOLUTION 2013-25

WHEREAS, Minnesota Counties have had to rely increasingly on the property tax to maintain roads and bridges; and

WHEREAS, the annual funding gap for counties has resulted in deferring basic maintenance, delaying expansion projects with resulting safety concerns, mounting congestion, and missed economic growth for businesses and commuters; and

WHEREAS, the rural road networks in the state should be adequate to bring goods to market;
and

WHEREAS, transportation-related jobs put over \$2.8 million in the pockets of Minnesotans and generated almost \$195 million in income tax revenue in 2011; and

WHEREAS, according to the Federal Highway Administration (FHWA) every \$1 billion invested in highway construction would support approximately 27,800 jobs; and

WHEREAS, the overall transportation and transit needs for Minnesota exceed \$2.5 billion dollars per year for the next twenty years; and

WHEREAS, transportation funding comes primarily from user fees and are constitutionally dedicated to transportation purposes; and

WHEREAS, the State Legislature should be encouraged to increase the State gasoline tax for transportation purposes; and

WHEREAS, the wheelage fee for transportation should be an option for all county boards to implement to meet their specific county needs; and

WHEREAS, a comprehensive transportation solution should include funding for roads, bridges and transit, and address the varying needs in different parts of the state;

NOW, THEREFORE, BE IT RESOLVED, that the Clay County Board of Commissioners encourages the Minnesota Legislature to pass and the Governor to sign a bill that brings adequate funding to Minnesota's statewide transportation system.

MINNESOTA AERIAL IMAGERY PROJECT

GIS Coordinator Mark Sloan requested the Board's approval to execute a Joint Powers Agreement with the State of Minnesota for an aerial imagery collection project in Northwest Minnesota. This project will collect 1 foot resolution color imagery for all of Clay County. Currently the best county-wide imagery available is 1 meter imagery collected in 2010. This high resolution photography is one of the most useful data sets for GIS users. Clay County's share of the project, \$31,090.93 was included in the approved 2013 budget.

On motion by Weyland, seconded by Campbell, and unanimously carried, the Board authorized execution of the Joint Powers Agreement with the State of Minnesota for collection of aerial imagery as described above.

ACQUISITION OF WILDLIFE MANAGEMENT AREA

Mr. Don Schultz, Area Wildlife Manager, DNR, informed the Board that Pheasants Forever has received a grant to purchase a 40 acre parcel in the NE ¼ NE ¼ Section 33 Skree Township, which they intend to turn over to the State to become part of the Janssen Wildlife Management Area (WMA). The land would be open to the public for hunting and other wildlife related activities. The DNR does not know what the annual payment in lieu of taxes would be, however payment for other WMA lands in the county averaged \$7.83 per acre for the last year.

On motion by Evert, seconded by Weyland, the following resolution was adopted, with Commissioner Gross abstaining from the vote.

RESOLUTION #2013-24 REVIEW OF PROPOSED STATE WILDLIFE LAND ACQUISITION

In accordance with Minnesota Statutes 97A.145 Subd. 2, the Commissioner of the Department of Natural Resources on April 2, 2013 provided the County Board and the appropriate town officers with a description of lands to be acquired by the State of Minnesota for water and wildlife conservation purposes.

Lands to be acquired are described as follows:

NENE ¼ of Section 33, T. 138 N. R. 45 W. (Skree Township)

IT IS HEREBY RESOLVED, by the Board of County Commissioners of Clay County on April 2, 2103, that the State's proposed acquisition of the above described property be approved.

2012 YEAR END FINANCIAL REPORT

County Administrator Brian C. Berg reviewed the expense and revenue reports for the year ending 2012 (See Attachment "A"). He reported that revenues exceeded expenses in every area. Mr. Berg reported that the fund balances have improved in every area, due to a combination of good management efforts by staff, improving economy, and asset contributions.

BID OPENING: COUNTY ROAD 100 RECONSTRUCTION PROJECT/GEORGETOWN

County Engineer David Overbo opened and read sealed bids for the County Road 100 Reconstruction project in Georgetown, as follows:

| | |
|----------------------------|--------------|
| Central Specialties | \$400,936.80 |
| Northern Improvement Co. | \$430,271.35 |
| H & S Contracting Inc. | \$433,060.34 |
| Knife River Materials (MN) | \$434,855.85 |
| Gordon Construction | \$454,261.75 |
| Sellin Brothers Inc. | \$469,693.25 |
| Mark Sand & Gravel Co. | \$525,731.60 |

On motion by Campbell, seconded by Evert, and unanimously carried, the Board awarded the County Road 100/Georgetown Reconstruction project to the apparent low bidder, Central Specialties, for their bid of \$400,936.80, contingent upon there being no errors in the tabulation of bids.

UPDATE REGARDING ACTIVITIES IN THE WILD RICE WATERSHED DISTRICT

Wild Rice Watershed District (WRWD) representatives (Kevin Ruud, Administrator; Duane Erickson, Manager; and John Austinson, Manager) were present to update the Board regarding activities in the WRWD. The group discussed recent projects which have created approximately 5150 acre feet of storage, the need to negotiate with land owners for additional retention sites, the fact that the Upper Becker Dam project is not moving forward due to an appeal, the need for approval from the Corps of Engineers for the Moccasin Creek operation plan (hold water longer and release slower), and the ring dikes which have been built in the WRWD.

APPROVAL TO PAY BILLS AND VOUCHERS

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

RECESS

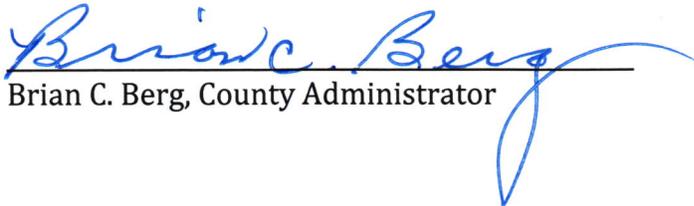
The Board recessed to tour the current Motor Vehicle Department site for possible relocation to the FSCCC space formerly occupied by Motivation, Education & Training (MET).

ADJOURN

The meeting adjourned at 11:15 a.m.



Wayne Ingersoll, Chair
Clay County Board of Commissioners



Brian C. Berg, County Administrator

**GOVERNMENTAL FUNDS
YTD ENDING December 31, 2012**

| | General | Road and Bridge | Social Services | Building | Public Health | Solid Waste | FSCCC | Juvenile Detention | Internal Service |
|---|----------------------|----------------------|----------------------|------------------|---------------------|----------------------|---------------------|---------------------|---------------------|
| Revenues | | | | | | | | | |
| Taxes | \$ 11,611,633 | \$ 3,051,762 | \$ 6,446,461 | \$ 39,743 | \$ - | \$ 1,147,747 | \$ - | \$ - | \$ - |
| Licenses and permits | 60,297 | 73,632 | - | - | 150,433 | 705 | - | - | - |
| Intergovernmental | 4,457,586 | 6,625,284 | 10,354,315 | 10,359 | 1,549,288 | 155,730 | - | 13,662 | - |
| Charges for services | 1,949,573 | 501,267 | - | - | 2,018,480 | 1,190,468 | 186,451 | 1,827,608 | 1,066,991 |
| Fines and forfeits | 7,004 | - | - | - | 3,017 | - | - | - | - |
| Interest on investments | 117,488 | 530 | - | - | 1 | 6,269 | - | (3,249) | - |
| Miscellaneous | 1,099,070 | 157,421 | 899,794 | - | 17,471 | 7,817 | 1,143,128 | 126,245 | 233,961 |
| Transfers in | 100,000 | - | - | - | 686,483 | - | 349,667 | 232,038 | - |
| Total Revenues | \$ 19,402,652 | \$ 10,409,896 | \$ 17,700,571 | \$ 50,101 | \$ 4,425,173 | \$ 2,508,737 | \$ 1,679,247 | \$ 2,196,303 | \$ 1,300,952 |
| Expenditures | | | | | | | | | |
| Current | | | | | | | | | |
| General government | \$ 6,952,133 | \$ - | \$ - | \$ 19,701 | \$ - | \$ - | \$ 1,485,156 | \$ - | \$ 99,320 |
| Public safety | 8,366,389 | - | - | - | - | - | - | 2,052,892 | 863 |
| Highways and streets | - | 8,632,652 | - | - | - | - | - | - | 26,376 |
| Sanitation | - | - | - | - | - | 1,818,182 | - | - | - |
| Human services | - | - | 16,383,388 | - | - | - | - | - | - |
| Health | 197,205 | - | - | - | 4,401,227 | - | - | - | - |
| Culture and recreation | 442,263 | - | - | - | - | - | - | - | 1,006 |
| Conservation | 503,606 | - | - | - | - | - | - | - | - |
| Economic development | 127,669 | - | - | - | - | - | - | - | - |
| Unallocated | 597,473 | - | - | - | - | - | - | - | 1,000,367 |
| Debt service | | | | | | | | | |
| Principal retirement | - | - | - | - | - | - | - | - | - |
| Interest | - | - | - | - | - | - | - | - | - |
| Transfers Out | 1,172,009 | - | - | - | - | - | - | - | - |
| Total Expenditures | \$ 18,358,747 | \$ 8,632,652 | \$ 16,383,388 | \$ 19,701 | \$ 4,401,227 | \$ 1,818,182 | \$ 1,485,156 | \$ 2,052,892 | \$ 1,127,931 |
| Excess of Revenues Over (Under) Expenditures | \$ 1,043,905 | \$ 1,777,244 | \$ 1,317,183 | \$ 30,401 | \$ 23,945 | \$ 690,554 | \$ 194,091 | \$ 143,411 | \$ 173,021 |
| Contributed Capital | | | | | | | | | |
| Fund Balance - January 1 | 7,642,705 | (2,301,140) | 6,981,179 | 32,000 | 1,764,898 | 11,132,619 | 1,773,354 | 1,034,728 | 5,607,103 |
| Fund Balance - December 31 | \$ 8,686,610 | \$ (523,896) | \$ 8,298,362 | \$ 62,401 | \$ 1,788,843 | \$ 11,823,173 | \$ 3,168,955 | \$ 1,178,139 | \$ 5,780,124 |

GOVERNMENTAL FUNDS
YTD ENDING December 31, 2012

| Road and Bridge | Social Services | Building | Public Health | Solid Waste | FSCCC | Juvenile Detention | Internal Service | Debt Service | Total | All Other Funds |
|--------------------|----------------------|------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|----------------------|---------------------|
| 3,051,762 | \$ 6,446,461 | \$ 39,743 | \$ - | \$ 1,147,747 | \$ - | \$ - | \$ - | \$ 615,981 | \$ 22,913,328 | \$ 1,168,255 |
| 73,632 | - | - | 150,433 | 705 | - | - | - | - | 285,066 | - |
| 6,625,284 | 10,354,315 | 10,359 | 1,549,288 | 155,730 | - | 13,662 | - | 70,476 | 23,236,700 | (63,827) |
| 501,267 | - | - | 2,018,480 | 1,190,468 | 186,451 | 1,827,608 | 1,066,991 | - | 8,740,839 | 13,530 |
| - | - | - | 3,017 | - | - | - | - | - | 10,021 | - |
| 530 | - | - | 1 | 6,269 | - | (3,249) | - | - | 121,038 | 2,429 |
| 157,421 | 899,794 | - | 17,471 | 7,817 | 1,143,128 | 126,245 | 233,961 | 44,431 | 3,729,339 | (4,529) |
| - | - | - | 686,483 | - | 349,667 | 232,038 | - | - | 1,368,188 | 2,516,277 |
| 10,409,896 | \$ 17,700,571 | \$ 50,101 | \$ 4,425,173 | \$ 2,508,737 | \$ 1,679,247 | \$ 2,196,303 | \$ 1,300,952 | \$ 730,888 | \$ 60,404,519 | \$ 3,632,136 |
| - | \$ - | \$ 19,701 | \$ - | \$ - | \$ 1,485,156 | \$ - | \$ 99,320 | \$ - | \$ 8,556,309 | \$ 1,049,141 |
| - | - | - | - | - | - | 2,052,892 | 863 | - | 10,420,144 | - |
| 8,632,652 | - | - | - | - | - | - | 26,376 | - | 8,659,027 | - |
| - | - | - | - | 1,818,182 | - | - | - | - | 1,818,182 | - |
| - | 16,383,388 | - | - | - | - | - | - | - | 16,383,388 | - |
| - | - | - | 4,401,227 | - | - | - | - | - | 4,598,432 | - |
| - | - | - | - | - | - | - | 1,006 | - | 443,269 | - |
| - | - | - | - | - | - | - | - | - | 503,606 | - |
| - | - | - | - | - | - | - | - | - | 127,669 | - |
| - | - | - | - | - | - | - | 1,000,367 | - | 1,597,840 | - |
| - | - | - | - | - | - | - | - | 473,136 | 473,136 | - |
| - | - | - | - | - | - | - | - | 171,402 | 171,402 | - |
| - | - | - | - | - | - | - | - | - | 1,172,009 | - |
| 8,632,652 | \$ 16,383,388 | \$ 19,701 | \$ 4,401,227 | \$ 1,818,182 | \$ 1,485,156 | \$ 2,052,892 | \$ 1,127,931 | \$ 644,538 | \$ 54,924,413 | \$ 1,049,141 |
| 1,777,244 | \$ 1,317,183 | \$ 30,401 | \$ 23,945 | \$ 690,554 | \$ 194,091 | \$ 143,411 | \$ 173,021 | \$ 86,350 | \$ 5,480,106 | \$ 2,582,994 |
| - | - | - | - | - | 1,201,510 | - | - | - | 1,201,510 | - |
| (2,301,140) | 6,981,179 | 32,000 | 1,764,898 | 11,132,619 | 1,773,354 | 1,034,728 | 5,607,103 | 500,979 | 34,168,425 | 4,450,677 |
| (523,896) | \$ 8,298,362 | \$ 62,401 | \$ 1,788,843 | \$ 11,823,173 | \$ 3,168,955 | \$ 1,178,139 | \$ 5,780,124 | \$ 587,329 | \$ 40,850,041 | \$ 7,033,671 |