

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, June 4, 2013

8:30 a.m.

County Board Room – 3<sup>rd</sup> Floor – Courthouse

MINUTES

The Clay County Board of Commissioners met in regular session on Tuesday, June 4, 2013 with all Commissioners present: Campbell, Evert, Gross, Ingersoll, and Weyland. County Administrator Brian C. Berg, Assistant County Attorney Jenny Samarzja, and Senior Administrative Assistant Vicki Reek were also present.

APPROVAL OF AGENDA

On motion by Evert, seconded by Gross, and unanimously carried, the agenda was approved with the postponement of discussion regarding the Lakeswind Road Use Agreement.

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: Ryan Alderman, Sergeant, Sheriff's Department, 20 years; Troy Amundsen, Juvenile Detention Supervisor, 20 years; Ann Rodke, Accountant, Highway Department, 15 years; Michael Richter, Juvenile Counselor, 15 years; Amy Rood, Correctional Officer, 15 years.

APPROVAL OF MINUTES

On motion by Campbell, seconded by Weyland, and unanimously carried, the minutes of the May 21 and 28, 2013 meetings were approved as presented.

CLAY COUNTY COLLABORATIVE UPDATE

Ms. Carolyn Strnad, Coordinator of the Clay County Collaborative, presented an update of Collaborative activities. She noted that funding has been reduced substantially, causing a reduction in the Coordinator's time from 37 hours per week to 15, programs are increasing grant applications, and programs are investigating funding options through various partnerships. The Collaborative work groups and programs include: Children's Mental Health, Family Support Models, Restorative Justice Program, Re-entry Services Program, School Age Disability, Substance Abuse, and Truancy Intervention Program. Ms. Strnad noted that programs at risk of operating at a deficit include Wraparound and Re-Entry Service Program.

The Early Childhood Initiative has identified priorities to be accomplished: Resource awareness, access and partnerships; affordable quality year-round childcare; transportation, including costs, repairs, gas, etc.; safe, affordable stable housing; family mental health; stress, anger, controlling emotions, how to reach out for help; mental health for family; academic gap; livable wage; and access to early childhood services.

WEST CENTRAL REGIONAL FATHER'S PROGRAM UPDATE

The West Central Regional Father's program provides information and support regarding parenting time, custody, child support and paternity for non-custodial parents, focusing on the best interest of children. Social Services Director Rhonda Porter presented an activity report for the past six months, indicating that 204 calls were made from Clay County residents, resulting in 31 appointments.

Eleven counties in the West Central Region take part in this program and share in the budget. Clay County's anticipated share of the program's budget is \$19,356, (66% of which is eligible for Federal reimbursement). Ms. Porter will include a funding request for this program in her 2014 budget information.

BID AWARD: JUVENILE CENTER SECURITY UPGRADE

Juvenile Center Director Stephen Larson presented the bids which were submitted for the Security System upgrade (to digital) and related electrical work at the Juvenile Center:

Security System (two bids)

Accurate Controls, Inc. - \$90,578.40

Com-Tec Security, LLC - \$111,450.00

Electrical (one bid)

Rick's Electric, Inc. - \$16,750

Mr. Larson recommended awarding the security system bid to the low bidder, Accurate Controls, Inc., for their bid of \$90,578.40, and the electrical bid to the sole bidder, Rick's Electric, Inc. - \$16,750, for a total project bid of \$107,328.40. The secure portion of the facility will pay 67% of the project (\$71,910.03) via the cooperative service agreement with member counties. The non-secure portion of the facility will pay the remaining \$35,418.37, using surplus 2012 funds. Mr. Larson added that this equipment will be added to the Internal Service Fund for replacement in future years.

On motion by Evert, seconded by Campbell, and unanimously carried, the Board awarded the bids for the Security System and related Electrical to the low bidders: Accurate Controls, Inc. - \$90,578.40, and Rick's Electric, Inc. - \$16,750; authorized execution of the necessary contract documents; and allocated \$35,418.37 as the County's share for the security and electrical upgrades using surplus 2012 funds.

REQUEST FOR STAFFING CHANGE, AUDITOR-TREASURER'S OFFICE

County Auditor-Treasurer Lori Johnson requested the Board's authorization to combine a 60% Deputy Treasurer position, 20% part time Motor Vehicle position, and 20% Accounting Technician hours into one full time benefitted position. The only new funds being requested would be for the additional 20% County contribution for health benefits (\$1003), which is within the current budgeted dollars.

On motion by Campbell, seconded by Evert, and unanimously carried, the Board approved the above described staffing change in the Auditor-Treasurer's department.

LAKES & PRAIRIES COMMUNITY ACTION PARTNERSHIP HOUSING PROGRAMS UPDATE

Ms. Colleen Murray, Family & Community Services Director for Lakes & Prairies Community Action Partnership (LAPCAP), informed the Board that LAPCAP is seeking funding for the continuation of the Family Homeless Prevention and Assistance Program (FHPAP) through the Minnesota Housing Finance Agency. If approved, FHPAP will continue to provide one time assistance for households that are homeless, as well as to assist households which are precariously housed to maintain their housing.

On motion by Weyland, seconded by Campbell, and unanimously carried, the Board adopted the following resolution in support of LAPCAP's application for funding assistance from FHPAP:

**RESOLUTION 2013-34**

**Resolution Authorizing Application for Minnesota Housing & Financing Agency  
Family Homelessness Prevention and Assistance Program**

**WHEREAS, the Minnesota Housing Finance Agency, State of Minnesota, has been authorized to undertake a program to provide funds for Family Homeless Prevention & Assistance Projects; and**

**WHEREAS, Lakes & Prairies Community Action Partnership, Inc. has developed an application to continue to provide homelessness prevention and assistance to residents of Clay County through the Minnesota Housing Finance Agency Family Homelessness Prevention and Assistance Program; and**

**WHEREAS, Lakes & Prairies Community Action Partnership, Inc. has demonstrated the ability to perform the required activities of the Minnesota Housing Finance Agency Family Homelessness Prevention and Assistance Program;**

**NOW, THEREFORE, BE IT RESOLVED, that Lakes & Prairies Community Action Partnership, Inc. is hereby authorized as an entity to be charged with the administration of funds made available through the Minnesota Housing Finance Agency Family Homelessness Prevention and Assistance Program in the County of Clay, in Minnesota.**

**APPROVAL TO PAY BILLS AND VOUCHERS**

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

Commissioner Gross left the meeting.

**APPROVAL OF YEARLY HIGHWAY SUPPLY BIDS**

County Engineer David Overbo informed the Board that bids were opened May 31, 2013, 10:00 a.m. for the yearly Highway Department supplies. Mr. Overbo noted that, as in the past, the Highway Department will have the option of using any of the vendors for furnishing Bituminous Mixture (Aggregate Industries, Border States Paving, Central Specialties, and Northern Improvement), Culverts (True North Steel, Contech, Subsurface, Inc.), and Rental of Equipment (Fitzgerald Construction, Randall's Excavating, Sellin Brothers, Northern States Excavating, H & S Contracting, Key Contracting, and Turner Sand & Gravel), based on convenience, project location, etc.

On motion by Evert, seconded by Campbell, and unanimously carried, the Board accepted all bids submitted for furnishing Bituminous Mixture, Corrugated Metal Pipe & Pipe Arch Culverts, and Rental of Construction Equipment as listed above.

Mr. Overbo presented the tabulation of bids for gravel material.

On motion by Weyland, seconded by Campbell, and unanimously carried, the Board accepted the low bids of Aggregate Industries for Township Numbers 5 & 15; Turner Sand & Gravel, Inc. for Township Numbers 10-14, 16-30; and Dunham Gravel for Township Numbers 1-4 and 6-9.

REQUEST FOR CONTRACT APPROVAL FOR GRAVEL MATERIAL TO BE UTILIZED ON CR  
118 AGGREGATE STABILIZATION PROJECT

County Engineer David Overbo informed the Board that two bids were received for the gravel material to be utilized on the County Road 118 aggregate stabilization project: Fitzgerald Construction: \$52,257.30; Aggregate Industries: \$60,314.10.

On motion by Campbell, seconded by Weyland, and unanimously carried, the Board accepted the low quote of Fitzgerald Construction, \$52,257.30, for the gravel material to be utilized on the County Road 118 aggregate stabilization project.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE

Commissioner Gross attended the Georgetown City Council meeting, Legislative Wrap Up, and Breakfast on the Farm.

Commissioner Weyland attended the Oakport Joint Powers Board meeting and the Law Library meeting.

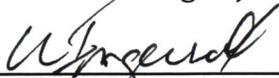
Commissioner Campbell attended the Oakport Joint Powers Board meeting.

Commissioner Evert attended the Legislative Wrap Up, Breakfast on the Farm, and a Red River Basin Commission committee meeting regarding the annual conference.

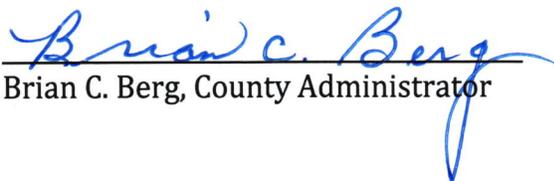
County Administrator Brian Berg commented that the County may be restricted to less than 1% levy increase due to levy limits. Mr. Berg attended the Legislative Wrap Up, an update with MN legislators concerning the FM Diversion project funding, and an informational presentation regarding MnCHOICES. Mr. Berg reminded the Board of the District IV AMC regional meeting on June 7<sup>th</sup> in Alexandria.

ADJOURN

The meeting adjourned at 10:05 a.m.



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County Board Chair  
Clay County Board of Commissioners



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Brian C. Berg, County Administrator