

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, July 30, 2013

8:30 a.m.

County Board Room - 3rd Floor - Courthouse

MINUTES

The Clay County Board of Commissioners met with all Commissioners present: Campbell, Evert, Gross, Ingersoll, and Weyland. County Administrator Brian C. Berg, County Auditor-Treasurer Lori Johnson, and Senior Administrative Assistant Vicki Reek were also present.

APPROVAL OF AGENDA

On motion by Weyland, seconded by Campbell, and unanimously carried, the agenda was approved with the addition of concerns regarding the Highway Department's patching on County Road 22.

ACCEPT DONATION TO CLAY COUNTY WORK DETAIL

By consent agenda, the Board accepted a \$325 donation from the Clay County Fair Association for the County Work Detail.

APPROVAL OF CITY OF MOORHEAD ABATEMENT REQUEST

By consent agenda, the Board approved an abatement request from the City of Moorhead for Jessie Schultz, parcel #58.732.0070, tax reduction of \$282, which is warranted due to a clerical error.

CITIZENS TO BE HEARD

Mr. Randy McFarland addressed the Board regarding the condition of County Road 12 between CR 17 and CR 11. Mr. McFarland stated that the road is in tough shape, and once the grader goes through, it only takes two days for it to be back in bad shape. He added that in high water times, emergency vehicles are unable to get through. Commissioner Evert recalled that years ago the road was widened enough to be paved, but the traffic counts do not warrant paving. The Board will address this issue with the County Engineer.

REQUEST AUTHORIZATION TO REPLACE LAPTOP COMPUTERS IN SQUAD CARS

Lt. Bryan Green reported that the existing computers in the squad cars are 5-8 years old and have reached their useful life. They no longer support the numerous programs for day to day patrol operations and have outdated storage space, connectivity, and speed. Lt. Green requested quotes for replacement of 18 laptop computers, and recommended approval of the purchase of Getac models, totaling \$68,112 which includes adapters, docks, installation, antennas, etc. \$67,495 is available in the Internal Service fund, with the balance to be paid from budgeted funds.

On motion by Weyland, seconded by Campbell, and unanimously carried, the Board approved the purchase of 18 Getac laptop computers for \$68,112 from Midstates Wireless.

2013 YEAR TO DATE BUDGET REPORT

County Administrator Brian C. Berg distributed a summary of the Expenses and Revenues by Funds for the year 2013 to date.

Most departmental expenditures are at 50% or less year to date, with the exception of the County Surveyor, 85% (work done in spring and summer); Medical Examiner, 67% (autopsies).

Revenues lag behind expenditures because Clay County operates on a modified accrual basis. The Motor Vehicle Department is ahead of expected collections at 64%.

Commissioner Campbell felt the Board will need to consider the 2013 revenues over expenditures as the 2014 budget is prepared.

2014 BUDGET PRESENTATION - HIGHWAY DEPARTMENT

County Engineer David Overbo reported on the four segments of his 2014 budget: Maintenance, Construction, Administration, and Shop.

Roadway maintenance costs have been increased by \$50,000 to allow for seal coating and crack fill. Traffic supplies are up due to the price of steel and the grading projects which are scheduled for 2014. An increase of \$3000 is included for uniforms/boots (every other year per union contract). Weed and brush control has been increased \$2000.

Mr. Overbo has requested a .5 FTE permanent part time employee for the office, to handle the processing of permits (over dimension, utility, moving, etc.) and act as back-up for the Office Manager. Revenue of \$72,000 is expected in permits. The Printing/Publishing line item has been reduced due to the use of electronic delivery.

Mr. Overbo addressed the need to continue repair and maintenance of the outlying Highway shops (increase of \$5000).

The Fuel line item has been increased by \$20,000 due to increased costs. The Radio equipment line item has been reduced by \$15,000, and Equipment over \$500 has been reduced by \$5000.

RESOLUTION FOR I-94 CORRIDOR EXPANSION IN THE MN STATE HIGHWAY INVESTMENT PLAN

On motion by Campbell, seconded by Evert, and unanimously carried, the Board adopted the following resolution, requesting inclusion of I-94 West corridor expansion in the Minnesota State Highway Investment Plan (MNSHIP):

RESOLUTION 2013-44

WHEREAS; the Minnesota Department of Transportation (MnDOT) is in the process of finalizing a new Minnesota State Highway Investment Plan (MnSHIP) that will serve as a guide for investment on the Minnesota State and Interstate highway system through the year 2033; and

WHEREAS; this new financially constrained plan proposes to focus the majority of future MnDOT highway investment on system preservation, with limited major expansion projects included in the Twin Cities Region and no major expansion projects included in Greater Minnesota, including the Interstate 94 West Corridor; and

WHEREAS; Clay County, like many of the Counties along the Interstate 94 West Corridor, has grown significantly in the past two decades, thereby placing additional service demands on the limited four-lane I-94 corridor in the City of Moorhead, and

WHEREAS; MnDOT has numerous existing and recent plans, including the I-94 Interregional Corridor Plan (2002), the Central Minnesota Regional Freight Study (2011), and the 2028 Statewide Highway Investment Plan (2009) that all identify performance based expansion needs for the Interstate 94 West Corridor, and

WHEREAS; the Federal Highway Administration (FHWA) has identified the Interstate 94 West Corridor currently as “highly congested” from the Twin Cities to St. Cloud, with high freight congestion levels forecasted to extend to North Dakota by the year 2040, and

WHEREAS; increasing traffic volumes along the Interstate 94 West Corridor will directly impact highway operations in Clay County and the efficiency of local through-traffic movement, and

WHEREAS; the new federal transportation bill, “MAP-21”, requires State Departments of Transportation to address freight bottlenecks such as Interstate 94 using performance based planning and investment criteria, and

WHEREAS; the Interstate 94 West Corridor from St. Michael to St. Cloud has 40 percent of the congestion on MnDOT’s “Interregional Corridor” (IRC) system, yet accounts for only 1.6 percent of this system; and

WHEREAS; crash and severity rates along Interstate 94 between Rogers and Albertville are nearly twice the statewide average; and

WHEREAS; the Interstate 94 West Corridor is critical to the tourism industry in Minnesota, accommodating 1.85 million visitor trips annually to the Alexandria and Brainerd Lakes Regions; and

WHEREAS; at the request of Governor Mark Dayton, MNDOT is embarking on an advocacy campaign leading into the 2014 Legislative session to educate Minnesotans about the need for additional funding to construct many of the documented unmet State transportation needs.

NOW, THEREFORE, BE IT RESOLVED; by the Clay County Board of Commissioners that the Minnesota Department of Transportation is requested to include an expansion of the Interstate 94 corridor to six lanes in the City of Moorhead between 8th St./TH 75 and the Trunk Highway 336 interchange in the 2033 Minnesota State Highway Investment Plan (MnSHIP).

NOW, THEREFORE, BE IT RESOLVED; the Clay County Board of Commissioners do hereby request the Minnesota Department of Transportation to include the Interstate 94 West Corridor from Rogers to St. Cloud as an unmet performance based need for major capacity expansion in its year 2033 Minnesota State Highway Investment Plan (MnSHIP).

CONCERNS RE: CONDITION OF COUNTY ROAD 22

Commissioner Campbell forwarded concerns to Highway Engineer David Overbo regarding the patching work done on County Road 22, resulting in significant dips in the road. Mr. Overbo indicated the department has plans to conduct milling in the areas of concern.

2014 BUDGET PRESENTATION – SOCIAL SERVICES

Social Services Director Rhonda Porter reported on the various issues accounting for the 2.66% proposed levy increase over 2013 (\$450,000 in reserves was included in the 2013 budget). The increase can be attributed to several items: staff salaries and steps, one FTE missed in the 2013 Child Support Unit budget, increase to County funded burials, increase in day care for kids in placement, increase in Chemical Dependency services, State allocation redirected in Mental health Services, increase in revenues to offset increase in expenditures for Semi-Independent Living Services, 0-2% increases in provider contracts, and the elimination of a State Share for Children’s Mental Health Grant.

2014 BUDGET PRESENTATION – PUBLIC HEALTH

Public Health Administrator Kathy McKay reviewed the 2014 Public Health budget, noting that \$5,137,796 in expenses is anticipated for 2014, with anticipated revenue of \$4,294,869. \$842,927 is requested from County levy dollars. In 2013 the Board authorized \$567,701 in levy dollars and the use of \$250,000 from Fund Balance.

Ms. McKay indicated that two new contracts are expected for use of the Detox Unit. As usage increases, it may be necessary to increase bed space, as well as staffing of the Unit.

2014 BUDGET – GENERAL DISCUSSION

County Administrator Brian Berg updated the Board concerning the New Requests, noting that an omission of \$62,500 (¼ of 1%) should have been included for construction of a new Correctional Facility in the future. The Planning Committee for Financing the Correctional Facility had requested this be included as a New Request for 2014, for final decision as to its inclusion by the entire Board.

Mr. Berg noted that work is just beginning on the 2014 budget, with several unknowns at this time: levy limit amount, County Program Aid amount, Minnesota Counties Insurance Trust dividend, health insurance increase, etc. He added that the New Requests will be reviewed, decisions made regarding debts to be funded outside the levy limits, department heads will be asked to refine their budgets, etc.

County Auditor-Treasurer Lori Johnson commented that, for instance, if the levy limit is 3.25%, \$1,000,000 would have to be cut from the proposed budget.

Commissioner Gross expressed his appreciation for the presentations made by the various department heads, and felt the County Board's function is to set the limit of the budget. He added that the Department heads and Administrator should be deciding how to get to that limit.

Commissioner Evert commented that the County Board receives recommendations from the Department heads and Administrator, but the final decision on cuts to be made is done by the Board. He felt it is appropriate for the Commissioners to debate pros and cons and to advocate for what they feel is important to be included in the budget.

Commissioner Campbell agreed that the Administrator has the responsibility to lead discussion regarding the budget. He noted that the Department heads have done what they have been asked to do – present the budget they feel they will need to conduct the business of their department. Commissioner Campbell felt the Board also needs to heavily rely on the year to date numbers.

Mr. Berg made the following observations concerning the New Request items:

Information Services and Technology Services – these requests could be funded out of Internal Services and paid back \$10,000 a year.

Department of Motor Vehicles – With the remodeling planned for the department, efficiencies will be gained, and possibly a half time position will suffice for 2014. Commissioner Campbell felt the revenues support the addition of a full time staff person.

Veterans Service – Mr. Berg felt this request is for contingency purposes.

Planning & Zoning (Economic Development Authority expenses) - Mr. Berg felt the requested amount could be reduced or assigned to a different department (Administration).

Corrections – With the reduction of six beds, more prisoners will have to be boarded out. Some discussion will take place as to the most efficient way to transport these additional prisoners. Security equipment update (\$41,500) - It was suggested that the initial purchase be made from Capital Equipment, then use Internal Service for replacement.

Juvenile Detention – The request for a change to permanent staffing will alleviate liability concerns (currently using roster staff for overnight coverage).

Extension – Further discussion required.

Buildings and Grounds – Mr. Berg felt staff rescheduling could address concerns for daytime custodial issues. Commissioner Evert felt the County is responsible to its tenants for appropriate upkeep of the building.

New Correctional Facility – Possibly a lower amount could be considered.

At a future date, further discussion will take place regarding the external agency budget requests and the methodology to grant them.

Mr. Berg provided an update concerning the \$2 million Capital Improvement fund (Fund 30) which was established in 2011. There is approximately \$482,000 of unobligated funds remaining. \$100,000 is also set aside each year (Fund 19) for Capital Improvements. Mr. Berg felt these funds could be used for the proposed Motor Vehicle remodeling (costs unknown at this time).

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE

Commissioner Evert attended the Heritage & Cultural Society of Clay County meeting.

Commissioner Gross attended the Family Healthcare meeting.

Commissioner Weyland attended a Public Health Emergency Preparedness Summit.

Commissioner Campbell attended meetings of the Insurance Committee and Solid Waste Advisory Committee.

Commissioner Ingersoll attended the Insurance Committee meeting.

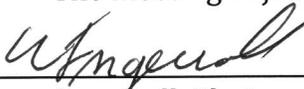
County Administrator Brian C. Berg attended the Open House for the Lakeswind Project, heard concerns regarding the Buffalo River Race Track, attended a Solid Waste Advisory Committee Technical meeting, and reported that more than half of the counties in Minnesota have passed the Wheelage Tax.

APPROVAL TO PAY BILLS AND VOUCHERS

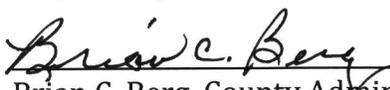
On motion by Evert, seconded by Campbell, and unanimously carried, the bills and vouchers were approved for payment.

ADJOURN

The meeting adjourned at 11:45 a.m.



Wayne Ingersoll, Chair
Clay County Board of Commissioners



Brian C. Berg, County Administrator