

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, October 8, 2013

8:30 a.m.

County Board Room – 3rd Floor – Courthouse

MINUTES

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

APPROVAL OF AGENDA

On motion by Weyland, seconded by Evert, and unanimously carried, the agenda was approved with the addition of Approval of Out of State Travel for Stephen Larson, West Central Regional Juvenile Center Director.

REQUEST FOR EXECUTION OF DOCUMENTS FOR VICTIM/WITNESS PROGRAM TO
RECEIVE GRANT FROM OFFICE OF JUSTICE PROGRAMS,
MN DEPARTMENT OF PUBLIC SAFETY

By consent agenda, the Board authorized execution of the necessary documents for the Victim/Witness program to receive \$42,000 in grant funds from the Office of Justice Programs, MN Department of Public Safety for the period October 1, 2013 to September 30, 2014.

APPROVAL TO RENEW FAMILY SERVICE CENTER LEASES FOR
LUTHERAN SOCIAL SERVICES

By consent agenda, the Board renewed leases in the Family Service Center for Lutheran Social Services, Suite 400 and 401, at \$11.75 sq.ft., for the period 1/1/14-12/31/14 (198 and 4096 sq.ft. respectively).

CITIZENS TO BE HEARD

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

APPROVE PAYMENT OF BILLS AND VOUCHERS

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

APPROVAL OF MINUTES

On motion by Evert, seconded by Weyland, and unanimously carried, the minutes of the September 17 and 24, 2013 meetings were approved as presented.

2014 UNITED WAY CAMPAIGN

Ms. Kimberly Savageau, 2014 United Way Campaign Coordinator for Clay County, and Ms. Sherri Thompson, United Way of Cass-Clay President, were present to provide information concerning the 2014 Campaign. The focus of this year's campaign is raising

awareness of the number of families that are living at poverty level in the Fargo-Moorhead area. The long term goal of the United Way is to shrink the academic achievement gap which will ultimately slow the cycle of poverty through education and income stability.

REQUEST TO FILL SOLID WASTE MANAGER POSITION

County Administrator Brian C. Berg reminded the Board that Solid Waste Manager Kathy Maher has submitted her resignation, effective the end of October. He informed the Board that he had met with Commissioners Campbell and Evert, who are members of the Solid Waste Advisory Committee, to discuss the options for filling the vacancy: contract with a professional firm to oversee the function, fill position as is, move function to the Highway Department where engineers would supervise the activities, or employ an engineer or environmental specialist for a stand-alone department supervised by the County Administrator. It was recommended that a civil or environmental engineer be hired to fill the vacancy and that the Solid Waste Department be a stand-alone department, supervised by the County Administrator. Mr. Berg indicated there would likely be future savings in the area of consultant fees.

On motion by Evert, seconded by Weyland, and unanimously carried, the Board approved advertisement for an engineer to fill the position of Solid Waste Manager, and agreed that the County Administrator will supervise the stand-alone department.

REQUEST FOR APPROVAL OF OUT OF STATE TRAVEL

On motion by Weyland, seconded by Gross and unanimously carried, the Board approved out of state travel for West Central Regional Juvenile Center Director Stephen Larson to attend the National Symposium on Juvenile Services in Louisville, KY, October 19-24, 2013 with all expenses covered by the department's training budget and the MN Juvenile Detention Association.

REQUEST TO FILL OFFICE SERVICES SUPERVISOR (SOCIAL SERVICES) POSITION

On motion by Evert, seconded by Weyland, and unanimously carried, the Board approved filling the Social Services' Office Services Supervisor position which will become vacant in December, and if the position is filled internally, to backfill the position which is vacated.

UPDATE RE: MANNED FLYING MISSION FOR NORTH DAKOTA AIR NATIONAL GUARD

Mr. Craig Whitney, Fargo-Moorhead-West Fargo Chamber President, updated the Board regarding the Chamber's efforts to retain a manned flying mission at Hector International Airport, via a lobbyist in Washington. With the sequester and recent federal government shut down, the challenge has increased.

REVIEW 2012 AUDIT REPORT

Mr. Bob Johnson, State Auditor, was present to review the recently completed audit of financial statements of Clay County's governmental activities for 2012. He outlined the responsibilities of the State Auditors and County staff, noting that the report is unmodified on compliance for major programs.

Mr. Johnson reviewed an analysis of the Government wide and Major Funds, as well as various findings and the county's response to the findings: segregation of duties in

smaller offices; network/application password controls; income maintenance reporting; withholding affidavit for contractors; deficit fund balance.

Mr. Johnson was very appreciative of the Clay County staff for assisting with the audit, which was completed earlier than in previous years.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE

Commissioner Weyland attended the Greater MN Parks and Trails Coalition meeting.

Commissioner Evert attended the County Owned Property Committee meeting, a video conference regarding Public Health collaboration, and the Buffalo Red River Watershed District tour.

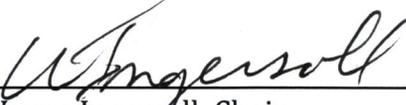
Commissioner Ingersoll attended meetings of the Moorhead Planning Commission and Local Advisory Council for Children's Mental Health.

County Administrator Brian Berg reported that the Federal government shut down will begin to affect the WIC nutrition program if it goes on much longer. The Social Services Department has had little communication concerning effects of the shut down.

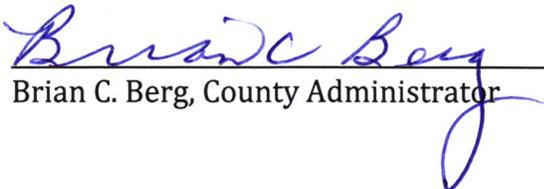
Mr. Berg reported on the County Owned Property meeting, a Fire Safety demonstration for employees, conducted personnel evaluations, and attended the annual conference for the Minnesota Association of County Administrators.

ADJOURN

The meeting adjourned at 9:50 a.m.



Wayne Ingersoll, Chair
Clay County Board of Commissioners



Brian C. Berg, County Administrator