

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 A.M., TUESDAY, FEBRUARY 4, 2020
County Board Room, 3rd Floor, Courthouse
MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Frank Gross, Jim Haney, Kevin Campbell, Jenny Mongeau, and Grant Weyland. Others present: County Administrator Stephen Larson and Senior Administrative Assistant Colleen Eck

CALL TO ORDER

Chair Gross called the meeting to order.

APPROVAL OF AGENDA

On motion by Commissioner Campbell, seconded by Commissioner Weyland, and unanimously carried, the Board approved the agenda noting that Item 7 was postponed to a later date.

ANNUAL PUBLIC HEALTH CONTRACTS AND GRANTS

By consent, the Board approved the annual Clay County Public Health Department’s contracts and grants.

EMPLOYEE RECOGNITIONS

The following employees were recognized: Valerie Naset, 15 years, Public Health and Kristen Depree, 15 years, Social Services.

CITIZENS TO BE HEARD

There were no citizens present who wished to be heard.

APPROVAL OF MINUTES FROM JANUARY 21, 2020

On motion by Commissioner Weyland, seconded by Commissioner Haney, and unanimously carried, the Board approved the minutes from January 21, 2020.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

On motion by Commissioner Campbell, seconded by Commissioner Weyland, and unanimously carried, the Board approved payment for bills and vouchers totaling *\$930,542 from 127 vendors. From that total, 86 warrants issued were under \$2,000 (\$38,497) and the following 41 were over \$2,000:*

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|------------------------------------|-----------|----------------------------------|----------|
| Construction Engineers, Inc. | \$139,886 | Summit Food Service, LLC - Jail | \$30,438 |
| Clay Co. Public Health | \$95,120 | Historical & Cultural Society | \$15,881 |
| Nelson Auto Center | \$91,136 | Servpro of Fargo/Moorhead | \$15,447 |
| W Central Regional Juvenile Center | \$78,181 | Delta Design & Construction Inc. | \$15,000 |
| Frontier Precision, Inc. | \$77,217 | Metro Cog | \$14,168 |
| Lake Agassiz Regional Library | \$75,404 | Streamworks | \$10,500 |
| Clay Co. Social Services | \$42,750 | Schumacher/Matthew & Michelle | \$10,218 |
| Sellin Bros, Inc. | \$41,124 | Otter Tail Co. Public Health | \$8,206 |
| Key Contracting, Inc. | \$35,830 | Magic Fund | \$7,961 |

| | | | |
|--------------------------------|---------|-----------------------------|---------|
| C & S Lund Trucking | \$7,000 | Association of MN Counties | \$2,900 |
| Amazon Capital Services | \$6,885 | Powerplan | \$2,827 |
| Little Falls Machine, Inc. | \$6,717 | CDW Government, Inc. | \$2,669 |
| Floor to Ceiling Carpet One | \$6,411 | Tricorne Audio, Inc. | \$2,630 |
| Lakes Country Service Co-op | \$5,478 | Express Lane - Hawley | \$2,533 |
| Ehlers | \$5,250 | Sanford Clinic Fargo Region | \$2,415 |
| Reardon Office Equipment, Inc. | \$5,161 | On Site Body Armor | \$2,115 |
| Stellar Services, LLC | \$4,165 | Wenck Associates, Inc. | \$2,032 |
| Code 4 Services, Inc. | \$3,758 | Valley Mortuary Services | \$2,008 |
| Wegner Psych& Therapeutic Svc | \$3,750 | Wilkin Co Public Health | \$2,006 |
| Houston Engineering, Inc. | \$3,576 | Reliance Telephone | \$2,000 |
| Becker Co. Public Health | \$3,293 | | |

REQUEST TO CONTRACT WITH MECHANICAL ENGINEER TO DESIGN THE BOILER REPLACEMENT PROJECT FOR THE COURTHOUSE

Joe Olson, Maintenance Supervisor, stated the current boilers have entered the critical phase reporting that leaks occur on a weekly basis. He proposed contracting with a mechanical engineer to design and manage the boiler replacement project. He obtained two quotes for a mechanical engineer: 1) One Engineering - \$18,600; and 2) JPK Engineering - \$19,995; and suggested going with the lowest bid. The design work should begin in February; followed by a request for proposals (RFP) for the boilers in March; and another RFP for the mechanical/electrical in April. The project would hopefully start on May 4th and be completed by mid-September. Mr. Olson will address the Board again with the RFPs for boilers and mechanical/electrical as the project moves along. The balance in the building fund for the project is \$440,000.

On motion by Haney, seconded by Weyland, and unanimously carried, the Board approved the lowest bid from One Engineering for design work of the Courthouse boiler replacement project.

REQUEST FOR APPROVAL OF RESOLUTION 2020-09 IN SUPPORT OF FUNDING FROM MN STATE LEGISLATURE FOR HEARTLAND TRAIL

Dan Farnsworth, MetroCOG Transportation Planner, was present regarding funding for the heartland trail through a portion of Clay County. He pointed out the designated extension of the trail.

On motion by Commissioner Weyland, seconded by Commissioner Campbell, and unanimously carried, the Board approved Resolution 2020-09 in support of funding from MN State Legislature for the Heartland Trail.

RESOLUTION 2020-9 Resolution of Support for Funding of the Heartland Trail from the Minnesota State Legislature

WHEREAS, Clay County has an interest in creating and improving recreational opportunities for residents and visitors; and

WHEREAS, Clay County, the MN Department of Natural Resources, the MN Department of Transportation, recreational clubs and enthusiasts, local cities, adjacent counties and their respective cities and citizens and respective elected representatives are working cooperatively to develop the Heartland Trail Extension from Park Rapids to Moorhead; and

WHEREAS, the Minnesota State Legislature, in Minnesota Statutes, Section 85.015, Subdivision 12, authorized the extension of the Heartland Trail from Park Rapids to Moorhead in 2006; and

WHEREAS, the current bonding request of \$4.2 Million will focus on the completion of Heartland Trail construction from Becker County Highway 10 to Frazee; preliminary engineering, final design and land acquisition of the Heartland Trail from Moorhead to Hawley; preliminary engineering, final design and land acquisition of the Heartland Trail from Park Rapids to Osage; preliminary alignment design from Osage to Frazee and from Detroit Lakes to Hawley; and

WHEREAS, the development of the Heartland Trail is consistent with local master, comprehensive and long-range transportation plans;

NOW, THEREFORE BE IT RESOLVED, that the Clay County Board of Commissioners supports the \$4.2 Million bonding request for the development of the Heartland State Trail.

REQUEST FOR APPROVAL OF FOOD SERVICES AGREEMENT WITH TRINITY SERVICES, INC.

James O'Donnell, Juvenile Center Superintendent; Julie Savat, Correctional Administrator; and Troy Amundson, Detox Director were present with an agreement between their three departments and Trinity Services Group, Inc., for food services. Following further research on the National School Lunch Program since the food service bids were received, he would like to add that program for the Juvenile Center. That change would have a positive effect on his budget and would not impact the Correctional Center or Detox Center.

Trinity will prepare all the meals in the new kitchen at the Correctional Facility. They will deliver the meals to the Juvenile Center and Detox Center. They will also load the meals on carts for the Correctional Facility staff to deliver them to the housing units for the inmates. The meal costs are on a sliding scale depending on the number of meals needed in the facilities. Trinity has agreed to provide a meal plan for the Juvenile Center that meets the nutritional requirements of the National School Program for breakfast, lunch, and snack. The price scale for meals for juveniles are separate. With the exception of kosher meals, which will be billed at \$4.00/meal. Trinity will also provide pre-packaged medical and religious meals at no additional costs.

On motion by Campbell, seconded by Haney, and unanimously carried, the Board approved the Food Services Agreement with Trinity Services Group, Inc. for the Correctional Facility, Juvenile Center, and Detox Center.

REQUEST FOR APPROVAL TO FILL VACANCY FOR FT CORRECTIONS OFFICER

On motion by Commissioner Weyland, seconded by Commissioner Haney, and unanimously carried, the Board approved the request from Julie Savat to fill a vacancy for a full-time Corrections Officer.

REQUEST FOR APPROVAL TO PURCHASE 2016 PICK-UP TRUCK FROM SHERIFF'S OFFICE

Sheriff Emptying and Solid Waste Manager Kirk Rosenberger were present with a request to allow the Solid Waste Department to purchase a 2015 Ford pick-up that the Sheriff's office planned to sell or put in the spring auction. This vehicle was updated with a 2000 Chevy pick-up. The Solid Waste Department would disburse funds from their capital replacement fund.

On motion by Commissioner Weyland, seconded by Commissioner Campbell, and unanimously carried, the Board approved Solid Waste Management's request to purchase a 2015 pick-up from the Sheriff's Office.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Campbell attended meetings for FM Diversion Authority Public Outreach; FM Diversion Land Management; FM Diversion Authority; Planning for Spring Flooding; and toured the Correctional Facility Phase II.
- Commissioner Haney attended a reception for the new Judicial Referee and toured the Correctional Facility Phase II.
- Commissioner Mongeau participated in meetings for FM Diversion Land Management; AMC Extension; and Clay County Substance Abuse Committee.
- Commissioner Weyland attended an FM Diversion Public Outreach meeting.
- Commissioner Gross attended a Planning for Spring Flooding meeting and a Drug Court Graduation.
- County Administrator Stephen Larson attended meetings for the Recorder’s Office; Juvenile Center Project Contract; Lakes Country Co-op Service / BCBS; Road Impacts from FM Diversion; Social Services’ Issues; Flooding Preparations; Family Service Center Issues; Public Health recruiting and retaining staff; Master Planning; and Moorhead City Hall space needs.

The next Master Planning meeting is scheduled for February 24. Following that meeting there will be a presentation scheduled for County Board. Mr. Larson was asked to have a preliminary meeting for space needs with Moorhead City Council.

CLOSED SESSION FOR EMPLOYEE PAYROLL AND TAX LIABILITY DISPUTE

On motion by Commissioner Weyland, seconded by Commissioner Campbell, and unanimously carried, the Board closed the public meeting and went into a closed session at 10:14 a.m.

On motion by Mongeau, seconded by Weyland, and unanimously carried, the Board reopened the meeting.

The meeting adjourned at 10:15 a.m.

Frank Gross, Chair
County Board of Commissioners

Stephen Larson, County Administrator