

## **CLAY COUNTY BOARD OF COMMISSIONERS - WORKGROUP**

**1:00 P.M., TUESDAY, FEBRUARY 22, 2022**

Rooms A/B, 3<sup>rd</sup> Floor, Courthouse

### **MINUTES**

The Clay County Board of Commissioners met in a workgroup session with the following Commissioners present: Jenna Kahly, Kevin Campbell, Frank Gross, and David Ebinger. Commissioners absent: Jenny Mongeau. Others present: County Administrator Stephen Larson and County Attorney Brian Melton.

#### **CALL TO ORDER**

Commissioner Campbell called the meeting to order at 1:05 p.m.

#### **APPROVAL OF AGENDA**

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the agenda.

#### **CITIZENS TO BE HEARD**

There were no citizens who wished to be heard.

#### **INTRODUCTION TO THE WORK GROUP**

Administrator Larson provided the guidelines for how the workgroup session must operate. Workgroup sessions are subject to open meeting laws. No Board action can take place. The intention of the meetings is for informational purposes only.

#### **CAMPUS STRATEGIC FACILITIES OVERVIEW**

Joe Olson, Facilities Director, provided the Commissioners with an overview of the County's 22 facilities. The Klein-McCarthy Campus Master Planning Report presented to the Clay County Board of Commissioners in March of 2020 was reviewed. Mr. Olson reviewed his 1–3-year strategic plan for facilities and addressed future facility needs such as detox, a possible DMV relocation and regional dispatch facilities. Mr. Olson also highlighted the Family Service Center (FSC). The Campus Master Planning Report identified that within 13 years, the FSC will need significant updates that will require a substantial financial investment.

#### **DETOXIFICATION CENTER PLANNING SESSION**

Troy Amundsen provided a historical look at the detoxification facility. He identified how the needs of the clients have changed over recent years and how these changes have created challenges within the existing facility.

Mr. Amundsen stated that he had submitted for a \$5 million grant in 2018. As a requirement of the grant, a pre-design architectural study was completed for a two-story to be located on campus and connected to the correctional facility. They did not receive the grant.

In 2021, another \$5 million grant became available. This time they were successful in the grant submittal. Mr. Amundsen shared the requirements and timeline to receive final funding approval. The grant requires a financial plan and a legal description of the land where the building would be built.

Mr. Amundsen shared the pros and cons of the 32-bed, one-story vs a two-story building. It was his preference to have a one-story building for multiple reasons. The number of required employees was a major concern. A diagram was provided showing how a one-story would require fewer employees and would offer more flexibility.

Mr. Amundsen said that he would prefer to have the facility located on the Clay County campus next to the correctional facility but understood that this may not be feasible for a number of reasons. He then discussed the possibility of utilizing space on the 15<sup>th</sup> Ave N location south of the Resource Recovery Facility. While there where a number of issues that would need to be addressed, Mr. Amundsen made the recommendation that the facility should be located on the 15<sup>th</sup> Ave N property.

Brian Melton, County Attorney, suggested that an RFP should be requested for this project for transparency purposes, like how the County dealt with the Law Enforcement Center, Correctional Facility and also the Resource Recovery Project.

Mr. Amundsen was asked to bring forward an RFP request for architectural pre-design services to the Clay County Board of Commissioner on February 22<sup>nd</sup>, 2022, for consideration. He was also asked to bring forward a request for a legal description of the three acres located on 15<sup>th</sup> Ave N which is a grant requirement. Commissioner Campbell suggested that the pre-design should develop drawings for both a one-story and two-story option. The one-story facility should also be constructed to have an option of adding a second story later.

The Commission also discussed the possibility of including a mental health wing. Social Service Director Rhonda Porter and Mr. Melton shared the need that a facility like this could fulfill in our County. No decision was made on the mental health wing.

The meeting was adjourned at 2:30 p.m.

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Frank Gross, Vice-Chair  
County Board of Commissioners

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Stephen Larson, County Administrator