

**CLAY COUNTY BOARD OF COMMISSIONERS**

8:30 a.m., Tuesday, February 27, 2018

COUNTY BOARD ROOM, 3RD FLOOR, COURTHOUSE

**MINUTES**

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Jim Haney, Frank Gross, Jenny Mongeau, Grant Weyland, and Kevin Campbell. Others present: County Auditor-Treasurer Lori J. Johnson, Assistant County Attorney Jenny Samarzja, and Senior Administrative Assistant Colleen Eck.

**CALL TO ORDER**

Chair Mongeau called the meeting to order.

**APPROVAL OF AGENDA**

On motion by Weyland, seconded by Gross, and unanimously carried, the Board approved the agenda with one cancellation: Request to hire RN for Public Health.

**APPLICATION FROM TROJAN TAKEDOWN CLUB TO CONDUCT EXCLUDED BINGO AT BARNESVILLE AMERICAN LEGION**

By consent agenda, the Board approved the application from Trojan Takedown Club to conduct Excluded Bingo at Barnesville American Legion.

**CITIZENS TO BE HEARD**

Brian Brunette asked to address the Board about issues at Lake 15. He questioned the compliance of a septic system by his property that he believed could be dangerous. He added that there is no natural resource implementation at Lake 15. Environmental Health Inspector Kent Severson provided him a copy of the recent septic system inspection sheet.

**APPROVAL OF PAYMENT OF BILLS AND VOUCHERS**

On motion by Haney, seconded by Weyland, and unanimously carried, the bills and vouchers (totaling \$1,256,405 from 176 vendors) were approved for payment. From that total, 110 warrants issued were under \$2,000 (\$35,991.10); and the following 66 warrants issued were over \$2,000:

|                             |            |                                  |           |
|-----------------------------|------------|----------------------------------|-----------|
| City of Moorhead            | 365,157.54 | Michael J Burns Architects       | 41,803.58 |
| Lakes Country Service Coop  | 247,235.50 | Tri-County Community Corrections | 31,956.00 |
| Buffalo-Red River Watershed | 52,691.00  | Treasurer of Dilworth City       | 25,013.82 |
| Clay Co Public Health       | 52,033.00  | Summit Food Service, LLC - Jail  | 17,888.94 |
| Clay County Enviro Health   | 48,118.92  | High Point Networks, LLC         | 14,830.00 |

|                                     |           |                              |          |
|-------------------------------------|-----------|------------------------------|----------|
| Cardmember Service - (Sheriff 0547) | 12,853.05 | Toay/Brian P                 | 4,000.00 |
| Xcel Energy                         | 12,535.03 | Trane U.S. Inc.              | 4,000.00 |
| Lakeland Mental Health Ctr, Inc     | 11,452.50 | Select Account               | 3,896.29 |
| Medical Pharmacy (SH)               | 11,157.18 | New American Consortium      | 3,875.62 |
| F M Metro Council of Gov'ts         | 11,127.00 | Enterprise FM Trust          | 3,716.40 |
| Summit Food Service, LLC - WCRJC    | 10,043.32 | M B Mcgee, PA                | 3,000.00 |
| Treas of Hawley City                | 9,798.64  | Karlsson Law Office          | 2,900.00 |
| Treas of Riverton Twsp              | 8,601.74  | Ramsey County Med Exam       | 2,800.00 |
| Treas of Skree Twsp                 | 8,601.74  | Treas of Alliance Twsp       | 2,736.92 |
| Treas of Spring Prairie Twsp        | 8,601.74  | Treas of Barnesville Twsp    | 2,736.92 |
| Treas of Tansem Twsp                | 8,601.74  | Treas of Cromwell Twsp       | 2,736.92 |
| Treas of Eglon Twsp                 | 8,601.73  | Treas of Elmwood Twsp        | 2,736.92 |
| Treas of Elkton Twsp                | 8,601.73  | Treas of Felton Twsp         | 2,736.92 |
| Treas of Flowing Twsp               | 8,601.73  | Treas of Georgetown Twsp     | 2,736.92 |
| Treas of Glyndon Twsp               | 8,601.73  | Treas of Highland Grove Twsp | 2,736.92 |
| Treas of Goose Prairie Twsp         | 8,601.73  | Treas of Holy Cross Twsp     | 2,736.92 |
| Treas of Hagen Twsp                 | 8,601.73  | Treas of Kragnes Twsp        | 2,736.92 |
| Treas of Hawley Twsp                | 8,601.73  | Treas of Kurtz Twsp          | 2,736.92 |
| Treas of Humboldt Twsp              | 8,601.73  | Treas of Moland Twsp         | 2,736.92 |
| Treas of Keene Twsp                 | 8,601.73  | Treas of Moorhead Twsp       | 2,736.92 |
| Treas of Parke Twsp                 | 8,601.73  | Treas of Morken Twsp         | 2,736.92 |
| Treas of Barnesville City           | 8,477.42  | Treas of Oakport Twsp        | 2,736.92 |
| City of Fargo                       | 8,238.15  | Treas of Ulen Twsp           | 2,736.92 |
| Madison National Life               | 7,597.77  | Treas of Viding Twsp         | 2,736.92 |
| Treas of Glyndon City               | 4,774.86  | SRF Consulting Group, Inc.   | 2,355.90 |
| Key Contracting Inc.                | 4,265.00  | Treas of Sabin City          | 2,238.10 |
| Superior Electric of Fargo LLC      | 4,225.50  | Treas of Ulen City           | 2,142.89 |
| Schmidt/Shawn                       | 4,000.00  | Gustafson/Amber              | 4,000.00 |

**REQUEST TO FILL VACANCY FOR JUVENILE COUNSELOR – SECURE PROGRAM**

On motion by Weyland, seconded by Campbell, and unanimously carried, the Board approved a request from Stephen Larson, Juvenile Center Director, to fill a vacancy for a FT Juvenile Counselor in the secure program.

**ANNUAL UPDATE - PLANNING & ZONING DEPARTMENT**

Tim Magnusson, Planning Director, provided an annual update for the Planning & Zoning Department. He provided the number of Conditional Use Permits, Building Permits, Subdivisions and other miscellaneous permits issued over the last three years. The department recently moved to second floor, joining the Assessor’s Office. Magnusson briefly updated the

Board on a couple issues he is currently dealing with, including an upcoming court hearing. The department fees were last updated in 2007 and are comparatively lower than seven other Counties that submitted fee schedules. The fees should be appropriate to the amount of staff time needed. Magnusson will put together a proposal for a few changes and will bring them back to the Board. Commissioner Mongeau extended gratitude for Magnusson's involvement with the new buffer strip law. She encouraged better communication with the townships in Clay County.

#### **ANNUAL UPDATE - SOIL & WATER CONSERVATION DISTRICT**

Kevin Kassenborg, SWCD District Manager, updated the Board on recent changes SWCD has experienced including the office separation from the USDA. Their spring programs will begin shortly. The Buffer Program will be focusing on ditches this spring. They plan to meet with the Wild Rice Watershed District in March and hope to get them on board with the Buffer Program. They recently held a presentation and extended their appreciation to the local legislatures for their support.

#### **COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS**

- Commissioner Weyland attended meetings for Campus Construction Update; FM Diversion Public Outreach; FM Diversion Authority; Lakeland Mental Health; and Solid Waste Advisory Committee.
- Commissioner Campbell attended meetings for Campus Construction Update; FM Diversion Public Outreach; and FM Diversion Authority.
- Commissioner Gross attended meetings for Clay County Historical Society and Lakeland Mental Health. He received calls regarding clearing snow on weekends.
- Commissioner Mongeau attended meetings for FM Diversion Update; Lakes and Prairies Community Action Partnership; MetroCOG Interviews; and Lakeland Mental Health.
- Attorney Jenny Samarzja reported on the Clay County tax court case petitioned by Walmart. The motion to dismiss the case was successful.

The meeting adjourned at 9:35 a.m.

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Jenny Mongeau, Chair, County Board of Commissioners

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Lori J. Johnson, County Auditor-Treasurer