

CLAY COUNTY BOARD OF COMMISSIONERS

8:30 A.M., TUESDAY, APRIL 2, 2019

County Board Room, 3rd Floor, Courthouse

MINUTES

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

CALL TO ORDER

Chair Weyland called the meeting to order.

APPROVAL OF AGENDA

On motion by Campbell, seconded by Gross, and unanimously carried, the Board approved the agenda with one addition: Request Approval of Change Order CP-030.

CITIZENS TO BE HEARD

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

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

On motion by Haney, seconded by Campbell, and unanimously carried, the Board approved bills and vouchers totaling \$409,573 from 119 vendors for payment. From that total, 95 warrants issued were under \$2,000 (\$33,991) and the following 24 warrants issued were over \$2,000:

Otter Tail Public Health	\$119,862	Wegner Psych & Therapeutic Svc	\$3,750
WCRJC	\$93,691	Summit Food Service, LLC	\$3,325
Summit Food Service, LLC	\$27,871	Madison National Life	\$3,271
Magic Fund	\$26,175	Black Hills Window Cleaning, Inc.	\$2,950
Network Center, Inc.	\$19,746	Colonial Life	\$2,753
Historical & Cultural Society	\$15,578	M B Mcgee, PA	\$2,700
High Point Networks, LLC	\$13,854	Smithco, Inc.	\$2,690
MN Management & Budget	\$8,218	Code 4 Services, Inc.	\$2,593
Clay County Public Health Dept.	\$5,120	Reardon Office Equipment, Inc.	\$2,260
Construction Supply, Inc.	\$4,271	Rosenfeldt/Mary	\$2,220
Visions Psych & Therapeutic	\$4,261	Medical Pharmacy	\$2,177
Network Center Comm, Inc.	\$4,238	Express Lane - Hawley	\$2,008

EMPLOYEE RECOGNITIONS

The Board recognized the following employees for their longevity at Clay County: LaRae Zutz, Motor Vehicle, 25 years; Julie Kennedy, Household Hazardous Waste Facility, 25 years; Linda Cruz, Social Services, 25 years; Michelle Hughes, Social Services, 35 years; Janet Halverson, Social Services, 40 years.

PUBLIC HEARING – REQUEST FOR APPROVAL OF PLATTED SUBDIVISION (LINDEN TRAILS)

On motion by Mongeau, seconded by Campbell, and unanimously carried, the Board opened the public hearing.

Emma Notermann, Planning & Zoning Technician, presented the request for approval from the Planning Commission for a 16-lot platted subdivision in Oakport Township. All concerns and conditions previously presented from the Planning Commission have been addressed and revised. Applicant CV Properties and Lowery Engineering were also present for any questions.

On motion by Gross, seconded by Haney, and unanimously approved, the Board closed the public hearing.

On motion made by Campbell and seconded by Haney, and unanimously approved, the Board approved Linden Trails 16-lot subdivision in Oakport Township.

PRESENTATION ON REGION IV TRANSPORTATION COORDINATION COUNCIL

Missy Becker-Cook, Director of West Central MN Communities Action, Inc. were present. One of the programs they wanted to provide information on is the Energy Assistance and Weatherization Program. Clay County was noted to be the largest county they serve with \$1.2 million to 1911 Clay County residents. They have developed a good relationship with Moorhead Public Service and worked through some of the previous billing issues. Fifty-four Clay County homes were weatherized for \$166,000 in 2018. Energy Assistance and Weatherization Programs are federal programs that are funded by the Department of Energy.

Heather Molesworth presented on the Regional Transportation Coordination Council that commenced in 2006. They are looking at filling transportation gaps, creating more travel options, and eliminating barriers identified in the 2017 study. Molesworth requested support from the Board regarding their studies and reports to provide streamlined transportation within the region. No financial support is being requested.

Lori Van Beek, Moorhead Transit Manager, and Rhonda Porter have been meeting with Missy and Heather to outline the various needs of transportation within the County. Porter also discussed MnDOT funding issues. Commissioner Mongeau discussed the increased need for transportation regarding mental health services. Commissioner Campbell mentioned the

volunteers, their compensation, and better efficiencies for rural services. Porter asked for approval of the by-laws. She indicated she would be willing to continue serving as a member on the Planning Committee for the Rural Transportation Council for the region.

On motion by Mongeau, seconded by Haney, and unanimously carried, the Board approved the bylaws and were in support of Rhonda Porter to be a representative on the committee.

FLOOD UPDATE

Gate Tweten, Emergency Management Director, indicated he has met with the City of Georgetown, MnDOT, Watershed Districts, and State Patrol on flooding issues. The Emergency Operation Center conducted a trial run at the new LEC last Friday. They used a drone to video the South Branch of the Buffalo River. Current concerns are due to rural overland flooding. Information was distributed regarding crest projections. Favorable weather conditions have assisted in creating a better outlook. Tweten presented a handout from Houston Engineering regarding Georgetown and their need for assistance. Volunteers are encouraged to contact FirstLink at 211.

David Overbo indicated that there have been as many as 30 roads closed due to high water levels. There are concerns near Kragnes. The Barnesville area has improved. The Highway Department has been working at opening ditches and pumping water. They have hired contractors to assist with opening ditches and culverts. The Buffalo-Red Watershed has been done the same within their jurisdiction. Overbo would like see a hydraulic analysis for one area of Co. Rd. 18 due to changes in drainage in 2013 that has now created issues with a few homes.

Campbell asked that Tweten check with Cass County regarding how they accommodate their rural citizens with sandbags. He would like Clay County to have a policy similar to Cass County.

REQUEST APPROVAL FOR OUT-OF-STATE TRAVEL

Kimberly Sauvageau, County Recorder, requested permission to travel to a technology and education symposium in Iowa for the software used in their department.

On motion by Gross, seconded by Haney, unanimously carried, the Board approved out-of-state travel to Iowa for the County Recorder.

REQUEST FOR APPROVAL OF SIDEWALK AND ASPHALT REPLACEMENT PROJECT ON CAMPUS

Joe Olson, Maintenance Supervisor, presented an aerial view of the County campus outlining the areas on the northside of the courthouse where sidewalk and asphalt need replacing. He will later present information on the entire project. Ramps will replace the steps for ADA compliance. The cost estimate is \$22,650 and will be part of the Fund 19 project.

On motion by Gross, seconded by Haney, and unanimously carried, the Board approved phase 1 of the sidewalk and asphalt replacement project.

AGENDA ADDITION - CONSTRUCTION CHANGE ORDER CP-030

County Administrator Steve Larson stated this change order is for skim-coating the cinderblock at the Juvenile Center to enhance the environment and provide a space which minimizes an industrial feel. Option A would be to skim-coat the dayroom at a cost of \$13,961. Option B would skim-coat the dayroom area and the resident walls at a cost of \$44,468. James O'Donnell, Juvenile Center Director, stressed that that best practice is to make the center have as much of a home environment feel as possible.

On motion by Campbell, seconded by Haney, and unanimously carried, the Board approved Option B to skim-coat the cinderblock in the dayroom area and resident walls of the Juvenile Center.

ANNUAL DEPARTMENT UPDATE – SOCIAL SERVICES

Rhonda Porter, Social Services Director, provided an updated organizational chart for Social Services as well as Out-of-Home Placement Revenues and Expenditures. The two new positions recently approved by Board are being filled by Michelle Thordahl for Children's Mental Health and Child Welfare, and Jessica Mickelson for Licensing, MNChoices and Special Needs Basic Care (SNBC). Porter is planning to have her supervisors come in separately throughout the next few months to give updates for the areas they oversee.

Porter stated the new laptops the Board approved for Child Protection staff fieldworkers have proven to be helpful. These staff also have County-issued cell phones helping in productivity, mobility, and safety. They have hired variable hour senior college students to work along with Child Protection Social Workers to assist in caseloads and to have education provided to the students at the same time. Some of the students have moved into permanent positions. They are looking for ways to utilize students as mentors in the Truancy Program and Village Family Services. Porter serves on Advisory Boards for Social Services Programs at the area colleges.

Porter addressed the Out-of-Home Placement expenditures and revenues from 2008 – 2018. In 2018 there was a \$200,000 surplus in the placement budget. Expenditures for 2018 were at \$3.2 million. They collected \$957,000 in revenues and net expenses were just under \$2.3 million. They plan to utilize the expanded Juvenile Center to help cut out-of-County expenses.

Lakeland Mental Health provides services for the Social Service clients but is currently experiencing problems in recruiting and retaining resources to provide the necessary mental health care. This is impacting their service abilities.

Social Services currently has their staff in four separate areas of the Family Service Center. The layout is not ideal and finding meeting room space is also an issue. They are looking at ideas for mitigating safety issues by moving some walls to facilitate meetings and supervised onsite visitations. They are also looking at the space used to Rainbow Bridge for supervised visits.

Porter mentioned succession planning for Long Term Care workers. She addressed their expertise and their current caseloads which are much higher than similar workers around the State.

Social Services is reviewing additional funding sources for Behavioral Health Services at the Correctional Facility. Since the new facility opened, they have served 135 inmates and completed 30 diagnostic assessments. They offer both individual and group therapy and provide case management services in coordination with Lakeland Mental Health.

Licensing fees are being reviewed for 24-hour residential facilities and Porter has looked at fee schedules for other counties. She will be providing additional details to the Board sometime in the future.

Porter would also like to have a conversation regarding assessing parental fees for the Juvenile Center Secure Program. There is a fee for the Non-Secure Program. She will be working on a proposal to bring to the Board.

PROCLAMATION ON CHILD ABUSE PREVENTION MONTH

Amy Amundsen and Quinn Jaeger from Social Services Child Protection/Child Welfare presented information on the Child Protection team. They have a billboard, t-shirts, and blue ribbons for trees for their Child Abuse Prevention awareness campaign. Cass and Clay Counties have established a local curriculum for delivering information to area schools for recognizing risk factors for child sexual abuse.

On motion made by Campbell, seconded by Gross, and unanimously carried, the Board supported the Child Abuse Prevention Proclamation which proclaims April 2019 as Child Abuse Prevention Month in Clay County.

REQUEST TO FILL VACANCY FOR SOCIAL WORKER IN CHILD PROTECTION/CHILD WELFARE ON-GOING SERVICES

On motion by Mongeau, seconded by Gross, and unanimously carried, the Board approved a request from Rhonda Porter to fill a vacancy for a Social Worker in Child Protection/Child Welfare On-Going Services.

STATEMENT OF NEED FOR OUTPATIENT CHEMICAL DEPENDENCY SERVICES – BETH'S PLACE

RECOVERY

Rhonda Porter and Kirstin Wegenast from Social Services and Cassie Kasowski, Addiction Practitioner with Beth's Place Recovery were present. Beth's Place Recovery is a community provider for out-patient chemical dependency services. A Statement of Need for the Department of Human Services is required in order for them to receive public payout through County funds.

Kasowski stated that she is currently booked out through end of July and emphasized the great need for the growing services within the community. She hopes to bring on additional staff to provide more availability of services. Her focus is to be a facility that has tools for both addiction and mental health. Beth's Place Recovery services would include on-going free services after they have graduated from the addiction program. Campbell inquired of Porter if this facility would be an option for on-going mental health treatment for released correctional facility inmates and she responded that it would be a good treatment option for them.

On motion by Mongeau, seconded by Gross, and unanimously carried, the Board approved the Statement of Need to the Department of Human Services to allow Beth's Place Recovery to receive County funds for provided services.

REQUEST TO ACCEPT RECOMMENDATION FROM SOLID WASTE ADVISORY COMMITTEE FOR LANDFILL GAS SYSTEM EXPANSION

Kirk Rosenberger, Solid Waste Manager, and Matt Evans from Burns McDonnell were present with the request for a methane gas system expansion at the landfill. Options have been discussed with Solid Waste Advisory Committee and with Commissioners Campbell and Weyland.

Evans explained that as the waste in the landfill cells breaks down it produces methane gas. This gas creates an odor and managing it helps eliminate the problems associated to this odor. The plan is to manage this gas with a flare system. The shops at the site would be heated with energy produced. Five options for the methane were presented along with their unique challenges.

The Solid Waste Advisory Committee recently met and recommended Option 5. Evans stated that the shop was built to accommodate heating with landfill gas. The shop has in-floor heat that is powered with electric boilers. The only need would be to add another boiler. Back-up heating systems will be required, utilizing electric boiler methods as well as back-up propane heating. These items are all included in the overall cost of the project.

Commissioner Campbell pointed out that this update isn't just for the purpose of heating the shop, but that the focus is to manage the gases created by the breakdown of materials within

the landfill. Other options for gas sell-back have previously been explored and determined to not be cost-efficient.

Costs for the project were discussed as well as funding for the parts of the project.

On motion by Campbell, seconded by Haney, and unanimously carried, the Board approved a hybrid of Options 2 and 5 for methane gas system expansion at the landfill.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Campbell attended meetings for Prairie Lakes Municipal Solid Waste Authority; FM Diversion Authority Public Outreach; FM Diversion Land Management; Solid Waste Advisory Committee; FM Diversion Director Search Committee; Hearings Re: FM Diversion Project; and FM Diversion Authority Executive Committee.
- Commissioner Mongeau attended meetings for FM Diversion Land Management; Soil & Water Conservation Board; Lakes & Prairies Community Action Partnership; Clay County 4H Federation Committee; and met with Kirk Rosenberger and a local producer.
- Commissioner Gross attended meetings for County Campus Improvements and Clay County Jail Ministry.
- Commissioner Haney attended meetings for Census Committee and County Campus Improvements.
- Commissioner Weyland attended meetings for Construction Update and FM Diversion Land Management.
- County Administrator Stephen Larson attended meetings for Moorhead Mayor Judd; Capital Improvements; Insurance Committee; Concerned Citizen; Campus Expansion Impacts; Dept. of Agriculture; Construction Updates and Tour of Juvenile Center; and Task Force for City of Moorhead and Moorhead School District.

The meeting adjourned at 10:59 a.m.

Grant Weyland, Chair, County Board of Commissioners

Stephen Larson, County Administrator