

**CLAY COUNTY BOARD OF COMMISSIONERS**

**8:30 A.M., TUESDAY, APRIL 9, 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, Acting County Attorney Pamela Foss, and Senior Administrative Assistant Colleen Eck.

**CALL TO ORDER**

Chair Weyland called the meeting to order.

**APPROVAL OF AGENDA**

On motion by Haney, seconded by Campbell, and unanimously carried, the Board approved the agenda with one addition: Request to Move Forward with Campus Asphalt Project; and two deletions: Annual Report from Lakes and Prairies Community Action Partnership; and Request to a adopt Resolution 2019-17.

**REQUEST FROM SOCIAL SERVICES DIRECTOR FOR OUT-OF-STATE TRAVEL**

By consent the Board approved a request from Social Services Director Rhonda Porter for out-of-state travel to attend a National Alliance Leadership Conference in Washington, D.C.

**CITIZENS TO BE HEARD**

Mike Rietz, City of Barnesville Administrator, reported to the Board that Barnesville Child Daycare Center recently had their tax status changed from exempt to non-exempt with a tax jump of \$7,382. He noted this daycare business plays a vital role in their community and the change in tax status would make it difficult to continue this service for Barnesville. He asked the County to reconsider this change.

Nancy Gunderson, County Assessor, stated a building permit for the daycare in 2017 prompted the research that led to the tax change. Gunderson had the Department of Revenue Charity Board review a business questionnaire that was recently completed by the daycare owners for their input. The Charity Board did not believe the business met the six criteria they follow for tax exempt status. Commissioner Mongeau has spoken to Rep. Paul Marquart about this issue. The business operates as a parent co-op and has been tax exempt for 30 years. There was also a significant valuation change, with an increase from \$138,000 to \$281,000. The Board asked for

copies of the questionnaire that the owners completed and asked the County Administrator to further investigate the issue.

**APPROVAL OF PAYMENT OF BILLS AND VOUCHERS**

On motion by Campbell, seconded by Haney, and unanimously carried, the Board approved bills and vouchers totaling \$702,173 from 137 vendors for payment. From that total, 104 warrants issued were under \$2,000 (\$53,404) and the following 33 warrants issued were over \$2,000:

Clay County Public Health	\$80,549	Farmers Co-op Oil Co.	\$5,983
MN Counties Computer Co-op	\$64,602	MN Life	\$5,643
City of Moorhead	\$58,920	Michael J Burns Architects	\$5,332
Clay Soil & Water Cons Dept	\$58,472	Anjaam Holdings, LLC	\$4,380
Regents of Univ of MN	\$51,596	Larry's Auto Body Shop, Inc.	\$4,133
Construction Engineers, Inc.	\$51,300	M-R Sign Company, Inc.	\$3,251
Clay County Enviro Health	\$49,910	R Travelmart	\$3,250
Becker County Public Health	\$37,916	Moorhead Public Service	\$3,220
MEnD Correctional Care, LLC	\$33,954	Creative Product Sourcing, Inc.	\$3,120
Otter Tail Co. Public Health	\$27,351	Sabin C-Store	\$3,091
Key Contracting, Inc.	\$24,270	Powerplan	\$2,945
Department of Corrections	\$16,400	Pomp's Tire Service, Inc.	\$2,664
New American Consortium	\$10,898	MacQueen Equipment, Inc.	\$2,531
Verizon	\$7,140	Little Falls Machine, Inc.	\$2,341
Nitzkowski, Inc.	\$6,889	Fireguy	\$2,300
Dean's Bulk Service	\$6,266	WCR Juvenile Center	\$2,166
Wilkin County Public Health	\$5,987		

**FLOOD UPDATE**

Emergency Management Director Gabe Tweten provided handouts for river stages and road damages. As of last week, the Highway Department had flood-related expenses of \$31,600; Buffalo-Red River Watershed District had expenses of \$50,000 with contractor costs; and the City of Moorhead reported expenses of \$114,000. This total has already met the federal threshold for funding. The focus is currently in the Georgetown area although they have not had to plug any holes in their levy system at this time. There is a slight rise expected north of Georgetown. Some farmsteads have been cut off with their access roads under water. The water around Kragnes is receding. The Highway Department is handling the documentation and overall, Clay County has been very fortunate.

Sheriff Mark Empting extended gratitude to the Emergency Management Director and Highway Engineer for the excellent job they have done with the spring flooding including road closures.

**REQUEST FOR APPROVAL TO FILL VACANCY FOR FTE DEPUTY**

Sheriff Emptying requested filling an upcoming vacancy for a FT Deputy with a retirement coming in Court Security. A current eligibility list will be established. There will be some savings in salary. Start-up costs for a new deputy are \$6,000 for uniforms and equipment and \$2,000 for training.

On motion by Gross, seconded by Campbell, and unanimously carried, the Board approved filling a vacancy for a FT deputy and to backfill positions as needed.

**REQUEST FOR APPROVAL TO FILL VACANCY FOR FTE JUVENILE COUNSELOR POSITION IN SECURE PROGRAM**

Director James O'Donnell from the Juvenile Center requested approval to fill a vacancy for a FT Juvenile Counselor.

On motion by Mongeau, seconded by Haney, and unanimously carried, the Board approved filling a vacancy for a FT Juvenile Counselor in the Secure Unit and to backfill positions as necessary.

**APPROVAL OF BENCHMARK POSITIONS AND COMPARABLE COUNTIES FOR MARKET STUDY**

Human Resources Director Darren Brooke provided a handout with 40 benchmark positions and 18 benchmark communities for the market study. The benchmark positions will then be used as building blocks to review all County staff positions. This information was also presented at the managers' meeting last Thursday.

On motion by Mongeau, seconded by Haney, and unanimously carried, the Board approved a list of 40 benchmark positions and 18 benchmark communities.

**REQUEST TO MOVE FORWARD WITH CAMPUS ASPHALT PROJECT**

Joe Olson, Maintenance Supervisor, and Nick Fiecke, Construction Engineers, were present with a plan to replace some of the asphalt on campus. They have been working with the Highway Department to get this project established. A couple concrete Ts will be removed from the parking lots for easier maintenance. Construction Engineers obtained a quote of \$143,727 for the project through their bidding process. The project will come back to the Board on a change order. It is not part of gross maximum price established with Construction Engineers but may come out of the contingency fund balances.

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

- Commissioner Mongeau attended a Jail Ministry event and meetings for MetroCOG Executive Committee and Buffalo Red River Watershed Board.

- Commissioner Campbell meetings for Joint Powers; FM Diversion Authority; and Buffalo Red River Watershed Board. He also attended interviews for an Assistant Highway Engineer. He was also in Minneapolis for the FM Diversion court hearing.
- Commissioner Gross attended a Jail Ministry event, interviews for Assistant Highway Engineer; Veterans Court; and a Sheriff's event.
- Commissioner Haney attended meetings for Moorhead Planning Commission; Joint Powers; Governance Board of Clay County Collaborative; and Buffalo Red River Watershed Board.
- Commissioner Weyland attended meeting for Heartland Trail and Buffalo Red River Watershed Board and a Jail Ministry event. He reported the Buffalo Red Board voted to continue their contested case against DNR, FM Diversion Authority, and Clay County. That board will be using funding that they receive from Clay County to essentially sue DNR and Clay County.
- County Administrator Stephen Larson attended meetings for Joint Powers; Strive for Excellence; Management Retreat Planning; teleconference with Attorney Brian Melton; teleconference with Shelly Eldridge and County Auditor. He also attended the Jail Ministry Event; Veterans Court; and interviews for Assistant Highway Engineer.

There was discussion about whether to combine Joint Powers and Community Facilities Task Force committees. Commissioners Campbell and Mongeau were not in favor of combining the two committees.

The meeting adjourned at 9:30 a.m.

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Grant Weyland, Chair, County Board of Commissioners

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Stephen Larson, County Administrator