

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 A.M., TUESDAY, APRIL 23, 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 Senior Administrative Assistant Colleen Eck.

CALL TO ORDER

Chair Weyland called the meeting to order.

APPROVAL OF AGENDA

On motion by Mongeau, seconded by Haney, and unanimously carried, the Board approved the agenda.

FAMILY SERVICE CENTER LEASE AGREEMENT: MN ASSISTANCE COUNCIL FOR VETERANS

By consent the Board approved a Family Service Center Lease Agreement: MN Assistance Council for Veterans, Suite #108SE, 90 SF @ \$13.25/SF, 5-1-2019 to 12-31-2019.

REQUEST FOR EXTENDED TIME OFF WITHOUT PAY FOR CHILD PROTECTION SPECIALIST

By consent the Board approved the request for extended time off without pay for a Child Protection Specialist in Social Services.

CITIZENS TO BE HEARD

There were no citizens 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 \$381,123 from 125 vendors for payment. From that total, 97 warrants issued were under \$2,000 (\$36,061) and the following 28 warrants issued were over \$2,000:

Lake Agassiz Regional Library	\$73,044	Clay Co. Public Health	\$13,500
Clay Co. Social Services	\$54,331	Summit Food Service, LLC - WCRJC	\$11,338
Moorhead Public Service	\$40,748	Becker County Public Health	\$8,571
Summit Food Service, LLC - Jail	\$31,611	Kitzmann/Stuart	\$8,440
Xcel Energy	\$21,542	Pemberton, Sorlie, Rufer	\$7,024
Otter Tail Public Health	\$20,330	Jones Law Office	\$5,128

Express Lane - Hawley	\$4,848	Wenck Associates, Inc.	\$2,901
Code 4 Services, Inc	\$4,780	Lutheran Social Service of Mn	\$2,886
Reliance Telephone	\$4,600	Sanford Health	\$2,414
On Site Body Armor	\$4,350	Essentia Health	\$2,135
Wegner Psych & Therapeutic Svc	\$3,750	Thomson Reuters	\$2,085
Enterprise FM Trust	\$3,749	Further	\$2,078
Key Contracting Inc.	\$3,480	Mouser/Katrina	\$2,010
Thomson Reuters	\$3,390		

APPROVAL OF MINUTES FROM APRIL 9, 2019

On motion by Gross, seconded by Haney, and unanimously carried, the Board approved the minutes from April 9, 2019.

FLOOD UPDATE

Emergency Management Director Gabe Tweten updated the Board on flood-related expenses for Clay County. As of April 5, the Highway Department had costs of \$111,000; other Clay County departments were at \$4,500; and Moorhead's costs were at \$394,000. He is still gathering costs from Georgetown Township and the Watershed Districts. He has not received word yet if Clay County's emergency declaration will be backdated to March 1. Minnesota is expected to meet the state threshold for federal aid. Assessment crews will tentatively be in the area mid to late May.

ACCEPTANCE OF DONATION FROM BELL STATE BANK FOR ACTIVE SHOOTER VESTS

Sheriff Empting commented that the Sheriff's Office is very fortunate to be awarded \$3,850 toward Active Shooter Vests from Bell State Bank employees Pay it Forward Program. The remaining \$500 for 15 vests will be taken from the Sheriff's regular budget.

On motion by Mongeau, seconded by Gross, and unanimously carried, the Board accepted a \$3,850 donation from Bell State Bank employees for Active Shooter Vests.

REQUEST APPROVAL OF LIEUTENANTS UNION CONTRACT

Stephen Larson noted that Lieutenants' union contract is for just one year and includes a 2% wage increase, a uniform allowance increase, and a recalculation in their Health Care Savings Plan (HCSP).

On motion by Gross, seconded by Campbell, and unanimously carried, the Board approved the Lieutenants union contract with a 2% wage increase.

REQUEST APPROVAL OF CONSTRUCTION CHANGE ORDER #23

Stephen Larson stated Construction Engineers’ GMP Change Order #23 includes several items for the Correctional Facility and campus asphalt upgrades as discussed at the Board meeting last week. This revision will come out of the owner’s contingency fund.

On motion by Campbell, seconded by Haney, and unanimously carried, the Board approved construction Change Order #23 with an approved GMP revision of \$156,947.

REQUEST TO ADDRESS HOMESTEAD CREDIT

Vernard Olek addressed the Board with a request to have 2019 homestead credit placed on a parcel of his land that has received the credit in the past. It was missed this year due to a clerical error at the Farm Service Center (FSC) when they entered the land description incorrectly leading to a \$1,500 tax increase on this land.

Assessor Nancy Gunderson noted he qualifies for a program called Special Agricultural Homestead, but it was missed on this parcel due to the land description error on the form that was turned into the Assessor’s Office.

On motion by Gross, seconded by Mongeau, and unanimously carried, the Board approved a tax abatement for Vernard Olek for reinstatement of homestead credit.

ALTERNATE NURSING OPTIONS FOR WEST CENTRAL REGIONAL JUVENILE CENTER

James O’Donnell, Juvenile Center Director, stated that Public Health has experienced a difficult time finding nurses for the Juvenile Center. MEnD Correctional Healthcare has provided two options for addressing the need for two full-time nurses. At the Juvenile Center, the multi-county Secure Program is responsible for 67% of nursing costs and Clay County’s Non-Secure Program is responsible for the other 33%. Both MEnD options include direct access to an MD for prescriptions which would cut down on clinic visits and all liabilities would shift over to them. Option B is preferred as it could reduce staffing needs at the Juvenile Center and they would control all medications.

On motion by Campbell, seconded by Mongeau, and unanimously carried, the Board approved implementing MEnD Option B as soon as possible for nurses for West Central Regional Juvenile Center.

PROPOSED 2019 EQUIPMENT

David Overbo, Highway Engineer, requested purchasing a bulldozer with gravel tax reclamation funds. This item has been discussed at Highway Tracking Committee and with the office of the MN State Auditor. The primary use will be reclamation at the three County pits; however, the equipment can be used for Road and Bridge purposes with those hours paid back to the gravel

tax reclamation fund. They compared equipment, prices, options, and resale value and recommended the Caterpillar Dozer for \$272,530.

On motion by Gross, seconded by Campbell, and unanimously carried, the Board approved purchase of a CAT Dozer for \$272,530 with funding to come from the gravel tax reclamation fund.

OPEN BIDS FOR SEAL COAT / STRIPING PROJECT

Four bids were opened for the County-wide seal coat project for approximately 30 miles of asphalt paved road. The engineer's estimate for the project is \$842,192.02.

On motion by Gross, seconded by Campbell, and unanimously carried, the Board approved the low bid from Asphalt Surface Technologies Corp, in the amount of \$642,520.86, contingent on no errors in the bid packet.

OPEN BIDS FOR OAKPORT TOWNSHIP 15TH AVE GRADING AND BITUMINOUS PAVING PROJECT

Five bids were opened for the Oakport Township 15th Ave Grading and Bituminous Paving Project. The engineer's estimate for the project is \$500,057. The project is funded with a Local Road Improvement Project grant.

On motion by Mongeau, seconded by Haney, and unanimously carried, the Board approved the lowest bid from Border States, in the amount of 428,356.35, contingent on no errors in the bid packet and approval by Oakport Township.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Mongeau attended meetings for Planning Commission and Rural Cities and County.
- Commissioner Campbell attended meetings for Insurance Committee; FM Diversion Authority and Army Corp; Regional Juvenile Detention Advisory Committee; FM Diversion Chairs Coordination; and Rural Cities and County.
- Commissioner Gross attended meetings for Historical Society; Bell Bank Donation Presentation; Dilworth City Council; and Rural Cities and County.
- Commissioner Haney attended meetings for Insurance Committee; Early Childhood Initiative; MetroCOG; and Rural Cities and County.
- Commissioner Weyland attended meetings for Juvenile Detention Advisory; EDC Executive Committee; and Rural Cities and County.
- County Administrator Stephen Larson attended meetings for MEnD; Insurance Committee; Central Administration; Lakes Country; Step 3 Union Grievance; FM Diversion Authority and Army Corp; and Rural Cities and County.

The meeting adjourned at 9:45 a.m.

Grant Weyland, Chair, County Board of Commissioners

Stephen Larson, County Administrator