

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 A.M., TUESDAY, APRIL 26, 2022
Rooms A/B, 3rd Floor, Courthouse
MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Jenna Kahly, Frank Gross, Jenny Mongeau, Kevin Campbell, and David Ebinger. Others present: County Administrator Stephen Larson, County Attorney Brian Melton, and Sr. Administrative Asst. Colleen Eck

CALL TO ORDER

Chair Mongeau called the meeting to order at 8:30 a.m.

APPROVAL OF AGENDA

On motion by Commissioner Gross, 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.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

On motion by Commissioner Gross, seconded by Commissioner Campbell, and unanimously carried, the Board approved the payment of bills and vouchers totaling \$400,246 from 84 vendors. From that total, 61 warrants issued were under \$2,000 (\$28,551) and the following 23 were over \$2,000:

Lake Agassiz Regional Library	\$77,441	Xcel Energy	\$6,568
W Central Regional Juvenile Center	\$65,979	Sanford Health	\$6,057
High Point Networks, LLC	\$31,605	Information Systems Corp.	\$5,095
Downtown Moorhead, Inc.	\$25,000	Mn State Auditor	\$4,660
Cardmember Service	\$23,559	Rick Electric, Inc.	\$4,153
ND State Tax Commissioner	\$19,112	Halvorson/Derrick	\$4,125
City of Fargo	\$18,963	Delta Dental	\$3,981
Clay Trail Alliance	\$17,470	Clay County Union	\$3,377
Foltz Buildings, Inc.	\$15,436	Green View, Inc.	\$3,053
Dakota Plains Mechanical, Inc.	\$13,018	Further	\$2,316
ADDvantage Triton LLC	\$11,761	Johnson Hydraulic Service, Inc.	\$2,213
Medical Pharmacy (SH)	\$ 6,754		

APPROVAL OF MINUTES FROM APRIL 12, 2022

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the Minutes from April 12, 2022.

RECOGNITION – PROCLAMATION(S) FOR COUNTY STAFF APPRECIATION DAY

County Administrator Larson brought forth a proclamation declaring this day as County Staff Appreciation Day for excellence in serving the public. Governor Walz and Lt. Governor Flanagan also proclaimed April 26, 2022, as County Staff Appreciation Day state-wide.

On motion by Commissioner Campbell, seconded by Commissioner Kahly, and unanimously carried, the Board read and adopted the Proclamation for County Staff Appreciation Day.

PROCLAMATION AND UPDATES FOR CHILD ABUSE PREVENTION MONTH

Social Services Supervisors Amy Amundson, Quinn Jaeger, and Michelle Thordahl were present with an update on Child Protection work and a Proclamation for May being Child Abuse Prevention Month.

Mr. Jaeger stated they are averaging 25-30 new Child Protection cases a month in 2022. Drug-related cases are the highest and truancy and educational neglect are second. They also see quite a few sexual abuse and physical abuse cases. There is still a shortage of foster homes and staff turnover continues to be a problem. They have seen a significant increase in child and parent mental health and drug use. There is a lack of affordable housing and Churches United is generally full. Placement for children with mental health issues can be a struggle.

Ms. Amundson and Ms. Thordahl stated their staff were able to unify 34 children to their re-unification home in 2021. They also had 24 kids who reached permanency, six had their custody transferred to a relative and 18 were adopted in 2021. So far in 2022, they have had 16 kids who reached permanency with 15 adoptions and one transfer to a relative. As of today, there are 119 children in out-of-home care.

The Commissioners thanked the staff for the difficult jobs that they do with child protection. The public was encouraged to look around and be more aware of what may be going on around them and make reports when it is needed.

On motion by Commissioner Campbell, seconded by Commissioner Kahly, and unanimously carried, the Board read and adopted the Child Abuse Prevention Month Proclamation.

REQUEST FOR APPROVAL OF YEARLY SUPPLY BIDS

County Engineer David Overbo and Justin Sorum joined the meeting via Teams. The yearly supply bids were opened on April 21st for corrugated metal culverts, furnishing bituminous asphalt, rental of construction equipment and crushing & furnishing of gravel. Except for the gravel bids, the bids are a list that they use throughout the year. The gravel bids require an actual contract and needs to be awarded individually. Mr. Overbo went through the list and recommended accepting the low bids. In response to a question, he noted they may need to expand the County gravel pit by seven to eight acres at some point.

On motion by Commissioner Gross, seconded by Commissioner Campbell, and unanimously carried, the Board approved all bids for corrugated metal culvert. *See Attachment A*

On motion by Commissioner Gross, seconded by Commissioner Kahly, and unanimously carried, the Board approved all bids for bituminous mixture. *See Attachment B*

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved bids for rental of construction equipment as listed. *See Attachment C*

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the low bids from Turner Sand & Gravel for all 30 townships. *See Attachment D*

REQUEST FOR APPROVAL OF LOW BID FOR FOUR BRIDGE REPLACEMENTS

Bids were opened on April 19th for four bridge replacements. Houle Excavating, LLC., was the low combined bidder on all four projects. Two of the projects are on County roads and two on Township roads. The abstract has been sent to MnDOT for funding approval. Additional bridge bond and township bridge funds have been allocated to account for the bids coming in above the engineer's estimate. The local share of the County portion is below the planning level estimate as shown on the Five-Year Construction Plan.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the low bid of \$996,247.25 from Houle Excavating, LLC for replacement of two County bridges: Co. Rd. 68 – SAP 014-598-073 and Co. Rd. 69 – SAP 014-598-074 and two Township bridges: Elkton Twp – SAP 014-599-107 and Cromwell Twp – SAP 014-599-113.

REQUEST TO ADVERTISE FOR TURN LANE RECONSTRUCTION PROJECT ON TH 10 AND CSAH 19

Approval is needed to advertise for TH 10 and CSAH 19 Turn Lane Reconstruction in Glyndon. This is the cooperative project with the City of Glyndon and MnDOT through the LPP process. MnDOT covers \$379,629.63 of construction costs and \$30,370.37 for construction engineering for a total of \$410,000. The proposed letting date is on June 7th, 2022.

On motion by Commissioner Campbell, seconded by Commissioner Kahly, and unanimously carried, the Board approved advertising for Glyndon LPP Turn Lane Project (SAP 14-619-021).

A brief road update was provided. Three roads are currently closed due to flooding and washouts. The locations have been posted on the County website.

REQUEST TO MOVE FORWARD ON CAPITAL IMPROVEMENT PLAN FOR HIGHWAY SHOP PROJECTS IN COMSTOCK, ULEN, AND GEORGETOWN

Mr. Larson noted that at the meeting last week the Board unanimously voted to reject the project bids that had been received through the RFP process for highway shops in Comstock, Ulen, and Georgetown. The Engineer's estimate was \$700,000 and the bids came in starting at \$1.6 million.

Over the past week Highway Engineer Overbo and Facilities Director Joe Olson conducted some value engineering for the three highway shops and have taken the new shop drawings through the quote process. After receiving direction from the State Auditor's Office, an updated vendor quote document was provided. Mr. Olson will be managing the projects in-house following the quote procurement process. The item has been vetted by the Building Committee. Total costs for each shop were provided: Comstock \$291,735; Georgetown \$295,542; Ulen \$294,761; for a grand total of \$882,038. An updated list of Capital Improvement Bond Projects and ARPA projects shows a savings in many other areas to make up for the overage for this project. As per procurement policy threshold of \$175,000, only one building vendor can be awarded per building per year. The bonding dollars for the project need to be spent within 18 months. Chair Mongeau inquired about another varied proposal that would save over \$4,000.

A motion was made by Commissioner Gross and seconded by Commissioner Ebinger to approve all the quotes listed for three highway shops for a total maximum price of \$882,038. The quotes are for buildings, electrical, mechanical, site work, concrete, utilities, permitting and contingencies. The following amendment was presented, switching building vendors between the three locations, for a savings of \$4,113 by Commissioner Campbell and accepted by Commissioners Gross and Ebinger: Georgetown Shop - Holm \$138,000; Comstock Shop - Foltz \$154,355; and Ulen Shop - Morton \$164,053. The grand total for the shops was reduced to \$877,925. See table below. Motion carried.

	Comstock	Georgetown	Ulen	Total
Building - Holm		138,000.00		138,000.00
Building - Foltz	154,355.00			154,355.00
Building - Morton			164,053.00	164,053.00
Electrical - CB & Sons	19,910.00	20,590.00	18,200.00	58,700.00
Mechanical - J-Tech	45,355.00	45,355.00	46,285.00	136,995.00
Site Work - Fitzgerald Const	22,486.00	21,227.00	21,067.00	64,780.00
Concrete - Green Const	21,779.00	24,954.00	27,609.00	74,342.00
Utilities - Randall's Excavating	22,850.00	24,250.00	24,600.00	71,700.00
Contingency/Permitting	5,000.00	5,000.00	5,000.00	15,000.00
TOTAL	291,735.00	279,376.00	306,814.00	877,925.00

REQUEST FOR APPROVAL TO FUND PURCHASE OF FORKLIFT FOR STORAGE FACILITY

Sheriff Emptying brought forth a request for the purchase of a used forklift for the new County Storage Facility in south Moorhead. Combined funds for the item would come from current funds in the Sheriff's Office, Maintenance, Probation, and Emergency Management. Maintenance would operate and maintain the forklift. The forklift is needed to maximize the high building space with shelving.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the proposal to fund the purchase of a used forklift for the County Storage Facility with a total between \$20,000 and \$22,000 from the following sources: Sheriff's Office contingency funds \$3,000; Probation \$5,000; Maintenance \$2,000; and Emergency Management Equipment Internal Service funds: \$10,000 - \$12,000.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Kahly reported on meetings for Adult Mental Health Local Advisory Council; Rural Cities and County; Historical and Cultural Society; Suicide and Substance Abuse Committee; Soil and Water Conservation Pollinator Event; and West Central Initiative Spring Convivium on Earth Day.
- Commissioner Gross reported on meetings for Rural Cities and County; Detox Facility Planning; and Building Committee.
- Commissioner Campbell reported on meetings for Rural Cities and County Roundtable; FM Diversion Executive Committee; Building Committee; West Central Regional Juvenile Center; and MPCA Update on Solid Waste Funding.
- Commissioner Ebinger reported on meetings for Rural Cities and County; Greater F-M Economic Development Corp.; Suicide and Substance Abuse Committee; and West Central Regional Juvenile Center.
- Commissioner Mongeau reported on meetings for Rural Cities and County; Detox Facility Planning; MetroCOG Policy Board; and Lakeland Mental Health Board.
- Mr. Larson reported on meetings for Rural Cities and County; Detox Facility Planning; Building Committee; MPCA Update on Solid Waste Funding; Solid Waste Landfill Project; Social Services federal family program; Maintenance and Highway; and Solid Waste Manager.

On motion by Commissioner Campbell, seconded by Commissioner Gross, and unanimously carried, the Board approved travel expenses for Commissioners Kahly and Ebinger to attend a Day at the Capital in St. Paul this week.

Sheriff Empting announced the take-back prescription program options.

The meeting was adjourned at 10:20 a.m.

Jenny Mongeau, Chair
County Board of Commissioners

Stephen Larson, County Administrator

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2022 GRAVELING

		TURNER SAND & GRAVEL, INC.			FITZGERALD CONST. INC		
Twp. Number	Estimated Quantity (Tons)	Furnish, Crush, Load & Haul Per Ton (See Note) Contractor Haul	Furnish, Crush, & Load Per Ton (See Note) County Haul	Pit Name and Location	Furnish, Crush, Load & Haul Per Ton (See Note) Contractor Haul	Furnish, Crush, & Load Per Ton (See Note) County Haul	Pit Name and Location
1	500	\$9.22	\$4.95	Co. Felton - Sec. 6 Keene Twp.			
2	400	\$8.02	\$4.95	Co. Felton - Sec. 6 Keene Twp.			
2A	6,000	\$10.00		Kost Pit - Sec. 13 Keene Twp.			
3	2,800	\$8.92	\$4.95	Co. Felton - Sec. 6 Keene Twp.			
4	1,000	\$8.92	\$4.95	Co. Felton - Sec. 6 Keene Twp.			
5	1,500	\$8.92	\$4.95	Co. Felton - Sec. 6 Keene Twp.			
6	3,250	\$9.47	\$4.95	Co. Felton - Sec. 6 Keene Twp.			
7	2,000	\$8.02	\$4.95	Co. Felton - Sec. 6 Keene Twp.			
8	4,000	\$7.92	\$4.95	Co. Felton - Sec. 6 Keene Twp.			
9	0	\$8.50		Kost Pit - Sec. 13 Keene Twp.			
10	1,500	\$7.80		Kost Pit - Sec. 13 Keene Twp.			
11	750	\$10.22	\$4.95	Co. Felton - Sec. 6 Keene Twp.			
12	2,000	\$8.77	\$4.95	Co. Felton - Sec. 6 Keene Twp.			
13	8,125	\$8.02	\$4.95	Co. Felton - Sec. 6 Keene Twp.			
14	2,750	\$7.80		Kost Pit - Sec. 13 Keene Twp.			
15	1,000	\$8.55	\$5.20	Braseth Pit - Sec. 13 Parke Twp.			
16	2,000	\$10.55	\$5.15	Hough Pit - Sec. 36 Humboldt Twp.			
17	1,000	\$9.97	\$4.95	Co. Felton - Sec. 6 Keene Twp.			
18	1,750	\$9.22	\$4.95	Co. Felton - Sec. 6 Keene Twp.			
19	7,624	\$8.60	\$5.20	Braseth Pit - Sec. 13 Parke Twp.			
20	2,500	\$7.70	\$5.20	Braseth Pit - Sec. 13 Parke Twp.	\$14.25	\$6.05	Young Pit
21	5,500	\$10.55	\$5.15	Hough Pit - Sec. 36 Humboldt Twp.	\$19.75	\$6.05	Young Pit
22	4,500	\$9.35	\$5.15	Hough Pit - Sec. 36 Humboldt Twp.	\$19.65	\$6.05	Young Pit
23	500	\$8.65	\$5.20	Braseth Pit - Sec. 13 Parke Twp.	\$14.75	\$6.05	Young Pit
24	1,500	\$8.50	\$5.20	Braseth Pit - Sec. 13 Parke Twp.	\$13.25	\$6.05	Young Pit
25	2,000	\$8.50	\$5.20	Braseth Pit - Sec. 13 Parke Twp.	\$12.50	\$6.05	Young Pit
26	14,000	\$10.20	\$5.15	Hough Pit - Sec. 36 Humboldt Twp.			
27	8,500	\$9.35	\$5.15	Hough Pit - Sec. 36 Humboldt Twp.			
28	2,500	\$7.95	\$5.15	Hough Pit - Sec. 36 Humboldt Twp.			
29	2,000	\$7.20	\$5.15	Hough Pit - Sec. 36 Humboldt Twp.			
30	2,000	\$7.40	\$5.15	Braseth Pit - Sec. 13 Parke Twp.			

Total 95,449

Note: Prices reflect an additional \$0.42 per ton for material originating from the Co. Felton Pit - Sec. 6 Keene Twp.

Engineer's Recommendation:

Accept Low bid of Turner Sand & Gravel Inc. For Twp #'s- 1-30

Clay County Engineer