

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 A.M., TUESDAY, MAY 17, 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, Jenny Mongeau, Kevin Campbell, and David Ebinger. Commissioner Absent: Frank Gross. Others present: County Administrator Stephen Larson, County Attorney Brian Melton, and Administrative Asst. Rita Rueckert.

CALL TO ORDER

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

APPROVAL OF AGENDA

Administrator Steve Larson asked that item #3 be removed from the agenda.

On motion by Commissioner Kevin Campbell, seconded by Commissioner David Ebinger, and unanimously carried, the Board approved the corrected agenda.

LEASE RENEWAL FOR DEPT. OF HUMAN SERVICES: DEAF & HARD OF HEARING SERVICES AT FAMILY SERVICE CENTER

By consent the Board approved the lease renewal for Dept. of Human Services: Deaf & Hard of Hearing Services at the Family Service Center.

CITIZENS TO BE HEARD

There were no citizens who wished to be heard.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

On motion by Commissioner David Ebinger, seconded by Commissioner Jenna Kahley, and unanimously carried, the Board approved the payment of bills and vouchers totaling \$2,454,292 from 157 vendors. From that total, 107 warrants issued were under \$2,000 (\$54,309) and the following 50 were over \$2,000:

Construction Engineers, Inc.	\$945,574	Herculift, Inc.	\$21,522
Blue Cross Blue Shield Mn	\$280,481	State of MN Health Care Savings Plan	\$18,886
Clay Co. Public Health	\$163,071	Trinity Services Group, Inc.	\$17,763
Mn PERA	\$139,443	Northwestern MN Juvenile Center	\$13,671
Otter Tail Co. Public Health	\$136,447	Ott's Quality Painting, Inc.	\$13,261
Mn Dept of Rev - Deed Tax	\$112,864	Lloyd's Auto Body, Inc.	\$11,727
Mn Dept of Rev - Mortgage Reg	\$103,767	City of Glyndon	\$11,511
City of Fargo	\$ 41,335	Wilkin Co. Public Health	\$ 9,908
Moorhead Public Service	\$ 40,041	Delta Dental	\$ 9,588
Pomp's Tire Service, Inc.	\$ 31,175	PDQ.com Corp.	\$ 9,450
Key Contracting, Inc.	\$ 26,406	City of Hawley	\$ 9,229
Becker Co. Public Health	\$ 24,653	Verizon	\$ 8,779
MEnD Correctional Care, LLC	\$ 23,428	City of Barnesville	\$ 7,744
City of Dilworth	\$ 22,466	Dept. of Corrections	\$ 7,350

T & T Tile, LLC	\$ 7,326	Fargo Glass & Paint	\$ 3,209
MN Life	\$ 6,752	City of Ulen	\$ 3,204
Matt Fischer Painting	\$ 6,292	Madison National Life	\$ 2,683
Lutheran Social Service of Mn	\$ 6,127	North Point Geographic Solutions	\$ 2,544
Lakes Country Service Co-op	\$ 5,739	City of Georgetown	\$ 2,507
Marco Technologies, LLC	\$ 5,478	Dacotah Paper	\$ 2,438
LELS	\$ 4,273	WEX Bank (fleet)	\$ 2,244
City of Hitterdal	\$ 4,195	Office of Mn IT Services	\$ 2,162
Psychlogics	\$ 3,880	Green View, Inc.	\$ 2,118
Valley Service Mechanical, LLC	\$ 3,610	American Federal	\$ 2,076
Colonial Life	\$ 3,226	Fuchs Sanitation, Inc	\$ 2,055

APPROVAL OF MINUTES FROM MAY 3, 2022

On motion by Commissioner Kevin Campbell, seconded by Commissioner David Ebinger, and unanimously carried, the Board approved the Minutes from May 3, 2022.

PROCLAMATION FOR LAW ENFORCEMENT WEEK

Sheriff Mark Empting thanked the County Board for their support of the department and the law enforcement members, and he acknowledged the officers who have been lost in the line of duty. Chair Jenny Mongeau read the Proclamation.

On motion by Commissioner Kevin Campbell, seconded by Commissioner David Ebinger, and unanimously carried, the Board approved the Proclamation for Law Enforcement Week.

REQUEST FOR PROPOSAL (RFP) FOR MEDICAL SERVICES

Juvenile Center Superintendent James O'Donnell and Correctional Administrator Kari Tuton provided the two proposals they received for healthcare services for the Correctional Facility and the Juvenile Center. One was from the current provider, MEnD, for \$1,273,800.00; and the second was from Advanced Correctional HealthCare (ACH) for \$1,217,287.00. The proposal from ACH was more comprehensive and detailed, as well as their ability to work well with the Juvenile system. The proposal costs came in over the expectations.

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved moving forward with ACH to provide medical services for the Correctional Facility and Juvenile Center for \$1,217,287.

REPORT AND RECOMMENDATION ON DISBURSEMENT FROM COMPLIANCE FUND COMMITTEE

Recorder Kimberly Savageau reported that under State of Minnesota statute, the Recorder's Office is required to complete recordings and return 90% of their recordable documents within ten business days. Since their office has met that requirement and is compliant, the County Board is authorized to use money in that fund to support the recording process and data integration projects. Ms. Savageau requests disbursement from that fund in the amount of \$105,000 for the 2023 budget to be used for tax system maintenance, the corner re-monumentation program, funding for Information Services, and software maintenance for the Assessor's Office.

On motion by Commissioner Kevin Campbell, seconded by Commissioner David Ebinger, and unanimously carried, the Board approved the request to use the available funds balance for 2023.

Recorder Savageau also requested an additional \$20,000 for the 2022 budget to be targeted to the re-monumentation program. The balance in the compliance fund has grown due to the volume of recorded documents completed, so there is money available for this request.

On motion by Commissioner Campbell, seconded by Commissioner Kahly, and unanimously carried, the Board approved the request for \$20,000 from the compliance fund for fiscal year 2022 to be used for the corner surveys project.

PUBLIC HEARING: 2045 CLAY COUNTY COMPREHENSIVE AND TRANSPORTATION PLAN UPDATE

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board opened the Public Hearing.

Planning Director Matt Jacobson was accompanied by Adam Altenburg of MetroCOG and Planning Commission Chair Ezra Baer. Mr. Jacobson reviewed a summary of what the Comprehensive Plan is and how it impacts the County's long-range planning. This plan is an update to the previously adopted 2002 Plan. Of significance is the projected population increase of 25,102 residents by 2045; and, in conjunction with the anticipated increase of population, there will be a need for an increase of 10,505 houses in the County. Another significant factor of the information collected is that, while the number of farms in the county has decreased, the average farm size has increased. This trend mirrors national statistics. This Comprehensive Plan was written after meetings over the past two years. Meetings were held by a Study Review Group consisting of County staff, Planning Commission, Board of Adjustment and Board of Commissioners members and included public input via live meetings, virtual meetings, emails; key stakeholders with members of agricultural production, transportation, education, emergency responders, gravel producers; environmental departments within the County and State levels; meetings with City and Township leaders within Clay County; and Clay County department heads.

On May 16, 2022, an email was received with comments from Minnesota DNR. Director Jacobson suggested adding these outlined DNR concerns as a part of the appendixes.

On motion by Commissioner Kevin Campbell, seconded by Commissioner David Ebinger, and unanimously carried, the Board closed the Public Hearing.

There was discussion regarding Ordinance #2022-2 missing from the written ordinance. Also, the agenda did not include the information that the hearing was for adopting the Ordinance. In checking the public hearing notice, it was accurately noticed to the public stating that it was for adopting the Plan and Ordinance.

Commissioner Campbell asked for a week to review the Ordinance 2022-2 for adoption of the Plan/Ordinance.

On motion by Commissioner Kahly, seconded by Commissioner Ebinger, and unanimously carried (via roll call), the Board approved Ordinance 2022-2 for the 2045 Clay County Comprehensive and Transportation Plan to include a typographical correction in paragraph three.

BID OPENING FOR MILL & OVERLAY ON CSAH 31 (SP 14-631-024)

Interim County Engineer Justin Sorum was present to open bids. All bids were received electronically and all bidders have bid bonds for 5%. This project is for 9.5 miles on CSAH 31 from the south County line to CSAH 10. There are federal funds available for this project. The Engineer's estimate for this project, last fall, was \$2,424,322.30 and the completion date is stated as September 2, 2022. Bids were opened as follows:

Central Specialties	\$2,775,384.17
R.J. Zavoral & Sons	\$2,815,085.13
Knife River	\$2,860,383.02

Mark Sand & Gravel	\$3,056,149.42
Duininck, Inc.	\$3,339,788.72

On motion by Commissioner Campbell, seconded by Commissioner Kahly, and unanimously carried, the Board approved the bid from Central Specialties for \$2,775,384.17 for the mill and overlay on CSAH 31, subject to internal review.

REQUEST TO FILL VACANCY FOR MAINTENANCE WORKER

Mr. Sorum advised that there is a retirement in their department scheduled for July 15, 2022. They would like to start advertising immediately for this Class B licensed driver.

On motion by Commissioner Ebinger, seconded by Commissioner Kahly, and unanimously carried, the Board approved the request to fill a vacancy for a maintenance worker.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Ebinger reported on meetings for Correctional Operations/Dispatch Committee and Northwest Emergency Communications Board/RAC joint meeting.
- Commissioner Campbell reported on meetings for Highway Tracking; Correctional Operations/Dispatch Committee; Lakes Country Services Co-op; Personnel Issues Committee; Solid Waste Advisory Committee; and Resource Recovery Facility construction update. He attended a retirement event at the Highway Department for Brad McDonald.
- Commissioner Kahly reported on meeting for Cass Clay Food Commission; Clay County Collaborative; and Early Childhood Initiative.
- Commissioner Mongeau reported on meetings for Wild Rice Watershed District; Personnel Issues Committee; discussion with Sheriff Emptying regarding upcoming retirements; Clay Soil & Water Conservation District. The filing period for County offices is from today until the end of the month. Tomorrow is a Fire and EMT press conference in Dilworth.
- Administrator Larson reported on meetings for Highway Tracking; Regional Dispatch; County Management; Soil & Water Conservation District; DMV Discussions; RRRDC discussions; landfill project review, Personnel Issues Committee; Social Services and Public Health issues; Retirement for Brad McDonald from Highway; and Resource Recovery Facility construction update. He announced an upcoming AMC Webinar. He noted that forecasted revenues for Minnesota show an additional \$1.1 billion.

The meeting was adjourned at 10:27 AM.

Jenny Mongeau, Chair
 County Board of Commissioners

Stephen Larson, County Administrator