

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 A.M., TUESDAY, JUNE 7, 2022
Rooms A/B, 3rd Floor, Courthouse
MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Frank Gross, Jenny Mongeau, Kevin Campbell, and David Ebinger. Commissioner absent: Jenny Kahly. Others present: County Administrator Stephen Larson, County Attorney Brian Melton, and Sr. Admin. 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 Campbell, seconded by Commissioner Gross, and unanimously carried, the Board approved the agenda with one addition: Request to Fill Vacancy for FT Truck Driver for Landfill.

LIQUOR LICENSE RENEWALS

By consent, the Board approved liquor license renewals for Willow Creek Golf Course; J&M Bar Services; Pitchfork; Highland Hideaway; Rustic Oaks; and Mainline Bar and Grill.

EMPLOYEE RECOGNITIONS

The following employees were recognized: Lori Flores, 15 years, Social Services; and Juan Martinez, 30 years, Social Services.

CITIZENS TO BE HEARD

There were no citizens to be heard.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the payment of bills and vouchers totaling \$817,291 from 192 vendors. From that total, 155 warrants issued were under \$2,000 (\$60,226) and the following 37 were over \$2,000:

Burns & McDonnell	\$181,641	Kris Engineering, Inc.	\$10,728
Sioux Falls Truck & Trailer, Inc.	\$129,900	Novanex, Inc	\$10,717
City of Fargo	\$ 77,298	Nitzkowski, Inc.	\$ 9,027
Hokanson/Andrew	\$ 72,124	TrueNorth Steel	\$ 7,447
Clay Co. Public Health	\$ 30,154	MN County Attorneys Asso.	\$ 7,215
Prairie Lakes Municipal Solid Waste	\$ 24,124	Verizon	\$ 7,193
Magic Fund	\$ 23,898	The Retrofit Companies, Inc.	\$ 6,897
Marco Technologies, LLC	\$ 19,621	Clay County Attorney	\$ 6,870
Lakeland Mental Health Ctr	\$ 19,115	Town & Country Oil, Inc.	\$ 5,994
Historical & Cultural Society-Clay Co	\$ 16,148	Dacotah Paper	\$ 5,471
Lloyd's Auto Body, Inc.	\$ 14,065	Dean's Bulk Service	\$ 5,194
Delta Design & Construction, Inc.	\$ 12,000	Moorhead Public Service	\$ 4,936
Code 4 Services, Inc	\$ 11,846	Sanford Health	\$ 4,820

Ramsey Co. Med Examiner	\$4,575	River Valley Forensic Services, PA	\$ 2,750
R Travelmart	\$4,143	T.F. Powers Construction Co.	\$ 2,483
SeaChange Print Innovations	\$3,548	Rick Electric, Inc.	\$ 2,285
Ott's Quality Painting, Inc.	\$3,172	Jones Law Office	\$ 2,075
Express Lane - Hawley	\$2,783	Thomson Reuters - West	\$ 2,054
Madison National Life	\$2,756		

APPROVAL OF MINUTES FROM MAY 17 and 24, 2022

On motion by Commissioner Gross, seconded by Commissioner Campbell, and unanimously carried, the Board approved the Minutes from May 17 and 24, 2022.

CONSIDER SELECTION OF REGIONAL DETOXIFICATION FACILITY BUILDING SITE, FLOOR PLAN, AND SHIFTING PROJECT FROM BUILDING COMMITTEE TO FINANCE COMMITTEE

Stephen Larson provided background information that led to this step in planning the new Detox Facility. He noted the Building Committee has conducted several meetings along the way.

Scott Fettig, Klein McCarthy Architects; presented an option for the Detox Facility just south of the Resource Recovery Facility at 15th Ave and 34th St N, Moorhead. Floor plans and cost estimates were also included in the meeting packets. The plan includes locating the patient rooms around the exterior of the building for natural light and nursing stations in the interior area. They have looked at ways to make the facility more efficient and were able to remove some square footage in the plan. They were also asked to provide a two-story option. Future expansion ideas include an expansion of the first floor and a vertical expansion, adding a second floor. Basically, the same exterior materials will be used that were used in construction of the Law Enforcement Center and other County buildings. They have looked into the building materials being readily available. Elevations of all four sides were shown. A front feature to the building was shown for consideration. There is also a plan for an outdoor fenced patio area for patients.

Ben Mattson and Lance Monson, Construction Engineers, provided further highlights of the construction project. Mr. Monson noted the one-story option is just under \$14 million and the two-story option is over \$16 million. There are contingency funds included for design and construction as well as an owner’s contingency which are pretty typical for this type of plan. The project has some higher costs with the new building site, the mechanical and electrical, and security needs. A back-up generator was listed separately. There have been a lot of price escalations over last 24 months and the state’s prevailing wage has increased. The front entry feature and the back patio area were listed as upgrades. The following areas and rooms are in the plans: counseling rooms, laundry, observation cell, holding area, intake area, staff break area, bathrooms, conference room, family visitation, mechanical, electrical, staff offices, storage room / future offices, and waiting area for the public.

Chair Mongeau stated that \$100,000 is earmarked to reimburse the Solid Waste Department for this portion of the land. Public Health and Detox staff have been involved in molding the facility and its needs. A great deal of value engineering has also been done.

Troy Amundsen, Detox Director, commented that he would need 10 more staff with a two-story building. With a one-story design, he felt they could add staff as the needs arise. The plans also include a detention pod and a female pod.

Stairs and elevator and location of the mechanical equipment are dependent on the second-floor option. Commissioner Campbell brought up identifying a portion of the building that could support a second floor rather than the whole building. Basically, the estimate is \$35/sf.

On motion by Commissioner Ebinger, seconded by Commissioner Gross, and unanimously carried, the Board approved the Regional Detoxification Facility building site on the southern end of the County property along 34th St and 15th Ave N, Moorhead.

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the Regional Detoxification Facility single-story floor plan with future plans for vertical expansion of portions of the building to be explored as the project is further developed and possible funding for the project is identified.

Chair Mongeau commented that they have addressed all staff's needs for the building. She would like all five Commissioners to also have input on the final look of the building. Further discussion could take place at a Commissioners Workgroup meeting. Grant funds will cover the majority of costs; plus, Opioid Litigation dollars could be used; and because COVID has brought additional issues, there may be some ARPA funding, too.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved shifting the Regional Detoxification Facility construction project from the Building Committee to the Finance Committee.

Further adjustments to the floor plans can be addressed by the Finance Committee that includes Commissioners Mongeau and Campbell as well as Mr. Larson, Mr. Brooke, and Ms. Johnson. Chair Mongeau stated they will be talking about potential partners with the border state and border counties as the project progresses. Commissioner Ebinger stated there have never been adequate detox facilities in this area and these plans may solve potential needs.

REQUEST TO FILL VACANCY FOR FT LPN IN DETOX UNIT

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the request to fill a vacancy for a FT LPN at the Detox Unit.

PRESENTATION AND PROCLAMATION FOR ELDER ABUSE AWARENESS DAY

Social Services Supervisor Kirstin Wegenast introduced Corrine Graham who is an Adult Protection Worker. Ms. Graham noted there has been a 20-22% increase in maltreatment cases and an increase in investigations. The staff deal with emergency protective services, referrals for services, companion services, and assisting in cases of financial abuse. They continue to look at the current needs and concerns of the elderly. Chair Mongeau noted that raising awareness of is one of the most important things the County can do. The elderly can experience domestic abuse, sexual abuse, self-abuse, and financial abuse. The public are the ones who need to call when they suspect elder abuse. Ms. Wegenast read the Proclamation for Elder Abuse Awareness Day on June 15, 2022. The MN Adult Abuse Reporting Center can be reached at 1-844-880-1574.

On motion by Commissioner Campbell, seconded by Commissioner Gross, and unanimously carried, the Board approved the proclamation for June 15, 2022, as Elder Abuse Awareness Day in Clay County.

REQUEST TO AUTHORIZE RFP FOR CORPORATE FOSTER CARE DEVELOPMENT FOR CHILDREN AND ADULTS

Social Services Director Rhonda Porter informed the Board that this Request for Proposal (RFP) ties into the Social Services Adult Protection area. This request will provide additional resources to help in foster care development for serving vulnerable adults and children.

Supervisor Holly Wanner stated that the foster care facilities are commonly known as group homes or community foster homes. They are seeking proposals for development of adult or child corporate foster care sites with Community Residential Services. Each site would need to be fully operational by December 31, 2022. Clay County Social Services has up to 12 beds to utilize in this RFP. Each home could have up to four beds.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board authorized the RFP for Corporate Foster Care Development for Children and Adults.

BID OPENING FOR TURN LANE RECONSTRUCTION ON TH 10 AND CSAH 19

Justin Sorum, Interim County Engineer, and Kris Carlson, City of Glyndon Engineer, were present for the bid opening for Turn Lane Reconstruction on TH 10 and CSAH 19 (SP 1401-191, SAP 014-619-021). No bids were received for this project. Mr. Sorum will look at rebidding the project at a later date.

REQUEST APPROVAL TO BID ON MASTIC CRACK SEALER THROUGH MINNBID

Mr. Sorum requested approval to bid up to \$25,000 on a used Mastic Crack Sealer through MinnBid. A Mastic Crack Sealer is used to seal and waterproof wide cracks, potholes, and fatigued areas in pavement. Last year the Highway Department rented a mastic machine for four weeks at a cost of \$2,058/week. The rent this summer would be \$3,375/week for four to six weeks. Mr. Sorum proposed using internal service funds for the equipment with a plan to replace it after six years. The equipment should be beneficial especially on the overlay projects. The dirt patcher would then be sold on MinnBid. A new crack sealer is just over \$80,000. They could also consider renting it out part of the time.

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the request to bid up to \$25,000 for a Mastic Crack Sealer through MinnBid.

MOVE FORWARD WITH HVAC PUMP PROJECT USING LOW QUOTE

Facilities Director Joe Olson commented that the original budget for the HVAC pump was \$18,000. He received two quotes for the project. The low quote came in much lower than expected, at \$10,250. The pump is the piece connected to the HVAC tower.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the low quote from Dakota Plains Mechanical for \$10,250 for the HVAC Cooling Tower Ejector Pit Pump. Funding will come from CARES-2/ARPA funds.

APPROVE AMENDED LEASE - FAMILY HEALTHCARE AT FAMILY SERVICE CENTER

Mr. Olson noted that Family HealthCare is requesting to amend their current lease agreement to exclude their 325sf breakroom area which is separate from their dental office. The revenue would be reduced by \$4,468.75 for 2022.

On motion by Commissioner Gross, seconded by Commissioner Campbell, and unanimously carried, the Board approved the amended lease for Family HealthCare at the Family Service Center.

APPROVE LEASE TO PUBLIC HEALTH FOR FAMILY SERVICE CENTER #103SE

Kathy McKay, Public Health Director, is requesting to lease 325sf of space (Suite 103SE) that was previously leased by Family HealthCare for \$4,468.75. the area is a part of the Public Health wing with a hallway going into the WIC office. The expense would come out of Public Health revenues.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the lease for Suite #103SE to Public Health.

Ms. McKay was asked by Commissioner Gross to provide a brief update from the recent Partnership4Health Community Health Board meeting. Commissioner Gross is on the board and Commissioner Ebinger is an alternate. The board meets twice a year. They discussed legislative priorities for the local partnership and the state. They are looking at needs beyond the pandemic and developing a framework for their requirements and responsibilities. The grant dollars they receive are for all four counties – Clay, Becker, Otter Tail, and Wilkin. One of the programs touched upon is for meetings with pregnant women and then following up with their child up to age four.

REQUEST FOR APPROVAL OF CHANGE ORDER #5 FOR RESOURCE RECOVERY FACILITY CONSTRUCTION PROJECT

County Administrator Stephen Larson and Solid Waste Manager Kirk Rosenberger provided information on Change Order #5 for the Resource Recovery Facility construction project. The items in this change order are drain tile, structured steel, and sump pump covers. There were also changes needed in the bathroom plan following a state inspection. The Board reviewed the list of changes.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved Change Order #5 for the Resource Recovery Facility construction project with an increase of \$10,447.49 to the Guaranteed Maximum Price.

REQUEST FOR APPROVAL TO PURCHASE EQUIPMENT FOR NEW TRANSFER STATION

Mr. Rosenberger presented a list of equipment to be purchased for the new transfer station:

New Transfer Tractor	\$210,000
Used Transfer Tractor	\$165,000
Skid-steer with Fork	\$ 58,576
Hook-truck	<u>\$ 97,000</u>
Total	\$530,576

There was agreement to wait on purchasing a shredder, with a cost of \$852,208, at a later date. It is listed in the capital plan for equipment but due to the struggles with overages related to weather and other issues, the shredder will not be purchased at this time.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved purchasing equipment totaling \$530,576 for the new transfer station, omitting the shredder at this time.

ADDITION: REQUEST TO FILL VACANCY FOR TRUCKDRIVER FOR LANDFILL

On motion by Commissioner Gross, seconded by Commissioner Campbell, and unanimously carried, the Board approved filling a vacancy for a truckdriver for the landfill.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Ebinger reported on meetings for FM Diversion Authority Finance Committee; FM Diversion Authority Board; Red River Regional Dispatch Committee; Partnership4Health Community Health Board; and Economic Development Corporation w/Mn Partners.
- Commissioner Campbell reported on meetings for Building Committee; FM Diversion Executive Committee; FM Diversion Authority Board; Prairie Lakes Municipal Solid Waste Authority; Solid Waste Advisory Committee; Moorhead Clay County Joint Powers Authority; Transfer Station Construction Update; Red River Regional Dispatch; Transfer Station Solid Waste re: equipment; Construction Engineers re: increased costs due to weather.
- Commissioner Gross reported on meetings for Building Committee; Detox; Buffalo Red River Watershed; and Partnership4Health.
- Commissioner Mongeau reported on meetings for Detox Planning Committee; Prairie Lakes Municipal Solid Waste Authority; FM Diversion Land Management; Solid Waste Advisory Committee; Buffalo Red River; Moorhead Clay County Joint Powers Authority; Transfer Station Construction Update; Feedlot Reporting Year-End Review; Transfer Station Equipment Needs; Lakes and Prairies Community Action Plan; MetroCOG Executive Committee; Transfer Station Project Contingencies; and Landfill gas line issues.
- Mr. Larson reported on meetings for Building Committee; Detox Facility Planning; Area Administrators, Red River Valley Dispatch, Solid Waste Advisory Committee; Moorhead Clay County Joint Powers Authority; Red River Regional Dispatch; Diversity and Ethnic Community Coordinator; Transfer Station Construction Update; internal budget discussions; Feedlot Reporting Year-End Review; Detox Facility Planning; Greater Fargo Moorhead Economic Development Corporation; Transfer Station construction update; and reported on an Opioid Settlement Webinar. He received an appreciation letter on the Work Detail Crew from the jail.
- Attorney Melton noted he finished providing Use of Force Training. Last Friday a new conference took place to announce that the law enforcement agencies in the F-M area have resumed providing mutual aid to each other.

Mr. Larson noted that the Board previously assigned two Commissioners to the Hawley Airport Committee. He has since learned that the assignments need to be non-elected Commissioners. These assignments will be discussed further before recommendations come back to the Board for action.

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board removed the assignment of Commissioners Gross and Mongeau from the Hawley Airport Committee.

The meeting was adjourned at 11:08 a.m.

Jenny Mongeau, Chair
County Board of Commissioners

Stephen Larson, County Administrator