

CLAY COUNTY BOARD OF COMMISSIONERS

8:30 P.M., TUESDAY, JULY 19, 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, Assistant County Attorney Michael Leaser, HR Director/Asst. Administrator Darren Brooke, and Admin. Asst. Rita Rueckert

CALL TO ORDER

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

APPROVAL OF AGENDA

On motion by Commissioner Frank Gross, seconded by Commissioner David Ebinger, and unanimously carried, the Board approved the agenda.

INCREASE CHANGE FUND AT MOTOR VEHICLE BY \$200

By consent, the board approved the \$200 increase in the change fund at the Motor Vehicle Department.

ANNUAL LIQUOR LICENSE FOR BUFFALO RIVER SPEEDWAY

By consent, the board approved the annual liquor license for the Buffalo River Speedway.

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 Kahly, and unanimously carried, the Board approved the payment of bills and vouchers totaling \$1,956,624 from 115 vendors. From that total, 80 warrants issued were under \$2,000 (\$38,857) and the following 35 were over \$2,000:

Construction Engineers, Inc.	\$1,291,122	Titan Machinery	\$5,771
MEnD Correctional Care, LLC	\$ 127,433	Ramsey Co Med Examiner	\$5,346
Moorhead Public Service	\$ 79,366	Amherst H. Wilder Foundation	\$5,000
City of Fargo	\$ 71,323	RTVision, Inc.	\$4,880
Central Specialties, Inc.	\$ 52,942	Hildi, Inc.	\$4,810
Clay Co Public Health	\$ 52,334	Dacotah Paper	\$4,691
Turner Sand & Gravel, Inc.	\$ 45,964	Wilkin Co Public Health	\$4,466
Otter Tail Co Public Health	\$ 44,711	Sanford Health	\$4,000
Becker Co Public Health	\$ 33,005	Thomson Reuters	\$3,753
Xcel Energy	\$ 19,755	Network Cabling Services, Inc.	\$3,710
Medical Pharmacy	\$ 7,628	Pro-Tech Sales	\$3,026
Consensus Council	\$ 6,750	Rick Electric, Inc.	\$2,882
Forum Communications Printing	\$ 6,605	C-W Valley Co-op	\$2,786
Johnson Hydraulic Service, Inc.	\$ 5,811	All Season's Lawncare	\$2,740

Reliance Telephone	\$2,345	Fevig Oil Co	\$2,078
Allied Fire Protection	\$2,236	Stellar Services, LLC	\$2,056
Liberty Tire Recycling, LLC	\$2,226	Anjaam Holdings, LLC	\$2,053
Office of MN IT Services	\$2,162		

ACKNOWLEDGEMENT OF DONATION FROM MARCIA HOUGH

The Board acknowledged the \$1,000 donation from Marcia Hough for the Sheriff’s Office K-9 Program.

BUDGET PRESENTATION - PROBATION

Janelle Cheney, District Supervisor of Probation, stated the budget remained basically the same but explained that some of their services are contracted through the State and those fees are set. The Sentence To Serve position is still open and there would be no payments due from the County. There are no significant increases for any of the budget items.

BUDGET PRESENTATION – ATTORNEY’S OFFICE

County Attorney Brian Melton discussed law library fees and updates of periodicals. There are no changes in their revenues but they are seeing increase in the work they do for Child Support. Total salaries are down 7.74% under last year due to personnel turnover. The department is asking to add an additional Victim Service Coordinator for \$52K. Comparisons were made between Clay County and Blue Earth County in the Mankato area, as the counties are similar. Chair Mongeau asked about the periodicals expense with \$85K budgeted and only \$50K spent last year. Mr. Melton explained where the expenses for this category originate and that it includes the research computer terminal in their office that is used by the public and they are charged for use per person for those services. Equipment expense was discussed and a potential copier replacement in the future was identified as a potential expense, as well as potential additional furniture in the self-help library area. Mr. Melton also advised that some of the previous grants are reducing or have expired. There were also ARPA funds/expenses identified within the budget.

REQUEST TO FILL VACANCY FOR JUVENILE CENTER COUNSELOR

Superintendent James O’Donnell, Juvenile Center, asked to fill a position in their Secure Unit. This position is part of their mandated staffing plan.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved filling a vacancy for a Juvenile Counselor in the Secure Unit.

REQUEST FINAL APPROVAL OF CONTRACT FOR JUVENILE CENTER WITH ADVANCED CORRECTIONAL HEALTHCARE, INC.

Mr. O’Donnell, Superintendent at the Juvenile Center, advised the contract is a joint negotiated contract with the Juvenile Center and the Correctional Center but, since the services are different for each entity based on their needs, those differences are set out in each contract. Expanded services include a medical doctor (MD), as well as basic RN (registered nurse) 7 days a week. A nurse will be a part of the Juvenile Center team and will assist in medication management. The contract will cost \$463,000 per year, with 2/3 of that expense split between 11 member counties and 1/3 paid by Clay County. This contract has been reviewed by the County Attorney’s office.

On motion by Commissioner Campbell, seconded by Commissioner Kahly, and unanimously carried, the Board approved a contract between West Central Regional Juvenile Center and Advanced Correctional Healthcare, Inc.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Gross reported on meetings for Highway Tracking; Riverton Township; and Glyndon Township. He attended Government Day at the Clay County Fair and ribbon-cutting ceremony for the 21st Street Underpass Project.
- Commissioner Campbell reported on meetings for Highway Tracking and Lakes Country Services Co-op. He attended the FM Diversion Authority Board of Directors Retreat and Government Day at the Clay County Fair.
- Commissioner Ebinger reported on a NW Emergency Communication Board meeting. He attended the FM Diversion Authority Board of Directors Retreat; Government Day at Clay County Fair; and Ribbon Cutting Ceremony for the 21st Street Underpass Project.
- Commissioner Kahly reported on meetings for Adult Mental Health Local Advisory Council; Moorhead City Planning Commission; Early Childhood Initiative Subcommittee; Clay County Soil and Water Conservation; and Clay County Historical & Cultural Society. She attended the 21st Street Underpass ribbon-cutting ceremony.
- Commissioner Mongeau reported on Planning Commission Subcommittee meeting. She also attended the Clay County Fair and Moorhead 21st Street Underpass ribbon-cutting ceremony.
- Mr. Larson reported on meetings for Highway Tracking; Substance Abuse Crisis Center planning; Social Service Budget; County Management; County Attorney Budget; Solid Waste Budget; Probation Budget; County Facilities issues; Planning & Zoning Budget; and Attorney Michael Leeser. He attended the Moorhead 21st Street Underpass ribbon-cutting ceremony and Government Day at Clay County Fair.

The meeting was adjourned at 9:35 AM.

Jenny Mongeau, Chair
County Board of Commissioners

Stephen Larson, County Administrator