

CLAY COUNTY BOARD OF COMMISSIONERS
1:30 P.M., TUESDAY, JULY 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, and David Ebinger. Commissioner absent: Kevin Campbell. Others present: County Administrator Stephen Larson, Assistant County Attorney Michael Leeser, HR Director/Asst. County Administrator Darren Brooke, 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 Kahly, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the agenda with one addition: Request to Hire Kent Severson as Solid Waste Manager.

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 \$2,419,992 from 101 vendors. From that total, 80 warrants issued were under \$2,000 (\$38,633) and the following 21 were over \$2,000:

Bond Trust Services Corp	\$ 1,612,116	Deputy Registrar	\$8,501
Blue Cross Blue Shield Mn	\$ 280,057	Delta Dental	\$8,444
MN PERA	\$ 138,224	Corrections Products Co.	\$6,075
Sanitation Products, Inc.	\$ 105,000	Colonial Life	\$5,914
Turner Sand & Gravel, Inc.	\$ 78,345	Bee Seen Gear	\$5,518
Eaton Corp	\$ 29,289	Xcel Energy	\$5,394
Cardmember Service	\$ 27,343	Accurate Controls, Inc.	\$3,910
Trane U.S., Inc.	\$ 25,500	City Of Moorhead	\$3,610
High Point Networks, LLC	\$ 11,536	Further	\$2,541
Psychlogics	\$ 11,120	Madison National Life	\$2,365
Sanford Health	\$ 10,558		

APPROVAL OF MINUTES FROM JULY 12, 2022

On motion by Commissioner Gross, seconded by Commissioner Kahly, and unanimously carried, the Board approved the minutes from July 12, 2022.

REQUEST FOR APPROVAL TO HIRE KENT SEVERSON AS SOLID WASTE MANAGER

County Administrator Stephen Larson provided background information on Kent Severson's history at Clay County and noted he was recently interviewed for the Solid Waste Manager position. At this time, he would entertain a motion to appoint Mr. Severson as Solid Waste Manager.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved hiring Kent Severson as Solid Waste Manager, with backfill of his current position in Environmental Health.

BUDGET PRESENTATION - SOIL AND WATER CONSERVATION DISTRICT

District Manager Kevin Kassenborg provided handouts and some brief information on the variety of services that the Soil and Water Conservation District (SWCD) provides and their various funding sources. The budget for 2023 includes increases for cost-of-living adjustments; upgrading computers; and the increase in fuel prices. With a pending retirement in the office this fall, some office restructuring is planned.

Paul Krabbenhoft, SWCD Board Supervisor, thanked Commissioners Mongeau and Kahly for their attendance at SWCD meetings and thanked the Board for their support of the programs. Commissioner Mongeau touched upon an initiative for farmers to leave a row or two of crops to help with snow drifting. Mr. Kassenborg will check with MnDOT on that program and see if he can help promote it.

BUDGET PRESENTATION - PLANNING & ZONING

Planning Director Matt Jacobson stated that Planning and Zoning has exceeded many of their estimated permitting revenues over the past couple years. Clay County's permitting fees remain one of the lowest in Minnesota. The department receives just under \$3,000 annually from the Department of Natural Resources. They receive State Riparian Aid which is passed onto the watershed district and Aquatic Invasive Species funds which are passed onto the SWCD. There may be more travel and training expenses for staff and board members in 2023 with the lessening of COVID impacts. Per diems for Planning Commission and Board of Adjustment meetings will increase from \$50 to \$75. Mr. Jacobson commented that the department's vehicle has been incredibly helpful in meeting citizens' needs in the County.

PUBLIC HEARING – PETITION FROM JASON GEHRIG FOR REZONING: SECTION 21 TANSEM TWP

On motion by Commissioner Gross, seconded by Commissioner Kahly, and unanimously carried, the Board opened the public hearing.

Mr. Jacobson presented Jason Gehrig's petition for rezoning approximately 80 acres in the SE Corner, Section 21, Tansem Township. The request is to remove the Resource Protection Aggregate Overlay district. The underlying zoning district is mainly Agricultural General with some Shoreland zoning. The purpose for rezoning is because of future plans for a platted subdivision which would not be allowed with this overlay district. The aggregate overlay district was placed on areas in the County with gravel potential. The current operator on the property intends to cease mining operations in 2023 after mining the remainder of the material from the site. The Planning Commission heard the request and unanimously recommended approval after addressing the findings of fact and general review standards. The applicant is not present and there are no citizens who submitted comments or appeared this morning for this request. There was no public testimony at the Planning Commission meeting either.

On motion by Commissioner Kahly, seconded by Commissioner Ebinger, and unanimously carried, the Board closed the public hearing.

On motion by Commissioner Gross, seconded by Commissioner Kahly, and unanimously carried, the Board approved the petition to remove the Resource Protection Aggregate Overlay District on approximately 80 acres of property owned by Jason Gehrig, in the SE Corner, Section 21, Tansem Township.

BUDGET PRESENTATION – SOCIAL SERVICES

Social Services Director Rhonda Porter presented an overview of the Social Services 2023 budget. She provided a summary sheet and a list of new requests. The new requests will be addressed further over the next couple meetings with the supervisors from those Social Services' programs. Ms. Porter provided a sheet for Revenues over Expenditures for 2021 and its impact on the Social Services budget going forward. The 2022 levy was \$12,335,701 and the 2023 levy request is \$12,468,047, just over 1% percent increase. If the upcoming requests for 3.5 FTE new positions receives approval, the levy would increase to 2.4%. Ms. Porter noted that some of their allocations are not in yet, but those adjustments will be provided to Mr. Larson after they are received. The budget items most impacting the levy include salaries and insurance; county-funded burials; increases with some of the contracted providers; increased needs in detox; adult mental health commitment and hold orders; decrease in revenues; increase in rent for Child Support Unit; decreases in purchased services; and an increase in earned revenue and grant revenue. Revenues over expenditures in 2021 were at \$1,128,367 mainly due to retirements and resignations; some health insurance savings; reduced expenses for travel for training and home visits; less purchased services for clients mainly due to COVID, and an increase in commitment holds and for detox costs.

UPDATE ON RESOURCE RECOVERY FACILITY

Ben Matson, Senior Project Manager from Construction Engineers, provided a short drone video of the construction progress at the Resource Recovery Facility construction site. They are backfilling the area for the transfer bay and the geofoam is now in place under the flooring. An 11-inch-thick concrete pad will cover the geofoam. Inside the building, the masons have started their work and should be done in a week. Walls are going up to separate the different zones. The framers, electricians, and mechanics have all begun work inside the building. The retaining walls are going up. Offices and rooms will start taking shape. On the east side of the site, they are pouring the concrete slabs for the scale and the portable scale house. They are looking at completion of the project to be in December.

REQUEST FOR BUNKER PANELS FOR SALT/SAND PROJECT

Facilities Director Joe Olson and Highway Engineer Justin Sorum were present with the last item for the shared salt and salt storage structure project at the Highway Department. The item is for the bunker panels that are used to separate the materials in the structure. The low quotes, obtained by MnDOT, for the bunker panels came from Hanson Silo for \$70,270 and Two Rovers Construction for \$19,950. The County's portion, funded with capital improvement dollars, is \$30,073 County. The County's budgeted amount for the full project was \$300,000 and it should be completed under-budget at \$282,141.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved moving forward with the quotes for bunker panels at the Highway Department with the County's portion at \$30,073.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Gross reported on a Legislative Update; Planning Commission; Detox Center Planning; and One Watershed One Plan (Ada). He attended a presentation at the Hjemkomst Center and the Glyndon parade.

- Commissioner Ebinger reported on the Legislative Update from Senator Eken and Chair Marquart; Clay County Substance Abuse and Suicide Prevention Coalition; West Central Regional Juvenile Center; and Greater FM Economic Development Corp.
- Commissioner Kahly reported on meetings for Adult Mental Health Local Advisory Council; West Central Initiative Economic Development; and Insurance Committee. She attended the 40th Year Recognition at Hjemkomst Center and road tour with Mark Peihl, Clay County Archivist.
- Commissioner Mongeau reported on Personnel Issues Committee; Detox Committee; Interview with Kent Severson; Solid Waste budget planning; potential partners for detox facility; MetroCOG Policy Board; Lakeland Mental Health Committee; and Resource Recovery Center Construction Update.
- Mr. Larson reported on an interview with Mr. Severson; Solid Waste budget planning; potential partners for Detox facility; Detox Committee; Personnel Issues Committee; budget planning for Building Maintenance; Resource Recovery Center Construction Update; Regional City Administrators; Legislative Update Session; Substance Use Crisis Facility Planning; Community Partnering on Substance Use Crisis Facility; Insurance Committee; and Regional Workforce Strategy.

The meeting was adjourned at 10:17 a.m.

Jenny Mongeau, Chair
County Board of Commissioners

Stephen Larson, County Administrator