

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, December 11, 2007

8:30 a.m.

County Board Room – 3rd Floor – Courthouse

MINUTES

The Clay County Board of Commissioners met in regular session on Tuesday, December 11, 2007, with all commissioners present: Brunsvold, Campbell, Evert, McCarthy, and Waller.

APPROVAL OF AGENDA

On motion by McCarthy, seconded by Evert, and unanimously carried the agenda was approved as presented.

APPROVAL OF AGREEMENT BETWEEN UNIVERSITY OF MINNESOTA AND CLAY COUNTY FOR PROVIDING EXTENSION PROGRAMS LOCALLY AND EMPLOYING EXTENSION STAFF

By consent agenda, the Board authorized execution of the annual agreement between University of Minnesota and Clay County for providing Extension programs locally and employing Extension staff for the period January 1, 2008 – December 31, 2008.

APPROVAL OF FEDERAL FISCAL YEAR 2008 MEMORANDUM OF INTENT BETWEEN CLAY COUNTY AND UNIVERSITY OF MINNESOTA EXTENSION NUTRITION EDUCATION PROGRAM

By consent agenda, the Board authorized execution of the Memorandum of Intent between Clay County and the University of Minnesota for the Extension Nutrition Education program, for the period ending December 31, 2008.

CITIZENS TO BE HEARD

There were no citizens present who wished to address the Board.

APPROVAL OF MINUTES OF NOVEMBER 20 AND 27, 2007

On motion by Evert, seconded by Waller, and unanimously carried, the minutes of the County Board meetings held November 20 and 27, 2007 were approved as printed.

EMPLOYEE RECOGNITION

Longevity – Mr. Randy Carlson, Engineering Technician, Highway Department, received a plaque of appreciation for his 15 years of service to Clay County. Ms. Lori Johnson, Auditor – Treasurer, received a plaque of appreciation and gift certificate for 20 years of service to the County.

Employee of the Month – Mr. Mark Beyer, Mechanical Systems Technician, was named Employee of the Month for December.

Annual Award, Employee of the Month – Ms. Kari Alme, Human Resources Coordinator, received the \$100 annual award for Employee of the Month.

Certificate of Commendation - Sheriff Bill Bergquist and Jail Administrator Julie Savat presented Certificate of Commendation awards to Correctional Officer Joshua Brottlund, Team Leader Deb Benson, and Correctional Officer Dan Heising for their quick response to a potentially serious medical situation which occurred in the jail.

ANNOUNCEMENT OF EMPLOYEE APPRECIATION COMMITTEE MEMBERSHIP

Cohort Group Member Mark Sloan informed the Board that the voting process been completed for the new Employee Appreciation Committee. County employees voted for a slate of 19 candidates and the Employee Appreciation Committee for the next two years is as follows: Mr. Troy Amundson, Ms. Susan Olson, Ms. Pam Anderson, Ms. Sheryl Grandbois, Ms. Kari Metcalf, Mr. Steve Larson, and Ms. Susan Roll.

The Board was appreciative of the efforts of the Cohort Committee and encouraged feedback from the Employee Appreciation Committee over the next two years.

ADOPTION OF JOINT POWERS AGREEMENT FOR REGIONAL RADIO BOARD

Lt. Matt Siiro was present to request the Board's adoption of the Joint Powers Agreement for the Regional Radio Board which will allow Clay County to partner with 13 other counties eligible for state funding for radio projects. The Board acknowledged that they have already appointed Commissioner Campbell to the Northwest MN Regional Radio Board.

On motion by Evert, seconded by McCarthy, and unanimously carried, the Board authorized execution of the Regional Radio Board Joint Powers Agreement.

CHILDREN'S MENTAL HEALTH COUNCIL REPORT

Ms. Carolyn Strnad, Ms. Kari Larson, and Ms. Lynnette Krinsky, members of the Children's Mental Health Council, were present to update the Board on the activities of the Council, and share their personal experiences with children requiring mental health care.

Ms. Strnad commented that significant needs for the clientele are: qualified respite homes for families; more information for the families in need; better systems to understand mental health; an increase, rather than decrease, in services for the children as they get older; increased education for court and police staff of mental health issues; and that those who care for children are held accountable for their actions. She felt it is important that parents and families are part of the solutions to the above issues.

On motion by Brunsvold, seconded by McCarthy, and unanimously carried, the Board appointed Ms. Carolyn Strnad, Ms. Lynnette Krinsky, and Ms. Kari Larson to the Children's Local Advisory Council for Mental Health, as recommended by Ms. Strnad.

GAS TO ENERGY PROPOSAL UPDATE

Mr. Rod Ambrosie, Wenck Associates, updated the Board on the proposal for utilizing landfill gas to provide revenue for the County. He noted that a number of entities are interested in the project, including Anheuser-Busch. A study has been conducted to determine the availability, amount and quality of landfill gas present. Mr. Ambrosie shared a memorandum which describes the predicted gas generation based on the physical testing and theoretical modeling (See Attachment "A"). The test wells will be installed in June/July, 2008, and it will take about six months of operation to determine what amount of gas will be generated on a monthly basis, and how to best utilize the gas. Once a buyer

and deal have been determined, it will take approximately six months to build a pipeline. The County will recoup capital costs for the project once a deal is arranged with the end consumer.

Mr. Ambrosie stated that even if nothing comes from the tests which are underway, over \$300,000/year may be saved by putting the leachate back into the system and not having to ship it to the cities.

REQUEST TO WAIVE PENALTY FOR LATE PAYMENT OF TAX (A. HAMMERSTAD)

The Board reviewed a request from Mr. Anthony Hammerstad to waive the \$160.56 penalty he was assessed for late payment of his second half tax due to the fact that he was out of the country at the time the tax was due. Commissioner McCarthy commented that the tax statements are mailed in March, which gives taxpayers sufficient time to pay the tax without penalty.

On motion by McCarthy, seconded by Waller, and unanimously carried, the Board denied the request to waive the penalty.

REQUEST FOR MNDOT SPEED ZONE STUDY FOR AREA NEAR M.B. JOHNSON PARK

County Engineer David Overbo informed the Board that he has received a request from a Moorhead City Council member, seeking a reduction in the speed limit on CSAH 3 near the M.B. Johnson Park. Mr. Overbo commented that in 2002, MnDOT was requested to conduct a Speed Zone Study of this same area, and declined to change the posted speed limits at that time.

Commissioner Waller recalled that the County Board had supported the 2002 request and were surprised with MnDOT's response.

Commissioner McCarthy suggested that a letter of support from the City Council or City Engineer accompany the request to MnDOT.

APPROVE PAYMENT OF BILLS AND VOUCHERS

On motion by McCarthy, seconded by Waller, and unanimously carried, the bills and vouchers were approved for payment.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE

Commissioner Evert requested that at a future County Board meeting, time be set aside to share information learned at the AMC workshops.

County Administrator Vijay Sethi informed the Board that a meeting had been held to discuss how information is shared with the school districts regarding inclement weather conditions, snow plows, chain of command for decision making, etc. The policy was reviewed and suggestions for improvement were made. Sheriff Bergquist will meet with the school Superintendents to clarify the policy.

Commissioner Brunsvold informed the Board that he would be absent December 27, 2007.

ADJOURN

The meeting adjourned at 10:37 a.m.

Kevin L. Campbell, Chair
Clay County Board of Commissioners

Vijay Sethi, County Administrator



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MEMORANDUM

TO: Clay County Board

FROM: Rod Ambrosie, Marlon Mackowick – Wenck Associates

DATE: December 11, 2007

SUBJECT: Clay County Landfill –Active Gas System

Clay County was contacted by Anheuser-Bush inquiring about the feasibility of utilizing landfill gas at their Moorhead malting facility. Representatives from Clay County, Anheuser-Bush and Wenck met in January 2007 and agreed to complete a feasibility study in two phases. The first phase of the study was undertaken to determine the availability (amount) and quality of landfill gas present. The second phase would look at preliminary design of an active gas system, evaluate Anheuser-Busch needs, and capital expenditure and operation and maintenance costs. A summary of the study is as follows:

- Predicted gas generation based on physical testing and theoretical modeling
 - Physical tests predicted 1,600 cubic feet per minute (cfm) (380,000 MMBtu's per year)
 - Theoretical modeling predicted approximately 500 cfm (119,000 MMBtu's per year)
- At 1,600 cfm the Malt Plant can utilize approximately 82% of the landfill gas
- Recommended Leachate recirculation to maintain or increase gas generation
- Estimated capital and operational and maintenance cost which can be found below.

Total Estimated Capital and Annual O & M Costs

Bid Item		Capital Costs	Annual O & M Costs
1.	Active Landfill System	\$890,000	\$67,800
2.	Compressor & Gas Treatment System	\$635,000	\$195,360
3.	Forcemain to Malt Plant	\$4,150,000	\$101,750
Total Costs		\$5,750,000	\$364,910

Wenck's Recommendation

- Install active gas collection system and flare at the Landfill
- Monitor the collection system operation (gas volumes, flows, rates, etc.,)
- Evaluate what is the most economical method for the County to utilize the landfill gas

Clay County – Anheuser-Busch - Summary of October 25, 2007 meeting at Clay County

- Anheuser-Busch indicated they are very interested in pursuing an agreement with Clay County to utilize the gas in their Malt Plant
- Clay County informed Anheuser-Busch they are moving forward to install active gas collection system
- Both parties agreed to keep in contact to discuss progress of where the landfill is at with the gas collection system and how much volume of gas the landfill is generating.
- Anheuser-Busch indicated they would give consideration to pay for all of the forcemain from the landfill to the Malting Plant in Moorhead, dependent on gas volume available.
- Clay County informed Anheuser-Busch that other parties are interested in the landfill gas

If you have any questions please feel free to contact Rod Ambrosie at (701)297-9600.