

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, March 2, 2004

8:30 a.m.

County Board Room - 3rd Floor - Courthouse

MINUTES

The Clay County Board of Commissioners met in regular session on Tuesday, March 2, 2004, with the following commissioners present: Brunsvold, Evert, McCarthy and Waller. Commissioner Campbell was absent, as he had been called to present testimony before the Minnesota Legislature on behalf of Oakport Township diking efforts.

APPROVAL OF AGENDA

On motion by McCarthy, seconded by Evert, and unanimously carried, the agenda was approved with the following additions:

- Recognition of a delegation from Lithuania
- Voting process for Lakeland Mental Health Center issues

APPROVAL OF OFFICE SPACE LEASE WITH UNIVERSITY OF MINNESOTA -
MN CHILD WELFARE TRAINING SYSTEM

By consent agenda, the Board approved the office space lease with the University of Minnesota - MN Child Welfare Training System for Suite 301 in the Family Service Center, 420 sq.ft., \$11.25 sq.ft., for the period 12/19/03-6/30/04.

APPROVAL OF 2004 CONTRACTS FOR HOME & COMMUNITY BASED SERVICES;
2004 COUNTY LICENSED OR CERTIFIED WAIVERED SERVICE PROVIDERS OF
FAMILY FOSTER CARE, DAY CARE, RESPITE CARE

By consent agenda, the Board approved the 2004 contracts for Home & Community Based Services, as well as the 2004 County Licensed or Certified waived service providers of Family Foster Care, Day Care and Respite Care, as included in Attachment "A".

CITIZENS TO BE HEARD

Ms. Carolyn Strnad, Local Mental Health Advisory Council, addressed the Board regarding issues involving a recent Local Advisory Council meeting, her position as Chair of the Council, the process of restructuring the Joint Powers Collaborative, and Advisory Council parents' concerns regarding their participation/voice in Collaborative matters, etc.

The Board members expressed their appreciation to Ms. Strnad for her leadership role in the Advisory Council and the fact that she will continue to Chair the Local Advisory Council.

Commissioner Brunsvold added that the restructuring of the Joint Powers Collaborative should be completed this month.

APPROVAL OF MINUTES OF FEBRUARY 17 AND 24, 2004

On motion by McCarthy, seconded by Evert, and unanimously carried, the minutes of the February 17 and 24, 2004 County Board meetings were approved as presented.

EMPLOYEE RECOGNITION

Ms. Laurie Christianson and Ms. Janet Johnson, Social Workers in Social Services, were recognized for their respective 20 and 15 years of service to Clay County with the presentation of plaques of appreciation.

UPDATE RE: REGIONAL CENTER

Regional Extension Director Nancy Frosaker-Johnson informed the Board that the opening of the Regional Center, and the relocation of the County Extension office, have gone very well. She added that in her position as Regional Director, she will be sharing information with all four County Boards in her region, informing them of the programs available through the Center. A monthly flyer will also be printed, outlining the various activities and programs, and will be distributed across the region.

Ms. Frosaker-Johnson informed the Board that following the interview process, the candidate chosen for the Ag position declined the position. The hiring committee will meet again to establish the next course of action.

Ms. Frosaker-Johnson informed the Board that the Moorhead Regional Center will be a pilot site for three different programs: an 800 number for people to ask general agricultural questions; website for people to gain information about programs; grant dollars for Parents Forever Program.

APPROVAL TO PAY INVOICE

On motion by Evert, seconded by McCarthy, and unanimously carried, the Board approved payment in the amount of \$5927 from the 2003 County Extension budget for various pieces of used furniture (desks, walls, shelving) which were purchased from the Joint Powers Collaborative. An estimate for the value of the furniture was provided by Christianson's Business Furniture.

APPROVAL TO PAY LICENSING BACKGROUND COSTS BY AUDITOR'S WARRANT

Welfare Director Dennis Lien requested the Board's approval to pay for costs for criminal background checks by Auditor's Warrant. Mr. Lien indicated that waiting for the monthly check run is slowing up their foster care and day care licensing process. The Board will be provided a list of vendors for approval each time the Auditor's Warrant process is used.

On motion by McCarthy, seconded by Brunsvold, and unanimously carried, the Board approved payment of licensing background costs by Auditor's Warrant.

SAP 14-640-02 CSAH 40 BRIDGE AND GRADING CONSTRUCTION LETTING

County Engineer Jack Cousins opened and read sealed bids for the SAP 14-640-02 CSAH 40 Bridge and Grading construction project in Hagen Township, as follows:

Dakota Bridge Builders, Inc. - \$592,118.10
Wanzek Construction, Inc. - \$692,647.66
Structural Specialties, Inc. - \$701,869.18
Swingen Construction Co. - \$694,650.80
Redstone Construction Co., Inc - \$683,106.19
Robert R. Schroder Const., Inc. - \$622,758.50
Larum Construction, Inc. - \$605,012.30

On motion by Brunsvold, seconded by McCarthy, and unanimously carried, the Board

awarded the project to the low bidder, Dakota Bridge Builders, Inc., for their bid of \$592,118.10, contingent upon there being no errors following bid tabulation.

2004-2005 TOWNSHIP MAINTENANCE AGREEMENT

County Engineer Jack Cousins requested the Board's approval to establish the 2004-2005 Township Road Maintenance fee at \$400/mile. He stated that this figure is based on using the actual cost for maintenance for the previous calendar year (\$370/mile), plus \$30 for administrative costs. The fee for the 2003-2004 year was \$398/mile.

On motion by Evert, seconded by McCarthy, and unanimously carried, the Board established the 2004-2005 Township Road Maintenance fee at \$400/mile.

Commissioner Evert requested that at the Township meeting later this month, Mr. Cousins clarify the fee schedule for full time maintenance, subdivision maintenance, maintenance of "limited maintenance" roads, etc.

REQUEST AUTHORIZATION TO ADVERTISE FOR BIDS FOR BITUMINOUS PROJECTS

On motion by Brunsvold, seconded by Evert, and unanimously carried, the Board authorized advertisement for the following projects (combined), for bid opening on April 13, 2004, 9:00 a.m.: SAP 14-602-21 (Br. Bit.), SAP 14-602-22, SAP 14-611-42, SAP 14-631-19 (CSAH 12 to TH 10), SAP 14-631-20, CP 14-78-05, and CP 14-114-02.

RECOGNITION OF A DELEGATION FROM LITHUANIA

The Board welcomed several citizens from Veisiejai, Lithuania. Veisiejai is a 'sister city' to the City of Moorhead.

REQUEST TO APPROVE CANCELLATION OF 2002 UNPAID ACCOUNTS

On motion by Brunsvold, seconded by McCarthy, and unanimously carried, the Board approved writing off unpaid accounts in the amount of \$1089.69 in the Juvenile Detention department.

2003 YEARLY REPORT - WEST CENTRAL REGIONAL JUVENILE CENTER

Juvenile Detention Center Director Barry Steen presented the 2003 annual report for the Center, noting that 18 counties used the detention services in 2003, overall bed usage was slightly above projections for secure and below projections for the Shelter Care programs, placements in corrections/treatment programs were higher in 2003 due to addition of the chemical dependency component, and average length of stay was about the same in 2003 as 2002.

Mr. Steen informed the Board that Mahnomen County is the only member county which has decided not to participate in the cost sharing plan to address the past deficit.

REQUEST TO PURCHASE A TRANSPORT VEHICLE FROM STATE BID

On motion by Evert, seconded by McCarthy, and unanimously carried, the Board approved the purchase of a 2004 Grand Caravan for transport purposes for the Juvenile Detention department, from the State bid for an approximate cost of \$18,003. Funds are available in the Internal Service fund for this purchase.

Juvenile Center Director Barry Steen stated that the oldest transport van would be placed on

the County Auction in April, with an expected sale price of \$3000 to be placed back in the Internal Service fund. Commissioner Evert inquired as to whether or not the County could donate the vehicle to the Social Connexion, whose appropriation for 2004 was cut. County Administrator Vijay Sethi indicated he would check with the County Auditor and State Auditor regarding this possibility.

RESOLUTION OPPOSING RECONFIGURATION OF REGIONS INVOLVING WEST
CENTRAL AREA AGENCY ON AGING

On motion by McCarthy, seconded by Brunsvold, and unanimously carried, the Board adopted the following resolution, opposing a consolidation of planning and service areas proposed by the Minnesota Board on Aging:

RESOLUTION 2004-9

WHEREAS, the Minnesota Board on Aging intends to designate larger planning and service areas for the Area Agencies on Aging by January 1, 2005, and Clay County is one of nine counties being served currently by the West Central Area Agency on Aging (Region IV); and

WHEREAS, the nine counties of Region IV already constitute a very large geographic area; and

WHEREAS, when appropriate, the Region IV Area Agency on Aging can work in collaboration with neighboring regions when planning and providing services for seniors. Several collaborations already have taken place in program development and contract administration.

WHEREAS, the West Central Area Agency on Aging has proven to be very helpful to the citizens of Clay County and the region, helping to provide assistance for senior housing and services that allow the seniors to remain independent, resulting in the reduction of nursing home beds; using federal, state and local funding to provide direct services and also contracting to others to provide services for seniors in Information and Assistance (Senior LinkAge® Line Call Center and Outreach Specialists), Health Insurance Counseling, Nutrition Services, Caregiver Support (Education and Respite), Prescription Drug Financial Assistance, Medication Management, Falls Prevention, In Home Safety Projects, among other services; and

WHEREAS, the current size and governance structure of the West Central Area Agency on Aging is efficient and cost effective; with a single focus on senior services; and

WHEREAS, the current size of the West Central Area Agency on Aging adheres to the Older Americans Act's emphasis on local decision making; and

WHEREAS, a larger area agency would cause decreased local decision making along with funding allocation uncertainties and increased travel time and expenses for staff and governance board members.

NOW, THEREFORE, BE IT RESOLVED, that the Clay County Board of Commissioners is opposed to combining the West Central Area Agency on Aging into a twenty one county region with centralized administration.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE

With respect to concerns regarding the County's grievance procedures, the Board decided this issue would best be addressed by the Personnel Issues Committee first, with a recommendation to the County Board.

The Board requested that County Administrator Vijay Sethi research the designation "Scenic Highway System", in referring to the Highway 75 corridor and a request that Clay County adopt a resolution naming Highway 75 as a 'scenic byway'.

County Administrator Vijay Sethi informed the Board that with the budget/grant cuts to the Rape & Abuse Crisis Center, one of their staff members is in need of a desk/office for the four days a week she assists clients in Clay County. County Attorney Lisa Borgen has offered her space within the County Attorney's office at no cost to Rape & Abuse Crisis Center.

County Administrator Vijay Sethi advised the Board that the Wellhead Protection Committee

is still an active committee. However, it only meets once a year, in an advisory capacity for operations. Commissioner Waller is the County's representative to this committee, with Commissioner Campbell as alternate.

On motion by McCarthy, seconded by Evert, and unanimously carried, Commissioner Brunsvold was appointed to the Churches United for the Homeless Board, with payment of per diem authorized as well. The Churches United for the Homeless Transitional Housing Committee was removed from the list of Commission Assignments.

The Board was informed of a meeting of the Wild Rice Watershed pertaining to Ditch 56 in Felton Township, to be held March 10, 1:00 pm.

The Board was informed that Mr. Doug Hamilton will be offering a training session to the Management Committee on Thursday, March 18, 9:00 a.m., pertaining to media/press relations. The Commissioners were invited to attend this session.

County Administrator Vijay Sethi advised the Board that an in-service will be conducted for employees relating to treating each other with respect, and attendance will be mandatory for all employees.

Commissioner Evert mentioned that he felt the Board would benefit from two presentations he has heard recently, one regarding poverty in Clay and Wilkin counties, the other relating to Townships.

Chair Waller reminded the Commissioners to complete and return their Lakeland Mental Health ballots.

Commissioner Waller requested that Welfare Director Dennis Lien provide an explanation of the recent Department of Human Services' Child Support Program Review.

Commissioner Brunsvold requested an explanation of the statement of expenses and income for the Family Services Center operations.

Commissioner Brunsvold commented that the Joint Powers Collaborative's restructuring is nearing completion.

Sheriff Bergquist requested the Board's choice of dates for the Criminal Justice Study group to visit Clay County. The Board felt the week of March 29 works best, with the meeting involving the public to be held Wednesday, March 31.

ADJOURN

The meeting adjourned at 11:10 a.m.

Respectfully submitted,

Jerry Waller, Chair
Clay County Board of Commissioners

Vijay Sethi
County Administrator