

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 AM, TUESDAY, OCTOBER 10, 2023
Meeting Room A / B – 3rd Floor – Courthouse
MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Paul Krabbenhoft, Frank Gross, Jenny Mongeau, Kevin Campbell, and David Ebinger. Others present: County Administrator Stephen Larson, Assistant County Attorney Michael Leeser, HR Director/Asst. Administrator Darren Brooke, and Communications Coordinator Jacqueline Finck.

Call to Order

Commissioner Gross called the meeting to order at 8:30 a.m.

Approval of Agenda

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the agenda with the agenda addition: Request Approval to Appoint County Assessor Position.

Donations from the Western MN Steam Threshers Reunion to the Clay County Sheriff's Office

By consent, the Board approved donations from Western MN Steam Threshers Reunion (WMSTR), \$500 to the Clay County Sheriff's Posse for work completed during the WMSTR and \$1,000 to the Clay County Sheriff's Work Crew for work completed on WMSTR grounds.

Chair Gross recognized the donation and thanked the WMSTR for their contribution.

Request Approval for 2022 County Board Chair Signature to Accept Emergency Management Performance Grant Funding

By consent, the Board approved for the 2022 County Board Chair signature to accept Emergency Management Performance Grant Funding

Citizens to be Heard

There were no citizens to be heard.

Approval of Payment of Bills and Vouchers

On motion by Commissioner Krabbenhoft, seconded by Commissioner Ebinger and unanimously carried, the Board approved the bills and vouchers totaling \$1,470,018 from 143 vendors. There were 106 warrants issued under \$2,000 (\$48,562) and the following 37 were over \$2,000.

Knife River Materials Inc.	\$ 575,790	JT Lawn Service	\$ 7,356
Nationstar Mortgage LLC, DBA Mr. Cooper	\$ 168,176	City of Vergas	\$ 7,089
Edson Bronh Dimas Ramos	\$ 158,440	NEMO-Q, Inc.	\$ 6,975
Advanced Correctional Healthcare, Inc.	\$ 99,949	Becker County Public Health	\$ 6,721
Clay Co Public Health	\$ 68,982	L & M Road Services LLC	\$ 6,062
West Central Regional Juvenile Center	\$ 61,380	Forum Communications Printing	\$ 5,839

Ulteig Engineers, Inc.	\$	48,368	QED Enviromental Systems Inc.	\$	5,649
White Cap, L.P.	\$	29,476	City of Pelican Rapids	\$	5,613
Medical Pharmacy (WCRJC)	\$	23,893	Sabin C Store	\$	4,584
Trinity Services Group, Inc.	\$	18,366	Farmers Coop Oil Co	\$	4,556
High Point Networks, LLC	\$	15,184	WEX Bank	\$	4,221
Frontier Precision Inc	\$	14,066	Marco Technologies LLC	\$	3,971
Turner Sand & Gravel Inc.	\$	11,061	Tri State Equipment Inc.	\$	3,575
Otter Tail Public Health	\$	9,261	Trane U.S. Inc.	\$	3,035
Primadata LLC	\$	8,500	Dean's Bulk Service	\$	2,798
Nitzkorski, Inc.	\$	8,236	Barnesville C-Store	\$	2,785
Code 4 Services, Inc	\$	7,755	Wilkin Co Public Health	\$	2,136
MN Counties Computer Coop	\$	7,373	Butler Machinery Co	\$	2,117
			West Central Regional Juvenile Center	\$	2,104

Approval of Minutes from September 26, 2023

On motion by Commissioner Campbell, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the minutes from September 26, 2023.

Flu Shots Provided to Commissioners by Clay County Public Health

Prior to the meeting, flu shots were provided to staff and members of the Board.

Public Health Administrator Kathy McKay discussed how the flu vaccine is a way to prevent influenza which is a respiratory illness. The vaccine is tailored to the worst strain, and it's recommended, especially if you're high risk, to receive the vaccine. The vaccine is provided through Public Health along with other healthcare systems.

Public Health Nurse Cheryl Sapp discussed how the senior flu clinic has started which targets areas where healthcare might be difficult for residents to get to, therefore, the vaccine is brought to them.

Commissioner Campbell asked how citizens can make an appointment with Public Health and what documents may be needed. Ms. Sapp stated that citizens can schedule an appointment by calling 218-299-7777 and select option 2 from the recording. The documentation needed upon appointment would be an insurance card or Medicare card.

Updates from Senator Robert Kupec and Representative Jim Joy

Senator Robert Kupec stated 2023 was a big legislative year and briefly mentioned areas that received funding or were passed which included increased County Aid from the state, Local Road & Infrastructure, Local Bridge Repair, Cities under 5,000 & Transportation funding, Childcare, Public Safety funding, SCORE funding, Duty Disability, and Cannabis.

Senator Kupec discussed what's to be expected as we look forward into the new year, which included the temporary elimination of County Cost for Civil Committed individuals, 48-hour rule task force and the West Central Regional Water District that is being formed.

Representative Jim Joy discussed local control including property taxes, paid family leave, 911 fees, gas tax increase, and local sales tax.

Commissioner Campbell touched on three of the mentioned topics; the West Central Regional Water District, SCORE funding, and 911 fees. The West Central Regional Water District now encompasses Clay County as a whole, with the exception of Moorhead and Dilworth. Currently the bonding would be for Georgetown and Felton. SCORE funding has been around for a long time and the change was appreciated regarding the dollars that were received, which was roughly \$36,000.00. However, had it been the full amount, we would have seen double in the SCORE funding which then goes to help offset other communities to help with their recycling services. Lastly Commissioner Campbell discussed the 911 fees and stated through the Red River Regional Dispatch Center (RRRDC) Clay County ends up having to pay for a significant portion of those fees. And it's recognized that some of those fees went towards building the Allied Radio Matrix for Emergency Response (ARMER) system.

Commissioner Ebinger stated the rural districts are struggling to make the transition to new equipment and the funds surrounding that need to be subsidized. Clay County is partnered with North Dakota and Cass County voted to increase their 911 fees to \$1.50 which pays their operation fees, meaning all that is put on their levy is for expansion or improvement. Whereas for Clay County, everything is put on the levy and Clay County has to collect from the rural cities. If the money that's being paid into this fund is what it should be, they should be able to subsidize these things for the Public Safety Answering Point's (PSAP) or Dispatch centers.

Discussion ensued regarding 911 fees.

Commissioner Ebinger discussed the issues regarding the School Resource Officers (SRO), Statute 403 which controls Emergency Communications in the state of Minnesota, and the lack of emergency weather radar in a third of the state. The emergency communications being used is 15 years old and predates Next Generation 911, and the usage of cellular communication. When the statute was written, 95% of the calls that came into dispatch centers, came in on hardwire. The vendors/providers for hardwire services were paid \$5 million a year to send those signals into the 911 system. Currently, only 5% of calls are hardwire and those vendors still receive roughly \$4.5 million. \$5 million is still being spent on the other 95% of calls that come in, which are voice over internet protocol (VoIP) calls or Cellular calls. This needs attention because federal funding is going to require State Statute to reflect what's being paid for. Lastly, in the third of the state, there is no emergency weather radar, which is unknown to most.

Senator Kupec discussed the issues regarding emergency weather radar and that there is a doppler radar in Mayville, Duluth, and the Twin Cities area. When beams leave the doppler radar, they leave in a straight line and continue upward. Therefore, the further you are away from those points, the beam is at an elevation too high, where weather that occurs closer to the surface, such as a tornado, can be missed by the doppler radar. Because this is a huge issue for parts of rural Minnesota, Senator Kupec has been in discussion with other counties to hopefully resolve the issue.

Commissioner Mongeau expressed her gratitude to both Senator Kupec and Representative Joy and thanked them both for their efforts and partnership.

Commissioner Krabbenhoft discussed mental health and extended a thank you to Senator Kupec and Representative Joy for being in attendance.

Commissioner Mongeau briefly discussed the issues surrounding fingerprinting and how it's a vital need for childcare, employment and for County services.

Representative Joy mentioned knowing of the issues with fingerprinting and also discussed his concern with the new DMV and if the County has the capacity to handle what that could entail. Commissioner Mongeau stated the options for taking the drivers test are either Alexandria, MN or Bemidji, MN and the appointments are usually during normal business hours, which means citizens need to take time off of work and travel to be able to have the opportunity for getting a driver's license. Commissioner Campbell discussed the DMV having two components, one which is run by the County and the other which is run by the state, which is the driver's testing piece. With Clay County being a growing community, we should be able to provide our citizens with that opportunity. The County has done their share to add appropriate staffing to cover concerns regarding wait times and we can't speak to what the state is doing. But we've designed the new DMV to include the state and to have additional employees in the same facility to provide the testing. Senator Kupec stated he hears about issues regarding the DMV as well as salvage titles and that he's talked with the Department of Public Safety for more funds for testing and adding another location for salvage titles.

Request approval of the MOU with Clay County and the Rural Cities for RRRDC Services

Sheriff Empting requested approval of the Memorandum of Understanding (MOU) between Clay County and the Rural Cities for the RRRDC Services. The MOU is a continuation with our rural cities for dispatch services to include Hawley, Dilworth, Glyndon, and Barnesville. There is cost sharing with the rural cities for these services and the MOU would be for three years and would include software maintenance for computer aided dispatch.

Discussion ensued regarding funding and percentages per city.

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the MOU with Clay County and the Rural Cities for RRRDC Services.

Request Approval of Contract Addendum with Solutions Behavioral Healthcare Professionals, Inc.

Juvenile Detention Director James Odonnell requested approval of the contract addendum with Solutions Behavioral Healthcare Professionals. This would be an addendum to the contract Social Services has with Solutions Behavioral Healthcare Professionals, Inc. (Solutions). The addendum would tie the Juvenile Center into the contract and purchase licensed alcohol and drug counselor (LADC) services.

Commissioner Gross asked who was currently providing services. Mr. O'Donnell stated that Lutheran Social Services (LSS) was providing these services, however, they are done this month as their therapist has moved on. LSS couldn't guarantee another therapist and Solutions said they would be able to provide that service. This is critical and time sensitive as there are youth at the Juvenile Center that need the service.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the Contract Addendum with Solutions Behavioral Healthcare Professionals, Inc.

Request Approval of MN Department of Public Safety Grant Award

Victim Witness & Diversion Director Michelle Carney stated the Clay County Attorney's Office through Victim Services applied and was approved for grant funding to support victim services. The funding incorporates reimbursement for personnel including salary, fringe benefits, travel & training, office expenses and direct client assistance. Direct client assistance is dollars that can directly help

victims who are financially burdened.

Commissioner Gross asked if this was to help the person who committed a crime or the victim of the crime. Ms. Carney stated these funds would go towards helping victims of crimes.

Commissioner Campbell asked if this was included in the County Attorney's budget for 2024. Ms. Carney indicated it was and that it is similar to the amounts received in prior years.

On motion by Commissioner Ebinger, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the MN Department of Public Safety Grant Award in the amount of \$70,000.00 for Victim Services.

Request Approval to Nominate Commissioner Kevin Campbell to the Lakes Country Service Cooperative Board of Directors

County Administrator Stephen Larson stated Commissioner Campbell has provided services to Lake Country Service Cooperative Board of Directors for the last few years. His current term is ending this year and after communication, Commissioner Campbell has expressed interested in continuing with that Board starting in February of 2024.

Commissioner Campbell clarified that this doesn't guarantee the position yet and it serves only as a nomination at this time.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the nomination of Commissioner Kevin Campbell to the Lakes Country Service Cooperative Board of Directors.

Agenda Addition: Request Approval to Appoint County Assessor Position.

Mr. Larson stated after recent notification of County Assessor Nancy Gunderson's retirement, interviews were conducted this past Tuesday with perspective applicants to fill her position. After the interview process the hiring committee is recommending that Jill Murray be hired as the next Clay County Assessor, starting November 20, 2023. This start date would allow some overlap with Ms. Gunderson for training purposes.

Ms. Murray is currently the Norman County Assessor and has also worked in Polk County and as a Deputy Assessor for the City of Moorhead. Due to her experience, she has requested to be hired at step 6 and provide a frontload of vacation and sick time of 40 hours, which has been done with other department heads in the past.

Commissioner Ebinger stated an assessor is one of the more difficult positions to fill and has been an issue across other counties. This candidate has the knowledge and experience needed and is a great choice.

Commissioner Krabbenhoft mentioned knowing Ms. Murray on a professional level and that she's always been accommodating, is great at communicating and agrees with Commissioner Ebinger that she would be a great choice for this position.

On motion by Commissioner Ebinger, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved the Appointment of Jill Murray to the County Assessor Position.

Request Approval of the Final Contract Voucher for SAP 014-594-001

County Engineer Justin Sorum requested approval of the final contract voucher for SAP 014-594-001. This was the LRIP project on 7th street in Dilworth. This project was not county-funded but Clay County was the sponsor. The final amount to be approved is \$5,620,969.52. The final contract voucher was approved last night at the Dilworth City Council meeting

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the final contract voucher for SAP 014-594-001 in the amount of \$5,620,969.52.

Request Approval of Grant Funds for Fargo Moorhead Wellness and Health Care Promotion Projects

Public Health Administrator Kathy McKay and Health Promotion Director Rory Beil requested approval of grant funds for Fargo Moorhead Wellness and Health Care Promotion Projects. The grantee will utilize funds to address public health gaps in the Fargo Moorhead communities, including access to food, physical activity, nutrition, and/or other health indicators as determined by the most recent community needs assessments. The grantee will participate in community stakeholder meetings for the Fargo Moorhead health policy projects and serve as a community point of contact for community strategic planning and will facilitate implementation of projects by the FM Wellness Coalition.

Ms. McKay stated the grant is for \$50,000.00 and Clay County would be the fiscal manager of that grant fund and it goes from October 2023 through September 2024.

Mr. Beil further discussed how Clay County is part of the FM Wellness Coalition. Initially there were funding opportunities through the state of North Dakota to create Blue Zones. Blue Zones are places around the world where people have been shown to live longer and the state of North Dakota had some funding to work to address and create these blue zone environments in the FM area. The partners include Sanford, Essentia, United Way, Blue Cross Blue Shield of ND, Family Healthcare and Fargo Cass Public Health and the two public health agencies will be the lead. And Clay County Public Health is being asked to be the fiscal host for the work that is starting. There is an opportunity to renew the funding next year, along with seeking additional funding elsewhere.

Commissioner Krabbenhoft extended his thanks to Mr. Beil and discussed how blue zones are very interesting and how the aspects of good food and nutrition have an impact on how we feel.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the grant funds for Fargo Moorhead Wellness and Health Care Promotion projects in the amount of \$50,000.00.

Request Approval to Become a Naloxone Access Point to Provide Training and Distribution of Naloxone and Fentanyl Test Kits to the Public.

Mr. Beil and Opioid Program Manager Annabel DuFault requested approval to become a Naloxone Access Point (NAP) to provide training and distribution of Naloxone and fentanyl test strip kits to the public.

Ms. DuFault discussed the request to become a Naloxone access point through the Steve Rummeler Hope Network (SRHN). This means the SRHN would send Clay County a supply of Naloxone and Fentanyl test strip kits. Once that supply is received it can then be supplied to the public. This is a

priority for the community as research tells us that communities that have increased access to this drug and access to overdose response education see a decrease in the overall overdose deaths in the community. Therefore, this is a critical component to combating the opioid crisis. The goal would be to implement training throughout the community that focuses on opioid overdose response and administration of Naloxone. Training would be provided to shelter staff, school staff, jail staff, bar staff, and any community members.

Commissioner Gross asked how long after an overdose would Naloxone need to be administered. Ms. DuFault stated the sooner the better, but ideally within the first few minutes after an overdose.

Commissioner Ebinger welcomed Ms. DuFault to the County and stated Naloxone has been misrepresented and Fentanyl is very present in the community and having access to this education, training and Naloxone is going to be helpful.

Commissioner Gross asked if there was an expiration date on Naloxone. Ms. DuFault stated it's good for three years and can be used after that, but it is recommended by the FDA that it be used by that three-year mark.

Commissioner Campbell asked what the process was for this to be a learning experience. Ms. DuFault stated so far, there isn't a person or a process in place to follow up with someone who overdoses. That is something that is being discussed with Fargo Cass Public Health and there are a few proposed plans which will hopefully be addressed in the future. Ms. DuFault further stated that often times if someone is given Naloxone for an overdose, when that person comes to, they are generally not in a state where they could take in that information, once that Naloxone kicks in, they are going into opioid withdrawal which can result in confusion. Therefore, it is a critical step in the process, to have follow up after an overdose, however, it might not be an immediate result with someone on scene, but it will be a critical component moving forward.

Mr. Beil stated they have met with FirstLink to heighten their awareness of this need and they're investigating ways to ensure that the resources that do exist are easily accessible and readily available. In addition, local law enforcement has already been in contact with Ms. DuFault regarding specific overdose cases and we're now figuring out what needs to be done and who needs to be involved to make sure those individuals are provided the necessary resources.

Commissioner Gross asked what would happen if an individual such as a bar owner, didn't want to go through the training and if they have the option not to. Ms. DuFault stated the training is optional, it's not going to be forced upon anyone. Commissioner Gross asked how long the training was. Ms. DuFault indicated the training is between 45 minutes to an hour. Mr. Beil stated there will be a training and education piece but also a request for organizations to consider how to systematically build it into their culture.

Commissioner Krabbenhoft asked if this will continue to be free to Clay County over the years. Ms. DuFault stated there are other NAP's throughout the community, with few being in Clay County and to her knowledge it has always been free, and doesn't see that changing in the future. However, additional options to receive free Naloxone are being explored if this is not a sustainable option.

Mr. Larson asked Ms. DuFault how people can reach her now that this has been approved. Ms. DuFault stated she can be reached by phone or email and to contact Clay County Public Health and they will get individuals in contact with her.

On motion by Commissioner Ebinger, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved to become a Naloxone Access Point to provide training and distribution of Naloxone and fentanyl test strip kits to the public.

Committee Reports/County Administrator Update/Discussions

- Commissioner Campbell had no meetings to report on.
- Commissioner Ebinger reported on meetings for Assessor Interviews; Emergency Communications Legislative meeting; and County Cannabis & Tobacco Ordinance Conversation.
- Commissioner Krabbenhoft reported on meetings for Extension interviews; Adult Mental Health LAC; County Cannabis & Tobacco Ordinance Conversation; and Buffalo Red River Watershed District.
- Commissioner Mongeau reported on meetings for Extension staffing; AMC Extension; and Buffalo Red River Watershed District.
- Commissioner Gross reported on meetings for Assessor Interviews; met with Houston Engineering, Buffalo Red River Watershed District and others regarding issues surrounding private property in Moland Township and significant impacts from the Buffalo River; and mentioned looking into applying for a jail camera grant application due October 15, 2023.
- County Administrator Stephen Larson reported on meetings for Assessor Interviews; MACA/MCHRNA Conference; County Cannabis & Tobacco Ordinance Conversation; Conversation with Dan Mahli regarding shared issues between the County and the City of Moorhead; Bid Opening will take place this afternoon for the DMV project; 11 month warranty for the RRC is coming up so we'll be working with Construction Engineers to make sure everything is in order; and next week we'll continue with Legislative updates with Representative Keeler.
- Communication Coordinator Jacqueline Finck reported on an upcoming meeting for Community Conversation with Representative Keller & Minnesota House Human Services Policy Committee which will be held at the Courthouse meeting rooms A/B on Monday October 16, 2023 from 1 p.m. – 3 p.m. Shortly after that, there will be a Committee Hearing with Representative Keeler & Minnesota House Human Services Policy Committee from 3:30 p.m. - 5 p.m. at the Courthouse meeting rooms A/B.

Adjourn

The meeting was adjourned at 10:14 a.m.

Frank Gross, Chair
County Board of Commissioners

Stephen Larson, County Administrator