

CLAY COUNTY BOARD OF COMMISSIONERS

8:30 A.M., TUESDAY, OCTOBER 5, 2021

Rooms A/B, 3rd Floor, Courthouse

MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Kevin Campbell, Jenny Mongeau, Jenna Kahly, and Frank Gross. Commissioner absent: David Ebinger. Others present: County Administrator Stephen Larson, County Attorney Brian Melton, Human Resource Director Darren Brooke, and Sr. Administrative Asst. Colleen Eck.

CALL TO ORDER

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

APPROVAL OF AGENDA

On motion by Commissioner Kahly, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the agenda with one change: Item 5 is rescheduled to the October 12, 2021 agenda.

CITIZENS TO BE HEARD

There were no citizens who wished to be heard.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

On motion by Commissioner Mongeau, seconded by Commissioner Kahly, and unanimously carried, the Board approved payment of bills and vouchers totaling \$614,982 from 89 vendors. From that total, 59 warrants issued were under \$2,000 (\$24,808) and the following 30 were over \$2,000:

Burns McDonnell	\$252,410	Powerplan	\$5,491
City of Moorhead	\$ 79,520	Today LLC	\$4,800
Gerit Hanson Contracting, Inc.	\$ 71,065	Goehring/Karl & Julie	\$4,380
Information Systems Corp.	\$ 20,328	The Retrofit Companies, Inc.	\$4,135
Historical & Cultural Society	\$ 15,881	Amazon Capital Services	\$3,760
Clay Co. Public Health	\$ 15,514	Moorhead Public Service	\$3,601
Becker Co. Public Health	\$ 14,216	Town & Country Oil, Inc.	\$3,517
Tricorne Audio, Inc.	\$ 12,553	Glacier Enterprises	\$3,493
Becker County	\$ 11,250	River Valley Forensic Services, PA	\$3,250
Otter Tail Co. Public Health	\$ 10,668	Colonial Life	\$2,974
Magic Fund	\$ 9,957	Fidlar Technologies	\$2,966
Nitzkowski, Inc.	\$ 7,418	Wilkin Co. Public Health	\$2,796
Ramsey Co. Med Exam	\$ 6,217	RTVision, Inc.	\$2,250
Marco Technologies LLC	\$ 6,050	R Travelmart	\$2,169
MN Life	\$ 5,494	Medical Pharmacy	\$2,053

APPROVAL OF MINUTES FROM SEPTEMBER 21, 2021

On motion by Commissioner Gross, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the minutes from September 21, 2021.

COVID-19 UPDATE

Clay County Public Health (CCPH) Director Kathy McKay and her team provided handouts for the weekly COVID-19 update. Active cases in Clay County, Cass County, MN, and ND were all up slightly. Nationwide there is a downward trend. Hospitalizations in ND due to COVID-19 are high. Breakthrough cases are just over 1%. CCPH administered 24 more vaccine doses last week. Pfizer boosters and flu shots are now available. Throughout MN 72.4% of the population for ages 12+ have had at least one vaccine dose.

Following the direction from the Personnel Issues Committee last week, Clay County began conducting an employee survey for vaccination status. The current number of employees is 619. To date, 60% (373) have completed the survey with 87% (326) of the responders being fully vaccinated; 12% unvaccinated; and 1% partial vaccinated. This data will be utilized to make decisions for masking and safety on the campus. There have been inconsistencies and questions about the current masking policy and enforcement of it.

REQUEST FROM WM and KEIRSTON KOPP TO REPURCHASE TAX FORFEIT PROPERTY

Attorney Dan Plambeck represents William and Keirston Kopp who would like to repurchase their residential property in Moorhead. William and Keirston Kopp were unable to keep up with their taxes leading to tax forfeiture to the State of MN. They now wish to repurchase the property and then sell it to recover their equity. Additional background information was provided in a letter from Attorney Plambeck. A resolution was also drafted by Attorney Plambeck, and some additions/changes to it were made by Attorney Melton. The changes are agreeable to Attorney Plambeck. William and Keirston Kopp would be required to pay \$20,835.50 to repurchase the property by December 31, 2021.

On motion by Commissioner Gross, seconded by Commissioner Mongeau, and unanimously carried, the Board adopted the following resolution:

Resolution 2021-45

CLAY COUNTY BOARD OF COMMISSIONERS RESOLUTION APPROVING REPURCHASE OF MOORHEAD PARCEL

WHEREAS, the following described real property was tax forfeited to the State of Minnesota in July of 2020:

Legal Description: Lot 18, Block 5, Angela's First Addition to the City of Moorhead, Clay County, Minnesota;

**Property Address: 3613 5th Street South, Moorhead, Minnesota 56560; and
Parcel ID: 58.014.0430;**

WHEREAS, at the time of the forfeiture, the owners of the property were William Kopp and Keirston Kopp, husband and wife, and the property was their homestead;

WHEREAS, William Kopp and Keirston Kopp were delinquent in their taxes in the amount of \$16,464.20;

WHEREAS, William Kopp and Keirston Kopp have made a request to the County Board that they be allowed to repurchase the property;

WHEREAS, the full total required for repurchase of the property would require William Kopp and Keirston Kopp to pay the delinquent tax of \$16,464.20 along with the current 2021 real estate taxes of \$4,190.00 and other fees of repurchase of Deed Tax \$68.30, State Deed \$25.00, Recording \$46.00 for a total of \$20,835.50 to repurchase; and

WHEREAS, the Clay County Board of Commissioners, on a motion by Commissioner Gross, and a second by Commissioner Mongeau, and unanimously carried, approved the following resolution.

NOW THEREFORE, BE IT RESOLVED, that:

1. The County Board finds that William Kopp, Keirston Kopp and their family will suffer undue hardship if their request to repurchase is not granted;
2. The County Board finds that the undue hardship from the tax forfeiture can be corrected by granting the request to repurchase;
3. The request to repurchase is granted;
4. That to complete the repurchase that William Kopp and Keirston Kopp will pay the full amount owed of \$20,835.50 to the Clay County Auditor's Office; and
5. William Kopp and Keirston Kopp shall complete their repurchase of the property on or before December 31, 2021.

REQUEST TO APPROVE RESOLUTION 2021-44 FOR SETTING DATE AND TERMS FOR TAX FORFEIT PROPERTY SALE

Deputy Auditor Jacque Dudgeon provided a resolution for adoption to set the date and terms for a tax forfeit property sale in December. There is just one property on the sales list.

On motion by Commissioner Mongeau, seconded by Commissioner Kahly, and unanimously carried, the Board adopted the following resolution:

RESOLUTION 2021-44

BE IT RESOLVED, by the Board of Commissioners of Clay County, Minnesota this 5th day of October, 2021, pursuant to provisions of Chapter 282, Minnesota Statutes; the County Auditor of Clay County is hereby directed to sell parcels of land that have been forfeited to the State of Minnesota for delinquent taxes and certified by the County Auditor and recorded in the Office of the County Recorder; which lands have been classified and appraised as provided by law;

BE IT FURTHER RESOLVED, that the terms of the sale shall be cash only on all parcels. Pursuant to MN Statute 282.241, a previous owner may not purchase a parcel of land for less than the delinquent amount, assessments, penalties, interest, and costs against it.

In addition to the total sales price, there shall also be an amount added equal to 3 percent of such total sales price. Said 3 percent to be certified to the Tax Assurance Account as required under Minnesota Statute 284.28 Subd 6. A \$25.00 state deed fee and a \$46.00 recording fee must also be collected for each parcel sold. Each parcel is subject to a state deed tax of \$1.65 per each \$500.00 of sales price. There will also be an additional \$50.00 well certificate for any property that contains a well.

Purchasers of property at this sale will receive a State Deed. CLAY COUNTY DOES NOT GUARANTEE CLEAR TITLE ON PURCHASES OF TAX FORFEIT LAND. IT IS THE RESPONSIBILITY OF THE PURCHASER TO TAKE WHATEVER ACTION NECESSARY TO ASSURE CLEAR TITLE.

The tax forfeit sale will be held December 09, 2021, at 10:00 a.m. at the Clay County Government Center, 3510 12th Ave S, Moorhead MN.

REQUEST TO FILL VACANCIES FOR TWO FULL-TIME CORRECTIONAL OFFICERS

Justin Roberts, Correctional Facility Administrator, presented a request to fill two more FTE Correctional Officer positions. He noted that other Correctional Facilities are also experiencing shortages of officers. The facility has to meet set ratio numbers and they are based on classifications of the inmates. Currently, Clay County has 116

inmates, and 12 inmates are housed in a different County. They did not anticipate this happening but are working through it.

On motion by Commissioner Kahly, seconded by Commissioner Gross, and unanimously carried, the Board approved the request to fill vacancies for two FTE Correctional Officers.

REQUEST TO FILL VACANCY FOR FTE CASE AIDE POSITION IN CHILD AND FAMILY UNIT

Social Services Director Rhonda Porter and Supervisor Amy Amundsen approached the Board with an upcoming resignation (1/1/22) in the Child and Family Unit. The duties of the position were provided. The plan would be to post the opening, begin interviews, and be able to start training in mid-December.

On motion by Commissioner Mongeau, seconded by Commissioner Kahly, and unanimously carried, the Board approved the request to fill a vacancy for an FTE Case Aide in Social Service's Child and Family Unit with backfill as needed.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Kahly attended a Cass-Clay Food Commission meeting.
- Commissioner Gross attended a Personnel Issues Committee meeting.
- Commissioner Mongeau attended meetings for Personnel Issues Committee; CARES-2; AMC Extension's 100 Rural Women; and Resource Recovery Campus Construction.
- Commissioner Campbell attended meetings for Personnel Issues Committee; Resource Recovery Campus Construction; Use of Force and Mutual Aid; and CARES-2.
- County Administrator Larson attended meetings for a Mask Policy; Personnel Issues Committee; Cares-2; one more; Regional Administrators; Attorney Melton; Resource Recovery Facility Construction; and closed on the two bonds on Friday.
- Attorney Melton attended a Use of Force and Mutual Aid meeting.

The meeting was adjourned at 9:26 a.m.

Kevin Campbell, Chair
County Board of Commissioners

Stephen Larson, County Administrator