

CLAY COUNTY BOARD OF COMMISSIONERS

8:30 A.M., TUESDAY, NOVEMBER 23, 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, Frank Gross, and 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 Gross, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the 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 Kahly, seconded by Commissioner Ebinger, and unanimously carried, the Board approved payment of bills and vouchers totaling \$1,369,968 from 152 vendors. From that total, 106 warrants issued were under \$2,000 (\$50,666) and the following 46 were over \$2,000: Lakes Country Service Co-op \$309,663; Dilworth City \$190,378; Glyndon City \$167,333; Ulteig Engineers, Inc. \$66,245; Hawley City \$62,307; A Place For Hope \$60,945; Barnesville City \$52,930; Trinity Services Group \$41,696; MEnD Correctional Care, LLC \$35,259; Matt Fischer Painting \$31,152; Sabin City \$25,276; Fidlur Technologies \$24,128; PLMSWA \$23,552; Kandiyohi Co Sheriff's Office \$22,581; Xcel Energy \$22,499; Cardmember Service \$16,718; MN Counties Computer Co-op \$15,069; City Of Fargo \$14,553; T.F. Powers Construction Co. \$14,500; Northern Star Customs LLC \$13,600; Forum Printing \$8,293; Mn State Auditor \$8,030; JT Lawn Service \$6,953; Medical Pharmacy \$6,897; Bauer/Matthew John \$6,500; Lakes Country Service Co-op \$5,676; Otter Tail Public Health \$5,559; Baker Ballistics, LLC \$5,145; Dakota Plains Mechanical, Inc. \$4,953; Further \$4,368; Dacotah Paper \$4,357; Anjaam Holdings, LLC \$4,155; Marco Technologies \$3,583; M-R Sign Company, Inc. \$3,549; Madison National Life \$3,212; AMC \$3,000; Reliance Telephone \$2,892; Bergren/Kyle or Amy \$2,812; Houston Engineering \$2,724; Enterprise FM Trust \$2,693.38; City of Moorhead \$2,563; Stein's, Inc. \$2,424; Mobile Mini, Inc. \$2,300; Ramsey Co Med Examiner \$2,137; Moorhead Public Service \$2,091; and Thomson Reuters - West \$2,054.

APPROVAL OF MINUTES FROM NOVEMBER 9, 2021

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the minutes from November 9, 2021.

COVID-19 UPDATE

Kathy McKay, Clay County Public Health (CCPH) Director, and staff presented the weekly COVID-19 update. Active cases in Clay County are at 688, down slightly from 740 last week. Cases throughout the State of ND and in Cass County decreased a bit. Cumulative cases in Clay County have reached 11,817. The highest number of cumulative cases are in the 20-24 age group. Total deaths in Clay County are at 102. The State of Minnesota remains in the high transmission rate. Hospitalizations and ICU admissions in Fargo have increased but there are still available ICU beds in the region. Breakthrough cases are up slightly at 2.569%. Minnesotans, age 5 and up, with at least one vaccine dose are at 69%. Booster doses, state-wide, are at 816,163. CCPH has now administered a total of 17,266 vaccine doses with 454 of them last week. Several vaccine clinics will be held this week and next week in Public Health. Anyone 18 or older also has an opportunity to get a booster. There is good data supporting that vaccines are helping. The testing site in Moorhead remains busy with the addition of rapid tests and Sunday hours (11 to 4).

Commissioner Campbell noted that the ARPA Committee discussed the possibility of needing onsite testing for employees. Ms. McKay stated they have some test kits in stock.

REQUEST TO FILL VACANCY FOR JUVENILE COUNSELOR POSITION IN SECURE UNIT

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board approved Superintendent James O'Donnell's request to fill a vacancy for a Juvenile Counselor in the secure unit with backfill if needed.

REQUEST FOR APPROVAL TO PURCHASE STALKER RADARS

Sheriff Empting and Lt Schroeder were present with a request to purchase Stalker Radars for the squad cars. Their vendor is currently having a promotional offer. With the purchase of 11, they will receive three more at no cost. The timeline to replace the units is at seven to nine years. The Sheriff's Office has 18 radars but four of them do not need replacing at this time. The cost for purchasing 11 Stalker Radars is \$33,161. The price has not gone up since they purchased one earlier in the year. They would utilize \$5,000 from DUI Forfeiture Funds and the rest would come from their internal service funds, leaving a balance of \$7,490.37. If there is any revenue for the used radars it would go back into the internal service fund. Lt. Schroeder keeps two radars for back-up and handles sending them in for repairs. The radars get tested by a company annually.

On motion by Commissioner Ebinger, seconded by Commissioner Gross, and unanimously carried, the Board approved purchase of 11 Stalker Radars for the Sheriff's Office for \$33,161.

REQUEST FOR APPROVAL OF 2022-2023 NATURAL RESOURCES BLOCK GRANT AGREEMENT FUNDING

Natural Resources Technician Tony Nelson from the Clay Soil & Water Conservation District (SWCD) introduced himself to the Board. His request is for continued support from the County. The County has supported the SWCD with a levy match each year. The levy match from the County was a requirement for the Natural Resources Block Grant in previous years. The requirement was discontinued, but the County agreed to the levy match for 2020-21. The SWCD has \$12,999 in its annual budget request for 2022 for the funding match.

On motion by Commissioner Mongeau, seconded by Commissioner Kahly, and unanimously carried, the Board approved the 2022-2023 Natural Resources Block Grant Agreement funding match of \$12,999.

REQUEST TO APPROVE GRADE INCREASE FOR CORRECTIONAL OFFICERS

Human Resource Director Darren Brooke, Sheriff Empting, and Correctional Facility Administrator Justin Roberts were present for this item regarding retaining and recruiting Correctional Officers. The Correctional Facility is currently short nine officers. They recently added some variable hour staff to help fill in shifts. Mr. Brooke has looked at comparables and found that Clay County is about \$1/hour below the surrounding Counties. The request is to raise the paygrade from line 12 to 13. The increase for 2022 would total \$2,188 for this grade change. When a position is moved from one grade to the next, they use the closest dollar amount which is not less than their current salary. This leads to some variation in the increases. There was no recommendation to increase the grade a few years ago during the wage stay, but the profession has changed since then. Juvenile Detention workers are also on line 13. Due to the shortage, 17 inmates have had to be shipped to Kandiyohi County. Out of County housing costs Clay County \$55/day plus transportation costs. Discussions have been held by the Personnel Issues Committee members who were in support of the change.

On motion by Commissioner Kahly, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the paygrade change for Correctional Officers from line 12 to line 13 at the Correctional Facility.

AMEND MOU WITH CITY OF HAWLEY

County Engineer David Overbo stated the only change in the Memorandum of Understanding (MOU) between the County and City of Hawley is changing the procedure for invoices. The City of Hawley will start invoicing the County rather than the other way around. This MOU, for the joint project on CSAH 33 / 5th Street, was revised to reflect that change.

On motion by Commissioner Gross, seconded by Commissioner Kahly, and unanimously carried, the Board approved the amended Memorandum of Understanding between the County and the City of Hawley.

LETTER OF SUPPORT FOR 11TH ST UNDERPASS TRANSPORTATION ALTERNATIVES GRANT

The City of Moorhead has requested a letter of support from the County for a Transportation Alternatives Grant application for a multi-use trail and sidewalk to be constructed as part of the 11th Street Underpass Project. There would not be any additional obligations to the County.

On motion by Commissioner Ebinger, seconded by Commissioner Mongeau, and unanimously carried, the Board agreed to the Letter of Support for the 11th Street Underpass Transportation Alternatives Grant.

UPDATE ON NORTH BROADWAY BRIDGE

A public input survey was completed regarding use of the North Broadway Bridge and the effects of it being closed. The survey results and public comments were provided today. The County has been working with City of Fargo on the bridge closure and future decisions on rebuilding it. Thirty-one percent of the surveys sent to the local residents were completed. Eighty-six percent of them use the North Broadway Bridge daily or weekly and the overall response was of support to build a new bridge. Sixty-seven percent felt the Wall Street Bridge does not meet their need. The Wall Street Bridge has a lot of truck traffic, and more is expected with the opening of Amazon. There is some urgency to remove the old bridge because of safety issues. There are options for reconstructing the bridge, including location, elevation, costs, and funding. The costs range from \$4.5 million to \$14.5 million. A technical meeting will be held next Monday at the Fargo City Commission meeting.

APPROVAL TO PURCHASE TWO SCHULTE ROTARY DITCH MOWERS

Mr. Overbo brought the request to purchase two Schulte Rotary Ditch Mowers to Highway Tracking following the last Board meeting when no decision was reached on the purchase. Two of the four rotary ditch mowers were replaced in the spring of 2020, after four years of use, with the intent to keep the remaining two mowers an additional year. Due to Covid issues, they were kept an additional two years and were operational for a total of six years and held up relatively well.

The cost to purchase two new Schulte Rotary Ditch Mowers from Butler Machinery has increased to \$78,295.08. That is an increase of \$3,000 a mower in four years. Clayton Larson, Highway Shop Foreman, reviewed the number of miles that get mowed every spring and fall for safety on the shoulders of the road. He calculated over 1500 miles per mower per year. The six-year-old mowers are pushing 10,000 miles. Machinery parts are also harder to get, and this equipment is made in Canada. He felt strongly the two six-year-old Series 4 mowers need to be replaced. The new mowers are Series 5, a more expensive mower with improvements. A nine percent steel surcharge is also added, but that percentage will soon go up to twelve because of the global issue with steel. The second part of the request is to sell Units 166 M2 and 167 M2 on MnBid with a reserve of \$7,200 each.

On motion by Commissioner Ebinger, seconded by Commissioner Kahly, and carried with one nay vote by Commissioner Mongeau, the Board approved the purchase of two Schulte Rotary Ditch Mowers for \$78,295.08 and sale of two used mowers for \$14,400.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Ebinger reported on meetings for Planning Commission, Greater Fargo Moorhead Economic Development Committee; Suicide Prevention and Substance Abuse; FM Diversion Authority Board; and Lake Agassiz Regional Library.
- Commissioner Kahly reported on meetings for Adult Mental Health Local Advisory Council; Suicide Prevention and Substance Abuse; Historical and Cultural Society; Early Childhood Initiative.
- Commissioner Gross reported on meetings for Personnel Issues Committee and Highway Tracking.
- Commissioner Mongeau reported on meetings for Moorhead Clay County Joint Powers Authority; Planning Commission; Red River Water Management Committee; Prairie Lakes Municipal Solid Waste Authority; Wild Rice Watershed District; FM Diversion Land Management; 100 Rural Women – AMC Extension; MetroCOG Policy Committee; Lakeland Mental Health Committee; and ARPA / CARES-2 Committee.
- Commissioner Campbell reported on meetings for Moorhead Clay County Joint Powers Authority; Personnel Issues Committee; Highway Tracking; ARPA / CARES-2 Committee; Prairie Lakes Municipal Solid Waste Authority; FM Diversion Authority Executive; and Workforce Issues.
- County Administrator Larson reported on meetings for Moorhead Clay County Joint Powers Authority; ARPA / CARES-2 Committee; Personnel Issues Committee; Highway Tracking; Management; Workforce Issues; Administrators and Managers in FM area; and a department head evaluation. He met with Mr. Olson re: generator needs; Mr. Overbo and Mr. Olson re: highway shops; Mr. Jacobson re: timeline for Comprehensive Plan; and Ms. Johnson re: budget. He informed the Board that the sales tax collections are 20% higher than last year.

The meeting was adjourned at 10:30 a.m.

Kevin Campbell, Chair
County Board of Commissioners

Stephen Larson, County Administrator