

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 A.M., TUESDAY, DECEMBER 28, 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.

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 with removal of the third consent item for Board discussion.

APPLICATION FROM R. ZIDON FOR COUNTY ABATEMENT DUE TO CLERICAL ERROR

By consent, the Board approved the request from R. Zidon for a \$152 tax abatement due to a clerical error.

2022 PURCHASE OF SERVICES, GRANTS, AGREEMENTS, AND MEMOS OF UNDERSTANDING FOR SOCIAL SERVICES

By consent, the Board approved the 2022 purchase of services, grants, agreements, and memos of understanding for Social Services as submitted.

LAKE AGASSIZ REGIONAL LIBRARY JOINT POWERS AGREEMENT

By consent, the Board approved the Lake Agassiz Regional Library Joint Powers Agreement as submitted.

CITIZENS TO BE HEARD

There were no citizens who wished to be heard.

APPROVAL OF MINUTES FROM DECEMBER 14, 2022

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the minutes from December 14, 2022.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

On motion by Commissioner Kahly, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the payment of bills and vouchers totaling \$377,849 from 111 vendors. From that total, 78 warrants issued were under \$2,000 (\$34,158) and the following 33 were over \$2,000:

Regents of Univ of MN	\$52,398	Direct Promotions	\$18,686
Applied Concepts, Inc.	\$33,161	Kris Engineering, Inc.	\$18,266
Rick Electric, Inc.	\$30,170	Next Chapter Technology, Inc.	\$15,938
Clay Co Public Health	\$26,586	Becker Co Public Health	\$12,675
Otter Tail Co Public Health	\$21,832	MN Dept of Transportation	\$ 9,385

Engen/Nathan D.	\$8,721	Chiller Systems, Inc.	\$ 3,504
CPS Technology Solutions, Inc	\$7,634	Little Falls Machine, Inc.	\$ 3,360
Allied Fire Protection	\$7,397	Fidlar Technologies	\$ 3,344
Government Mgmt Group, Inc.	\$7,000	Bee Seen Gear	\$ 3,267
Dacotah Paper	\$6,528	Tri-County Community Corrections	\$ 3,000
Lakes Country Service Co-op	\$6,190	Nancy Hein-Kolo, PsyD, LP	\$ 2,500
Medical Pharmacy	\$5,821	Amazon Capital Services	\$ 2,428
Axon Enterprises, Inc.	\$5,250	City of Moorhead	\$ 2,394
The Retrofit Companies, Inc.	\$5,246	CDW Government, Inc.	\$ 2,221
Leighton Broadcasting	\$5,000	Braun Intertec Corp.	\$ 2,130
Stantec Consulting Services, Inc.	\$4,937	Horizon Middle School	\$ 2,000
ShortPrinter	\$4,722		

COVID-19 UPDATE

Kathy McKay, Clay County Public Health (CCPH) Director, and her staff presented the weekly COVID-19 update via Teams. The data isn't quite up to date due to the holiday weekend. The number of active cases in Clay County was listed as 325, down from 397 last week. Overall, Mn had a decrease in cases over the last week. Cass County and ND numbers are down some as well. There were 152 new cases reported in Clay County last week for a total of 13,080 cases and 113 deaths. The transmission level remains high throughout Mn. Area hospital admissions have decreased some. Breakthrough cases have slowly risen but that percentage remains low. Total statewide vaccines continue to rise. Total vaccine doses administered by CCPH are at 18,618. The majority of the doses administered last week were booster doses. There were 981 tests done at the vault testing site last week and 51 were positive. They are doing Rapid and PCR tests at that site. The CDC is lowering the isolation period from 10 to 5 days for people who are positive but asymptomatic. Between days five and ten a mask is required in public along with retesting at day 10. The quarantine period has also been lowered in certain cases.

REQUEST APPROVAL TO RENEW CONTRACTS WITH LAKELAND MENTAL HEALTH AND LUTHERAN SOCIAL SERVICES FOR 2022

Juvenile Center Superintendent James O'Donnell briefly described how valuable the services and therapy from Lakeland Mental Health and Lutheran Social Service are to the Juvenile Center.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board renewed the contract with Lakeland Mental Health with a 2.27% increase for 2022.

On motion by Commissioner Ebinger, seconded by Commissioner Kahly, and unanimously carried, the Board renewed the contract with Lutheran Social Service with a 2.33% increase for 2022.

REQUEST FOR ARPA FUNDING FOR CAPLP SENIOR TRANSPORTATION SERVICE

Robin Christianson, Sr. Program Coordinator, and Lori Schwartz, Executive Director, were present representing CAPLP (Lakes and Prairies Community action Partnership). Their rural routes program started a few years ago and is targeted toward older adults in rural Clay County. The program helps them to be able to age in place and still have access to the amenities they need. The senior transportation bus is handicapped accessible. The service was just getting started before the COVID pandemic put it on hold. They also lost their driver due to COVID. Their request for \$50,000 was heard and well-supported at the ARPA Committee meeting. Some funds are also utilized from the Community Service Block Grant and Community Action Grant for this senior program.

On motion by Commissioner Mongeau, seconded by Commissioner Kahly, and unanimously carried, the Board approved \$50,000 from ARPA Funds for CAPLP Senior Transportation Service.

PUBLIC HEARING: CONSIDER GRANTING PROPERTY TAX ABATEMENTS / APPROVAL OF RESOLUTION 2022-58

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the public hearing was opened.

County Administrator Stephen Larson noted that 2021 is the second year of a two-year tax abatement program which the Board previously approved. The eligible properties for abatement are listed in Resolution 2022-58. Lori Johnson, Auditor – Treasurer was available via Teams and confirmed the list of tax abatements.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the public hearing was closed.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board approved Resolution 2022-58 granting the property tax abatements:

RESOLUTION 2021-58

WHEREAS, pursuant to property notice duly given as required by law, the Clay County Board of Commissioners met on December 28, 2021, heard, and passed upon all objections to the proposed property tax abatements granted to multiple properties located within the cities of Moorhead, Dilworth, Barnesville, Glyndon, and Hawley.

NOW, THEREFORE, BE IT RESOLVED, by the Clay County Board of Commissioners: Such proposed abatements, which apply to the properties described below that were found to qualify as determined by Resolution 2020-30 adopted on 10/6/20, are hereby accepted, and shall constitute the estimated total of \$417,817. Parcel #s:

50.236.0390	52.762.0180	58.621.0130	58.364.0180	58.086.0108	58.621.0740	58.808.2410
50.236.0430	52.451.0180	58.364.0010	58.281.0300	58.107.0040	58.621.0750	58.808.2520
50.236.0460	52.451.0190	58.621.0120	58.645.0845	58.172.0200	58.621.0760	58.808.2530
50.236.0060	55.720.0280	58.357.1730	58.261.0040	58.281.0010	58.621.0770	58.808.2540
50.236.0110	55.720.0230	58.621.0060	58.621.0590	58.281.0020	58.621.0780	58.808.2550
50.236.0130	55.720.0530	58.621.0050	58.621.0600	58.281.0030	58.621.0790	58.808.2560
50.236.0230	55.720.0570	58.621.0070	58.808.1630	58.281.0040	58.621.0800	58.808.2720
50.236.0240	55.720.0760	58.808.1710	58.808.1700	58.281.0050	58.621.0810	58.808.2790
50.236.0260	55.720.0090	58.808.3200	58.808.2430	58.281.0060	58.621.0820	58.808.2800
50.236.0270	55.720.0040	58.621.0350	58.768.0060	58.281.0070	58.621.0920	58.808.2810
50.236.0320	56.400.0050	58.808.2180	58.364.0240	58.281.0130	58.621.0930	58.808.2980
50.236.0330	56.650.0380	58.621.0360	58.364.0090	58.281.0150	58.621.1020	58.808.2990
50.250.0380	56.685.0700	58.350.0140	58.808.2440	58.281.0160	58.621.1030	58.808.3000
50.236.0020	56.685.1150	58.350.0210	58.808.2600	58.281.0170	58.621.1040	58.808.3010
50.236.0170	56.688.0090	58.350.0350	58.808.2970	58.281.0180	58.621.1050	58.808.3020
50.236.0180	56.688.0140	58.350.0170	58.791.0140	58.281.0190	58.621.1110	58.808.3030
50.236.0190	56.650.2540	58.808.2470	58.808.3270	58.281.0220	58.621.1140	58.808.3040
50.236.0160	56.688.0030	58.621.0860	58.621.0560	58.281.0270	58.767.0370	58.808.3100
50.236.0350	56.401.0090	58.357.3020	58.364.0190	58.281.0280	58.768.0050	58.808.3110
50.235.0110	56.688.0040	58.364.0050	58.621.0330	58.281.0290	58.768.0160	58.808.3160

50.236.0090	56.688.0150	58.353.0280	58.621.0340	58.281.0310	58.768.0390	58.808.3180
50.236.0010	56.688.0020	58.768.1300	58.808.2610	58.281.0320	58.768.0630	58.808.3220
52.762.0060	56.688.0010	58.768.1280	58.808.2620	58.281.0360	58.768.0650	58.808.3410
52.762.0090	56.688.0160	58.768.0180	58.808.2460	58.281.0420	58.768.0930	58.808.3650
52.107.0165	58.767.0620	58.768.1310	58.768.1150	58.281.0510	58.768.1040	58.883.1812
52.107.0170	58.808.3420	58.337.0780	58.353.0390	58.324.0560	58.768.1130	
52.855.0310	58.767.0100	58.767.0200	58.768.0570	58.337.0870	58.768.1160	
52.450.0640	58.621.0080	58.281.0490	58.353.0070	58.350.0440	58.768.1250	
52.451.0230	58.621.0090	58.281.0500	58.767.0380	58.350.0620	58.792.0080	
52.762.0200	58.768.0250	58.792.0040	58.808.3090	58.353.0190	58.792.0100	
52.626.0010	58.357.3070	58.808.3840	58.808.3120	58.353.0240	58.792.0120	
52.762.0120	58.587.0810	58.440.0240	58.768.0010	58.353.0260	58.792.0320	
52.450.0650	58.357.0290	58.621.0870	58.768.0880	58.362.0170	58.808.1410	
52.451.0140	58.278.0060	58.768.0070	58.768.0960	58.362.0190	58.808.1420	
52.451.0080	58.808.2360	58.261.0050	58.768.0700	58.362.0200	58.808.1440	
52.762.0130	58.808.2370	58.364.0260	58.768.0780	58.362.0210	58.808.1470	
52.762.0140	58.808.1690	58.357.1710	58.621.1150	58.362.0220	58.808.1480	
52.450.0220	58.808.1660	58.621.0910	58.808.1400	58.362.0230	58.808.1620	
52.451.0050	58.621.0150	58.808.2420	58.808.2000	58.362.0240	58.808.1650	
52.451.0020	58.768.1080	58.621.0900	58.364.0250	58.364.0030	58.808.1960	
52.762.0030	58.768.1100	58.281.0140	58.808.2640	58.364.0060	58.808.2110	
52.762.0020	58.297.0210	58.621.1180	58.808.2010	58.364.0110	58.808.2120	
52.450.0510	58.338.0450	58.808.2450	58.808.3130	58.587.1020	58.808.2170	
52.762.0220	58.808.1670	58.364.0140	58.808.2130	58.621.0680	58.808.2190	
52.762.0150	58.808.2210	58.808.3070	58.768.0540	58.621.0690	58.808.2340	
52.450.0600	58.808.2480	58.808.1970	58.621.1160	58.621.0700	58.808.2350	
52.450.0720	58.808.1520	58.808.1610	58.621.1170	58.621.0710	58.808.2380	
52.450.0730	58.767.0320	58.808.3080	58.621.1120	58.621.0720	58.808.2390	
52.762.0190	58.621.0140	58.808.3400	58.621.1130	58.621.0730	58.808.2400	

YEAR-END TRANSFER OF FUNDS FROM GENERAL FUND TO COURTHOUSE/COURTROOM REMODELING PROJECT FUND (removed from consent agenda)

Ms. Johnson stated that they did a temporary transfer of funds at the end of last year anticipating that they would be moving forward with the courthouse remodeling project. The County has not actually spent anything significant from these funds since May 2020. Mr. Larson noted that this goes back to the County's master planning and paying for the architect's services. He added that the Government Center was purchased with CARES dollars and revenues over expenditures were used for the renovation costs of the building. The fund was named courthouse/courtroom remodeling project many years ago.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the year-end transfer of funds from the general fund to the courthouse/courtroom remodeling project fund.

APPROVAL OF HIGHWAY SIGN ORDER

David Overbo, County Engineer, and Justin Sorum, Assistant Engineer, were present for several requests from the Highway Department. This is year two for replacement of blue fire number signs. The County was divided in quarters for the project. The request is to purchase another 1,274 signs for 2022.

On motion by Commissioner Mongeau, seconded by Commissioner Kahly, and unanimously carried, the Board approved \$23,530.78 for M & R Signs for replacing 1,274 blue fire number signs.

APPROVAL TO PURCHASE RETRO-REFLECTOMETER

The purchase of a retro-reflectometer is a new request in the Highway Department's 2022 budget. They were able to borrow a reflectometer from Cass County last year. They began checking stop signs and found that they did not need replacing yet. The reflectometer they are looking at provides a quick pass/fail indication, shoots a picture of the sign, and incorporates with their sign inventory program. It ensures that they are well within federal guidelines for reflection.

On motion by Commissioner Ebinger, seconded by Commissioner Kahly, and unanimously carried, the Board approved the purchase of a Retro-reflectometer for \$9,999 from Tapco, Inc. for their sign department.

APPROVAL FOR OUT-OF-STATE TRAVEL TO ATTEND NATIONAL COUNTY ENGINEER CONFERENCE

Mr. Overbo noted that the National County Engineer Conference was canceled the last two years. He registered last year and can use that voucher he received toward the 2022 conference. The conference is beneficial and always includes several technical break-out sessions. Mr. Overbo and Mr. Sorum would both like to attend the national conference that is April 24-27.

On motion by Commissioner Gross, seconded by Commissioner Kahly, and unanimously carried, the Board approved out-of-state travel for both engineers to attend the National Association of County Engineers Conference in Buffalo, NY, on April 24 - 27, 2022 with a cost of \$4,090 (plus a registration voucher).

APPROVAL OF ENGINEERING SERVICES CONTRACT WITH WIDSETH

Mr. Sorum stated this request is for a Professional Services Agreement with Widseth for Asbestos and Regulated Waste Reports for three bridges on the Deficient Bridge Resolution List. The reports are required by MnDOT. The Broadway Bridge is included on the report and the City of Fargo will be billed half (\$900) for that bridge report.

On motion by Commissioner Kahly, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the services with Widseth for \$4,600 for Asbestos and Regulated Waste Reports for three bridges.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Kahly reported on an Adult Mental Health Local Advisory Council meeting.
- Commissioner Mongeau reported on meetings from two weeks for Regional Joint Water Board for Red River Basin; Prairie Lakes Municipal Solid Waste Authority; MetroCOG Policy Board; CARES-2/ARPA; Lakes and Prairies Community Action; Lakeland Mental Health; and Resource Recovery Facility Construction Update.
- Commissioner Campbell reported on a Resource Recovery Facility Construction Update.
- County Administrator Larson reported he met with the Sheriff on several issues; Human Resources on OSHA guidelines; Robert Wilson on shared issues; and followed up on a number of questions on County vaccinations. He also attended a Resource Recovery Facility Construction meeting. He announced the upcoming vaccine clinics. He relayed to the Board that Shelly Jeffers has retired from Court

Administrator and Renelle Fenno is taking on that role. He added that Clay County does not close for weather events, but employees use their own discretion for traveling into work and need to report if they cannot make it due to the weather.

Commissioner Mongeau commented on this Board revisiting the County mandate that was set for masking in all County buildings in October in lieu of the upcoming OSHA requirements for those who are unvaccinated. Hospitalizations and ICU admissions have shown a downward trend. Discussion ensued among the Commissioners. Mr. Brooke, HR Director, noted that 259 employees have responded to the form that was sent to all employees asking for their vaccination status. Nine of the 259 who responded are unvaccinated and three were partially vaccinated. There are 625 employees including variable hour employees. Vaccine status forms are due by January 10, 2022.

Ms. McKay joined via Teams and provided some clarification about the numbers from the vault testing site. The positivity rate for Moorhead residents who tested last week was 5%. She noted there are also home tests and tests that go unreported. She referred to the Omicron variant that is becoming widespread. It is very infectious, but people who are fully vaccinated and have breakthrough cases are not experiencing severe illness. She noted she would not be against ending the County mask mandate but there would likely be some exceptions. Commissioner Campbell noted that there seems to be that downward trend that they were looking for. Commissioner Ebinger stated that it would seem timelier to wait a few weeks to see what mandates will be placed on us by the federal and state government.

On motion by Commissioner Mongeau, seconded by Commissioner Gross, and unanimously carried, the Board dissolved the County mask mandate that was passed in October as of Friday, December 31, 2021.

Signage at the County buildings will be changed to masks being highly recommended and mandated for those who are unvaccinated. This change will not affect the mask mandate for the court system.

The meeting was adjourned at 10:17 a.m.

Kevin Campbell, Chair
County Board of Commissioners

Stephen Larson, County Administrator