

**CLAY COUNTY BOARD OF COMMISSIONERS**

**8:30 A.M., TUESDAY, MARCH 23, 2021**

Community Room, 3<sup>rd</sup> Floor, Courthouse

**MINUTES**

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Kevin Campbell, Jenny Mongeau, Frank Gross, Jenna Kahly, and David Ebinger. Others present: Assistant County Administrator 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 Ebinger, and unanimously carried, the Board approved the agenda.

**FILL VACANCY FOR JUVENILE COUNSELOR IN SECURE UNIT AT JUVENILE CENTER AND BACKFILL POSITIONS AS NEEDED**

By consent the Board approved filling a vacancy for a Juvenile Counselor in the Secure Unit at the Juvenile Center and backfill positions as needed.

**ACCEPT \$6,000 GRANT FOR SOCIAL SERVICES EARLY CHILDHOOD INITIATIVE**

By consent the Board accepted the \$6,000 Grant for Social Services Early Childhood Initiative.

**CITIZENS TO BE HEARD**

Citizens are able to appear in person or may complete a form with the following link:

<https://claycountymn.gov/CivicAlerts.aspx?AID=288>. There were no citizens

**APPROVAL OF PAYMENT OF BILLS AND VOUCHERS**

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved payment of bills and vouchers totaling \$197,643 from 102 vendors. From that total, 81 warrants issued were under \$2,000 (\$28,109) and the following 21 were over \$2,000:

Moorhead Public Service	\$ 40,108	Obernel Engineering	\$ 3,810
Xcel Energy	\$ 21,297	Dept. of Corrections	\$ 3,450
Clay Trail Alliance	\$ 17,244	Dacotah Paper	\$ 3,104
Lakes & Prairies CAP, Inc.	\$ 12,238	Rick Electric, Inc.	\$ 3,102
Cardmember Service	\$ 12,230	Enterprise FM Trust	\$ 3,051
Eaton Corp.	\$ 10,022	Kurita America, Inc.	\$ 2,915
Lutheran Social Services of Mn	\$ 8,556	Interstate Power Systems, Inc.	\$ 2,894
Amazon Capital Services	\$ 6,110	Reliance Telephone	\$ 2,676
Code 4 Services, Inc.	\$ 4,407	JT Lawn Service	\$ 2,348
Dakota Plains Mechanical, Inc.	\$ 4,068	BDT Mechanical, LLC	\$ 2,003
Clay Co Public Health	\$ 3,902		

**APPROVAL OF MINUTES FROM MARCH 2, 2021**

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the minutes from March 2, 2021 with one name spelling change.

**COVID-19 UPDATE**

Public Health Director Kathy McKay provided handouts that included the most current COVID-19 data.

	Clay County	Minnesota
Cumulative Cases	7,152	506,376
Cumulative Deaths	89	6,782
Out of Isolation	6,885	489,279
Active Cases	124	10,315
Median Age of Cumulative Cases	33	38
Cumulative Hospitalizations	296	26,661
Cumulative ICU Admissions	79	5,494
14-Day Case Rate per 10,000	24.84	
Ages for highest active cases	15-19, 20-24	
Total with at least 1 dose of vaccine	14,433	1,430,349
Percentage with at least 1 dose of vaccine	22.7% of population	25.7% of population
Total who completed vaccine series	7,723	850,829
Percentage who completed vaccine series	12.2%	15.3%
Age group 50-64 with at least 1 vaccine dose	70.4%	78.9%
Age 65+ with at least 1 vaccine dose	% of age group	% of age group
Cumulative # of doses administered by CCPH	8,960	
Vaccines administered previous week -CCPH	1,175	

In response to questions, staff noted they reached out directly to all food manufacturing plants and food establishments in Clay County to offer the vaccine. There are some Johnson & Johnson one dose vaccines coming into Minnesota but none have been distributed to Clay County. Ms. McKay added it would be ideal for the homeless population.

**REQUEST FOR APPROVAL TO EXTEND COVID SICK LEAVE POLICY UNTIL APRIL 30, 2021**

Human Resources Director Darren Brooke informed the Board that the Federal COVID Sick Leave Program ran out in 2020. The Board approved extending the program past December on a month to month basis. It is for employees to obtain up to 80 hours COVID paid sick leave. The County had 258 employees who completed the form to use COVID-19 absences. Currently, there are 20 employees who are either isolated or quarantined, mainly from the same department. If an employee chooses not to be vaccinated, they will still qualify for sick leave. The Personnel Issues Committee has discussed this item. When vaccines are available to all employees this program will be discontinued.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the request to extend the COVID Sick Leave Policy until April 30, 2021 and re-evaluate it at that time.

**REQUEST FOR APPROVAL TO CONTINUE CONTACT TRACERS' EMPLOYMENT UNTIL JUNE 30, 2021**

Mr. Brooke noted that Clay County still has seven variable hour staff serving as contract tracers for COVID-19. The first ones were hired in June 2020. Their wages in 2021 have come from State funds and those funds will be depleted in June 2021. They have worked a combined total of 1,666 hours since last June.

On motion by Commissioner Kahly, seconded by Commissioner Ebinger, and unanimously carried, the Board approved continuing employment for the Contact Tracers until June 30, 2021.

**REQUEST FOR APPROVAL TO OPEN THE GOVERNMENT CENTER TO THE PUBLIC ON MARCH 29TH, 2021**

The departments moving to the Government Center should be ready to assist the public at the new location beginning Monday, March 29. The two new public lobbies are able to accommodate residents/customers with sufficient distancing from staff and each other. The media open house would be on Wednesday, March 31. Commissioner Mongeau commented that the County should be deliberate in signage at the courthouse as well. Mr. Larson noted that a news release will be issued tomorrow with both dates included. Court Security has handouts with directions from the courthouse to the Government Center.

On motion by Commissioner Mongeau, seconded by Commissioner Gross, and unanimously carried, the Board approved opening the Government Center to the public on March 29, 2021.

**INTERVIEWS FOR APPOINTMENTS / REAPPOINTMENTS FOR TWO WILD RICE WATERSHED DISTRICT BOARD OF MANAGERS**

Mark Harless stated he farms north of Felton, has been active in water issues for many years, and has served on the Wild Rice Watershed Board for a number of years. He would be happy to serve another term. He noted it is a well-run board that functions appropriately.

Duane Erickson commented he is also a farmer and has resided in Becker County all his life. He requested another term as well.

There were no other applicants for the appointments.

Commissioner Gross stated they both attend monthly meetings. Becker County provided a resolution of support for Duane Erickson and it is Clay County's responsibility to make the appointment. The Board agreed to bypass the questionnaire this time because both applicants have served on the Wild Rice Watershed District for years. They were both thanked for their service and active participation.

On motion by Commissioner Gross, seconded by Commissioner Mongeau, and unanimously carried, the Board approved Duane Erickson to another three-year term to the Wild Rice Watershed District Board.

On motion by Commissioner Gross, seconded by Commissioner Mongeau, and unanimously carried, the Board approved Mark Harless to another three-year term to the Wild Rice Watershed District Board.

**REQUEST FOR APPROVAL OF CMAR CONTRACT WITH CONSTRUCTION ENGINEERS FOR RESOURCE RECOVERY CAMPUS PROJECT**

Solid Waste Manager Kirk Rosenberger stated he has been working with Construction Engineers for the Resource Recovery Campus Project. Their Construction Manager at Risk (CMAR) has been drafted and

reviewed by Attorney Melton. This is the same process that was used for the Correctional Facility and Law Enforcement Center Projects. The CMAR Contract with Construction Engineers has been reviewed by Attorney Melton and the County Administrator. They would be awarded \$18,250 for work completed until the Guaranteed Maximum Price (GMP) is established. After that, their fee would be 2.9% of the cost of the project. The GMP should be established by the end of April for Board action.

On motion by Commissioner Mongeau, seconded by Commissioner Gross, and unanimously carried, the Board approved the CMAR for Construction Engineers for the Resource Recovery Campus Project.

#### **COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS**

*Many of the following committee reports are from virtual meetings.*

- Commissioner Mongeau attended meetings for Lakes and Prairies Community Action Partnership; Planning Commission; Red River Watershed Management; MetroCOG; and Lakeland Mental Health Committee. She also conversed with a representative from a Kurdish American Group regarding the tobacco ordinance.
- Commissioner Ebinger attended meetings for AMC County Government 101; Greater F-M Economic Development Corp; Substance Abuse Committee; and Strategic Planning with NW Region Emergency Communication Board.
- Commissioner Kahly attended meetings for Childcare Issues; Adult Mental Health Local Advisory Council; AMC County Government 101; Historical and Cultural Society of Clay County; Substance Abuse; and Lakes and Prairies Community Action Partnership.
- Commissioner Gross attended meeting for Highway Tracking and Building Committee/Campus Improvements.
- Commissioner Campbell attended meetings for Highway Tracking; Building Committee/Campus Improvements; and Preparations for Comprehensive Plan Update.
- County Administrator Larson attended meetings for City and County representatives; Management; Government Center Issues, MCCJPA pre-meeting; Waiving Tax Penalties; Emergency Management; Personnel Issues Committee, Building Committee/Campus Improvements; and with Brandon Lunak, Moorhead Public Schools regarding the Training Center.

The meeting was adjourned at 9:48 a.m.

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Kevin Campbell, Chair  
County Board of Commissioners

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Stephen Larson, Assistant County Administrator