

CLAY COUNTY BOARD OF COMMISSIONERS

8:30 A.M., TUESDAY, APRIL 13, 2021

Community Room, 3rd 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. Commissioner absent: David Ebinger. Others present: County Administrator Stephen Larson, County Attorney Brian Melton, Human Resources Director Darren Brook, Administrative Assistant Rita Rueckert.

CALL TO ORDER

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

APPROVAL OF AGENDA

On motion by Commissioner Frank Gross, seconded by Commissioner Jenna Kahly, and unanimously carried, the Board approved the agenda.

Commissioner Mongeau addressed the Covid protocol for requests for replacement hires being considered by Consent Agenda procedure and felt it was now time to return those requests to regular Agenda items.

On Motion by Jenny Mongeau, seconded by Frank Gross, and unanimously carried, the Board approved returning requests for replacement hires to regular Agenda items.

CONSENT

By Consent Agenda the Board approved:

- Request to fill vacancies for two Juvenile Counselors and one Juvenile Worker in the Juvenile Center Secure Unit
- Request for tax abatement due to clerical error
- Approval to replace: two resigning Child Protection Specialists in Case Management; and replace one retiring County Agency Social Worker in Adult Foster Care Licensing.

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 to be heard.

Commissioner Mongeau and Commissioner Campbell both spoke about calls they are receiving regarding customer service delays at Department of Motor Vehicle. It was recommended to have Auditor Lori Johnson address these items at next week's Board of Commissioner meeting.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

On motion by Commissioner Frank Gross , seconded by Commissioner Jenna Kahly, and unanimously carried, the Board approved payment of bills and vouchers totaling \$799,954 from 265 vendors. From that total, 235 warrants issued were under \$2,000 (\$90,052) and the following 30 were over \$2,000:

Lakes Country Service Co-op	\$ 295,189	Indigo Signworks, Inc.	\$ 6,550
Ulteig Engineers, Inc.	\$ 65,422	Marco Technologies LLC	\$ 4,380
MEnD Correctional Care LLC	\$ 59,761	Interstate Power Systems, Inc.	\$ 4,176
City of Moorhead	\$ 59,227	MN Management & Budget	\$ 3,984
Trinity Services Group, Inc.	\$ 36,710	Aakre/Angela	\$ 3,861
Nelson Auto Center	\$ 31,061	CoreLogic Solutions LLC	\$ 3,850
SHI International Corp.	\$ 27,037	Anjaam Holdings, LLC	\$ 3,327
High Point Networks, LLC	\$ 14,256	Moorhead Public Schools	\$ 3,275
Clay County Union	\$ 14,060	Ramsey County Med Exam	\$ 3,084
Amazon Capital Services	\$ 11,345	Dakota Plains Mechanical, Inc.	\$ 2,575
Summit Companies	\$ 11,287	TDS Fertilizer, Inc.	\$ 2,500
Clay Co. Public Health	\$ 9,839	Bytespeed LLC	\$ 2,338
Psycholics	\$ 9,140	Fuchs Sanitation, Inc.	\$ 2,337
Rob Bentz Lock & Key, LLC	\$ 8,339	Concordance Healthcare Solutions	\$ 2,246
MN Counties Computer Co-op	\$ 6,686	DVS Renewal	\$ 2,061

UPDATE ON COVID-19: Public Health Director Kathy McKay provided handouts that included the most recent COVID-19 data.

	Clay County	Minnesota
Cumulative Cases	7,691	544,046
Cumulative Deaths	89	6,959
Out of Isolation	7,392	518,658
Active Cases	319	18429
Median Age of Cumulative Cases	33	38
Cumulative Hospitalizations	311	28,255
Cumulative ICU Admissions	79	5,781
14-Day Case Rate per 10,000	40.45	
Ages for Highest Active Cases	20-24	
Total With at Least 1 Dose of Vaccine	18,229	2,084,554
Percentage With at Least 1 Dose of Vaccine	36.8%	47.3%
Total Who Completed Vaccine Series	12,926	1,420,318
Age Group 50-64 With at Least 1 Vaccine Dose	26.1%	32.2%
Age 65+ With at Least 1 Vaccine Dose	45.7%	50.9%
Cumulative # of Doses Administered by CCPH	73.4%	84.1%
Vaccine Doses Administered Per Week by CCPH	11,896	
Vaccines Administered Previous Week by CCPH	999	

There is an increase in the cumulative cases and active cases for both Clay County and the State of Minnesota in the age range of 20-24 for the 14-day case rate. The Moorhead testing site remains operational and home testing is also available. Last week there were 999 doses administered by Clay County Public Health. In-depth information was presented by Jamie Hennen, Director of Nursing. She advised that access to vaccinations remains high within our community.

As of yesterday, the CDC has placed a hold on the Johnson & Johnson vaccine due to reports of 6 cases of a rare blood clot disease developing within 3 weeks of the vaccination being administered. This vaccine has previously been targeted toward the population with transient housing situations and higher-ed students. There have been focused efforts on vaccinating home-bound and shut-ins within the community.

SEVERE WEATHER AWARENESS WEEK

Emergency Director Gabe Tweten advised this week is Severe Weather Awareness Week. The daily topics for the week include: Monday Alerts and Warnings; Tuesday Severe Weather, Lightning and Hail; Wednesday Floods; Thursday Tornadoes; Friday Extreme Heat. Information has been placed on the Clay County website and several department Facebook pages. There will be tornado warning testing alerts twice on Thursday, April 15th with the first at 1:45 PM and the second at 6:45 PM.

Cass Clay Alerts is the new emergency system enacted last fall and replaced the Code Red alert system. Residents are encouraged to sign up for the emergency system through www.cassclayalerts.gov. This is a user-friendly system with the ability to select options for what alerts are received.

Next week is the North Dakota Severe Weather Awareness Week and sirens from the North Dakota side may be heard.

COMMONWEALTH DEVELOPMENT CORPORATION AFFORDABLE HOUSING DEVELOPMENT IN DILWORTH

Social Services Director Rhonda Porter introduced Emma Schmidt of Community Action Partnership Lakes & Prairie (CAPLP), Financial Services Supervisor Jamie Stewart and Commonwealth Development Corporation Development Associate (virtually) Ted Goltzman. Commonwealth Development approached Rhonda Porter regarding a project for Dilworth. There is a similar project underway in north Moorhead. This development is an affordable housing development financed through Minnesota Housing Finance. Targeted individuals are high-priority residents who are at-risk long-term homeless, low income and disabled individuals. Minnesota defines long-term homeless as four or more episodes of homelessness in the past 3 years or being homeless for a full year. CAPLP is asking for a commitment of nine housing units for this targeted demographic.

This development includes 44 units. Lakes and Prairies would be the servicing agency. Funds would go to CAPLP and they would distribute the rent payments to the vendor. There are also funds available to residents in this development to assist with services. Commitment on Clay County would be for administering the program. Clay County currently has approximately 400 people per month on the housing support program.

On Motion by Commissioner Gross, seconded by Commissioner Kahly, and unanimously approved, the Board approved the agreement for nine units of housing with Commonwealth Development Corporation to be submitted to Minnesota Housing Finance.

OPEN BIDS FOR HAWLEY SAFE ROUTES TO SCHOOL PROJECT

Assistant County Engineer Justin Sorum advised that bids were opened at 9:00 AM today. Two electronic bids and one paper bid were received. This project is funded through grant money with Clay County Highway Department as the grant sponsor. All bids included the 5% Bid Bond.

- Sellin Brothers, Inc \$527,128.68 (electronic)

- Hough, Inc \$480,219.95 (electronic)
- Northern Improvement Company \$527,523.62 (paper)

The Engineer’s estimate on this project was \$450,573.10. There is a \$300,000 grant for this project and the city of Hawley would be responsible for the difference between the grant and the final project amount.

On Motion by Commissioner Mongeau, seconded by Commissioner Gross, and unanimously approved, the Board of Commissioners approved granting the bid to lowest bidder Hough, Inc at \$480,219.95, contingent on approval from the City of Hawley, and that there are no errors on the bids after final tabulation.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

Many of the following committee reports are from virtual meetings.

- Commissioner Mongeau attended meetings for American Rescue Committee (previously known as Cares Act) with approximately \$12 million of federal monies coming to Clay County; Follow-up conversation with Rory Beil regarding the tobacco ordinance; One Watershed-One Plan; Rural Cities and Counties Joint Meeting; Representative Keeler regarding 72 hour hold on vaccinations; Mid-Session Legislative Update with Representative Marquart, Representative Keeler and Senator Eken; MN Rural County Caucus Meeting; Kirk Rosenberger, Met with Steve Larson, Commissioner Campbell and Joe Olson regarding to the Solid Waste Transfer Station construction status; Discussions with David Overbo of Highway Dept regarding spring conditions of rural county roads.

On Motion by Commissioner Gross, seconded by Commissioner Kahly, and unanimously carried, the name of the Cares Act Committee and documentation will now be known as the American Rescue Committee.

- Commissioner Kahly attended meetings for Moorhead Business Association; Drug Court graduation; Historical and Cultural Society of Clay County Board Meeting regarding continued use of space by Moorhead in that building; City of Moorhead Council meeting; Rural Cities and Counties Joint Meeting; Community Resilience Roundtable which included services offered through Extension Services and the state childcare situation.
- Commissioner Gross attended meetings for Criminal Justice; Wild Rice One Watershed-One Plan; Drug Court; Beyond The Yellow Ribbon; Rural Cities and Counties Joint Meeting; Interviews for Technology Services Director; Minnesota Rural Caucus (MRC).
- Commissioner Campbell attended meetings for American Rescue Meeting; Diversion Executive Meeting; Rural Cities and Counties Joint Meeting; Interviews for Technology Services Director; Solid Waste. Chair Campbell addressed the current state of rising construction costs and brought forward a recommendation for County Administrator Larson to request a limited authority for Commissioners Campbell and Mongeau to expeditiously approve increases to the Solid Waste construction project. Chair Campbell expressed thank you to Mr. Kelsven of Otter Tail County IT Department who provided feedback on the Technology Services Director interviews.
- County Administrator Larson addressed the rising construction cost issues and with the multiple current County building projects. Administrator Larson proposed that Commissioners Campbell and Mongeau be granted authority to approve up to \$100,000 in construction cost changes.

On Motion by Commissioner Gross, seconded by Commissioner Kahly, and unanimously approved, authority was granted for the Commissioners Campbell and Mongeau to have \$100,000.00 authority to approve construction costs for revisions and/or changes. Any decisions will still need to be brought to the Board of Commissioners for full approval.

He attended meetings for American Rescue Committee; Solid Waste construction project; Covid update meeting with Kathy McKay of Public Health; courthouse remodeling and department moves; Barnesville Record Review; Jail Administration interviews; Rural Cities and Counties Joint; On-going facilities projects; and Juvenile Center.

Mr. Larson noted that Justin Roberts has been offered the Jail Administrator position and will start June 1st. Julie Savat's last day will be July 1st, 2021. The Real ID deadline is approaching, and this will impact the Department of Motor Vehicle office. Technology Services Director interviews were held on 4/12. Moorhead City Council approved the land swap and purchase with Clay County on 4/12. Quarterly sales tax came in over the projected amounts.

The meeting was adjourned at 10:00 AM.

Kevin Campbell, Chair
County Board of Commissioners

Stephen Larson, County Administrator