

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 A.M., TUESDAY, MAY 18, 2021
Community Room, 3rd Floor, Courthouse
MINUTES

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

CALL TO ORDER

Vice-Chair Mongeau 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 with one addition: Discussion and Direction on County’s Mask Mandate and Social Distancing.

CITIZENS TO BE HEARD

There were no citizens present who wished to be heard.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

On motion by Commissioner Gross, seconded by Commissioner Kahly, and unanimously carried, the Board approved payment of bills and vouchers totaling \$498,142 from 104 vendors. From that total, 74 warrants issued were under \$2,000 (\$33,630) and the following 30 were over \$2,000:

Bellwether Enterprise Real Estate Cap	\$75,409	Prairie Scale Systems, Inc.	\$ 6,565
West Central Regional Juvenile Center	\$60,897	Construction Engineers, Inc.	\$ 6,000
Clay Co Public Health	\$51,942	Lereta, LLC	\$ 4,298
Moorhead Public Service	\$42,083	Concordance Healthcare Solutions, LLC	\$ 4,041
City of Fargo	\$39,671	US Bank Home Mortgage	\$ 4,013
Otter Tail Public Health	\$26,857	Sanford Health	\$ 3,635
Trinity Services Group, Inc.	\$23,779	Reliance Telephone	\$ 3,147
Cardmember Service	\$14,538	Ramsey County Med Exam	\$ 3,084
Becker Co. Public Health	\$14,220	Johns/Samantha A	\$ 2,848
Lloyd's Auto Body, Inc.	\$12,479	Enterprise FM Trust	\$ 2,823
City of Barnesville	\$12,020	Holiday Credit Office	\$ 2,576
Forum Communications Printing	\$11,993	Krabbenhoft/Matthew or Jeana	\$ 2,289
Xcel Energy	\$10,571	MN IT Services	\$ 2,100
Medical Pharmacy	\$ 8,928	Dacotah Paper	\$ 2,087
Nitzkowski, Inc.	\$ 7,605	Green View, Inc.	\$ 2,016

APPROVAL OF MINUTES FROM MAY 4, 2021

On motion by Commissioner Ebinger, seconded by Commissioner Kahly, and unanimously carried, the Board approved the minutes from May 4, 2021.

COVID-19 UPDATE

Public Health Director Kathy McKay and Nursing Director Jamie Hennen presented the weekly update for COVID-19 cases and vaccines.

	Clay County	Minnesota
Cumulative Cases	8,172	595,016
Cumulative Deaths	92	7,296
Out of Isolation	7,999	579,606
Active Cases	81 (down from 129)	8,114
Median Age of Cumulative Cases	33	37
Cumulative Hospitalizations	339	31,398
Cumulative ICU Admissions	84	6,393
14-Day Case Rate per 10,000	33.44 (down from 40.60)	
Ages for highest active cases	20-24	
Total with at least 1 dose of vaccine	20,016	2,717,928
Percentage with at least 1 dose of vaccine	40.5% of population	61.6% of population
Total who completed vaccine series	17,366	2,340,522
Percentage who completed vaccine series	35.1% of population	53.1%
Age group 50-64 with at least 1 vaccine dose	48.8%	66%
Age 65+ with at least 1 vaccine dose	75.2%	88.4%
Cumulative # of doses administered by CCPH	14,275	
Vaccines administered previous week - CCPH	234	

Public Health is working to obtain the number of Clay County residents vaccinated in ND to generate more accurate data. They have not been able to obtain information from the Fargo VA on Clay County residents who were vaccinated there. They will have two vaccine clinics this week, Wednesday (3 to 6 p.m.) and Thursday (1:30 to 3:30 p.m.). They will focus on school age vaccines the following week. In response to a question, Ms. McKay noted there is record of everyone who has been fully vaccinated, and no additional vaccines would be allowed at this time. Mn has not offered incentives for vaccinations.

The Commissioners and Public Health reps agreed to scale back the COVID-19 updates to every other week unless there is an urgent need to come before the Board.

ADDITION: DISCUSSION AND DIRECTION ON CLAY COUNTY MASK MANDATE AND SOCIAL DISTANCING IN RESPONSE TO CDC RECOMMENDATIONS AND GOVERNOR WALZ EXECUTIVE ORDER 21-23

County Administrator Larson stated a Personnel Issues Committee meeting was held just prior to today’s Board meeting to address changes on masking and social distancing following the CDC’s update and Governor Walz’s Executive Order 21-23. Discussion ensued. Commissioner Campbell, who is absent, informed Mr. Larson that he is supportive of the CDC and MDH recommendations. Commissioner Kahly noted this will hopefully encourage those who can get vaccinated to do so.

On motion by Commissioner Gross, seconded by Commissioner Kahly, and unanimously carried, the Board

approved the following: Effective May 18th, 2021, following the guidance of the CDC and Governor Walz Executive Order 21-23, masks and social distancing are not required in Clay County buildings or property. However, people who are not fully vaccinated – two weeks since final vaccine dose – are strongly recommended to wear face coverings indoors and practice social distancing. The County will also continue to support the public and staff who choose to wear a mask while in County buildings and vehicles. Fully vaccinated people should also continue to wear a mask in Clay County Correctional Facility, the West Central Regional Juvenile Center and Clay County Detox, until otherwise directed by the CDC and MDH. The State of Minnesota Supreme Court Order Governing the Continuing of the Minnesota Judicial Branch should be referred to regarding masking and social distancing within the Clay County Courthouse.

REQUEST TO APPROVE SALE OF A 188-ACRE COUNTY-OWNED PROPERTY IN RIVERTON TOWNSHIP

Planning Director Matt Jacobson remarked that the County Lands Committee recently gave preliminary approval for the sale of County-owned property in Riverton Township. The property is the west half of the Riverton Township future landfill site. Due to the hydrogeology of the site, it is not suitable for development as a landfill. It has been surveyed by AE2S. This 187-acre parcel is rural vacant land, primarily prairie and wetland. It is zoned Resource Protection-Biological which is fairly restrictive and undevelopable. The revenues from this sale would go back to the Solid Waste Department for their enterprise fund. The report from the Clay County Abstract Company shows no current liens or encumbrances on the property. Several are interested in the property already and it would be advertised as well. The assessed value is \$177,700 and market value is \$188,000. A minimum bid is needed that will be attractive to buyers with the sale expected to be later in June.

On motion by Commissioner Gross, seconded by Ebinger, and unanimously carried, the Board approved the sale of the County-owned property in Riverton Township through a sealed public bid and/or live auction process. The minimum bid was set at \$150,000.

REQUEST TO FILL VACANCY FOR FT CORRECTIONS OFFICER

Assistant Correctional Administrator Justin Roberts requested filling a vacancy for a full-time Corrections Officer following a resignation last week. They do not have a roster currently but are advertising with additional sites and reaching out to local colleges. There are two other open positions that they are also trying to fill at the Correctional Facility.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the request to fill a vacancy for a FT Corrections Officer in the Correctional Facility.

APPROVE LETTER OF SUPPORT FOR 11TH STREET UNDERPASS PROJECT

County Engineer David Overbo and Assistant Engineer Justin Sorum approached the Board, noting the City of Moorhead is seeking County support and cost-share of \$500,000 as they apply for another Federal grant for the 11th Street Underpass Project. This is the same commitment that was pledged in July of 2018.

On motion by Commissioner Kahly, seconded by Commissioner Gross, and unanimously carried, the Board issued support for applying for a federal grant and additional County funds in the amount of \$500,000 for the Moorhead 11th Street Grade Separation, Safety and Mobility Project.

REQUEST TO AMEND ENGINEERING SERVICES FOR NORTH BROADWAY BRIDGE

Since the recent closure of the North Broadway bridge, it was determined that an additional scope of services would be needed beyond the slope/stability work that SRF had done. Mr. Overbo recommended that the engineering services contract be amended to include a public engagement piece, traffic analysis work, bridge concept design work and approach, and roadway analysis work. SRF has estimated the work to cost \$27,441 which would be split evenly with the City of Fargo. The existing contract with SRF is underbudget by \$17,000. There have been traffic counts on the bridge the last couple years. In addition, the bridge road was built low but there are some options for retrofitting it.

On motion by Commissioner Kahly, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the request to amend the engineering services as requested for the north Broadway bridge.

APPROVE PURCHASE OF SHOULDER RECLAIMING EQUIPMENT

Mr. Overbo stated the Highway Department receives calls on occasion about different road shoulders. He requested approval to purchase a reclaimer that would fit on a smaller tractor and be used to grind dirt and sod that is commonly known on gravel roads as curb and gutter. More gravel is also needed. They suggest purchasing a Schulte Model SRW800, from Butler Machinery for \$10,360. The equipment would be used on both County and Township roads and be cost-shared by both entities. The County's expense would come from the Internal Service Fund dollars.

On motion by Commissioner Gross, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the request to purchase a Schulte Model SRW800 shoulder reclaiming equipment from Butler Machinery for \$10,360 with a cost-share with the townships.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

Some of the following committee reports are from virtual meetings.

- Commissioner Kahly attended meetings for Cass Clay Food Partners; Moorhead Business Association; Early Childhood Initiative Kid's Fest; and attended an event for educating non-Muslim neighbors about Ramadan.
- Commissioner Ebinger attended meetings for NW Emergency Communication Board; Partnership for Health Community Board; and Juvenile Legislation discussions.
- Commissioner Gross attended meetings for Highway Tracking; Wild Rice Watershed Board; Beyond the Yellow Ribbon; Partnership for Health; Keene Twp; and Personnel Issues Committee.
- Commissioner Mongeau attended meetings for County Owned Property; Cass Clay Food Partners; and Personnel Issues Committee.
- County Administrator Larson attended meetings for Highway Tracking; County Owned Property; Budget Schedule; Management Retreat preparations; Red River Regional Dispatch; Board prep for MCCJPA; NACO Webinar; CDC and MDH announcements; Juvenile Legislative discussion; Personnel Issues Committee. Announcement: Fire and EMT Press Conference is tomorrow at 2pm in Dilworth.

The meeting was adjourned at 9:41 a.m.

Vice-Chair Jenny Mongeau
County Board of Commissioners

Stephen Larson, County Administrator