

**CLAY COUNTY BOARD OF COMMISSIONERS**

**8:30 A.M., TUESDAY, JANUARY 4, 2022**

Rooms A/B, 3<sup>rd</sup> Floor, Courthouse

**MINUTES**

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Jenna Kahly, Jenny Mongeau, Kevin Campbell, and David Ebinger. Commissioner Absent: Frank Gross. Others present: County Administrator Stephen Larson, County Attorney Brian Melton (via Teams), 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 Kahly, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the agenda.

**EMPLOYEE RECOGNITION**

The Board recognized Steven Trowbridge for 20 years with the Highway Department.

**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 the payment of bills and vouchers totaling \$867,431 from 89 vendors. From that total, 67 warrants issued were under \$2,000 (\$29,381) and the following 22 were over \$2,000:

Blue Cross Blue Shield MN	\$276,840	Toay/Brian P	\$6,000
Dept of Corrections	\$234,676	Amherst H. Wilder Foundation	\$5,000
R J Zavoral & Sons, Inc.	\$159,752	RTVision, Inc.	\$4,371
Clay Trail Alliance	\$ 31,446	Liberty Tire Recycling LLC	\$3,758
Prairie Lakes Municipal Solid Waste Auth	\$ 24,124	Colonial Life	\$3,076
Historical & Cultural Society of Clay Co	\$ 21,555	Scheidecker/Hannah	\$3,000
Clay Co Public Health	\$ 17,137	Twin City Hardware	\$2,843
MN Counties Computer Co-op	\$ 10,907	Town & Country Oil, Inc.	\$2,806
JT Lawn Service	\$ 10,475	Madison National Life	\$2,691
Dept of Corrections	\$ 6,900	R Travelmart	\$2,442
Schmidt/Shawn	\$ 6,000	Dakota Plains Mechanical, Inc.	\$2,251

**STATE OF THE COUNTY ADDRESS**

Chair Kevin Campbell provided the State of the County Address (available on the County website).

**ELECTION OF 2022 CHAIR AND VICE-CHAIR**

On motion by Commissioner Ebinger, seconded by Commissioner Kahly, and unanimously carried, Commissioner Mongeau was elected Chair of the County Board for 2022.

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, Commissioner Gross was elected Vice-Chair of the County Board for 2022.

Chair Mongeau expressed her gratitude to Commissioner Campbell for his leadership in 2021.

**ESTABLISH BOARD OF COMMISSIONERS MEETING SCHEDULE FOR 2022**

On motion by Commissioner Ebinger, seconded by Commissioner Kahly, and unanimously carried, the Board approved continuing with the current meeting schedule for 2022: Meetings at 8:30 a.m. on the 1st four Tuesdays of the month and no regular meetings on any 5th Tuesday that may occur during the year. A “Teams” option will continue for meetings.

**REQUEST TO ADOPT RESOLUTION(S) 2022-01 – 2022-04 FOR NEWSPAPER DESIGNATIONS FOR 2022**

On motion by Commissioner Campbell, seconded by Commissioner Kahly, and unanimously carried, the Board adopted the following resolution designating the Clay County Union as the official County paper for 2022:

**RESOLUTION 2022-01**

**BE IT RESOLVED, that *Clay County Union* is hereby designated by the Board of Commissioners of the County of Clay, State of Minnesota, as the official County Newspaper for 2022.**

**BE IT FURTHER RESOLVED, *Clay County Union* will furnish *Barnesville Record Review, Hawley Herald, and The Extra* with copies of all proceedings published by them for the County of Clay, which may be carried in those newspapers at no additional cost to the County.**

On motion by Commissioner Ebinger, seconded by Commissioner Campbell, and unanimously carried, the Board adopted the following resolution:

**RESOLUTION 2022-02**

**BE IT RESOLVED, that *Hawley Herald* is hereby designated by the Clay County Board of Commissioners as the newspaper in which the notice and list of the real property taxes and penalties becoming delinquent on the first Monday in January 2022, must be published.**

On motion by Commissioner Kahly, seconded by Commissioner Ebinger, and unanimously carried, the Board adopted the following resolution:

**RESOLUTION 2022-03**

**BE IT RESOLVED, that *The Extra* is hereby designated by the Clay County Board of Commissioners to publish the first printing of the Clay County Financial Statement.**

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board adopted the following resolution:

## **RESOLUTION 2022-04**

**BE IT RESOLVED, that *Barnesville Record Review* hereby designated by the Clay County Board of Commissioners to publish the second printing of the Clay County Financial Statement.**

### **REVIEW COMMITTEE APPOINTMENTS**

The Commissioners reviewed the draft list of committee assignments for 2022. Several of the committees require that official appointments are made for 2022.

On motion by Commissioner Ebinger, seconded by Commissioner Kahly, and unanimously carried, the Board appointed the following appointments for Association of Minnesota Counties (AMC) Committees for 2022: Commissioner Gross assigned to AMC General Government; Commissioner Campbell assigned to AMC Transportation; Commissioner Mongeau assigned to AMC Environmental & Natural Resources Policy and AMC Extension; Commissioner Kahly assigned to AMC Health and Human Services; and Commissioner Ebinger assigned to AMC Public Safety.

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board assigned Commissioners Mongeau and Kahly to the interview process for hiring the two Cultural Diversity positions.

Several other committees were discussed with a few suggested changes to the committee appointments. Final approval of the appointments will be addressed at the next Board meeting in lieu of Commissioner Gross's absence today. Commissioner Kahly suggested adding a Cultural Diversity Committee, but no formal action was taken.

### **COVID-19 UPDATE**

Kathy McKay, Clay County Public Health (CCPH) Director, and her staff presented the weekly COVID-19 update. As of yesterday, there were 364 active cases reported in Clay County; an increase to 33,147 active cases in Mn; 474 in Cass County; and 1,629 in ND. There is a lag in the numbers, and they will be updated as the numbers come in. Across the nation, there is an intense rapid spread of the Omicron variant. The total number of cases are at 13,343 and total deaths stand at 113. Hospitalizations per age and both in/out of ICU in Fargo and throughout ND continue to be tracked. Unvaccinated patients continue to account for most of the hospitalizations. Vaccine breakthrough cases in Mn remain low. Throughout Mn 67.5% (of those 5 and over) have completed the vaccine series. Over 1.7 million Minnesotans have had their boosters. A total of 18,674 vaccine doses have been administered by CCPH. Majority of doses last week were boosters. There are vaccine clinics scheduled again for this week. If a home test is used, any positive results should be reported to the health care providers. Quarantine guidelines and ICU beds were reviewed. The latest number from the Moorhead vault testing site were not available.

### **REQUEST TO FILL VACANCIES FOR TWO FT CORRECTIONAL OFFICERS**

Justin Roberts, Correctional Facility Administrator, stated that one vacancy is for a work detail officer and second vacancy is for a court officer. They are both special assignments with specific roles and both positions are in the 2022 budget.

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved filling two vacancies for FT Correctional Officers with backfill if needed.

**RECOMMENDATION TO APPOINT DENNIS LOOCK TO BOARD OF ADJUSTMENT**

Matt Jacobson, Planning Director, noted that the Board of Adjustment recommend appointing Dennis Loock, who has knowledge of shoreland issues, to fill a vacancy on their board.

On motion by Commissioner Campbell, seconded by Commissioner Kahly, and unanimously carried, the Board appointed Dennis Loock to his first three-year term on the Board of Adjustment.

**REQUEST TO FILL VACANCIES OF A CHILD PROTECTION/CHILD WELFARE SOCIAL WORKER**

On motion by Commissioner Ebinger, seconded by Commissioner Kahly, and unanimously carried, the Board approved Rhonda Porter’s request to fill a vacancy for a Child Protection/Child Welfare Social Worker with backfill if needed.

**REQUEST FOR ARPA FUNDING FOR DISPOSABLE MASKS**

County Administrator Stephen Larson asked for approval of ARPA funding for a \$759 supply of masks for various departments in the County.

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved ARPA funding for a \$759 supply of masks.

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

- Commissioner Campbell reported on an ARPA/CARES-2 meeting.
- Commissioner Mongeau attended the ARPA/CARES-2 meeting.
- County Administrator Larson attended the ARPA/CARES-2 meeting. There was some discussion on OSHA requirements and upcoming deadlines.

The meeting was adjourned at 10:02 a.m.

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Jenny Mongeau, Chair  
County Board of Commissioners

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Stephen Larson, County Administrator