

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 A.M., TUESDAY, APRIL 21, 2020
County Board Room, 3rd Floor, Courthouse
MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners and staff present or joining remotely: Frank Gross, Jim Haney, Kevin Campbell, Jenny Mongeau, and Grant Weyland. Others: County Attorney Brian Melton, County Administrator Stephen Larson, and Senior Administrative Assistant Colleen Eck.

CALL TO ORDER

Chair Gross called the meeting to order.

APPROVAL OF AGENDA

On motion by Commissioner Haney, seconded by Commissioner Weyland, and unanimously carried, the Board approved the agenda.

THREE REQUESTS FOR TAX ABATEMENTS DUE TO CLERICAL ERRORS

By consent, the Board approved the three requests for tax abatements from C Thronson and B Halverson.

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 Campbell, seconded by Commissioner Weyland, and unanimously carried, the Board approved payment for bills and vouchers totaling \$570,255 from 88 vendors. From that total, 60 warrants issued were under \$2,000 (\$30,152) and the following 28 were over \$2,000:

Otter Tail Public Health	\$176,296	Netwrix Corp	\$4,998
Lake Agassiz Regional Library	\$75,404	Information Systems Corp	\$4,695
Chiller Systems, Inc.	\$54,287	Ramsey County Med Exam	\$4,611
Moorhead Public Service	\$44,037	MN Management & Budget	\$4,323
Voyager Industries, Inc.	\$39,954	Enterprise FM Trust	\$4,304
Network Center, Inc.	\$26,426	Clay Co Public Health	\$3,499
Xcel Energy	\$18,532	Kurita America, Inc.	\$3,344
Medical Pharmacy (WCRJC)	\$14,812	ComputerForensic Services LLC	\$3,000
Sanford Health	\$10,045	Jean M. Gustafson, Attorney	\$2,900
Dakota Plains Mechanical, Inc.	\$9,501	Express Lane - Hawley	\$2,772
Verizon-386550144	\$7,820	MN IT Services	\$2,100
Code 4 Services, Inc.	\$5,727	Reliance Telephone	\$2,094
High Point Networks LLC	\$5,393	Allied Fire Protection	\$2,087
Grant's Mechanical LLC	\$5,141	Nancy Hein-Kolo, PsyD, LP	\$2,000

APPROVAL OF MINUTES FROM APRIL 7, 2020

On motion by Commissioner Haney, seconded by Commissioner Campbell, and unanimously carried, the Board approved the minutes from April 7, 2020.

REQUEST APPROVAL OF CONTRACTS FOR COURTHOUSE BOILER REPLACEMENT PROJECT

Maintenance Supervisor Joe Olson stated that the RFPs he opened last week were for the mechanical portion of the Courthouse Boiler Replacement Project. All the project quotes were summarized in a handout that includes Northwest Iron Fireman (boilers); Rick's Electric (electrical); Johnson Controls (boiler controls); and Dakota Plains Mechanical (mechanical). Mr. Olson noted that he interviewed the engineer from Dakota Plains Mechanical after they submitted the low bid last week and felt comfortable that everything will be covered. The total project cost includes a 10% contingency and totals \$288,334.50. The expenses for the project will come out of the capital improvement fund. This project has been on the radar for a while and the timing is good to take the courthouse boilers down with limited staff and public in the courthouse at this time.

On motion by Commissioner Haney, seconded by Commissioner Campbell, and unanimously carried, the Board gave final approval of the contractors and quotes with a total of \$288,334.50 for the Courthouse Boiler Replacement Project.

COVID-19 UPDATE

Public Health Director Kathy McKay provided handouts with the current numbers of positive COVID-19 cases in Minnesota and Clay County. Clay County currently has 62 positive cases. That number is expected to go over 80 after the newest data is received at 11:00 a.m. There have been three deaths in Clay County related to the virus; two of the individuals were in their 60s, and one was over 70 years old. The number of cases requiring hospitalization in Minnesota has reached 602. As of yesterday, 237 were still hospitalized including 126 in Intensive Care Units. There were also 1,202 individuals who no longer needed hospitalization. Congregate living is a big area of concern with many of those residents having lower immune systems. The most likely sources of exposure include travel, congregate living situations, health care staff, and community spread. The number of males and females in Clay County with COVID-19 are nearly even. The highest number of cases are individuals who are in their 50s and 60s.

The Mn Department of Health (MDH) has 72 staff working on contact tracing across the state. Clay County Public Health Department continues to provide some essential services to those who are isolated or quarantined. They have a liaison nurse working with the congregate care facilities, providing education and supplies as needed. The local food pantry has provided the County with food baskets for emergencies. The homeless population is another area of concern when it comes to the need for isolation. If an individual in that population becomes symptomatic, they can be brought to detox. Up to 10 can be kept in detox with safe distancing. When they reach their limit, they notify dispatch. Isolation can also take place in ER rooms or hotel rooms. Clay County now has \$100,000 in funding for an alternate isolation location in Moorhead. They are still seeking a transport person for that facility. Ms. McKay commented that COVID-19 in this area is expected to reach its peak sometime in the next month.

Commissioner Mongeau initiated conversation on receiving more specific information on locations of local outbreaks. She noted she receives questions from her constituents and is keeping the public's best interest in mind. She asked if the positive cases are tracked in the State in which an individual resides or in

the State in which they are tested and/or hospitalized. Clay County residents are more than likely being tested and hospitalized on the ND side. Commissioner Campbell noted frustration with the Governors of ND and Mn having more information than the Commissioners are given.

Ms. McKay stated when an individual is getting medical care on the ND side, they would not be included in the MN numbers. Campbell mentioned two large businesses with high numbers of cases that were identified, but it was pointed out that those businesses are not located in MN. Ms. McKay noted that MN has stringent parameters on protecting individuals who have tested positive. MDH cannot provide locations of positive cases other than the name of the county, but the majority of them continue to be in the metro area. Her best recommendation was to continue with six-foot distancing and behave like everyone is affected with the virus whether or not they are symptomatic. Cloth masks are also being encouraged to protect those around you from sneezing and coughing. At some point contact tracing will be done locally with trained students in Public Health. In response to a question about testing in facilities where a positive case has been identified, Ms. McKay commented that they are running tests in high risk areas and long-term care areas. The health care facilities are providing the testing. She expects more test kits to become available as time goes on. Most of the positive cases in Clay County are recovering at home; and most importantly, they need to be isolated and kept well hydrated.

The next weekly FM media conference will be held virtually from the IT conference room tomorrow morning at 11:00 a.m. Ms. McKay and Commissioner Haney will provide the updates from Clay County.

APPROVAL TO ADVERTISE FOR CSAH 8

County Engineer David Overbo and Assistant Engineer Justin Sorum were present with several requests for the Highway Department. The first item is for approval to advertise for the full-depth reclamation and culvert replacement project on 4.5 miles of CSAH 8, known as the Rustad road. The proposed bid letting will be on May 26th, 2020. This project is part of the five-year plan and was moved up on the list to this year.

On motion by Commissioner Campbell, seconded by Commissioner Haney, and unanimously carried, the Board approved the request to advertise for bids for the CSAH 8 project.

APPROVAL TO ADVERTISE FOR THREE CULVERT REPLACEMENTS

Mr. Overbo requested approval to advertise for three culvert replacements. Three existing culverts would be replaced with box culverts. The Highway Department is partnering with the Buffalo-Red River Watershed District on the replacements. The proposed bid letting will be May 26th, 2020. Commissioner Mongeau commented that replacing these culverts will help with opening up ditches.

On motion by Commissioner Weyland, seconded by Commissioner Campbell, and unanimously carried, the Board approved advertising for three culvert replacements as requested.

PROPOSED 2020 EQUIPMENT PURCHASES

Mr. Overbo requested replacement of two mowing tractors, two wheel loaders, and a track skid steer. These items were discussed at the Highway Tracking meeting and funds for the equipment would come from the Internal Service Fund. This should be the final equipment request for this year. All the items are

from the cooperative purchasing bid that is based out of Staples, MN. The companies provide their list price and their discount. The skid steer is a track machine used for ditches and for mud.

On motion by Commissioner Mongeau, seconded by Commissioner Weyland, and unanimously carried, the Board approved the following purchases of two tractors, two mowers, and a skid steer:

Units #166 & 177: replace with two 2020 John Deere 6155R from RDO Equipment.

Units #136 & 138: replace with two 2020 John Deere 724L from RDO Equipment.

Unit #160: purchase 2020 CAT 289D3 skid steer from Butler Machinery (using ISF funds from unit #130).

APPROVAL OF RIGHT-OF-WAY ACQUISITION ALONG CSAH 1 (SAP 014-601-007)

The request is to obtain additional right-of-way to complete the grading construction of CSAH 1, from CSAH 20 two miles north to CSAH 26. Tinjum Appraisal Services completed the appraisal work and set values as follows: cropland @ \$5,000/acre; residential land @ \$20,000/acre; temporary easements @ \$250/acre (needed during construction). The trees were appraised using a cost-to-cure method. The request is also part of their five-year plan.

On motion by Commissioner Campbell, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the right-of-way acquisition along CSAH 1 (SAP 014-601-007) to complete construction.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

Many of the following committee reports were from meetings that took place remotely.

- Commissioner Weyland attended meetings for Greater FM Economic Development Corp; AMC Public Safety; FM Diversion Authority; and Juvenile Center construction wrap-up. He thanked Cass County for allowing overflow from the Juvenile Center until the expansion was completed without charging rent for the space. He asked the County Administrator to send Cass County a letter of appreciation on their behalf.
- Commissioner Mongeau attended meetings for Cass Clay Food Partners; MetroCOG Policy Board; Planning and Zoning preparations for meeting tonight; and addressed several random emails.
- Commissioner Campbell attended meetings for Highway Tracking; FM Diversion Authority Executive Committee; FM Diversion Authority special meeting; and Juvenile Center construction wrap-up.
- Commissioner Haney participated in the COVID-19 press conference.
- Commissioner Gross attended meetings for Highway Tracking and Planning Department.
- Stephen Larson attended meetings for Highway Tracking; Planning & Zoning items; Motor Vehicle Discussion; Recorder Re: marriage licenses; Solid Waste and Moorhead Re: an MOU; County Management; Coroner's Office Practices; COVID-19 related issues; Juvenile Center construction wrap-up; and Soil and Water Conservation District Manager.

Commissioners Campbell and Mongeau conveyed interested in having input in hiring a new Buffalo-Red River Watershed Board Director following Bruce Albright's retirement in May.

On motion by Commissioner Campbell, seconded by Commissioner Mongeau, and unanimously approved, the Board authorized the County Administrator to send a letter to the Buffalo-Red River Watershed Board

on the Commissioners' behalf requesting that they be allowed input regarding selection of a new director for the BRRWD.

The meeting adjourned at 9:55 a.m.

Frank Gross, Chair
County Board of Commissioners

Stephen Larson, County Administrator