

CLAY COUNTY BOARD OF COMMISSIONERS
5:30 P.M., TUESDAY, JUNE 16, 2020
County Board Room, 3rd Floor, Courthouse
MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Frank Gross, Kevin Campbell, Grant Weyland, and Jenny Mongeau. Commissioner absent: Jim Haney. Others present or joining remotely: 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 Weyland, seconded by Commissioner Campbell, and unanimously carried, the Board approved the agenda with one addition: Liquor license renewal for Highland Hideaway.

RENEWAL OF LIQUOR LICENSE FOR PITCHFORK

By consent, the Board approved the liquor license renewal for The Pitchfork.

CITIZENS TO BE HEARD

During this pandemic, citizens continue to have the opportunity to share feedback at Board meetings via website link. Mr. Larson noted there were no requests submitted for this meeting.

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 \$636,526 from 141 vendors. From that total, 110 warrants issued were under \$2,000 (\$43,526) and the following 31 were over \$2,000:

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| FM Economic Development | \$110,000 | Axon Enterprises, Inc. | \$6,960 |
| Construction Engineers, Inc. | \$83,318 | Petro Serve USA | \$6,044 |
| Turner Sand & Gravel, Inc. | \$69,645 | Rick Electric, Inc. | \$5,837 |
| City of Fargo | \$62,654 | Nitzkowski, Inc. | \$5,722 |
| MEnD Correctional Care, LLC | \$33,890 | W Central Reg. Juvenile Center | \$4,964 |
| Clay Co. Public Health | \$30,475 | Ramsey County Med Exam | \$4,794 |
| Three Affiliated Tribes | \$23,124 | TrueNorth Steel | \$4,559 |
| Becker Co. Public Health | \$19,171 | Rob Bentz Lock & Key, LLC | \$4,204 |
| Clay Trail Alliance | \$17,790 | SHI International Corp | \$3,599 |
| MN Dept. of Labor and Industry | \$16,450 | Key Contracting, Inc. | \$3,500 |
| Dept. of Corrections | \$13,330 | Pomp's Tire Service, Inc. | \$3,233 |
| Cardmember Service | \$11,062 | CoreLogic | \$3,061 |
| Lutheran Social Service of MN | \$10,187 | Kronos, Inc. | \$2,923 |
| Dakota's Window Cleaning | \$9,920 | Holiday Credit Office | \$2,716 |
| Network Center, Inc. | \$9,486 | Anjaam Holdings, LLC | \$2,394 |
| Vison Bank | \$8,500 | | |

APPROVAL OF MINUTES FROM JUNE 2, 2020

On motion by Commissioner Weyland, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the minutes from June 2, 2020.

REQUEST FOR ABATEMENT OF PROPERTY TAX PENALTIES

Bill Nelson, co-owner of Lilac Homes Assisted Living in Moorhead and Dilworth presented to the Board. He brought forth a request for abatement of the property tax penalties and interest for the Dilworth location. The business has been significantly impacted by the COVID-19 pandemic and they are experiencing financial challenges. Commissioner Mongeau relayed her sympathy for their struggles during this difficult time and appreciation for what the business has done. She added that the request fits into the parameters to allow abatement on the penalties and interest.

On motion by Commissioner Mongeau, seconded by Commissioner Weyland, and unanimously carried, the Board approved waiving the penalties and interest accrued on Lilac Homes Assisted Living in Dilworth if the taxes that are due on that property are paid by the end of this week.

ADDITION: RENEWAL OF LIQUOR LICENSE FOR HIGHLAND HIDEAWAY

On motion by Commissioner Mongeau, seconded by Commissioner Campbell, and unanimously approved, the Board renewed the Liquor License for Highland Hideaway.

COVID-19 UPDATE

Public Health Director Kathy McKay provided the updated statistics for COVID-19 cases in Clay County. The first case was on March 16. There have been 36 deaths in Clay County related to the virus. Currently, there are just 15 active cases which is down from 105 active cases in April. Testing continues in series of three at long-term care facilities. The National Guard is setting up at static sites. There will be a mass testing in Fargo again this week for anyone in the region who wants to be tested. The State of Minnesota is trending down slightly, and the State of North Dakota is trending up slightly. Experts believe the virus will ramp up in the fall and there will not be a vaccine available yet. Graphs were provided comparing the two states to the State of New York.

PUBLIC HEARING AND REQUEST FOR APPROVAL OF FIVE-YEAR ROAD CONSTRUCTION PLAN FOR 2020–2024

On motion by Commissioner Mongeau, seconded by Commissioner Weyland, and unanimously carried, the Board opened the Public Hearing for the Five-Year Road Construction Plan (2020-2024).

County Engineer David Overbo and Assistant Engineer Justin Sorum had a call-in process in place for citizens and there were no calls at this time.

The length of road, the estimated costs and funding sources (Federal Aid, State Aid, County, Local, State Bridge funding, and Wheelage Tax) were listed for each year’s projects. There are 14 construction projects listed for 2020:

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| 1) Hwy 100, Sect. 29 / 30 Georgetown Twp. | Bridge Replacement (100-2) |
| 2) Hwy 68, Sect. 15 / 16 Moland Twp. | Bridge Replacement (68-7) |
| 3) Hwy 93, Sect. 9 / 16 Moland Twp. | Bridge Replacement (93-2) |
| 4) Hwy 21, Sect. 20 Barnesville Twp. | Bridge Replacement (21-2) |

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| 5) Hwy 100, Sect. 18 Georgetown Twp. | Bridge Replacement (100-3) |
| 6) Hwy 100, Sect. 6 / 7 Georgetown Twp. | Bridge Replacement (100-4) |
| 7) Hwy 8, Rustad to CSAH 11 | Full Depth Reclamation |
| 8) Hwy 14, TH 336 to CSAH 17 | Mill & Overlay / Shoulder Paving |
| 9) Hwy 33, N limits of Hawley to CSAH 26 | Mill and Overlay |
| 10) Hwy 1, CSAH 20 to CSAH 26 | Grading |
| 11) Hwy 12, Sect. 33 Glyndon Twp. | Bridge Replacement (12-4) |
| 12) Hwy 2, Sect. 24 / 25 Alliance Twp. | Bridge Replacement (2-4) |
| 13) Hwy 7, Sect. 34 / 35 Kurtz Twp. | Bridge Replacement |
| 14) Hwy 1, Sect. 6 Oakport Twp. | Bridge Replacement (1-2) |

There are nine projects on the 2021 construction plan:

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| 15) Hwy 68, Sect. 3 / 4 Elmwood Twp. | Bridge Replacement (68-2) |
| 16) Hwy 68, Sect. 15/16 Elmwood Twp. | Bridge Replacement (68-1) |
| 17) Hwy 69, Sect. 11/12 Elmwood Twp. | Bridge Replacement (69-5) |
| 18) Hwy 37, Sect. 1 / 2 Goose Prairie Twp. | Bridge Replacement (37-2) |
| 19) Hwy 6, TH 32 to County Line | Mill and Thin Overlay |
| 20) Hwy 23, TH 10 to CSAH 12 | Mill and Overlay |
| 21) Hwy 2, E Limits Comstock to 1000' W of 80 St S | Mill and Overlay |
| 22) Hwy 1, CSAH 20 to CSAH 26 | Paving |
| 23) Hwy 33, Main St to Peter's St in Hawley | Urban Reconstruct |

Project #23 includes \$910,000 in proposed funding from the City of Hawley.

There are six projects on the 2022 construction plan:

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| 24) Hwy 10, Sect. 15&22 Skree Twp. | Bridge Replacement (10-3) |
| 25) Hwy 17, Sect. 26-27 Glyndon Twp. | Bridge Replacement (17-2) |
| 26) Hwy 12, Red River to CSAH 11 | Mill and Overlay |
| 27) Hwy 52, I-94 to Sabin | Mill and Overlay |
| 28) Hwy 31, CSAH 10 to S County line | Mill and Overlay |
| 29) Hwy 3, CSAH 18 to CSAH 22 | Mill and Overlay |

Federal Aid Funding was requested for #27 and #28. There is a priority ranking for Federal Aid Funding and Clay County does not receive federal funding every year.

There are seven projects on the 2023 construction plan:

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| 30) Hwy 19, Sect. 19 & 20 Flowing Twp. | Bridge Replacement (19-7) |
| 31) Hwy 69, Sect. 3 / 10 Elmwood Twp. | Bridge Replacement (69-4) |
| 32) Hwy 34, E Limits of Ulen to E County Line | Mill and Overlay |
| 33) Hwy 18, CSAH 19 to Buffalo River | Full Depth Reclamation |
| 34) Hwy 18, TH 9 to CSAH 19 | Mill and Overlay |
| 35) Hwy 2, City Limits of Comstock | Urban Reconstruct |
| 36) Hwy 26, CSAH 19 to CR 27 | Mill and Overlay |

Project #33 is subject to the availability of local funding of \$1,000,000. The County Engineer is looking for additional grant funds to keep the Comstock urban reconstruct project (#35) on the schedule. Commissioner Mongeau suggested also bringing the project to the Rural Cities meeting this fall.

The five projects slated for 2024 are as follows:

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| 37) Hwy 11, CSAH 34 to N County Line | Mill and Overlay |
| 38) Hwy 14, Sect. 16/21 Glyndon Twp. | Bridge Replacement (14-2) |
| 39) Hwy 26, TH 75 to CSAH 19 | Mill and Overlay |
| 40) Hwy 2, Red River to W Limits of Tie-Back Levee | Mill and Overlay |
| 41) Hwy 3, 11th Street Underpass - Moorhead | Railroad Grade Separation |

Mr. Overbo noted that #41 is for the County's \$500,000 commitment toward the grade separation project on 11th Street in Moorhead.

Commissioner Mongeau noted that the Highway Department may want to consider revisiting bonding again.

On motion by Commissioner Campbell, seconded by Commissioner Weyland, and unanimously carried, the Board closed the public hearing.

On motion by Commissioner Campbell, seconded by Commissioner Mongeau, and unanimously carried, the Board adopted the proposed Five-Year Construction Plan.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

Many of the following committee reports are from virtual or remote meetings.

- Commissioner Weyland attended meetings for AMC Public Safety Committee; Personnel Issues Committee; NW Emergency Communication Board; AMC District 4; West Central Area Agency on Aging – Land of Dancing Sky; and Greater MN Parks and Trails.
- Commissioner Mongeau attended meetings for Soil and Water Conservation District; Extension; and AMC District 4.
- Commissioner Campbell attended meetings for Highway Tracking; Perham Waste Delivery Issues; AMC District 4; and virtually attended contested case hearings.
- Commissioner Gross attended meetings for Personnel Issues Committee; Highway Tracking; Extension; Wild Rice Watershed Board; and AMC District 4.
- Stephen Larson provided a schedule for BRRWB Manager Appointments.

The meeting adjourned at 6:33 p.m.

Frank Gross, Chair
County Board of Commissioners

Stephen Larson, County Administrator