

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 A.M., TUESDAY, AUGUST 11, 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, Grant Weyland, Kevin Campbell and Jenny Mongeau. Commissioner absent: Jim Haney. Others present or joining remotely: County Attorney Brian Melton, County Administrator Stephen Larson, and Administrative Assistant Rita Rueckert.

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 related to CARES Act, requested by Commissioner Mongeau.

REQUEST TO WAIVE FEES/PENALTIES ON DOUG GULLEKSON PROPERTY TAXES

By consent the Board approved the request to waive fees/penalties on Doug Gullekson property taxes.

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. If a citizen prefers to come into a meeting it will be allowed.

APPROVAL OF MINUTES FROM JULY 28, 2020

On motion by Commissioner Campbell, seconded by Commissioner Weyland, and unanimously carried, the Board approved the minutes from July 28, 2020.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

On motion by Commissioner Weyland, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the payment for bills and vouchers totaling \$1,715,324 from 149 vendors. From that total, 118 warrants issued were under \$2,000 (\$54,138) and the following 31 were over \$2,000:

RDO Equipment Co.	\$654,314	Burns McDonnell	\$9,387
Mark Sand & Gravel Co.	\$475,609	On Site Body Armor	\$8,728
Lakes Country Service Co-op	\$275,037	Wegner Psych. & Therapeutic Svc	\$8,125
Turner Sand & Gravel, Inc.	\$43,017	Ramsey Co. Med Examiner	\$6,770
Prairie Lakes Solid Waste Auth.	\$25,840	MN County Attorneys Asso.	\$6,655
MENd Correctional Care, LLC	\$24,700	Dakota Plains Mechanical, Inc.	\$5,178
Tansem Township	\$17,002	Galls, LLC	\$4,403
SeaChange Print Innovations	\$15,093	Kris Engineering, Inc.	\$4,153
Lakes & Prairies Community Action	\$12,231	Modern Marketing	\$4,130
Marco Technologies, LLC	\$11,309	H & H Transport, LLC	\$3,563
Election Systems & Software, Inc.	\$11,190	Glacier Enterprises	\$3,480
BNSF Railway Co.	\$11,168	Houston Engineering, Inc.	\$3,314

Pemberton Law, P.L.L.P.	\$3,205	Farmers Co-op Oil Co.	\$2,132
Amazon Capital Services	\$2,716	Grainger, Inc.	\$2,050
ANJAAM HOLDINGS, LLC	\$2,456	Rick Electric, Inc.	\$2,042
TrueNorth Steel	\$2,191		

COVID-19 UPDATE

Public Health Director Kathy McKay, Public Health Nurse Cheryl Sapp, and Nursing Director Jamie Hennen were present with handouts on the latest data on COVID-19. Clay County has had 785 positive cases and 40 deaths. The 14-day case rate (per 10,000 people) began as a tool to be used by schools to determine if they should have school in-person or remote learning or a hybrid of those. Clay County is currently at 10.47 and the target is to be below 10. The Public Health Department has added three more contact tracers and is looking to add one more. The average median age for positive cases in Clay County is 35; the State average is 30 with the largest group in the 30-39 age category. The area hospitals currently have low COVID in-patient numbers. Commissioner Mongeau shared that Clay County Public Health has a large amount of information available on both the website and also their Facebook page and encouraged residents to review the information and resources available on those sites.

REQUEST APPROVAL TO SWITCH CLAY COUNTY DENTAL PROVIDER FROM BLUE CROSS/BLUE SHIELD OF MN (UNITED CONCORDIA NETWORK) TO DELTA DENTAL

HR Director Darren Brooke and Coordinator Anna Moore were present with information on switching a dental provider for employees. Delta Dental has a larger network within this area and annual savings to the County would be over \$119,000. None of the current covered procedures will be removed; more procedures will be covered; and the cost will be lower for both employees and the County.

On motion by Commissioner Campbell, seconded by Commissioner Mongeau, and unanimously carried, the Board approved switching the County’s dental provider from Blue Cross/Blue Shield of MN (United Concordia Network) to Delta Dental. This approval was based on a unanimous recommendation for approval from the Insurance Committee.

ANNUAL BUDGET PRESENTATION FOR JUVENILE CENTER

Superintendent James O’Donnell provided West Central Regional Juvenile Center’s annual budget information. A slight increase in food costs was noted, although the overall cost of the program was reduced. There was also an increase in Worker’s Compensation. Two staff sustained significant injuries this past year. There was \$808,000 in revenue carried over from 2019. A request for an additional line 13 staff counselor was added. There is also an open secretary position, but they have made some changes to accommodate the work at this time. The non-secure program expects to see more non-member income. There has been focus on replacing more of the variable hour staff with full-time staff which is more cost efficient and also requires less administrative work.

ANNUAL UPDATE AND REQUEST FOR ALLOCATIONS FOR LAKE AGASSIZ REGIONAL LIBRARY

Director Liz Lynch, Lake Agassiz Regional Library, updated the Board on the library’s current status. The library was closed from mid-March to the end of April. They reopened and began providing curb-side delivery to patrons. The six-week closing gave them time to focus on enhancing several services that they have been considering but were unable to complete. Express Library Services began in June. They received funding from the State to purchase wi-fi hotspots for patrons to check-out for use. Currently, they have six-months reserve in their library funds. They have also formed a new partnership with Career Force.

REQUEST FOR APPROVAL OF MEMORANDUM OF UNDERSTANDING FOR TURN LANE CONSTRUCTION PROJECT WITH CITY OF GLYNDON

County Engineer David Overbo brought forth a Memorandum of Understanding (MOU) for a turn lane construction project with the City of Glyndon. They have been working with MNDOT to ensure proper turning ability from Highway 10 to Parke Avenue for large vehicles such as buses and semi-trailers. Utilities will need to be moved in this area. The Highway Engineers will proceed with the design work and will speak with the property owners for land acquisition. The County's cost share could be appropriated from funds available for their five-year plan. The City of Glyndon and Clay County will split the costs for moving utilities and for signal lights 50/50.

On motion by Commissioner Campbell, seconded by Commissioner Weyland, and unanimously carried, the Board approved the Memorandum of Understanding for the Turn Lane Construction Project with the City of Glyndon.

AGENDA ADDITION: UPDATE ON CARES ACT

Commissioner Mongeau provided an update for the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) pertaining to the online application for small businesses to apply for funds. The County and the City of Moorhead are working together to make the online application available to both County and City residents at the same time. The City of Moorhead is currently projecting that they will be ready to start the online process on Monday, August 17, 2020. The request is to approve moving forward for the online application for small businesses to apply for CARES Act funds.

On motion by Commissioner Campbell, seconded by Commissioner Weyland, and unanimously carried, the Board approved the online application process for the CARES Act funds.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

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

- Commissioner Campbell attended meetings for Highway Tracking; CARES Act Committee with Lakes & Prairies; FM Diversion Authority Executive; CARES Act and DMV; and Landfill Construction Update.
- Commissioner Mongeau attended meetings for Lakes and Prairies Community Action; CARES Act Tech staff; Cities re: CARES Act; CARES Act and DMV; Cass Clay Food Systems Advisory Committee; MetroCOG; and Buffalo-Red River Watershed District. She noted that the Law Librarian submitted her resignation.
- Commissioner Weyland attended a meetings Landfill Construction Update meeting.
- Commissioner Gross attended meetings for Highway Tracking; Spring Prairie Township; MCIT Reimbursement; and One Watershed One Plan.
- Administrator Larson reported on meetings from Highway Tracking; Corona Virus Relief Committee; Army Corp of Engineers Re: Diversion Project; MCIT Reimbursement; and Budget Reviews / Preliminary Levy. He stated the preliminary budget should be set by September 17.

The meeting adjourned at 10:15 a.m.

Frank Gross, Chair
County Board of Commissioners

Stephen Larson, County Administrator