

CLAY COUNTY BOARD OF COMMISSIONERS

8:30 A.M., TUESDAY, AUGUST 18, 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, Jim Haney, Kevin Campbell and Jenny Mongeau. Commissioner absent: Grant Weyland. 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 Campbell, seconded by Commissioner Haney, and unanimously carried, the Board approved the agenda.

On motion by Commissioner Campbell, seconded by Commissioner Haney, and unanimously carried, the Board approved moving item four (Interviews for BRRWD Board) to September 1, 2020. No applications were received by the deadline.

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 he received one request: Wayne Brendemuhl asked that the Board appoint someone with rural/ag background to the BRRWD Board.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

On motion by Commissioner Haney, seconded by Commissioner Campbell, and unanimously carried, the Board approved payment for bills and vouchers totaling \$480,110. From that total, 76 bills and vouchers were under \$2,000 (\$45,839) and the following 25 were over \$2,000:

Turner Sand & Gravel, Inc.	\$72,451	Election Systems & Software, Inc.	\$12,514
City of Fargo	\$57,139	Sanford Clinic Fargo Region	\$6,406
Reserve Account	\$50,000	Nitzkowski, Inc.	\$6,240
MEnD Correctional Care, LLC	\$35,190	Lutheran Social Service of Mn	\$5,752
Dakota Plains Mechanical, Inc.	\$32,362	Petro Serve USA	\$4,778
Otter Tail Co. Public Health	\$23,117	Wilkin Co. Public Health	\$4,041
Clay Co. Public Health	\$22,254	Holiday Credit Office	\$3,690
Becker Co. Public Health	\$19,112	MidStates Wireless, Inc.	\$3,238
Lakeland Mental Health Ctr, Inc.	\$18,740	Fuchs Sanitation, Inc.	\$2,802
Trinity Services Group, Inc.	\$18,728	Bob Barker	\$2,466
Amazon Capital Services	\$15,902	Mouser/Katrina	\$2,264
Polk-Norman-Mahnomen CHB	\$12,967	Fitzgerald Construction, Inc.	\$2,119

COVID-19 UPDATE

Public Health Director Kathy McKay was present with handouts on the latest data on COVID-19. The current number of COVID cases in Clay County is 799 and number of deaths remain at 40. From that total, 744 of them are out of isolation. In Minnesota there have been 65,716 positive COVID cases, 567 new cases, and 1,712 deaths. The 14-day case rate for Clay County is at 9.87. When the 14-day case rate is below 10, schools can decide if they want to be in classrooms. Public Health continues to work closely with the K-12 schools for reopening of schools. The number of COVID tests completed in MN is 1,266,561.

Commissioner Mongeau referred to the issue with skewed numbers that go along with being a border County. Commissioner Campbell stated all the stats are important and he would like all the information that Ms. McKay can obtain for testing numbers and results for Clay County. Commissioner Haney noted it is interesting that the State of MN is at 1% and Clay County is at 1.4% for positive tests. Ms. McKay commented that Minnesota is one of four states picked for a COVID pilot program. She also noted that 70% of the population will need to be vaccinated to develop a herd immunity when a vaccine becomes available. They are really pushing the need for the influenza vaccination this year also. Points prevalence will be done in ND but not in MN. A timeframe for immunity after someone contacts COVID has not been established. COVID is a virus that mutates. The antibodies might not recognize a repeat pandemic. It is possible for someone to get COVID a second time, but they hope they can reduce the severity and prevent hospitalizations.

ANNUAL BUDGET PRESENTATION FOR PUBLIC HEALTH

Director of Finance Carmen Barth joined Ms. McKay for the budget summary. The program impact from 2020 to 2021 budget includes six categories. Some expenses have been moved to the COVID-19 line. Vaccinations for COVID-19 are expected for 2021 and there are some anticipated costs associated with it. The following adjustments were made:

Administration: Some salary/benefits were reallocated to COVID-19.

Prevent Infectious Disease: Increased quantity of vaccines; and increased hours for nurse.

Disaster Preparedness/Response: COVID-19 response - Staff from other areas are helping respond when necessary; Health supplies for mass vaccinations; some contact tracing expenses are not included the budget; decreased PH Emergency Preparedness grant funding; and increased Barnesville Ambulance funding.

Environmental Health Hazards: General liability moved from general fund to Food, Pool & Lodging; decreased Onsite Sewage Treatment (Septic) revenue based on actual; and minimal changes for Septic Systems & Demolition Landfill.

Healthy Communities & Behaviors: Decreased Medical Assistance revenues based on actuals; Clearway funding ends in 2020; decreased PH Clinic staff hours (moved to COVID-19); increase in Family Health expenses; reallocation of HFA staff hours; and School Nurse contract for Hawley not renewed.

Quality & Accessibility of Health Services: Increased Adult Health Medical Assistance/Secure Blue revenues; increased Adult Health expenses; decreased Detox VA revenue; and potential increased Detox MA revenue with new licensure.

Ms. McKay noted that visits have been done through phone calls and other types of virtual means. They will get back to face to face visits as soon as it is feasible. Commissioner Campbell asked that they provide the budget from 2019 and the detox revenues for each year. Overall, the Public Health budget shows an increase of 3.02% for 2021. There are no requests for new hires. The additional licensure for detox is on hold. They have not had any positive COVID cases in detox and are back to taking in 16.

REQUEST TO TERMINATE GARAGE LEASE WITH PRODUCTIVE ALTERNATIVES

Maintenance Supervisor Joe Olson and Emergency Management Director Gabe Tweten were present with a request for space needs. The County currently leases garage space at the Department of Motor Vehicle site to Productive Alternatives. They propose terminating that lease to allow Emergency Management from the Sheriff’s Office to take over the garage space for their needs. They store many emergency supplies and sandbags. The reduction in the Building Maintenance revenue would be \$6600 annually.

On motion by Commissioner Campbell, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the request to terminate the garage lease with Productive Alternatives and allow the Sheriff’s Office to use the space, with an end date that is acceptable to Productive Alternatives.

REQUEST APPROVAL OF EQUIPMENT PURCHASES THROUGH CARES ACT FOR MEETING SUPPORT

Information Services Director Mark Sloan stated the equipment they would like to purchase includes a portable camera, a portable meeting cart, and a sign cutter. The equipment would allow them to stream live meetings in other rooms on campus. The total is \$14,500. Preliminary approval has been given from the CARES Act Committee.

On motion by Commissioner Mongeau, seconded by Commissioner Haney, and unanimously carried, the Board approved the purchase of equipment (portable camera, portable meeting cart, and signage cutter) for meeting support through the CARES Act Funding (Infrastructure category).

CARES ACT SMALL BUSINESS COVID-19 RELIEF GRANT

County Administrator Stephen Larson and Mark Sloan informed the Board that the CARES Small Business Relief Grant application was posted online yesterday. The cities of Clay County were asked for input prior to the application going online. There is \$2.25 million in Federal CARES for Small Businesses and \$250,000 for non-profits. Mr. Sloan noted the businesses outside of Moorhead that want to apply can go to the online information. They included an email address and phone number for questions. The application includes the minimal requirements to qualify for the grant. After all the applications come in, the grant amounts will be determined. The goal is for every business in Clay County to receive the same amount. The County’s application period is one week longer than the City of Moorhead. If there is more need in the City of Moorhead the County can evaluate those needs. Citizens can also access this link on their City’s website.

SMALL BUSINESS PANEL PER DIEM REQUEST

Mr. Larson provided the information and expectations for the review process for the CARES Small Business Application review panel. The review panel will have eight to ten people on it, depending on the amount of applications to review. The process will be done in-person or with virtual meetings.

On motion by Commissioner Mongeau, seconded by Commissioner Campbell, and unanimously carried, the Board approved a \$50 per diem along with mileage for persons serving on the CARES Small Business Application review panel for in-person or virtual meetings (Administrative category).

CLAY COUNTY FAIR BOARD 2020 FINANCIAL ALLOTMENT REQUEST

County Fair Board Secretary/Treasurer James Kruize allocated \$25,000 in funds plus liability insurance costs from Clay County for 2020. The 2020 fair was canceled due to COVID but has fixed costs that have already been incurred for 2020. The Fair Board also paid \$10 to all those who participated in the virtual

shows to cover some of their expenses. There are also repairs and painting that need to be completed on the fair buildings and barns. They also deferred maintenance items including the 4H building roof. Commissioner Mongeau stated they carefully considered alternatives, but it did not work to have the fair. She commented the Fair Board really works hard to make the Clay County Fair a great annual event. The funds from the County allow for free gate admission into the fair making it economically feasible for families to come in.

On motion by Commissioner Mongeau, seconded by Commissioner Haney, and unanimously carried, the Board allowed the 2020 allotment to the Clay County Fair be made in lieu of the fair not occurring this year.

ANNUAL 2021 BUDGET PRESENTATION – CLAY COUNTY FAIR BOARD

Mr. Kruize provided an overview of the Clay County Fair Board’s financial request for 2021 of \$29,000 and \$2,259 for liability insurance, totaling \$31,259. They work to bring in new activities and bigger entertainment for families each year. Last year they had a tractor pull. They have been able to increase their donations and other revenue including grant dollars. Over the last few years, they have filled the grandstands and have had some record numbers in attendance. They do not plan to change their dates that have been the same as the Red River Valley Fair.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

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

- Commissioner Campbell attended meetings for CARES Act Committee with City Reps; Lakes Country Service Co-op; CARES Act Committee for Business Applications; and Space Needs for Motor Vehicle.
- Commissioner Mongeau attended meetings for CARES Act Committee with City Reps; Soil and Water Conservation District; CARES Act Committee; and a conference call with CARES Committee members.
- Commissioner Haney attended a City of Moorhead Planning Commission meeting.
- Commissioner Gross attended meetings for Personnel Issues Committee; Wild Rice Watershed; and Canvassing of Election Votes.
- Administrator Larson reported on meetings from Personnel Issues Committee; Human Resource issues; Budget discussions with Auditor; CARES Act Committee; Public Health pre-budget; AE2S staff; City of Moorhead Re: Business Relief Plan; Tobacco Ordinances in Clay County; Infrastructure Related to CARES Act funds; Tax Abatement Program Extension; and Driver’s License Offices.

The meeting adjourned at 10:34 a.m.

Frank Gross, Chair
County Board of Commissioners

Stephen Larson, County Administrator