

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 A.M., TUESDAY, SEPTEMBER 28, 2021
Rooms A/B, 3rd Floor, Courthouse
MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Kevin Campbell, Jenny Mongeau, Jenna Kahly, and David Ebinger. Commissioner absent: Frank Gross. Others present: County Administrator Stephen Larson, County Attorney Brian Melton, Human Resource Director Darren Brooke, 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.

CITIZENS TO BE HEARD

There were no citizens who wished to be heard.

APPROVAL OF PAYMENT OF BILLS AND VOUCHERS

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board approved payment of bills and vouchers totaling \$637,899 from 118 vendors. From that total, 93 warrants issued were under \$2,000 (\$33,003) and the following 25 were over \$2,000:

Otter Tail Co. Public Health	\$157,853	Gladen Construction, Inc.	\$7,434
Clay Co. Public Health	\$125,716	Dakota Plains Mechanical, Inc.	\$6,191
Clay Soil & Water Conservation Dist.	\$ 75,904	Sanofi Pasteur, Inc.	\$4,149
Becker Co. Public Health	\$ 48,632	Ruttgers Bay Lake Lodge	\$3,324
T.F. Powers Construction Co.	\$ 30,000	Madison National Life	\$3,210
Wilkin Co. Public Health	\$ 28,747	ShortPrinter	\$3,031
Turner Sand & Gravel, Inc.	\$ 21,808	MN Dept of Transportation	\$3,012
Pace Analytical Services, Inc.	\$ 16,918	SmileMakers, Inc.	\$2,710
Otis Elevator, Inc.	\$ 13,802	Valley Mortuary Services	\$2,323
Vanguard Appraisals, Inc.	\$ 12,925	MN IT Services	\$2,320
Lakes & Prairies Community Action	\$ 12,238	Kandiyohi Co Sheriff's Office	\$2,310
Lloyd's Auto Body, Inc.	\$ 10,064	Nancy Hein-Kolo, PsyD, LP	\$2,000
L&M Road Services LLC	\$ 8,276		

APPROVAL OF MINUTES FROM SEPTEMBER 14, 2021

On motion by Commissioner Ebinger, seconded by Commissioner Kahly, and unanimously carried, the Board approved the minutes from September 14, 2021.

COVID-19 UPDATE

Kathy McKay, Public Health Director, and her team provided handouts for the weekly COVID-19 update. The number of active cases in Clay County are at 290, down from 363 a week ago. Active cases in Cass County, ND are at 619, up from 528 a week ago. Throughout MN the cases are up with a total of 19,234, and in ND the cases are up with a total of 3,316. Clay County has had 97 deaths related to COVID-19. Hospitalizations are on the rise and include an increase of young adults and children. An overwhelming majority of those hospitalized are unvaccinated. Clay County Public Health administered 28 doses of vaccine last week. Their total to date is 15,563 doses of vaccine. Statewide, 72.1% of people have had at least one vaccine. The department is in the planning stage for boosters. Breakthrough cases are less than one percent. Home testing was reported as not being as reliable. The vault testing site in Moorhead is doing saliva tests with a 24-hour turnaround. Rapid testing is not available there and testing is done Mondays through Thursdays only. Their positivity rate is at 6.24%. Many MN residents are choosing the testing site in Fargo where rapid testing is being done. Clay County Public Health has a limited number of rapid tests.

Commissioner Kahly mentioned the hospitals being close to capacity with the possibility of having to send some cases elsewhere. There is also a big concern with hospital staffing. She noted getting the vaccine is most important, but masks in public places when social distancing cannot be obtained is also important. The majority of folks are not masking because it is not mandatory, only recommended.

Ms. McKay reviewed the Public Health Department's current protocol with remote visits when possible, and masking when distancing cannot be maintained. At the Correctional Center, staff are masking when entering the facility due to one employee getting COVID, but it is difficult to enforce masks for the inmates. In Detox, the staff are masking but not the clients. The MN Department of Health is strongly recommending masking.

Commissioner Ebinger stated this has been a difficult 18 months and Public Health has gotten us through it. He commented that the information speaks for itself, and everyone needs to buckle down and deal with this to get through it. Commissioner Mongeau commented that addressing masking during an agenda session that is appropriately advertised would make more sense. She has an issue with making a policy change when the item is not on the agenda. She mentioned all the money that went into keeping the public and staff safe in the County facilities. Commissioner Campbell stated he cannot ignore it when Public Health makes a strong recommendation.

On motion by Commissioner Kahly, seconded by Commissioner Ebinger, and carried with one nay vote by Commissioner Mongeau, the Board supported a requirement for all visitors and staff to wear masks in common areas of all County buildings starting tomorrow and running for the next two weeks. Further review of the policy will be on October 12, 2021.

A Personnel Issues Committee meeting will be scheduled as soon as it is possible, and Kathy McKay will be part of that meeting.

REQUEST TO HIRE ONE FULL-TIME MOTOR VEHICLE STAFF

Lori J. Johnson, Auditor–Treasurer, and Chelsea Sylvester, Motor Vehicle Supervisor, were present. Ms. Johnson referred to the variable hour employee who was hired for the Motor Vehicle Department from June through September. This position checks in people coming to the department and makes sure they have everything they need for their transaction before waiting for a window to open. The wait times have really decreased, and the service level has really improved with this position. The average time it takes someone to complete their

transaction was reduced from 45 minutes in January to 20 minutes in September. The average wait time went from 31 minutes in January to seven minutes in September. The increased number of transactions can pay for the position to continue.

On motion by Commissioner Mongeau, seconded by Commissioner Kahly, and unanimously carried, the Board approved the request to hire an FTE check-in staff for Motor Vehicle.

REQUEST TO FILL VACANCIES FOR FOUR FULL-TIME CORRECTIONAL OFFICERS

Justin Roberts, Correctional Facility Administrator, brought a request to fill four full-time vacancies at the Correctional Center. The turnover rate in Corrections has increased but is not believed to be because of policy issues. It is a stressful area to work. Some of the staff decide to pursue other types of work and some move onto other law enforcement opportunities.

Commissioner Ebinger mentioned he has always found the Clay County Correctional Facility to be professional and well-run. He has been impressed with their staff and supervision.

On motion by Commissioner Ebinger, seconded by Commissioner Kahly, and unanimously carried, the Board approved the request to fill vacancies for four full-time Correctional Officers.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS

- Commissioner Ebinger attended meetings for FM Diversion Finance Committee and Greater Fargo Moorhead Economic Development Corp.
- Commissioner Mongeau attended meetings for Planning Commission; Prairie Lakes Municipal Solid Waste Authority; Solid Waste Advisory Committee; Moorhead Clay County Joint Powers Authority; Lakes and Prairies Community Action Partnership; Lakeland Mental Health; and Buffalo-Red River Watershed District.
- Commissioner Kahly attended meetings for Adult Mental Health Local Advisory Council and Lakes and Prairies Community Action Partnership.
- Commissioner Campbell attended meetings for Personnel Issues Committee; FM Diversion Authority Executive Committee; Moorhead Clay County Joint Powers Authority; Prairie Lakes Municipal Solid Waste Authority; Solid Waste Advisory Committee; and FM Diversion Authority Committee.
- County Administrator Larson attended meetings for Moorhead Clay County Joint Powers Authority; Personnel Issues Committee; County Management; Space Adjustments at FSC; and Solid Waste Advisory Committee. He also met with Sheriff Empting; County Engineer Re: ARPA; and completed some Department Head annual reviews.

The meeting was adjourned at 10:00 a.m.

Chair Kevin Campbell
County Board of Commissioners

Stephen Larson, County Administrator