

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 AM, TUESDAY, OCTOBER 24, 2023
Meeting Room A / B – 3rd Floor – Courthouse
MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Paul Krabbenhoft, Frank Gross, Jenny Mongeau (arrived at 8:31 a.m.), Kevin Campbell, and David Ebinger. Others present: County Administrator Stephen Larson, County Attorney Brian Melton, HR Director/Asst. Administrator Darren Brooke, and Communications Coordinator Jacqueline Finck.

Call to Order

Commissioner Gross called the meeting to order at 8:30 a.m.

Approval of Agenda

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the agenda with the agenda addition: Request Approval to Replace an Eligibility Worker in the Financial Services Division within Social Services due to a Resignation.

Donation from Johnson's Auto Repair to the Clay County Sheriff's Office

By consent, the Board approved the donation from Johnson's Auto Repair to the Sheriff's Office in the amount of \$35.00.

Commissioner Gross thanked Johnson's Auto Repair for their donation to the Sheriff's Office K-9 Program.

Citizens to be Heard

There were no citizens to be heard.

Approval of Payment of Bills and Vouchers

On motion by Commissioner Ebinger, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved the bills and vouchers totaling \$4,436,513 from 130 vendors. There were 90 warrants issued under \$2,000 (\$29,041) and the following 40 were over \$2,000.

Independent School Dist 152	\$ 2,738,929	City Of Moorhead	\$ 6,677
Independent School Dist 2164	\$ 470,397	Little Falls Machine, Inc.	\$ 6,488
Independent School Dist 150	\$ 373,822	Ramsey County Med Exam	\$ 6,444
Independent School District 146	\$ 227,748	Ada-Borup-West ISD 2910	\$ 6,037
Code 4 Services, Inc	\$ 147,219	Galls, LLC - 5287110	\$ 5,761
Sellin Bros Inc	\$ 86,416	Office of MN IT Services	\$ 5,690
Lake Agassiz Regional Library	\$ 79,566	Independent School Dist Bc 2889	\$ 4,672
Independent School Dist 914	\$ 52,938	City of Pelican Rapids	\$ 4,365
Gehrtz Construction Services, Inc	\$ 21,351	Elan Financial Services	\$ 3,991
Lakeland Mental Health	\$ 19,496	Mn Unemployment Insurance	\$ 3,396
Trinity Services Group, Inc.	\$ 18,728	Minnkota EnviroServices, Inc.	\$ 3,331
Great Plains Flooring	\$ 12,620	Independent School Dist Otc 548	\$ 3,171

Braun Intertec Corp	\$	11,561	Moorhead Public Service	\$	3,166
MN Department of Transportation	\$	11,216	Lake Region Healthcare Corp	\$	2,982
Otter Tail Public Health	\$	10,606	Bob Barker (Wcrjc)	\$	2,941
Clay County Fair	\$	10,000	Creating Community Consulting	\$	2,700
Earthwork Services Inc.	\$	9,500	Fevig Oil Co	\$	2,697
Ehlers	\$	9,000	Wex Bank (fleet)	\$	2,634
Corrections Products Company	\$	7,695	Xcel Energy	\$	2,151
SHI International Corp	\$	7,348	Thomson Reuters - West 590031	\$	2,007

Approval of Minutes from October 10, 2023

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the minutes from October 10, 2023.

Request Approval to Raise Rates on Tire and Demo Disposal

Solid Waste Manager Corey Bang requested approval to raise the rates for disposal of tires and demolition materials. The County is currently losing money on these items as the charge to dispose of them has increased. It's proposed to increase the rate of passenger tires to \$6.00 per tire, private demolition materials to \$15.00 per yard, and commercial demolition materials to \$20.00 per yard. By raising the rates for demolition materials, it will cover the cost of transporting the items.

Commissioner Campbell stated the public should know that the rates are not set in place for profit, but the county can't be losing money either. This is an enterprise fund and it's supposed to be self-sustaining, and it won't be self-sustaining if we lose money. These increases were discussed and supported by the Solid Waste Advisory Committee (SWAC).

Commissioner Mongeau echoed Commissioner Campbell's comments and stated all options were evaluated and we don't want to overly tax, but the cost needs to be covered.

On motion by Commissioner Campbell, seconded by Commissioner Mongeau, and unanimously carried, the Board approved to increase the rates for passenger tires to \$6.00 per tire, private demo to \$15.00 per yard, and commercial demo to \$20.00 per yard.

Commissioner Campbell recognized Mr. Bang for his efforts in saving money on transportation costs.

Request Approval to Fill Vacant Full-Time Custodian Position

Facilities Director Joe Olson requested to fill a vacant full-time custodian position due to a resignation.

Commissioner Campbell asked if there was a process that custodians have to go through when getting hired for secure buildings such as the Correctional Facility and Juvenile Detention and if background checks are conducted. Mr. Olson stated those individuals work closely with Jail Administrator Kari Tuton and Juvenile Detention Director James O'Donnell regarding what to do in the secure facility and custodian positions have the highest requirements for background checks.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Ebinger, and unanimously carried, the Board approved to fill the vacant full-time custodian position.

Agenda Addition: Request Approval to Replace an Eligibility Worker in the Financial Services Division within Social Services due to a Resignation.

Social Services Director Rhonda Ported requested approval to replace an Eligibility Worker due to a recent resignation. There are funds in the budget to replace this position.

On motion by Commissioner Mongeau, seconded by Commissioner Campbell, and unanimously carried, the Board approved to replace the Eligibility Worker position for the Financial Services Division within Social Services with backfill if there is any internal interest.

Request Approval to Fill the Vacant Restorative Practices Coordinator Position

County Attorney Brian Melton requested approval to fill the vacated Restorative Practices Coordinator position due to a recent resignation.

Commissioner Krabbenhoft asked when the last day would be for the individual who resigned. Mr. Melton stated the individual's last day has already passed, therefore looking to advertise immediately.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Mongeau, and unanimously carried, the Board approved to fill the vacant Restorative Practices Coordinator position.

Request Permission to Re-Appoint Commissioners as the Clay County Voting Delegates for Minnesota Counties Intergovernmental Trust (MCIT)

County Administrator Stephen Larson stated Commissioner Campbell and Commissioner Ebinger have been the MCIT Representative Voting Delegates this past year, and with the upcoming AMC Conference in December, they are looking for the reappointments for each County. After talking with both Commissioners, they have expressed interest in continuing to serve on this committee.

On motion by Commissioner Mongeau, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved the reappointment of Commissioner Campbell as the Clay County voting delegate and Commissioner Ebinger as the voting alternate for Minnesota Counties Intergovernmental Trust.

CLOSED SESSION - Discussion of Contract Negotiations

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board closed the public meeting for a closed session at 8:41 a.m.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board reopened the public meeting at 9:01 a.m.

Committee Reports/County Administrator Update/Discussions

- Commissioner Krabbenhoft reported on meetings for Adult Mental Health LAC; Historical & Cultural Society; Suicide & Substance Prevention Coalition meeting; Rural Cities & County meeting; Lakes & Prairies Community Action – CAPLP; AMC District 4 meeting; and Community Conversation on Housing with Representative Keeler.
- Commissioner Mongeau reported on meetings for Personnel Issues Committee; Road tour of County Road 26 with Representative Keeler, Transportation House Chair Representative Frank Hornstein, Senate Transportation Chair Senator Scott Dibble, and Senator Rob Kupec; Planning Commission; AMC Property Tax Forfeiture Workgroup; Rural Cities & County meeting; Lakes & Prairies Community Action – CAPLP; AMC District 4 meeting; and

Lakeland Mental Health Center.

- Commissioner Campbell reported on meetings for West Central Regional Juvenile Detention Advisory; Rural Cities & County meeting; and AMC District 4 meeting.
- Commissioner Ebinger reported on meetings for Suicide & Substance Coalition meeting; West Central Regional Juvenile Detention Advisory; Rural Cities & County meeting; and AMC District 4 meeting.
- Commissioner Gross reported on meetings for Heart of Clay reception at the Marriott; Personnel Issues Committee; Rural Cities & County meeting; and AMC District 4 meeting.
- County Administrator Stephen Larson reported on meetings for Personnel Issues Committee; met with County Attorney Brian Melton on RFQ for Housing Legislation aide and MOU for the Water District; met with Rhonda Porter on a series of Social Services issues; MCCJPA prep meeting; Rural Cities & County meeting; AMC District 4 meeting; met with RACC Executive Director Chris Johnson; stopped by the DMV to understand the impact of when the demolition of Herberger's and Thai Orchid will happen; met with Joe Olson regarding Safety Committee Policies; reminder Open Enrollment has started and this year it's held online and should meet with a representative; and a reminder that there is no Board Meeting next Tuesday, October 31, 2023.

Discussion ensued regarding the MOU for the West Central Regional Water District.

Adjourn

The meeting was adjourned at 9:42 a.m.

Frank Gross, Chair
County Board of Commissioners

Stephen Larson, County Administrator