

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 AM, TUESDAY, JANUARY 2, 2024
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, Kevin Campbell, and David Ebinger. Others present: County Administrator Stephen Larson, Assistant County Attorney Michael Leaser, 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 Krabbenhoft, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the agenda with the agenda addition: Request Approval of Clay County Board of Commissioners Committee Assignments – 2024.

2024 Contracts/Agreements/MOUs for Clay County Social Services

By consent, the Board approved the 2024 Contracts/Agreements/MOUs for Clay County Social Services.

2024 Personnel Policy Approval

By consent, the Board approved the 2024 Personnel Policy.

Employee Recognitions

The Board recognized Dean Winkels for 25 years with the Building Maintenance Department.

Citizens to be Heard

There were no citizens to be heard.

Approval of Payment of Bills and Vouchers

On motion by Commissioner Mongeau, seconded by Commissioner Campbell, and unanimously carried, the Board approved the bills and vouchers totaling \$367,187 from 87 vendors. There were 65 warrants issued under \$2,000 (\$29,167) and the following 22 were over \$2,000.

Clay Soil & Water Cons Dept	\$ 72,367	SeaChange Print Innovations	\$ 3,750
MN Counties Computer Coop	\$ 67,767	Towmaster	\$ 3,736
True North Surveys, P.A.	\$ 42,000	MidStates Wireless, Inc.	\$ 3,340
High Point Networks, LLC	\$ 39,146	Ramsey County Med Exam	\$ 3,222
ESRI, Inc.	\$ 38,610	Johnson's Auto Repair LLC	\$ 3,086
WEX Bank - Sheriff	\$ 13,794	Association Of Minnesota Counties	\$ 2,952
Amazon Capital Services	\$ 8,687	Morris Electronics Inc.	\$ 2,631
Government Management Group Inc.	\$ 7,250	Galls, LLC - 1002151418	\$ 2,428
MN Counties Intergovernmental Trust	\$ 7,181	Lloyd's Auto Body Inc.	\$ 2,345

Moorhead Public Service	\$ 4,982	Fidlar Technologies	\$ 2,286
Office of MNIT Services	\$ 4,185	Family Healthcare Center	\$ 2,267

Approval of Minutes from December 19, 2023

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the December 19, 2023 minutes.

State of the County Address - Board Chair Frank Gross

Commissioner Gross presented the State of the County Address (available on the County website).

Election of 2024 Chair and Vice-Chair

On motion by Commissioner Krabbenhoft, seconded by Commissioner Mongeau, and unanimously carried, Commissioner Ebinger was elected Chair of the County Board for 2024.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, Commissioner Campbell was elected Vice-Chair of the County Board for 2024.

On motion by Commissioner Campbell, seconded by Commissioner Ebinger, and unanimously carried, the Board approved to recognize Commissioner Gross for his excellent leadership as Chair of the Clay County Board of Commissioners.

BREAK

The Board took a short break from 8:45 a.m. to 8:50 a.m.

Establish Board of Commissioners Meeting Schedule for 2024

On motion by Commissioner Campbell, seconded by Commissioner Mongeau, and unanimously carried, the Board approved to continue with the current meeting schedule for 2024 with meetings at 8:30 a.m. on the first four Tuesdays of the month, with the exception of the June 18, 2024, meeting, which will be held at 5 p.m. with Board of Equalization following at 6:30 p.m., the December 3, 2024, meeting which will be held at 5:00 p.m. with Truth in Taxation to follow at 6:00 p.m., and no Board meeting on December 10, 2024, due to the AMC Annual Conference.

Request Approval for Resolutions 2024-01 - 2023-04 for Newspaper Designations and Corresponding Memorandum of Understandings for 2024

On motion by Commissioner Mongeau, seconded by Commissioner Campbell, and unanimously carried, the Board approved Resolution 2024-01 designating the Hawley Herald as the official County newspaper for 2024.

RESOLUTION 2024-01

BE IT RESOLVED, that *Hawley Herald* is hereby designated by the Board of Commissioners of the County of Clay, State of Minnesota, as the official County Newspaper for 2024.

BE IT FURTHER RESOLVED, *Hawley Herald* will furnish *Clay County Union*, *Barnesville Record Review*, and *The Extra* with copies of all proceedings published by them for the County of Clay, which may be carried in those newspapers at no additional cost to the County.

On motion by Commissioner Mongeau, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved Resolution 2024-02 designating the Barnesville Record Review for printing of notice of real property taxes and penalties for 2024.

RESOLUTION 2024-02

BE IT RESOLVED, that *Barnesville Record Review* is hereby designated by the Clay County Board of Commissioners as the newspaper in which the notice and list of the real property taxes and penalties becoming delinquent on the first Monday in January 2024, must be published.

On motion by Commissioner Gross, seconded by Commissioner Mongeau, and unanimously carried, the Board approved Resolution 2024-03 designating the Clay County Union for first printing of the Clay County Financial Statement for 2024.

RESOLUTION 2024-03

BE IT RESOLVED, that *Clay County Union* is hereby designated by the Clay County Board of Commissioners to publish the first printing of the Clay County Financial Statement.

On motion by Commissioner Campbell, seconded by Commissioner Gross, and unanimously carried, the Board approved Resolution 2024-04 designating The Extra for second printing of the Clay County Financial Statement for 2024.

RESOLUTION 2024-04

BE IT RESOLVED, that *The Extra* hereby designated by the Clay County Board of Commissioners to publish the second printing of the Clay County Financial Statement.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Campbell, and unanimously carried, the Board approved the corresponding newspaper Memorandum of Understandings (MOUs).

Request Approval to Purchase a Compactor for the Landfill

Solid Waste Manager Corey Bang stated the current Bomag Compactor is due for replacement. The Solid Waste Advisory Committee (SWAC) received presentations from two respective representatives and after discussion and evaluation, it was suggested that the Cat Compactor was the best option for the needs of the landfill. This was the lowest of the two bids, which equates to \$1,185,660, after trade of the old compactor. The Compactor would be ordered in 2024 but would not arrive until 2025. Funds will come from Internal Service.

SWAC approved moving the recommendation to the Clay County Board of Commissioners for final approval.

Discussion ensued regarding the trade in value and the Internal Service account.

On motion by Commissioner Campbell, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the purchase of a Cat Compactor in the amount of \$1,208,660.00 less trade in value of the current Bomag.

Request Approval of the Lakeland Mental Health Contracts for Services Provided at the West Central Regional Juvenile Center (WCRJC) for 2024

Juvenile Detention Director James Odonnell requested approval of the Lakeland Mental Health Contracts for services at the West Central Regional Juvenile Center (WCRJC) for 2024. Lakeland Mental Health has provided Psychological, Psychiatry, and Coordination Services for the 30-day Evaluation Program in the Non-Secure unit. This has been a highly requested program for the past 20 years. Each contract is requesting a 3.5% increase from 2023 which equates to \$83,784.

On motion by Commissioner Gross, seconded by Commissioner Campbell, and unanimously carried, the Board approved the Lakeland Mental Health Contracts for services provided at the West Central Regional Juvenile Center for 2024.

Agenda Addition: Request Approval of Clay County Board of Commissioners Committee Assignments – 2024.

The Clay County Board of Commissioners discussed their 2024 Committee Assignments.

On motion by Commissioner Mongeau, seconded by Commissioner Campbell, and unanimously carried, the Board approved to include Clay County HRA Committee as part of Commissioner Krabbenhoft's portfolio and to include the standard per diem.

On motion by Commissioner Mongeau, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved to designate Commissioners Gross and Campbell as representatives on the West Central Rural Water District Steering Committee.

On motion by Commissioner Campbell, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved to maintain the same AMC voting delegates for 2024.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Campbell, and unanimously carried, the Board approved the 2024 Committee Assignments including Commissioner Krabbenhoft to the HRA Committee, Commissioner Gross and Campbell as representatives on the West Central Regional Water District Steering Committee, to maintain the same AMC voting delegates for 2024, and for per diem to be approved for the Clay County HRA Committee in addition to the Intergovernmental Retreat, all AMC and District IV meetings, and Lakeland Mental Health annual meeting.

Committee Reports/County Administrator Update/Discussions

- Commissioner Gross did not have any meetings to report on.
- Commissioner Krabbenhoft reported on meetings for Adult Mental Health LAC; GFMEDC; and Clay County Historical and Cultural Society.
- Commissioner Mongeau did not have any meetings to report on.
- Commissioner Campbell did not have any meetings to report on.
- Commissioner Ebinger reported on retirement party for the RRRDC Executive Director Mary Phillipi.
- County Administrator Stephen Larson reported on Department Head evaluation; meeting with Lori Johnson regarding upcoming Bond documents; The County will need to reappoint 3 individuals to Extension; the Board will need to make an appointment to Lakeland Mental Health Board; and the Board will need to make an appointment to the Clay County Collaborative.

Adjourn

The meeting was adjourned at 9:33 a.m.

David Ebinger, Chair
County Board of Commissioners

Stephen Larson, County Administrator