

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 AM, TUESDAY, FEBRUARY 13, 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, and David Ebinger. Others present: County Attorney Brian Melton, HR Director/Asst. Administrator Darren Brooke, and Communications Coordinator Jacqueline Finck.

Call to Order

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

Approval of Agenda

On motion by Commissioner Gross, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved the agenda.

Minnesota Lawful Gambling LG240B Application to Conduct Excluded Bingo - Trojan Takedown Club

By consent, the Board approved the Minnesota Lawful Gambling LG240B Application to Conduct Excluded Bingo - Trojan Takedown.

Approval of Board Ratification Statement

By consent, the Board approved the Board Ratification Statement for Clay County Public Health.

Citizens to be Heard

There were no citizens to be heard.

Approval of Payment of Bills and Vouchers

On motion by Commissioner Krabbenhoft, seconded by Commissioner Gross, and unanimously carried, the Board approved the bills and vouchers totaling \$1,681,970 from 136 vendors. There were 91 warrants issued under \$2,000 (\$38,477) and the following 45 were over \$2,000.

City Of Moorhead	\$ 225,000	Primadata LLC	\$ 12,500
Otter Tail Public Health	\$ 211,759	DebtBook	\$ 11,500
SHI International Corp	\$ 208,436	Franklin Industries Co.	\$ 10,273
Mid America Steel, Inc	\$ 189,860	Creating Community Consulting	\$ 10,000
Clay Co Public Health	\$ 146,511	Forum Communications Printing	\$ 9,572
Becker County Public Health	\$ 88,492	Clay County Union	\$ 9,438
Network Center Inc	\$ 44,343	Verizon-386550144	\$ 9,115
Moorhead Public Service	\$ 41,319	Dakota Plains Mechanical, Inc.	\$ 9,099
Red River Regional Dispatch Center	\$ 37,805	Nitzkowski, Inc.	\$ 8,705
Redstone Construction LLC	\$ 33,938	Pomp's Tire Service, Inc.	\$ 6,690
High Point Networks, LLC	\$ 33,804	Sanford Health	\$ 5,926

Gehrtz Construction Services, Inc	\$	30,980	Galls, LLC - 1002151418	\$	5,268
Ledgestone Inc.	\$	26,690	Marco Technologies LLC	\$	4,615
Klein Mccarthy & Co Ltd	\$	25,275	Mortenson Masonry, Inc.	\$	4,512
Enterprise FM Trust	\$	22,824	City Of Hawley	\$	4,421
SeaChange Print Innovations	\$	20,360	Petro Serve Usa-Hwy	\$	4,277
New Horizons	\$	18,580	Valley Mortuary Services	\$	4,176
West Central Initiative	\$	18,000	Stein's Inc	\$	2,872
T.F. Powers Construction Co.	\$	17,837	Nova Fire Protection Inc.	\$	2,753
Alerus Financial	\$	17,769	Farmers Coop Oil Co	\$	2,532
Wilkin Co Public Health	\$	14,990	ANJAAM HOLDINGS, LLC	\$	2,498
Magnum Contracting, Inc.	\$	13,500	Clay County Sheriff	\$	2,161
Metro Cog	\$	12,500			

Request Approval of Joint Cooperative Agreement Between the City of Moorhead and Clay County

Sheriff Mark Empting stated that the intent of this Agreement is to make Clay County Sheriff's Office equipment, personnel, and other resources available to the Moorhead Police Department. The Moorhead Police Department is currently understaffed and requires additional personnel to maintain its policing operations. The Clay County Sheriff's Office has the resources available to provide equipment and personnel to the Moorhead Police Department. County deputies agree to serve and support the Moorhead Police Department until the City hires sufficient staff to maintain safe and effective operation of its police department.

Discussion ensued regarding how workers' compensation would work and how an agreement like this starts and ends.

On motion by Commissioner Gross, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved the Joint Cooperative Agreement Between the City of Moorhead and Clay County.

Request Approval of Resolution 2024-07 for the Small City Street Allotment

County Engineer Justin Sorum stated Resolution 2024-07 is for the Small City Street Allotment and is passed annually for funding to the Non-State Aid Cities for work done on City Streets and for the City of Moorhead for work done on County Roads within the City of Moorhead.

On motion by Commissioner Gross, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved Resolution 2024-07 for the Small City Street Allotment.

RESOLUTION 2024-07

IT IS HEREBY RESOLVED, by the Clay County Board of Commissioners that the Clay County Auditor-Treasurer shall reimburse the municipality of the City of Moorhead, a city of the second class in the State of Minnesota, for all monies expended by that government body for the establishing, locating, constructing, improving and maintaining of any County Highway or County State Aid Highway including those within the corporate limits of the City of Moorhead, Clay County, Minnesota. However, the monies expended directly by Clay County for the establishing, location, construction or improvement or maintenance of any County

Highway or County State Aid Highway within the corporate limits of the City of Moorhead during the year 2023 shall be deducted prior to the reimbursement of any monies to the City of Moorhead as set forth above.

FURTHER, IT IS HEREBY RESOLVED that the City of Moorhead shall certify to the County Highway Engineer the location and the purpose for which said monies were expended and that the said monies were expended during the 2023 annual year. Monies shall not exceed \$393,327.14 and unexpended monies shall be encumbered.

FURTHER, IT IS HEREBY RESOLVED, that the following Cities be reimbursed for money spent on City Streets for 2023 in the following amount:

City of Barnesville	\$16,476.02
City of Comstock	645.84
City of Dilworth	38,971.74
City of Felton	868.41
City of Georgetown	492.74
City of Glyndon	9,512.60
City of Hawley	15,392.67
City of Hitterdal	921.44
City of Sabin	3,993.89
City of Ulen	5,367.86
TOTAL	\$92,643.21

ADOPTED BY THE CLAY COUNTY BOARD OF COMMISSIONERS THIS 13th DAY OF FEBRUARY 2024.

Request Approval to Issue Request For Proposals for Bridge Design Services

Mr. Sorum requested approval to issue Request for Proposals (RFP) for bridge design services for a bridge on 12th Ave South in Glyndon Township. This structure is eligible for replacement using township bridge funds. Throughout several meetings with the Township, they have expressed interest in the replacement of this bridge.

Mr. Sorum stated that he has met with State Aid to ensure this structure would be eligible for replacement. The RFP has guidelines for when the design is to be completed, which is by December of 2024 with State Aid approval. Once proposals are reviewed, a recommendation will be brought forth to the board for contact approval.

Discussion ensued regarding legal weight limits, loading classifications for new bridges and State Aid Standards.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Gross, and unanimously carried, the Board approved to issue a Request for Proposals (RFP) for Bridge Design Services.

Request Approval to Re-Hire an Open Juvenile Detention Worker Position in the Secure Unit

Juvenile Detention Director James Odonnell requested approval to hire for the Juvenile Detention Worker position within the Secure unit. This position is in the 2024 budget and is a critical position for

safety and security.

On motion by Commissioner Gross, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved to re-hire an open Juvenile Detention Worker position in the Secure Unit.

Request Approval to Apply for Safe Drinking Water for Private Well Users Grant

Planning & Zoning Director Matthew Jacobson stated that since adding this request to the meeting, he received notification that Norman County will be submitting a grant on behalf of the West Central Regional Water District (WCRWD) and they are including Clay County on that grant. Because this is a very competitive grant, to build a stronger application, it's better to show partnership and to show that it's being submitted on a regional level. This grant would provide funding to facilitate private well testing for contaminants such as arsenic, coliform bacteria, lead, manganese, and nitrate. The grant could also cover treatment for contaminated wells.

Currently, Clay County Environmental Health has a program in place with RMB Labs to provide well testing for Clay County residents at the property owner's expense. This grant would help offset some of the costs associated with testing, assist the State and County with identifying high-risk areas and potentially provide funding for remediation. According to MDH testing data, Clay County private wells are at high risk for arsenic. Of the 639 wells tested in the County, 72% have arsenic levels greater than 2 micrograms/liter and 39% have levels greater than 10 micrograms per liter.

Discussion ensued regarding treatment options and filtration for arsenic contamination, reverse osmosis, and the Department of Ag State Revolving Fund (SRF) Loan.

On motion by Commissioner Gross, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved Clay County to partner with Norman County for the application of Safe Drinking Water for Private Well Users Grant.

Request Approval of Resolution 2024-08 in Support of a Residential Psychiatric Treatment Facility (PRTF) and Bonding Bill

Social Services Director Rhonda Porter requested approval of Resolution 2024-08 in Support of a Residential Psychiatric Treatment Facility (PRTF) and Bonding Bill. This resolution will highlight Clay County's commitment to the development of a PRTF in Clay County and will also indicate the desire to submit a bonding bill that will help with the construction of the facility going forward. This resolution was shared with 17 other counties within the region and several of those counties have agreed to take it to their County Boards, in support of the application and Bonding Bill.

Discussion ensued regarding the need of this facility, the details on where the funding will come from, grant opportunities for additional funding, emergent care, the resources provided for juveniles at a facility like this, crisis beds, the potential to serve adults, additional counties being involved and the phase in model for not only financing but for workforce and program development.

Commissioner Krabbenhoft asked what the next was after Clay County passes the resolution. Mrs. Porter stated that she had asked the additional 17 counties for their resolutions by the end of February, in order to use them in any bonding package that would be needed as well as in support of the application that Solutions Behavioral Healthcare Professionals would submit for start up funds.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Gross, and unanimously carried, the Board approved Resolution 2024-08 in support of a Residential Psychiatric Treatment

Facility (PRTF) and Bonding Bill.

Annual Department Update - Human Resources

Human Resources Director/Assistant County Administrator gave an update on the Human Resources Department and discussed the department employees, unions, HR functions, HR statistics and data, number of employees by years, employee demographics, citizen concerns forms, applications processed, worker compensation cases, benefits, HR accomplishments for 2023 and upcoming topics including Minnesota Paid Family Leave Act, 2024 market study, 2025 automated application processing, 2026 insurance changes.

Commissioner Krabbenhoft discussed the concerns regarding low staffing in the Public Health Department and asked if it's affecting the work that is needing to be done, if the County is in crisis mode, and what is the solution is to getting out of that rut. Mr. Brooke stated Public Health nurses are very difficult to recruit due to the competition within the area.

Commissioner Ebinger thanked Mr. Brooke and his department for all their work.

Request Approval of Change Order #4 for the Withdrawal Management/Detoxification Facility Project

Mr. Brooke requested approval of change order #4 for the Withdrawal Management/Detoxification Facility Project, which includes door swing changes in the amount of \$1,700.00 and access doors in security toilet rooms in the amount of \$7,490.00. This resulted in a total of \$9,190.00.

On motion by Commissioner Gross, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved Change Order #4 for the Withdrawal Management/Detoxification Facility Project in the amount of \$9,190.

Committee Reports/County Administrator Update/Discussions

- Commissioner Krabbenhoft reported on meetings for the Health Insurance (ad hoc); and Buffalo Red River Watershed District.
- Commissioner Gross did not have any meetings to report on.
- Commissioner Ebinger reported on meetings for Red River Regional Dispatch Center - Board of Authority; met with Kimberley Savageau regarding the annual Records meeting; discussion on additional candidates for the Director position for the RRRDC; and discussed having a work group session in the upcoming weeks.
- Assistant County Administrator Darren Brooke reported on meetings for Health Insurance; County Management Meeting; met with an employee regarding pay discrepancies; there are two grievances going through the process currently; met with the GIS & Communications Department regarding upcoming HR web pages for the new website design; met with Justin Sorum regarding Title 6 policy; met with the County Administrator regarding the week of his vacation and what is expected; HR Department meeting; and met with UKG regarding ESST.
- Communications Coordinator Jacqueline Finck reminded everyone that the County will be closed next Monday, February 19, 2024, in observance of President's Day; that the AMC Legislative Conference is next week on February 20 – 22, 2024; and based on the upcoming meetings that Steve sent out, to be sure to let her know if they wish to attend for quorum and posting purposes.

Adjourn

The meeting was adjourned at 9:44 a.m.

David Ebinger, Chair
County Board of Commissioners

Stephen Larson, County Administrator