

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 AM, TUESDAY, FEBRUARY 20, 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 (attending via Teams). 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 Campbell 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.

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 \$3,528,065 from 153 vendors. There were 103 warrants issued under \$2,000 (\$46,845) and the following 50 were over \$2,000.

Air Mechanical, Inc	\$ 556,967	Treas Of Hawley City	\$ 15,392
Mortenson Masonry, Inc.	\$ 548,121	Solutions Behavioral Health PC	\$ 10,757
A & R Roofing Co., Inc.	\$ 449,289	Treas Of Glyndon City	\$ 9,512
City Of Moorhead	\$ 393,507	SeaChange Print Innovations	\$ 9,070
Blue Cross Blue Shield Minnesota	\$ 350,194	Election Systems & Software Inc.	\$ 8,067
Fergus Drywall	\$ 133,475	MN Counties Computer Coop	\$ 7,230
Grotberg Electric Inc	\$ 89,405	MN Life	\$ 6,725
Otter Tail Public Health	\$ 88,679	Millz House	\$ 6,488
Central Door & Hardware Inc.	\$ 77,094	Moorhead Public Service	\$ 5,641
Clay Co Public Health	\$ 74,594	Treas Of Ulen City	\$ 5,367
Gehrtz Construction Services, Inc	\$ 68,141	City Of Fargo	\$ 5,200
Buffalo-Red River Watershed	\$ 67,566	CB & Sons Electric, Inc.	\$ 5,035
Clay County Social Services	\$ 62,225	City of Pelican Rapids	\$ 4,054
MinKo Construction, Inc.	\$ 60,512	Treas Of Sabin City	\$ 3,993
Advanced Correctional Healthcare, Inc.	\$ 39,776	BDT Mechanical, LLc	\$ 3,736
Becker County Public Health	\$ 39,111	JT Lawn Service	\$ 3,610
Treas Of Dilworth City	\$ 38,971	Road Machinery & Supplies Co.	\$ 2,822
High Point Networks, LLC	\$ 38,375	RnC Consulting P.A.	\$ 2,805
Xcel Energy	\$ 37,878	Wallwork Truck Center	\$ 2,640

Knowink	\$ 29,600	Disposal Services Inc	\$ 2,610
Treas Wild R W Shed/Treas Of	\$ 24,501	Fuchs Sanitation Inc	\$ 2,480
Ben's Structural Fabrication Inc	\$ 24,496	Streicher's	\$ 2,221
Culinex, Inc.	\$ 22,033	Menards - 32290274	\$ 2,174
Wilkin Co Public Health	\$ 18,377	Office of MNIT Services	\$ 2,162
Treas Of Barnesville City	\$ 16,476	West Central Regional Juvenile Center	\$ 2,046

Approval of Minutes from February 6, 2024

On motion by Commissioner Mongeau, seconded by Commissioner Gross, and unanimously carried, the Board approved the minutes from February 6, 2024.

Request Approval to Advertise for SAP 014-610-034, SAP 014-637-004, SAP 014-598-078

County Engineer Justin Sorum requested approval to advertise for SAP 014-610-034, SAP 014-637-004, and SAP 014-598-078. These are three bridge replacement projects with box culverts on CSAH 10, CSAH 37 and CR 115 with a proposed letting date of March 26, 2024. Mr. Sorum stated there is bridge bonding on all three projects with some CSAH regular as well. Commissioner Campbell asked if these were included in Clay County's five-year plan. Mr. Sorum stated that is correct.

On motion by Commissioner Gross, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved to advertise for SAP 014-610-034, SAP 014-637-004, and SAP 014-598-078.

Commissioner Mongeau mentioned having discussions with Representative Keeler regarding roads and aggregate transportation and how it's affected the infrastructure, specifically on Country Road 26. Representative Keeler is preparing to work on a bill asking for an appropriation of \$4.5 million as a state transportation grant to go towards the repair of that road. Commissioner Mongeau felt it would be appropriate to bring forth approval of the recommendation of that project in the coming weeks.

Annual Department Update - Sheriff's Office

The Sheriff's Office presented their annual update which included details and statistics for the Administrative Division, Records Division, Chaplain Program, Operations Division, Patrol and Investigations, Support Services Division, Emergency Management Division, and Corrections Division.

Commissioner Campbell asked about the Emergency Risk Protection Orders and what the process will be if firearms are turned into the Sheriff's Office. Sheriff Empting stated a potential process could be taking them to a local Federal Firearms License (FFL) where they would determine their fair market value and would potentially buy the firearm. The amount that the firearm sells for would then be given to the individual who turned it in.

County Administrator Stephen Larson asked if there were any Homeland Security and Emergency Management (HSEM) training opportunities available for the Commissioners for leadership purposes. Emergency Management Director Gabe Tweten stated there are opportunities and he will look at getting that scheduled for the Board of Commissioners and Government Leaders within the County.

Discussion ensued regarding Public Safety funds, the upcoming AMC Legislative conference and the recent events that happened in Burnsville, MN area.

Commissioner Ebinger and Gross thanked the Sheriff and his team for their presentation and their hard work.

Request Approval of Contract for Aerial Mapping Services

GIS & Communications Director Mark Sloan discussed aerial imagery for mapping purposes and stated that Clay County works with the City of Fargo every three years to collect high resolution imagery of 8 of the cities within the County and the Highway 10 Corridor, however, this is not County wide. Each year, Clay County receives Riparian Protection Aid funds from the state to oversee riparian protection and water quality practices required under state statute.

A committee was formed consisting of the County's Planning & Zoning Director, Emergency Manager, Appraiser, SWCD Manager, and GIS Director. The committee met to discuss the use of these funds for purchasing county-wide high-resolution color aerial imagery. It's been recommended to utilize the Riparian Protection Aid funds to purchase aerial imagery which would be beneficial.

Three firms provided quotes for the county-wide aerial mapping project. 95west, based out of Grand Forks, ND, provided the lowest priced quote for the project. The aerial imagery will be collected in spring 2024 and will be integrated into the county's GIS for use. The aerial photography that will be provided by this project will be the highest resolution imagery ever obtained for Clay County. Having current and accurate aerial photography will help oversee the riparian system and allow many other departments to make good decisions.

It is also recommended that while the majority of the Riparian Protection Aid funds be held in reserve to address issues that may arise, the funds should be used for ongoing aerial imagery projects in future years.

Commissioner Gross asked where the Riparian Aid funds come from. Mr. Larson stated it comes from the Department of Revenue.

Discussion ensued regarding what this data is being used for.

On motion by Commissioner Gross, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved contracting with 95west for Aerial Mapping Services for a total cost of \$70,100 dollars from Riparian Protection Aid funds.

Committee Reports/County Administrator Update/Discussions

- Commissioner Gross reported on meetings for Wild Rice Watershed District and Partnership4Health.
- Commissioner Krabbenhoft reported on meetings for Lakes & Prairies Community Action – CAPLP Finance meeting; and Lakes & Prairies Community Action – CAPLP Board meeting.
- Commissioner Mongeau reported on meetings for website redesign; Minnesota Chamber of Priorities; visits with Senator Mark Johnson and Representative Joy; met with Representative Keeler at the Capital to discuss areas of priority; discussion with Joel Paulson regarding MCCJPA's requirements for seeking funding from the state; fingerprinting meeting; Metro COG Policy Board; Lakes & Prairies Community Action - CAPLP; and AMC Extension Committee.
- Commissioner Ebinger reported on meetings for Red River Regional Dispatch Center meetings for hiring a director; Greater FM Economic Development Corp. Executive Board; and CAPLP Council on Aging.
- Commissioner Campbell reported on meetings for Insurance Subcommittee; Red River Regional Dispatch Center Budget & Finance; Red River Regional Dispatch Board of Authority; and Lakes County Services Coop.

- County Administrator Stephen Larson reported on meetings for Management meeting; meeting with Jill Murray; Meeting with Sheriff Empting; Region 7 MACA Conference.
- Assistant County Administrator reported on meetings for fingerprinting; MACA Legislative Meeting; and Supervisors Meeting.

On motion by Commissioner Ebinger, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved to have a Board of Commissioners Work Session Group meeting on March 26, 2024 at 1:00 p.m.

Adjourn

The meeting was adjourned at 9:55 a.m.

David Ebinger, Chair
County Board of Commissioners

Stephen Larson, County Administrator