

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 AM, TUESDAY, JUNE 11, 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, HR Director/Asst. Administrator Darren Brooke, and Administrative Assistant Sarah Hellem.

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 Mongeau, and unanimously carried, the Board approved the agenda.

Approval of Liquor Licenses for Highland Hideaway Inc and Venue 31 LLC

By consent, the Board approved the liquor licenses for Highland Hideaway Inc. and Venue 31 LLC.

Approval of Deputies Health Care Savings Plan Contributions

By consent, the Board approved the Deputies Health Care Savings Plan Contributions.

Employee Recognitions

The Board recognized Tracey Cummings for 20 years with Technology Services.

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 Gross, and unanimously carried, the Board approved the bills and vouchers totaling \$2,628,055 from 155 vendors. There were 123 warrants issued under \$2,000 (\$50,733) and the following 32 were over \$2,000.

Cass County Government	1,500,000	Nitzkowski, Inc.	8,926
Blue Cross Blue Shield Minnesota	363,781	Knowink	7,500
Internal Revenue Serv	249,949	Forum Communications Printing	7,444
Advanced Correctional Healthcare, Inc.	62,805	RTVision Inc.	5,874
Moorhead Public Service	55,861	Farmers Coop Oil Co	4,693
Turner Sand & Gravel Inc.	44,945	Dean's Bulk Service	4,669
Lakeland Mental Health Center, Inc.	39,773	Kris Engineering, Inc.	3,726
Mn Dept Of Revenue	33,212	Barnesville C-Store	3,518
VEBA Select Account	29,747	Stonebrooke Engineering Inc.	3,322
Prairie Lakes Municipal Solid Waste Auth	27,168	Fuchs Sanitation Inc	3,010
Marco Technologies LLC	21,001.28	City of Pelican Rapids	2,539
NACO	19,222	Amazon Capital Services	2,495
Trinity Services Group, Inc.	18,771	River Valley Forensic Services, PA	2,250

Premier Designs LLC	17,000	FM Truck & Trailer Repair LLC	2,241
Klein McCarthy & Co Ltd	16,139	West Central Regional Juvenile Center	2,133
Petro Serve Usa-Hwy	11,497	American Digital Cartography	2,100

Commissioner Campbell made note that with this approval is Clay County's full responsibility of \$1.5 million that is to be paid to the Red River Regional Dispatch Center for the new building and that this came out of the ARPA funding.

Approval of Minutes from May 28, 2024

On motion by Commissioner Mongeau, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved the minutes from May 28, 2024.

Request Approval of One-Year Lease Extension Between Clay County and Public Defender for Suite 404 in the Family Service Center

Facilities Director, Joe Olson, requested approval of the one-year lease extension between Clay County and the Public Defender for Suite 404 in the Family Service Center (FSC).

Mr. Olson stated Suite 404 in the FSC Building does not meet the space needs for the Public Defender Office. Their current lease expires at the end of June 2024, and they have requested a one-year extension as they look for another location. The Building Committee has approved this and is currently discussing future plans for Suite 404 once the Public Defenders move out on June 30th, 2025. Due to the growing space needs of County Departments, the agreement allows them to terminate the lease early if they locate a space before the lease expires. The Clay Attorney's office has reviewed and approved this lease.

On motion by Commissioner Gross, seconded by Commissioner Campbell, and unanimously carried, the Board approved the one-year lease extension between Clay County and the Public Defender for Suite 404 in the Family Service Center.

Request Approval to Purchase a Dry Van Trailer for Mattress Recycling

Solid Waste Manager, Corey Bang, requested approval to purchase a dry van trailer for mattress recycling and stated recycling mattresses would keep them out of the landfill, which would save airspace, and wear and tear on the equipment. Clay County Solid Waste and Becker County have worked together to come up with a recycling process. Clay County Solid Waste would store the mattresses until a full load was acquired. They would then be delivered to the Becker County site, where they would be deconstructed. The cost of recycling and hauling will be covered by the fees that are already charged. If the long term recycling of mattresses does not work out, the trailer could also be used to store electronics.

On motion by Commissioner Campbell, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the purchase of a dry van trailer for mattress storage and hauling in the amount not to exceed \$10,000.00.

Committee Reports/County Administrator Update/Discussions

- Commissioner Mongeau reported on meetings for the PRTF with Stephen Larson; AMC District 4 meeting; Withdrawal Management/Detox Facility Finance Committee; DMV Finance Committee; and had community dialogue with Kurdistan residents in Moorhead, regarding opening a new Kurdish Diaspora Center.

- Commissioner Campbell reported on meetings for AMC District 4 meeting; Withdrawal Management/Detox Facility Finance meeting; DMV Finance meeting; and PRTF Planning meeting.
- Commissioner Gross reported on meetings for AMC District 4 meeting; Hitterdal City Council meeting; and PTRF Planning meeting.
- Commissioner Krabbenhoft reported on meetings for Law Library; HSEM Senior Officials Training-Module 4 Review & Seminar; Moorhead Community Center/Library Groundbreaking; and Buffalo Red River Watershed District.
- Commissioner Ebinger reported on meetings for HSEM Senior Officials Training-Module 4 Review & Seminar; Moorhead Community Center/Library Groundbreaking; and AMC District 4 meeting.
- County Administrator Stephen Larson reported on meetings for met with Sheriff Empting regarding staffing; HSEM Senior Officials Training-Module 4 Review & Seminar; Moorhead Community Center/Library Groundbreaking; DMV is open and still located at the Moorhead Center Mall and will remine there until we move, and the only entrance to the Mall is the NW entrance; met with Darren Brooke on personnel matter; AMC District 4 meeting; Withdrawal Management/Detox Facility Finance meeting; DMV Finance meeting; PRTF Planning meeting; Tina Smith has moved forward with the Withdrawal Management request for congressional funding in the amount of \$540,000, the Red River Regional Dispatch Center in the amount of \$1.5 million, and also the West Central Regional Water District in the amount of \$5.3 million; reminder that the Board meeting next week will be at 5 p.m. with Board of Appeal & Equalization to follow at 6:30 p.m.; next Wednesday, County offices will be closed in observance of Juneteenth; and the Clay County Fair is one month away so Government Day will be held at the Fair on July 12, 2024 from 12:00 – 4 p.m.

Adjourn

The meeting was adjourned at 9:20 a.m.

David Ebinger, Chair
County Board of Commissioners

Stephen Larson, County Administrator