

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 AM, TUESDAY, AUGUST 27, 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, Jenny Mongeau, Kevin Campbell, and David Ebinger. Others present: County Administrator Stephen Larson, County Attorney Brian Melton, 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 Mongeau, 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 Campbell, and unanimously carried, the Board approved the bills and vouchers totaling \$565,580 from 121 vendors. There were 92 warrants issued under \$2,000 (\$28,958) and the following 29 were over \$2,000.

Robert Gibb & Sons, Inc.	\$ 153,425	Quality Coatings & Tile	\$ 7,410
Fergus Drywall	\$ 42,465	Amazon Capital Services	\$ 7,004
Turner Sand & Gravel Inc.	\$ 41,665	Code 4 Services, Inc	\$ 6,948
Ledgestone Inc.	\$ 35,590	TimeClock Plus, LLC	\$ 6,811
Gehrtz Construction Services, Inc	\$ 31,130	Solutions Behavioral Health PC	\$ 4,960
Lakes & Prairies CAP, Inc.	\$ 27,552	CB & Sons Electric, Inc.	\$ 4,290
R J Zavoral & Sons, Inc.	\$ 25,734	Valley Mortuary Services	\$ 4,215
Advanced Business Methods	\$ 23,369	City of Pelican Rapids	\$ 3,430
Central Door & Hardware Inc.	\$ 19,797	Thomson Reuters - West 231880	\$ 3,388
DDA Human Resources, Inc.	\$ 18,675	Minnkota EnviroServices, Inc.	\$ 3,030
Mn State Auditor	\$ 17,090	TrueNorth Steel	\$ 2,683
Scott's Electric, Inc	\$ 11,311	SHI International Corp	\$ 2,550
Nova Fire Protection Inc.	\$ 10,131	Family Healthcare Center	\$ 2,402
Mortenson Masonry, Inc.	\$ 9,785	Dacotah Paper-401511	\$ 2,221
Elan Financial Services	\$ 7,551		

Approval of Minutes from August 13, 2024

On motion by Commissioner Krabbenhoft, seconded by Commissioner Campbell, and unanimously carried, the Board approved the minutes from August 13, 2024.

Request Approval to Replace the Administrative Assistant Position Due to Retirement

Veterans Service Officer, Curt Cannon, requested approval to replace the Veteran Service

Office Administrative Assistant position and stated that the current Administrative Assistant will be retiring on October 17, 2024.

On motion by Commissioner Campbell, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved to hire an Administrative Assistant for the Veteran Service Office.

Budget Presentation - Lake Agassiz Regional Library

Lake Agassiz Regional Library Executive Director, Liz Lynch, presented the 2025 budget for the Lake Agassiz Regional Library.

Ms. Lynch stated that Lake Agassiz Regional Library (LARL) provides library services in seven counties with 22 locations within those counties.

Ms. Lynch provided a brief update on the Barnesville, Hawley, Moorhead, and Ulen public libraries, the \$30,000 Auto Bremmer Trust Foundation grant that was received to renovate the interior of the Barnesville Public Library, her appreciation of the Clay County Sentence to Serve Program, the new Moorhead Community Center/Public Library that will house the LARL headquarters, and the request of a 1.77% increase from all the signatories for the 2025 budget. This increase is to maintain current services. This increase is lower, as there are healthy reserves currently.

Ms. Lynch discussed being in a position where both hiring and retaining staff is very difficult and that LARL will be entering into Union negotiations in the next month. These negotiations won't necessarily be reelected in the request for 2025 but would be reflected in the 2026 and 2027 requests.

County Administrator asked if Ms. Lynch anticipated using the healthy reserves for union negotiations for 2025. Ms. Lynch stated that was correct.

Update on Family Resource Center Project

Social Services Director, Quinn Jaeger, and Creating Community Consulting Co-Owner, Megan Jenson provided the Board an update on the Family Resource Center project.

Ms. Jenson discussed the mission, Creating Community Consulting's (CCC) model, services, partnerships, objectives, community data, and why a Family Resource Center (FRC) would be beneficial.

Commissioner Mongeau discussed not wanting to duplicate services but that several of the supports that are being presented are already provided at the Family Service Center (FSC) and asked how this model wouldn't isolate what the FSC is intended for and how it wouldn't exhaust the resources in the community. Ms. Jenson stated one of the key competent of this project is to provide a space is for a more social aspect that allows for families to connect with one another. The plan is to not duplicate what the FSC is, but what the data shows is a need for specific aspects surrounding socialization, which might not naturally happen within a social service agency. There's stigma and barriers preventing families from utilizing the FSC as a space to connect and relax. Mr. Jaeger stated we want to create a welcoming and open environment at the FSC but there is still that reputation. Commissioner Mongeau asked why wouldn't the stigma be addressed and incorporate more of those opportunities within the FSC,

instead of creating something separate. Ms. Jenson stated there is a very diverse group of individuals who encompass the Core Team for the project who help vision what will be the most successful and how it can be scaled to fit the whole county.

Commissioner Campbell asked how this is different than the new Moorhead Community Center that's being built. Ms. Jenson stated the physical space of the project has yet to be discussed. The main focus right now is to bring partnerships together in a collaborative network. Right now, there's a lot of siloing of resources and services. Therefore, this idea would allow for a seamless process of getting those where they need to go, plus adding capacity through a community navigator that isn't tied to program eligibility, which is one of the biggest barriers that remains consistent.

Ms. Jenson further discussed what has been completed over the past year, standards of quality for family strengthening & support, self-assessment - opportunities for improvement, partner-assessment - opportunities for improvement, the Core Team, funding opportunities, draft design, roles, what's to come, and long-term project plan.

Commissioner Campbell asked what the training consists of for the Family Advisory Board. Ms. Jenson stated it would include how to serve on a Board, how to make collaborative decisions, how to make appropriate recommendations, and how to support further family engagement.

Commissioner Campbell stated at some point in time, there will be a request for local funding, and when it goes onto Clay County's levy, it's the worst form of having to collect dollars, it's a very regressive tax.

Discussion ensued regarding funding, state involvement, current staffing to address immediate need, and how much of Clay County is being served versus just the Moorhead area.

Commissioner Campbell asked for Mr. Jaeger to follow up regarding the stigma that surrounds Clay County Social Services.

Committee Reports/County Administrator Update/Discussions

- Commissioner Mongeau reported on meetings for the PRTF with Representative Keeler and Senator Kupec; Planning Commission; Red River Basin Commission; Solid Waste budget discussion; SWAC; Annual Contract review with the City of Moorhead for the Resource Recovery Center; MCCJPA; Lakes & Prairies Community Action - CAPLP; and Lakeland Mental Health Center.
- Commissioner Campbell reported on meetings for PIC; Solid Waste budget discussion; SWAC; MCCJPA; FM Diversion Authority Board; and West Central Regional Water District.
- Commissioner Krabbenhoft reported on meetings for PRTF with Representative Keeler and Senator Kupec; Lakes & Prairies Community Action - CAPLP Finance; Historical & Cultural Society; FRC Core Team meeting; Lakes & Prairies Community Action - CAPLP; West Central Regional Water District; and Cass Clay Food Commission.
- Commissioner Ebinger reported on meetings for PIC; FM Diversion Finance Committee; meeting with Karen Stacken with the State Auditor's Office regarding the Clay County audit; Partnership4Health audit; FM Diversion Authority Board; and Dancing Sky Special Meeting.

- County Administrator Stephen Larson reported on meetings for PIC; PRTF discussion with Representative Keeler and Senator Kupec; talked to Klien McCarthy regarding the predesign for the PRTF; met with Quinn Jaeger and Commissioner Krabbenhoft on a series of issues; Solid Waste budget discussion; SWAC; Annual Contract review with City of Moorhead for the Resource Recovery Center; NACO leadership session; MCCJPA; conversations with Mr. Jaeger regarding Churches United; Solid Waste budget follow up discussion; met with Kimberly regarding future legal advice; the empty pesticide containers are being collected at the Landfill this week from 8:30 a.m. – 4:00 p.m.; and the Communications Department continues to update the public regarding the location of the DMV.

Mr. Larson stated Commissioner Gross is part of the Lands Committee, which doesn't meet on a regular routine basis and Planning & Zoning Director, Matt Jacobson, is looking to hold the next meeting on September 10, 2024. Mr. Larson asked if an additional Commissioner would be interested in sitting on this committee. Commissioner Ebinger stated he will attend that meeting. Commissioner Mongeau stated she is on that committee as well.

Commissioner Mongeau mentioned she was asked to look at the field access approach that's next to the new DMV Facility. The access has been substantially changed, resulting in the elimination of access for that farmer to harvest the crop. There will likely be a slight change from the contingency requested from this board to get that fixed.

Adjourn

The meeting was adjourned at 10:03 a.m.

David Ebinger, Chair
County Board of Commissioners

Stephen Larson, County Administrator