

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 AM, TUESDAY, JANUARY 28, 2025
Meeting Room A / B – 3rd Floor – Courthouse
MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Ezra Baer, Jenny Mongeau (arrived at 8:33 a.m.), Kevin Campbell, and David Ebinger. Others present: County Administrator Stephen Larson, County Attorney Brian Melton, Assistant County 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 Ebinger, seconded by Commissioner Baer, 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 Baer, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the bills and vouchers totaling \$1,806,482 from 103 vendors. There were 67 warrants issued under \$2,000 (\$31,495) and the following 36 were over \$2,000.

MN Counties Intergovernmental Trust	\$ 992,419	JT Lawn Service	\$ 4,500
Department Of Corrections	\$ 302,804	Office of MNIT Services	\$ 4,413
Knife River Materials Inc.	\$ 181,847	Advanced Business Methods	\$ 4,213
R J Zavoral & Sons, Inc.	\$ 71,852	Safe Restraints, Inc.	\$ 4,147
Clay Trail Alliance	\$ 28,676	High Point Networks, LLC	\$ 4,092
Grotberg Electric Inc	\$ 20,714	Culinex, Inc.	\$ 4,083
Earthwork Services Inc.	\$ 17,103	CivicPlus, LLC	\$ 4,000
Professional Development Academy	\$ 15,000	Diamond Drugs Inc.	\$ 3,854
NetCenter Technologies	\$ 13,362	Code 4 Services, Inc	\$ 3,753
City Of Dilworth	\$ 11,322	Fevig Oil Co	\$ 3,527
Gehrtz Construction Services, Inc	\$ 10,915	Headwaters Regional Development Comm	\$ 3,500
SRF Consulting Group Inc	\$ 9,208	Pro Landscapers LLC	\$ 3,415
Clay Co Public Health	\$ 7,379	Ramsey County Finance	\$ 3,272
Xcel Energy	\$ 6,616	The MN Transportation Alliance Inc.	\$ 2,969
Metro Cog	\$ 6,250	Amazon Capital Services	\$ 2,632
Sanford Health	\$ 6,000	Bernies Water Conditioning/FM Salt Deliv	\$ 2,395
Becker County Public Health	\$ 5,162	Copy Kat Printing, Inc.	\$ 2,250
MCI Carpet One	\$ 5,095	Minnkota EnviroServices, Inc.	\$ 2,239

Approval of Minutes from January 14, 2025

On motion by Commissioner Ebinger, seconded by Commissioner Baer, and unanimously carried, the Board approved the minutes from January 14, 2025.

Request Approval to Hire a Juvenile Counselor Position in the Secure Unit

Juvenile Detention Director, James O'Donnell requested approval to hire a Juvenile Counselor Position in the Secure Unit. This position is budgeted and is necessary for safe effective programming. Commissioner Ebinger asked if there would be a need for backfill. Mr. O'Donnell confirmed that was correct.

On motion by Commissioner Ebinger, seconded by Commissioner Baer, and unanimously carried, the Board approved the to hire a Juvenile Counselor for the Secure-Unit of the West Central Regional Juvenile Center with backfill should there be any internal interest.

MnDNR Update on an Emerging Deer Issue in Minnesota

Minnesota Department of Natural Resources (DNR) Area Wildlife Supervisor, Rob Baden, discussed an emerging deer issue and stated a deer was found by Hawley, MN that tested positive for chronic wasting disease. This is the first case in Clay County to this point. There will be some expanding testing efforts this fall to see how prevalent this disease is in this area.

Commissioner Ebinger asked what the public needs to know about this awareness. Mr. Baden stated there is no cases where the disease is transmitted from deer to human. The Center for Disease Control (CDC) does recommend if you harvest a deer that tests positive, you should not consume it, for safety reasons. The DNR will be looking at ways to limit nose to nose contact with deer.

Commissioner Baer asked what the turnaround time is for testing. Mr. Baden stated if the DNR is doing the testing the turnaround time is between 7 to 10 days. In this case, this deer was shot during deer season and the hunter had asked the taxidermist to conduct the test, and the DNR unfortunately didn't find out about it until early January.

Commissioner Campbell asked if there are any obvious signs for citizens to look out for. Mr. Baden stated deer can be infected for 6 months to a year before exhibiting signs, but in the final stages, the deer are very skinny, drooling, and lethargic.

Commissioner Baer asked if the DNR plans to change the limit of deer that can be shot in that zone. Mr. Baden stated that will be looked into. Commissioner Baer asked if it was mandatory to conduct testing once a deer is shot. Mr. Baden stated in the past, typically testing is just during the opening weekend of firearm season. Mail in kits are given out for deer to be tested.

Request Approval to Provide a Letter of Support for the Moorhead Center Mall Redevelopment – Tax Increment Finance District to extend the eligible expenses from 5 years to 10 years.

City of Moorhead Governmental Affairs Director, Lisa Bode, requested a letter of support to extend a Tax Increment Finance (TIF) District. In statute, the standard time period for new construction that can be applied to the increment for repayment of TIF expenses is 5 years. For the Moorhead Center Redevelopment project, 5 years is likely insufficient to construct all projects needed to recover the amount of TIF-eligible expenses that downtown redevelopment will incur. Therefore, the city has requested legislators introduce bills to extend the TIF development period from 5 years to 10 years.

Commissioner Mongeau asked if there was an option to section out areas of the project rather than for the full 18 acres. Ms. Bode stated the TIF will pay for the cost of acquisition, demolition

of Moorhead Center Mall, the street instillation and utility work. So that cost has to be divided between the parcels. So it's the expense of the TIF and the nature of the entire redevelop area, that makes it appropriate for doing one larger district rather than individual districts. Ms. Bode stated the basic understanding of a TIF is you take the existing value that remains taxable and then the new value of the buildings and improvements that are made on the property is captured to repay the costs of the redevelopment for a period of time.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board approved to provide a Letter of Support for the Moorhead Center Mall Redevelopment – Tax Increment Finance District to extend the eligible expenses from 5 years to 10 years.

Bid Opening for SAP 014-634-032

County Engineer Justin Sorum opened bids for the Mill and Overlay Project on CSAH 34 from TH 9 to CSAH 11. The Engineers' estimate was \$2,709,855.10. The following 7 bids were received all with a bid bond in the amount of 5%. Duininck Inc. with a bid of \$2,722,556.45, Border States Paving with a bid of \$2,437,799.36, Anderson Brothers Construction with a bid of \$2,274,567.30, RJ Zavoral & Sons with a bid of \$2,097,100.55, Mark Sand & Gravel Company with a bid of \$2,077,388.40, Knife River Materials with a bid of \$2,049,668.80, and Central Specialties with a bid of \$1,846,160.10

On motion by Commissioner Ebinger, seconded by Commissioner Baer, and unanimously carried, the Board approved the low bid from Central Specialties in the amount of \$1,846,160.10 for SAP 014-634-032.

Committee Reports/County Administrator Update/Discussions

- Commissioner Mongeau reported on presenting at the AMC Leadership Training, attended multiple meetings with legislators regarding funding requests for the PRTF and Flood Mitigation; MCCJPA; presented at AMC New Commissioner Training; and Lakeland Mental Health.
- Commissioner Baer reported on meetings for Solid Waste meeting regarding RRC doors; WCRWD; and AMC New Commissioner Training.
- Commissioner Ebinger reported on meetings for FM Diversion Finance; FM Diversion Authority; Lake Agassiz Regional Library Barod; and met with City of Moorhead and MN DNR regarding flood mitigation.
- Commissioner Campbell reported on meetings for PRTF/Non-Secure Juvenile Detention; EDC/EDA Quarterly Discussion; Regional Juvenile Detention Advisory; West Central Regional Water District; and met with WCI regarding the WCRWD
- County Administrator Stephen Larson reported on meetings for Solid Waste regarding the RRC doors; regional administrator meeting; presented at AMC New Commissioner Training; met with legislators regarding funding for the PRTF and Flood Mitigation; WCRWD; met with Sheriff Emptying on a series of issues; worked on updated MMB documentation; meet and greet with Jessi Armstrong, the new HR Coordinator; discussed the \$185,000 request from the Chamber and the EDC for Innovate 28; and reminder that the Intergovernmental Retreat is this Friday from 9:00 a.m. to 3:30 p.m. at the Law Enforcement Center.
- Assistant County Administrator Darren Brooke reported on the implementation of the new onboarding and recruiting module; transferring forms from Seamless docs and JotForm to Civic Plus; AMC Legislative Update; and MACA.

On motion by Commissioner Ebinger, seconded by Commissioner Baer, and unanimously carried, the Board approved the appointment of Commissioner Mongeau as Chair for the AMC Research Committee.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board approved to send half of the \$185,000.00 request to The Chamber and the Greater Fargo-Moorhead EDC for Innovate 28, and to hold the second allocation to be paid at a later date.

BREAK

The Board took a break from 9:36 a.m. to 9:42 a.m.

Update from Klein McCarthy Architects on the Pre-design of the Non-Secure Facility Project

On September 3, 2024, the Clay County entered into a pre-design contact with Klein McCarthy Architects for a Non-Secure Juvenile Facility and for the redesign of the current Non-Secure Juvenile Facility to fit the needs required for a Psychiatric Residential Treatment Facility (PRTF). Ryan Weber, with Klein McCarthy Architects, provided the Board with an update on this project.

Mr. Weber discussed the background leading up to this point, the pre-design summary, basis for the need, organizational planning, project description, floor plans, and site analysis.

Commissioner Campbell discussed the second floor of the new facility will be for the transitional housing. Currently, the female transitional housing is in the former Detox facility of the Family Service Center (FSC). By incorporating that into the new facility, 5,000 square feet will be freed up in the FSC, which will help meet the future demands of Public Health and Social Services, without having to look for additional space. Commissioner Campbell further discussed the outside appearance of the facility and the benefits of getting away from an institutional setting, because some of the youth in these facilities are there as a result of what their parents have done.

County Administrator Stephen Larson stated from a licensing standpoint, because the current Non-Secure program is in a facility that shares the same address as a Detention Center, Social Services is not eligible for IV-E funding. By moving this program outside of the Detention Center, Social Services would be eligible to ask for those dollars. Depending on the youth who come into the facility, this could range anywhere between \$250,00.00 to \$500,000.00, annually, that the County could receive in IV-E eligibility, that they're currently not receiving.

Mr. Weber continued, discussing the financial information.

Commissioner Baer asked if the final amount for the Non-Secure Facility project includes anything for the (PRTF). Mr. Weber stated it does not. The PRTF is a joint venture between the County and the State and as part the County has found some additional funding sources. Solutions Behavior Health also has a grant for some of the funding of the remodel, as well as County investment. And by showing the state that the County is a partner, they're more willing to fund the project. Commissioner Campbell stated currently the Non-Secure Unit still has a financial commitment on the outstanding bonds that are on that facility and through the discussions with Solutions, the County will be able to absorb that through a contract with them, therefore, there is no need to ask for the \$3 million. The County originally thought that the

financial piece would need to be included in the ask at the state level, but because of the partnership with Solutions, that is not that case. Commissioner Campbell asked if Solutions has already received any grant funds. Mr. Larson confirmed that they have, in the amount of \$1 million from the Department of Human Services (DHS). Discussion ensued regarding funding for the PRTF, and secure beds within the PRTF.

Discussion ensued increasing funds for B3 costs, B3 requirements, and a ground water containment well for the Non-Secure Facility project.

Social Services Director, Quinn Jaeger further discussed how the new Non-Secure unit would qualify as a Qualified Residential Treatment Program (QRTP) and would allow the County to recapture that lost revenue from the legislative change, which would greatly impact the Social Services budget, depending on the eligibility of the youth.

Adjourn

The meeting was adjourned at 10:21 a.m.

Kevin Campbell, Chair
County Board of Commissioners

Darren Brooke, Assistant County Administrator