

CLAY COUNTY BOARD OF COMMISSIONERS
8:30 AM, TUESDAY, APRIL 1, 2025
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, Ezra Baer, Jenny Mongeau, 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 Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the agenda.

Vegetation Management Lease Renewal

By consent, the Board approved the Vegetation Management Lease Renewal with Jennifer Rickford for parcel ID: 05.003.1000.

Renewal of Service Contract with Vanguard Computer Systems for Assessor Web Site

By consent, the Board approved the renewal Service Contract with Vanguard Computer Systems for the Assessor web site.

Renewal of Consolidated Extended Service Contract with Vanguard Computer Systems for Cama Software

By consent, the Board approved renewal of Consolidated Extended Service Contract with Vanguard Computer Systems for Cama Software.

Employee Recognitions

The following employees were recognized: Holly Saville, 20 years with Social Services.

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 Krabbenhoft, and unanimously carried, the Board approved the bills and vouchers totaling \$1,479,236 from 134 vendors. There were 96 warrants issued under \$2,000 (\$54,424) and the following 38 were over \$2,000.

Redstone Construction LLC	\$ 510,957	Schmidt/Shawn	\$ 6,180
Internal Revenue Serv	\$ 271,963	Wold Johnson, P.C.	\$ 6,180
Bytespeed, LLC	\$ 112,950	Axon Enterprises, Inc.	\$ 5,880
Clay Soil & Water Cons Dept	\$ 74,497	Moorhead Public Service	\$ 5,806
Clay County Social Services	\$ 64,030	Valley Mortuary Transportation Services	\$ 4,807
Bolton & Menk, Inc.	\$ 38,123	Butler Machinery Co	\$ 4,670

Trinity Services Group, Inc.	\$ 37,307	JT Lawn Service	\$ 4,471
Mn Dept Of Revenue	\$ 36,939	Magnum Contracting, Inc.	\$ 4,440
High Point Networks, LLC	\$ 36,517	Madlom/Alexis	\$ 4,120
VEBA Select Account	\$ 31,045	Ramsey County Finance	\$ 3,229
MN Counties Computer Coop	\$ 29,428	Office of MNIT Services	\$ 2,870
Berg Auto Body	\$ 28,287	Advanced Business Methods	\$ 2,852
Historical & Cultural Society Of Clay Co	\$ 17,284	Homemakers Villa	\$ 2,802
City of Pelican Rapids	\$ 15,397	Best Buy Business Advantage Account	\$ 2,624
NACO	\$ 13,248	State of MN Health Care Savings Plan	\$ 2,335
Delta Dental	\$ 9,410	West Virginia Drug Intervention Institut	\$ 2,274
Menards - 32290254	\$ 8,677	Fidelity Security Life	\$ 2,170
Information Systems Corp	\$ 8,450	Johnson's Auto Repair LLC	\$ 2,147
CivicPlus, LLC	\$ 8,425	Otis Elevator, Inc.	\$ 2,010

Approval of Minutes from March 18, 2025

On motion by Commissioner Baer, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the minutes from March 18, 2025.

Public Hearing: Red River Valley Co-op Power Petition for Rezoning

On motion by Commissioner Krabbenhoft, seconded by Commissioner Baer, and unanimously carried, the Board approved to open the Public Hearing at 8:34 a.m.

Planning & Zoning Director Matthew Jacobson stated this is a petition for rezoning for a property from Agricultural General; Urban Expansion District Tier 2 to Highway Commercial, brought by Red River Valley Co-op Power and Rural Electric Supply Cooperative (RESCO), the landowner is Barry Oberg. The location of this property is the southeast corner of CSAH 18 and 34th street, just north of the Resource Recovery Center and Walmart. Currently, the base district for this parcel is Agricultural General with an overlay district Urban Expansion District Tier 2, which is tied to the City of Dilworth's Urban growth area.

Mr. Jacobson discussed the property information, the property proposal, Highway Commercial Standards, Subdivision Information, Dilworth Plat Conditions, and the Comprehensive & Transportation Plan Goals & Objectives.

Mr. Jacobson stated the Planning Commission's recommendation was unanimous to recommend rezoning of the subject section of the Plat to Highway Commercial.

Commissioner Baer asked if this section would be the west 20 acres of the full 80 acres. Mr. Jacobson stated that was correct.

Commissioner Ebinger asked if there were any concerns from the public. Mr. Jacobson stated the main concern was about the future development moving out in those rural areas.

On motion by Commissioner Ebinger, seconded by Commissioner Baer, and unanimously carried, the Board approved to close the public hearing at 8:42 a.m.

On motion by Commissioner Mongeau, seconded by Commissioner Baer, and unanimously carried, the Board approved the recommendation of the rezoning of the portion of the subject property from Agricultural General; Urban Expansion District Tier 2 to Highway Commercial and the finding of fact provided by the planning commission.

Request Approval to Overfill Deputy Position due to Military Leave

Sheriff Mark Empting requested approval to overfill a Deputy position due to Military leave of one of their current employees. The impact of losing a deputy for nine months versus hiring to fill that vacancy were both looked into regarding the 2025 budget. This would be an additional position in the Investigative Division

Sheriff Empting stated that this was discussed at the Personnel Issues Committee (PIC) meeting on March 18, and the consensus was to bring the request to the full Board.

Commissioner Campbell discussed the conversation that was had at the PIC meeting and the uncertainties of how 2026 could affect the budget, but felt it was appropriate to move forward with this request.

Commissioner Ebinger discussed the importance of this position.

On motion by Commissioner Ebinger, seconded by Commissioner Baer, and unanimously carried, the Board approved to hire a Deputy to overfill the position in Investigations due to a military leave.

Request Approval to Advertise for Yearly Supply Bids

County Engineer Justin Sorum requested approval to advertise for Yearly Supply Bids, including gravel, bituminous mixture, culverts, and construction equipment rental. The bids will be opened April 30, 2025 at the Highway Department and brought forward at the May 6, 2025 Board meeting for approval.

Commissioner Baer asked if they are bid individually or as one. Mr. Sorum indicated they are put out for bid individually.

Discussion ensued regarding how the bidding process works, the number of townships involved, and external vendors.

Commissioner Mongeau stated she's curious to see how these bids come in and is hopeful for low bids.

Discussion ensued regarding types of gravel.

On motion by Commissioner Mongeau, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved to advertise for Yearly Supply Bids with a bid letting date of April 30, 2025.

Request Approval to Advertise for SAP 014-645-002

Mr. Sorum requested approval to advertise for the Mill and Overlay Project on CSAH 45 in Dilworth. The proposed letting date is May 6, 2025.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the to advertise the Mill and Overlay project on CSAH 45 in Dilworth SAP 014-645-002 with a letting date of May 6, 2025.

Request Approval to Submit Congressional Directed Funding Application - Clay County Manganese & Arsenic Mitigation - West Central Regional Water Supply Project

County Administrator Stephen Larson requested approval to consider submitting a grant application for Congressional Directed Funding for the West Central Regional Water Supply Project, and stated this

through Senator Klobuchar's office and the request would be in the amount of \$5,566,888.00, which is a 5% increase from what this Board requested last year through this process. The focus of this funding would be directed to Cromwell Township, Felton Township, Flowing Township, Keene Township, Kragnes Township, Morken Township, Viding Township, the City of Ulen and the City of Hawley.

Commissioner Campbell stated the deadline for this application was yesterday, Monday, March 31, 2025, and since it was a resubmittal to a previous grant application, he took it upon himself on behalf of the Board to give Mr. Larson the approval to submit the request.

On motion by Commissioner Baer, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the submission of Congressional Directed Funding Application for the West Central Regional Water District Project.

BREAK

The Board took a break from 9:00 to 9:07 a.m.

Recognition - Proclamation for Child Abuse Prevention Month

Social Services Director Quinn requested approval to proclaim April as Child Abuse Prevention month in Clay County, and discussed how youth and children are our future. It's up to us to help create a safe supportive environment for children to thrive. Child abuse is a serious issue that affects families and communities, but prevention is possible when people work together and support one another.

Mr. Jaeger stated this proclamation is about raising awareness, encouraging community involvement, and reminding everyone that we each play a role in protecting children and supporting families in our community.

Commissioner Ebinger thanked Mr. Jaeger and his team for doing this difficult work, as it's one of the most difficult investigative jobs in the world.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board read and proclaimed April Child Abuse Prevention Month in Clay County.

Annual Department Update - Social Services: Child & Family Services and Behavioral Health & Adult Protection Divisions

Mr. Jaeger and Supervisors Michelle Thordal, Kirstin LePard, Amy Amundsen, and Tiffany January presented the annual Department update for Child & Family Services and Behavioral Health & Adult Protection Divisions in Social Services.

Mr. Jaeger discussed a brief overview of the Clay County Social Services staffing.

Ms. LePard discussed the Behavioral Health & Adult Protection Division including Adult Mental Health, Pre-Petition Screening Data, and Civil Commitments.

Mr. Jaeger discussed 'Does Not Meet Medical Criteria' (DNMC), which is a financial obligation that the County is required to pay, which is basically unreimbursed expenses for hospitalization and treatment. The County is 100% responsible for DNMC expenses related to regional treatment center placements. These can exceed \$2,000 per day for one individual.

Commissioner Mongeau discussed the DNMC costs and wanted to address the \$2,000 per day rate that Mr. Jaeger mentioned. Commissioner Mongeau stated Clay County has done a lot of work in elevating the discussion on the mental health gaps in the state, and we're talking about addressing the Psychiatric Residential Treatment Facility, (PRTF) reimbursable rate of \$1,800, to the state, to bring those costs up to what people are needing to pay and there's been a lot of push back from the Department of Human Services (DHS) and the state legislature on this amount. However, counties and representatives from across the state of Minnesota have stated that we're already paying that, and then some, regarding what the true cost is. Therefore, Clay County is asking for a rate that is lower than some of the cases in which we're currently paying.

Ms. LePard continued discussing Adult Mental Health Committees/Partnership, Substance Use Disorders (SUD), Treatment Coordination, Substance Use Committees/Partnerships, Adult Protection, Adult Protection Committees/Partnerships, and Behavioral Health and Adult Protection Division Challenges.

Commissioners Campbell, Krabbenhoft and County Attorney Brian Melton thanked the Social Services Department for all their hard work.

Commissioner Campbell asked Mr. Jaeger to bring forward, at a later date, information on where things might be falling short, and how the Board can help advocate for those needs.

Ms. Thordal, Ms. Amundsen and Ms. January discussed Child & Family Services including staff & services they provide, 2024 data, State and Federal measurements, prevention resources, updates in child protection, motivational interviewing (MI), student attendance review board, challenges in child protection, and child protection successes in 2024.

Commissioner Campbell addressed the statement regarding the need for more foster care homes for older children and asked where those children currently end up. Mr. Jaeger stated they get placed in the West Central Regional Juvenile Center. Commissioner Campbell asked if there were any incentives that could be given to recruiting more foster families. Ms. Amundsen stated they are trying to do more specialized recruitment for foster homes along with trying to work with relatives to see if there are any barriers for them being an option for placement. There's also the challenge with wanting to keep the older youth in their current school system, which is another obstacle that arises. Discussion ensued regarding respite care. Commissioner Campbell asked for respite care to be explained to citizens who might not know what that means. Ms. Thordal stated respite is a service that provides temporary relief for primary caregivers, allowing them to take a break from their caregiving duties, while ensuring the care recipient continues to receive necessary care.

Commissioner Baer asked if the process to become a foster parent involved a lot of obstacles. Ms. Thordal stated it's a process that includes a lot of paperwork, training, and background checks.

The Board thanked the Social Services department for all their efforts and the vital work that they do.

Annual Update and Request Approval of Resolution 2025-13 for Clay County to Act as Legal Sponsor for DNR Funding for Snowmobile Trails Managed by Clay Trail Alliance

Mr. Larson stated that Mr. Strommen was unable to attend the meeting today due to an unexpected work issue. With that Mr. Larson requested approval of Resolution 2025-13 for Clay County to act as legal sponsor for DNR funding for snowmobile trails managed by Clay Trail Alliance, on Mr. Strommen's behalf.

Commissioner Baer asked if this is something that has to be done today, as Mr. Strommen is unable to attend. Mr. Larson stated that he has covered this item in the past and indicated that we could invite Mr. Strommen back to provide an annual update to the Board.

On motion by Commissioner Ebinger, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the Resolution 2025-13 for Clay County to Act as Legal Sponsor or DNR Funding for snowmobile trails managed by Clay Trail Alliance.

RESOLUTION 2025-13

BE IT RESOLVED, that Clay County act as the legal sponsor for an application for funding from the State of Minnesota Department of Natural Resources for grooming and maintaining of two-way snowmobile trails managed by the Clay Trails Alliance Snowmobile Club,

BE IT FURTHER RESOLVED, that upon approval of its application by the State, Clay County may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as stated in the agreement,

BE IT FURTHER RESOLVED, that the County Administrator is authorized to sign such an agreement with the Department of Natural Resources,

BE IT FURTHER RESOLVED, that the Clay County as the legal sponsor grants the authority to the Clay Trails Alliance Snowmobile Club to obtain landowners permissions in the name of the club and sponsor,

BE IT FURTHER RESOLVED, that Clay County is hereby authorized to serve as the fiscal agenda for the above referenced project,

Adopted this 1st day of April 2025.

Committee Reports/County Administrator Update/Discussions

- Commissioner Mongeau reported on meetings for testimonies for the PRTF & Non-Secure Juvenile Facility, Flood Mitigation, and the Rural Water District; Compliance Committee; FM Diversion Authority Land Management; MCCJPA; Metro COG Executive Committee; AMC Board of Directors meeting; met with the City of Moorhead and The Chamber regarding Flood Mitigation strategies; met with Senator Kupec, Social Services staff, Juvenile Detention staff and Stephen Larson regarding advancing legislative priorities; and CAPLP.
- Commissioner Baer reported on meetings for the Historical & Cultural Society and West Central Regional Water District (WCRWD).
- Commissioner Ebinger reported on meetings for Recorder's Office Compliance report meeting; Red River Regional Dispatch Center – Budget & Finance; Greater FM EDC Executive Board; Drug Court graduation; FM Diversion Authority Finance committee; FM Diversion Authority; and Lake Agassiz Regional Library Board.
- Commissioner Campbell reported on meetings for PIC; RRRDC – Budget & Finance; and MCCJPA.
- County Administrator Stephen Larson reported on meetings for Recorder's Office Compliance report meeting; met with Sheriff Empting on a series of issues; met with Commissioners Mongeau, Krabbenhoft, Ebinger and Baer regarding certain issues; met with Dale Arnold and Joe Olson

regarding the Courthouse moving towards a Justice Center; MCCJPA; met with the City of Moorhead and The Chamber regarding Flood Mitigation strategies; met with Senator Kupec, Social Services staff, Juvenile Detention staff and Commissioner Mongeau regarding advancing legislative priorities; attended Chief Monroe's retirement; WCRWD; this afternoon is the Clay County EDC/EDA Quarterly Discussion; the Rural Cities & County meeting will be on Thursday, April 3, 2025 from 4-6 p.m. at the LEC; and the 7th Annual Clay County Soil & Water Conservation District Pollinator night will be April 22, 2025.

- Assistant County Administrator Darren Brooke reported on meetings for Recorder's Office Compliance report meeting; and Compliance Committee; met with Kari Tuton, Chris Martin, and Anna Moore regarding a personnel issue; started working on 2026 budget; met with Mark Sloan and Brian Melton regarding the County Code; and AMC conference call.

Commissioner Campbell discussed a letter that will be sent to the external agencies that Clay County funds, regarding the 2026 budget, along with wanting to have a conversation with the Technology Services Director about old laptops that get turned in.

Adjourn

The meeting was adjourned at 10:46 a.m.

Kevin Campbell, Chair
County Board of Commissioners

Stephen Larson, County Administrator