CLAY COUNTY BOARD OF COMMISSIONERS
8:30 AM, TUESDAY, MAY 6, 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 Senior Administrative Assistant Sarah Hellem.

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.

Notice of Intent to Sell Fargo-Moorhead Area Flood Diversion Project Land

By consent, the Board approved that Clay County does not intend to purchase any excess lands listed in the advertised inventory.

Donation from Johnson's Auto Repair to the Sheriff's Office K9 Program

By consent, the Board approved the donation from Johnson's Auto Repair to the Sheriff's Office K9 Program in the amount of $70.00.

Commissioner Campbell recognized the donation from Johnson's Auto Repair.

Employee Recognitions

The following employees were recognized: Seth Pfeifer for 25 years with the Highway Department, Jennifer Thomas for 25 years with Juvenile Detention, and Nicholas Tougas for 15 years with the Sheriff's Office.

Citizens to be Heard

County Administrator Stephen Larson stated he received letters from Janine Hanson, Mike/Sarah Liljestrand, Terry Melby, and Kris Rosdahl, which all indicate not being in favor or the letter of support to the White Earth Tribal Nation.

Mr. Larson stated these letters will become part of the official packet/record.

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 $1,774,585 from 215 vendors. There were 151 warrants issued under $2,000 ($63,338) and the following 64 were over $2,000.

Redstone Construction LLC	$ 278,884	Sanford Health	$ 9,526
Clay Co Public Health	$ 234,376	Town & Country Oil Inc.	$ 8,007
Otter Tail Public Health	$ 173,254	Gehrtz Construction Services, Inc	$ 7,287
City Of Moorhead	$ 120,483	Ramsey County Finance	$ 7,132

Becker County Public Health	$	120,112	Tony Eckert & Sons	$ 6,961
Lake Agassiz Regional Library	$	83,145	Amazon Capital Services	$ 6,423
Clay County Social Services	$	64,215	Solutions Behavioral Health PC	$ 6,406
A & R Roofing Co., Inc.	$	60,536	Swanston Equip Corp	$ 6,292
Fergus Drywall	$	38,763	Wir3d Electric Inc.	$ 5,818
McArthur Tile Co.	$	31,965	Dakota Plains Mechanical, Inc.	$ 5,816
Central Door & Hardware Inc.	$	31,667	Moorhead Public Service	$ 5,511
Anderson Steel Erection & Crane Service	$	28,877	PDL Connect Consulting, L.L.C.	$ 5,000
Prairie Lakes Municipal Solid Waste Auth	$	28,005	City Of Dilworth	$ 4,820
Clay County Auditor-Treasurer	$	27,326	MN Life	$ 4,348
QED Enviromental Systems Inc.	$	20,223	Office of MN IT Services	$ 4,269
Wilkin Co Public Health	$	17,387	Code 4 Services, Inc	$ 3,957
Historical & Cultural Society Of Clay Co	$	17,284	Houston Engineering Inc	$ 3,844
WEX Bank - Sheriff	$	16,546	Advanced Business Methods	$ 3,822
NDSU	$	15,500	Johnson's Auto Repair LLC	$ 3,705
Bolton & Menk, Inc.	$	14,720	Xcel Energy	$ 3,519
Powerplan	$	14,659	Great Plains Flooring LLC	$ 3,000
Larry's Auto Body Shop,Inc.	$	14,239	R Travelmart	$ 2,902
Lutheran Social Service Of Mn	$	13,436	Thomson Reuters - West 590031	$ 2,712
PDQ.COM Corporation	$	13,387	NDSU Dining	$ 2,685
City Of Hawley	$	13,282	Red River Regional Dispatch Center	$ 2,673
Diamond Drugs Inc.	$	12,087	Twin City Garage Door, Inc.	$ 2,525
Quality Concrete, Inc.	$	11,841	CB & Sons Electric, Inc.	$ 2,475
Department of Transportation	$	11,573	Med-Tech Resource Inc.	$ 2,174
VoIP Supply LLC	$	10,706	Halvorson/Derrick	$ 2,130
Tedder Industries LLC	$	10,513	Fidelity Security Life	$ 2,124
Uline	$	10,435	Jason Allen Anderson	$ 2,000
Travis Trapp & Melissa Discher	$	9,936	Reliance Telephone	$ 2,000

Approval of Minutes from April 15 & 22, 2025

On motion by Commissioner Krabbenhoft, seconded by Commissioner Baer, and unanimously carried, the Board approved the minutes from April 15, 2025, and April 22, 2025.

Request Approval to Hire a Registered Nurse for Public Health

Public Health Administrator Kathy McKay requested approval to hire a Registered Nurse (RN) due to a recent resignation. This position is in the Family Health area and the home-visiting RNs are trained in evidence-based curriculum and provide education on child development and child health, support family economic self-sufficiency, maternal health, positive parenting practices and connect with community resources. This position also provides childcare consultation, Public Health clinic backup to provide vaccines for children, car seat education and installation, and child and teen check-up screenings.

Commissioner Mongeau asked if this request went through the Personnel Issues Committee. Commissioner Campbell stated it did not. Ms. McKay stated this is replacing a current nurse.

Commissioner Baer asked if this is a 2-year or a 4-year RN. Ms. McKay indicated a 4-year RN is the requirement for the home visiting nurses.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Ebinger, and unanimously carried, the Board approved to advertise and hire for a full-time RN position in Family Health with backfill should there be internal interest.

Commissioner Baer asked for an update regarding the Substance Use Prevention Education grant and the Communities that Care grant, that Public Health recently applied for. Ms. McKay stated, unfortunately, they were unsuccessful on both grants and that Health Promotion Director Rory Beil is following up on the reasoning behind the denial.

Request Approval to Hire a Case Manager Position in the Secure Residential Unit

Juvenile Detention Director James O'Donnell requested approval to hire a Case Manager for the Secure Residential Unit of the West Central Regional Juvenile Center (WCRJC) and stated this position is critical for the Secure Residential Program in providing robust services.

On motion by Commissioner Mongeau, seconded by Commissioner Baer, and unanimously carried, the Board approved to hire a Case Manager position in the Secure Residential Unit with backfill.

Metro COG Update for 2026

Metro COG Executive Director Ben Griffith provided the Board with an update for 2026 and discussed who Metro COG is, Council of Governments (COG), Metropolitan Planning Organization (MPO), what they do, 4-C's of Transportation Planning which are continuing, comprehensive, cooperative and communication, the Metro COG Metropolitan Planning Area, and the Urbanized Boundary, the Heartland Trail Study in Clay County including what the Heartland Trail is, and the extension of the trail, key study tasks, alternative alignments study corridor, the 2026-2030 Transit Development Plan, the Moorhead Safe Routes to School Plan, and the Metro COG Planning Work in Clay County.

Mr. Griffith further discussed funding, Clay County consisting of 6.1% of the jurisdiction, dedicated funding, and transit.

Commissioner Campbell stated that later on in the agenda today is a request to send a letter of support to Fargo City Leaders regarding transit and Mat buss issues. In addition, the City of Fargo is conducting a study on the 12th Ave North, Fargo to 15th Ave North, Moorhead bridge, which is a very important corridor not only for Moorhead but also for Clay County, as it’s an economical tool that’s available for transportation purposes. If Metro COG gets involved in this study, Clay County is in support of that bridge remaining open, and acknowledges that it’s in need of repairs.

Commissioner Mongeau thanked Mr. Griffith for his presentation and being at the meeting.

Public Hearing: Derek Syverson - Petition for Rezoning

Planning & Zoning Director Matt Jacobson stated this is a petition for rezoning of a 6.6 acre parcel in Barnesville Township from Agricultural General (AG) to Highway Commercial (HC). The property is southeast of Baker, approximately 1.2 miles south of Highway 52 on the east side of CSAH 21 located at 14566 130th Street South Barnesville, MN.

On motion by Commissioner Mongeau, seconded by Commissioner Baer, and unanimously carried, the Board approved to open the Public Hearing at 9:14 a.m.

Mr. Jacobson discussed the property information, HC Standards, considerations, and stated the applicant operates Country Classic Cabinets, a home occupation business. The growth of the business and future planned expansion is the basis for the rezoning request. The applicant intends to move the single-family dwelling from the property. No comments were received from the Township, Barnesville Economic Development was in support of the rezoning, and there was one comment from a neighboring landowner requesting information on property value impacts.

Mr. Jacobson further discussed the 2045 Comprehensive & Transportation Plan Goals and Objectives, Findings of Fact, and the Planning Commissions recommendation to move forward with the request to rezone. Mr. Jacobson stated because there is a residence on the property, there would be the caveat that rezoning shouldn't take effect until the residence is removed from the property.

Commissioner Mongeau discussed the economic development component and how the ability to employ people in rural Clay County is really important.

On motion by Commissioner Ebinger, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved to close the Public Hearing at 9:18 a.m.

On motion by Commissioner Mongeau, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved the rezoning of the subject property from Agricultural General to Highway Commercial and adopt the Planning Commissions Findings of Fact.

Bid Opening for SAP 014-645-002

County Engineer Justin Sorum opened bids for SAP 014-645-002 which is the Mill and Overlay project in Dilworth, MN. The Engineer's estimate for this project was $382,592.50. Three complete bids were received.

Mr. Sorum stated the first bid was from Central Specialties Inc. in the amount of $332,298.00, the second bid was from Mark Sand & Gravel Company in the amount of $304,747.50, and the third bid was from Northern Improvement Company in the amount of $237,707.25.

Commissioner Campbell asked if this was subject to approval by the City of Dilworth. Mr. Sorum indicated no, and stated as required by State Aid, the City of Dilworth had to pass a resolution agreeing to the project. There is no Dilworth funding, it's CSAH municipal funding.

On motion by Commissioner Baer, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the low bid from Northern Improvement Company in the amount of $237,707.25 contingent upon no errors for SAP 014-645-002.

Request Approval to Advertise for SAP 014-599-106

Mr. Sorum requested approval to advertise for SAP 014-599-106 which is the bridge removal project in Elmwood Township on 110th Ave South, which is north of Baker, MN. Because this is a bridge removal project, the Township doesn't have to pay anything for this project, it's all covered by Township bridge funds.

On motion by Commissioner Mongeau, seconded by Commissioner Baer, and unanimously carried, the Board approved to advertise for the Bridge Removal Project in Elmwood Township SAP 014-599-106, with a letting date of June 3, 2025.

Request Approval of MNDOT Grant Agreement and Resolution 2025-14 for SAP 014-598-

079

Mr. Sorum requested approval of the MNDOT Grant agreement 1057885 and Resolution 2025-14 for SAP 014-598-079 and stated that bridge bonding was received for a bridge replacement project on County Road (CR) 51, southeast of Comstock. For the use of Bridge Bond funds, a grant agreement and supporting resolution are required by MNDOT.

On motion by Commissioner Mongeau, seconded by Commissioner Baer, and unanimously carried, the Board approved the MNDOT Agreement 1057885 and supporting Resolution 2025-14.

RESOLUTION 2025-14
Local Bridge Replacement Program Grant Agreement
Grant Terms and Conditions
SAP 014-598-079
May 6th, 2025

WHEREAS, Clay County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund related to Bridge No. 14K69; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be $309,032.00 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Clay County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

Adopted this on the 6th day of May 2025

Request Approval of Proposal for Engineering Design Services

Mr. Sorum requested approval of a proposal from Houston Engineering, to provide engineering design services for the Clay County 37 foot road improvements on CSAH 1 and CSAH 26. This work is included in the 37 foot Memorandum of Understanding (MOU) with the FM Diversion Authority and the fees incurred by Houston Engineering will be reimbursed by the Diversion Authority.

On motion by Commissioner Ebinger, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved the proposal from Houston Engineering.

Closed Session to discuss Highway Easement Acquisitions- Attorney Client Privilege pursuant to Minn Stat 13D.05

On motion by Commissioner Baer, seconded by Commissioner Ebinger, and unanimously carried, the Board approved to go into closed session at 9:29 a.m. to discuss Highway Easement Acquisitions – Attorney Client Privilege pursuant to Minnesota Statute 13D.05

On motion by Commissioner Ebinger, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved to come out of closed session at 9:42 a.m.

On motion by Commissioner Baer, seconded by Commissioner Paul, and unanimously carried, the Board approved to move forward with the appraised value of the discussed properties on CSAH 52 and CSAH 12 Roundabout Improvement project.

Request Approval of Retail Cannabis Fee Schedule

Mr. Jacobson requested approval of the retail cannabis fee schedule and stated Minnesota Statute 342.22 requires lower-potency hemp edible businesses and retail cannabis businesses to register with the local jurisdiction in which the business is located. The County has the ability to collect a registration fee and an annual renewal fee. This fee would help fund compliance checks conducted by the Public Health Department. Additionally, the County has the ability to impose penalties or registration suspensions for violations. Ultimately, the purpose of adopting the fee schedule is to ensure compliance and provide a mechanism for addressing violations. These fees would be incorporated into the overall County Fee Schedule. It's suggested to set the fees at the maximum for every category for registration, along with the violations as well. There can be up to a $2,000 penalty per violation for each occurrence or up to a 30 day suspension of a registration.

Commissioner Campbell asked if these fees would only be for the unincorporated areas. Mr. Jacobson stated it would be for the unincorporated areas or if community such as Georgetown, Felton, or Ulen, decides to delegate their registration authority to the County. This would also allow Public Health to conduct compliance checks and the Planning & Zoning department to conduct zoning verification inspections as well.

Commissioner Campbell discussed how County fees shouldn't be set in any way to make a profit. However, with this being so new, it's appropriate to have a starting point and to conduct a review at a later date, to see if those fees needs adjusting.

Commissioner Ebinger stated it's prudent to set the fees at the maximum and move toward lowering those fees rather than starting at a lower rate and having to increase that over time.

Commissioner Campbell asked if other cities in Clay County have developed fee schedules. Mr. Jacobson stated the City of Moorhead has and the this would be very similar to what they've adopted. Commissioner Campbell stated a comparison is appropriate. Mr. Jacobson stated in terms of the licensed fee and registration, the only difference between the City of Moorhead and what Public Health and Planning & Zoning are proposing, is that the City of Moorhead has a more tiered structure for violations.

Mr. Larson stated he likes the idea of establishing a review period for discussion on the fees. Both the Governor's budget and the House Omnibus bill has the removal of the 20% cannabis gross receipts funding that the County was going to potentially be receiving, Therefore, if that legislation goes through, we wouldn't have those funds to fall back on to cover the cost.

On motion by Commissioner Ebinger, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved the Retail Cannabis Fee Schedule to be incorporated in the County Fee Schedule at the maximum rate under state guidelines and penalties, and to review the fee schedule after two years.

BREAK

The Board took a break from 9:52 a.m. to 10:00 a.m.

Request Approval of Justice Center Plan with Department of Corrections

Facilities Director Joe Olson requested approval of the Justice Center Plan with the Department of Corrections (DOC)/Probation. Currently Juvenile Probation occupies the south wing of the first floor Courthouse. Adult Felony Probation currently leases a space off site. And the Clay County Housing and Redevelopment Authority (HRA) current lease of suite #201 in the Family Service Center (FSC) expires this September 2025. The proposal is to terminate the HRA lease effective September 29, 2025, move Juvenile Probation into suite #201 of the FSC, and to then move Adult Felony Probation to the Courthouse. In talking with Court Administration, Clay County Attorney's Office and Probation District Supervisor, Dale Arnold, it would be a much-needed benefit to have Adult Felony Probation in the Courthouse, and have Juvenile Probation closer to the West Central Regional Juvenile Center.

The Department of Corrections would also provide $150,000.00 to fit-up the northeast wing of the Courthouse, and discussions have taken place with Gehrtz Construction on a proposal to remodel the northeast wing of the Courthouse for a total project cost of $146,079.71. The plan would be to add four offices, a conference room and a bathroom.

Mr. Olson stated he's working with the DOC on a lease agreement for the northeast and south wings on the first floor of the Courthouse.

Probation District Supervisor, Dale Arnold stated this would streamline the probation parole process, and is a great move in the right direction.

County Attorney Brian Melton stated the Attorney's Office would be in support of this.

Discussion ensued regarding Gehrtz being hired as a Construction Manager, and details pertaining to the HRA lease.

On motion by Commissioner Ebinger, seconded by Commissioner Baer, and unanimously carried, the Board approved to move forward with the Justice Center Plan in collaboration with the Department of Corrections to include the approval to terminate the Clay County HRA lease agreement effective September 29, 2025, approve the Juvenile Probation Department to lease Suite #201 in the Family Service Center starting November 1, 2025, approve Adult Felony Probation Department to lease northeast and south wings of the first floor Courthouse starting November 1, 2025, and approve the proposal from Gehrtz Construction for the northeast fit-up project on the first floor of the Courthouse in the amount of $146,079.71 and for Gehrtz Construction to be the contractor at risk to arrange with subcontractor bids for the project.

Request Approval of the Attorney Expansion Project

Mr. Olson requested approval of the expansion project of the Attorney's Office. It's a small project, which will allow for more usable space, allowing room for two additional employees.

Mr. Melton discussed how Victim Services was moved to the first floor of the Courthouse, which will open space to allow for an additional Attorney and Legal Assistant.

Mr. Olson stated funds are available in the Fund 13 Building Project. TF Powers provided a price of $13,425.00 for this project.

On motion by Commissioner Baer, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the Attorney expansion project in the amount of $13,425.00.

Request Approval of Light Replacement Project for the Family Service Center

Mr. Olson requested approval of the light replacement project for the (FSC) and stated that the FSC has roughly 1,045 T8 fixtures around the building. It’s suggested to replace these lights with LED fixtures. There will be an estimated energy savings of $40,000 per year. Two quotes were received, the first was from Innovative in the amount of $168,370.00 and the second quote was from CB Electric in the amount of $106,865.00.

On motion by Commissioner Baer, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved the Family Service Center Lighting Replacement Project using CB Electric in the amount of $106,865.00.

Request Approval of the Fit-up Project for Suite #200 and #404 in the Family Service Center Building

Mr. Olson requested approval of the fit-up project for Suite #200 and Suite #404 in the FSC and stated Social Services will be moving into Suite #404 and Public Health will occupy suite #200. The plan includes new paint, carpet, data and some minor construction. Funds will come out of Fund 13 in the amount of $117,726.90.

On motion by Commissioner Ebinger, seconded by Commissioner Baer, and unanimously carried, the Board approved the fit-up project in the Family Service Center with a cost breakdown and vendor list for a total project cost of $117,726.90.

Request Approval of the Letter of Support for Helping Hands Wellness PLLC

Social Services Director Quinn Jaeger requested approval of the letter of support for Helping Hands Wellness (HHW) PLLC and stated HHW PLLC is a private provider who is seeking to establish integrated outpatient substance use and mental health treatment services in Clay County. In accordance with state certification requirements under Minnesota Rules 9530.6800 and 9530.6810, the provider must obtain a statement of support from the county where services will be offered.

Helping Hands is ready to begin operations immediately, and have secured a physical office space in Moorhead and have 3 staff members, including a Nurse Practitioner (NP), a Licensed Alcohol and Drug Counselor (LADC), and a Behavioral Health Technician. With this team in place, they are prepared to begin offering integrated outpatient services that address both mental health and substance use disorders through a dual-focus, evidence-based approach. Their model is aligned with best practices and has been shown to produce stronger recovery outcomes by treating co-occurring conditions in a coordinated way.

Commissioner Mongeau asked if HHW was currently connected with a Telehealth provider, or is the therapy offered in person. Helping Hands Wellness PLLC Owner Benjamin Magbie stated the therapy would take place in person.

Discussion ensued regarding if services were currently being provided, if HHW was connected with TM Counseling, if there is a clinic site, staffing, and the background and experience of the owners and providers.

Commissioner Baer asked what the letter of support would do for this organization. Mr. Jaeger indicated that it's his understanding that the rules require the County Board to provide the letter of support stating that the County could benefit from another treatment provider within its boundaries. If the letter of support is not provided then the organization would not be allowed to operate, and this step and rule is dictated by the state.

Commissioner Campbell asked what kind of oversite Clay County would have on this moving forward. Mr. Jaeger stated the County does not oversee the treatment providers, that would be through the state, including licensing and billing.

Discussion ensued regarding the referral process, and the number of providers in Clay County who offer similar services.

On motion by Commissioner Ebinger, seconded by Commissioner Krabbenhoft, and carried, with one descending vote (Commissioner Mongeau) the Board approved to provide a written letter of support for Helping Hands Wellness PLLC to offer substance use and mental health treatment services.

Children's Mental Health Local Advisory Council (LAC) Annual Report

Mr. Jaeger, Social Services Supervisor Michelle Thordal, and Joni Medenwald from The Village, provided the Board with an annual report for the Children's Mental Health Local Advisory Council (LAC) and requested approval of the continuation of the Children's Mental Health LAC membership.

Ms. Thordal discussed the Children's Mental Health LAC mission, current projects and initiatives including updated logo, updating the resource brochure, website accessibility, marketing taskforce, mental health awareness month billboard, and summer mental health support grants.

Ms. Medenwald discussed the annual survey that was sent to community and the parent and provider survey results including data regarding the key barriers to accessing mental health services, the services that are currently being received, and the services that were needed but unavailable in the county.

Ms. Thordal discussed the professional survey results including the obstacles that families experience when accessing mental health services, unavailable or limited services, and mental health system improvements.

Ms. Medenwald discussed the highlights from the past year including school-based mental health services, increased consumer participation, strong meeting attendance & collaboration, networking opportunities, successful annual surveys, increased awareness of services, and recognition from other counties.

Ms. Thordal and Ms. Medenwald discussed the LAC Recommendations for Potential Action including addressing the low reimbursement rates, supporting workforce retention and competitiveness, expand adolescent substance abuse treatment options, support the continued development of a PRTF facility in Clay County, support existing Social Services, and sustain school-based mental health services.

Discussion ensued regarding transportation barriers, reimbursement rates, and staffing level challenges.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the Children's Mental Health LAC membership.

Recognition - Proclamation for Mental Health Month in Clay County - May 2025

Mr. Jaeger requested approval to proclaim May 2025 as Mental Health Awareness month in Clay County.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Mongeau, and unanimously carried, the Board read and adopted the proclamation for Mental Health Month in Clay County - May 2025.

Recognition - Proclamation for Foster Care Appreciation Month - May 2025

Social Services Supervisor Jessica Mickelson requested approval to proclaim May 2025 as Foster Care Appreciation month in Clay County, and indicated there would be a brief presentation on the Foster Care licensing unit.

Foster Care Licensor Alex Ishaug discussed the foster care licensing process including applicant online training, application for foster care, individual fact sheet, fingerprint based background studies that are completed, home safety checklist, completed extensive autobiography, orientation, annual training, the difference between licensing relatives versus non-relatives, and recruiting.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board read and adopted the Proclamation for Foster Care Appreciation Month - May 2025.

Recognition - Proclamation for Childcare Provider Appreciation Day - May 9, 2025

Ms. Mickelson requested approval to proclaim May 9, 2025, as Childcare Provider Appreciation day, and indicated there would be a brief presentation on the Childcare Licensing unit.

Childcare Licensors Karen Hellem and Julie Klier discussed the childcare licensing process, the number of current licensed In-Home Childcares, the 11 homes that are in the process of being licensed, recruitment, family childcare committees, steps for licensing, initial home visits, contracted policies, home safety issues, need for fire inspections, mentor program, license recommendations to the Department of Human Services, annual unannounced visits, upcoming changes, and ARPA incentives.

Discussion ensued regarding ARPA funds, the mentor program, free trainings, and the comparison of licensed providers from the previous year to current.

Ms. Klier stated, on behalf of one of her providers, there has been issues with bussing and transportation, especially in the smaller communities, and the providers have voiced wanting to quit because of these issues. In certain situations the providers are having to walk the school-aged youth to school, and to do so, they need to bring all children with, which can include infants, because of the bussing issues. In addition, some parents are moving their children to school programs that now take younger preschoolers because of the bussing issues, resulting in providers not being able to fill the preschool spots.

Commissioner Mongeau encouraged those providers not only talk with Commissioner Baer but to also talk with Representative Joy to elevate the concern.

On motion by Commissioner Mongeau, seconded by Commissioner Baer, and unanimously carried, the Board read and adopted the Proclamation for Childcare Provider Appreciation Day - May 9, 2025.

BREAK

The Board took a break from 11:29 a.m. to 11:40 a.m.

Request Approval to Hire a Scale Attendant.

Solid Waste Director Corey Bang requested approval to hire a Scale House Attendant and discussed the vital role that this position plays for the Solid Waste department. This is included in the budget.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Ebinger, and unanimously carried, the Board approved to hire a Scale House Attendant for Solid Waste.

Request Approval of Solid Waste Grant Application

Mr. Bang requested approval of the Solid Waste grant application to upgrade the Resource Recovery Center (RRC) garage with heat and insulation for year-round freon removal. Freon removal can be difficult when the temperature dips below 40 degrees. By upgrading the garage, freon removal could take place year-round, which would eliminate the units from piling up in storage.

Commissioner Campbell asked about the total dollar amount. Mr. Bang stated the total that would be requested would be $22,959.07 and the grant cap would be $11,479.54.

On motion by Commissioner Mongeau, seconded by Commissioner Baer, and unanimously carried, the Board approved the Solid Waste grant application up to $22,959.07.

Request Approval to Sign Aumentum Tax Hosting Contract

Technology Services Director Rory Schmitz requested approval to sign the Aumentum Tax Hosting contract.

Mr. Schmitz stated in December 2024, a quote from Aumentum was received, which turned out to be an unreasonable amount of $73,000.00 annually with a one-time set up fee of $15,000.00. Discussions were had with MnCCC and other counties to explore other options, and after some back and forth, Aumentum came back indicating if four counties could go into this together it would be $60,000.00 annually with a one-time set up fee of $12,500.00. The three other counties include Clearwater, Rice, and Roseau counties.

Mr. Schmitz discussed how Aumentum has a very robust hosted environment and disaster recovery solution in place. The tax software also has a major platform upgrade coming within the next year that may cost us additional resources to onboard. The current servers in our local environment are well past their lifecycle and have reached an end-of-support status. After meeting with County Auditor Lori Johnson, it was determined that moving the hardware off the internal services list, there would be enough funds to pay for fiscal year 2025, 2026, and potentially 2027, resulting in three years covered out of the 36-month contract.

Discussion ensued regarding security concerns and the three other counties.

Commissioner Campbell asked how the funding has changed. Mr. Schmitz stated the cost of hardware is a large portion of that. That equipment in those line items for internal services would go away and pool together for the annual cost of the hosting contract. Commissioner Campbell asked if this is something that could come out of the Recorder's Office compliance fund. Mr. Larson stated he was unsure but that he could certainly speak with the County Recorder.

On motion by Commissioner Ebinger, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved to proceed with the Aumentum Hosting contract and funding as described.

Request Approval of Letter of Support to be Sent to Fargo City Leaders to Include a Bus Stop at the DMV/Withdrawal Management Facilities as a Part of the 2026-2030 Transit Development Plan

Mr. Larson requested approval of the letter of support to be sent to the Fargo City Leaders to include a bus stop at the Department of Motor Vehicle (DMV)/Withdrawal Management Facilities as part of the 2026-2030 Transit Development Plan.

On motion by Commissioner Mongeau, seconded by Commissioner Baer, and unanimously carried, the Board approved to send a Letter of Support to be Sent to Fargo City Leaders to Include a Bus Stop at the DMV/Withdrawal Management Facilities as a Part of the 2026-2030 Transit Development Plan.

Committee Reports/County Administrator Update/Discussions

- Commissioner Krabbenhoft reported on meetings for Clay County Commission/HRA Commission meeting; Historical & Cultural Society; Interdepartmental Retreat; met with Public Health staff regarding cannabis; Intergovernmental Committee; Moorhead City Planning Commission; Dilworth City Council meeting; and Moorhead City Council meeting.
- Commissioner Mongeau reported on meetings for Highway Tracking; Clay County Commission/HRA Commission meeting; Pollinator Pint Night; Prairie Lakes Municipal Solid Waste; SWAC; discussion with State Medicaid Director and Clay County staff regarding how to deal with the uncertainty regarding Medicaid waiver reimbursements; retirement for Moorhead Business Association Director Sherri Larson; CAPLP Annual meeting; Legislative strategy meetings; met with The Chamber, City of Moorhead, and Clay County staff regarding flood mitigation strategies; Interdepartmental Retreat; Lakeland Mental Health Center; met with Matt Hilgard and Matt Freeman from AMC regarding how Clay County can best strategize with bills moving forward; and MN Rural Counties Caucus.

- Commissioner Baer reported on meetings for Clay County Commission/HRA Commission meeting; Building Committee; Criminal Justice Advisory Board; Interdepartmental Retreat; WCRWD; WCRWD Work Session; Dilworth City Council meeting; and MN Rural Counties Caucus.
- Commissioner Ebinger reported on meetings for Clay County Commission/HRA Commission meeting; RRRDC Board of Authority; Greater FM EDC Executive Board; FM Diversion Finance Committee; Lake Agassiz Regional Library Board; Criminal Justice Advisory Board; FM Diversion Authority; met with Jason McCoy, Rory Beil, Kathy McKay and Commissioner Krabbenhoft regarding Cannabis; and NW Emergency Communication Board.
- Commissioner Campbell reported on meetings for Highway Tracking; Clay County Commission/HRA Commissioner meeting; RRRDC Board of Authority; Prairie Lakes Municipal Solid Waste; Building Committee; SWAC; FM Diversion Authority; Interdepartmental Retreat; and a letter to the editor of the Fargo Forum and the Star Tribune regarding Flood Mitigation to the Fargo Forum and the Star Tribune on behalf of the City of Moorhead, BRRWD, and Clay County.
- County Administrator Stephen Larson reported on meetings for Highway Tracking; Clay County Commission/HRA Commissioner meeting; EOC Exercise; Building Committee; met with Jill Murray regarding Tax Court filings; wrote a letter to the Governor on this Boards behalf regarding cost shifts and also sent that to local legislators and Senate and House leadership; Interdepartmental Retreat; WCRWD; WCRWD Work Session; met with Sheriff Empting on a series of issues; Moorhead City Council; met with Anna Moore and Darren Brooke regarding salaries and insurance; letter to the city of Fargo for bus routes; met with Joe Olson regarding the agenda items that were discussed today; met with Anna Moore and Darren Brooke regarding Paid Family Medical Leave; Intergovernmental Committee; met with Commissioner Krabbenhoft on a series issues; met with Derrick LaPoint; MN Office of Cannabis Management will be announcing on June 5, 2025 the social equity licenses for cannabis cultivators, manufacturers, and microbusinesses; looked at the House tax bill, looking to extend the moratorium on the sales tax, looking to have legislative tax force to look at sales tax in the future. Addressed homestead market values for veterans, and they repealed the cannabis aid, 20% of the gross receipts will now go back to the general fund; recognized that this week is National Corrections Officer week; and in listening today, County Recorder Kimberly Savageau stated she does pay roughly $15,000 for the tax system through the compliance fund and as of late, the funds haven't been coming in a quickly as it has in the past, so having more than that could be a challenge.

Mr. Larson mentioned an upcoming meeting with Derrick LaPoint, Dan Mahli, and Peyton Mastera regarding the WEN casino project and possibly looking into having elected officials involved in those discussions/committees.

Commissioner Campbell discussed how this was important and the importance of the future collaboration amongst the City of Moorhead, City of Dilworth and Clay County. Commissioner Campbell stated it would be appropriate for this committee to be established, and being that this is taking place in Commissioner Baer's district, and along the 336 Corridor, which he is a part of in terms of Wellhead Protection, it's recommended that he and Commissioner Baer be involved with the establishment of that committee. Commissioner Campbell discussed who could potentially be involved in this committee and asked that there is also representation from Glyndon Township.

Commissioner Krabbenhoft discussed looking at additional communities that are a similar size comparison rather than just Mahnomen.

On motion by Commissioner Krabbenhoft seconded by Commissioner Ebinger, and unanimously carried, the Board approved to appoint Commissioner Campbell and Commissioner Baer to the committee that will research the White Earth Nation request, alongside the City of Moorhead, City of Dilworth, and Glyndon Township.

- Assistant County Administrator Darren Brooke reported on meetings for Clay County Commission/HRA Commissioner meeting; met with Kari Tuton, Cody Benson, and Chris Martin regarding veterans preference claim; EOC Exercise; Building Committee; met with Mark Sloan and Brian Melton regarding the County Code; SWAC; discussion with staff about veterans preference complaint; met with UKG and MNCCC regarding RFP; Interdepartmental Retreat; worked on veterans preference; submitted 2026 payroll estimate to MCIT; met with Anna Moore and Steve Larson regarding salaries and insurance; met with Integrity Benefits on PFML; RFP meetings with MNCCC: met with Corey Bang on recycling issues; and met with Matt Jacobson and Corey Bang at the landfill regarding solar panels.

Adjourn

The meeting was adjourned at 12:38

____
Kevin Campbell, Chair
County Board of Commissioners

____
Stephen Larson, County Administrator