CLAY COUNTY BOARD OF COMMISSIONERS
8:30 AM, TUESDAY, AUGUST 19, 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 Mongeau, seconded by Commissioner Baer, and unanimously carried, the Board approved the agenda.

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 $88.00.

Commissioner Campbell recognized the donation and appreciates the continued contributions.

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 $1,546,767 from 136 vendors. There were 96 warrants issued under $2,000 ($43,049) and the following 40 were over $2,000.

Blue Cross Blue Shield Minnesota	$	407,256	Fitzgerald Construction Inc.	$ 5,741
Internal Revenue Serv	$	279,158	LELS	$ 5,594
Clay Co Public Health	$	189,523	Amazon Capital Services	$ 5,520
Otter Tail Public Health	$	105,744	FM Truck & Trailer Repair LLC	$ 4,528
West Central Regional Juvenile Center	$	70,104	Personal Touch Marketing & Mfg., Inc.	$ 4,415
Becker County Public Health	$	65,984	Elan Financial Services	$ 4,333
Enterprise FM Trust	$	49,364	City of Pelican Rapids	$ 4,258
Mn Dept Of Revenue	$	39,481	Powerplan	$ 4,183
Wilkin Co Public Health	$	38,572	Uline	$ 4,033
VEBA Select Account	$	32,378	Advanced Business Methods	$ 3,731
Turner Sand & Gravel Inc.	$	24,700	Connect Interiors LLC	$ 3,465
Moorhead Public Service	$	24,263	Disposal Services Inc	$ 3,360
Trinity Services Group, Inc.	$	22,187	Madison National Life	$ 3,164
NACO	$	14,810	VoIP Supply LLC	$ 3,119
Code 4 Services, Inc	$	14,510	Northern Improvement Co	$ 2,461
Turnkey Corrections	$	14,266	Northwest Iron Fireman Inc	$ 2,323
Xcel Energy	$	11,178	State of MN Health Care Savings Plan	$ 2,290
Steve Rummler HOPE Network	$	10,000	West Central Regional Juvenile Center	$ 2,225

Department Of Corrections	$	9,300	Office of MNIT Services	$ 2,162
Forum Communications Printing	$	8,001	Les Schwab Tires	$ 2,017

Approval of Minutes from August 5, 2025

On motion by Commissioner Krabbenhoft, seconded by Commissioner Ebinger, and unanimously carried, the Board approved the minutes from August 5, 2025.

Request Approval to Fill a Full-Time Detox Technician Position

Public Health Administrator Kathy McKay and Detox Director Troy Amundsen requested approval to fill a full-time Detox Technician position for the Withdrawal Management/Detox Facility due to a recent resignation. This is a budgeted position.

Commissioner Baer asked if once this position is filled, if Detox will be fully staffed. Mr. Amundsen stated with Technicians, yes.

On motion by Commissioner Baer, seconded by Commissioner Ebinger, and unanimously carried, the Board approved to fill the full-time Detox Technician position for the Withdrawal Management Detox Facility, with backfill if needed.

Budget Presentation - FMWF Chamber and GFM EDC - Innovate28

FMWF Chamber CEO & President Shannon Full, and Greater Fargo Moorhead Economic Development Corporation (GFM EDC) CEO Joe Raso, presented the 2026 budget for Innovate 28. Innovate28 consists of three pillars, Public Policy, Workforce, and Business Development.

Ms. Full discussed the Public Policy Pillar including advocacy leadership, community convener, policy convenings, and strategic goals for 2025-2026.

Mr. Raso discussed the Workforce Pillar including talent attraction campaign, 2025 direct recruitment assistance to date, career awareness and retention, and 2025 Year to Date (YTD) career awareness and exploration.

Lastly, Mr. Raso and Ms. Full discussed the Business Development Pillar including facilitating 130 company expansions or relocations, business attraction activities, and annual investment in site selector lead generation.

Discussion ensued regarding lobbying at the Capitol, Public Policy, flood mitigation, and the joint collaboration.

The Board extended their appreciation for the continued collaboration with the Chamber and the FM EDC.

Closed Session: Board Discussion Re: Labor Negotiations Per Minn. Stat. 13D.03

On motion by Commissioner Baer, seconded by Commissioner Ebinger, and unanimously carried, the Board approved to go into closed session at 9:13 a.m. for Labor Negotiations per Minnesota Statute 13D.03.

On motion by Commissioner Baer, seconded by Commissioner Ebinger, and unanimously carried, the Board approved to come out of closed session at 10:21 a.m.

Strategic Discussion: Lobbyist Engagement for Legislative Advocacy
Commissioner Campbell stated at the FM Diversion Planning meeting last week there was a lot of discussion surrounding next year, being the last year to obtain funding for the Diversion project, which is the county's number one legislative priority. Hiring a Lobbyist was discussed with that group, to help with these efforts at the Capitol. Commissioner Campbell stated, based on those conversations, he approached the County Administrator to bring forward this topic to the full Board. Now is the appropriate time to have this discussion so this process can get started.

County Administrator Stephen Larson stated this Board values active engagement with the Minnesota Legislature that brings attention to and works toward securing funding for priorities that benefit the county, region, and state. Commissioners and county staff have routinely traveled to St. Paul to advocate for these priorities; however, the distance and time commitment present challenges to maintaining a consistent presence at the Capitol.

Commissioner Krabbenhoft stated he's in favor of this and having a professional lobbyist in St. Paul will allow the opportunity to advocate for Clay County in a timely manner, and will allow for collaboration with other entities on a broader scale.

Commissioner Campbell discussed his thoughts and stated if this is something the Board is fully interested in; a dollar amount should be established first. Then create a sub-committee that would consist of Commissioner Mongeau, Commissioner Krabbenhoft, and Mr. Larson, to investigate and determine who would be the best to invest with, and who can be most effective with the issues at hand.

Discussion ensued regarding the potential cost of this investment.

On motion by Commissioner Mongeau, seconded by Commissioner Ebinger, and unanimously carried, the Board approved for the County Administrator to investigate and gather proposals for legislation representation for 2025, and to allow him the freedom to craft a 2026 budget request.

Committee Reports/County Administrator Update/Discussions

- Commissioner Mongeau reported on meetings for County-Owned Property; Tipping Fee discussion with the Solid Waste Department; AMC Lunch & Learn on accessing and understanding local census data; and Soil Water & Conservation District.
- Commissioner Baer reported on meetings for County-Owned Property; Wild Rice Watershed District; Beyond the Yellow Ribbon; Partnership4Health CHB; and met with the City of Ulen regarding the WCRWD.
- Commissioner Ebinger reported on meetings for met with Kathy McKay and Public Health staff regarding Partnership4Health; Positive Community Norms; Beyond the Yellow Ribbon; Lake Agassiz Regional Library; and Partnership4Health.
- Commissioner Krabbenhoft reported on meetings for Health Insurance; Presentation by NAMI (National Alliance of Mental Illness); Adult Mental Health LAC; Red River Re-Route event; Extension Committee; and Soil Water & Conservation District.
- Commissioner Campbell reported on meetings for FM Diversion Planning Committee; met with the City of Ulen regarding the WCRWD; Lakes Country Service Coop; and RRC Tipping Fee meeting.

- County Administrator Stephen Larson reported on meetings for County-Owned Property; County Management; met with Sheriff Empting; met with Robert Wilson and Dan Mahli regarding shared issues; met with Anna Moore; met with Troy Amundsen; met with Commissioners Krabbenhoft and Baer on a series of issues; and met with City of Moorhead, Derrick LaPoint and Moorhead School District on shared planning.
- Assistant County Administrator Darren Brooke reported on meetings for County-Owned Property; County Management; RRC Tipping Fee meeting; met with Anna Moore on HR issues; Costing sheets; MnCCC; Pictometry training; finalized union costing sheets; and met with Anna Moore and Stephen Larson regarding HR issues.

Adjourn

The meeting was adjourned at 11:43 a.m.

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Kevin Campbell, Chair
County Board of Commissioners

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Stephen Larson, County Administrator